




**Meeting:** Executive  
**Date:** Thursday 14<sup>th</sup> July 2022  
**Time:** 10:00 am  
**Venue:** Council Chamber, Corby Cube, George Street, Corby, NN17 1QG

To members of the Executive

Councillors Jason Smithers (Chair), Helen Howell (Vice-Chair), Matthew Binley, David Brackenbury, Lloyd Bunday, Scott Edwards, Helen Harrison, David Howes, Graham Lawman and Harriet Pentland

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	<p>Adele Wylie, Monitoring Officer North Northamptonshire Council</p>  <p><b>Proper Officer</b> <b>Wednesday 6<sup>th</sup> July 2022</b></p>		

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ITEM	NARRATIVE	DEADLINE
Members of the Public Agenda Statements	Members of the Public who live or work in the North Northamptonshire council area may make statements in relation to reports on the public part of this agenda. A request to address the Executive must be received 2 clear working days prior to the meeting at <a href="mailto:democraticservices@northnorthants.gov.uk">democraticservices@northnorthants.gov.uk</a> Each Member of the Public has a maximum of 3 minutes to address the committee.	5.00pm Monday 11 <sup>th</sup> July 2022
Member Agenda Statements	Other Members may make statements at meetings in relation to reports on the agenda. A request to address the committee must be received 2 clear working days prior to the meeting. The Member has a maximum of 3 minutes to address the committee. A period of 30 minutes (Chair's Discretion) is allocated for Member Statements.	5.00pm Monday 11 <sup>th</sup> July 2022

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Where a matter arises at a meeting which **relates to** your own financial interest (and is not a Disclosable Pecuniary Interest) or **relates to** a financial interest of a relative, friend or close associate, you must disclose the interest and not vote on the matter unless granted a dispensation. You may speak on the matter only if members of the public are also allowed to speak at the meeting.

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## Minutes of a meeting of the Executive

At 10.00 am on Thursday 16th June, 2022 in the Council Chamber, Corby Cube, George Street, Corby, NN17 1QG

### Present:-

#### Members

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

Also in attendance – Councillors Dorothy Maxwell, Clive Hallam, Wendy Brackenbury, Lora Lawman, Mike Tebbutt, Lyn Buckingham, John McGhee, Zoe McGhee, Jean Addison and Jon-Paul Carr

### 226 Apologies for absence

No apologies for absence were received.

### 227 Minutes of the Meeting Held on 19th May 2022

**RESOLVED** that: The Executive agreed the minutes of the meeting held on 19<sup>th</sup> May as a true and accurate record of the meeting.

### 228 Members' Declarations of Interest

Cllr Graham Lawman declared a personal interest in Item 8 as he was known to one of the registered speakers.

### 229 Notifications of requests to address the meeting

The Chair, Councillor Jason Smithers stated that Agenda Item 6 (Hackney Carriage Fare Tariff) had been deferred to a future Executive meeting date. It was heard that a total of 14 speakers had registered to speak in relation to this item, however, to ensure that the Executive had all the information available to it to allow for the best possible decision to be made, it had been agreed that the item be deferred. The Chair offered his apologies to anyone who had attended the meeting relation to the item.

It was noted that there were eight other requests to address the meeting as set out below:

- Cllr Clive Hallam – Agenda Item 13

- Cllr Martin Griffiths – Agenda Item 13
- Cllr Leanne Buckingham - Agenda Item 9
- Cllr Lyn Buckingham – Agenda Items 5, 7, 8 and 10
- Cllr Zoe McGhee – Agenda Item 8
- Cllr Dorothy Maxwell – Agenda Items 9 and 12
- Cllr Jean Addison – Agenda Items 5, 8 and 9
- Cllr Lora Lawman – Agenda Item 8

Cllr Griffiths was not in attendance at the meeting and therefore did not speak on Item 13.

Cllr Leanne Buckingham was not in attendance at the meeting and therefore did not speak on Item 9.

Cllr Addison withdrew from speaking on Item 5.

## **230 Performance Indicator Report Period 1 - April 2022-23**

The Chair, Cllr Jason Smithers, welcomed Cllr Lyn Buckingham to the meeting to address the Executive. Cllr Buckingham made reference to details regarding agency spend and the lack of performance indicators for the Council's function as a landlord and requested that the new Executive member for Housing, Communities and Levelling-up, Cllr Matthew Binley look at this as part of his portfolio.

The Chair thanked Cllr Buckingham for her comments before introducing a report that sought to provide an update on the performance of the Council across a range of services as measured by performance indicators, as well as setting out the progress that was being made in the development of the Council's performance monitoring arrangements.

The Chair stated that the report before members provided a transition between the set of performance indicators used during 2021/22 and the new set approved at the previous meeting of Executive in May. Members noted the inclusion of a summary of performance indicators for 2021/22 which provided a clear audit trail between old and new indicators. In addition, a detailed a report for new indicators was included which was considered to better represent the key commitments the Council was aiming to deliver against.

### **RESOLVED:**

That the Executive:

- a) Noted the performance of the Council as measured by the available indicators at Period 1 as set out in the appendices to this report.
- b) Noted the progress being made in the development of the Council's approach to performance management.

Reason for Recommendations – to better understand the Council's performance as measured by performance indicators as at Period 1, 2022/23.

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

**231 Hackney Carriage Fare Tariff**

This item was withdrawn prior to the meeting and deferred to a future Executive meeting date.

**232 Core UK Shared Prosperity Fund (UKSPF) and Multiply Initiative**

The Chair invited Cllr Lyn Buckingham to address the meeting in relation to this item. Cllr Buckingham noted the aims of the Core UK Shared Prosperity Fund (UKSPF) and queried how this would marry up with the Levelling-Up agenda. Cllr Buckingham also question whether any residual UKSPF funding could go towards local health forums.

The Chair thanked Cllr Buckingham for her comments before Cllr David Brackenbury, Executive Member for Growth and Regeneration introduced a report that set out details of the Core UK Shared Prosperity Fund (UKSPF) and Multiply Initiative, the potential meaning for North Northamptonshire and the requirements needed to secure funding for the area via the submission of Investment Plans to government. The report also sought approval to delegate the submission of these Investment Plans to the respective lead Executive Members.

Cllr Brackenbury clarified that North Northamptonshire had already received a three-year funding allocation totalling £6.744m, split between the two elements of the fund, the Core SPF (£4.835m) targeted at investment in Communities & Place, support for local business, people and skills, and the Multiply element (£1.909m) which was ringfenced for bespoke adult numeracy programmes to be delivered across the Spending Review period (2022-23 to 2024-25), with the aim that provision started for the 2022-23 academic year.

It was heard that the aim was to use the allocation in a manner where it would most greatly benefit the people of North Northamptonshire, utilising direct engagement with local stakeholders to identify the issues and challenges across the three themes of the Core UKSPF to deliver better outcomes.

Cllrs Harrison and Lawman welcomed the report and the opportunity for direct engagement with the public to help tackle social exclusion and benefit left-behind areas.

**RESOLVED:**

KEY DECISION

That the Executive:

- a) Welcomed the opportunity to submit Investment Plans to secure funding for North Northamptonshire via the Core UKSPF and Multiply initiative
- b) Delegated authority for final submission of the Core UKSPF Investment Plan to the Executive Member for Growth & Regeneration in consultation with the Executive Members for Adults, Health & Well-Being; Housing, Communities & Levelling Up; and Children, Families, Education & Skills, the Executive Director for Place & Economy and the Section 151 Officer
- c) Delegated authority for final submission of the Multiply Investment Plan to be agreed by the Executive Member for Adults, Health & Well-Being in consultation with the Executive Member for Children, Families, Education and Skills, the Executive Director for Adults, Communities & Well-Being, the Executive Director of Children's Services and the Section 151 Officer

Reason for Recommendations: To secure additional investment into North Northamptonshire through the submission of Investment Plans for Core UKSPF and Multiply to address local challenges and deliver improved outcomes

Alternative Options Considered: The submission of these Investment Plans is not mandatory, but failure to submit a plan would involve the area missing out on Core UKSPF and Multiply financial support

## **233 Levelling Up Fund Round 2 - Bid submission**

The Chair invited Cllr Lyn Buckingham to address the Executive. Cllr Buckingham expressed her disappointment in the report and suggested it showed a lack of vision and innovation, noting the lack of projects for Kettering and East Northamptonshire and raising concerns regarding the cycle-path link planned for Corby. Cllr Buckingham concluded by stating that it was hard to understand the vision for North Northamptonshire based on this report and suggested that the funding referred to in the report could be better spent.

Cllr Zoe McGhee was then invited to address the meeting. Cllr McGhee queried where the incentive was for people struggling financially to access some of the planned provisions noting regional disparities and the lack of projects in "left behind" areas of North Northamptonshire. Cllr McGhee also noted the lack of projects for the Kingswood area of Corby, despite these having been submitted

Cllr Jean Addison was invited to address the Executive. Cllr Addison also made reference to projects in the Kingswood area and stated that the funding should be spent in areas where it was most required, not in relation to areas suggested to be "vanity projects".

Cllr Lora Lawman was then invited to address the meeting. Cllr Lawman made reference to the village of Wilby and disadvantages suffered by residents due to the lack of pavements or road connections, with no safe crossing point over the busy A509 and associated roundabout. It was suggested that financial support to assist in improvements would not only reduce the serious risk of accidents but would assist the

Council in meeting its green agenda by championing walking and cycling. Cllr Lawman noted that there would be support from residents, ward members and the local MP for such improvements to a “left behind” area.

The Chair thanked all speakers for their comments before the Executive Member for Growth and Regeneration, Cllr David Brackenbury introduced a report that sought to provide background on the Levelling Up Fund, explained the process undertaken to identify and consider projects which may be suitable for the fund, and identified shortlisted projects. The report also sought approval to delegate the decision on which projects and package(s) were submitted to Government by the deadline on 6<sup>th</sup> July 2022.

Cllr Brackenbury thanked all the speakers for attending, noting the passion that had been brought to the debate. Cllr Brackenbury sought to provide clarity regarding the purpose of the fund, noting that its purpose was not for “left behind” areas, but to cover three key themes; transport, cultural and regeneration and town centre investments. It was noted that other funding streams from Government could be utilised in relation to “left behind” areas, and comments from speakers in this regard had been noted.

It was heard that the Council would be part of a bidding process and bids relating to all submissions would be scrutinised by Government before any funding award was successful. Consequently, projects had to be in a position to be worked up in terms of design, viability, finance and match funding as well as being ready to implement inside the current financial year and completed by 2025. As a result, the Council was constrained in regard to which projects could be submitted to stand the best chance of a successful funding bid.

A consultation exercise undertaken during February and March 2022 had seen 59 projects received, with projects sitting within the Council’s Development Pool also considered, as were projects from the previous sovereign authorities capital programmes. An initial review process undertaken by a Levelling Up Fund Panel involving members and officers identified a shortlist of seven projects in conformity with government criteria for further consideration by consultants. Cllr Brackenbury noted that the inclusion of projects not properly considered or costed would weaken the overall bid to government and the seven suggested, if taken forward would maximise the chances of investment.

The Chair and Cllr Howell welcomed the opportunity for further Government investment and echoed the comments regarding the need for sound business cases to improve the chances of a successful funding bid.

Cllr Graham Lawman sought to provide clarity regarding the Corby Town Centre to Station Active Travel Link referred to by Cllr Buckingham and noted his support for road safety improvements in Wilby as well as noting that additional projects that had not made the shortlist of seven were being worked upon in case of a further round of funding.

Cllr Binley noted that the context of the item had been misinterpreted and welcomed clarification from Cllr Brackenbury as to the purpose of the fund. Cllr Binley also welcomed the opportunity to work up further projects in “left behind” areas in case of a further funding round.

Cllr Pentland spoke to note the significant investment that a successful funding bid could bring to area, with potential benefits for all the projects and a wide range of residents. Cllr Pentland also referenced the Active Travel Link and the improved connectivity it offered.

Cllr Harrison understood the disappointment of some speakers that projects in areas of interest were not part of those being considered for submission, but noted that developing priorities and opportunities ready for future funding rounds should be a priority.

## **RESOLVED:**

### **KEY DECISION**

That the Executive:

- a) Delegated to the Executive Member for Growth & Regeneration; in consultation with the Executive Members for Highways, Travel and Assets; Sport, Leisure Culture & Tourism; Housing, Communities & Levelling Up; and Climate and the Green Environment, the Executive Director of Finance and the Executive Director of Place and Economy authority to submit a bid/s to the Levelling Up Fund Round 2 by noon on 6<sup>th</sup> July 2022.

Reason for Recommendations – The submitted bid(s), if approved will unlock the funding for the identified projects and deliver significant benefits to the area. If funding is secured each project will commence as soon as possible with spend expected in the 2022/2023 financial year.

Alternative Options Considered – The only alternative option would be to not submit the bids for the projects identified. The consequences of this would be that there was no possibility of any funding from the Levelling Up Round 2 fund.

## **234 Family Hubs**

The Chair invited Cllr Dorothy Maxwell to address the meeting. Cllr Maxwell welcomed the report and queried the location of the Family Hubs, noting the importance of giving children a head-start in education. Cllr Maxwell concluded by stating that the fund must be spent wisely to ensure Family Hubs were available for all children in North Northamptonshire.

The Chair thanked Cllr Maxwell for her contribution before inviting Cllr Jean Addison to address the meeting. Cllr Addison welcomed the opening of Family Hubs but noted it was shame the Council had to re-open facilities similar in nature to those previously closed. Cllr Addison also made reference to an unsuccessful bid for £1million to assist with the costs of creating a Family Hubs model as well as referring to the need for effective public consultation. Cllr Addison concluded by noting that the refreshed Partnership Board referred to in the report should feature representatives from the localities it sought to serve and queried whether parents and care-givers would be involved with the Task and Finish groups referred to.

The Chair thanked Cllr Addison for her attendance before the Executive Member for Children, Families, Education and Skills, Cllr Scott Edwards introduced a report that sought to brief the Executive on the challenges, opportunities and options arising from the announcement of the Council as eligible to be part of the Government's three-year Family Hubs and Start for Life programme.

Cllr Edwards noted that the report set out proposals to develop a Family Hubs model in line with key objectives developed as part of the Government's programme, the objective of which was to improve whole family service delivery, address disproportionality and inequalities as well as drive improved health and education outcomes. The Council had been identified as one of 75 local authorities able to access additional Government funding to reshape services, improve access to services and support as well as measure impact.

Cllr Edward noted that locations for Family Hubs had yet to be decided, although engagement with parents, carers, children and the wider community offered the opportunity to make early-years provision more efficient and productive to offer children the best start in life.

The Chair, as well as Cllrs Harrison and Binley spoke strongly in favour of the opportunity to use additional Government funding to support and improve life prospects for children across North Northamptonshire.

## **RESOLVED:**

### **KEY DECISION**

That the Executive:

- a) Agreed that Council adopts a Family Hubs model for North Northamptonshire
- b) Noted that the Family Hubs model will be based upon local need and be developed in co-production with children, parents, carers and the wider community partnership.
- c) Delegated authority to the Executive Member for Children, Families, Education and Skills in consultation with the Executive Director of Children's Services to establish a Partnership Board to oversee the development of the Family Hubs model

Reasons for Recommendation: The development of a Family Hub Model will help to deliver the Council's strategic ambitions. Early intervention can improve children's wellbeing, educational attainment and life chances, reduce family poverty, improve mental health and reduce negative outcomes such as unemployment which carry significant cost to the public purse.

Alternative Options Considered: That we do nothing and do not develop Family Hubs in NNC. This is not recommended because NNC would lose the opportunity to enhance and co-ordinate services for families. Furthermore, they would lose the

opportunity to attract additional investment into the local area.

## **235 Household Support Fund (HSF) 2**

The Chair invited Cllr Lyn Buckingham to speak in relation to this item. Cllr Buckingham requested that some of the Household Support Fund (HSF) be used to drive the uptake of pension credit which was underused by those who needed it most. Cllr Buckingham also queried the underspend of the previous tranche of HSF funding.

The Chair thanked Cllr Buckingham for her comments before introducing a report that set out the local strategy for the delivery of the £2.465m Household Support Fund 2 in order to maximise appropriate referrals across a wide set of situational needs.

The Chair noted that the grant fund announced by government on 31<sup>st</sup> March 2022 was the second version of the fund, the previous one having been in operation between 1<sup>st</sup> December 2021 and 31<sup>st</sup> March 2022 across North Northamptonshire to assist a wide variety of households demonstrating extreme financial hardship. The Council had a wide discretion on how the fund could be used to support those residents most in need with assistance for food, utilities and other essentials costs.

It was heard that support would be phased between July and September and included Holiday School Meal Vouchers for the summer holidays; support for pensioners who were already receiving a Pension Credit and those who on Pension Credit but also severely disabled. It was recommended that for households demonstrating severe financial hardship, assistance be operated through the voluntary sector to assist in identifying individuals and families who may not otherwise be on the Council's radar.

Cllr Harrison welcomed the additional funding, noting that although the previous round of funding has been successfully distributed, learning points had been taken to ensure the Council could continue to support those who needed it most in the most efficient manner.

### **RESOLVED:**

#### **KEY DECISION**

That the Executive:

- a) Noted that the Household Support Fund (2) investment to be managed locally
- b) Approved the Recommended Scope and Diversity of Distribution as set out in section 4
- c) Approved the control and oversight approach through a central operational team

Reasons for Recommendations:

- The distribution of funds must meet the wider communities' financial needs, where other grants and funding are not available



- Where possible the level of duplication of grants for the same purpose must be minimised which is why the in-house team is recommended
- It provides real benefit to underpin the Public Health Wellbeing Programme and aligns to the Recovery and Wellbeing Programme
- The recommended course of action is the most cost-effective.
- The residents of NNC will receive the maximum benefit from the option proposed

Alternative Options Considered: The option not to draw down the funds was considered; however, this was discounted as many vulnerable residents would miss additional support at a time when there are increased concerns regarding the cost-of-living increases. An option to provide all households claiming Universal Credit with an additional payment from the Fund was also considered, however, as there are 20,000+ on the database the amount predicted to receive per household would be derisory to the current cost-of-living increases.

## 236 Ise Valley Strategic Plan

Cllr David Brackenbury, Executive Member for Growth and Regeneration introduced a report that sought to advise the Executive of the preparation and content of the Ise Valley Strategic Plan and requested its approval to allow for its recognition as a tool to secure funding and to develop and deliver projects to enhance the Ise Valley.

Cllr Brackenbury noted the significant level of work undertaken in the production of the plan, acknowledging it that it had been prepared by the River Nene Regional Park on behalf of, and with input from, the River Ise Partnership, of which the Council was a member. It was further noted that due to its strategic nature, the plan could be used attract funding streams and develop projects that went beyond the borders of North Northamptonshire.

Reference was made to work undertaken by the Partnership since its 2019 inception, including:

- The Ise Valley Way project and projected links to the existing Greenway Project
- South Meadows, Wicksteed Park – a re-engineering of the Slade Brook and River Ise confluence

Cllr Howell spoke to recognise and thank River Nene Regional Park for the work undertaken on behalf of the River Ise Partnership, noting the benefits of collaborative working and the exceptional nature of the resulting output. The plan before members formed part of a larger picture, with walking and cycling infrastructure across the whole of North Northamptonshire being considered with a view to enhancing accessibility to benefit the health and wellbeing of residents.

Cllr Pentland welcomed the report and noted the involvement of the Climate Change, Environment and Growth EAP in commending the plan and the benefits that would stem from its adoption.

Cllr Lawman also spoke positively regarding the plan, noting the opportunity to enhance connectivity and the leisure offer as part of the wider Greenway network.

## **RESOLVED:**

### **KEY DECISION**

That the Executive:

- a) Noted the contents of the Ise Valley Strategic Plan and acknowledge it has been prepared by the River Nene Regional Park (RNRP) on behalf of, and with input from, the River Ise Partnership, of which the Council is an actively participating member
- b) Approved the content and approach set out in the Ise Valley Strategic Plan to enable project development and delivery that will bring about environmental, social and economic benefits to the Ise Valley

Reason for Recommendations: Approval from the Executive will enable Officers of the Council to use the Ise Valley Strategic Plan as a tool to attract funding streams and develop and deliver collaborative projects that will protect and enhance the Ise Valley and deliver priorities set out in the Council's Corporate Plan (2021).

Alternative Options Considered:

- The Executive could resolve not to approve the content of the Ise Valley Strategic Plan. However, not approving the Plan would send a message to the River Ise Partnership that the Council does not see the River Ise Strategic Plan as a credible tool with which to attract funding for the development and delivery of projects that will protect and enhance the Ise Valley.
- This approach could diminish the Council's credibility as an active participant within the Partnership which could reduce the Council's ability to make recommendations for project development and delivery.
- Rejecting the Ise Valley Strategic Plan and the opportunity to actively participate on the River Ise Partnership will not stop the Council delivering against priorities set out in the Corporate Plan (2021) but it will reduce the number of opportunities available to deliver multiple priorities effectively and efficiently

## **237 Community Managed Libraries Transfer Programme update**

The Chair invited Cllr Dorothy Maxwell to address the meeting in relation to this report. Cllr Maxwell noted the importance of libraries as part of local communities, particularly in the role of community hubs.

The Chair thanked Cllr Maxwell for her attendance before the Executive Member for Sport, Leisure, Culture and Tourism, Cllr Helen Howell introduced a report that sought to brief the Executive on the background around the Community Managed Libraries

transfer programme and provided an update on the progress of those libraries yet to be transferred.

Cllr Howell stated that seven libraries in North Northamptonshire had transferred to community organisations as a result of the former County Council's Community Managed Libraries Transfer Programme, with the transfer of a further three libraries (Irchester, Raunds and Rothwell) having been delayed by the effects of the COVID-19 pandemic. Updates for each were provided as below.

- Irchester library had been closed since the March 2020 lockdown. The Council had liaised with the parish council who had waited for essential maintenance to be carried out on the library building before signing the lease. This work had been underway for some time and was now very close to completion.
- Work had been ongoing with Raunds Community Library Trust (RCLT) towards a transfer since 2018. To ensure continuity of services, the trust began to run the library with volunteers under a temporary Tenancy at Will, re-opening in October 2020. During this time funding had been sought to progress to full transfer, without success. The Council wrote to RCLT in December 2021 to explain that if a full transfer was not in place by 31<sup>st</sup> March 2022 the Tenancy at Will would cease and the library would close in accordance with the former County Council cabinet decision. Following press coverage around the potential closure, an Academy Trust expressed interest in supporting RCLT with the funding required to successfully transfer. Following further press coverage of this offer, a second Academy expressed interest in running a community managed library in Raunds. In accordance with legal advice, the Council had sought final expressions of interest from any interested parties from 17<sup>th</sup> May 2022. A further report providing an analysis of available options would be submitted to a future meeting of the Executive.
- The transfer of Rothwell library to Creating Tomorrow Multi-Academy Trust and Rothwell Community Library Trust that had been delayed due to a number of property issues was now ready to be signed.

The Chair noted that local communities held libraries close to their heart and transfers such as those outlined above provided a great opportunity for those communities to be involved in making local decisions.

## **RESOLVED:**

### **KEY DECISION**

That the Executive:

- a) Noted the programme to provide library services through a community managed model, as adopted by Northamptonshire County Council in 2018.
- b) Noted the current progress on the 3 remaining libraries, including the completion of the existing work around the leases for Irchester Library and Rothwell Library with the existing partners, which have been delayed due to works required to the associated properties.
- c) Noted that a further report will be brought forward to seek approval to enter into the lease agreement for Raunds library.

- d) Delegated authority to the Executive Member for Sport, Leisure, Culture and Tourism in consultation with the Executive Director for Adults, Communities and Wellbeing, to take actions necessary to complete the transfer process for Irchester and Rothwell Libraries.

Reason for Recommendations: The approval of these recommendations will enable the officers to continue to progress the 3 remaining transfers via the agreed processes outlined in this report, whilst maintaining the integrity of the Community Managed Library transfer programme as a whole and the duty of NNC to obtain best value.

Alternative Options Considered: The only other option considered as part of the library service transformation programme, established by the former County Council as detailed in section 4 of this report, is that where no viable proposal for a community managed library is forthcoming, that library would close.

## **238 A509 Isham Bypass**

The Chair welcomed Cllr Clive Hallam to the meeting to address the Executive. Cllr Hallam noted the longevity of the campaign for a bypass for Isham and stated his support for the current plan but raised concern over the impact of employment traffic on other local villages, with developers needing to mitigate the issues caused as a result of their developments. Cllr Hallam further called for construction of the bypass to commence during the lifetime of the current administration.

The Chair thanked Cllr Hallam for his contribution before the Executive Member for Highways, Travel and Assets, Cllr Graham Lawman introduced a report that sought to update the Executive on the work that had been, and would be undertaken in respect of the A509 Isham Bypass, sought agreement of a change to the Preferred Route for the scheme and requested delegated authority be provided to himself as portfolio holder to procure and award a contract to provide professional services to support the delivery of the bypass.

Cllr Lawman thanked Cllr Hallam for his comments and noted the support of the local MP, Peter Bone in the long-running campaign for the bypass. Cllr Lawman also supported comments relating to traffic calming for villages surrounding the ongoing employment developments in the area.

It was noted that, if approved, the change to the current preferred route for the A509 Isham Bypass would tie-in to the improvements to the A509 which were being constructed as part of the Symmetry Park development. Work had been undertaken to ensure the design of the bypass was compliant with current standards, including consideration for active travel, and to explore opportunities for value engineering. Further work was underway to develop a new planning application and an Outline Business Case for the scheme with submission due in October 2022. Further public consultation would take place prior to the planning application being submitted.

It was heard that further progress would then be dependent on securing the necessary statutory permissions and further funding. Following the granting of planning permission, new Compulsory Purchase and Side Roads Orders were likely to be required followed by submission of a Full Business Case to the Department for Transport to secure funding to construct the road. It was currently projected that

construction would start in November 2024, with the bypass opening in November 2026.

The meeting heard that work on the business case, design and planning application was being undertaken by WSP UK Ltd through the Council's highways services contract with KierWSP. This contract was due to come to an end in September 2022, consequently it was recommended that the Council procure professional services suitable for providing the skills required to ensure the work already undertaken continued without disruption or delay, whilst ensuring value for money.

Cllr Brackenbury welcomed the report and the prospect of the bypass becoming a reality, noting that it would reduce the pressure of traffic on surrounding routes once complete.

## **RESOLVED:**

### **KEY DECISION**

That the Executive:

- a) Approved the route shown in Appendix B of the report as the new preferred route for the A509 Isham Bypass;
- b) Approved the proposal to undertake further public consultation and exhibition ahead of a new planning application;
- c) Noted the further work to be undertaken and permissions and funding obtained as set out in section 6 of this report.
- d) Delegated to the Executive Member for Highways, Travel and Assets, in consultation with Executive Director for Place & Economy, Executive Member for Finance and the Executive Director for Finance, the authority to take any further decisions and/or actions required in connection with the procurement and award of a contract to provide professional services to support the delivery of the A509 Isham Bypass.

Reason for recommendations:

- To tie the bypass into the improvements to the A509 being constructed by the Symmetry Park development.
- To allow the public to see and have a comment on the proposals before the submission of the new planning application.
- To ensure continued access to consultancy resource required for the development of the planning application and Outline Business Case, and any further similar work required as the scheme progresses.

Alternative Options Considered:

- Maintaining the existing Preferred Route would mean that the

improvements to the A509 being constructed by the Symmetry Park development were superseded. That would be wasteful and lead to increased costs.

- Not holding a further public consultation and exhibition would mean that the public would not have an opportunity to see and comment on the proposals before the submission of the planning application.
- It is not feasible to progress with the planning application and Outline Business Case without the support of external professional services skilled and able to undertake the work.

## **239 Adoption of a Policy in respect of investigatory powers under the Regulation of Investigatory Powers Act 2000 and Investigatory Powers Act 2016**

The Chair introduced a report which sought approval to adopt a policy and guidance in respect of investigatory powers under the Regulation of Investigatory Powers Act (RIPA) 2000 and Investigatory Powers Act 2016 covering the use of covert surveillance by the Council.

The Chair noted that the Council had, since April 2021, utilised the policies of its predecessor authorities whilst a revised policy covering the whole of the North Northamptonshire area was developed. The policy before members had been created as a result of identifying areas of good practice within the policies of predecessor authorities, researching policies adopted by other authorities and by seeking the views of those on the Corporate Enforcement Group as to the content of the policy.

The meeting heard that adoption of a policy as outlined above was a statutory requirement, with the Director of Governance and HR being the Senior Responsible Officer with ultimate responsibility for the Council's use of RIPA powers. In addition, it was recommended that the following officers be trained and authorised to approve RIPA activity:

- i) Chief Executive;
- ii) Executive Director of Place and Economy
- iii) Executive Director of Adults, Communities and Wellbeing
- iv) Assistant Director, Regulatory Services

### **RESOLVED:**

That the Executive:

- a) Adopted the policy attached at Appendix A to the report in respect of the use of covert investigation and surveillance techniques, and the accompanying guidance as attached at Appendix B to the report.
- b) Designated the officers occupying the following posts as responsible for authorising the use of covert investigation and surveillance techniques:
  - i. Chief Executive;
  - ii. Executive Director of Place and Economy;
  - iii. Executive Director of Adults, Communities and Wellbeing;
  - iv. Assistant Director, Regulatory Services

- c) Required the Senior Responsible Officer (Director of Governance and HR) to report the use of covert investigation and surveillance techniques to the Audit and Governance committee at least twice in a municipal year and notify the Executive of any use of powers on a monthly basis.
- d) Confirmed that the changes required to the Constitution as a consequence of the above recommendations be implemented by the Director of Governance and HR.

Reasons for Recommendations:

- The above recommendations fulfil the Council's statutory obligations to adopt a policy on the use of covert surveillance techniques and support that policy through the accompanying guidance.
- The officers identified to approve the use of such techniques have been identified in accordance with guidance issued by the Investigatory Powers Commissioner's Office, who are responsible for overseeing the use of these techniques.

Alternative Options Considered: In the event that the policy is not adopted, the Council may be unable to fulfil its statutory enforcement obligations and will be subject to adverse comments when inspected by the Investigatory Powers Commissioner's Office. Failing to adopt a policy and guidance is not therefore considered a viable alternative option.

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Chair

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Date

The meeting closed at 11.40 am

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## EXECUTIVE 14<sup>th</sup> July 2022

<b>Report Title</b>	<b>Performance Indicator Report 2022/23 (Period 2 – May 2022)</b>
<b>Report Author</b>	Guy Holloway, Assistant Chief Executive <a href="mailto:Guy.Holloway@northnorthants.gov.uk">Guy.Holloway@northnorthants.gov.uk</a>
<b>Lead Member</b>	Cllr Jason Smithers, Leader of the Council

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

### List of Appendices

**Appendix A** – Summary Performance Indicator Report - Period 2 (May 2022/23)

**Appendix B** – Detailed Performance Indicator Report - Period 2 (May 2022/23)

**Appendix C** – Human Resources Workforce Data - Period 2 (May 2022/23)

### 1. Purpose of Report

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- 1.1. To provide an update on the Council's performance across a range of services as measured by the Council's suite of corporate performance indicators.

### 2. Executive Summary

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- 2.1. This report provides an update of the Council's performance in relation to the newly approved Corporate Plan Indicators for 2022/23.
- 2.2. A summary of the performance information relating to a range of services as measured by corporate performance indicators has been provided as **Appendix A**.

- 2.3. A more detailed assessment of the performance of services as measured by the same suite of corporate performance indicators has been included as **Appendix B**. This includes comments / exception reports on each of the performance indicators reported.
- 2.4. Additional Human Resources workforce data is provided within **Appendix C**.

### **3. Recommendations**

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- 3.1. It is recommended that the Executive:
- a) Note the performance of the Council as measured by the available indicators at Period 2 (2022/23) as set out in the appendices to this report.
- 3.2. Reason for Recommendations – to better understand the Council's performance as measured by performance indicators as at Period 2, 2022/23.
- 3.3. Alternative Options Considered – reporting performance data on a less frequent basis is an option but monthly reporting is considered useful at this stage of the Council's existence, reporting alongside budget information.

### **4. Report Background**

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#### **Performance Report**

- 4.1. A summary of the performance information relating to the Corporate Plan indicators agreed for 2022/23 has been provided as **Appendix A**. A more detailed assessment of this same indicator set's performance has been included as **Appendix B**.
- 4.2. In keeping with previous reports, the enhanced Human Resources Workforce Data has been provided as **Appendix C**. The format and presentation of this data is being developed to ensure it is meaningful for members so it can accurately inform decision making moving forward.
- 4.3. The Council continues to identify and develop indicators, for example, where there are gaps in measuring the delivery of the key commitments outlined within the Council's Corporate Plan.

#### **Benchmark and Comparative data.**

- 4.4. As stated in previous reports, the Council recognises the importance of having comparable and reliable benchmark data and continues to make progress in establishing these. The performance team are working closely with directors and service leads to ensure that meaningful benchmark networks and comparative data exist moving forward. It is anticipated that the second quarter's performance reports will feature more meaningful and relevant benchmark data across many of the indicators provided.

- 4.5 Benchmark data has been updated across many national indicators. Where this applies, the benchmark figures included within the report have been updated with the source and applicable update date provided.

## **5. Issues and Choices**

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- 5.1 It is important that the format and presentation of performance data meets the needs of its audience. Therefore, the Executive welcomes feedback and/or suggestions on how the performance report could be further developed to help facilitate an understanding of the Council's performance.
- 5.2 It is envisaged that additional indicators will be added to the Corporate Indicator Set throughout the year. Any changes to the indicators will be reported to the Executive and scrutiny committees.

## **6. Next Steps**

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- 6.1 To further embed the new suite of Corporate Plan Indicators for 2022/23 so that the Council can more effectively measure how it is performing against its vision and key commitments outlined within its Corporate Plan.
- 6.2 To continue to develop and embed a strong performance management framework and culture at North Northamptonshire Council.

## **7 Implications (including financial implications)**

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### **7.1 Resources, Financial and Transformation**

- 7.1.1 Performance monitoring allows the Council to drive continuous improvement for North Northamptonshire and identify areas of concern early. The services that submit data returns have many projects that are included within the Council's Transformation Plan.

### **7.2 Legal and Governance**

- 7.2.1 The Council is required to provide statutory monitoring returns to central government. The Council is currently on course to comply with these requirements. It should be noted however that the workload and deadlines for achieving this are challenging at the best of times.
- 7.2.2 Monitoring performance is a key element of the Council's Governance Framework. The Council has made performance measurement and management a priority and views it as central components in both the transparency of the performance of the Council and its improvement agenda.

### **7.3 Relevant Policies and Plans**

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

### **7.4 Risks**

- 7.4.1 There are risks relating to performance information:

- (a) Poor data quality – Inaccurate data will inevitably lead to less accurate decision making.
- (b) Lack of data – Failing to measure key service activities can leave the Council sightless of its performance. Given the importance of many of the services provided, 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 adapt when there was a COVID pandemic. Misunderstanding the performance picture can lead to ineffective decision making and potential reputational damage.

### **7.5 Consultation**

- 7.5.1 Formal consultation was carried out in the development of the Corporate Plan.
- 7.5.2 Informal consultation with relevant stakeholders, including Executive Members and Scrutiny Members (through the scrutiny committees) has been carried out in the development of the new suite of Corporate Plan Indicators for 2022/23.
- 7.5.3 Informal consultation with relevant stakeholders will continue to take place when developing the Council's performance management framework.

### **7.6 Consideration by Executive Advisory Panel**

- 7.6.1 This report serves as information in respect of the Council's performance for period 2 (May 2022/23), therefore consideration by the Executive Advisory Panels was not necessary.

### **7.7 Consideration by Scrutiny**

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

## **7.8 Equality Implications**

7.8.1 Equality related performance indicators have been developed for 2022/23.

## **7.9 Climate Impact**

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

7.9.2 The Council currently measures and reports on the following Greener, Sustainable Environment performance indicators:

<b>Indicator Reference Number</b>	<b>Indicator Name</b>
GSE01	Number of E-Scooter trips
GSE02	Number of E-Scooter users
GSE03	Co2 savings from E-Scooters
GSE04	Number of electric vehicle charging points publicly available
GSE05	Number of electric vehicles per charge point
GSE06	Fly tipping: number of fly tips reported
GSE07	Percentage of waste diverted from landfill

7.9.3 The Assets & Environment service area are currently developing a Carbon Management Plan, Tree Policy and Pollinator Policy for consideration by the Executive later in 2022. These policies will consider the Council's commitment to achieving Net zero by 2030 and provide appropriate performance indicators to measure progress to achieving this target. This will include indicators that measure the Council's carbon emissions along with other environmental projects currently being developed.

## **7.10 Community Impact**

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

## **7.11 Crime and Disorder Impact**

7.11.1 No crime and disorder impacts have been identified.

## **8. Background Papers**

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- 8.1 [Period 1 \(April 22\) Performance Indicator report](#) reported to the meeting of the Executive on 16<sup>th</sup> June 2022.
- 8.2 The Corporate Plan, reported to the meeting of the Executive on the 18<sup>th</sup> November 2021. [Executive on Thursday 18th November 2021](#), adopted by Council on the 1<sup>st</sup> December 2021.



## North Northamptonshire Council Performance Report - May 2022

### Key to Performance Status Colours

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

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

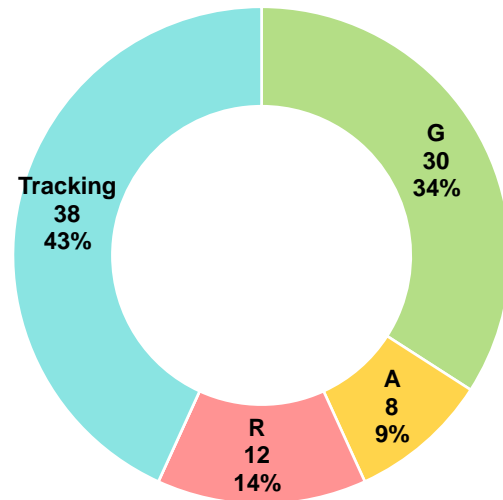
### Terminology key

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



## North Northamptonshire Council Performance Report - May 2022

### May 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)

■ R - Under-performing against target by more than 5% (or other agreed tolerance as specified)

■ Tracking indicator only



Directorate	Underperforming Indicators	Variance from Target
Governance & HR	MPS07 Average number of working days lost per Full time Equivalent (FTE) employee (long term)	+20%
Governance & HR	CNC03 % of Deaths registered within 5 working days	-15.62%
Governance & HR	% Individual Rights requests completed within statutory timescale (Data Protection (DP) Right to Access requests)	-10.25%
Transformation	MPS34 % of complaints answered within the Service Level Agreement (20 Wdays or agreed extension)	-37.78%
Transformation	MPS35 % of complaints upheld	+45%
Place & Economy	MPS28 % occupancy of East Northamptonshire Enterprise Centre	-18.16%
Place & Economy	MPS29 % occupancy of Chesham House Kettering	-16.37%
Place & Economy	STP33 % of Local Land Charges searches processed within 10 working days	-13.52%
Adults Communities & Wellbeing	ALF12 Number of rough sleepers (single night snapshot figure)	+22.22%
Adults Communities & Wellbeing	ALF11 Number of council housing lets completed	-10%
Adults Communities & Wellbeing	AFL20 % of in-year eligible population offered an NHS Health Check	-64.28%
Adults Communities & Wellbeing	AFL21 % of in-year eligible population who received an NHS Health Check	-82%

Directorate	Indicators where Direction of Travel has Deteriorated (not including Pls still with Green RAG)	% change from last month
Governance & HR	MPS07 Average number of working days lost per Full time Equivalent (FTE) employee (long term)	+12.5%
Governance & HR	Amount of Spend on Agency Staff within each Directorate	+3.33%
Transformation	MPS34 % of complaints answered within the Service Level Agreement (20 Wdays or agreed extension)	-22.22%
Transformation	MPS35 % of complaints upheld	+81.25%
Place & Economy	MPS27 % occupancy of Corby Innovation Hub	-5.77%
Place & Economy	STP30 Number of defects repaired in the network	-21.5%
Children's Services	BBF15 Rate of suspensions in primary aged pupils	+125%
Children's Services	BBF16 Rate of suspensions in secondary aged pupils	+112.07
Children's Services	BBF17 Rate of Permanent exclusions from school - Total	+125%
Adults Communities & Wellbeing	AFL04 Number of new safeguarding concerns received	10.5%
Adults Communities & Wellbeing	AFL21 % of in-year eligible population who received an NHS Health Check	-10%
Adults Communities & Wellbeing	STP36 Number of voids (Corby)	+46.34%
Adults Communities & Wellbeing	STP27 Voids turnaround time (Corby)	+32.81

Governance & HR			
	Performance Indicator	May Progress Status	Direction of Travel (Apr-May)
Human Resources	MPS06 Number of working days lost to sickness per employee (short-term)	G	↓G
	MPS07 Number of working days lost to sickness per employee (long-term)	R	↑R
	MPS11 Amount of Spend on Agency Staff within each Directorate	TRACKING	↑R
Information Governance	MPS12 % of Freedom of Information Requests completed in 20 working days	G	↓
	MPS13 % Environmental Information Regulation Requests completed in 20 working days	G	↓
	MPS14 % Individual Rights Requests completed in 1 calendar month	R	↓
	MPS15 Total number of data breaches (split by service eventually)	TRACKING	↑
Registrations	CNC03 % of Deaths registered within 5 working days	R	↑G
	CNC04 % of Births registered within 42 days	G	↑G
Finance Services			
	Performance Indicator	May Progress Status	Direction of Travel (Apr-May)
Revenue s & Benefits	MPS05 % of Council Tax collected	G	↑
	MPS04 % National Non Domestic Rates collected	G	↑

Detail featured in Appendix C alongside all workforce data

Transformation			
Performance Indicator		May Progress Status	Direction of Travel (Apr-May)
Customer Services	MPS39 % calls answered	A	↓
	MPS30 Stage 1 complaints received	TRACKING	↓G
	MPS32 Stage 2 complaints received	TRACKING	↓G
	MPS31 Total number of complaints received by NNC	TRACKING	↓G
	MPS34 % of complaints answered within the Service Level Agreement (20 Wdays or agreed extension)	R	↓R
	MPS35 % of complaints upheld	R	↑R
	MPS37 Total number investigated by Ombudsman	TRACKING	↓G
	MPS40 % Calls answered within 60 seconds in customer services	A	↑G
	MPS41 Number of customers helped by customer services	TRACKING	↑
	MPS42 Number of customer interactions to customer services - split by telephone/face-to-face, email and online form		
	MPS43 % of Face-to-Face Customers with an appointment seen within 5 minutes (within customer services team)	G	→

Place & Economy			
	Performance Indicator	May Progress Status	Direction of Travel (Apr-May)
Assets & Environment	MPS26 % occupancy of Corby Enterprise Centre	A	↑G
	MPS27 % occupancy of Corby Innovation Hub	A	↓R
	MPS29 % occupancy of Chesham House Kettering	R	↓
	MPS24 Rate of return on commercial stock (%)	G	↓
Growth & Regeneration	MPS28 % occupancy of East Northamptonshire Enterprise Centre	R	→
	STP15 % major planning applications processed in 13 weeks	G	→
	STP16 % minor planning applications processed in 8 weeks	G	↑G
	STP17 % other planning applications processed in 8 weeks	G	↓
	STP19 Total number of planning applications received - ALL TYPES of applications	TRACKING	↑
	STP21 % of Full fibre coverage	G	↑G
	STP22 % of gigabit coverage	G	↑G
	GSE01 Number of E-Scooter trips	TRACKING	↑G
	GSE02 Number of E-Scooter users	TRACKING	↓
	GSE03 Co2 saving from E-Scooters	TRACKING	↑G

Place & Economy			
Performance Indicator		May Progress Status	Direction of Travel (Apr-May)
Highways	STP29 Number of defects outstanding on the network	TRACKING	↓G
	STP30 Number of defects repaired in the network	TRACKING	↓R
	Percentage of defects responded to within the timeframes specified, split by category;		
	P1	N/A	N/A
	STP31 P2	G	→
	P3	G	↓
	P4	G	↓
Waste	Household kerbside collection: Tonnes of material collected through kerbside schemes:-		
Regulatory Services	STP32 % of food establishments in the area broadly compliant with food hygiene law	A	↓
	STP33 % of Local Land Charges searches processed within 10 working days	R	↑G
	STP35 % of Rogue trading activities tackled (rogue traders subject to a Trading Standards intervention)	G	→

Children's Services			
Children's Social Care	Performance Indicator	May Progress Status	Direction of Travel (Apr-May)
	BBF05 % of referrals with a previous referral within 12 months	A	↓A
	BBF06 % of single assessments authorised within 45 working days	G	↓A
	BBF07 % Children in care with three or more placements in the previous 12 months	A	↑G
	BBF08 % of young people now aged 17 - 21 and in employment, education or training who were looked after when aged 16	G	↑G
	BBF09 % of young people now aged 17 - 21 and living in suitable accommodation who were looked after when aged 16	G	↑G

Children's Services			
Learning, Skills & Education	Performance Indicator	May Progress Status	Direction of Travel (Apr-May)
	BBF15 Rate of suspensions in primary aged pupils	TRACKING	↑R
	BBF16 Rate of suspensions in secondary aged pupils	TRACKING	↑R
	BBF17 Rate of Permanent exclusions from school - Total	TRACKING	↑R
	BBF18 % of EHC plans issued within 20 weeks (excluding exceptions)	TRACKING	↑G

Adults, Communities & Wellbeing		
Performance Indicator	Latest Progress Status	Direction of Travel (Apr-May)
<b>Assessment Teams</b>		
AFL01 Total number of people allocated to each team	TRACKING	↑
AFL02 Number of unscheduled review requests	TRACKING	↓G
<b>Short and Long Term (SALT) Services - Hospital</b>		
AFL03 Percentage of new requests for services (all ages) where route of access was discharge from hospital, that had a sequel of ST-MAX (short term support to maximise independence) (i.e.	TRACKING	↑
<b>Safeguarding</b>		
AFL04 Number of new safeguarding concerns received	TRACKING	↑R
AFL05 New safeguarding concerns determined to be enquiries (both s42 and other)	TRACKING	↑
<b>Deprivation of Liberty Safeguards (DoLS)</b>		
AFL06 Total number of open Deprivation of liberty Safeguard cases	TRACKING	↑
<b>In-House Provision</b>		
<b>Domain Two: Delaying and Reducing the Need for Care and Support</b>		
AFL07 Long-term support needs met by admission to residential and nursing care homes, per 100,000 population (older people)	TRACKING	↑
AFL08 Number of people who were prevented from requiring statutory care, or whose need was reduced (Delaying and reducing the need for care and support)	TRACKING	↑G

Adults, Communities & Wellbeing		
Performance Indicator	Latest Progress Status	Direction of Travel (LATEST)
AFL22 Smoking quit rate at 4 weeks	G	↓
BBF02 % of infants due a new birth visit that received a new birth visit within 14 days of birth	G	↑G
AFL20 % of in-year eligible population offered an NHS Health Check	R	↑G
AFL21 % of in-year eligible population who received an NHS Health Check	R	↓R
BBF01 Breastfeeding rate at 6-8 weeks	A	↑G
BBF03 % of children who received a 6-8 week review by the time they were 8 weeks	G	↑G

Adults, Communities & Wellbeing			
	Performance Indicator	May Progress Status	Direction of Travel (Apr-May)
Housing	AFL13 Number of households whose homelessness was prevented	G	↑G
	AFL14 Number of households whose homelessness was relieved	TRACKING	↑G
	AFL12 Number of rough sleepers (single night snapshot figure)	R	↓G
	STP11 Number of council housing lets completed	R	↑G
	STP12 Number of council houses vacant and available to let	G	↓G
	STP36 Number of voids (Kettering)	TRACKING	→
	STP36 Number of voids (Corby)	TRACKING	↑R
	STP37 Void turnaround time (Kettering)	TRACKING	↓G
	STP37 Void turnaround time (Corby)	TRACKING	↑R
	STP08 % of properties with a valid gas safety certificate	G	→
	STP09 Total number of emergency repairs completed	TRACKING	↑
	STP10 Total number of non-emergency repairs completed	TRACKING	↑
	STP04 Total Active applicants on the Keyways Housing Register	TRACKING	↑
	STP05 New Housing Applications Received	TRACKING	↑
	STP13 Number of Private Sector Disabled Facilities Grants cases on waiting list	TRACKING	↓
	STP14 Number of Private Sector Disabled Facilities Grants completions	TRACKING	↑
	AFL15 Total number of homeless approaches	TRACKING	↑
	AFL16 Number of households accepted as owed the main housing duty	TRACKING	↓
	AFL17 Total number of households living in temporary accommodation	G	↓G
Communities and Libraries	AFL18 Number of households with family commitments* living in bed and breakfast accommodation	G	→
	AFL19 Number of rough sleepers rehoused into accommodation for 6 months or more	G	↑G
	AFL09 Number of physical visits to libraries	G	↑G





## North Northamptonshire Council Performance Report - May 2022

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<b>Children's Trust Progress Status Key:</b>
<b>Green</b> - At target or better
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<b>Red</b> - Below target - outside tolerance
<b>Grey</b> - No RAG

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

### Terminology key

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

Governance												
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments
Modern Public Services	MPS12	% of Freedom of Information Requests completed in 20 working days	<p>Information Commissioners Office target for timeliness of FOI responses are: Good - 95% and above Adequate - between 90-95%</p>		95.86%	96.05%	95.65%	↓	Higher is better	90%	85% - 90%	26 active requests as at 20/06. Whilst there has been a minimal decline in performance, performance remains above the targets set by the Information Commissioner's Officer. The Requests Team continues to build internal relationships as reliance on teamwork is paramount to achieving acceptable response targets.  Active requests are excluded from the calculation until they can be included in next months report. Active requests are where a request is still open and the deadline for completion has not yet passed.
Modern Public Services	MPS13	% Environmental Information Regulation Requests completed in 20 working days	<p>Information Commissioners Office target for timeliness of FOI responses are: Good - 95% and above Adequate - between 90-95%</p>	TBD	96.21%	96.70%	95.65%	↓	Higher is better	90%	Tolerance 85% - 90%	26 active requests as at 20/06 and figures remain above target. Performance has declined due to the bedding in of the Requests Team undertaking the "gathering" of Con29 data.  Active requests are excluded from the calculation until they can be included in next months report. Active requests are where a request is still open and the deadline for completion has not yet passed.
Modern Public Services	MPS14	% Individual Rights requests completed within statutory timescale (Data Protection (DP) Right to Access requests)	<p>Information Commissioners Office target for timeliness of FOI responses are: Good - 95% and above Adequate - between 90-95%</p>	TBD	82.05%	84.62%	80.77%	↓	Higher is better	90%	85% - 90%	4 active requests as at 20/06 which is below target. A high number of SARs continues to be received and the complexity of these particular SARs has resulted in a decline in performance.  Active requests are excluded from the calculation until they can be included in next months report. Active requests are where a request is still open and the deadline for completion has not yet passed.
Modern Public Services	MPS15	Total number of data breaches (split by service eventually)	<p>Information Commissioners Office target for timeliness of FOI responses are: Good - 95% and above Adequate - between 90-95%</p>	n/a	9	3	6	↑	Lower is better	No target - tracking indicator only	N/A	The Data Protection team monitors levels of data breaches and the causes of them. Appropriate training and/or discussions with the relevant services is undertaken, particularly for those services that are considered to be higher risk.
Connected communities	CNC03	% of Deaths registered within 5 working days	<p>Information Commissioners Office target for timeliness of FOI responses are: Good - 95% and above Adequate - between 90-95%</p>	(Benchmarking available if needed as all authority performance data can be downloaded)	61.0%	55.7%	67.5%	↑G	Higher is better	80%	70% - 80%	Registration District is ranked second in the region for May Performance. Appt analysis shows that in May 42 death appts were used for "priority NoMs" (Notice of Marriage) & another 42 remained unreserved. The system allows customers to book appts outside of the 5-day KPI, so they tend to book when it's convenient for them to attend the office rather than ensuring they adhere to the 5-day rule. Opening hours at one of our offices has been approved to assist with, increasing appt availability & reduce customer waiting times
Connected communities	CNC04	% of Births registered within 42 days	<p>Information Commissioners Office target for timeliness of FOI responses are: Good - 95% and above Adequate - between 90-95%</p>	(Benchmarking available if needed as all authority performance data can be downloaded)	93.3%	92.1%	94.2%	↑G	Higher is better	90%	86.5% - 90%	Registration District is ranked first in the region for May Performance.

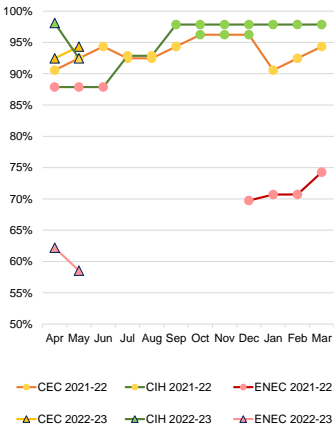
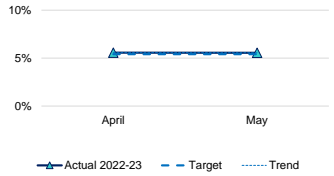
# Finance Services

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	May 2021/22	Year to Date 2022/23	April 2022/23	May 2022/23	Direction of Travel year on year - (May 2021 - May 2022)	Polarity	Target	Tolerance	Comments
Modern Public Services	MPS05	% of council tax collected in the year debit raised	<p>Apr May Jun Jul Aug Sep Oct Nov Dec Jan Feb Mar</p> <p>— Actual 2021/22 — Target 2022/23 — Actual 2022/23</p>	95.92% (All English Authorities 2020/21 - LG Inform)	19.72% (YTD) 103.8% achieved of the monthly target (19.00%) £19,753,290.94 (collected in May 21)	20.10% (YTD) 105.79% achieved of the May target (19.00%) £45,710,575.05 (collected YTD)	10.10% (YTD) 112.22% achieved of the monthly target (9.00%) £22,951,095.93 (collected in Apr)	20.10% (YTD) 105.79% achieved of the monthly target (19.00%) £22,759,479.12 (collected in May)	↑	Higher is better	98.5%	No tolerance	Collection at the end of May is above target and above last year's rate, which indicates that the return to a full recovery programme is starting to have an impact. Comparison to last year allows us to take into account the underlying payment patterns that a month on month comparison does not. The actual sums of money collected are also above last year's, so collection has improved, whilst having to collect a larger debit
Modern Public Services	MPS04	% of business rates collected in the year debit raised	<p>Apr May Jun Jul Aug Sep Oct Nov Dec Jan Feb Mar</p> <p>— Actual 2021/22 — Target 2022/23 — Actual 2022/23</p>	93.74% (All English Authorities 2020/21 - LG Inform)	19.31% (YTD) 101.6% achieved of the monthly target (19.00%) £8,916,281.07 (collected in May 21)	19.77% (YTD) 104.05% achieved of the May target (19.00%) £28,860,693.31 (collected YTD)	9.46% (YTD) 105.11% achieved of the monthly target (9.00%) £13,849,332.48 (collected in Apr)	19.77% (YTD) 104.05% achieved of the monthly target (19.00%) £15,011,360.83 (collected in May)	↑	Higher is better	98.5%	No tolerance	Collection remains above target and ahead of last year's collection rate at this point which is positive in light of the reduction of grants and exemptions that businesses are receiving

Transformation												
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Transformation			Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments
					Year to Date	April 2022/23	May 2022/23					
Modern public services.	MPS39	% of calls answered out of total calls received in customer services		n/a	86.35%	87.31%	85.48%	↓	Higher is better	90%	81% - 90%	Performance reduced slightly in May, although over 2000 additional calls were handled by the team. Recruitment is in progress to fill vacant posts which will help performance improve once new staff have started and training taken place.
Modern public services.	MPS30	Total number of Stage 1 complaints received by NNC (excluding children's services complaints)		n/a	271	138	133	↓G	Lower is better	No target - tracking indicator only	No target - tracking indicator only	Complaint levels have remained relatively consistent with a wide variety of issues raised.
Modern public services.	MPS32	Total number of complaints escalated to stage 2			15	14	1	↓G	Lower is better	No target - tracking indicator only	No target - tracking indicator only	The number of cases reaching stage 2 remains low. This suggests that we are able to resolve issues effectively at stage 1.
Modern public services.	MPS31	Total number of complaints received by NNC			286	152	134	↓G	Lower is better	No target - tracking indicator only	No target - tracking indicator only	There was a reduction of cases in May as less customers escalated their stage 1 complaints to stage 2.
Modern public services.	MPS34	% of complaints answered within the Service Level Agreement (20 working days or agreed extension)		TBD	63%	72%	56%	↓R	Higher is better	90%	81% - 90%	Number of complaints remain static from last month. Pressures within service areas and the complex nature of some complaints seems to be impacting on the time to respond. Complaint handling training to review the processes and learn lessons, to take action to improve service delivery takes place early July,
Modern public services.	MPS35	% of complaints upheld		TBD	23%	16%	29%	↑R	Lower is better	20%	20% - 22%	Increase in complaints upheld needs to be addressed corporately through the complaint handling training, specifically the actions to improve delivery and meet customer expectations. AD's and managers are also attending 'complaints reflection sessions' end June early July to identify improvements to the processes and service delivery for our customers.
Modern public services.	MPS37	Total number of notices received of complaints under investigation by Ombudsman		n/a	8	6	2	↓G	Lower is better	No target - tracking indicator only	N/A	Very few customers complain to the Ombudsman after exhausting the Council's complaints process.

Transformation																														
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments																		
Modern public services.	MPS40	% Calls answered within 60 seconds in customer services	<table><thead><tr><th>Month</th><th>Actual</th><th>Target</th></tr></thead><tbody><tr><td>April</td><td>78.59%</td><td>80%</td></tr><tr><td>May</td><td>78.67%</td><td>80%</td></tr></tbody></table>	Month	Actual	Target	April	78.59%	80%	May	78.67%	80%	TBD	78.59%	78.50%	78.67%	↑G	Higher is better	80%	72% - 80%	Performance improved from April. Recruitment is in progress to fill vacant posts which will help performance improve once new staff have started and training taken place.									
Month	Actual	Target																												
April	78.59%	80%																												
May	78.67%	80%																												
Modern public services.	MPS41	Number of customers helped by customer services	<table><thead><tr><th>Month</th><th>Telephone</th><th>Face to face</th><th>E-forms</th><th>Web chat</th><th>Emails</th></tr></thead><tbody><tr><td>April</td><td>58817</td><td>28357</td><td>30460</td><td>0</td><td>0</td></tr><tr><td>May</td><td>4727</td><td>2108</td><td>2619</td><td>0</td><td>0</td></tr></tbody></table>	Month	Telephone	Face to face	E-forms	Web chat	Emails	April	58817	28357	30460	0	0	May	4727	2108	2619	0	0	n/a	89956	42863	47093	↑	N/A	No target - tracking indicator only	N/A	Includes phone calls, emails, e-forms, Face to Face and Webchat.  Please note face to face figure for April was incorrect in P1 report as it did not include the cash office numbers (in Corby) but this has been corrected now.
Month	Telephone	Face to face		E-forms	Web chat	Emails																								
April	58817	28357		30460	0	0																								
May	4727	2108		2619	0	0																								
Modern public services.	MPS42	Number of customer interactions to customer services - split by telephone/face-to-face, email and online form		Telephone 58817	Telephone 28357	Telephone 30460	N/A	No target - tracking indicator only	N/A																					
			Face to Face 4727	Face to Face 2108	Face to Face 2619																									
			E-Forms 6162	E-forms 2876	E-Forms 3286																									
			Emails 19126	Emails 9023	Emails 10103																									
Web chat 1124	Web chat 499	Web chat 625																												

| Modern public services. | MPS43 | % of Face-to-Face Customers with an appointment seen within 5 minutes (within customer services team) | TBD | 99.80% | 99.80% | 99.80% | → | Higher is better | 95% | 85.5% - 95% | The target has been achieved for face to face appointments across all customer service sites. |

Place & Economy												
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments
Assets & Environment												
Modern Public Services	MPS26	% occupancy of Corby Enterprise Centre	 <p>CEC 2021-22   CIH 2021-22   ENEC 2021-22 CEC 2022-23   CIH 2022-23   ENEC 2022-23</p>	Benchmark/ compare to each other	94.34%	92.45%	94.34%	↑ G	Higher is better	95%	90% - 95%	Year to date is latest position. Demand continues to be high due to the location and high standard of facilities.
					50 out of 53	49 out of 53	50 out of 53					
Modern Public Services	MPS27	% occupancy of Corby Innovation Hub			92.45%	98.11%	92.45%	↓ R	Higher is better	95%	90% - 95%	We report statistics based on occupancy of the units and at times tenants move into other units or vacate so some variation in statistics is to be expected and part of the business of commercial lettings. However, demand continues to be high due to the location and high standard of the facilities and the empty units are now marketed with some under offer.
					49 out of 53	52 out of 53	49 out of 53					
Modern Public Services	MPS28	% occupancy of East Northamptonshire Enterprise Centre			58.54%	62.20%	58.54%	→	Higher is better	76%	57% - 62%	Some vacation of small units due to the trend to work from home and tenants reducing outgoings because of the economic climate. The vacant units are being marketed and we are reviewing the marketing strategy with the business centre operator with aim to attracting more uptake.  Year 1 occupancy target 48% Year 2 occupancy target 76% Years 3-5 target is 90%. This means 76% target for Q1 22/23 then for the rest of the year 90% target as we enter year 3 in July 2022.
					48 out of 82	51 out of 82	48 out of 82					
Modern Public Services	MPS24	Rate of return on commercial stock (%)	 <p>Actual 2022-23   Target   Trend</p>	n/a	5.56%	5.57%	5.56%	↓	Higher is better	5.41%	4.91% - 5.57%	Year to Date' is latest position.  An amount of minor variation is usual with tenant turnover but these figures remain very good. Units remain in demand with some under offer and marketing ongoing.

Place & Economy												
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments
Growth & Regeneration												
Modern Public Services	MPS29	% occupancy of Chesham House Kettering		Not relevant to benchmark as it's so unique.	58.54%	61.54%	58.54%	↓	Higher is better	70%	65% - 70%	Further essential works are required to Chesham House to enable all the units to be available for rent. Road closures are planned for September and with an 8-10 week period should be complete by end of December to enable the units to be occupied.
Safe and thriving places	STP15	Percentage of major planning applications determined within 13 weeks (or within agreed extension of time)		88% (Q3 021/22 All English Authorities - LG Inform)	100%	100%	100%	→	Higher is better	90%	88% - 90%	Performance in the determination of 'Major' applications is at 100% this month, although there have been comparatively fewer applications for determination than in the previous month. The year to date performance remains above target.
Safe and thriving places	STP16	Percentage of minor planning applications determined within 8 weeks (or within agreed extension of time)		83% (Q3 2021/22 All English Authorities - LG Inform)	93.44%	88.24%	100.00%	↑G	Higher is better	85%	83% - 85%	Performance in the determination of 'Minor' applications is at 100% this month, although there have been comparatively fewer applications for determination than in the previous month. The year to date performance remains above target.
Safe and thriving places	STP17	Percentage of other (including householder applications) planning applications determined within 8 weeks (or within agreed extension of time)		85% (Q3 2021/22 All English Authorities - LG Inform)	89.77%	91.03%	89.05%	↓	Higher is better	88%	86% - 88%	The number of 'Other' applications determined has increased by 76% this month, resulting in a slight decrease in the percentage of those applications determined in time. Performance does however remain within the determination target for NNC and significantly above the national target.
Safe and thriving places	STP19	Total number of planning applications received - ALL TYPES of applications		Not relevant to benchmark.	434	193	241	↑	N/A	No target	N/A	

Place & Economy												
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments
Safe and thriving places	STP21	% of Full fibre coverage		33.8% (England) - Think Broadband	47.7%	44.2%	47.7%	↑G	Higher is better	40% of Premises countywide (Dec 2023)	Dec 2023: <5% Green 5%-10% Amber >10% Red	Compares to an average for England of 35.1% in May 2022. Target to achieve at least 80% full fibre coverage countywide by end of 2028. Year to date is latest position.
Safe and thriving places	STP22	% of gigabit coverage		68.7% (England) - Think Broadband	79.2%	78.1%	79.2%	↑G	Higher is better	75% of premises gigabit capable (Dec 2023)	Dec 2023: <5% Green 5%-10% Amber >10% Red	Compares to an average for England of 69.5% in May 2022. Target to achieve at least 90% gigabit coverage countywide by end of 2028. Year to date is latest position.
Greener, sustainable environment	GSE01	Number of E-Scooter trips		n/a	87,202	40,745	46,457	↑G	Higher is better	Dependent on outcome of end of trial period in November 2022. Track for first year.	N/A	The number of trips has continued to increase.
Greener, sustainable environment	GSE02	Number of E-Scooter users		n/a	5,016	5,069	5,016	↓	Higher is better	Dependent on outcome of end of trial period in November 2022. Track for first year.	N/A	The number of unique users has decreased slightly. Using just the latest month's data as the year to date position.
Greener, sustainable environment	GSE03	Co2 saving from E-Scooters		n/a	13.9	6.4	7.5	↑G	Higher is better	Dependent on outcome of end of trial period in March 2022. Track for first year.	N/A	CO2 savings have continued to increase.



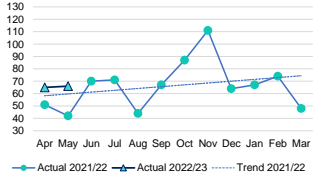
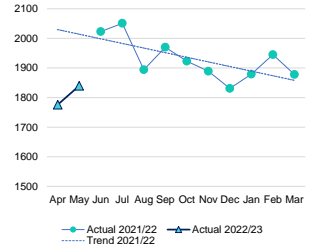
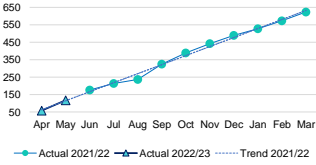
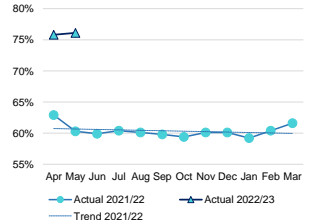
Place & Economy												
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments
Highways & Waste												
Safe and thriving places	STP29	Number of Defects Outstanding on the network (at end of period), split by category		n/a	834	935	834	↓ G	Lower is better	No target - tracking indicator only	N/A	Year to date is the latest position.  The number of defects outstanding is an end of month position only.
		P1 (Target response time within 2 hours)			No P1 defects	No P1 defects	No P1 defects	→				
		P2 (Target response time within 7 days)			15	19	15	↓ G				
		P3 (Target response time within 28 days)			248	322	248	↓ G				
		P4 (Target response time within 26 weeks)			571	594	571	↓ G				
Safe and thriving places	STP30	Number of Defects Repaired in the network in period, split by category		n/a	4335	2428	1907	↓ R	Higher is better	No target - tracking indicator only	N/A	Although the number of defects repaired in period has decreased, it is important to look at this performance in the context of STP29 and STP31. Those indicators demonstrate that repair times are still within the target response times and the overall number of defects on the network continues to decline. In months when the number of defects repaired declines, the highways service undertakes other maintenance activities on the network, such as verge cutting, white lining and pre-emptive improvements.
		P1 (Target response time within 2 hours)			No P1 defects	No P1 defects	No P1 defects	→				
		P2 (Target response time within 7 days)			353	264	89	↓ R				
		P3 (Target response time within 28 days)			2871	1750	1121	↓ R				
		P4 (Target response time within 26 weeks)			1111	414	697	↑ G				
Safe and thriving places	STP31	Percentage of defects responded to within the timeframes specified, split by category		n/a	99.1% 4296 out of 4335	99.71% 2421 out of 2428	98.32% 1875 out of 1907	↓	Higher is better	P1 and P2 97.5% P3 98.5% P4 97% - 100%		
		P1 (Target response time within 2 hours)			No P1 defects	No P1 defects	No P1 defects	N/A		97.50%		
		P2 (Target response time within 7 days)			100% 353 out of 353	100% 264 out of 264	100% 89 out of 89	→		97.50%		
		P3 (Target response time within 28 days)			98.78% 2836 out of 2871	99.6% 1743 out of 1750	97.5% 1093 out of 1121	↓		98.50%		
		P4 (Target response time within 26 weeks)			99.64% 1107 out of 1111	100% 414 out of 414	99.86% 693 out of 697	↓		97% - 100%		

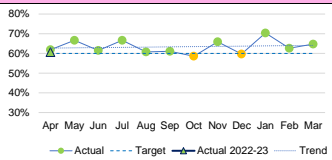
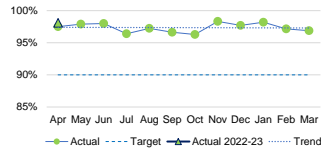
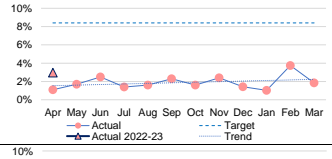
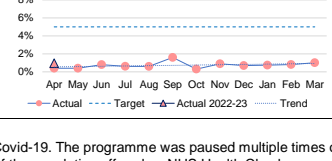
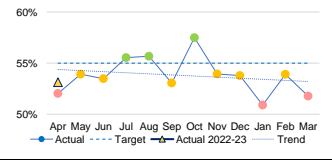
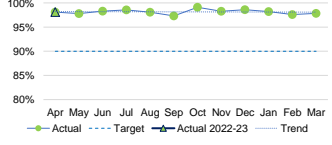
Place & Economy												
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments
Regulatory Services												
Safe and thriving places	STP32	% of food establishments in the area broadly compliant with food hygiene law	<p>Actual 2021/22, Target, Actual 2022/23, Trend 2021/22</p>	n/a	93.18%	95.77%	93.18%	↓	Higher is better	95%	90%-95%	The reduction is due in part to an increase in the number of food business registrations received which are not deemed to be 'broadly compliant' until inspected. Resources continue to be focused on poor performing businesses which pose the highest risk to food safety rather than new lower risk businesses. Resources are being reviewed within the team to allow the targeting of new businesses.
Safe and thriving places	STP33	% of Local Land Charges searches processed within 10 working days	<p>Target, Actual 2022-23</p>	n/a	79.29%	75.96%	82.16%	↑G	Higher is better	95%	10%	One of the offices is underperforming whilst the other three offices are overperforming. We are addressing this by reallocating resources and reviewing tasking to increase efficiency. This should see a further improvement in performance for the next reporting period.
Safe and thriving places	STP35	% of Rogue trading activities tackled (rogue traders subject to a Trading Standards intervention)	<p>Actual 2022-23</p>	Trading standards institute is the national body - look for benchmarks there	100%	100%	100%	→	No Polarity	No target - tracking indicator only	N/A	This indicator tracks the number of referrals received in respect of rogue trading and our response via a written intervention with the trader concerned. To date all referrals have been responded to, so performance remains at 100%

Children's Services													
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Extra detail on PI	Comments
Children's Trust													
Better, brighter futures	BBF05 (KPI 2)	% of referrals with a previous referral within 12 months		22.7% (All English Authorities 2021 - LAIT)	32.5%	31% (640)	34% (711)	↓ A	Lower is better	29%	25% - 40%		<p>There has been an increase in re-referrals this month. Audit and review for learning is ongoing. It is anticipated that the strengthened model in MASH and developments in CFSS/Early Help will continue to support appropriate reduction going forward.</p> <p>Steps have been taken to strengthen the Early Help partnerships with Partnership Support Team (Early Help MASH) being placed in the MASH pods and a leaner step down process. The high number of cases stepping down is presenting challenges in regards to capacity in Family Support/Early help partnership.</p>
Better, brighter futures	BBF06 (KPI 3)	% of single assessments authorised within 45 working days		88% We are in the process of identifying more up to date benchmark data for this PI.	95.5%	98% (709)	93% (875)	↓ A	Higher is better	85%	85% - 95%		<p>Assessment timescales remain consistently above target. All managers monitor this very closely via daily reports. A narrative is provided for cases that go beyond 45 days and this remains a very small minority. In addition to timeliness, we work on increasing the quality of assessments and more effective use of SofS (Signs of Safety, the Trust's social work practice model) in our interventions. PIP (Partner in Practice, another local authority who works with NCT to improve services) peer review has identified improvements in the quality of assessments</p>
Better, brighter futures	BBF07 (KPI 8)	% Children in care with three or more placements in the previous 12 months		9% (All English Authorities 2020/21 - LG Inform)	13.1%	13.3% (1187)	13.1% (1179)	↑ G	Lower is better	10%	5% - 15%		<p>Performance has improved this month. This is in the context of rising care numbers and the continuing challenges in identifying placements for children with specific needs which means they can experience a number of placement moves in quick succession until an appropriate home is identified. Consideration of various options to improve sufficiency is continuing, including exploration of capital investment, additional in house resources, as well as improved engagement with the market.</p>
Better, brighter futures	BBF08 (KPI 9)	% of young people now aged 17 - 21 and in employment, education or training who were looked after when aged 16		53% (All English Authorities 2020/21 - LG Inform)	63%	62% (605)	63% (607)	↑ G	Higher is better	55%	50% - 60%	<p>May 2022 - This was previously calculated as a proportion of those with their birthday falling in the month for the percentage each month but now the method of calculation has changed to be calculated as a proportion of the overall cohort of 17 - 21 year olds to be in line with the national measure. The data as been backdated as such to April 2021.</p>	<p>This month has seen an increase in performance to 63% against the comparator of 56% across England. Focus in this area continues to be driven through arrangements with local colleges, the virtual school and the senior personal advisor (Education and Employment) with further review of contracted arrangements (Prospects) to be undertaken to ensure we have the best approach/ support for young people. Work with councils to ensure EET opportunities and support is in place for our care leavers.</p>
Better, brighter futures	BBF09 (KPI 10)	% of young people now aged 17 - 21 and living in suitable accommodation who were looked after when aged 16		89% (All English Authorities 2020/21 - LG Inform)	93%	89% (605)	93% (607)	↑ G	Higher is better	90%	85% - 95%	<p>May 2022 - This was previously calculated as a proportion of those with their birthday falling in the month for the percentage each month but now the method of calculation has changed to be calculated as a proportion of the overall cohort of 17 - 21 year olds to be in line with the national measure. The data as been backdated as such to April 2021.</p>	<p>Performance for May improved by 4%, above the target of 90%. We know that we have some young people in unsuitable accommodation or even no accommodation at all and we work hard to address this.</p> <p>The Care Leavers' Housing Protocol is in place and work is being progressed under the governance of a strategic group; this include a review of the housing panels and engagement with the Housing Associations.</p>

Children's Services													
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Extra detail on PI	Comments
Learning, Skills & Education													
Better, brighter futures	BBF15 (LS6a)	Rate of suspensions in primary aged pupils		1% (All English Authorities 2019/20 - LAIT)	1.77% (Sep - Jul)	0.08%	0.18%	↑R	Lower is better	Target under review	5 percentage points	Year to date is the academic year to date (Sept to July) Benchmark data is available from DfE, either via the Local Authority Interactive Tool or via other official DfE releases	May has seen an increase in the numbers and rate of suspensions from April (0.08%). This increase is partly to do with the Easter School holidays of which schools were closed for 11 days of April this year, compared to 2 closed days in May but remains within a normal range of exclusions.
Better, brighter futures	BBF16 (LS7a)	Rate of suspensions in secondary aged pupils		7.43% (All English Authorities 2019/20 - LAIT)	10.01% (Sep - Jul)	0.58%	1.23%	↑R	Lower is better	Target under review	5 percentage points	Year to date is the academic year to date (Sept to July) Benchmark data is available from DfE, either via the Local Authority Interactive Tool or via other official DfE releases	May has seen an increase in the numbers and rate of suspensions from April (0.58%). This increase is partly to do with the Easter School holidays of which schools were closed for 11 days of April this year, compared to 2 closed days in May but remains within a normal range of exclusions.
Better, brighter futures	BBF17 (NI 114a)	Rate of Permanent exclusions from school - Total		0.06% (All English Authorities 2019/20 - LAIT)	0.09% (Sep - Jul)	0.004%	0.009%	↑R	Lower is better	Target under review	5 percentage points	Year to date is the academic year to date (Sept to July) Benchmark data is available from DfE, either via the Local Authority Interactive Tool or via other official DfE releases	Exclusions are impacted by a range of factors within schools and the local authority, as well as seasonal trends which result in higher levels of exclusions at certain times of the year.  April has seen 5 permanent exclusion resulting in a rate of 0.01%. The year to date performance is 48 exclusions, or 0.09% against the school population.
Better, brighter futures	BBF18	% of EHC (education health care) plans issued within 20 weeks (excluding exceptions)		59.9% All English Authorities 2021 - LAIT)	41.44% (Sep - Jul)	63.16%	65.38%	↑G	Higher is better	Target under review	5 percentage points	Year to date is the academic year to date (Sept to July) Benchmark data is available from DfE, either via the Local Authority Interactive Tool or via other official DfE releases	The performance of this indicator has been improving steadily with improvements in each of the past 6 months up to 65.4% in May 2022. This also compares favourably when looking at the performance in the same period 12 months ago, with 19.4% recorded in May 2021.

Adults, Communities & Wellbeing												
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments
Adult Social Care												
Active, fulfilled lives	AFL01	Total number of people allocated to each team		n/a	5418 (May)	5411 (Apr)	5418 (May)	↑	Lower is better	No target - tracking indicator only	TBC The 2021-22 financial year will be used as a baseline to set benchmarks for the 2022-23 financial year.	<p>Year to date method is latest snapshot.</p> <p>BI Team comments: The caseload remains static</p> <p>Service comments: Closures are consistent across teams so no significant change in the total numbers. There will be some reduction in numbers in future as we tackle data quality issues in this area. From an initial review we have noted that there are records still showing open to teams that should have closed when the work was completed.</p>
Active, fulfilled lives	AFL02	Number of unscheduled review requests		n/a	193	103	90	↓G	Lower is better	No target - tracking indicator only	TBC The 2021-22 financial year will be used as a baseline to set benchmarks for the 2022-23 financial year.	<p>Aprils data has been verified and updated.</p> <p>BI Team comments: People waiting for an unscheduled review has reduced by 13 since last month's report.</p> <p>Service comments: No significant change detected in terms of demand. Unscheduled review request is generated when there is a request for change on someone already in receipt of services. Some of this can vary depending on crisis in the community, providers holdbacks etc. We also noted some data error where some of the recording should have gone as initial contact rather than an unscheduled review request. This triggered some additional learning session for some new staff so we can ensure requests are recorded correctly on eclipse.</p>
Active, fulfilled lives	AFL03	Percentage of New Requests for Services (all ages) where Route of Access was Discharge from Hospital, that had a sequel of short term services to maximise independence (ST-MAX i.e. reablement)		n/a	32%	30%	33%	↑	Lower is better	No target - tracking indicator only	TBC The 2021-22 financial year will be used as a baseline to set benchmarks for the 2022-23 financial year.	<p>Monthly and quarterly figures are latest year to date. (Year to date is latest position).</p> <p>Volume relates to requests for services where route of access was discharge from hospital.</p> <p>BI Team comments: The denominator for this indicator is the Total new requests for support where the route of access was discharge from hospital (347). The numerator for this indicator is the total number of those requests who progressed to STS-Max 115.</p>
Active, fulfilled lives	AFL04	Number of new safeguarding concerns received per month		n/a	583	277	306	↑R	Lower is better	No target - tracking indicator only	TBC The 2021-22 financial year will be used as a baseline to set benchmarks for the 2022-23 financial year.	<p>Aprils data has been verified and updated.</p> <p>BI Team comments: There has been an increase in concerns received. Monthly average in 21-22 = 245.</p> <p>Safeguarding Team comments:</p> <p>In SG provider services there has been work undertaken to raise awareness amongst partner agencies and providers of bed based and domiciliary care - the potential factor for the rise they have seen in their referral rates could be linked to better awareness of when something is a SG and whilst we appreciate high numbers imply people are at risk, this isn't necessarily the case, this needs to be linked with our S42 KPI where numbers are fairly static. It should also be noted that providers are becoming more transparent in reporting. The SG team has raised awareness to partner organisations of the ARM process and SG rates can sometimes increase as a result of this process escalating a risk as a SG for more prompt action to be taken by agencies in some complex situations.</p> <p>What we are doing: We are reviewing all our trends and data and numbers with relevant service numbers for more rhetoric and improved understanding of SG rates; Ensuring we continue to offer training in SG and raising awareness across organisations; Improving understanding of the ARM process; Reviewing our response timescales so no one is left at risk.</p>

Adults, Communities & Wellbeing												
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments
Active, fulfilled lives	AFL05	New safeguarding concerns determined to be enquiries (both s42 and other)  *(A S42 enquiry must take place if there is reason to believe that abuse or neglect is taking place)		n/a	131	65	66	↑	No polarity	No target - tracking indicator only	TBC The 2021-22 financial year will be used as a baseline to set benchmarks for the 2022-23 financial year.	Aprils data has been verified and updated.  BI Team comments: This remains static. Monthly average in 21-22 = 66
Active, fulfilled lives	AFL06	Total number of open Deprivation of liberty Safeguard cases		n/a	1840	1776	1840	↑	Lower is better	No target - tracking indicator only	TBC The 2021-22 financial year will be used as a baseline to set benchmarks for the 2022-23 financial year.	Data is latest snapshot.  BI Team comments: This increased since last month but remains lower than monthly average in 21-22 of 1928 DoLS (Deprivation of liberty Safeguard) Service: the team has had admin vacancies for the last 3 months but have appointed and would hope that this increase in support will enable them to close referrals for people no longer requiring an assessment.
Active, fulfilled lives	AFL07	Long-term support needs met by admission to residential and nursing care homes, per 100,000 population (older people 65 years +)		488.3 (All English Authorities 2020/21 - LG Inform)	117.37	57.92	117.37	↑	No polarity	No target - tracking indicator only	TBC The 2021-22 financial year will be used as a baseline to set benchmarks for the 2022-23 financial year.	This is a cumulative total. Whilst we always want to avoid admissions to care homes this will always increase since care home admission is the right move for some people.  BI Team comments: This equates to 77 Admissions. 10 existing people as a result of a change in setting following a review; 65 new admissions following assessment; 2 new admissions following a period of STS-MAX. Population figures will be updated summer 2022 and will slightly reduce the performance reported.
Active, fulfilled lives	AFL08	Number of people who were prevented from requiring statutory care, or whose need was reduced  Delaying and reducing the need for care and support having received short term services to maximise independence (ST-MAX) services*		84.6% East Midlands Average, we are in the process of identifying more up to date benchmark data for this PI.	76.11%	75.8%	76.11%	↑G	Higher is better	No target - tracking indicator only	TBC The 2021-22 financial year will be used as a baseline to set benchmarks for the 2022-23 financial year.	This is a cumulative total and reflects the proportion of people going into short term services, rather than into long term care.  BI Team comments: April figures (47/62); May figures (86/113)

Adults, Communities & Wellbeing												
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments
Public Health												
Active, fulfilled lives	AFL22	Smoking quit rate at 4 weeks		n/a	60.7%	64.8% (Mar 2022) 68 out of 105	60.7% (Apr 2022) 88 out of 145	↓ (Mar - Apr)	Higher is better	60%	TBC by consultant and service lead	Lag in data for the preceding 2 months. May 2022 data will be available in July's report. The service is very pleased to have achieved its target for the month. Whilst slightly lower than the month before, minor variations such as this are to be expected. We aim to increase this quit rate in 22/23 and look forward to giving our residents the best possible chance of successfully quitting smoking.
Better, Brighter Futures	BBF02	% of infants due a new birth visit that received a new birth visit within 14 days of birth		88.2% (All English Authorities 2020/21 - LG Inform)	98.10%	96.9% (Mar 2022) 620 out of 640	98.1% (Apr 2022) 621 out of 633	↑G (Mar - Apr)	Higher is better	90%	TBC	This indicator represents the whole of Northamptonshire. May 2022 data will be available in July's report. Benchmark updated: England 2020/21. The Health Visiting Service has reset, following COVID-19 school age vaccinations and is now able to undertake the required mandatory checks.
Active, fulfilled lives	AFL20	% of in-year eligible population offered an NHS Health Check		2% (All England Q2 2021/22 - PHE)	3.0%	1.8% (Mar 2022) 440 out of 23872	3.0% (Apr 2022) 680 out of 22903	↑G (Mar - Apr)	Higher is better	8.4% (100% annual target)	8.4% (100% annual target)	Benchmark is England Q2 2021/22.  (Reported monthly only)
Active, fulfilled lives	AFL21	% of in-year eligible population who received an NHS Health Check		0.8% (All England Q2 2021/22 - PHE)	0.90%	1.0% (Mar 2022) 240 out of 23872	0.9% (Apr 2022) 217 out of 22903	↓R (Mar - Apr)	Higher is better	5% (60% annual target)	5% (60% annual target)	
<p><b>Further detail on ALF20 and ALF21:-</b></p> <p>The NHS Health Check programme has suffered through Covid-19. The programme was paused multiple times on a national and local level. The issues visible in the performance data are reflected nationally, and North Northants is not an outlier. Before Covid-19, the England average for the percentage of the population offered an NHS Health Check per quarter was 4.3% (Q3, 19/20). This England average dropped to a low of 0.2% during Covid-19 and has only recovered since to 2% in recent quarters. The England average for percentage of the eligible population that received an NHS Health Check was 1.9% (Q3, 19/20) before Covid-19. The England average dropped to a low of 0.1% during Covid-19 and has only recovered to 0.8% since. These national averages help in demonstrating that the issue is not limited to North Northants, but is affecting delivery of the programme nationally.</p> <p>To offer some local context as to why North Northants still sits slightly below the national average, the NHS Health Check programme in North Northants is delivered entirely by primary care, meaning we rely solely on GP providers for NHS Health Check delivery. As we are aware, primary care has been under a lot of pressure through Covid-19, and has been under pressure since to both catch-up, but also to meet new pressures (e.g., vaccine rollout). For this reason, NHS Health Checks cannot always be a priority. Local authorities all have different models for delivering NHS Health Checks, so naturally Local Authorities with non-primary care providers (e.g., in-house teams, specialist commissioned services, leisure providers, etc.) may not have faced the same challenges that North Northants has in their attempts to restart the NHS Health Check programme since national guidance allowed.</p> <p>In efforts to make improvements, we are working with existing providers through training programmes and close contract and performance management to increase the amount of people offered an NHS Health, and also the amount of people that receive an NHS Health Check. Lakeside Healthcare (a large GP practice in Corby, whose patients eligible for an NHS Health Check make up over 10% of that of North Northants) are not currently delivering NHS Health Checks and will be targeted and worked with more closely. We are also looking to expand our NHS Health Checks programme to include community providers in North Northants that can support primary care by delivering NHS Health Checks away from GP practices. All PCN managers in North Northants have recently been engaged with and briefed on their respective PCNs performance and will be working closely with the practices to rectify this. Work is ongoing with the Workplace Wellbeing team to restart NHS Health Checks (and other health and wellbeing programmes) with external workplaces (offices, retail, factories, warehouses, etc.) allowing us to take NHS Health Checks to patients' places of work. Options surrounding digital NHS Health Checks and the development of an in-house team that can deliver NHS Health Checks are also being considered.</p>												
Better, Brighter Futures	BBF01	Breastfeeding rate at 6-8 weeks		47.6% (All English Authorities - 2021 - LAIT)	53.10%	51.8% (Mar 2022) 335 out of 647	53.1% (Apr 2022) 331 out of 623	↑G (Mar - Apr)	Higher is better	55%	52.25% - 55%	This indicator represents the whole of Northamptonshire. May 2022 data will be available in July's report. Benchmark updated: England 2020/21. The Health Visiting Service has reset, following COVID-19 school age vaccinations and is now able to undertake the required mandatory checks. Breastfeeding peer support service has expanded to the Corby area, which may also be contributing to the increase in breastfeeding rate.
Better, Brighter Futures	BBF03	% of children who received a 6-8 week review by the time they were 8 weeks		81.2% (All English Authorities - Q2 2021/22)	98.10%	97.8% (Mar 2022) 633 out of 647	98.1% (Apr 2022) 623 out of 635	↑G (Mar - Apr)	Higher is better	90%	TBC	This indicator represents the whole of Northamptonshire. May 2022 data will be available in July's report. Benchmark updated: England 2020/21. The Health Visiting Service has reset, following COVID-19 school age vaccinations and is now able to undertake the required mandatory checks.

Adults, Communities & Wellbeing												
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments
Housing Services												
Active, fulfilled lives	AFL13	Number of households whose homelessness was prevented		n/a	49	14	35	↑G	Higher is better	20 240 (annual target)	TBD	Performance continues to fluctuate between months due to a variety of factors. This reflects the difficulties the Housing Options team are having trying to secure accommodation solutions, particularly in the private sector in order to prevent or relieve households homelessness locally.
Active, fulfilled lives	AFL14	Number of households whose homelessness was relieved		n/a	35	13	22	↑G	Higher is better	25 300 (annual target)	N/A	
Active, fulfilled lives	AFL12	Number of rough sleepers (single night snapshot figure)		12 (All English Authorities 2021 - LG Inform)	n/a	13	11	↓G	Lower is better	9	TBD	This data is the latest single night snapshot figure which is reported monthly to DLUHC (Department for Levelling Up, Housing and Communities). May has seen a slight decrease in the number of rough sleepers seen on outreach from the previous month. However there is still a high flow of new rough sleepers being seen in the area that are not known to services. Outreach sessions are conducted weekly and the team are quick to respond to any new reports of rough sleeping across North Northants.
Safe and thriving places	STP11	Number of council housing lets completed		n/a	61	25	36	↑G	Higher is better	40 480 (annual target)	TBD	This is a combined figure for Corby and Kettering teams to monitor the number of council properties being let on a monthly basis and to help manage upcoming workload as an intensive management service is provided for all new tenants. May has seen a higher number of tenancies being started during the month in comparison to the previous months figures.
Safe and thriving places	STP12	Number of council houses vacant and available to let		n/a	n/a	45	25	↓G	Lower is better	29	TBD	This is a combined snapshot figure for Corby and Kettering teams of the number of properties ready for tenants at the end of each month but which have not yet been allocated to customers. This figure tends to fluctuate month on month but the aim is to keep this number as low as possible. To help monitor numbers regular meetings are already taking place in Kettering and Corby to help monitor where each property is within the voids and lettings process and to determine what actions are needed. From July interim strategic leads will be chairing these meetings on a rotation basis going forward. May has seen a reduction in the number of properties vacant and ready to let.



Adults, Communities & Wellbeing												
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments
Safe and thriving places	STP36	Number of voids - Kettering Area		n/a	n/a	52	52	→	Lower is better	No target - tracking indicator only	N/A	This data shows a snapshot of the number of council properties in the voids process which is a combination of new voids coming in and also existing voids not yet let. Please note this number does not include properties used for temporary accommodation or acquisition voids. May has seen a higher than average number of keys being received in Corby.
		Number of voids - Corby Area		n/a	n/a	41	60	↑R				
Safe and thriving places	STP37	Void turnaround time - Kettering Area		TBD	n/a	78 days	71 days	↓G	Lower is better	No target - tracking indicator only	N/A	This performance measure monitors the time taken to turnaround a void property for both Corby and Kettering areas from keys in to keys out so covers several teams areas of work including landlord services, housing allocations and the repairs team. The figures are the cumulative time taken for all void properties let during 2022/23. Whilst Kettering has seen an improvement in the number of days taken to turnaround void properties for May, Corby has seen an increase which may be attributed to four properties that have required significant major works being let. There are several factors that can impact the turnaround time including the condition of the property when it is returned and work is ongoing to align the voids service between Kettering and Corby to ensure a like for like service is being provided and robust processes are in place. The NNC lettable standard for void properties was approved at Executive in May.
		Void turnaround time - Corby Area		TBD	n/a	64 days	85 days	↑R				
Safe and thriving places	STP08	% of properties with a valid gas safety certificate		TBD	n/a	99.70%	99.70%	→	Higher is better	100%	Green: 99.5% - 100% Amber: 99 - 99.4%	Of the 7933 properties requiring a Landlords Gas Safety Record there are currently only 20 properties outstanding that still require a valid gas safety certificate as of May. These are all properties that the team have been unable to gain access to undertake this process so are within a legal process in order to gain right of entry warrants to be able to make the property compliant.

Adults, Communities & Wellbeing																					
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments									
Safe and thriving places	STP09	Total number of emergency repairs completed	<table><thead><tr><th>Month</th><th>Actual</th><th>Trend</th></tr></thead><tbody><tr><td>April</td><td>965</td><td>965</td></tr><tr><td>May</td><td>1018</td><td>1018</td></tr></tbody></table>	Month	Actual	Trend	April	965	965	May	1018	1018	n/a	n/a	965	1018	⬆️	N/A - Tracking	N/A - 2021/22 baseline year and target to be confirmed	N/A	All emergency repairs are to be completed within 24 hours and this measure helps to monitor the level of demand for the service. Work is ongoing to ensure that the same processes are followed on the system for emergency repairs and going forward information will be provided on the number of emergency repairs completed on time.
Month	Actual	Trend																			
April	965	965																			
May	1018	1018																			
Safe and thriving places	STP10	Total number of non-emergency repairs completed	<table><thead><tr><th>Month</th><th>Actual</th><th>Trend</th></tr></thead><tbody><tr><td>April</td><td>1102</td><td>1102</td></tr><tr><td>May</td><td>1368</td><td>1368</td></tr></tbody></table>	Month	Actual	Trend	April	1102	1102	May	1368	1368	n/a	n/a	1102	1368	⬆️	N/A - Tracking	N/A - 2021/22 baseline year and target to be confirmed	N/A	This monitors all other repairs that are not classed as an emergency and at present Kettering and Corby have different targets for these repairs. Kettering has 7 day, 28 day and 90 day timescales and Corby has 30 day target for all non emergency appointments. Work is being undertaken to review these targets and introduce standardised processes and procedures across both localities.
Month	Actual	Trend																			
April	1102	1102																			
May	1368	1368																			
Safe and thriving places	STP04	Total Active applicants on the Keyways Housing Register	<table><thead><tr><th>Month</th><th>Actual</th><th>Trend</th></tr></thead><tbody><tr><td>April</td><td>2937</td><td>2937</td></tr><tr><td>May</td><td>2963</td><td>2963</td></tr></tbody></table>	Month	Actual	Trend	April	2937	2937	May	2963	2963	n/a	n/a	2937	2963	⬆️	N/A - Tracking	N/A - monitoring levels of demand	N/A	This provides a snapshot of the number of applicants active on the Council's housing Register (Keyways) and there has been a net increase between April and May. Recent increase in temporary staff resources along with interim restructuring of the team will hopefully start to make an impact over the coming months on the processing of applications and to help reduce the backlog against the incoming demand.
Month	Actual	Trend																			
April	2937	2937																			
May	2963	2963																			
Safe and thriving places	STP05	New Housing Applications Received	<table><thead><tr><th>Month</th><th>Actual</th><th>Trend</th></tr></thead><tbody><tr><td>April</td><td>475</td><td>475</td></tr><tr><td>May</td><td>492</td><td>492</td></tr></tbody></table>	Month	Actual	Trend	April	475	475	May	492	492	n/a	n/a	475	492	⬆️	N/A - Tracking	N/A - monitoring levels of demand	N/A	During 2022/23 there has been a slightly lower number of applications received in comparison to previous year so although remaining high numbers may be starting to stabilise. Introducing more temporary capacity into the team along with interim restructuring of roles and responsibilities and reviewing processes to ensure efficiency and avoid duplication will all hopefully help to meet this continued level of demand.
Month	Actual	Trend																			
April	475	475																			
May	492	492																			
Safe and thriving places	STP13	Number of Private Sector Disabled Facilities Grants cases on waiting list	<table><thead><tr><th>Month</th><th>Actual</th><th>Trend</th></tr></thead><tbody><tr><td>April</td><td>164</td><td>164</td></tr><tr><td>May</td><td>127</td><td>127</td></tr></tbody></table>	Month	Actual	Trend	April	164	164	May	127	127	n/a	n/a	164	127	⬆️	N/A - Tracking	N/A - unable to set target and to be reviewed services aligned	N/A	The numbers on the DFG waiting list are high due to lack of resources within the team and being unable to successfully recruit to the surveyors post to support these cases. Recruitment is currently being undertaken. May has seen the number on the waiting list reduce likely due to a FT Senior Surveyor returning from maternity leave, easing the pressure.
Month	Actual	Trend																			
April	164	164																			
May	127	127																			
Safe and thriving places	STP14	Number of Private Sector Disabled Facilities Grants completions	<table><thead><tr><th>Month</th><th>Actual</th><th>Trend</th></tr></thead><tbody><tr><td>April</td><td>14</td><td>14</td></tr><tr><td>May</td><td>16</td><td>16</td></tr></tbody></table>	Month	Actual	Trend	April	14	14	May	16	16	n/a	30	14	16	⬆️	N/A - Tracking	14 168 (annual target)	N/A	The number of DFG completions remains relatively static (with a slight increase from April) due to lack of resources within the team and being unable to successfully recruit to the surveyors post to support these cases. Recruitment is currently being undertaken to fill 2 x FT surveyor posts and secure a 3-year contract for an external surveyor to help clear the backlog.
Month	Actual	Trend																			
April	14	14																			
May	16	16																			

Adults, Communities & Wellbeing												
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments
Active, fulfilled lives	AFL15	Total number of homeless approaches		n/a	598	294	304	↑	N/A - Tracking	N/A - monitoring levels of demand only	N/A	3,863 households approached the Council as homeless during 2021/22, which is an average of 320 approaches per month. Currently the Housing Options Team have a live caseload of over 1,000 cases and during May there was a slight increase so remains a high incoming demand for the team to process.
Active, fulfilled lives	AFL16	Number of households accepted as owed the main housing duty		n/a	44	28	16	↓	No polarity	24 288 (annual target)	N/A	This measure indicates the number of households that have been accepted by the Council as homeless due to being unintentionally homeless, eligible for assistance and have a priority need and for which the Council has been unable to achieve a positive housing solution during the prevention and relief stages of the process (AFL13 and AFL14). During 2021/22 there were 284 households accepted as being owed the main housing duty.
Active, fulfilled lives	AFL17	Total number of households living in temporary accommodation		n/a	n/a	205	197	↓G	Lower is better	200	TBD	Despite an increasing need for temporary accommodation the team have been working hard to reduce the overall number to within the target for the year despite the significant demands on the service. Please note that this overall figure is for statutory temporary placements only and does not include the additional cohort of rough sleepers accommodated under discretionary placements.
Active, fulfilled lives	AFL18	Number of households with family commitments* living in bed and breakfast accommodation		n/a	n/a	0	0	→	Lower is better	0	TBD	The Homelessness legislation specifies that B&B accommodation is not regarded suitable for households with family commitments and therefore should only be used as a last resort and when it is used to house families in crisis it is for a short period and a maximum of 6 weeks only. During May there were no households with family commitments living in B&B for longer than 6 weeks.
Active, fulfilled lives	AFL19	Number of rough sleepers rehoused into settled accommodation		n/a	11	4	7	↑G	Higher is better	60 per year (5 per month)	TBD	This measure has been introduced from April 2022 to help monitor the number of rough sleepers successfully supported to find settled accommodation. It monitors the number of rough sleepers supported to move on who are currently placed in discretionary rough sleeper accommodation (RSA). There are currently 37 placements which are all being supported by the team and whilst no one was re-housed from RSA during May work is ongoing to support new placements and currently have achieved 4 in June already.  Although during May there was no one re-housed from within the off street emergency accommodation as described above, the rough sleeping team supported and helped to accommodate 7 individuals across NNC into long term housing solutions directly from the streets. This included private rent and supported accommodation placements and this information is now captured within this indicator to show the positive impact the team are having locally.
Communities and Libraries												
Active, fulfilled lives	AFL09	Number of physical visits to libraries		n/a	56,841	28,523	28,318	↑G	Higher is better	May target: 21,664 Annual target: 246,187	0	4 x community managed Libraries' data has not yet been received. Due to the tight turnaround for statistics and the varying opening hours of the Community Managed Libraries it is often the case that we are not able to get the statistics from these groups in time for the reporting cycle but these are added retrospectively in the next reporting cycle.

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## North Northamptonshire Council Performance Report - May 2022

### Key to Performance Status Colours

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

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

### Terminology key

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

Governance																																																																													
Human Resources																																																																													
Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	Direction of Travel (April - May)	Polarity	Target	Tolerance	Comments																																																																	
Modern Public Services	MPS06	Average number of working days lost per Full time Equivalent (FTE) employee (short term)	<table><caption>Days lost per FTE by month</caption><thead><tr><th>Month</th><th>Short Term 21/22</th><th>Long Term 21/22</th><th>Short Term 22/23</th><th>Target 2022/23</th></tr></thead><tbody><tr><td>Apr</td><td>0.19</td><td>0.36</td><td>0.29</td><td>0.77</td></tr><tr><td>May</td><td>0.16</td><td>0.36</td><td>0.26</td><td>0.77</td></tr><tr><td>Jun</td><td>0.23</td><td>0.43</td><td>0.23</td><td>0.77</td></tr><tr><td>Jul</td><td>0.3</td><td>0.46</td><td>0.26</td><td>0.77</td></tr><tr><td>Aug</td><td>0.26</td><td>0.56</td><td>0.27</td><td>0.77</td></tr><tr><td>Sep</td><td>0.27</td><td>0.54</td><td>0.34</td><td>0.77</td></tr><tr><td>Oct</td><td>0.34</td><td>0.57</td><td>0.60</td><td>0.77</td></tr><tr><td>Nov</td><td>0.60</td><td>0.40</td><td>0.58</td><td>0.77</td></tr><tr><td>Dec</td><td>0.58</td><td>0.38</td><td>0.49</td><td>0.77</td></tr><tr><td>Jan</td><td>0.49</td><td>0.47</td><td>0.55</td><td>0.77</td></tr><tr><td>Feb</td><td>0.55</td><td>0.30</td><td>0.55</td><td>0.77</td></tr><tr><td>Mar</td><td>0.55</td><td>0.37</td><td>0.55</td><td>0.77</td></tr></tbody></table>	Month	Short Term 21/22	Long Term 21/22	Short Term 22/23	Target 2022/23	Apr	0.19	0.36	0.29	0.77	May	0.16	0.36	0.26	0.77	Jun	0.23	0.43	0.23	0.77	Jul	0.3	0.46	0.26	0.77	Aug	0.26	0.56	0.27	0.77	Sep	0.27	0.54	0.34	0.77	Oct	0.34	0.57	0.60	0.77	Nov	0.60	0.40	0.58	0.77	Dec	0.58	0.38	0.49	0.77	Jan	0.49	0.47	0.55	0.77	Feb	0.55	0.30	0.55	0.77	Mar	0.55	0.37	0.55	0.77	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	0.57 days lost	0.29 days lost	0.26 days lost	↓G	Lower is better	Target for the full year is 9.2 days combined as per the Benchmark (3.8 ST and 5.4 LT). This equates to 0.77 days lost per FTE per month.	0.32 days (Tolerance = 15% - 0.32 - 0.37 days)	Further breakdown by Assistant Directorate shown on the following page. Long term sickness has risen slightly in May. More people hit a sickness trigger in May than April and all directorates except Governance & HR had increased long term sickness in May.
	Month	Short Term 21/22	Long Term 21/22	Short Term 22/23	Target 2022/23																																																																								
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MPS07	Average number of working days lost per Full time Equivalent (FTE) employee (long term)				1.07 days lost	0.48 days lost	0.54 days lost	↑R	Lower is better	0.77 days lost per FTE per month.	0.45 days (Tolerance = 15% - 0.45 - 0.52 days)	Some of the staff still on Short Term absence staff have now hit the Long Term sickness trigger, causing the slight increase. The Long Term figure will therefore, continue to change on a monthly basis. The main reason for Long Term absence in May is musculoskeletal.																																																																	
Modern Public Services	MPS11	Amount of Spend on Agency Staff within each Directorate	<table><caption>Amount of Spend on Agency Staff</caption><thead><tr><th>Directorate</th><th>Apr-22 (£)</th><th>May-22 (£)</th></tr></thead><tbody><tr><td>Adults, Communities and...</td><td>£200,016</td><td>£215,018</td></tr><tr><td>Chief Executive Office</td><td>£7,074</td><td>£10,912</td></tr><tr><td>Childrens Services</td><td>£29,892</td><td>£44,878</td></tr><tr><td>Finance Services</td><td>£14,830</td><td>£9,688</td></tr><tr><td>Governance &amp; HR</td><td>£61,606</td><td>£66,208</td></tr><tr><td>Place and Economy Services</td><td>£130,564</td><td>£130,101</td></tr><tr><td>Transformation</td><td>£38,558</td><td>£21,854</td></tr></tbody></table>	Directorate	Apr-22 (£)	May-22 (£)	Adults, Communities and...	£200,016	£215,018	Chief Executive Office	£7,074	£10,912	Childrens Services	£29,892	£44,878	Finance Services	£14,830	£9,688	Governance & HR	£61,606	£66,208	Place and Economy Services	£130,564	£130,101	Transformation	£38,558	£21,854	N/A	£981,179	£482,540	£498,639	↑R	Lower is better	No target - tracking indicator only	N/A	The agency spend only includes Opus, it doesn't include any off-contract spend.																																									
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## May 2022 HR Workforce Data Report

### Sickness Absence Data by Assistant Directorate - February 2022 - May 2022

YTD: Year to Date

FTE: Full Time Equivalent

Assistant Directorate*	Sickness Absence					
	YTD Fte days lost per Fte employee				May-22 % of workforce to have sickness	May-22 No' of employees to hit trigger
	Feb-22	Mar-22	Apr-22	May-22		
Adult Services	14.17	14.29	1.20	2.51	17%	28
Commissioning & Performance	5.63	5.51	0.46	0.98	8%	3
Housing and Communities	9.43	9.47	0.98	1.91	14%	17
HRA	16.12	16.45	1.05	2.45	11%	16
Public Health	4.07	3.79	0.35	0.78	8%	3
Safeguarding, Wellbeing and Provider Services	13.43	13.66	1.01	1.94	17%	13
<b>Adults, Communities and Wellbeing Services Total</b>	<b>12.01</b>	<b>12.21</b>	<b>0.95</b>	<b>1.98</b>	<b>14%</b>	<b>80</b>
Assistant Chief Executive	4.37	5.19	0.41	0.63	0%	0
Chief Executive's Office	1.37	1.93	0.00	0.00	0%	0
<b>Chief Executive Office Total</b>	<b>3.34</b>	<b>4.09</b>	<b>0.29</b>	<b>0.47</b>	<b>0%</b>	<b>0</b>
Assistant Director Education	7.25	6.98	0.63	1.13	6%	3
Commissioning & Partnerships (includes client role for Children's Trust)	5.33	5.25	0.00	0.21	13%	0
Schools	7.16	7.18	0.42	0.84	9%	4
<b>Childrens Services Total</b>	<b>7.10</b>	<b>6.95</b>	<b>0.50</b>	<b>0.95</b>	<b>8%</b>	<b>7</b>
Audit and Risk	136.60	52.73	0.00	0.00	0%	0
Contingency	1.03	0.97	0.00	0.00	0%	0
Finance & Accountancy	4.61	4.23	0.00	0.00	0%	0
Finance and Strategy	1.59	1.42	0.00	0.00	0%	0
Procurement	0.94	0.86	0.46	0.46	0%	0
Revenue and Benefits	6.57	6.80	1.01	2.00	12%	6
Treasury	30.09	31.98	2.38	4.99	13%	1
<b>Finance Services Total</b>	<b>7.38</b>	<b>7.58</b>	<b>0.80</b>	<b>1.57</b>	<b>8%</b>	<b>7</b>
Human Resources	7.25	7.07	0.10	0.29	4%	0
Legal and Democratic Services	4.43	4.77	0.45	0.81	2%	1
<b>Governance &amp; HR Total</b>	<b>6.14</b>	<b>6.17</b>	<b>0.24</b>	<b>0.51</b>	<b>3%</b>	<b>1</b>
Assets and Environment	10.16	10.08	0.64	1.35	11%	12
Directorate Management	1.10	1.00	0.00	0.00	0%	0
Growth and Regeneration	3.86	4.06	0.45	0.80	6%	1
Highways and Waste	18.84	18.82	0.98	2.85	21%	16
Regulatory Services	2.96	3.36	0.46	0.84	8%	3
<b>Place and Economy Services Total</b>	<b>9.48</b>	<b>9.56</b>	<b>0.67</b>	<b>1.60</b>	<b>12%</b>	<b>32</b>
Customer Services	15.69	15.30	1.18	2.03	11%	6
IT	1.18	1.17	0.00	0.14	6%	0
Transformation	1.46	4.11	0.40	1.22	11%	1
<b>Transformation Total</b>	<b>9.14</b>	<b>9.55</b>	<b>0.73</b>	<b>1.41</b>	<b>10%</b>	<b>7</b>
<b>NNC Total</b>	<b>10.09</b>	<b>10.21</b>	<b>0.78</b>	<b>1.64</b>	<b>12%</b>	<b>134</b>

### May 2022 NNC Top 3 Absence Reasons

- 1 - Musculoskeletal problems inc back and neck
- 2 - Anxiety, mental health and depression
- 3 - Stress

	May-22			
	Monthly Fte days lost per Fte employee ST	Monthly Fte days lost per Fte employee LT	YTD Fte days lost per Fte employee ST	YTD Fte days lost per Fte employee LT
Adults, Communities, Wellbeing	0.30	0.65	0.65	1.34
Chief Executive Office	0.00	0.00	0.13	0.34
Childrens Services	0.21	0.24	0.46	0.49
Finance Services	0.27	0.46	0.59	0.98
Governance & HR	0.11	0.17	0.17	0.34
Place and Economy Services	0.27	0.58	0.58	1.02
Transformation	0.20	0.49	0.51	0.90
<b>NNC Total</b>	<b>0.26</b>	<b>0.54</b>	<b>0.57</b>	<b>1.07</b>

Establishment Data by Assistant Directorate - May 2022														
Assistant Directorate	Employees (full establishment)		Posts - (Director level establishment)		Vacancies - (Director level establishment)		Agency			Voluntary Turnover***			Starters	
	Headcount	Fte	Number	Fte	Number	Fte	Covering Vacancies	Super-numerate	Opus Agency Spend* (£000's)	Rolling	Monthly	No' of Leavers	No' of Starters	% of workforce
Adult Services **	288	255.74	378	358.37	98	93.74	8		£26	16.7%	1.4%	4	1	0.3%
Commissioning & Performance	85	80.45	116	107.08	28	24.22	8		£32	16.7%	2.4%	2	2	2.4%
Housing and Communities	299	209.85	604	435.70	145	79.95	69		£48	15.6%	1.0%	3	6	2.0%
HRA	259	231.39	363	341.06	88	79.32			£59	20.4%	1.2%	3	4	1.5%
Public Health	128	119.16	222	211.90	70	63.36	20		£12	23.2%	1.6%	2	4	3.1%
Safeguarding, Wellbeing and Provider Services **	279	234.89	409	409.00	272	148.84	40		£38	29.1%	2.2%	6	7	2.5%
Costed to Other Directorates (Tier 1)			44	32.77	16	13.12								
<b>Adults, Communities and Wellbeing Services Total</b>	<b>1338</b>	<b>1131.47</b>	<b>2136</b>	<b>1895.88</b>	<b>717</b>	<b>502.55</b>	<b>145</b>	<b>0</b>	<b>£215</b>	<b>20.7%</b>	<b>1.5%</b>	<b>20</b>	<b>24</b>	<b>1.8%</b>
Assistant Chief Executive	24	22.37	38	37.00	7	7.00			£11	16.6%	4.2%	1	0	0.0%
Chief Executive's Office	9	8.16	7	7.00	1	1.00				0.0%	0.0%	0	0	0.0%
Costed to Other Directorates (Tier 1)			17	16.50	6	6.00								
<b>Chief Executive Office Total</b>	<b>33</b>	<b>30.54</b>	<b>62</b>	<b>60.50</b>	<b>14</b>	<b>14.00</b>	<b>0</b>	<b>0</b>	<b>£11</b>	<b>12.4%</b>	<b>3.0%</b>	<b>1</b>	<b>0</b>	<b>0.0%</b>
Assistant Director Education	109	102.85	147	144.54	37	35.53	6	12	£35	28.2%	5.5%	6	4	3.7%
Commissioning & Partnerships	15	13.23	18	18.00	3	3.00				0.0%	0.0%	0	0	0.0%
Schools	95	79.75	112	103.55	16	15.23			£9	7.1%	0.0%	0	0	0.0%
Costed to Other Directorates (Tier 1)			2	2.00	2	2.00								
<b>Childrens Services Total</b>	<b>219</b>	<b>195.83</b>	<b>279</b>	<b>268.09</b>	<b>58</b>	<b>55.76</b>	<b>6</b>	<b>12</b>	<b>£45</b>	<b>17.4%</b>	<b>2.7%</b>	<b>6</b>	<b>4</b>	<b>1.8%</b>
Audit and Risk	6	5.62	15	14.68	9	8.68				85.7%	0.0%	0	0	0.0%
Contingency	6	5.30								24.0%	0.0%	0	0	0.0%
Finance Accountancy	9	7.72	23	21.45	14	12.45	6	1		37.8%	0.0%	0	0	0.0%
Finance and Strategy	18	17.23	37	35.76	11	11.00	2			46.5%	0.0%	0	1	5.6%
Procurement	9	8.43	14	13.00	5	4.00				10.6%	0.0%	0	0	0.0%
Revenue and Benefits	103	88.46	120	107.78	18	16.45	8		£10	11.2%	1.9%	2	0	0.0%
Treasury	8	8.00								36.9%	0.0%	0	0	0.0%
Costed to Other Directorates (Tier 1)			7	4.57	1	1.00								
<b>Finance Services Total</b>	<b>159</b>	<b>140.76</b>	<b>216</b>	<b>197.24</b>	<b>58</b>	<b>53.58</b>	<b>16</b>	<b>1</b>	<b>£10</b>	<b>19.7%</b>	<b>1.3%</b>	<b>2</b>	<b>1</b>	<b>0.6%</b>
Human Resources	85	74.78	113	107.59	27	27.59	2	1	£10	18.6%	1.2%	1	1	1.2%
Legal and Democratic Services	56	49.76	72	65.40	8	5.19	12		£57	13.5%	0.0%	0	0	0.0%
Costed to Other Directorates (Tier 1)			31	29.08	8	7.54								
<b>Governance &amp; HR Total</b>	<b>141</b>	<b>124.54</b>	<b>216</b>	<b>202.07</b>	<b>43</b>	<b>40.32</b>	<b>14</b>	<b>1</b>	<b>£66</b>	<b>16.7%</b>	<b>0.7%</b>	<b>1</b>	<b>1</b>	<b>0.7%</b>
Assets and Environment	237	209.84	335	297.19	76	62.52	16	1	£28	17.3%	1.3%	3	2	0.8%
Directorate Management	5	5.00	5	5.00	0	0.00				0.0%	0.0%	0	0	0.0%
Growth and Regeneration	101	92.53	141	133.78	39	37.45	26	4	£63	16.0%	1.0%	1	0	0.0%
Highways and Waste	167	162.74	209	200.03	35	32.90	17	15	£1	12.0%	1.2%	2	0	0.0%
Regulatory Services	106	98.01	151	192.08	26.00	23.44	8	1	£38	21.9%	2.8%	3	2	1.9%
Costed to Other Directorates (Tier 1)			26	20.88	12	10.39								
<b>Place and Economy Services Total</b>	<b>616</b>	<b>568.12</b>	<b>867</b>	<b>848.96</b>	<b>188</b>	<b>166.7</b>	<b>67</b>	<b>21</b>	<b>£130</b>	<b>16.7%</b>	<b>1.5%</b>	<b>9</b>	<b>4</b>	<b>0.6%</b>
Customer Services	90	71.57	121	105.57	31	25.81	5		£6	13.6%	0.0%	0	0	0.0%
IT	33	29.77	39	36.38	6	5.00		3	£14	18.3%	3.0%	1	2	6.1%
Transformation	36	35.86	36	36.00	2	2.00		1	£2	7.0%	0.0%	0	0	0.0%
Costed to Other Directorates (Tier 1)			7	4.08	1	0.54								
<b>Transformation Total</b>	<b>159</b>	<b>137.20</b>	<b>203</b>	<b>182.03</b>	<b>40</b>	<b>33.35</b>	<b>5</b>	<b>4</b>	<b>£22</b>	<b>12.9%</b>	<b>0.6%</b>	<b>1</b>	<b>2</b>	<b>1.3%</b>
<b>NNC Total</b>	<b>2665</b>	<b>2328.44</b>	<b>3979.00</b>	<b>3654.77</b>	<b>1118.00</b>	<b>866.26</b>	<b>253</b>	<b>39</b>	<b>£499</b>	<b>18.7%</b>	<b>1.5%</b>	<b>40</b>	<b>36</b>	<b>1.4%</b>

\* The agency spend only includes Opus, it doesn't include any off-contract spend

\*\* There is a difference here compared to previous data in that bucket positions were excluded previously. For front line roles eg carers, we have 'bucket' positions because it's easier and quicker for the managers when recruiting. So when a bucket position is set up it's for the total number of budgeted hours for that service at full capacity – so one bucket position can have 1,850 hours which means 50 full time carers can be assigned to it. This is a simpler process than having 50 individual positions instead. The other positive is that evidence suggests recruitment into these roles are generally on a part time basis so each position, if done separately, would have to be amended to reflect the hours contracted to each individual. The negative of this is that it can inflate the vacancies due to the fact the total hours is for full capacity, so if the service is not running at full capacity in what they deliver to our customers, they do not need the full number of hours to be filled so they show as vacant.

Finance have combined the Contingency and Treasury posts, vacancies and agency figures into Finance Accountancy and Finance & Strategy. The other indicators will still have figures in these 2 AD's as the reports for these were completed last month.

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

\*\*\* LG average turnover benchmark (12.9%)



## EXECUTIVE 14<sup>th</sup> July 2022

<b>Report Title</b>	<b>Garden Waste: Future Service Provision</b>
<b>Report Author</b>	George Candler, Executive Director of Place and Economy <a href="mailto:george.candler@northnorthants.gov.uk">george.candler@northnorthants.gov.uk</a>
<b>Lead Member</b>	Cllr Graham Lawman, Executive Member for Highways, Travel and Assets

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

### List of Appendices

**Appendix A** – Equalities Screening  
**Appendix B** – Equalities Impact Assessment  
**Appendix C** – Fly tipping data

### 1. Purpose of Report

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- 1.1. On 22<sup>nd</sup> February 2022, the Executive considered the current disparity in provision of kerbside collections of organic garden waste across North Northamptonshire and the options for harmonisation of the service. At that meeting, the Executive agreed to conduct a public consultation regarding the future provision of a kerbside garden waste collection service. The consultation has been conducted and the results are presented within this report. The Executive are now asked to consider the future of the garden waste service and how it will be funded. The steps required to implement the recommended service model are included within the report together with the financial implications.

## **2. Executive Summary**

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- 2.1. As a result of previous arrangements implemented by the former local authorities, the current garden waste service differs across North Northamptonshire. The Executive are seeking to harmonise the service so that all residents receive the same level of service, and the service is funded in the same way.
- 2.2. A public consultation exercise was conducted during March and April 2022 to seek the views of residents on a range of factors relating to a future garden waste service.
- 2.3. The primary consideration for the Executive is to determine how the garden waste service is funded in the future. The service can be funded from general income, including taxation through the Council Tax charge, or it can be funded through a subscription paid by those who choose to use the service, or a balance between the two approaches. This paper presents options relating to both these funding models.
- 2.4. The annual net costs to the Council of providing the current garden waste service is £2.695m. This equates to a cost to each household in North Northamptonshire (even if they do not use the service) of £22 per year.
- 2.5. Using 2022/23 as a base year, it is estimated that a service funded by subscriptions set at £40/bin/year would contribute towards the costs of operating the service and improve the Council's financial position by £2.027m. A universal 12-month service would create a pressure on the Council's budget of £1.543m.
- 2.6. It is noted that not all residents require a garden waste service as they may not have a garden, or they may dispose of their garden waste through home composting or visiting one of the Council's Household Waste and Recycling Centres.
- 2.7. To contribute towards meeting the financial challenge presented by the Council's Medium Term Financial Plan, it is recommended to fund the service through subscription charges.
- 2.8. The recommended option would provide residents with a 12-month service funded by subscriptions from those who choose to receive the service. Those who do not use the service would no longer contribute towards its operating costs.
- 2.9. The operational and financial implications for implementing the recommended option, as well as operational risks, are outlined in the report.

### **3. Recommendations**

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#### **3.1. It is recommended that the Executive:**

- a) Agree to harmonise the garden waste collection service across North Northamptonshire;
- b) Recover some of the costs of providing the service only from those who use it by charging a subscription fee for a service operating 12 months of the year (option C as set out in the report).
- c) Agree that the annual subscription charge will be set at £40/bin/year and £12.00 for the ad hoc sack collection service.
- d) Delegate authority to the Executive Member for Highways, Travel and Assets in consultation with the Executive Director of Place and Economy to take any further decisions and / or actions required to conclude this process and implement any approved service updates. This will include, but not be limited to:
  - i. finalising the Terms and Conditions of the service;
  - ii. confirming the launch date for the new service;
  - iii. approving the updates to the Council's Waste and Recycling Policy in relation to any changes to the garden waste service.

#### **3.2. Reasons for Recommendations:**

- The recommended option will harmonise the garden waste service across all North Northamptonshire which will ensure parity across North Northamptonshire
- Option C makes a contribution to the overall financial stability of the Council and to its Medium Term Financial Plan (MTFP). It reduces the need to use budgets allocated for other services to fund a garden waste service.
- The recommended course of action will reduce the Council's carbon footprint by reducing the number of Heavy Goods Vehicles used for service delivery, assuming participation is at 40%.
- Current staffing issues, which have been experienced by many local authorities across the country, have reduced the reliability of the garden waste service for some residents, particularly in the Wellingborough area. Reducing the number of crews required to deliver the service reduces the number of staff members required and thus reduces the risk of disruption caused by staff vacancies and absences.
- A subscription service provides residents who need to dispose of garden waste with the choice of whether they wish to use, and pay towards, an opt-in service or whether they wish to use another legitimate disposal route, such as home composting or visiting the Council's Household Waste and Recycling Centres (HWRCs). Those who do not need the service, such as those without a garden,

would no longer be contributing towards it. This is considered a more equitable method to fund this optional service.

- 3.3 Alternative Options Considered – to fully inform the decision on the future of the garden waste service in North Northamptonshire, an analysis of service delivery options has been conducted by an officer working group to identify impacts and benefits for each of the alternative options.
- 3.4 The option to retain the service under the current legacy arrangements was considered, which would continue the situation with different areas receiving different services. The Council had received significant feedback from residents living in the area of East Northamptonshire who were only able to access the subscription service whilst other residents in North Northamptonshire had access to a service which did not require a subscription payment. Residents expressed their expectation that parity for chargeable services was one early benefit to them of the recent formation of the new Council.
- 3.5 Providing a universal service funded by general taxation has been considered and forms part of the analysis later in this report. It has been rejected on the basis that it does not support the Council's MTFP and requires all taxpayers to contribute towards its operating costs, even if they do not require or use the service.
- 3.6 The subscription charge could be set at different levels to reflect the Council's approach to funding the service. A higher subscription rate would reduce the financial burden on the Council and require individual residents to pay more for the service if they choose to subscribe. The recommended level of subscription charge reflects the Council's objective to recover most of the operating costs from those who use the service whilst being mindful of the current economic conditions putting pressure on households.
- 3.7 Delivering the service via a third-party commercial operator has been considered, but rejected, as it does not align with the Council's current delivery model, whereby waste services are delivered by in-house teams in three of the four operational areas.
- 3.8 Launching a new subscription service in Spring, rather than Autumn, has been considered, but, was discounted as it would delay the harmonisation of the service and delay the financial benefits to the Council of operating a subscription-based service. The benefit of launching in Spring is that it is likely to be more popular with gardeners.
- 3.9 It would be possible to reduce garden waste collections to a monthly service. This option has been discounted for operational reasons and because it would be unpopular with residents given recycling and general waste are both collected once a fortnight. A garden waste bin left for 4 weeks becomes compacted, begins to rot (and smell) and produces liquid. This leads to bins that are very heavy and often overweight, which either become unsafe to manoeuvre (for residents and employees), or they break when lifted on the vehicle. The consultation indicated that 10% of properties expect to need two

bins under a fortnightly collection service. This is expected to rise significantly with a 4-weekly service. Not all properties will have space for an additional garden waste bin, and there is an additional capital cost in providing additional bins to those that request them.

#### **4. Report Background**

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- 4.1. The Council currently offers fortnightly kerbside collection of household and garden waste for their residents. There are no proposals to change the arrangements for the collection of household waste.
- 4.2. Residents can also dispose of their household and garden waste, free of charge, at any of the Household Waste and Recycling Centres (HWRCs) in North Northamptonshire; which are sited in Corby, Kettering, Rushden and Wellingborough.
- 4.3. The former district and borough councils covering the area of North Northamptonshire operated kerbside garden waste services which differed from one another. These services were transferred to the new unitary authority on 1<sup>st</sup> April 2021 and remain in operation. The current services provided in each area are outlined below:

<b>Area</b>	<b>Collection Period</b>	<b>Subscription Charge</b>
Corby and Kettering	12 months, alternate weekly	Nil
East Northants	12 months, alternate weekly	£55 per annum
Wellingborough	Early Mar – Early Nov, alternate weekly	Nil

- 4.4. This current situation has resulted in disparities between the services across North Northamptonshire. Notably, the kerbside collection service in Wellingborough operates for a shorter period (8 months of the year) and residents in the East Northamptonshire area who choose to use the service are required to subscribe for it and pay a subscription charge. In East Northamptonshire, the garden waste service is delivered by FCC, who are contracted by the Council to undertake all waste and street cleaning operations in the area. This contract runs until July 2025. It should be noted that in the East Northamptonshire area there is an additional private operator who offers a similar service to residents on a subscription basis.
- 4.5. The existing budget for the waste service for 2022/23 includes provision of £507,000 subscription income from the East Northamptonshire area, however the actual income is approximately £625,000, fluctuating with take-up. Changes to the service will impact on the budget outturn for this fiscal year and for future years.
- 4.6. Research, conducted in October 2021, shows that over 80% of Waste Collection Authorities in England and Wales currently make a charge for the

collection of garden waste. Charges vary across councils from £14 to £96 per annum, however, the national average was approximately £46 per annum.

## **5. Issues and Choices**

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- 5.1. The primary consideration for the Executive is to determine how the garden waste service is funded in the future. The service can be funded from general income, which includes Council Tax receipts, or it can be entirely paid for by those who choose to use the service through a subscription fee. The recommended option takes a balance of both whereby a subscription charge will cover most of the costs of operating the service and the Council will fund the remainder from general income.
- 5.2. Officers developed four main options to explore the costs and operational factors of each funding approach. A breakdown of the costs for each option can be found at 7.1.
- 5.3. **Option A – Universal service with no subscription charge operating all year (12 months):**  
Household garden waste collections provided to every property in North Northamptonshire irrespective of individual household participation. Each property to be allocated one 240 litre container which will be collected from the point where the property meets the public highway on a fortnightly basis. The garden waste service will have a suspension for two weeks over the Christmas and New Year period and residents would be able to dispose of Christmas trees through the service when it resumes in January.
- 5.4. **Option B – Universal service with no subscription charge operating during the growing season (eight months):**  
Household garden waste collections provided to every property in North Northamptonshire irrespective of individual household participation. Each property to be allocated one 240 litre container which will be collected from the point where the property meets the public highway on a fortnightly basis. The garden waste service would be suspended from operations between November and February. There would be no collection of Christmas trees.
- 5.5. **Option C – Subscription based service operating all year (12 months):**  
Household garden waste collections provided to every property in North Northamptonshire on a pay-in-advance subscription basis. Each property may subscribe to multiple 240 litre containers which will be collected on a fortnightly basis from the point where the property meets the public highway.  
The garden waste service will have a suspension for two weeks over the Christmas and New Year period. Subscribers to the service would be able to dispose of Christmas trees through the service when it resumes in January.
- 5.6. **Option D – Subscription based service operating during the growing season (eight months)**  
Household garden waste collections provided to every property in North Northamptonshire on a pay-in-advance subscription basis. Each property may subscribe to multiple 240 litre containers which will be collected on a fortnightly

basis from the point where the property meets the public highway. The garden waste service would be suspended from operations between November and February. There would be no collection of Christmas trees.

- 5.7 Properties which are not suitable for wheeled bins may access the green waste service by way of a paper sack which can be presented in the same way as the wheeled bin. In Options C and D, these would be available through an ad hoc pre-pay solution, which residents could access via existing payment channels. The current cost of this service is £16.50 for 10 75litre compostable sacks.
- 5.8 In the resources table at 7.1, Options C and D have alternative costing models which vary the level of the subscription charge.
- 5.9 As a result of introducing a standardised service, there will be a variety of implications, which are outlined in sections 5.10 and 5.11 below.
- 5.10 If either option relating to a universal service with no subscription charge (Options A and B) is approved, the following implications have been identified and inform part of the service design and mobilisation phases of the project. These implications are in addition to the financial costs outlined in 7.1.
- It will be necessary to provide current non-subscribers in the East Northamptonshire area with a garden waste service, this currently relates to approximately 30,000 households and would constitute a significant new service mobilisation for the former East Northamptonshire area. As collection services for this location are outsourced, it would require the current provider to lead and manage any mobilisation to offer this service universally in this area. It is expected that mobilisation costs would be approximately £687,000. This relates to costs associated with the delivery of a large number of containers over a relatively short time frame.
  - Existing subscribers may expect a refund for any future months which they have paid for, but, which would no longer be subject to a subscription fee. This will be a significant administrative burden affecting the customer service teams and the existing waste administrative resource allocated to this service.
  - Creation of a budget pressure for fiscal year 2022/23 as a result of lost income for the remaining months of the service. The full year impact is approximately £625,000; the actual loss will depend on when the service begins and how many residents are due to renew after that date. There will also be increased costs for the delivery of the service to all households which has not been previously included within budgets.
  - The amount of garden waste material collected at the kerbside is likely to increase and it is estimated that this will relate to an approximate 1 – 2% increase in the Council's overall recycling rate.

5.11 If either option relating to a subscription-based service (Options C and D) is approved, the following impacts have been identified and inform part of the service design and mobilisation phases of the project. These impacts are in addition to the financial costs outlined in 7.1.

- Based on comparison with similar Local Authorities that have introduced a subscription for garden waste collections, it is estimated that 50 - 60% of households will cease to participate in the service and some residents will request a retrieval of the redundant container. Large scale container retrieval is a costly and labour-intensive process if attempted over an abbreviated period and it would require significant additional resources to the service. To reduce these costs, the retrieval of bins will be offered on a longer term, geographically based collection basis. This is expected to require additional crews and delivery vehicles to respond to resident requests to remove their bin. Depending on demand, residents may have to wait several weeks before their bin is removed.
- Some residents may dispose of their garden waste via the non-recyclable waste stream. The existing waste collection processes have already been developed to address this behaviour. The policy enables the Council to use both educational and waste enforcement resources to raise awareness of the correct way to dispose of different waste-streams and if necessary, to enforce those behaviours.
- Residents who choose not to opt-in to the scheme would continue to have other options available to them to dispose of their garden waste, including:
  - Composting at home, which is the most environmentally sustainable way to dispose of garden waste. The Council already offers a subsidised home composting container, and this would be further promoted during the roll-out.
  - Taking their waste to one of the Council's four HWRCs.
- To enable customers to access the garden waste service, including paying and managing their subscription, it is necessary to develop new processes, utilising existing Council systems and platforms.
- To enable the back-office teams to manage the subscription service, it will be necessary to increase the size of the team and develop back-office systems utilising existing Council systems and platforms.
- Some other waste disposal costs may increase, such as material received via HWRCs; additional disposal costs have been factored into the resource modelling to account for any increases. These figures are estimations as it is not known how residents will choose to dispose of their waste.

5.12 Consultation results (see background papers below for the website address) indicate that many prospective subscribers would prefer to use direct debit as a method of payment for this service. As the Council is still operating legacy income management systems and processes, it is not currently possible to offer direct debit payments for new garden waste subscribers. A direct debit solution will not be available in time to launch a subscription-based service in 2022. If a subscription-based service is implemented, it is intended for direct debit payments to be offered as part of a later service development phase and



is expected in 2023. Until then, existing cashless web-based payment portals are proposed to reduce the administration costs of providing the collection service and in turn reduce the cost to subscribers.

- 5.13 Through the consultation exercise, residents have indicated a concern that introducing a subscription-based service will increase fly tipping levels. Analysis of the waste data flow information, which is submitted to Defra each month, for East Northamptonshire over the last five years shows that incidents of fly tipping that are comprised of garden waste material constitute 7.5% of the overall numbers reported.
- 5.14 The data in **Appendix C** shows the actual number of reported fly tipping incidents that related to garden waste. This indicates that fly-tipping of garden waste material is rare. Furthermore, on inspecting this waste, it is often fly tipped by unauthorised contractors providing services to residents. The Council operates a zero-tolerance policy in respect of incidents of environmental crime and will seek to address any incidents of fly-tipping through education and enforcement activities. Residents are advised to only use contractors who have a valid Waste Carrier's License and ensure they know where the contractor is disposing of any garden waste arising from their property.

## 6 Next Steps

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- 6.1 If Option C (a subscription-based service for 12 months) is approved, the following next steps will be required;
- Working with ICT and Customer Service teams, produce a workflow to manage subscriptions and users accessing the service;
  - Confirm user terms and conditions and produce service information for both hard copy and web-based communication channels;
  - Produce and deploy communication and engagement strategy for changes to the service and information to residents;
  - Create an administrative centre with additional resource, for the service to provide customer assistance and query resolution;
  - Produce and deploy a communication and engagement strategy for changes to the service and information for residents;
  - Update website and frequently asked questions;
  - Briefing information to be developed and deployed to key stakeholders;
  - Revise waste collections policies;
  - Procure and deploy resources to collect unwanted bins.
- 6.2 Options C can be implemented during Autumn 2022. The benefit of introducing the scheme at this stage is that it harmonises the service as quickly as possible for all residents and delivers the financial benefits to the Council as soon as possible. All residents wishing to access the service would need to start paying a subscription charge.

- 6.3 Given the seasonal nature of gardening, the service is expected to be in greatest demand in Spring and early summer. By launching in the Autumn, it may help to spread the administrative burden for the Council by spreading new subscriptions across a longer period. Given take-up is expected to be slow in the Autumn, a further marketing campaign would be required in the Spring.

## **7 Implications (including financial implications)**

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### **7.1 Resources and Financial**

- 7.1.1 Overall, the number of customers who responded to the consultation who said that they would take up the new service if introduced was 27% of those that answered the question with a further 11% suggesting they would require a second bin. A further 19% said they did not know whether they would take up the service if a subscription was required. Within East Northamptonshire, the current subscription rate is approximately 31%. Additional residents choose to use an alternative private provider, but these numbers are unknown.
- 7.1.2 The participation rate of a subscription-based service will affect the tonnage collected as well as the income. If the tonnage goes up, the cost of disposal also increases. The higher the participation rate, the lower the cost per household of running the service.
- 7.1.3 The full year effect of removing subscriptions i.e., introducing a universal service, for existing services in East Northamptonshire would result in the loss of £624,423 income from the service's base budget.
- 7.1.4 In order to compare the costs of delivering the four different options, base year scenarios have been created using costs from 2022/23. The scenarios are an estimation based on many assumptions regarding take-up of the service; disposal tonnages; disposal costs; resident behaviour; and supplier and contractor costs. These base year scenarios do not account for any future inflation. These scenarios are presented for comparative purposes and should not be used to set future budgets.
- 7.1.5 The base year scenarios assume a participation rate of 40% in a subscription service, except in East Northamptonshire where it is assumed the current subscription rate of 31% will continue. Whilst this is used for modelling purposes, a 40% participation rate is not likely to be achieved in the first year of operation. The subscription service within the base year scenarios assumes the subscription charge would be set at the recommended level of £40/bin/year. The 8-month subscription charge is pro-rated and rounded based on the 12-month charge.
- 7.1.6 The figures in Table 1 illustrate that the net cost to the Council of providing the current service is £2.695m, after the subscriptions for East Northamptonshire are included. This equates to a cost to each household in North Northamptonshire (even if they do not use the service) of £22 per year.

7.1.7 The base year scenarios indicate that if a 12-month subscription service were introduced, it would have a favourable effect on the Council's budget of £2.027m a year. A universal 12-month service would create a pressure on the Council's budget of £1.543m.

**Table 1: Estimated annual costs and income of the options (Base Year Scenarios)**

	Current service	Option A: Universal 12 months	Option B: Universal 8 months	Option C: Subscription 12 months	Option D: Subscription 8 months
Total Operational Costs	£3,319,958	£4,239,057	£4,120,830	£3,071,465	£2,620,064
Subscription income	-£624,423	£0	£0	-£2,403,616	-£1,617,818
Net Cost to the Council	£2,695,535	£4,239,057	£4,120,830	£667,849	£1,002,246
Difference to current service (budgetary impact)	£0	£1,543,523	£1,425,295	-£2,027,686	-£1,693,289

Note: The base year scenarios do not include any future inflationary pressures and assume a participation rate of 40% for subscription services (except East Northamptonshire area which remains at the current rate of 31%).

7.1.8 Projected costs of operating a 12-month subscription service over the next three years have also been modelled. This includes assumptions of future inflationary pressures, and a steady rise in the participation rate. Table 2 illustrates that in year 1, the service would cost £65 per household to operate. If the subscription charge were set at £40/bin/year it would be insufficient to cover the total cost of operating the service. Compared to the current service costs, the service would still return a favourable effect on the Council's budget of £1.604m in year 1.

7.1.9 The subscription charge will be reviewed annually in line with the Council's process for setting fees and charges. The actual participation rate and cost of running the service can be used to inform the setting of the charge and the Council could adjust the charge if it were deemed to be over or under recovering compared to the cost of operating the service.

**Table 2: Three-year projection of 12-month subscription service**

	Base Year (22/23)	Yr1 (23/24)	Yr2 (24/25)	Yr3 (25/26)
Participation Rate	40%	35%	40%	45%
Subscription rate	£40.00	£40.00	£40.00	£40.00
Total Operational Costs	£3,071,465	£3,432,787	£3,435,724	£3,565,649
Subscription income	-£2,403,616	-£2,103,164	-£2,403,616	-£2,704,068
Net Cost to the Council	£667,849	£1,329,623	£1,032,108	£861,581
Difference to current service (budgetary impact)	-£2,027,686	-£1,604,466	-£1,663,427	-£1,833,954
Operational cost per household	£51	£65	£57	£53

### Mobilisation costs in 2022/23

7.1.10 In order to launch a 12-month subscription service (Option C) during Autumn 2022, additional costs are expected to be incurred during the 2022/23 financial

year. There is not currently any budget allocated to these activities within the 2022/23 budget.

7.1.11 ICT and back-office administration start-up costs for a subscription-based service are approximately £50,000 which will be required in 2022/23.

7.1.12 For options A or B, additional costs to provide services for an additional 30,000 properties in East Northamptonshire will incur an additional £687,000 in year one. It is assumed this would be allocated to capital expenditure but still represents a cost to the Council.

**Table 3: Mobilisation costs in 2022/23**

	<b>Universal service (Options A or B)</b>	<b>Subscription service (Options C or D)</b>	<b>Funding source</b>
ICT development	Nil	£40,000	Revenue
Recovery of bins	Nil	£92,000	Revenue
Communications	£5,000	£50,000	Revenue
Delivery of new bins (for East Northants)	£687,000	-	Capital
<b>Total</b>	<b>£692,000</b>	<b>£182,000</b>	

7.1.13 To develop further the customer journey for a subscription service, a further £50,000 will be required in 2023/24 to develop the direct debit payment option and integrate the service with new income management and customer relationship systems. An on-going revenue cost is also expected for paying for this service; this will be confirmed once the direct debit option has been designed and sufficient budget will be required to cover this cost.

## **7.2 Legal and Governance**

7.2.1 The Environmental Protection Act 1990 requires local authorities to provide waste collections to households (section 45) and the Waste (England and Wales) Regulations 2011 requires those collections to encompass arrangements to separately collect paper, metal, plastic, and glass as a minimum. The Environment Act 2021 amends these provisions to define recyclable waste as:

- (a) glass;
- (b) metal;
- (c) plastic;
- (d) paper and card;
- (e) food waste
- (f) garden waste.

- 7.2.2 The Environmental Protection Act 1990, at section 46, allows the Council to specify the size and type of containers in which waste is collected as well as the frequency of those collections.
- 7.2.3 The Council is permitted to charge for the collection of garden waste under Schedule 1 of the Controlled Waste (England and Wales) Regulations 2012. Section 45(3)(b) of the Environmental Protection Act 1990 further provides that any charge must be “reasonable”. The Act does not define “reasonable”, but the usual meaning is that the charges should be comparable with those levied by other authorities and service providers and reflect the costs of delivering the service.
- 7.2.4 It is a requirement that the Executive make a decision based upon the evidence before it. Members should look at the available information contained within the report and reach a considered view in light of their powers and duties.
- 7.2.5 The relevant considerations include but are not limited to;
- 7.2.5.1 The recommendation
  - 7.2.5.2 Responses to consultation and written/verbal representations received and the impact of these on the options provided.
  - 7.2.5.3 Cost of decision.
  - 7.2.5.4 Effects of decision on others (including but not limited to giving due regard to the Public Sector Equality Duty).
  - 7.2.5.5 Advice from officers both within the report and verbally.
  - 7.2.5.6 Alternative options
- 7.2.6 The decision must be proportionate otherwise it may be considered “Wednesbury Unreasonable” and members must therefore be satisfied that that there are justifiable and compelling public interest reasons for why they are making the decision and have discounted alternative options.
- 7.2.7 A right to consultation is implied as part of the Council’s duty to act fairly and therefore a lack of proper and meaningful consultation could lead to a risk of legal challenge. Consultation responses have been provided to the Executive to enable them to consider these as part of their decision making. Where consultation responses differ from the recommended option, members must have considered this as part of their decision making.
- 7.2.8 The public sector equality duty obliges local authorities, as a public body, in the exercise of their functions to have due regard to the need to:
- Eliminate discrimination, harassment, victimisation and any other conduct that the EqA 2010 prohibits.
  - Advance equality of opportunity and foster good relations between those individuals who share a relevant protected characteristic and those who do not.
- 7.2.9 Although there is no legal obligation to complete a formal equalities impact assessment, the Equalities and Human Rights Commission favours undertaking an analysis of the effects on equality of the decision and therefore

an Equality Impact Assessment was undertaken. This has been considered in forming the recommendations in addition to the Public Sector Equality Duty.

### **7.3 Relevant Policies and Plans**

- 7.3.1 The proposal is in line with the Council's Corporate Plan, particularly the commitments to provide modern public services and create a greener, sustainable environment.
- 7.3.2 The Council approved its Waste and Recycling Collection Policy in October 2021. A full copy of the policy can be found at this link: <https://northnorthants.moderngov.co.uk/documents/s3804/Appx%20A%20-%20NNC%20Waste%20Recycling%20Policy%20V0.1%2013.10.21.pdf>
- 7.3.3 These policies have been designed to meet our statutory obligations in relation to waste collection and recycling, and to ensure that there are clearly defined policies and standards in relation to the collection and disposal of waste and recyclable materials.

### **7.4 Risk**

- 7.4.1 Due to global factors, lead times and costs for all materials, products and services that form part of the wider infrastructure that provide critical support to waste collection services such as fuel, vehicles, replacement parts and containers are increasing. These factors negatively impact the service delivery teams' ability to expedite service updates at pace and may extend the timeframes for the delivery of new services or service changes. There is a particular risk of delay from ordering large quantities of new bins for a universal service.
- 7.4.2 The predicted costs of operating the service are based on existing costs and do not account for inflation. Processors of waste charge the Council a gate fee, which is a charge per tonne of material accepted at their site. This contributes towards the cost of their operations. Gate fees, together with any inflationary change, are set as part of the procurement and contract agreement stages. The cost for disposing of garden waste through a composting facility remains less expensive than disposing of it as general waste, largely because general waste attracts a landfill tax per tonne. The Council will be re-procuring its garden waste disposal contract later this year. If gate fees for garden waste disposal increase, this will put a further pressure on the service. Given the current economic conditions, this is likely.
- 7.4.3 If subscription rates are lower than expected, this would also put pressure on the income and the financial risk, and implications, would fall to the Council.
- 7.4.4 The Council holds an overarching risk for the waste and recycling service which is recorded on the Council's corporate risk register: *H&W08 - Waste collection (kerbside and HWRC (Household Waste Recycling Centre) services) and street cleaning services that fail to perform statutory functions*. Failure could result

from disruption to waste disposal facilities, disruption to collection arrangements (vehicle break-down or staff shortages), or lack of budget to provide adequate services.

7.4.5 The table below highlights the key risks and control measures in place if a universal service funded by wider taxation is approved.

<b>Risk</b>	<b>Potential Controls</b>
Creation of a budget pressure due to the removal of subscriptions for residents in East Northamptonshire, which cannot be met from in-service efficiencies.	<ul style="list-style-type: none"> <li>• Additional budget provided in 2022/23 to off-set the loss.</li> <li>• Budgets to be readjusted from 2023/24 to account for the loss of income.</li> <li>• Fully costed options analysis available to identify all resourcing potential for the service.</li> </ul>
Increase in calls to Customer Contact Centres requesting information s	<ul style="list-style-type: none"> <li>• Funding for additional short-term resources will be required to assist existing teams</li> <li>• Full and detailed Frequently Asked Questions available for end users and colleagues.</li> </ul>
Increase in complaints / dissatisfaction with the service.	<ul style="list-style-type: none"> <li>• Funding for additional short-term resources will be required to assist existing teams</li> <li>• Full and detailed Frequently Asked Questions available for end users and colleagues.</li> </ul>

7.4.6 The table below highlights the key risks and control measures in place if a subscription-based service is approved.

<b>Risk</b>	<b>Potential Controls</b>
Residents may begin to dispose of their garden waste in their household waste bin, increasing landfill costs to the authority	<ul style="list-style-type: none"> <li>• Waste collection policy specifically prohibits disposal of organic waste via the non-recyclable containers.</li> <li>• Awareness raising, and where necessary, enforcement of these policies.</li> <li>• Information to be provided to residents to encourage the use of free or subsidised home composting containers or self-delivery of garden waste to HWRCs</li> </ul>

	<ul style="list-style-type: none"> <li>• Full and detailed Frequently Asked Questions available for end users and colleagues.</li> </ul>
Potential increase in fly-tips containing garden waste	<ul style="list-style-type: none"> <li>• Information to be provided to residents to encourage the use of free or subsidised home composting bins or self-delivery of garden waste to HWRC's</li> <li>• Awareness raising, and where necessary, enforcement activity to combat this behaviour</li> <li>• Full and detailed Frequently Asked Questions available for end users and colleagues.</li> </ul>
Environmental issues due to increase in residents burning garden waste	<ul style="list-style-type: none"> <li>• Information to be provided to residents on how to avoid causing nuisance in conjunction with Environmental Protection.</li> <li>• Full and detailed Frequently Asked Questions available for end users and colleagues.</li> </ul>
Reduced customer satisfaction and increased complaints	<ul style="list-style-type: none"> <li>• Ensure that decisions regarding the service are communicated timely and effectively.</li> <li>• Full and detailed Frequently Asked Questions available for end users and colleagues.</li> </ul>
Households attempt to access the service without paying subscription.	<ul style="list-style-type: none"> <li>• Deploy use of a bin sticker for subscribers to assist collection personnel to identify active users.</li> <li>• Full and detailed Frequently Asked Questions available for end users and colleagues.</li> </ul>

7.4.7 During the consultation phase, to inform the emerging Environment Bill, the Government asked whether local authorities should be required to introduce a free fortnightly garden waste collection service. Although the outcome of that consultation has still not been published, the Environment Bill is now enshrined into UK law having been granted Royal Assent in November 2021. Within the Act, there is no restriction on charging for the collection of garden waste. The Government may still change the regulations and restrict local authorities' flexibility to charge residents a fee to receive a garden waste service, but, they have not indicated any further intention to do so. If Government were to do so, the Council may have to pay to reintroduce a universal service and may lose the subscription income, unless the Government reimbursed the authority for these costs.



## 7.5 Consultation

- 7.5.1 The Council conducted a consultation exercise between March 2022 and April 2022. The public consultation was conducted by the Council's Consultation and Engagement Team. The structure and design of the consultation set out the proposals and enabled both online and non-digital means of participation, in accordance with nationally recognised good practice.
- 7.5.2 During the Garden Waste Collection Service consultation period, using the various means available to consultees, local people, interested parties and organisations contributed to the consultation 9,587 times. Nearly all of the feedback received was via the questionnaire, with 9,447 respondents participating via the questionnaire and 140 respondents submitting a written response.
- 7.5.3 99.5% of the respondents to the consultation said they had a garden.
- 7.5.4 73.2% of respondents either strongly agreed or tended to agree that the service should be the same for all residents.
- 7.5.5 Respondents were then presented with the following two statements and asked which option they agreed with the most:
- Kerbside garden waste collection should be paid for by only those households who use the service and those households should pay a subscription charge. 21.1% of respondents agreed most with this statement.
  - Kerbside garden waste collection should be paid for through wider taxation, so all households contribute to its cost even if they do not use the service. 78.9% of respondents agreed most with this statement.
- 7.5.6 When reviewing the feedback given by respondents who said, 'Kerbside Garden waste collection should be paid for through wider taxation, so all households contribute to its cost even if they do not use the service,' their comments focussed mainly on three themes which are listed below.
- Respondents were concerned that introducing a subscription charge would lead some residents to fly-tip their garden waste rather than pay for the service.
  - Respondents noted that they already receive kerbside collection for garden waste as part of their Council Tax and that they would be reluctant to pay more, particularly in the light of current cost of living increases.
  - Respondents asked questions about what makes garden waste collection different from other services, and why is it not funded as part of the services already covered by Council Tax.
- 7.5.7 Out of all the respondents, 45.8% said they would stop using the service if they had to pay a subscription charge. The likelihood of respondents subscribing to

a chargeable service slowly declined from 37% to 8% as the cost increased from £40-£45 to £56-£60 per year.

7.5.8 A copy of the full analysis report can be found at the link provided in the Background Papers section below.

7.5.9 Consultation responses have been considered in making the recommendations within the report and balanced against the other factors as set out within the report.

## **7.6 Consideration by Executive Advisory Panel**

7.6.1 The results of the survey were presented to the Service Delivery, Performance and Customers Executive Advisory Panel on 29<sup>th</sup> June 2022. Members of the Climate Change, Environment and Growth Executive Advisory Panel were also invited to attend the meeting.

7.6.2 The Panel supported the proposal to harmonise the garden waste service so that all residents receive the same service and for the service to be funded in the same way across North Northamptonshire. They supported the introduction of a 12-month service rather than an eight month one. They noted that whilst the consultation results were informative, they did not necessarily represent the views of all residents because the vast majority (>99%) of respondents had a garden. If more residents without a garden had responded, the panel believed the responses to the questions regarding how the service should be funded may have been different.

7.6.3 In light of the cost-of-living pressures experienced at present, the panel noted that a subscription service could put further pressure on some households and this should be considered when making any decision.

7.6.4 The Panel were generally interested in the waste treatment process and the end destination of the garden waste. Officers explained the material is sent for composting and the majority of the resultant compost is used as soil conditioner on agricultural land.

## **7.7 Consideration by Scrutiny**

7.7.1 This item has not been considered by the Scrutiny Commission. Members of the Commission were invited by email to attend the Service Delivery, Performance and Customers Executive Advisory Panel on 29<sup>th</sup> June 2022 to consider the consultation results.

## **7.8 Equality Implications**

7.8.1 In line with the Equality Act 2010, an Equality Screening Assessment has been undertaken and included as part of this report.

## **7.9 Climate Impact**

- 7.9.1 The Council's Garden waste collection service supports the environment by diverting organic waste from the processes used to treat and dispose of non-recyclable material, thereby avoiding the cost of landfill tax and the associated production of methane and leachate, which will contribute positively to the Council's climate change objectives.
- 7.9.2 A universal service is expected to capture higher rates of garden waste through the kerbside collection than a subscription service. Some of this material is likely to be taken to the Council's HWRCs rather than be collected as part of the kerbside collection. A change in the tonnages collected at the kerbside or the HWRCs would affect the Council's recycling rate.
- 7.9.3 The application of a subscription service will result in fewer Council vehicles being used for the service and a reduction in the Council's fuel use, which will reduce carbon dioxide emissions associated with this activity and contribute positively to the Council's climate change and air quality objectives.
- 7.9.4 Depending on how residents choose to dispose of their garden waste, a subscription service may increase the number of private vehicles travelling to the HWRCs. This could lead to an increase in vehicle emissions from these vehicles.

## **7.10 Community Impact**

- 7.10.1 The recommendations in this report will benefit the community by contributing to a sustainable and appropriately resourced waste collection service. Waste collection services are highly valued by all residents and any service updates contribute to overall wellbeing and economic development for the area.
- 7.10.2 The introduction of a subscription charge may affect some residents who rely on the kerbside collection service but feel unable to pay a subscription charge for the service. They will have a choice to compost their garden waste at home or take it to the HWRCs.

## **7.11 Crime and Disorder Impact**

- 7.11.1 There is a concern that there will be an increase in environmental crime, specifically the offence of fly tipping which is a criminal offence under Section 33 of the Environmental Protection Act. The Council operates a zero-tolerance policy in respect of incidents of environmental crime.

## **8 Background Papers**

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- 8.1 Executive Update on Garden Waste Service – 22<sup>nd</sup> February 2022  
<https://northnorthants.moderngov.co.uk/documents/s5739/Update%20on%20Garden%20Waste%20Service.pdf>

- 8.2 Consultation on the future provision of the garden waste service: results and analysis: <https://northnorthants.citizenspace.com/cet/garden-waste-service>

## Equality Screening Assessment

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

### 1: Proposal

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Requirement	Detail
Title of proposal	Potential introduction of subscription-based garden waste service
Type of proposal: new policy / change to policy / new service / change to service / removal of service / project / event/ budget	Change to policy (Corby, Kettering & Wellingborough areas), charges already in place in East Northants area
What is the objective of this proposal?	To provide a sustainable kerbside garden waste collection service that offers parity to all residents in North Northamptonshire
Has there been/when will there be consultation on this proposal? (List all the groups / communities, including dates)	Yes – consultation has been carried out in March / April 2022
Did the consultation on this proposal highlight any positive or negative impact on protected groups? (If yes, give details)	Waste Collection services are available to all residents irrespective of any protected characteristics and impacts have been considered for all users.

Requirement	Detail
What processes are in place to monitor and review the impact of this proposal?	Waste collection services are continually monitored in terms of performance data and tonnage yield. Systems are in place to monitor complaints and general service customer satisfaction.
Who will approve this proposal? (Committee, CLT)	Executive

## 2: Equality Consideration

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

Protected Groups	General Equality Duty Considerations	Changes	Impact
	<ul style="list-style-type: none"> <li>• Include factual evidence of how people in this group may be affected.</li> <li>• Consider the outcomes and processes.</li> <li>• Does this seek to <b>eliminate discrimination</b>?</li> <li>• Does this promote <b>fostering good relations</b>?</li> </ul>	<ul style="list-style-type: none"> <li>• What changes can be made to mitigate any negative impact?</li> <li>• Are there opportunities to <b>remove possible barriers or disadvantages</b> that a group may face?</li> </ul>	Delete as appropriate. There can be more than one answer per protected group.
<b>Age</b> Different age groups that may be affected by the proposal in different ways.	Where residents have mobility or accessibility needs, we offer alternative arrangement and suitable adjustments where required.  Where resident's main income is a pension, they may have less disposable income.	Assisted collections are available for garden waste as with other waste collections.  Ad - hoc sack collection service that residents can use rather than a subscription service, which further reduces additional costs for users.	Neutral   Negative
<b>Sex</b> Is one sex affected more than another or are they affected the same?			Neutral
<b>Disability</b> It is likely to have an effect on a particular type of disability? Why?	Where residents have mobility or accessibility needs, we offer alternative arrangement and suitable adjustments where required.	Assisted collections are available for garden waste as with other waste collections.	Neutral

Protected Groups	General Equality Duty Considerations	Changes	Impact
	<ul style="list-style-type: none"> <li>• Include factual evidence of how people in this group may be affected.</li> <li>• Consider the outcomes and processes.</li> <li>• Does this seek to <b>eliminate discrimination</b>?</li> <li>• Does this promote <b>fostering good relations</b>?</li> </ul>	<ul style="list-style-type: none"> <li>• What changes can be made to mitigate any negative impact?</li> <li>• Are there opportunities to <b>remove possible barriers or disadvantages</b> that a group may face?</li> </ul>	Delete as appropriate. There can be more than one answer per protected group.
	<p>Some people may have difficulty in accessing or using payment mechanisms.</p> <p>Some people may be less able to access alternatives such as Household Waste Recycling Centres.</p>	<p>The Council's corporate payment systems allow for some flexibility to access services.</p> <p>Ensuring that the service operates on the most cost efficient manner to limit the increases past on to users.</p> <p>Encourage residents to share containers where appropriate, or use is sporadic.</p> <p>Ad- hoc sack collection service that residents rather than a subscription service, which further reduces additional costs for users.</p>	Negative
<b>Gender Reassignment</b> Will there be an impact on trans males and/or trans females?			Neutral
<b>Race</b> Are people from one ethnic group affected more than people from another ethnic group?			Neutral




Protected Groups	General Equality Duty Considerations	Changes	Impact
	<ul style="list-style-type: none"> <li>• Include factual evidence of how people in this group may be affected.</li> <li>• Consider the outcomes and processes.</li> <li>• Does this seek to <b>eliminate discrimination</b>?</li> <li>• Does this promote <b>fostering good relations</b>?</li> </ul>	<ul style="list-style-type: none"> <li>• What changes can be made to mitigate any negative impact?</li> <li>• Are there opportunities to <b>remove possible barriers or disadvantages</b> that a group may face?</li> </ul>	Delete as appropriate. There can be more than one answer per protected group.
<b>Sexual Orientation</b> Are people of one sexual orientation affected differently to people of another sexual orientation?			Neutral
<b>Marriage &amp; Civil Partnership</b> Are people in a Marriage or Civil Partnership treated less favourably?			Neutral
<b>Pregnancy &amp; Maternity</b> Are people who are pregnant, or have a baby of 6 months old or younger, effected by this proposal?	Where residents have mobility or accessibility requirements, we offer alternative arrangement and suitable adjustments where required.	Assisted collections are available for garden waste as with other waste collections.	Neutral
<b>Religion or Belief</b> Does the proposal effect people differently depending on whether they have or do not have a religion or a belief?			Neutral
<b>Health &amp; Wellbeing</b> 1. Health behaviours (E.g. diet, exercise, alcohol, smoking)	Potential reduction in emissions from waste collection vehicles which will only visit areas on the service.	Making the service affordable will mitigate any negative impact and alternative options such as home composting exist.	Neutral

Protected Groups	General Equality Duty Considerations	Changes	Impact
<p>2. Support (E.g. community cohesion, rural isolation)</p> <p>3. Socio economic (E.g. income, education).</p> <p>4. Environment (E.g. green spaces, fuel poverty, housing standards).</p>	<p>Potential impact of increase in fly-tipping.</p> <p>Additional charge to households currently struggling due to current economic conditions e.g., increases in energy costs</p> <p>Potential increase in users at Household Waste Recycling Centres, increasing traffic on the roads</p>	<p>Consideration of subsidised home composting scheme.</p> <p>Encourage residents to share containers where appropriate, or use is sporadic.</p> <p>Ad- hoc sack collection service that residents can use rather than a subscription service, which further reduces additional costs for users.</p> <p>Monitoring of fly-tipping incidents to assess whether there is an impact and reviewing operation of scheme on a regular basis.</p> <p>Only those needing the service are contributing to it.</p>	<p>Delete as appropriate.</p> <p>There can be more than one answer per protected group.</p> <p>Negative</p>

### 3: Equality Impact

Question	Response
What overall impact does the proposal have on the protected groups? If a negative impact is identified anywhere in section 2, the response will be Negative Impact.	Potentially Negative
Does an Equality Impact Assessment need to be completed? (Yes, if any negative impact is found.)	Yes If yes, this Equality Screening Assessment must be adjoined to the Equality Impact Assessment.
Copy attached to relevant report?	Yes (Executive – July 2022)
Is this document going to be published with the relevant report?	Yes

### 4: Ownership

Question	Response
Directorate	Place & Economy
Service area	Highways & Waste
Lead officer's name	Charlotte Tompkins
Lead officer's job title	Waste Services Manager
Lead officer's contact details	<a href="mailto:Charlotte.Tompkins@northnorthants.gov.uk">Charlotte.Tompkins@northnorthants.gov.uk</a>
Lead officer's signature	
Date completed	08.06.22

Completed forms must be sent to [Equalities@northnorthants.gov.uk](mailto:Equalities@northnorthants.gov.uk)

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**North  
Northamptonshire  
Council**

## Equality Impact Assessment

### 1: Background

Requirement	Detail
Title of proposal	<b>Options for the ongoing provision of separate kerbside collections of organic garden waste</b>
Type of proposal: new policy / change to policy / new service / change to service / removal of service / project	Change to service
Directorate	Place and Economy
Service area	Highway and Waste
Lead Officer's name	Charlotte Tompkins
Lead Officer's job title	Waste Services Manager
Officer who completed Equality Screening Assessment	Charlotte Tompkins
Equality Screening Assessment completion date	08 June 2022
Date Director informed of full assessment requirement	08 June 2022
Equality Impact Assessment completion date	08 June 2022

## 2: Legal Requirements

The Equality Act (2010) places a general duty on all public bodies to have `due regard` to:

- Eliminate discrimination, harassment and victimisation.
- Foster good relations.
- Advance the opportunity of equality.

Equality Impact Assessments help us evidence that we have met the requirements of the General Equality Duty. As a local authority we also have a specific duty to publish information about people who are affected by our policies and practices. All Equality Impact Assessments will be published with the Equality Screening Assessment (ESA) on the [North Northamptonshire Council website](#).

## 3: Proposal Details

Description of the proposal:

Consideration of the introduction of a chargeable garden waste service across North Northamptonshire Council (NNC). The Executive is considering how to fund the provision of a garden waste service. This EqlA is to assess whether the introduction of a subscription charge would have any negative impacts on groups or individuals with protected characteristics.

What are the key objectives of this proposal?

To provide a financially sustainable kerbside garden waste collection service that offers parity to all residents in North Northamptonshire

Who will benefit from this proposal?

To harmonise the service across NNC, to remove the current disparity between the services transferred from the predecessor authorities, which was as follows:

- East Northamptonshire – year-round service with £55 annual subscription fee

- Kettering & Corby – year-round service at no extra charge
- Wellingborough – March to November service at no extra charge

Waste collection services are one of the highest profile universal services provided by the Council. A universal service provides the same service to all residents. This model would be funded from the Council's general budget and does not carry a subscription charge for users. This model means everyone contributes to the scheme through their Council Tax even if they do not need or use the service. Alternatively, the Council could fund the service through a subscription charge paid by residents who choose to use the service.

Costs to operate and provide this service are significant. If the current services were harmonised to provide a universal service with no subscription charge, it would cost the Council over £1million a year to provide. This would reduce the budget available to provide other services to residents, which could impact on groups with protected characteristics.

What were the findings of the initial Equality Screening Assessment?

Negative impact on the following Protected Groups: Age, Disability, Health and Wellbeing

## 4: Data Evidence

What information or data, additional to that found in the ESA, have you obtained?

Number of green waste fly-tipping incidents 2020/21 by area		
East Northamptonshire Council	Apr 20 - Jun 20	6
East Northamptonshire Council	Jul 20 - Sep 20	22
East Northamptonshire Council	Oct 20 - Dec 20	7
East Northamptonshire Council	Jan 21 - Mar 21	10
<b>Total</b>		<b>45</b>

Wellingborough Borough Council	Apr 20 - Jun 20	13
Wellingborough Borough Council	Jul 20 - Sep 20	9
Wellingborough Borough Council	Oct 20 - Dec 20	18
Wellingborough Borough Council	Jan 21 - Mar 21	6
<b>Total</b>		<b>46</b>
Kettering Borough Council	Apr 20 - Jun 20	10
Kettering Borough Council	Jul 20 - Sep 20	12
Kettering Borough Council	Oct 20 - Dec 20	2
Kettering Borough Council	Jan 21 - Mar 21	2
<b>Total</b>		<b>26</b>
Corby Borough Council	Apr 20 - Jun 20	0
Corby Borough Council	Jul 20 - Sep 20	9
Corby Borough Council	Oct 20 - Dec 20	4
Corby Borough Council	Jan 21 - Mar 21	0
<b>Total</b>		<b>13</b>

How does this data or information help you assess the impact of the proposal on protected groups?

In 20/21 the number of fly-tipping incidents of green waste In East Northamptonshire (where a subscription charge is in place) was equivalent to those in Wellingborough (where the service is provided from March to November at no extra charge to residents).

In total, there were 5507 incidents of fly-tipping in 2020/21 across the North Northamptonshire area, only 2.3% of these relate to incidents with green/garden waste. 42% of the total incidents were for fly-tipped loads by a small van or larger vehicle, so less likely to originate directly from a household source (unless someone has been paid to do work at a premises).

What changes do you recommend being made to the proposal as a result of this evidence?



Consider the provision of subsidised composting containers which remove the need for use of the service.

Consider if the Council wishes to increase the level of subsidy for subscribers of the service who are negatively impacted.

What impact could these changes have on the overall outcome of the proposal?

Reduce the impact on increased household costs

Increase the impact on costs which increases the financial pressure on the Council.

Could these changes have a negative impact on any other equality group(s)?

No

## 5: Equality Impact

Using the evidence gathered above, describe the potential negative impact this proposal may have on individuals or groups because of their characteristics in the table below. Ensure you consider different groups within each of the protected groups.

Characteristic	Potential negative impact
Age	Additional charge to households currently struggling due to current economic conditions e.g., increases in energy costs
Disability	Additional charge to households currently struggling due to current economic conditions e.g., increases in energy costs
Sex	
Marriage or Civil Partnership	
Pregnancy or Maternity	
Race	

Characteristic	Potential negative impact
Religion or Belief	
Gender Reassignment	
Sexual Orientation	
Health and Wellbeing	<p>Additional charge to households currently struggling due to current economic conditions e.g., increases in energy costs</p> <p>Potential impact of increased in fly-tipping, although the data indicates that any potential increase is small or negligible.</p> <p>Potential increase in users at Household Waste Recycling Centres, increasing traffic on the roads.</p>

## 6: Consultation

Who has been consulted with as part of this Equality Impact Assessment?

Who was consulted?	Date(s)	Why was this group consulted?	Any negative impact on equality groups identified?	What change(s) will be made as a result of this consultation?
The Council conducted a public consultation exercise	April – May 2022	To inform the options analysis prior to recommendations to the Executive.	Yes	Potential to offer subsidised home composters to remove the need for the service.

Are further consultations planned? (Give dates, explain reason why this group is to be consulted).

The Service Delivery, Performance and Customers Executive Advisory Panel is considering the consultation results at their meeting on 29th June 2022.

## 7: Assessing the Impact

Will the negative impact identified in the ESA have been eliminated once the above changes have been implemented?

No.

If no, an Equality Impact Assessment Action Plan must be completed to evidence how the negative impact will be mitigated, reduced and reviewed. (Please see action plan template at the end of this document).

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## 8: Monitoring and Evaluation

What monitoring systems are in place to measure and monitor the impact that the proposals have on protected groups?

Equalities monitoring information to be included in registration process to identify if the take up of the service is negatively impacting on any specific groups. This activity will inform service design principles for subsequent phases of the service updates.

Active monitoring of the process will enable the service design team to develop targeted measures for individual groups based on the specific needs of those identified.

## 9: Decision Making Summary

Findings should be summarised here. Highlight how the proposal contributes towards the General Equality Duty. Include changes you have made as part of this process.

## 10: Authorisation

	Signature	Date
Approved by Equalities Team		
Authorised by Department Director	Graeme Kane, Assistant Director Highways and Waste	28.06.22

- A signed copy should be retained by the owner for audit purposes.
- A completed copy should be attached to the relevant report/policy/proposal.
- An electronic copy must be emailed to [NNC Equalities](#) to be logged and published.

## 10: Equality Impact Assessment Action Plan

Negative impact	Action to eliminate or reduce negative impact.	Officer responsible	Action target date	Review outcome (has the action had the intended outcome)
<p>Additional charge to households currently struggling due to current economic conditions e.g., increases in energy costs</p> <p>Where resident's main income is a pension they may have less disposable income.</p>	Equalities information included as part of the initial registration process	Charlotte Tompkins	Summer 2022	<p>Registration process</p> <p>User Acceptance Testing (UAT) confirms equalities monitoring information is included and data is appropriately stored in line with all privacy considerations.</p>
	Consider allowing sharing of bins between neighbours to reduce costs.	Charlotte Tompkins	Summer 2022	
	Consideration of a sack collection service that residents can use on an ad-hoc basis rather than a subscription service.	Charlotte Tompkins	Summer 2022	
As above	Review equalities monitoring data to identify impact on any specific protected groups	Graeme Kane / Charlotte Tompkins	April 2023	Produce analysis of data for review

Negative impact	Action to eliminate or reduce negative impact.	Officer responsible	Action target date	Review outcome (has the action had the intended outcome)
As above	Include any additional initiatives for targeted support into service design principles for phase 2 and 3 service updates	Graeme Kane / Charlotte Tompkins	December 2023	Monitoring data shows reduction of impact.
Some people may be less able to access alternatives such as Household Waste Recycling Centres.	<p>Recommend to Executive to set a reasonable charge compared to other providers and services will help to mitigate any negative impact and alternative options such as home composting exist.</p> <p>Recommend to Executive to allow sharing of bins between neighbours to reduce costs.</p> <p>Recommend to Executive to introduce a parallel sack collection service that residents can use on an ad-hoc basis rather than a subscription service</p>	Graeme Kane	July 2022	



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# Appendix – XX

## Fly tipping data 2016 – 2021

Total number of reported fly tips compared with the number of those that reported green waste as the primary waste type.

Comparison is from April 2016 – March 2020

Other areas included for comparison that have similar charging policies to the recommendation.

	Wellingborough		Corby		Kettering		East Northants		Vale of White Horse		Chiltern District		South Ribble District	
	Green	Total	Green	Total	Green	Total	Green	Total	Green	Total	Green	Total	Green	Total
Q1 16/17	2	66	3	472	12	237	7	172	5	66	3	87	6	135
Q2 16/17	1	40	4	361	8	225	11	119	5	60	5	116	6	143
Q3 16/17	6	173	1	378	12	233	13	143	8	65	2	89	7	145
Q4 16/17	2	218	1	361	13	328	11	129	5	97	5	116	1	105
Q1 17/18	4	159	3	367	16	267	25	193	9	86	11	112	6	112
Q2 17/18	7	180	10	522	10	263	23	147	7	97	3	92	5	118
Q3 17/18	6	159	6	384	8	251	9	135	2	90	5	93	7	129
Q4 17/18	4	181	3	341	7	254	4	108	8	124	18	63	7	97
Q1 18/19	10	203	5	408	13	252	12	147	4	92	6	70	4	81
Q2 18/19	5	208	17	511	10	265	12	155	7	122	7	75	15	134
Q3 18/19	6	113	3	438	6	257	11	157	4	103	3	70	12	156
Q4 18/19	3	138	3	404	27	398	11	188	7	141	5	90	2	99

Q1 19/20	10	173	4	235	20	352	15	191	8	83	3	119	7	115
Q2 19/20	11	210	4	300	7	282	16	172	7	106	3	92	15	116
Q3 19/20	3	148	6	342	8	273	12	220	4	85	7	35	14	115
Q4 19/20	12	204	21	1184	5	303	4	165	8	116	8	121	3	107
Total	94	1440	94	6108	182	4439	196	2541	98	1533	94	1440	117	1907
Ave	7.59%		1.60%		4.02%		7.73%		6.66%		7.59%		6.03%	

## EXECUTIVE 14<sup>th</sup> July 2022

<b>Report Title</b>	<b>Homes for Ukraine Programme</b>
<b>Report Author</b>	David Watts, Executive Director for Adults, Communities and Wellbeing
<b>Lead Member</b>	Cllr Helen Harrison, Executive Member for Adults, Health and Wellbeing

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

### List of Appendices

#### Appendix A – Homes for Ukraine Relationship Case Study

#### 1. Purpose of Report

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- 1.1. To seek approval from the Executive for the proposed use of the Government's Homes for Ukraine Local Authority Funding to support families to rebuild their lives and to integrate into communities in North Northamptonshire.

#### 2. Executive Summary

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- 2.1. The Homes for Ukraine Scheme was launched on 14<sup>th</sup> March 2022 by the Secretary of State for Levelling Up, Housing and Communities. North Northamptonshire Council is responsible for a number of functions to support the scheme.
- 2.2. The Council is responsible for the initial sponsor and housing checks, including at least one in person visit, payments to sponsors, safeguarding checks, including a DBS check, ongoing support, school places, and information about the local area. Following the guest(s) arrival, the Council should confirm as

soon as possible that the guest is well and that there are no welfare concerns or needs for care and support and ensure the provision of appropriate wraparound support services to aid integration.

- 2.3. The government is providing funding of £10,500 per person to councils to support Ukrainian families to rebuild their lives and fully integrate into communities. In addition, the government are also providing additional ring-fenced funding for the 'thank you' payments of £350 per sponsoring household per month.
- 2.4. The Executive is asked to support the proposals for how the Local Authority Funding is used to support both sponsors and guests under the Homes for Ukraine scheme in North Northamptonshire.
- 2.5. The Executive is asked to note that in addition to the Homes for Ukraine programme, the outcome of the Asylum Dispersal consultation currently underway could potentially impact all local authorities in becoming an asylum dispersal area and therefore having to provide support to asylum seekers, as well as the ongoing Afghan Resettlement Programme and the Ukraine programmes.

### **3. Recommendations**

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- 3.1. It is recommended that the Executive:
  - a. Approves the approach to funding as set out at paragraph 5.8 (Table One) of the report
  - b. Notes that the use of the funding will ensure that the Council meets the obligations set out by the Department for Levelling Up, Housing and Communities to ensure adequate safeguarding and support is provided to sponsoring households and Ukrainian guests to enable the successful integration of Ukrainian refugees in North Northamptonshire.
  - c. Delegates authority to the Executive Member for Adults, Health and Wellbeing, in liaison with the Executive Director for Adults, Communities and Wellbeing, to take any further decisions and/or actions required to appropriately support both refugees and sponsors in North Northamptonshire.
- 3.2. By approving these recommendations, Council Officers will be able to:
  - Set a clear approach for how the Local Authority funding will be effectively used to support and help the integration of Ukrainian Refugees into their local communities.
- 3.3 Alternative Options considered:

- The alternative is not to set out a clear approach for how the Tariff will be applied in North Northamptonshire.

## 4. Report Background

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- 4.1. The Homes for Ukraine Scheme was launched on 14<sup>th</sup> March 2022 by the Secretary of State for Levelling Up, Housing and Communities. There are currently two government schemes supporting Ukrainian Refugees to enter the UK:

Definitions:

“Sponsor” or “sponsors” refers to an individual, group or organisation who has been approved to accommodate an individual or household from Ukraine under the “Homes for Ukraine” sponsorship scheme.

“Guest” or “guests” refers to an individual or household previously resident in Ukraine, prior to 1<sup>st</sup> January 2022, who have secured a visa under the “Homes for Ukraine” scheme, which enables them to be housed by a sponsor.

### 4.1.1. Ukraine Family Scheme

4.1.1.1. The Ukraine Family Scheme allows immediate and extended family members of British nationals, people settled in the UK, and certain others resident here, to come to the country. Those granted under the scheme will be granted a visa that lasts three years, giving them certainty and ensuring their future in the country. The scheme is free and does not include any salary or language requirements.

4.1.1.2. UK Family members who are welcoming extended family into their homes are expected to support them in accessing benefits, school admissions and health services, for example, and we as a local authority are not required to provide support. The Council is not funded to do so, however, as a Council, we do have a statutory homeless duty should they present as being homeless, for example, family breakdowns.

### 4.1.2. Homes for Ukraine

4.1.2.1. Homes for Ukraine is a sponsorship scheme that allows people and organisations in the UK to offer Ukrainians fleeing the war a home. This scheme lets individuals, charities, community groups and businesses offer a route to safety for Ukrainians, even if they have no ties to the UK. Previously only Ukrainians with family already settled in the UK could come.

4.1.2.2. The scheme is open to Ukrainian nationals who were residents in Ukraine prior to 1<sup>st</sup> January 2022 and also to their immediate family members (for example spouse/partner and

children under 18) who may be of other nationalities, to be sponsored to come to the UK. Applicants can apply from Ukraine or from any other third country.

4.1.2.3. Children under the age of 18 must be applying as part of a family unit which includes their parent or legal guardian to be eligible for the scheme. That family unit must stay together in the same sponsor accommodation. Children who are currently outside of the UK can use the scheme to reunite with their parent or legal guardian who is currently living in the UK, if they are the child's sponsor.

4.1.2.4. Currently, unaccompanied children who are under 18 are not allowed to be sponsored by, or reside with, unrelated sponsors, unless they are their legal guardian.

4.1.2.5. The government have recently announced a change in policy and are now allowing unaccompanied children under 18 to travel to the UK under this scheme. There is an expectation that they will be sponsored by a known relative, unless there are exceptional circumstances. Further detailed guidance on this will be published in early July.

4.1.2.6. Guests will be able to live and work in the UK for up to 3 years and access benefits, healthcare, employment, and other support. Those arriving need to meet standard security checks prior to being issued with a visa.

4.2. The responsibilities of the Council under the Homes for Ukraine scheme include:

- Accommodation checks to ensure the safety and security of adults and children entering a sponsor's home;
- Safeguarding checks, including Enhanced DBS checks for any sponsor household members over the age of 16yrs where children and/or vulnerable adults will be living;
- Management of the interim payment for guests, of £200 per guest which is factored into the government funding, and at the discretion of the Council additional payments can be made;
- Management of the monthly 'thank you' payments for the sponsor (set payment regardless of the number guests living in the property);
- Rematching of host and guest, should either:
  - a. The property or situation is not viable or safe for the Ukrainian guest(s) to stay there; or
  - b. The DBS or accommodation checks fail.

- Providing wrap around support for guests and sponsors, to support accessing universal credit, education provision, health services, community integration and homelessness assistance.
- 4.3. In addition to the responsibilities outlined in 4.2 and further to the government's announcement regarding unaccompanied children, the Council will also need to ensure:
- The sponsor is known to the family of the unaccompanied child(ren);
  - Parental consent has been provided and to be verified by the local authority;
  - All DBS and safeguarding checks are completed, along with the initial home visit before a visa is issued; and
  - At the home visit, the expectations and responsibilities for the unaccompanied child(ren) are discussed with the sponsor.
- 4.4. The guidance for unaccompanied children is being drawn from Private Fostering.
- 4.5. Any unaccompanied child arriving in the UK do not fall under UASC (Unaccompanied Asylum Seeking Children), and therefore are not counted as part of the 0.07% threshold<sup>1</sup>.
- 4.6. Under this scheme, including unaccompanied children, funding has been made available from the government:
- Funding at a rate of £10,500 per guest to councils to enable them to provide support to families to rebuild their lives and fully integrate into communities. The £10,500 for Ukrainian nationals is for the first year. The government will review funding for future years in due course; and
  - As a Council, we are responsible for administering the 'thank you' payments at the £350 per sponsoring household per month. The government are allocating additional funding for these payments, but they do expect councils to cover administration costs within the tariff.
- 4.7. The government is also supplying more funding to councils to provide education services for children from families arriving from Ukraine under this scheme. The Department for Education will distribute funding on a per pupil basis for the three phases of education at the following annual rates:
- Early years (ages 2 to 4) - £3,000
  - Primary (ages 5 -11) - £6,580

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<sup>1</sup> There is an expectation by government that local authorities will have UASC of 0.07% of their general child population.

- Secondary (ages 11-18) - £8,755
  - These tariffs include support for children with special educational needs and disabilities (SEND).
- 4.8. A separate budget code has been established to monitor spend against the funding, which will be overseen by the Assistant Director for Housing and Communities.
- 4.9. The Council has also initiated conversations with voluntary sector partners to discuss their role in being able to support the programme and have already been involved in a number of support networks, such as Irthlingborough Library and the Hope Church, Corby.

## **5. Issues and Choices**

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- 5.1. The use of the funding provided by DLUHC for the Homes for Ukraine scheme in North Northamptonshire is important to the Council and those Ukrainian Refugees looking to settle in this area of Northamptonshire to support:
- integration into the local community;
  - access to local services, including healthcare and education;
  - successful sponsorship; and
  - the mitigation of other risks and potential costs such as temporary accommodation.
- 5.2. There may be some cases where the sponsor/guest relationship breaks down and the guest is homeless or at risk of homelessness, in this instance the Councils' statutory homelessness duties would apply.
- 5.3. Through the work of the Council's Resettlement Officers, they may be able to end a homelessness prevention or relief duty owed to a Ukrainian beneficiary by facilitating a rematch, provided the placement and accommodation are suitable and there is a reasonable prospect of it continuing to be available for at least six months.
- 5.4. The Council must continue to consider their statutory homelessness duties in full and take account of the individual circumstances of each household when assessing if the accommodation and match is suitable. Department for Levelling Up, Housing and Communities (DLUHC) intends to provide more detail on this interaction shortly in an update to the Homelessness Code of Guidance, as well as consequences for intentional homelessness decisions.
- 5.5. Homelessness legislation in respect of local connection is unchanged. However, to support councils in determining which authority should provide assistance in cases where the household is yet to establish a local connection, the recommended general approach should be for the council where the household's sponsor is located to take the homelessness application.
- 5.6. If the household makes a homelessness application to a council other than the council where their sponsor is located, in line with the legislation the council



must take the application and then consider if a local connection referral is appropriate.

- 5.7. It is proposed that the Council develop and recruit to create a dedicated Refugee Resettlement Team, to provide wraparound support and technical guidance associated with refugee status, but to also provide employment, tenancy and immigration support.
- 5.8. The Refugee Resettlement Team would initially be for a fixed term period of three years with Table 1 outlining the key functions.

**Table 1: Functions of Refugee Resettlement Team**

Key Function	
To deliver an effective refugee resettlement service.	
To provide effective integration and orientation support to families either resettled on resettlement and relocation schemes across North Northamptonshire or short term refugee support programmes.	
To provide a range of specialist housing support to meet the needs of families resettling in North Northamptonshire through the refugee resettlement schemes.	
To provide effective business support and financial administration support to the refugee resettlement and relocation programme across North Northamptonshire.	
To be responsible for data collection, analytics and management from the government portal to ensure effective recording and reporting on refugee status.	
To provide effective administration support to the refugee resettlement and relocation programme across North Northamptonshire.	
To build strong partnerships with communities, agencies and services and empower communities to identify and stimulate community responses to local issues with a particular emphasis on refugee resettlement.	
To provide face-to-face interpretation services to support effective communication.	
<div> <div>Total Salary Costs pa (including on-costs<sup>2</sup>)</div> <div>£368,730</div> </div>	

- 5.9. A team structure is being developed to incorporate the Refugee Resettlement Team into Communities & Wellbeing service, Housing & Communities Directorate.
- 5.10. The Refugee Resettlement Team will provide support to the Ukrainian guests that includes:

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<sup>2</sup> Based on 33%

- supporting guests with temporary accommodation or the homeless process should the relationship breakdown between guest and sponsor, before a rematch can be undertaken or should the homeless duties have to be initiated;
  - should the guest decide to look to become self-sufficient, robust tenancy support will be essential to ensure successful housing resettlement, long-term tenancy sustainment and the mitigation of other risks and potential costs such as rent arrears;
  - supporting guests and sponsors with welfare and potential safeguarding issues;
  - technical guidance associated with refugee status, but to also provide employment, tenancy and immigration support.
  - effective 'back office' support to ensure timely payments are made to guests and sponsors, and government returns are completed to ensure funding is made available to the Council;
  - helping the families relocated here, settle into their new community, such as supporting them to access health services, schooling for any children, interpretation, training and employment; and
  - developing a comprehensive programme of wraparound support, such as community hubs through library networks, voluntary sector engagement, holiday activities and workshops.
- 5.11. With the level of work involved in managing and delivering the day-to-day operational activities, which includes welfare checks, emergency payments and the time-consuming work involved in relationship breakdowns are at full capacity.
- 5.12. The intensity, volume of work and re-deployment of officers within the Communities and Wellbeing Team, has meant key projects, such as the Community Strategy and other 'Day 2' project work has been delayed.
- 5.13. Without a clear and agreed approach to how the funding is allocated, there is a risk that the funding could be allocated ad hoc and without appropriate management and monitoring.
- 5.14. There is the risk that without the appropriate data management, the Council may not receive the funding allocation, such as the 'thank you' payment contributions.
- 5.15. Additionally, there is the risk that without the appropriate support in place Ukrainian refugees may lose their accommodation via their sponsor, be unable to access benefits and/or employment and experience health issues. The introduction of this methodology allows for a consistent structured and

supportive approach to Ukrainian citizens across North Northamptonshire over the next three years.

## 6. Next Steps

- 6.1. If the Executive agrees to the recommendations of this report, the next stages will be to implement the proposals as per the following indicative timetable:

Action:	Indicative Timings:
Continue with casework, initial and welfare checks; development of wraparound support, for sponsors and guests; management of relationship breakdowns and any safeguarding issues.	Ongoing
Recruitment of temporary agency staff for immediate starts to deal with the current caseload	By end of July 2022
Submit the Recruitment Business Case for the Refugee Resettlement Team	By end of July 2022
Undertake the recruitment process for roles to develop the Resettlement Team	By end of September 2022
Officers in post (taking to account potential notice periods)	By end of November 2022
Ongoing refugee resettlement support and management of the Homes for Ukraine Scheme, including community development and integration support.	
Incorporate the Afghan Refugee Resettlement and potential the Asylum Dispersal programmes.	

- 6.2. The timetable is considered to be realistic given that this timeline allows for the recruitment and development of the Refugee Resettlement Team.

- 6.3. The timetable also allows the opportunity to increase the scope of support for refugees through meaningful engagement can be had with VCSE organisations and community groups.

## **7. Implications (including financial implications)**

### **7.1. Resources and Financial**

- 7.1.1. Funding at a rate of £10,500 per guest for the first year to councils to enable them to provide support to families to rebuild their lives and fully integrate into communities. The government will review funding for future years in due course.
- 7.1.2. As a Council, we are responsible for administering the 'thank you' payments at the £350 per sponsoring household per month. The government are allocating additional funding for these payments, but they expect councils to cover administration costs within the funding.
- 7.1.3. Table 2 provides an example of the government funding, using the Homes for Ukraine data as at 24<sup>th</sup> June 2022.

**Table 2: Estimated government funding based on current data available.**

	Amount	Number as at 24 June	Amount Paid	DLUHC Funding
<b>Sponsor Thank You Payments*</b>	£350	143	£50,050	£50,050
<b>Guests (arrived)</b>	£10,500	310	-	£3,255,000
<b>Guests (due to arrive)</b>	£10,500	148	-	£1,554,000
<b>TOTAL AVAILABLE FUNDING</b>				<b>£4,859,500</b>

\*Per household per month

- 7.1.4. Table 3 provides a financial model required to fund the resettlement programme, focusing on the Homes for Ukraine Scheme.
- 7.1.5. The projections demonstrate that if this approach is adopted the Council can meet the costs of Resettlement from within the Funding allocated.

**Table 3: Estimated funding requirements from the funding allocation for Refugee Resettlement Support**

	Costs	Number as at 24 June	Amount Paid as at 24 June	Forecast	Comments
<b>Guest Emergency Payments</b>	£200	281	£56,200		Costs covered through the £10,500 grant

	Costs	Number as at 24 June	Amount Paid as at 24 June	Forecast	Comments
<b>Guest Emergency Payment Administration</b>	£1.50 per transaction	143	£1,565		Includes set up fees (initially using HUGGG)
	£250 set up costs		£250		One Off Payment for 22/23 (Transfer to using Post Office PayOut Scheme)
<b>Staffing (inc. on-costs at 33%)</b>				£368,730	As per Table 1
<b>Safeguarding Checks</b>	<b>DBS</b>	£25 per check	340	£8,500	
	<b>Children</b>			£15,000	Charges from NCT for children safeguarding checks & any deep dives as required
<b>Summer Holiday Activities</b>				£11,000	Room hire Staffing
<b>Temporary Accommodation</b>				£20,800	Relationship breakdowns Food parcels Transport TA Starter Packs
<b>TOTAL</b>			<b>£58,015</b>	<b>£424,030</b>	

## 7.2. Legal

7.2.1. There are no legal implications arising from the proposals.

## 7.3. Risk

7.3.1. There is the initial risk that the funding would be inconsistently applied by Officers, which could potentially affect the reputation of the Council.

7.3.2. The risk associated with the current workload which may lead to officers being absent or resign due to stress.

7.3.3. There is the additional reputation risk to the Council, should the support the resettle of Ukrainian refugees are not met.

7.3.4. By having this methodology in place, it allows funding to be evenly distributed in supporting the resettlement of Ukrainian Refugees and sufficient capacity in the team to provide a full wraparound service.

7.3.5. There is a risk associated with the inability to recruit to the posts within the Resettlement Team.

7.3.6. Through a robust recruitment process, such as appropriate advertising, and market salaries for the posts, to attract and retain skilled and knowledgeable officers.

#### **7.4. Consultation**

7.4.1. Consultation has been undertaken with some key partners to inform this recommendation:

- Local Authority Networks on Refugee Resettlement
- Regional Migration Partnership

#### **7.5. Consideration by Scrutiny**

7.5.1. Not applicable for this report although the work undertaken could be part of the scrutiny work programme.

#### **7.6. Consideration by Executive Advisory Panel**

7.6.1. This report will be considered by the EAP Health & Wellbeing and Vulnerable People and the comments received will be incorporated.

#### **7.7. Climate Impact**

7.7.1. Officers will seek to encourage VCSE organisations, sponsors and guests to consider the environmental and climate impact in line with the Council's priorities in this area.

#### **7.8. Community Impact**

7.8.1. The objectives of this approach are to ensure that the funding will provide support to those refugees looking to settle in this area of Northamptonshire to:

- integrate into the local community;
- have access to local services, including healthcare and education; and
- be able to contribute to the local community.

### **8. Background Papers**

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8.1. DLUC Homes for Ukraine: guidance for councils  
<https://www.gov.uk/guidance/homes-for-ukraine-guidance-for-councils#role-of-councils>

## Appendix A – Homes for Ukraine Case Study

### Background

The Homes for Ukraine Scheme was launched on 14 March 2022 by the Secretary of State for Levelling Up, Housing and Communities.

This scheme is open to Ukrainian nationals who were residents in Ukraine prior to 1 January 2022 and to their immediate family members (for example spouse/partner and children under 18) who may be of other nationalities, to be sponsored to come to the UK. Applicants can apply from Ukraine or from any other third country.

Currently children under the age of 18 must be applying as part of a family unit which includes their parent or legal guardian to be eligible for the scheme. That family unit must stay together in the same sponsor accommodation.

#### Definitions:

“Sponsor” or “sponsors” refers to an individual, group or organisation who has been approved to accommodate an individual or household from Ukraine under the “Homes for Ukraine” sponsorship scheme.

“Guest” or “guests” refers to an individual or household previously resident in Ukraine, prior to 1 January 2022, who have secured a visa under the “Homes for Ukraine” scheme, which enables them to be housed by a sponsor.

Sponsors can live anywhere in the United Kingdom (England, Scotland, Wales, and Northern Ireland) and can be of any nationality, provided they have at least six months’ permission to stay in the UK. In order to become a sponsor, there are a number of eligibility requirements that need to be met, which includes:

- Over the age of 18
- Provide a valid ID document
- Be able to confirm that they can offer accommodation for a period of at least 6 months
- Ensure all adults of the sponsor household meet suitability requirements<sup>1</sup>

### Sponsor Expectations

The government guidance lays out what is expected from being a sponsor, predominately, to support and help their guest(s) to adapt to life in the UK, initially on arrival making sure they’re comfortable in their accommodation and setup with the basics, including having enough food and essential supplies like toiletries and checking they have access to a mobile phone and the internet so they can stay in touch with family and friends.

Every guest is entitled to a £200 interim payment to help with subsistence costs is provided by the Council. Under the Homes for Ukraine scheme people will also have access to public services, work and benefits. Guests will have the right to work in the UK. There is no obligation for guests to work in exchange for accommodation. Work undertaken by a guest must be paid and not, in any way, linked to their sponsorship arrangement.

Sponsors should also try to help direct their guests to public services. For example, this could involve helping them contact and register with a local GP and NHS dentist.

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<sup>1</sup> To ensure individuals meet the requirements for approval as a sponsor under the Scheme, the Home Office conduct security and criminal checks on all adults aged 18 and over who will be living in the same household as the guests. This includes checks against government databases and those of other third parties such as the Police National Computer.

The Home Office will make these checks when considering the visa application. If, as a result, adults who are required to undergo checks, do not meet the suitability requirements for approval as a sponsor the visa application may be held, and the applicant offered alternative options. The Home Office will consider whether any information received as a result of these checks could represent a risk to the applicant, in particular if the applicant is a child or vulnerable adult, when deciding whether the sponsor is suitable.

While existing sponsorship relationships should be sustained for six months or longer, in a minority of cases this will not be possible, and as a Council we are seeing a number of relationships breaking down, which draws on a considerable amount of officer's time and capacity.

### **Relationship Breakdown**

One particular case the team dealt with involved a Ukrainian mother<sup>2</sup> [known as Zara] and her 8 year old son [known as Alex] staying with a sponsor [known as Maggie] in village location in North Northamptonshire.

Zara and Alex arrived in early April, having been collected from the airport by a friend of Maggie, who had prepared her home for them. Maggie, supported by officers, helped Zara access universal credits and apply for a school place for Alex.

By late April the relationship between Maggie and Zara started to deteriorate to the point where temporary accommodation had to be sought. This is not without its own difficulties given the pressures from the current homeless caseload in North Northamptonshire (1,000 homeless households currently being dealt with by the Housing Team, along with over 230 households in temporary accommodation, either as a statutory duty or rough sleepers).

A month after arriving in the UK, Zara and Alex moved into temporary accommodation (TA) in the nearby town, where she is still residing. The day before they moved in to TA, Alex started school in the village and to provide stability for him and given the pressures on the school admissions team, he has stayed there, with a taxi being provided to get him to school and back.

One of the Communities & Wellbeing officers, who is also supporting our Afghan families has been providing ongoing support for Zara around the possibility of privately renting or being rematched with another sponsor in the area she is residing. We have agreed to keep Alex at his current school until the end of term, but given Zara wants to stay in the area, arrangements will need to be made for Alex to move schools over the summer.

This is a very brief outline of the situation, and so far we have had to deal with a further eight breakdowns, each one resulting in various levels of involvement by officers from across several teams to ensure each case is dealt with appropriately. Along with this, we potentially have a further two or three which may result in the guest(s) going into TA or being rematched.

The costs associated with breakdowns are being covered by the council from the government funding being drawn down at £10,500 per guest. The costs include, using this case study as an example:

- Temporary accommodation at £40 per night
- School taxi at £140 per week
- Essential start up items i.e. cutlery and crockery, bed linen, towels etc.
- Emergency guest payment totalling £400
- DBS & safeguarding checks

In the other cases, additional costs have included hotel accommodation, transport from the guest's home to the TA, travel expenses for officers and agency costs for temporary staff.

On a final note, not only are officers dealing with current placement breakdowns, they are also starting to receive a number of queries as to what the next stage is at the six month point, where the expectations of sponsors is on the council providing / facilitating move on accommodation for their Ukrainian guests. This is a national issue which has been escalated through the Regional Migration Partnership.



## EXECUTIVE 14<sup>th</sup> July 2022

<b>Report Title</b>	<b>Housing Income Management Policy</b>
<b>Report Author</b>	David Watts, Executive Director of Adults, Communities & Wellbeing
<b>Lead Member</b>	Cllr Matthew Binley, Executive Member for Housing, Communities and Levelling Up

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

### List of Appendices

#### Appendix A – Income Management Policy

#### 1. Purpose of Report

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- 1.1. To seek approval from the Executive for a harmonised Income Management Policy for adoption by North Northamptonshire Council.

#### 2. Executive Summary

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- 2.1. The purpose of this report is to seek approval from the Executive to adopt the harmonised Income Management Policy.
- 2.2. The current status quo is that Corby and Kettering housing teams have their own separate policy in this area.
- 2.3. The adoption of this key document will assist in enabling consistency of the income management and income collection functions within North Northamptonshire Council housing teams.

### **3. Recommendations**

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3.1. It is recommended that the Executive:

- a) Approves the Income Management Policy at **Appendix A**.
- b) Delegates authority to the Executive Member for Housing, Communities and Levelling Up, in liaison with the Executive Director, Adults, Communities and Wellbeing to take any further decisions and/or actions required to implement these policy documents. This includes making minor amendments.

3.2 Reasons for Recommendation:

- A harmonised policy will offer one consistent approach to the income management and income collection parts of the tenancy and landlord services.
- A harmonised policy will avoid current issues of risk presented by two different approaches in the management and collection of council housing debts.

3.3. Alternative Options Considered: -

- The only other options are to do nothing or to delay the harmonisation of working practices across the two teams.
- These are not options that can continue to be maintained effectively over time. The best option is to harmonise working practices as soon as possible to ensure consistency of service, reduce the risk of challenge, and most importantly make improvements to the service.

### **4. Report Background**

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4.1. North Northamptonshire has council housing stock in the Kettering and Corby areas. As of 1<sup>st</sup> April 2021:

- Kettering 3625 homes of which 401 are sheltered
- Corby 4615 homes of which 536 are sheltered

4.2. The Council also owns and manages 94 units of Temporary Accommodation.

4.3. Prior to the formation of North Northamptonshire Council, Kettering, and Corby had their own different documents, policies, procedures and working practices which were automatically transferred to the new authority upon Vesting Day.

4.4. These all require harmonisation to ensure that the service is operating in a consistent way across the whole area and there is improvement for tenants within the Council's housing stock.

## **Income Management Policy**

- 4.5. A North Northamptonshire Income Management Policy follows on from the adoption of North Northamptonshire Councils Tenancy Agreement and Tenancy Policy and will help to underpin the service level offer in this key function.
- 4.6. The Income Management Policy provides clarity on the setting, collecting and enforcement of income levels for North Northants Council's housing stock and associated accounts.
- 4.7. The Council is keen to adopt a successful income management service that provides a supportive approach to tenants and leaseholders, whilst also maximising income for North Northamptonshire Council. The Policy supports this approach, setting out how the Council will deal with rent setting, charging, and arrears management whilst providing a framework for effective income management operating within legislation, regulation, and best practice.
- 4.8. The policy details how the Council will collect income following the agreed principles of: -
- Prevention of debt
  - Maximising income
  - Personal contact
  - Signposting and support
  - Consistent recovery and enforcement
  - Prevention of homelessness
- 4.9. The Council aims to ensure that all customers have a transparent and fair procedure in the collection of income.
- 4.10 The Council aims to achieve high standards of customer care and support for all customers, considering individual needs at any given time and signpost our customers to other support where relevant.
- 4.11 The Council will set all rents and charges in accordance with legislative requirements and standard guidance as directed by Central Government.

## **5. Issues and Choices**

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- 5.1. The teams in Corby and Kettering currently manage Housing Income according to existing policies and processes. In order to reduce risk of managing income in different ways in the 2 localities, a consistent approach is proposed.
- 5.2. The Council has a work plan to harmonise all our Housing policies and procedures.
- 5.3. The Council's approach is to remodel existing procedures, taking the best from both, in line with best practice and legislation.

- 5.4. The Council has consulted with the newly formed Tenant Advisory Panel who reviewed the Policy and unanimously voted for it to be adopted.
- 5.5. The Council is seeking to adopt this Policy as part of ongoing plans to harmonise working practices. Retaining the current status quo is not recommended due to the risks that it creates through inconsistent service delivery in regard to the management of housing income, our tenancies, our properties, and our resource.

## **6. Next Steps**

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- 6.1 Following the adoption and implementation of this Policy the Council will continue the harmonisation work towards a consistent service across our areas of operation.

## **7. Implications (including financial implications)**

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### **7.1. Resources, Financial and Transformation**

- 7.1.1 The Council is currently resourcing its work through the two neighbourhood budgets within the overall HRA (Housing Revenue Account) budget. The new policies have been designed with current resources in mind.
- 7.1.2 Adoption of the Policy will support a transition to a more consistent service where working practices are harmonised.
- 7.1.3 The current Corby Income Policy includes a rent cap which prevents NNC from re-letting homes at target rent where the target rent is 10% greater than the rent in 2016/17. This presents an inconsistency in rent setting and has a negative impact on recoverable income.
- 7.1.4 The Council currently has 661 properties affected by the Rent Cap. This equates to 14% of the Corby stock. Should any of those properties become void and re-let, they would be restricted to a capped rent. The average cap will reduce the rent by £2.36 per week.
- 7.1.5 Last year, the Council let 253 homes in the Corby locality. This is 5% of our stock there. If 14% of those 253 homes were rent capped, this would have a cumulative impact of £82.60 per week, or £3,964 per annum (or £118K over the 30-year HRA business plan).
- 7.1.6 This new policy will remove the rent cap; all new tenancies will therefore be offered at target rent, based on government formula.

## **7.2. Legal and Governance**

- 7.2.1. Legislative requirements are contained within **Appendix A**. The recommended harmonisation of policies will help to offset some current legal risks of inconsistency of service delivery.

## **7.3. Relevant Policies and Plans**

- 7.3.1 The proposal is a priority in the development of harmonising of Policies for the Council Housing Teams within North Northants Council.

## **7.4. Risk**

- 7.4.1 There are risks in managing North Northamptonshire Council Housing in the current way. Inconsistency within service delivery can lead to potential challenges from complaints.
- 7.4.2 Having one harmonised Income Management Policy is fundamental in moving towards a consistent approach for our tenants.

## **7.5 Consultation**

- 7.5.1 Consultation has taken place with the newly formed Tenant Advisory Panel (TAP).
- 7.5.2 TAP reviewed the Policy and unanimously voted for the Council to adopt it.
- 7.5.2 The feedback from TAP was positive in supporting the Council to propose the approval of the recommended approach and the Income Management Policy.

## **7.6 Consideration by Executive Advisory Panel**

- 7.6.1 This Policy document has not yet been reviewed by the Executive Advisory Panel; therefore, no comments or recommendations have been received.

## **7.7 Consideration by Scrutiny**

- 7.7.1 This Policy has not been reviewed by the Scrutiny Committee; therefore, no comments or recommendations have been received.

## **7.8 Equality Implications**

- 7.8.1 The Income Management Policy takes account of the diversity within our communities and the support that may be required by more vulnerable tenants.

## **7.9 Climate Impact**

7.9.1 There are no considered impacts from this Policy upon climate.

## **7.10 Community Impact**

7.10.1 Providing a consistent service to communities of North Northamptonshire Council will be a positive for residents.

## **7.11 Crime and Disorder Impact**

7.11.1 There are no considered impacts from this Policy upon crime or disorder.

## **8 Background Papers**

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8.1 The previously adopted new NNC Tenancy Agreement and Tenancy Policy have been reviewed and taken into consideration in the drafting of this report and policy documents.

# Housing Income Management Policy

January 2022

[www.northnorthants.gov.uk](http://www.northnorthants.gov.uk)

# Document Version Control

Authors: Jason Tyers, Housing Income Manager and Claire Farrag, Housing Income Manager

Type of document: Policy

Version Number: 0.4

Document File Name: NNC Income Management Policy

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For internal publication only or external also: Both

Document stored on Council website or Intranet: Yes

Next review date: June 2024

## Change History

Issue	Date	Comments
0.1	21.09.21	First Draft
0.2	03.02.22	Second Draft
0.3	06.05.22	Third draft
0.4	10.06.22	Tenant Advisory Panel Consultation

NB: Draft versions 0.1 - final published versions 1.0

## Consultees

Internal	External
Senior Management	
Staff	

## Distribution List

Internal	External
Staff	

## Links to other documents

Document	Link
Tenancy Agreement	
Tenancy Policy	
Keyways Housing Allocation Scheme	

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## 1.0 Introduction / foreword

1.1 The Income Management Policy provides clarity to customers, elected members and staff on the setting, collection, and enforcement of Income across the Councils housing stock.

## 2.0 Scope

2.1 This Policy sets out the Council's Income Management approach with regard to all current and former accounts

Payment methods  
 Rent Setting  
 Rent (dwelling)  
 Licence Charges/ Temporary accommodation (dwellings)  
 Rent (garage)  
 Temporary Accommodation  
 Travellers' sites  
 Services Charges  
 Leaseholder Charges  
 Rechargeable Accounts  
 Court Costs

2.2 The Council's Policy for Income collection is based on the following principals:

Prevention of debt  
 Maximising income  
 Personal contact  
 Signposting and support  
 Consistent recovery and enforcement  
 Prevention of homelessness

More detail on these principles is given in section 4.

2.3 The Council aims to ensure that all customers have a transparent and fair procedure in the collection of income.

2.4 The Council aims to achieve high standards of customer care and support for all customers, considering individual needs at any given time and signpost where relevant.

2.5 The Council will set all rents and charges in accordance with legislative requirements and standard guidance as directed by Central Government.

## **3.0 Local context**

3.1 As at 1<sup>st</sup> April 2021, North Northamptonshire Council owned and managed 8,224 homes including 965 in sheltered schemes and 890 leasehold properties, Traveller sites, Temporary accommodation, Private Sector Leasing and the Transition project. Accommodation comprises of a variety of houses, flats, bungalows and maisonettes.

3.2 The income stream into the Council is needed to enable us to manage and maintain our housing stock. The revenue funds not only the day-to-day repairs and staffing costs, but also the major improvements to the stock and new homes being built.

3.3 The Council aims to make its rent and occupation charges as affordable as possible. Charges are set by several factors including Local Housing Allowance, property type and government legislation. A proportion of residents within the North Northamptonshire area will be affected by welfare reforms, such as the Under Occupation Charge, Universal Credit, Housing Benefit, and the Discretionary Housing Payment Scheme.

## **4.0 Principles**

### **4.1 Prevention of debt**

Preventing debt is a key aim of this policy. The Council will achieve this through early intervention and a customer centred approach. Clear communication will set out expectations and contact with customers will be encouraged to provide adequate advice and support to avoid debts escalating. This policy will focus on the importance of income collection, rather than penalising customers who are suffering financial difficulties.

When debts become apparent, we will work closely with customers to prevent them from escalating through affordable payment plans. Customers will be encouraged to engage with internal financial support services and professional debt advice agencies.

In cases where debts with other council departments become evident, such as Housing Benefit overpayments, customers will be made aware of the impact of these and be advised of the ways to overcome them.

### **4.2 Maximising Income**

Where a customer is eligible for, or in receipt of benefits, colleagues will work with customers to ensure that they are supported to maximise their income. Internally, we will liaise with the relevant departments to ensure that payments made in relation to income collection are correct and actioned accordingly. When required, contact with Department of Work and Pensions (DWP) will be prompt to ensure the customer's income is processed.

The Council aims to maximise income for all tenants to protect the provision of services. A wide range of payment methods are offered to meet the diverse needs of our customers. We will work towards an affordable payment plan that is realistic. We will make full use of incentive schemes and welfare benefit

schemes to reduce arrears, such as Downsizing and Discretionary Housing payments to eligible customers.

#### **4.3 Personal contact**

The Council will conduct a financial assessment prior to allocation of the property and, when required throughout the duration of the tenancy, to ensure customers are aware of their financial liabilities.

Procedures will be reviewed and updated as required to reflect best practice, high standard of customer care and relevant changes such as legislation. To achieve effective income collection, focus will be on the prevention of arrears and enforcement options will be explored only when all other avenues are exhausted.

Any changes to account charges will be communicated to customers to prevent rent arrears.

Methods of contacting customers may include:

- Officer visits
- Office/Home interviews
- Telephone calls
- Text messages
- Letters
- Emails

The Council will contact customers directly and will also contact named persons who have been given the appropriate authority to act on their behalf. This includes power of attorneys and executors of estates. During any contact with a customer, officers will ensure that their personal contact details are kept up to date and recorded.

#### **4.4 Signposting and support**

Officers will treat each customer in a fair and consistent manner, sensitive to the individual circumstances. We may refer customers to internal tenancy officers and/or external financial support partners. Staff will maintain good relationships and work in partnership with other agencies to prevent debts and sustain accommodation agreements.

Examples of where joint working will be used can include homelessness prevention, Adult and Child Social Care, Mental Health Services, Citizens Advice Bureau, Step Change, Community Law and the Royal British Legion.

In all cases regarding income management, the expertise and advice offered is in the best interest of both parties for an agreed outcome to be achieved.

#### **4.5 Consistent recovery collection**

The Council will ensure that income collection is recovered in a consistent manner with action occurring at key stages during the operational procedures required to deliver this Policy.

We will actively work with our customers to agree and sustain affordable repayment plans before any enforcement action is considered to recover debt(s). These plans will be based on actual income and expenditure declarations with customers and focus on a repayment timeline with an agreed minimum payment amount.

Where contact with customers fail, recovery procedures will continue in the best interest of both parties, whilst continually attempting to make personal contact.

#### **4.6 Prevention of homelessness**

The Council is committed in the prevention of homelessness, and we will abide by the pre-court and pre-eviction protocols.

As part of these protocols referrals to the Housing Options Team will be completed. Where relevant, the Council will engage as necessary with external agencies such as, Community Law and Citizens Advice Bureau. Early intervention to prevent homelessness is at the forefront of the Council's vision.

## **5.0 Payment methods**

The preferred method of payment is direct debit the Council currently accepts the following:

Cash office  
Direct debit (weekly and monthly)  
Standing Order  
Online  
Over the phone  
Pay point (Kettering residents only)  
Direct payment from Universal Credit

## **6.0 Rent Setting, Service Charge Setting and Annual Review**

6.1 The Council will set rent for its housing stock in accordance with legislation and guidance from central government.

6.2 Annual rent review increase (or decrease) will be applied following consultation with the Tenant Advisory Panel and a Full Council decision.

6.3 New NNC HRA housing stock built with either capital reserves or Government funding will have its rent set in accordance with Affordable Rent guidance. Affordable rents will be capped at Local Housing Allowance (LHA) rates. This is carried out on each new letting and is specific for each property.

6.4 All new tenancies will be offered at target rent.

6.5 On occasions where the Council acts as a managing agent, we will set the rent alternative tenures where appropriate in discussions with the property owner(s).

6.6 The Council will set its Occupation charges for its temporary accommodation for its dwellings.

6.7 The Council will also raise variable service charges for services provided to tenants and leaseholders, in accordance with actual costs and government guidance.

## **7.0 Rent (dwellings) and Rent Arrears**

7.1 The Council will predominately use social rent and affordable rent for its properties.

7.2 The rent for Council owned properties rent is charged in advance for 48 weeks.

7.3 Rent accounts will be monitored on a weekly basis. Low level arrears action will be taken before any issuing of formal Notices.

7.4 Notices will be served when debt levels reach the appropriate level in the rent arrears procedures.

7.5 Ways to gain independent legal advice will be formally offered to customers during the recovery process.

- 7.6 The Council will not write off any current tenant rent arrears.
- 7.7 Officers will ensure that policy and procedures have been followed before taking enforcement action. When enforcement action for arrears is necessary, customers will be kept informed, and will be actively encouraged to resolve arrears before any court hearing.
- 7.8 The Council will ensure customers have access to support.
- 7.9 Upon awarding of County Court Judgements, the Council will ensure that customers are aware of the terms and conditions of these.
- 7.10 Warrants for Eviction will only be considered by a Senior Officer when all other avenues have been exhausted.
- 7.11 A Senior Officer can be responsible for making a decision to withdraw a Warrant for Eviction application.
- 7.12 Charges will be applied when customers receive additional services where they live
- 7.13 Service charges are deemed part of the gross rent payable.

## **8.0 Licence charges/Temporary Accommodation (dwellings)**

- 8.1 Rent is charged over 52/53 weeks of the year. Rent is due, in advance, on a Monday of each week.
- 8.2 Accounts will be monitored on a weekly basis. Any accounts that fall into arrears will trigger the Temporary Accommodation arrears recovery procedure
- 8.3 Low level arrears action will be taken before any issuing of a formal Notice. Should the debt be paid within the 28 days the Notice will become invalid and will be cancelled. Ways to gain independent legal advice will also be formally offered to customers at this stage. The Council will apply to the County Court for a Possession hearing.
- 8.4 The Council will ensure customers have access to adequate support.
- 8.5 When a Possession hearing is awarded by the County Court Judgement the Council will ensure that customers are aware of the terms and conditions of this order.

## **9.0 Rent (garages)**

- 9.1 Rent is charged over 48 weeks and is due in advance, on a Monday of each week.
- 9.2 Accounts will be monitored on a weekly basis. Any accounts that fall into arrears will trigger the Garage rent arrears procedure.
- 9.4 Low level arrears action will be taken before any issuing of a formal Notice. Should the debt be paid within the 7 days the Notice will become invalid and will be cancelled.

## **10.0 Traveller's site**

- 10.1 Accounts are charged over 52/53 weeks of the year. Charges are due, in advance, on a Monday of each week.

10.2 Accounts will be monitored on a weekly basis. Low level arrears action will be taken before any issuing of a formal Notice. Should the debt be paid within the 28 days the Notice will become invalid and will be cancelled. Ways to gain independent legal advice will also be formally offered to customers at this stage. The Council will apply to the County Court for a Possession hearing where required.

10.3 The Council will ensure customers have access to adequate support.

## **11.0 Leaseholder charges**

11.1 Leasehold annual charges will be collected yearly, and repairs invoices will be added quarterly as completed. The Council will allow up to 14 days for payments.

11.2 Accounts will be monitored on a weekly basis. Accounts that fall into arrears will trigger the leasehold arrears recovery procedure.

11.3 Where outstanding debts are in excess of £1000 and where no arrangements have been made, legal actions may be taken. This may include application for a County Court Judgement to Forfeit the Lease and repossess the property. The Council may also contact the leaseholders mortgage company to raise concerns.

11.4 Additional Service Charges will be applied when customers receive additional services where they live. Examples include (but are not limited to) communal cleaning and lighting charges.

11.5 Service charges are deemed part of the gross rent payable.

## **12.0 Recharges**

12.1 Recharge accounts will be raised when repairs are completed that are identified as a tenant responsibility.

12.2 Recharges will be raised for vacating tenants where required.

12.3 Accounts will be monitored on a regular basis. Accounts that fall into arrears will trigger the Rechargeable Repairs arrears recovery procedure. Court action will only be actioned if economical to do so.

12.4 In cases where recharge invoices are disputed by the tenant / leaseholder, a senior officer will review the case.

12.5 Recharge accounts will be raised for aborted appointments, missed call outs, access warrants and other agreed costs.

## **13.0 Court costs**

13.1 Court costs will only be raised when the County Court has awarded them.

13.2 Court costs due form part of any Court order awarded by the County Court, and until both accounts are paid in full (satisfied) the order will remain in force.

13.3 Payments made onto accounts will be credited to the tenancy balance unless otherwise remade firstly onto main rent account and secondly onto Court costs accounts.

## **14.0 Former customer accounts**

- 14.1 The Council aims to minimise the losses from former customers where accounts end.
- 14.2 Accounts will be monitored on a regular basis. Officers will follow the former arrears recovery procedure to collect any outstanding former debts. An application for a Money Judgement Order maybe considered if economical to do so.
- 14.3 Officers will use a variety of methods to trace Former customers to try and establish a new address.
- 14.4 When all recovery methods have been exhausted, debts will be submitted for write off.
- 14.5 The Council will agree to affordable repayment plans, when debts can't be paid in full. Where repayment plans cause financial hardship, Officers may use discretion to amend the payment plan.
- 14.6 Ways to gain independent legal advice will be formally offered to customers during the recovery process.
- 14.7 Disputes for Former accounts can be submitted to the Landlord Services department for consideration.

## 15.0 Deceased accounts

Where debts are in respect of a deceased tenant action will be limited to contacting the next of kin or executor to claim against the estate. If the deceased has no estate, the Next of Kin or executor will be asked to complete the relevant documentation and the debt can be submitted for write off.

## 16.0 Writing off debt

When all recovery methods have been exhausted and the former tenant debt is no longer economical to pursue, we will give consideration for it to be written off.

All cases will be submitted to the Income Team Manager to ensure all necessary action has been taken before approval.

We will consider when a debt may be written off, categorised as follows:

	Title	Comment
1	Deceased - no estate	No funds left in deceased customer's estate - confirmation received from the executor and/or in receipt of means -tested benefit
2	Deceased - partial payment	No funds left in deceased customer's estate following partial payment
3	Deceased - no response	No response from the executor
4	Deceased - no details	No executor details known and unable to trace
5	Low level debt - uneconomic to pursue	Small debt - presented to Senior Manager write off
6	No response and uneconomic to pursue	Smaller debt where initial enquiries to trace debtor are unsuccessful and further enquiries uneconomic
7	Unable to trace	Debtor cannot be traced

8	Aged debt	Should the creditor fail to maintain contact with the debtor for a period of 6 years or more, the outstanding debt is 'Statute Barred' under the conditions of the Limitations Act 1980
9	Debt collectors unable to recover	Referral to external debt collection agency, their recovery actions unsuccessful
10	Recovery inappropriate - debtor's circumstances	Recovery not appropriate due to the debtor's circumstances
11	Recovery inappropriate - North Northants responsibility	Recovery not appropriate due to North Northants procedural error causing or contributing to the debt
12	Bankruptcy/Debt Relief Order	Former debt included in bankruptcy/DRO proceedings

## 17.0 Reinstating debts after write-off

Should former customers be traced, a debt will be re-instated and recovered according to the Former Arrear Recovery procedure. Where the tenancy was in joint names each debtor is jointly and severally liable for the debt, recovery action will be pursued against all liable individuals.

Former Debts re-instated over 6 years old will not be collected through the Courts. Officers will continue to follow the Former arrears recovery procedure.

## 18.0 Refunds

18.1 When a current account is in credit by more than a week in advance, customers can request a refund. Refunds will be processed only if there are no other debts outstanding to other Council departments. These will be paid before any refund is issued. All refund requests will aim to be processed within 28 days. When/if approved, the refund will be paid into the customers chosen bank account or via cheque payment.

18.2 Customers who have credit on their former accounts can request a refund. All requests will aim to be processed within 28 days. Checks will be completed to ensure that there are no outstanding balances to other Council departments. If debt(s) with other departments are found, these will be paid before any refund is issued to the customer.

18.3 When a customer is deceased the Next of Kin or executor can request the refund. In cases of any dispute concerning the credit, this should be raised with the Housing Income Manager for investigation. Checks will be completed to ensure that there are no outstanding balances to other Council departments. If debt(s) with other departments are found, these will be paid before any refund is issued to the Next of Kin/Executor.

## 19.0 Complaints

Complaints will be investigated and responded to in line with our Corporate Complaints Policy.

## 20.0 Equalities Statement

We recognise the needs of a diverse population and always acts within the scope of its own policies, The Human Rights Act 1998 and The Equalities Act 2010.



## 21.0 Legislation and Guidance

Relevant legislation and guidance includes:

- The Housing Act 1985
- The Housing Act 1996
- The Homelessness Reduction Act 2017
- The Protection from Eviction Act 1977
- The Landlord and Tenant Act 1985
- The Domestic Abuse Act 2020
- The Human Rights Act 1998
- The Equality Act 2010
- The Localism Act 2011
- Housing Benefit Regulations 2006
- Welfare Reform Act 2012
- General Data protection Regulation 2016
- Rent Standard guidance

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## EXECUTIVE 14<sup>th</sup> July 2022

<b>Report Title</b>	<b>Procurement of Vehicle Contract Hire for Adult Social Care</b>
<b>Report Author</b>	George Candler, Executive Director, Place and Economy
<b>Lead Member</b>	Councillor Graham Lawman, Executive Member for Highways, Travel & Assets

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

### List of Appendices

None

### 1. Purpose of Report

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- 1.1. The purpose of this report is to seek approval from the Executive to commence procurement of a new contract for the provision of minibuses and wheelchair accessible minibuses for the Adult Social Care Service.
- 1.2. Due to the total contract value of £800,000, Executive approval is required.

### 2. Executive Summary

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- 2.1. Following the disaggregation of Northamptonshire County Council and the formation of North Northamptonshire Council (NNC) the management of the contract for transport within the Adult Social Care Service was transferred to the NNC's Fleet department.

- 2.2. The requirement for the Adult Social Care Service relates to highly specialised vehicles intended to support the transportation needs of the service users.
- 2.3. Working closely with the service areas in Adult Social Care, the Fleet department extended the current contract to allow time to carry out a procurement exercise for when the current contract expires, 30<sup>th</sup> November 2022.
- 2.4. To ensure that the Council maintains a good value and legally compliant contract for the provision of these specialist vehicles, the Council now requires a new contract arrangement to be put in place.

### **3. Recommendations**

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- 3.1 It is recommended that the Executive;
  - i) Authorises the commencement of procurement for specialised vehicle hire to support transportation needs within Adult Social Care in North Northamptonshire
  - ii) Delegates authority to the Executive Member for Highways, Travel & Assets, in consultation with the Assistant Director for Assets & Environment to take any further decisions and /or actions required to conclude the procurement, contract award and implementation of the provision of vehicles for the Adult Social Care.
- 3.2 Reason for Recommendation: The recommended course of action is the most cost-effective and enables the Council to make informed decisions regarding its medium-term financial planning. It ensures the authority complies with its obligations under the Public Contracts Regulations 2015 and has a legally procured, compliant contract which demonstrates best value in respect of the provision of specialist vehicles.
- 3.3 Alternative options considered: Do nothing – however; this leaves the Council open to challenge and increases the risk that the Council will be left without the provision to fulfil its transport responsibilities within the service area. As the contract will expire in November, this could put the Council at risk of exploitation by the current supplier and from challenge from potential bidders who have not been given the opportunity to bid for the services.

Outright purchase of vehicles. This was not the recommended option due to the nature of the service demands fluctuating, resulting in the need for a greater or reduced number of vehicles at any one time, and user requirements impacting the specification of the minibus.

#### **4. Report Background**

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- 4.1. The Council took on the responsibility of the contract management for the transport provided within the Adult Social Care team on 1<sup>st</sup> April 2021. This responsibility fell to the Fleet department within the Assets & Environment Service.
- 4.2. The Adult Social Care team transport customers with learning difficulties and/or physical disabilities which includes travel to and from day services and community activities.
- 4.3. Their fleet of vehicles consists of a mix of 22 minibuses and wheelchair accessible minibuses and are considered specialist vehicles.
- 4.4. The fleet is currently provided by Enterprise via a contract which was originally procured by Northamptonshire County Council and transferred to North Northamptonshire Council. The cost of these vehicles is £195,000 per annum.
- 4.5. This contract has been extended and is due to expire in November 2022 at which time hiring can continue on an informal basis at the flexible rate at that time, until the vehicle(s) are returned to Enterprise.
- 4.6. A preference has been expressed for a contract hire arrangement rather than an outright purchase. This is due to the nature of the service demands fluctuating, resulting in the need for a greater or reduced number of vehicles at any one time, and user requirements impacting the specification of the minibus. A contract hire arrangement is proposed to enable this flexibility to suit service needs.
- 4.7. A contract hire arrangement also enables vehicle maintenance needs to be combined within the contract, for which separate contractual arrangements would be required if the fleet was purchased, and the provision for replacement vehicles if one was to breakdown.

#### **5. Issues and Choices**

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- 5.1. Having reviewed the existing contract, it is not considered to be cost effective to continue with the agreement. The hire costs will revert to the suppliers 'flexible rate' at the time, which would increase costs and not allow accurate budgeting.
- 5.2. Seeking a new provision for the supply of specialist vehicles will allow the service area to review their requirements regarding the suitability of the vehicles for their customers and consider the possibility of introducing alternative environmentally friendly vehicles, subject to the provision of suitable infrastructure.
- 5.3. Reviewing the requirements may also reduce the number of vehicles required which could provide a cost saving to the service.

- 5.4. It is proposed to seek a three-year contract, with provision to extend the contract up to one year if required.

## **6. Next Steps**

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- 6.1. Following approval to commence a procurement process it will be necessary to develop documentation and instructions for prospective bidders via a fully compliant process. Officers within the Procurement Team have been consulted on the potential requirement to procure a new contract, with advice received that use of a national vehicle framework is likely to provide the best value for money, although invitation to tender will also be considered. Legal Services will be instructed to advise on appropriate contractual documentation.

## **7. Implications (including financial implications)**

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### **7.1. Resources, Financial and Transformation**

- 7.1.1. There is a risk that the new contract price will be greater than the current arrangements. This could result in budget pressures. Alternatively, it could be lower than the current arrangement and result in reduced expenditure. This will not be known until the outcome of the specification is fully developed and on completion of the procurement exercise. The formally procured contract is anticipated to be more cost effective than an informal agreement with the existing provider.

### **7.2. Legal and Governance**

- 7.2.1. The Council has the power to enter into contracts in order to discharge its functions (Local Government Act 1972, s111 and the Local Government (contract) Act 1997, s1).
- 7.2.2. The Local Government Act 1972 requires the Council to have regulations for how it enters into contracts. In addition to complying with all relevant UK and EU legislation every contract entered into on behalf of the Council must also comply with the Council's Contract Procedure Rules and the Council's Financial Regulations.
- 7.2.3. Value for Money must be achieved in all procurements.

### **7.3. Relevant Policies and Plans**

- 7.3.1. The approval to seek a new contract for the provision of specialist vehicles for the Adult Care Teams will assist in meeting the priorities within the Corporate Plan around:
- Active, fulfilled lives

- Providing transportation to our customers will enable them to access services and activities to aid in their independence and contribute to their health and wellbeing
- Modern Public Services
  - Provide effective and efficient services that will impact local communities

#### **7.4. Risk**

7.4.1. There is a risk that a new contract may result in higher costs than existing arrangements. This can only be determined by carrying out a procurement exercise. Even if it is more expensive than the current arrangements, it will be the most cost-effective option that the authority can achieve through the legally compliant procurement route.

7.4.2. A consultation process with service users is required as part of the transport provision to understand their specific needs and requirements and to ensure that we are able to mitigate any risk of challenge from a change in service delivery.

#### **7.5. Consultation**

7.5.1. Consultation with the Adult Social Care service and service users will be undertaken to ensure a specification is developed to suit service needs.

#### **7.6. Consideration by Executive Advisory Panel**

7.6.1. This paper was considered by the Executive Advisory Panel for Climate Change Environment and Growth at its meeting scheduled for 30<sup>th</sup> June 2022.

#### **7.7. Consideration by Scrutiny**

7.7.1. This paper may be selected for consideration by Scrutiny Commission

#### **7.8. Equality Implications**

7.8.1. An Equalities Screening Assessment has been prepared, which has not identified any adverse impact on individuals with protected characteristics.

#### **7.9. Climate Impact**

7.9.1. Following approval to conduct the procurement process for the provision of replacement vehicles it could present an opportunity to investigate alternative fuelled vehicles or reduce the number of vehicles required.

#### **7.10. Community Impact**

7.10.1. There are no Community Impact issues arising directly from this report, although service users do rely on the provision of vehicles.

#### **7.11. Crime and Disorder Impact**

7.11.1. There are no Crime and Disorder issues arising directly from this report.

### **8. Background Papers**

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8.1. None



## EXECUTIVE 14<sup>th</sup> July 2022

<b>Report Title</b>	<b>Rough Sleeping Initiative Programme 2022-2025</b>
<b>Report Author</b>	David Watts, Executive Director Adults, Communities and Wellbeing (Senior Responsible Officer) <a href="mailto:David.Watts@northnorthants.gov.uk">David.Watts@northnorthants.gov.uk</a>
<b>Lead Member</b>	Councillor Matthew Binley, Executive Member for Housing, Communities and Levelling Up

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

### List of Appendices

None

### 1. Purpose of Report

- 1.1. To brief the Executive on the Rough Sleeping Initiative 2022-2025 (RSI5) grant award and to seek approval to deliver the programme of activities detailed in the original funding bid.

### 2. Executive Summary

- 2.1. The approach to addressing rough sleeping in North Northamptonshire is one that recognises the need for a robust and multi-disciplinary service that is designed around the needs of the individual. Significant progress was made by the Council during 2021/22 in reducing levels of rough sleeping through the provision of accommodation and support which was made possible by Government funding provided via the Rough Sleeping Initiative 2021/22 programme.

- 2.2. Following a bid to the Department for Levelling Up, Housing and Communities in February 2022, North Northamptonshire Council has been successful in securing £2,185,085 of revenue funding for a three-year period 2022-2025 under the Rough Sleeping Initiative programme. The funding period provides more certainty in the medium term as the Council develops its Homelessness and Rough Sleeping Strategy. The funding award was announced under embargo on 19<sup>th</sup> May 2022.
- 2.3. Alongside a £115,000 Rough Sleeper Intervention Fund to allow for creative resolutions to rough sleeping, the funding will be utilised to continue and increase staff capacity dedicated to supporting rough sleepers to access and sustain accommodation and related support (£1,368,015). It will also be used to ensure the continued financial viability of, and potentially expand through recommissioning, the delivery of supported accommodation options for rough sleepers (£702,070).

### **3. Recommendations**

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3.1. It is recommended that the Executive:

- (a) Approves the allocated spend of the Rough Sleeper Initiative Funding 2022-2025 as detailed in paragraph 4.21 (figure 8) of the report
- (b) Notes the detail of how the allocated funding will be spent as set out from 4.22 to 4.36 of the report
- (c) Delegates authority to the Executive Member for Housing, Communities and Levelling Up, in liaison with the Executive Director for Adults, Communities and Wellbeing, to take any further decisions and actions required to enable delivery of the Rough Sleeping Initiative programme

3.2. Reasons for Recommendations:

- To ensure that the Council and its partners can sustain and build upon the success to date in reducing rough sleeping and supporting individuals experiencing rough sleeping
- To safeguard this vulnerable cohort of adults who are often experiencing multiple exclusion homelessness

3.3. Alternative Options Considered:

- To not submit a funding application to the Rough Sleeping Initiative programme 2022-2025
- To submit a funding application to the Rough Sleeping Initiative programme 2022-2025 that included a different schedule of activities and proposals

## 4. Report Background

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- 4.1. The primary homelessness legislation is Part 7 of the Housing Act 1996 and this provides the statutory under-pinning for action to prevent homelessness and provide assistance to people threatened with or actually homeless. The primary legislation has been amended most notably by the Homelessness Act 2002 and the Homelessness Reduction Act 2017.
- 4.2. Under Section 175 of the Housing Act 1996 (as amended) a person is homeless:
- If they have no accommodation in the UK or elsewhere which is available for their occupation and which that person has a legal right to occupy, or;
  - If they have accommodation but cannot secure entry to it, or;
  - If their accommodation is a moveable structure, vehicle or vessel designed or adapted for human habitation and there is nowhere it can lawfully be placed in order to provide accommodation, or;
  - If a person has accommodation where it would not be reasonable for them to continue to occupy that accommodation.

Under section 175(4), a person is 'threatened with homelessness' if they are likely to become homeless within 56 days.

- 4.3. The Council owes statutory accommodation duties (both interim and settled) to many homeless households but not all. Some homeless households may be ineligible for assistance due to their immigration status. Whilst the Council has a duty to support all eligible homeless households in their efforts to prevent and relieve homelessness, the safety net of accommodation duties are not owed to everyone. Those households that do not meet one of the priority need categories as set out in Section 189(1) and the Homelessness (Priority Need for Accommodation) (England) Order 2002 are not always owed interim and/or settled accommodation duties. Some households found to be intentionally homeless may also not be owed a settled accommodation duty. The legislative framework, along with a myriad of other factors (e.g. supply of accommodation, personal social circumstances), means that unfortunately some homeless customers resort to rough sleeping.
- 4.4. Rough sleeping is the most visible and acute form of homelessness. The rough sleeping cohort in North Northamptonshire forms a small proportion of the Council's overall caseload of homeless customers. The Housing Options team had a total caseload of 1011 homeless households at the end of May 2022. By comparison there were 11 individuals sleeping rough on any given night at the end of May, and 35 different individuals known to have slept rough during May. Whilst accommodation duties are not owed to the majority of rough sleepers, the Council has discretionary accommodation powers to support this cohort away from the streets. These powers have been exercised since March 2020 since the Covid 19 pandemic and sections 4.9 – 4.10 provide more detail in this regard. The council was temporarily accommodating 40 former rough sleepers as of 7<sup>th</sup> June 2022 and many more have been supported by our Rough Sleeping Service into settled housing solutions since this time.

- 4.5. In August 2018, the Ministry of Housing, Communities and Local Government (MHCLG) published its national Rough Sleeping Strategy and delivery plan which set out how the Government intended to help homeless people who were sleeping rough, and to put in place the structures needed to end rough sleeping for good. The vision of the original strategy was to halve rough sleeping by 2022 and eliminate it completely by 2027. A subsequent commitment in December 2019 was made by the Government to end rough sleeping by the end of Parliament in 2024. A review of the national Rough Sleeping Strategy was announced in 2020 to take account of lessons learnt from the Covid-19 pandemic.
- 4.6. The Rough Sleeping Initiative programme, originally launched in March 2018, is a related cross-government plan of action to significantly reduce the number of people sleeping rough. A targeted £30m fund was made available in 2018/19 to 83 local authorities with the highest levels of rough sleeping which did not include any of the sovereign councils of North Northamptonshire. £45m was made available for 2019/20 of which £11m was for areas outside of the 83 previously targeted local authorities enabling some sovereign councils in North Northamptonshire to submit bids. Figure 1 shows the RSI allocations across North Northamptonshire since the sovereign councils were able to bid in 2019/20, and also provides the annual breakdown of the £2,185,085 funding award for the next three years.
- 4.7. The Rough Sleeping Initiative programme for 2022-2025 is known as RSI5, being the fifth year that funding has been made available. Between November 2021 and February 2022, council officers, key partners and the Department for Levelling Up, Housing and Communities (DLUHC) co-produced a funding application for RSI5. An award of **£2,185,085** for 2022-25 was communicated under embargo on 19<sup>th</sup> May 2022 but had not yet been publicly announced by DLUHC at the time of writing this report. The embargo is expected to be lifted at some point during July 2022.

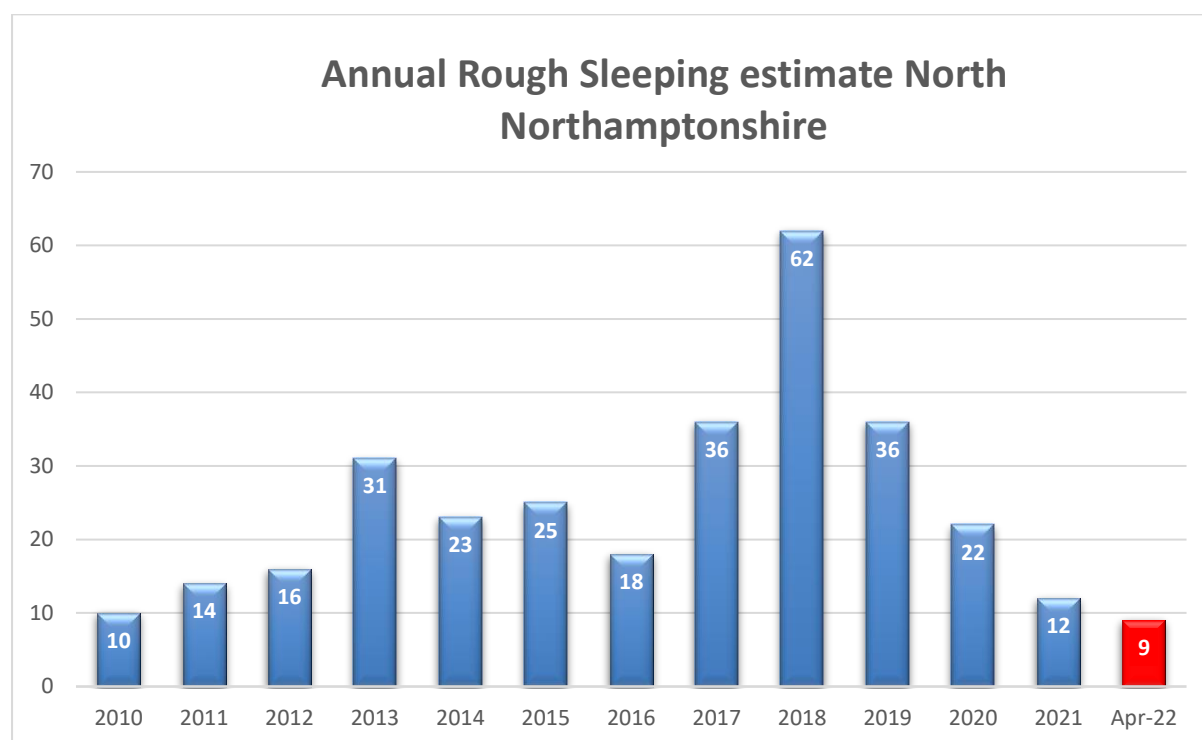
Figure 1: **Rough Sleeping Initiative funding allocations for North Northamptonshire**

	RSI2	RSI3	RSI4	RSI5		
Council	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Corby Borough Council	£122,000	£113,000				
East Northants District Council	£0	£48,494				
Kettering Borough Council	£62,000	£114,191				
Borough Council of Wellingborough	£5,000	£211,000				
<b>North Northamptonshire</b>	<b>£189,000</b>	<b>£486,685</b>	<b>£737,283</b>	<b>£760,960</b>	<b>£744,550</b>	<b>£679,575</b>

Source: Department of Levelling Up, Housing and Communities

- 4.8. RSI grant funding since 2019 has enabled North Northamptonshire Council (and formerly the sovereign councils within North Northants) to significantly reduce levels of rough sleeping. Figure 2 shows the annual mandatory Government returns for nightly snapshot counts and estimates since 2010 and demonstrates a consistent reduction over the past 3 years, achieving the lowest levels of rough sleeping in a decade.

Figure 2: **Annual single night snapshot returns of levels of rough sleeping in North Northamptonshire 2010 - 2021**

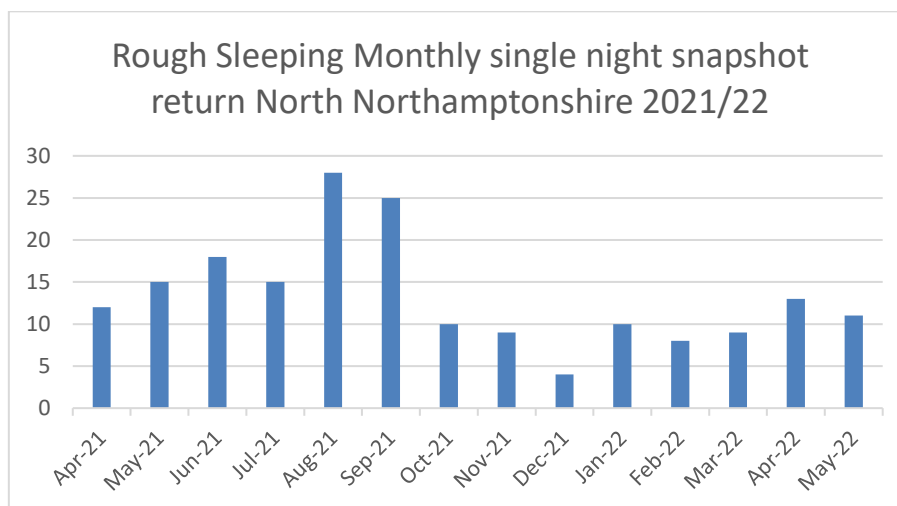


Source: Department of Levelling Up, Housing and Communities

- 4.9. On 26<sup>th</sup> March 2020, in response to the Covid-19 pandemic, the Government announced the 'Everyone In' initiative and instructed local housing authorities to provide accommodation for rough sleepers and put in place measures so that they could safely self-isolate. As well as finding accommodation for people sleeping in the open, it was also necessary to offer accommodation to people using night shelters where guests shared sleeping spaces and basic amenities.
- 4.10. North Northamptonshire Council has continued to exercise discretionary temporary accommodation powers to those genuinely experiencing rough sleeping or at genuine risk of rough sleeping. The Council has increased the supply of supported emergency accommodation to meet demand in the form of S&H in Wellingborough (the former Euro Hotel) discussed at Executive on 16<sup>th</sup> December 2021 and 19<sup>th</sup> May 2022.
- 4.11. Figure 3 shows the monthly snapshot data of the number of individuals bedded down outside on a single night towards the end of each month since vesting day. It should be noted that the monthly snapshot and monthly total figures (in

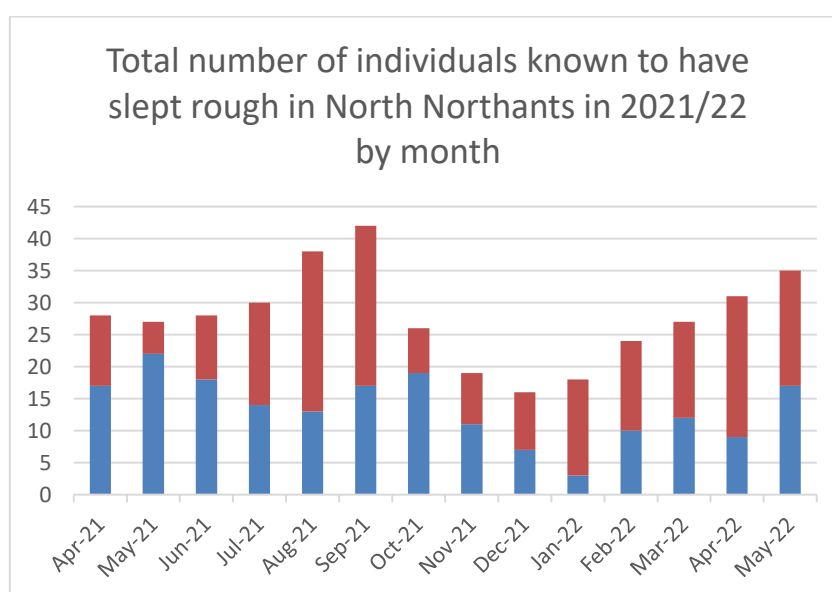
figure 4) will include some individuals being reported more than once, and some individuals who have only been seen bedded down once and who have not required any support from the Rough Sleeping Team.

Figure 3: **Monthly Rough Sleeping single night snapshot data since 1<sup>st</sup> April 2021**



4.12. Figure 4 shows the total number of rough sleepers known to have slept rough in North Northamptonshire since vesting day for at least one night during each month. Those in red are individuals new to rough sleeping that month and evidence an increasing high flow of new rough sleepers to the streets locally. There is a clear need to enhance prevention activity against the main routes of homelessness to the streets.

Figure 4: **Total individuals known to have slept rough during each month since 1<sup>st</sup> April 2021**



4.13. So far during the 2022 calendar year the team have seen a particularly high flow of new rough sleepers. External factors such as the rising cost of living, increasing rents and benefits caps are beginning to manifest in an increased demand for homelessness and rough sleeping services. More detailed analysis has been undertaken on the circumstances and causes of homelessness for this cohort between January and March 2022 during which time there were 64 unique individuals recorded as verified rough sleepers. Of these 64 individuals the reasons for homelessness were as follows:

- Eviction from rented accommodation – 26
- Relationship breakdown – 21
- Unknown / transient / passing through area – 13
- Leaving prison – 2
- Had accommodation available – 2

The increase in evictions from rented accommodation is thought to be, at least in part, to the ending of the eviction moratorium.

4.14. Figures 5 and 6 show some demographic data taken from the Rough Sleeping team's caseload of 130 individuals found to be rough sleeping and who have been supported during 2021/22. The charts provide age and nationality breakdown by gender. Some data (particularly around age) is unknown as our cohort of rough sleepers contain individuals who are difficult to engage. Some individuals are reluctant to provide personal details particularly in the initial stages of contact and it takes time to build trust and establish such personal information. Some may have involvement with the criminal justice system and fear being located; others fear immigration intervention. For some transient rough sleepers, such information is never able to be obtained before they have moved on to another geographical area.

Figure 5: **2021/22 Rough Sleeping cohort by age and gender**

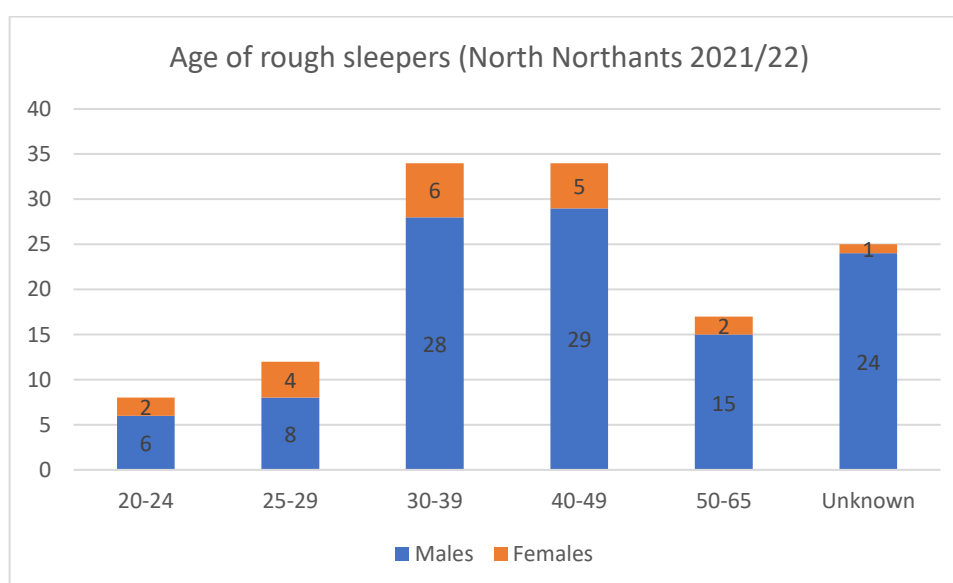
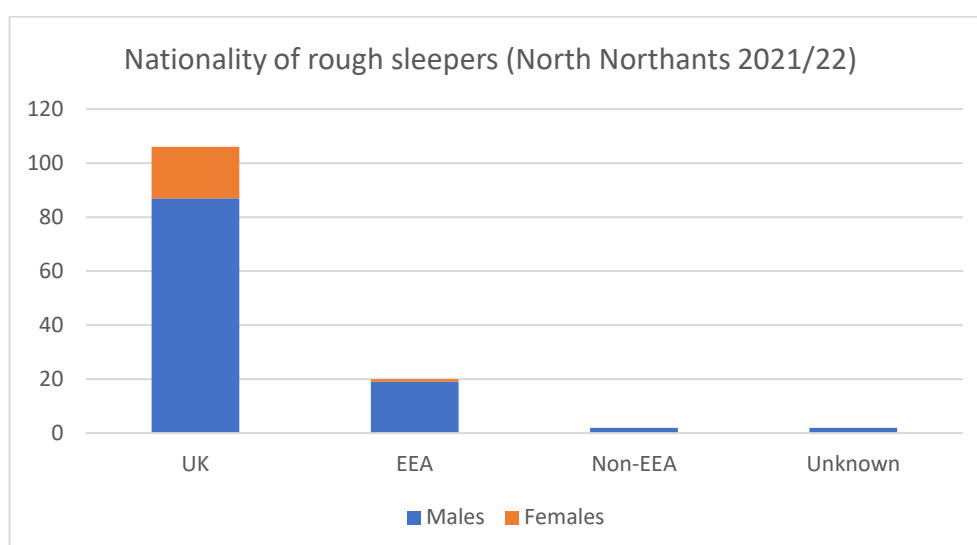


Figure 6: **2021/22 Rough Sleeping cohort by nationality and gender**



- 4.15. Figures 5 and 6 show that 20 of the 130 individuals supported by the team were female. This equates to 15% and falls in line with nationally reported data with the official government snapshot statistics on rough sleeping from autumn 2021 reporting that 13% of reported rough sleepers were female. Figure 5 shows that almost two thirds of rough sleepers supported in North Northamptonshire during 2021/22 are aged 30 or above and that predominantly the cohort are UK nationals accounting for 82% of the 130 rough sleepers supported.
- 4.16. The RSI5 funding application consisted of three parts:
- a) a detailed Rough Sleeping self-assessment
  - b) an application form
  - c) a high-level project plan
- 4.17. Several partners were consulted as part of the self-assessment process to ensure a comprehensive and balanced submission that captured the views and experiences of a wide variety of stakeholders. This is in recognition of the fact that addressing rough sleeping relies on a successful partnership effort within the community. The self-assessment process and bid consultation formed part of the agenda of the inaugural meeting of the North Northamptonshire Homelessness Forum held in January 2022, at which time the following organisations had signed up as members and had the opportunity to participate in facilitated breakout groups:



Figure 7: Stakeholders who were members of the North Northamptonshire Homelessness Forum in January 2022



- 4.18. The self-assessment process involved assessing the Council's current rough sleeping response against four key objectives that should be in place to tackle rough sleeping effectively, namely:
- **Prevention** - Activities to stop people sleeping rough for the first time
  - **Intervention** - Support for those currently sleeping rough to move off the streets
  - **Recovery** - Support for those who have slept rough to ensure they do not return to the streets
  - **Systems Support** - Systems and structures to embed change and monitor progress
- 4.19. The self-assessment process identified that the most established and effective aspect of the Council's rough sleeping services was in relation to the Intervention objective where partners highlighted the effectiveness of the Council's Rough Sleeping Team. The weakest aspect requiring development was in relation to the Prevention objective and therefore this is a focus of the proposed RSI5 activities.
- 4.20. The RSI5 application and project plan were shaped following this feedback, considering aspects of the Council's current Rough Sleeping service that were felt to be effective and where partners felt there were gaps or aspects that needed improving. Results of this self-assessment also helped to shape the final application which was co-produced with the Council's assigned Specialist Rough Sleeping Advisor from DLUHC.

- 4.21. Figure 8 shows North Northamptonshire Council's Rough Sleeping Initiative allocation for 2022-2025 broken down by proposed activity with sections 4.18 – 4.31 providing additional detail on each element.

**Figure 8: North Northamptonshire Council Rough Sleeping Initiative grant 2022-25 by activity**

<b>RSI Activity</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>Total</b>
Complex Needs Navigation Service (Existing: maintain)	£0	£41,200	£42,400	<b>£83,600</b>
Rough Sleeping Outreach and In-reach Service (Existing: expand)	£397,090	£383,350	£345,975	<b>£1,126,415</b>
RSI Strategy and Partnerships function (New)	£68,000	£45,000	£45,000	<b>£158,000</b>
Housing First Dispersed Accommodation (6 units) (Existing: maintain)	£23,870	£25,000	£26,200	<b>£75,070</b>
Supported Emergency / Off the Street accommodation (Existing: maintain and review)	£100,000	£95,000	£90,000	<b>£285,000</b>
Supported medium term accommodation (Existing: maintain and review)	£127,000	£115,000	£100,000	<b>£342,000</b>
Rough Sleeping Intervention Fund (Existing: maintain)	£45,000	£40,000	£30,000	<b>£115,000</b>
<b>TOTAL</b>	<b>£760,960</b>	<b>£744,550</b>	<b>£679,575</b>	<b>£2,185,085</b>

- 4.22. The Complex Needs Navigator service aims to ensure that our Rough Sleeping cohort can more easily navigate between Health and Housing pathways. The service helps to facilitate and enable timely access to services and treatment to support rough sleepers with their mental health, drug and alcohol and physical health needs, and ensure that agencies are linked and effectively working together to resolve these collaboratively.
- 4.23. This service is currently hosted in the third sector by the Daylight Centre Fellowship based in Wellingborough following their successful selection via Northamptonshire Healthcare NHS Foundation Trust's (NHFT's) Mental Health Northants Collaboration Panel. Delayed mobilisation of this service due to recruitment issues in 2021/22 means that no additional funding is required during 2022/23. Officers from the Council, Change Grow Live, and NHFT are working collaboratively to embed this new service to ensure its success.
- 4.24. The most significant proportion of the RSI5 funding is available to expand capacity within the Council's frontline Rough Sleeping outreach and in-reach service. During consultation, partners agreed that the existing Rough Sleeping service, led by the Council's Rough Sleeper Coordinator, was essential moving forward and have recognised the positive impact that the team is having on levels of rough sleeping in North Northamptonshire. A self-assessment highlights that intervention services, led by this team are the strongest aspect

of the Council's wider rough sleeping services currently. Partners were keen to expand the Council's capacity to provide floating support to maximise chances of tenancy sustainment across all tenures to prevent rough sleeping, so this was built into the bid.

- 4.25. The current team of generic Rough Sleeper Workers across the unitary area whose role includes both outreach work and in-reach housing support, creates resilience within the Rough Sleeping Service. The flexibility of the roles enables the Council to respond quickly to peaks in demand across different localities. The 2022-2025 RSI5 award will enable the Council to increase staff resources within this service by three additional officers which will allow for the Council to shift more capacity upstream and allocate more resources to prevention activities over time once rough sleeping figures are sustained at a low level.
- 4.26. The funding request for an RSI Strategy and Partnerships function was submitted following feedback from stakeholders who communicated a strong request to ensure that there was adequate project support focused on building and sustaining effective partnerships to collaboratively tackle rough sleeping.
- 4.27. In any area of the housing service, maintaining effective partnerships and relationships with partners and service users is essential to ensure that there is seamless service delivery and efficient use of resources, but is also time intensive. This is particularly the case regarding rough sleeping due to its visibility and the volume of partners across the whole unitary area who are keen to support this cohort. The new function will ensure ongoing, proactive, and regular investment into partners working with rough sleepers and rough sleepers themselves, by building links, aiding understanding and navigation of existing services, maximising homeless prevention opportunities and opportunities for joint working, and ensuring effective information sharing and communication.
- 4.28. The increased grant requirement for the RSI Strategy and Partnerships function in 2022/23 takes account of the fact that a temporary officer will need to be appointed pending the process to recruit a fixed-term employee.
- 4.29. The Housing First Dispersed Accommodation Project has been delivered in Kettering by Accommodation Concern since 2020/21. It provides six dispersed units of self-contained supported accommodation for rough sleepers with high and complex needs. Accommodation Concern lease the six units of council accommodation and their staff deliver the intensive support and housing management services to the occupants. The project has achieved sustainable housing outcomes for some of the Council's most entrenched rough sleepers and partners felt that this service remained a vital part of the Council's overall rough sleeping pathway.
- 4.30. The Supported Emergency ("off the street") accommodation element of the grant relates in the short term to S&H (the former Euro Hotel) which provides 17 rooms of accommodation. Since being opened on 20<sup>th</sup> December 2021, this model of accommodation has proved successful in stabilising and safeguarding many vulnerable rough sleepers, providing emergency accommodation whilst our Rough Sleeping team build trust, engage and explore more settled housing

and support solutions with the service users. It has also provided flexible surge capacity for example, during periods of high new flow of rough sleepers and during periods of extreme weather. It is a vital first step in our rough sleeping pathway. Further to approval at Executive on 19<sup>th</sup> May, the Council continues to spot-purchase rooms at this scheme from the third-party provider pending a formal Dynamic Purchasing System procurement process due to launch in the autumn of 2022.

- 4.31. Half of the rooms at S&H are typically occupied by former rough sleepers under discretionary accommodation powers with the other half utilised to discharge the council's statutory interim accommodation duties to other vulnerable homeless individuals. The RSI5 funding allows for this type of provision with full time support, twice daily welfare checks on all guests, and 24/7 security, to continue for the rough sleeper cohort on a nightly paid basis for up to 18 months (by end September 2023) to enable time for the Council to recommission such provision and seek better value for money and sustainability in the medium term.
- 4.32. The Supported medium-term accommodation component of the RSI bid currently relates to funding for Encompass (formerly East Northants Community Services) to continue to provide 15 bedspaces of supported housing at Dorking House in Corby (9 rooms), and the Rushden Homeless Accommodation (6 bedspaces). The schemes provide short-medium term supported housing usually for periods between 3 – 18 months for service users on our Rough Sleeping pathway and have turnover which allows for some direct 'off-the-street' emergency placements.
- 4.33. The RSI5 funding allows for the Council to continue with the two existing schemes during 2022/23 during which time we aim to holistically review our rough sleeping pathway and seek to recommission the minimum 15 bedspaces.
- 4.34. Of relevance to the overall rough sleeping accommodation pathway in North Northamptonshire is the Council's delivery of the Rough Sleeping Accommodation Programme (RSAP) discussed by the Executive on 18<sup>th</sup> November 2021. This provides capital funding to purchase ten self-contained one-bedroom properties for rough sleepers with complex / high needs and revenue funding until 2024 for the associated floating support. Delivery is on track to have purchases completed by December 2022. The location and delivery timescales of the RSAP units may influence the Council requirements in terms of the type and location of additional supported accommodation for rough sleepers from 2023/24. The grant conditions allow for flexibility in this regard and for the Council to commission based on trends and demand.
- 4.35. The Rough Sleeping Intervention fund is a flexible budget that helps to facilitate engagement with rough sleepers, prevent and relieve rough sleeping and fund any other activity that has a positive impact on the sustainability of housing solutions for rough sleepers. It can also be used by the rough sleeping team to support our cohort's aspirations and facilitate sustainable positive change, for example around education and training. A procedural framework already exists which sets out how the fund can be utilised and how it sits within the wider toolkit of homelessness prevention activities. The frameworks allow for

significant flexibility and creativity in response to, and in recognition of, the unique and personal needs of every individual.

- 4.36. The Council's RSI5 programme in its entirety aims to assist 200 individuals experiencing (or at risk of experiencing) rough sleeping each year.
- 4.37. Regular monitoring of the impact of the proposed activities will be undertaken and it is recognised that minor changes may be necessary through the three-year programme which will be required to be agreed by the Department for Levelling Up, Housing and Communities.

## **5. Issues and Choices**

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5.1 The Executive therefore has the following choices:

- (a) Approve the proposed activities detailed in the North Northamptonshire Council Rough Sleeping Initiative 2022-2025 bid and described in this report which have attracted revenue funding of £2,185,085 over three years to enable the Council to build on achievements in reducing rough sleeping
- (b) Do nothing. Should the Council fail to implement the grant funded activities, the Department for Levelling Up, Housing and Communities would claw back any unspent grant resulting in a loss of services for rough sleepers in North Northamptonshire.

## **6 Next Steps**

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- 6.1 Subject to approval from the Executive, an action plan has been devised setting out the necessary next steps to progress delivery of the RSI5 programme.

## **7 Implications (including financial implications)**

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### **7.1 Resources, Financial and Transformation**

- 7.1.1 Successful prevention or relief of rough sleeping creates savings to the public purse.
- 7.1.2 The RSI5 revenue grant allocation of £2,185,085 is detailed in section 4.21 (figure 8) and available in the background paper at section 8.1. The grant funding is ring-fenced for the sole purpose of providing specified Rough Sleeping Initiative services and the allocation will be made in two tranche payments per annum. The background paper at 8.1 provides more detail in this regard.
- 7.1.3 RSI4 (2021/22) underspend will be deducted from the Tranche 1 grant payment. For North Northamptonshire Council the RSI4 2021/22 underspend

returned to DLUHC at the end of June 2022 was £31,830 due to recruitment difficulties associated with some posts.

7.1.4 There are potential implications for existing RSI-funded staff who were on fixed term contracts until the end of June 2022 pending the RSI5 award being announced. Prior to the contracts of officers in the Rough Sleeping team being extended until end March 2025, a project of harmonisation of job descriptions, pay and terms and conditions has been proposed. The existing team consists of eight officers (including two temporary staff). As the team has evolved, and due to recruitment issues, two officers are undertaking additional responsibilities. There are multiple variations of job descriptions in place for officers conducting similar roles and also disparity in terms and conditions. The three-year RSI5 funding settlement provides an opportunity to harmonise, re-evaluate and formalise roles within the team. Due process will be adhered to in relation to staff consultation and no existing establishment officers will be in a redundancy situation. There is adequate funding to retain existing staff and recruit to 6.3 full time equivalent additional fixed-term posts.

7.1.5 The RSI5 grant funding is time limited and all posts funded by the grant will be provided on fixed term contracts due to end on 31<sup>st</sup> March 2025. The exit strategy in relation to RSI funded employees has been considered. If RSI revenue funding is not made available from 2025/26, staff who have been undertaking the role continuously for more than two years can qualify for redundancy. Staff who have been employed continuously for more than four years are able to request to be made a permanent member of staff.

## **7.2 Legal and Governance**

7.2.1 The proposal and grant funding will aid the Council to meet its statutory duties to prevent and relieve homelessness as set out in Part 7 Housing Act 1996 as amended (including Homelessness Reduction Act 2017).

7.2.2 Part 7 of the Housing Act 1996 (as amended) prescribes Local Authorities' duties to homeless households. Some eligible rough sleepers with vulnerabilities who satisfy a 'priority need' threshold, trigger temporary accommodation duties under Section 188(1) of the Act. Many rough sleepers, however, have no recourse to public funds or do not meet this vulnerability threshold to trigger the Council's interim accommodation duties. Activity since the 'Everyone In' request to secure accommodation for this cohort has therefore been undertaken by utilising discretionary powers to accommodate rough sleepers which are provided by:

- Relief Duty section 189B and section 205(3) of the Housing Act 1996;
- Section 1 Localism Act 2011;
- Section 138 of the Local Government Act 1972;
- Section 2B of the NHS Act 2006

### **7.3 Relevant Policies and Plans**

- 7.3.1 The recommended proposals in this report link closely to the Council's key commitments in the Corporate Plan.
- 7.3.2 With regards to the corporate priority of 'Active, fulfilled lives', the proposal is consistent with the stated corporate aim of ensuring the right services are available at the right time and place, and that the root causes of complex issues such as homelessness are tackled. The proposed RSI5 programme for North Northamptonshire not only allows for increased safeguarding opportunities through timely intervention and enables individuals' support needs to be met but also aims to turn the tide from a responsive to a more preventative service.
- 7.3.3 The proposal also meets the corporate priority of 'Safe and Thriving Places' through helping to ensure that housing supply meets demand, and through tackling the causes of difficult issues such as rough sleeping, that can lead to nuisance, crime and anti-social behaviour
- 7.3.4 Another relevant plan will be the Homelessness and Rough Sleeping Strategy for North Northamptonshire which will be developed during 2022/23. A partnership event is being planned for September 2022 in this regard.

### **7.4 Risk**

- 7.4.1 If the Executive do not approve the recommendations the Council's current rough sleeping service will be at risk as will the opportunity to build upon achievements to date. Our aspirations to become a more preventative service will be compromised likely to lead to increased financial and human costs associated with this most acute form of homelessness crisis.
- 7.4.2 A further significant risk is that the Council may not be able to provide safe accommodation and related support to meet the demand from individuals experiencing rough sleeping. This would compromise our ability to safeguard vulnerable homeless adults and prevent harm caused by rough sleeping. Many studies have found strong correlations between homelessness and a multiplicity, and increased severity, of both physical and mental health conditions.

### **7.5 Consultation**

- 7.5.1 A variety of statutory and voluntary sector partners with an interest in homelessness matters attended our inaugural North Northants Homeless Forum meeting in January 2022. At this meeting, all partners had the opportunity to contribute to the Council's self-assessment of existing rough sleeping services and help to shape the Rough Sleeping Initiative 2022-25 bid, through highlighting what works well, and where the gaps are. Sections 4.13 to 4.15 of this report provide further information.

7.5.2 The Department for Levelling Up, Housing and Communities specialist Rough Sleeping Advisor helped officers to co-produce the Rough Sleeping Initiative funding bid.

7.5.3 Existing contracted providers of RSI4 activities were consulted in the production of the RSI5 bid.

## **7.6 Consideration by Executive Advisory Panel**

7.6.1 This report was taken to the Executive Advisory Panel for Health, Wellbeing and Vulnerable People on 1<sup>st</sup> July. Members were unanimously supportive of the proposed strategy. Specific points raised included:

- Full support for a more prevention focused Rough Sleeping service in recognition of the fact that there is a high turnover of new rough sleepers. More recent data was shared that showed 28 different individuals known to have slept rough in June of whom 14 were new to rough sleeping that month. The Rough Sleeping team, supported by partner agencies, assisted 11 rough sleepers into accommodation in the same month (settled and temporary solutions).
- Recognition that some rough sleepers identified on nightly snapshot counts have accommodation available to them with 3 of the 12 individuals identified sleeping rough on a given night at the end of June having accommodation.
- The need for robust operational procedures and careful decision making on an individual basis to ensure the best chance of success in assisting the rough sleeping cohort with their accommodation needs.
- The need for a strategy to increase the supply of accommodation for those experiencing rough sleeping. A Homelessness and Rough Sleeping strategy is being developed in 2022/23 and the capital grant funding received via the Rough Sleeping Accommodation Programme (RSAP) will enable to acquisition of 10 new units for this client group in 2022.

## **7.7 Consideration by Scrutiny**

7.7.1 Operational or financial delivery of the RSI5 programme may be selected for consideration by Scrutiny.

## **7.8 Equality Implications**

7.8.1 A full Equalities Impact Assessment has not been undertaken but it is unlikely that implementation of the activities associated with the RSI5 grant funding will negatively impact any protected groups. To mitigate any risk in this regard, it is proposed that service users and community groups are consulted via the North



Northamptonshire Homelessness Forum. The Council's RSI5 bid aspires to increase levels of service user engagement in the development of rough sleeping services and learn from those with lived experience.

- 7.8.2 The implementation of the grant funding is likely to have a positive impact on groups that share protected characteristics by helping to protect the health of the rough sleeping cohort and facilitating movement through the Council's rough sleeping pathway resulting in increased capacity to meet new demand.

## **7.9 Climate Impact**

- 7.9.1 The Council will work continuously with providers to ensure that any services commissioned as part of the RSI5 grant maximises the use of technology and exploits service innovations that support the Council's commitment for a greener environment.

## **7.10 Community Impact**

- 7.10.1 The recommended programme of activity will ensure that the Council is able to further enhance its rough sleeping offer and thus safeguard vulnerable individuals.
- 7.10.2 There are wider community benefits associated with an effective rough sleeping service and specifically with the proposed RSI Strategy and Partnerships officer. This role would help to coordinate the charitable efforts of many third sector partners and community groups to ensure a seamless rough sleeping pathway that avoids duplication of resources, and which strives to deliver towards the shared aims which will be agreed within the Council's Homelessness and Rough Sleeping strategy.

## **7.11 Crime and Disorder Impact**

- 7.11.1 There are wider positive impacts associated with a reduction in rough sleeping which, whilst fundamentally and most visibly a housing issue, is also closely interlinked with begging and street drinking, as well as other antisocial behaviour and crime which impacts on local businesses and the local economy.

## **8 Background Papers**

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- 8.1 Rough Sleeping Initiative Award Letter 2022-2025
- 8.2 Executive Report 16<sup>th</sup> December 2021 – [Link](#)
- 8.3 Executive Report 19<sup>th</sup> May 2022 - [Link](#)

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Department for Levelling Up,  
Housing & Communities

## **UNDER EMBARGO: ROUGH SLEEPING INITIATIVE 2022-25 AWARD**

Dear Colleague,

I want to start by thanking you for your efforts and engagement with the coproduction process for the Rough Sleeping Initiative (RSI) 2022-25. This was a considerable amount of work, particularly during a time when you were continually called on to respond to the ongoing challenges of the pandemic. Thank you also for your patience in waiting to hear the outcome of your application.

The RSI is crucial to ensuring we end rough sleeping, and we are pleased to confirm allocations for the RSI 2022 to 2025.

We now have a real opportunity, with a multi-year programme, to end rough sleeping. The 2021 snapshot of 2,440 people sleeping rough marks a fall in rough sleeping numbers for the fourth year in a row from its peak in 2017. By giving Local Authorities the certainty of a three-year funding settlement, we expect to see a long term, strategic approach to ending rough sleeping in every area. This investment will allow you to build on the progress of recent years, moving increasingly from a focus on intervention to supporting long term recovery and preventing rough sleeping.

To support you we will be developing our engagement, monitoring and reporting of the RSI and we look forward to working with you and your partners over the coming years.

This letter is issued under strict embargo until further notice of a public announcement. We will write to you to update you on plans for a formal announcement in due course.

### **RSI 2022-25 Allocations – North Northamptonshire Council**

We are pleased to inform you that your bid has been successful in securing £2,185,085 from the RSI 2022 to 2025.

The services that this award will fund are detailed in ANNEX A, along with any specific conditions relating to delivery.

We have set out some key principles for RSI 22-25 in ANNEX B, these principles reflect the guidance we provided in November 2021, and set out the principles by which we will support you and monitor your success.

In addition, we expect you to engage fully with us to develop annual delivery plans and operational targets, and to report on progress, risks, and issues in a timely and candid manner. An overview of programme management arrangements and details of the payment schedule can be found in ANNEX C. We will share further details of these arrangements in due course.

All RSI funding is subject to the conditions set out in Annex D, which will also be set out in the grant determination.

Thank you once again for your work to support rough sleepers and we look forward to working with you on your plans to support vulnerable people and end rough sleeping in your area.

Kind regards,

A handwritten signature in black ink, appearing to read 'I Connell', written in a cursive style.

Isabella Connell, Deputy Director, Homelessness and Rough Sleeping Directorate

## **Annex A - Breakdown of funding**

Funding has been agreed for the following services:

	Sum of Year 1 - Final	Sum of Year 2 - Final	Sum of Year 3 - Final	Sum of Total - Final	Sum of Staff 22/23	Sum of Staff 23/24	Sum of Staff 24/25
<b>North Northamptonshire Council</b>	<b>£760,960</b>	<b>£744,550</b>	<b>£679,575</b>	<b>£2,185,085</b>	<b>13.50</b>	<b>12.50</b>	<b>12.00</b>
Complex Needs Homelessness Navigator	£0	£41,200	£42,400	£83,600	1.00	1.00	1.00
Housing First Dispersed Accommodation	£23,870	£25,000	£26,200	£75,070	0.00	0.00	0.00
Rough Sleeper Coordinator	£53,300	£55,500	£56,500	£165,300	1.00	1.00	1.00
Rough Sleeper Intervention Fund	£45,000	£40,000	£30,000	£115,000	0.00	0.00	0.00
Rough Sleeper Team (Outreach and in-reach)	£343,790	£327,850	£289,475	£961,115	10.00	9.50	9.00
RSI Strategy and Partnerships Officer	£68,000	£45,000	£45,000	£158,000	1.50	1.00	1.00
S&H (Emergency / Off-the-street accommodation)	£100,000	£95,000	£90,000	£285,000	0.00	0.00	0.00
Supported / Off-the-street accommodation (Dorking House, Corby and Rushden Homeless Accommodation)	£127,000	£115,000	£100,000	£342,000	0.00	0.00	0.00

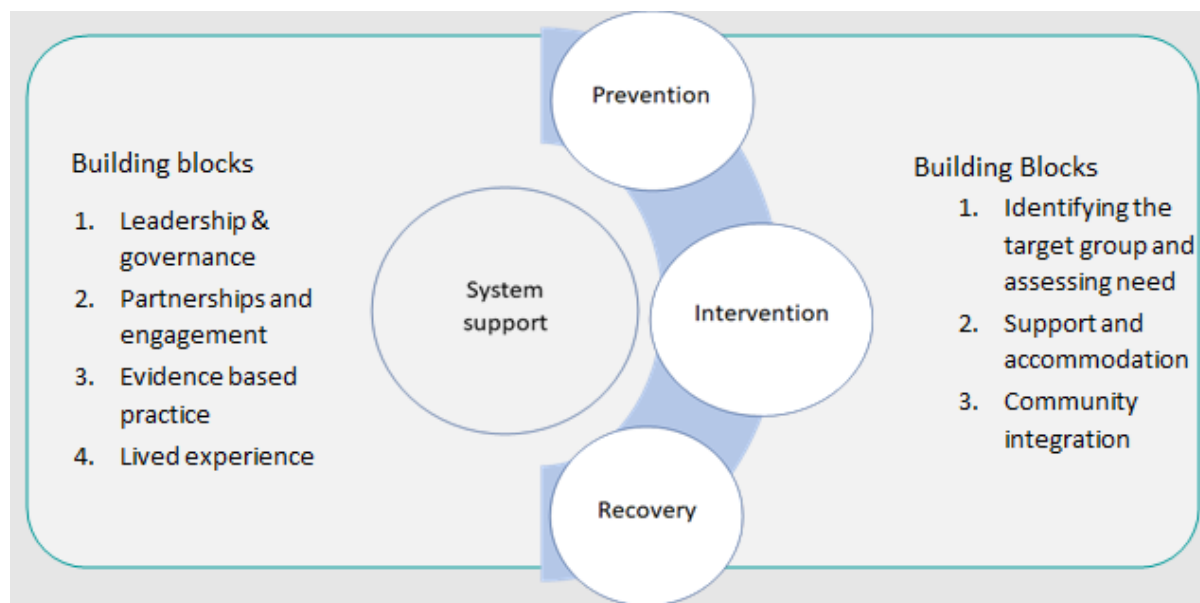
## **ANNEX B – PRINCIPLES OF RSI 22-25 FUNDING**

RSI 2022 – 25 will be governed by the following principles built on the guidance issued in November 2021 and the four key approaches (Intervention, Recovery, Prevention & Systems Support) outlined in the self-assessment form as part of your application.

- 1) That Local Authorities work with DLUHC, public bodies, the VCS (Voluntary & Community Sector) sector and your local community for a continued focus on an end to rough sleeping.
- 2) Local rough sleeping services will mature over the lifetime of RSI, developing approaches from emergency accommodation and crisis interventions towards a sustainment of a life away from the streets and preventing people rough sleeping for the first time.
- 3) Interventions supported by the RSI should work with those people sleeping rough who have the highest/most complex need (including Target Priority Groups), finding innovative and assertive ways to support these people off the streets.
- 4) Local Authorities should consider how their interventions can be flexible and respond to seasonal demands, including winter and other surge provision (with no expectation of additional funding from the Department for this purpose in year).
- 5) Rough sleeping is resolved through a partnership response. RSI will be most effectively used when it is delivered in partnership with other agencies, the VCS sector, and the local community. Local Authorities should actively develop and be able to evidence ongoing engagement with partner agencies including health, substance misuse, criminal justice services and the voluntary sector in local rough sleeping responses.
- 6) Services can be improved and targeted where they are most needed through shared intelligence, data, and information. Local Authorities will be expected to provide regular information on the performance of services, local rough sleeper numbers and the emergency of issues for DLUHC's attention.

## **Annex C – Programme management overview and payment schedule**

As set out in the RSI self-assessment, completed as part of your application for funding, we see the following four approaches as key to tackling rough sleeping effectively: prevention, intervention, recovery, and system support. In the RSI 22-25 guidance and self-assessment toolkit, we set out 'building blocks' and described what an embedded, matured response would look like. During the RSI 2022 to 2025 we will ask you to evaluate and report on how funding is helping you develop these building blocks.



We anticipate the following monitoring schedule and will provide details shortly.

Activity	Justification	Frequency	When
<b>Delivery Plan</b> Your delivery plan will build on your self-assessment, submitted with your RSI application. This will be co-produced with your RSI adviser, including individualised outcomes and success measures, maturity ratings (developing, established, embedded), review of your Target Priority Group/Target 1000 and revised operational targets. The level of detail required will be proportionate to your RSI funding.	This provides a holistic assessment, acting as an opportunity to review your achievements and areas for development, progress against operational targets, and maturation of your pathway. It also outlines individual outcomes and success measures.	Annually	Year 1: by 1st Oct 2022 Year 2: May 2023 Year 3: May 2024
<b>Engagement with DLUHC Advisers</b> Regular contact with your RSI Adviser to review progress against your delivery plan and impact of the work to reduce	Providing support and challenge on delivery of RSI interventions, identifying risks /	Will be agreed with your Adviser and be proportionate	TBC

and end rough sleeping in your local authority	issues and sharing good practice.	to local challenges	
<b>RSI progress report</b> 'Light touch' reporting on delivery of RSI interventions. Submitted online.	Providing assurance on delivery of RSI interventions, any conditions, and risks/issues.	Quarterly	End of each fiscal quarter
<b>Declaration of spend</b> in line with ringfencing and declaration of underspend.	To allow for payment in line with delivery.	Six monthly	At each tranche payment
<b>Final declaration of spend</b>	To allow for payment in line with delivery.	End of programme	April 2025
<b>Deep dive</b> Some areas receiving RSI funding will be invited to engage in at least one 'deep dive' over the RSI period. This will involve a full review of programme delivery. Selection for deep dive will be proportionate to RSI funding.	This allows for full engagement on delivery, providing an opportunity to explore what is working well, and any risks or issues. It will be a constructive exercise.	n/a	Once or twice during the programme for higher bid areas.
<b>Additional review</b> All areas may be subject to desk-based review, visits or deep dive requests subject to performance or other issues. Criteria for review will be shared with you, and will include: <ul style="list-style-type: none"> <li>• Failure to meet conditions of the funding agreement.</li> <li>• Significant delays to delivery or underspend</li> <li>• Concerns with numbers on the street, (or in surge accommodation), e.g., where numbers show an increase based on similar periods in preceding years.</li> <li>• Concern about performance or delivery.</li> <li>• In response to any serious local incidents</li> <li>• Events beyond LAs control leading to increased pressure on RSI interventions.</li> </ul> The outcome of the review will be a description of remedial action taken or an agreement for remedial action.	For areas where delivery or other risks and issues have been identified and more detailed understanding is needed and agreement on action to resolve issues.  Enables a review of payments, requests to repurpose funds, or additional funding where LAs face significant unforeseen pressures.	As required	As required



The above is in addition to your monthly reporting via DELTA. Recipients of funding must complete quality assured information returns, provided by DLUHC at monthly intervals. The data must be submitted by a date to be specified by DLUHC and must include emergency accommodation and rough sleeping management information. Areas that reported rough sleeping numbers of 15 and over at an Annual Count must ensure they are conducting regular rough sleeping counts, until the next annual count shows a count of less than 15.

The payment schedule for the RSI 2022 – 2025 is as follows:

Tranche 1 payment: Summer 2022  
Tranche 2 payment: Autumn 2022  
Tranche 3 payment: Spring 2023  
Tranche 4 payment: Autumn 2023  
Tranche 5 payment: Spring 2024  
Tranche 6 payment: Autumn 2024

RSI4 underspend will be deducted from your Tranche 1 payment.

From tranche 2 onwards, payments are dependent on the mobilisation and delivery of services, engagement with monitoring processes, and a statement of expenditure.

## **ANNEX D: General conditions of funding**

The grant funding confirmed within this letter is ring-fenced for the sole purpose of providing Rough Sleeping Initiative funded services that were approved by DLUHC.

**Payment of subsequent tranche funding is dependent on whether the agreed conditions upon which the grant is being paid have been complied with.**

The agreed conditions are covered below. If an authority fails to comply with any of the conditions, DLUHC may reduce, suspend, or withhold grant; or require the repayment of the whole or any part of the grant.

Conditions are:

1. Funding has been used to establish or continue Rough Sleeping Initiative services agreed by DLUHC to immediately intervene in, prevent and reduce rough sleeping in fiscal years 2022/23 - 2024/25. If repurposing of funding is required, the authority must engage with their adviser and DLUHC for prior written approval to agree where services need to change to best meet need and end rough sleeping in the area.
2. The Chief Executive, section 151 officer, or Chief Internal Auditor of each of the recipient Authorities must, in advance of tranche payments, sign and return a declaration in the following terms:  
  
*“To the best of our knowledge and belief, and having carried out appropriate investigations and checks, in our opinion, in all significant respects, the conditions attached to Rough Sleeping Initiative No XX/XXXX have been complied with.”*
3. The funding is delivered in accordance with the principles outlined in ANNEX B.
4. Recipients of funding must discuss and engage in communications on the RSI programme where requested, including regular meetings with their Rough Sleeping Initiative Adviser, and reporting as set out in Annex C above.
5. There is satisfactory response to, and resolution of, any actions or agreements resulting from an additional review as outlined in Annex C.
6. Where alternative funding for interventions or outcomes supported by RSI 22-25 is made available, we expect LAs to pursue these funding opportunities and DLUHC may review continued funding if alternative or more appropriate funding from other public sources is available.
7. Ensure that support offered to non-UK nationals who are not eligible for homelessness assistance due to their immigration status complies with any legal restrictions (for example, the restrictions contained in Schedule 3 to the Nationality, Immigration and Asylum Act 2002).



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## EXECUTIVE 14<sup>th</sup> July 2022

<b>Report Title</b>	<b>Extension of the Public Spaces Protection Order - Kettering town centre</b>
<b>Report Author</b>	David Watts, Executive Director for Adults, Communities and Wellbeing (DASS)
<b>Lead Member</b>	Councillor Matthew Binley - Executive Member for Housing, Communities and Levelling Up

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

### List of Appendices

**Appendix A** – Draft Order: Public Spaces Protection Order – Kettering town centre with map illustrating designated area

**Appendix B** – Public Consultation (Myspace) findings

**Appendix C** – Equalities Screening Assessment

### 1. Purpose of Report

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- 1.1. This report asks the Executive to consider and approve the extension of a Public Spaces Protection Order (PSPO) covering the town centre of Kettering.

### 2. Executive Summary

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- 2.1. Public Spaces Protection Orders (PSPO) are made in accordance with the Anti-Social Behaviour, Crime and Policing Act 2014 (the Act). North Northamptonshire Council can make, amend and discharge PSPOs as it is a local authority defined by the Act. The Act also makes provisions for extending the period of a PSPO.

- 2.2. The PSPO in Kettering town centre has been in place since July 2016. It was extended by the former Kettering Borough Council in 2019 and will terminate in July 2022. The PSPO specifies certain prohibitions aimed at tackling anti-social behaviour, all of which are deemed to have a detrimental effect on the local community.
- 2.3. The range of prohibitions that can be included in PSPOs includes, but is not limited to alcohol consumption, rough sleeping, begging and dog fouling. The current Kettering PSPO has a prohibition to control skateboarding.
- 2.4. In line with the Act, comprehensive consultation has taken place with relevant stakeholders and interested persons regarding the extension of the PSPO. The findings have been reviewed and considered in the drafting of the order (PSPO). Responses to the consultation indicate strong feeling for removing the skateboarding prohibition and the requirements for under 18-year-olds to leave the prohibited area between the hours of 11pm and 6am.
- 2.5. There are provisions in the Council's Scheme of Delegation that cover the making, varying and discharging of PSPOs. However, the making or renewing of PSPOs, where issues of a controversial or sensitive nature have arisen from consultation exercises, would be considered by the Executive.
- 2.6. Enforcement is a critical function with PSPOs. All enforcement is undertaken in line with the Council's Corporate Enforcement Policy.

### **3. Recommendations**

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- 3.1 It is recommended that the Executive:
  - a) Approves an extension to the Public Spaces Protection Act (PSPO) for Kettering town centre, with the draft order set out at Appendix A.
- 3.2 Reason for Recommendations: To give authorised officers the ability to continue to use enforcement powers under the PSPO to respond to anti-social behaviour within Kettering town centre.
- 3.3 Alternative Options Considered:
  - a) Discontinue with the PSPO – this would have a negative impact on the ability to tackle activities in a public place that causes nuisance, crime and anti-social behaviour.
  - b) Extend the PSPO based on no changes to the current prohibitions – this would effectively ignore the issues and comments raised by the public and partner agencies as part of the consultation.

## **4. Report Background**

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- 4.1. PSPOs are widely regarded as useful tools in the prevention of anti-social behaviour in public spaces, town centres, parks and recreation grounds. The Council's Corporate Plan 2021-25 states its commitment to tackling the causes of difficult issues leading to nuisance, crime and anti-social behaviour.
- 4.2. In considering making a PSPO, the local authority must satisfy itself on reasonable grounds that two conditions are being met. Firstly,
- activities carried on in a public place within the authority's area have had a detrimental effect on the quality of life of those in the locality, or
  - it is likely that activities will be carried on in a public place within that area and that they will have such an effect
- and secondly is that the effect, or likely effect of the activities
- is, or is likely to be, of a persistent or continuing nature
  - is, or is likely to be, such as to make the activities unreasonable, and
  - justifies the restrictions imposed by the order.
- 4.3. The original PSPO for the town centre was made by the former Kettering Borough Council in July 2016, for a period of three years. The PSPO contained 10 prohibitions, which are:-
1. Consumption of Alcohol in the street
  2. Begging on the street
  3. Charity Collection without the council's permission
  4. Use of skateboards and misuse of bikes/ scooters in the specified area
  5. Foul and abusive language when causing offence
  6. Under 18's staying after a request to go by an authorised officer
  7. Loitering/ obstructing the highway
  8. Using a car in an anti-social manner
  9. Unauthorised distribution of leaflets
  10. Anti-social parking
- 4.4. The PSPO was then extended in 2019 without amendments to the 10 prohibitions. We are now approaching the end date of that extension period and the Executive is being asked to consider a renewal for a further three-year period. If it is not extended, the PSPO will automatically expire on 25<sup>th</sup> July 2022.
- 4.5. PSPOs require robust enforcement if they are to be effective. Several Council officers have delegated powers through the approved Scheme of Delegation to enforce the requirements in all PSPOs across North Northamptonshire, including dealing with breaches. Northamptonshire Police, as a significant community safety partner, delegate powers to their officers and Police Community Support Officers (PCSOs) to enforce PSPOs. Warranted Police Officers have a much wider range of other powers including dispersal and dealing with anti-social behaviour; however, a PSPO provides an effective tool

that can be used by non-Police Officers, providing they have the appropriate delegations to disperse people whose behaviour is in breach of the prohibitions.

- 4.6. Breach of a PSPO without reasonable excuse is a criminal offence. Breaches are dealt with initially by way of a Fixed Penalty Notice (FPN), which if paid discharges the liability to conviction for that offence. Formal prosecution in the Magistrates' Court can be instigated. All enforcement activity, including formal prosecution is undertaken in full accordance with our corporate Enforcement Policy.
- 4.7. Establishing the PSPO for Kettering town centre led to a notable reduction in the anti-social activities. Since the current extension was approved (2019) certain operational changes have been made to the warden service based in Kettering. The emphasis of their work has progressively moved to car park enforcement, which limited the overall enforcement of the PSPO by the former Kettering Borough Council and now by North Northamptonshire Council. However, there are opportunities to review this with the development of the Council's Safer Communities team.

## **5. Issues and Choices**

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- 5.1. Whether the local authority is making a brand new PSPO or extending an existing PSPO, it must ensure it meets the criteria set out in the Act and outlined in para 4.2 above. PSPOs cover a three-year period and unless the environment changes significantly, or an individual prohibition in the PSPO becomes much less relevant, a PSPO is unlikely to be amended during that three years.
- 5.2. When the end date for a PSPO is approaching, the local authority is expected to consider consulting with local people, residents, businesses and other key stakeholders on what should happen next. Generally, people want a PSPO to continue through an extension; however, they may have views as to whether certain prohibitions are still relevant, or whether there should be additional prohibitions in the next three-year period.
- 5.3. Responses from Kettering Town Council, Northamptonshire Police and Office of the Northamptonshire Police, Fire and Crime Commissioner (OPF&CC) all support the extension of the PSPO. However, all three indicate that they feel the skateboarding prohibition is unduly restrictive. Northamptonshire Police have confirmed they have not enforced against the skateboarding prohibition. Furthermore, the OPF&CC have raised their concerns about the prohibition concerning 'Under 18s staying in the specified area after being requested to leave by an authorised officer'. Their view is that this should be amended to cover every one of any age as the PSPO area is a significant part of the Night-Time Economy (NTE). It might also be too restrictive and discriminatory towards a certain age group.



- 5.4. A public consultation through Myspace was run from 5 May to 24 June. There were 233 responses to the consultation. Of those responses, 121 agreed with extending the PSPO for a further three years and 112 said they didn't agree with an extension. Consultees were then asked to indicate if there was anything they would like to see included in the PSPO that they felt was detrimental to the quality of life in the town centre. Most comments focused on drugs and alcohol and whether the skateboarding ban should continue or be removed. There was a greater number of comments in favour of removing the skateboarding ban than retaining it in the extended PSPO; however, some of those in favour of removing the ban expressed concern about the misuse of skateboards. The summary of consultation responses is set out at **Appendix B**.
- 5.5. Whilst it has been noted at 4.7 above, enforcement of the current PSPO has been limited. However, an initiative by Northants Police entitled Operation Napery was introduced in response to an increase in ASB and associated crime factors such as harassment and public order. Part of the initiative used police powers under the act to deal with the behaviour of individuals committing ASB or on the periphery of such behaviour, most with out of court disposals working closely with the Youth Offending Service (YOS). Although police-led, the initiative was aligned to the PSPO prohibitions and the legislation set out in the act. As a result of the initiative, the ASB reduced.
- 5.6. Northamptonshire Police also report that the local policing team in the town centre regularly retrieve and remove open alcohol vessels from street drinkers associated to ASB in the town. This is seen as an intervention aimed at preventing ASB from taking place. If the town centre PSPO was not in place, the Council and the wider Community Safety Partnership would be without an effective tool to persuade individuals to amend their behaviour. The enforcement and support elements of our approach need to work hand in hand and this will be a key factor in our development of the NNC Safer Communities team.

## **6. Next Steps**

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- 6.1. On approval by the Executive, the PSPO extension will be created and implemented as recommended and run July 2022 to July 2025.

## **7. Implications (including financial implications)**

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### **7.1. Resources, Financial and Transformation**

- 7.1.1. No additional resource or finance is required to implement the proposals. Provisions exist within the 2022/23 community safety budgets for updating signage to reflect the prohibitions to be included in the PSPO extension, the restrictions it imposes in the area it covers and the action that will be taken against people who breach it.

- 7.1.2. Any fines from Fixed Penalty Notices are recovered by the Council and contribute to our income.

## 7.2. Legal and Governance

- 7.2.1 As referred to earlier in this report, PSPOs are made in accordance with sections 59 to 75 of the Anti-Social Behaviour, Crime and Policing Act 2014. The existing PSPO will naturally expire at the end of its three-year authorisation unless renewed by the Council.
- 7.2.2 The Council's Scheme of Delegation (Constitution part 9.2 refers) designates the Executive Director of Place and Economy to exercise the Council's powers under the Anti-Social Behaviour, Crime and Policing Act 2014. This excludes the making of PSPOs, which shall be determined by the Assistant Director for Regulatory Services unless they are likely to be considered to be sensitive or significant, in which case they shall be determined by the Executive.
- 7.2.3 Under the Scheme of Delegation, the Executive Director of Place and Economy has delegated relevant and appropriate officers with the power to enforce PSPOs across the North Northamptonshire area.
- 7.2.4 The renewal of the Kettering PSPO has attracted sensitive feedback from the public consultation process. In consultation with the Assistant Director for Regulatory Services and the Council's Legal Services team, it has been determined that this PSPO renewal requires consideration by the Executive.

## 7.3. Relevant Policies and Plans

- 7.3.1 The PSPO in Kettering town centre supports the following policies and plans:-
- **Corporate Plan 2022-25:** tackling the causes of difficult issues leading to nuisance, crime and anti-social behaviour. The PSPO and the enforcement of it will demonstrate our commitment to act against those who cause nuisance and harassment to others in public spaces.
  - **North Northants Community Safety Plan 2022-25:** this is the plan of the North Northants Community Safety Partnership. Partners will jointly tackle the root causes of anti-social behaviour.
- 7.3.2 Enforcement of the PSPO is undertaken in full accordance with NNC's Corporate Enforcement Policy.

## 7.4. Risk

- 7.4.1. The main risk associated with PSPOs is an inability to enforce effectively. As already identified, NNC and the neighbourhood policing teams have the power to enforce the PSPO prohibitions.

7.4.2. The creation of a new NNC safer communities service is underway, and this provides a good opportunity to review how we enforce PSPOs across the area in conjunction with other NNC services and Northants Police.

## **7.5. Consultation**

7.5.1 The consultation on the renewal of the PSPO ended 24<sup>th</sup> June 2022. The key components of the consultation were:-

- Considerations by Kettering Town Council.
- Considerations by Northants Police.
- Considerations by Office of Northamptonshire Police, Fire and Crime Commissioner.
- The views of local businesses, shops and retailers in the town centre.
- Public consultation via North Northamptonshire's Citizen Space Hub and social media channels e.g. twitter.

7.5.1 Analysis of the consultation findings via Citizen Space Hub is set out at **Appendix B**.

## **7.6. Consideration by Executive Advisory Panel**

7.6.1. This report was taken to the Executive Advisory Panel for Service Delivery, Performance and Customers at its meeting 29<sup>th</sup> June 2022.

7.6.2. EAP noted the importance of the PSPO and the responses received from Northants Police, Office of the Police, Fire and Crime Commissioner and Kettering Town Council. Members of the panel made the following recommendations for consideration by the Executive:-

1. The removal of the prohibited areas covering Morrisons Supermarket.
2. Amendment of the prohibition: *Use of skateboards and misuse of bikes/ scooters in the specified area to the misuse of skateboards, bikes and scooters in the specified area.*
3. Amendment of the prohibition: *Under 18's staying after a request to go by an authorised officer* so that it covers persons of all ages not just under 18s.

7.6.3. Consultation with the management of Morrisons Supermarket in Kettering indicates that they wish for their site to remain part of the PSPO area. The amendments relating to the use of skateboards and under 18s, listed above are in line with the proposals set out in this report.

## **7.7. Consideration by Scrutiny**

7.7.1. Scrutiny has not considered the proposals at this stage.

## **7.8. Equality Implications**

- 7.8.1. An Equalities Screening Assessment has been completed for the PSPO extension in consultation with the Council's Equalities team and is appended to the report at **Appendix C**. This demonstrates that the PSPO has the potential for only positive and neutral impacts on identified equality groups, based on the proposed amendments.
- 7.8.2. A full Equalities Impact Assessment will be required should the Executive wish to retain the skateboarding and removal of under 18s as prohibitions in the PSPO 2022-25.

## **7.9. Climate Impact**

- 7.9.1. There are no specific climate issues or impacts arising from the recommendations.

## **7.10. Community Impact**

- 7.10.1 The PSPO will be instrumental in tackling anti-social behaviour in Kettering town centre. Anti-social behaviour can cause people harassment and distress and some activities prohibited by a PSPO can also be dangerous.

## **7.11. Crime and Disorder Impact**

- 7.11.1 A PSPO aims to reduce crime and disorder by tackling anti-social behaviour. The presence of a PSPO is widely regarded as a good and effective deterrent to those intent on committing ASB. Failing to comply with the requirements of the PSPO can lead to enforcement action as described above.

## **8. Background Papers**

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- Anti-social Behaviour, Crime and Policing Act 2014
- Police and Criminal Evidence Act
- Crime and Disorder Act 1998

## **NORTH NORTHAMPTONSHIRE COUNCIL**

### **ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014**

#### **PART 4, SECTION 59 PUBLIC SPACES PROTECTION ORDER**

North Northamptonshire Council in exercise of the power under section 59 of The Anti-Social Behaviour, Crime and Policing Act 2014 (the Act), being satisfied that the conditions set out in section 59 of the Act have been met, makes the following order:

North Northamptonshire Council (referred to hereafter as “the Council”) hereby makes the following Public Spaces Protection Order (PSPO) that applies to any place to which the public have access within the area shown and edged black on the plan annexed to this order (the Prohibition Area) unless otherwise specified

#### **1.**

##### **a) Control of commercial or charity collection or soliciting for money in the street.**

Any person is prohibited, at any time, when within the Prohibition Area from, engaging in or knowingly causing or permitting the collection or soliciting of money (commercial or charity and whether by way of immediate payment or the seeking of a standing order or direct debit authority) unless they are in possession of a written authorisation for Face to Face Fundraising issued by the Council.

##### **b) Consumption of alcohol on street**

Any person within the Prohibition Area is prohibited from, at any time, consuming alcohol or having an open alcohol container after having been requested by an Authorised Officer to cease consumption or hand over the container, unless subject to exemptions listed in item 4.1 below.

##### **c) Those in the area between the hours of 11pm - 6am whose behaviour is causing, or is likely to cause nuisance, alarm or distress to the local community.**

Any person present between the hours of 11pm and 6am (“the relevant hours”) in public areas of the Prohibition Area (being an area to which the public ordinarily have access between those times whether or not a business owner can exclude access) and whose behaviour is causing, or is likely to cause, nuisance, alarm or distress to the local community, must leave the Prohibition Area when requested by an Authorised Officer, or return to and remain in that person’s place of residence if such residence is situated within the Prohibition Area, and any such person shall not again be present in the public area for the duration of the relevant hours.

Any person subject to a requirement under this provision to leave the area must comply with any such direction forthwith. No person shall knowingly or recklessly cause, permit or encourage any such person subject to a direction under this provision to fail to comply with such a direction.

#### **d) Driving/ using a car in an anti-social manner**

A person in charge of a motor vehicle in the Prohibition Area must not allow, cause or permit the:

- Running of the engine in such a manner that causes or is likely to cause a noise nuisance;
- Playing of music in the motor vehicle at such a level that causes or is likely to cause a nuisance;
- Behaving in a way likely to cause harassment alarm or distress to any person present at the time of the behaviour (including an Authorised Officer)
- Driving the vehicle in a manner that causes or is likely to cause harassment alarm or distress to any person (including an Authorised Officer)

#### **e) Obstructing the highway/or loitering**

Any person is prohibited from causing or permitting an obstruction on the carriageway of a street in the Prohibition Area after having been requested to remove the obstruction from the carriageway by an Authorised Officer.

#### **f) Anti-social parking**

Any person/ registered keeper of a motor vehicle in the Prohibition Area is prohibited from parking such that the side of the vehicle is adjacent to another motor vehicle parked parallel to the traffic direction (the Double Parking Prohibition)

#### **g) Unauthorised distribution of printed material/leaflets**

Any person is prohibited from distributing free printed matter in a council car park within the Prohibition Area without being in possession of an authorisation from the council.

#### **h) Use of Skateboards, bicycles and scooters**

Any person is prohibited from, at any time using a skateboard, bicycle, scooter or similar wheeled conveyance in such a manner that causes, or is likely to cause, nuisance, alarm or distress, within that part of the Prohibition Area coloured yellow on the plan.

#### **i) Begging on the Street**

Any person on a street in the Prohibition Area is prohibited from, at any time, placing themselves in a position to beg or solicit money.

#### **j) Foul and abusive language**

Any person in the Prohibition Area is prohibited from swearing, or shouting, in a manner that causes or is likely to cause harassment alarm or distress to any person present at the time (including an Authorised Officer)

## 2. Definitions

- a) Authorised Officer means a Police Constable a Police Community Support Officer or an officer of North Northamptonshire Council in possession of an authority to enforce this order
- b) Plan means the plan annexed to this order
- c) Carriageway means “The part of a road intended for vehicles rather than pedestrians”
- d) Scooter means “conveyance consisting of a footboard mounted on two wheels and a long steering handle, propelled by resting one foot on the footboard and pushing the other against the ground” or any other variation of the same designed or adapted for similar purpose, whether having a handle or otherwise.

## 3. Period for which the order has effect

This Order shall come into force on Monday 25<sup>th</sup> July 2022 and remain in place for a period of three years.

## 4. What happens if you fail to comply with this order?

If a person does anything that is lawfully prohibited by the this order , or fails to do something lawfully required by it, he commits an offence under section 67 of the Anti-Social Behaviour Crime and Policing Act 2014 punishable by a level 3 fine being the sum of £1000, Alcohol will be punishable by a level 2 fine being the sum of £500, on the date of this order unless he has a reasonable excuse save that consumption of alcohol is not an offence unless the requirements of clause 4.1 (a) have been complied with.

**4.1** If an Authorised Officer reasonably believes that a person is, or has been, consuming alcohol in the area covered by this order or intends to consume alcohol in such place or is in possession of an open container of alcohol in such place, the Officer may:

- a) require the person not to consume alcohol and
- b) require the person concerned to surrender anything in his possession which is, or which the Officer reasonably believes to be, alcohol or a container of alcohol.

## 5. Exemptions

A prohibition in this order on consuming alcohol does not apply to licensed premises as defined in section 62 of the Anti-Social Behaviour Crime and Policing Act 2004.

Signed: .....

Dated: ..... 2022

## **1. FIXED PENALTY**

A constable or authorised person may issue a fixed penalty notice to anyone he or she believes has committed an offence. A person committing an offence will have 14 days to pay the fixed penalty of £100.00, failing which you may be prosecuted.

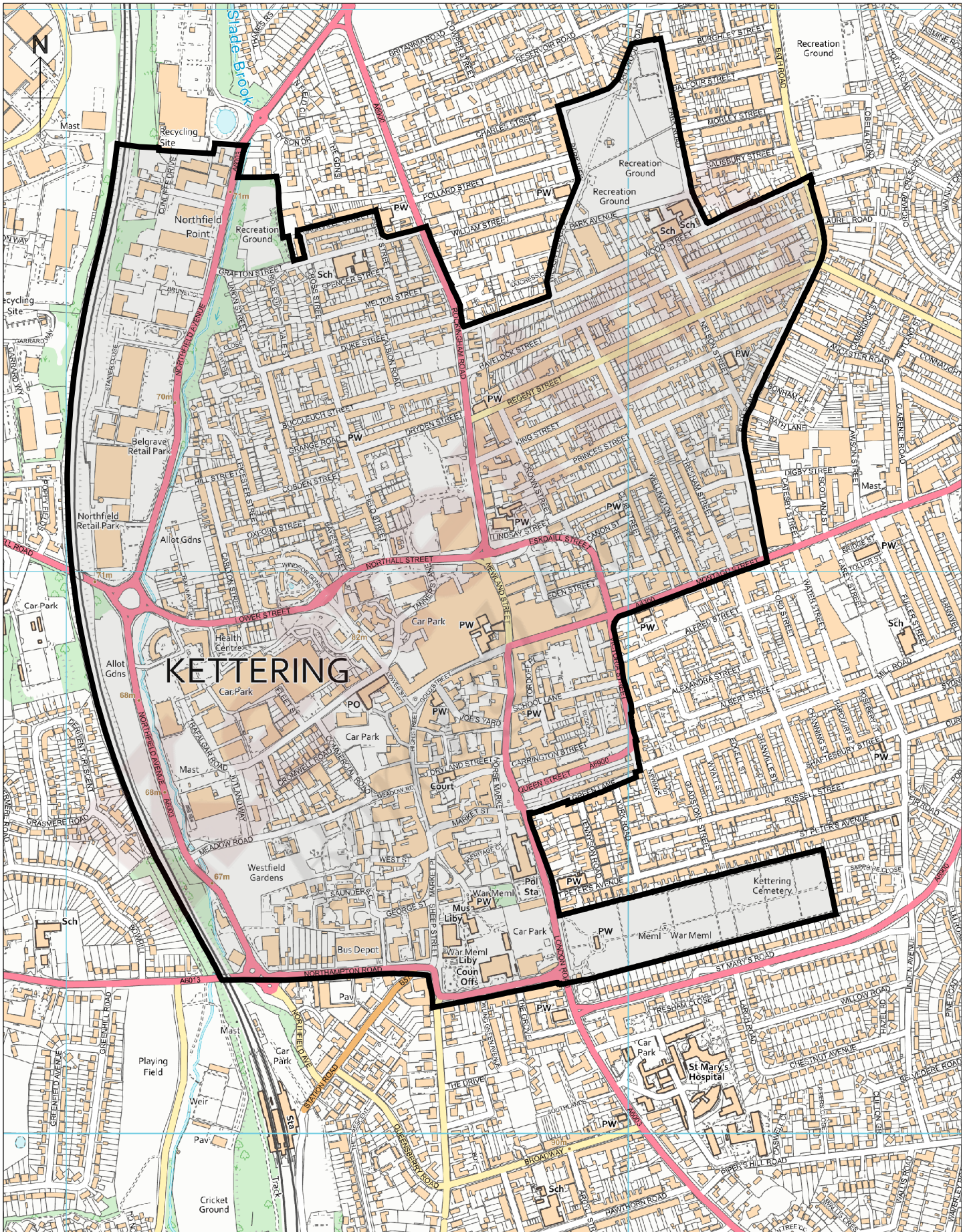
### **Appeals**

Any challenges to this order must be made in the high court by an interested person within six weeks of it being made. An interested person is someone who lives in, regularly works in, or visits the restricted area. This means that only those who are directly affected by the restrictions have the power to challenge. The right to challenge also exists where an order is varied by the Council.

Interested persons can challenge the validity of this order on two grounds: that the Council did not have power to make the order, or to include particular prohibitions or requirements; or that one of the requirements of the legislation, for instance consultation, has not been complied with.

When application is made the high Court can decide to suspend the operation of the order pending the Courts decision, in part or in totally. The high Court has the ability to uphold the order, quash it, or vary it.





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# Kettering PSPO

**Public Consultation Via Myspace  
Ending 24th June 2022**



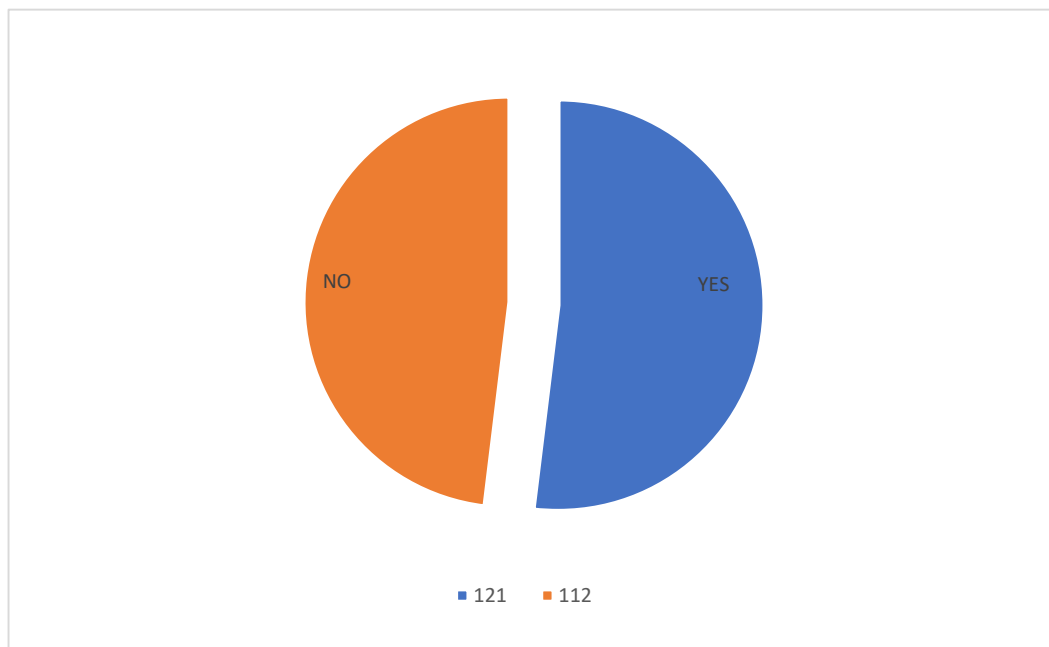
**North  
Northamptonshire  
Council**

Do you agree with the Public Spaces Protection Order covering Kettering Town Centre being extended for a further three years?

121

112

**Total number of responses 233**



Is there anything you would like to see included in the PSPO that you feel is detrimental to the quality of life in Kettering Town Centre				
Drug/alcohol and ASB related comments	Remove/Amend the Skateboarding ban	Retain the skateboarding ban	Misc Comments	Age related comments
Smoking in the town centre outside shops, pubs and in the bus stop, it is disgusting and should not be allowed, non smokers have to walk through their smoke and children, we don't have a choice, Kettering town centre should be a smoke free zone. And drinking alcohol should be banned unless in a pub or pub gardens.	I would like people to be able to skateboard safely in places like the market square as it is a healthy activity and causes no more risk than the Voi scooters do.	I would like the skateboard ban to continue.	Can't see it happening, but annoying/dangerous when idiots tear around with loud music blaring from cars. How can they concentrate on safe driving.	Young people/gangs congregating in large groups in the town centre and certain places Also a ban on people wearing hoods when it's not raining etc this should be a national thing too
Selling of drug equipment in the town.	Street drinking definitely to be included as against the law but skateboarding NOT to be included	Keep the aggressive begging in. Take skateboard ban out.	Nothing more added	Large groups of teenagers broken up. And anti social behaviour.
<div>Page 30</div> <p>Dropping litter and smoking anything, as well as drinking in public outside pubs, clubs and bars</p>	I live in Dryland Street and I like to see and hear people enjoying themselves in the town centre. However, some people can go too far and these do need to be controlled. I believe that in previous years there has been a mobile "centre" offering a safe location for people to go if they need some "time out", or some coffee/hot drink before going home. We must encourage people to make positive use of the town centre, not just clamp down on poor behaviour.	Electric scooters. Mobility scooters being driven too fast or without putting pedestrians first.	Legalise da herb. XXXXXXXXXX Bring back charity shops that don't think they are posh and you can actually find good stuff for cheap in.XXXXXXXXXXXXXXXXXXXXXXXXXX and do a kids fun day at the Market Place. Rock on. Kettering rules	I think the PSPO goes to far and is too rigid for the youth of this town.
Drug related crime and paraphenalia within the community please.	The use of skateboards, bicycles etc being deemed "anti social" is an abhorrent and misguided inclusion on this order. Desirable to a few, old council members with views which are out of date with current times. If any such time and resource should be spent on enforcement, it should be against the ever growing drug use and supply in this town and not against a group of like minded individuals doing something constructive and social. As such should be removed from this order.	I would like to see it extended to the use of cycles and E scooter s on pavements not just in the town centre. The skateboarders are the only ones who seem to abide by the ban so should be rewarded with somewhere to do what they like in safety for themselves and the public in general. Cycles and E scooter seem to be able to flout the law with no consequences so as I said at the start it should be extended to them all over the town so that pavements are safe to walk on again	Graffiti down church walk no one cleans there. Skating in the market square .	

Begging just outside the pspo area needs to be urgently addressed especially outside Tesco Express on London Road which seems to have an ongoing issue.	Yea stop XXXXXXXXXX lift the ban on skateboarding it's not enforced don't harm people either grow up	Strongly believe that the PSPO as it stands on 20.05.22 should remain as it is.  Definitely no skateboarding in the Heritage Quarter where damage has been done in the past and which can still be seen to the art gallery & library steps, Dryland Trough and paving slabs have been smashed. Similarly on Market Place.  Not only do elderly people walking along this area find it dangerous but others do too -when skateboarders skate around them.  Skateboarding is a sport and there should be a special designated place for this.	Ban all dogs in Kettering Town centre apart from guide dogs.	
Stop thee beggars from pestering people outside Sainsburys.	Smoking and vaping should be banned on the pedestrian only areas. I'm not sure on the banning of skateboards. Some of them are safer than scooter users and cyclists. As a mode of transport I see it as acceptable but not for performing tricks.	Litter, anti-social behaviour and inappropriate play, e.g. skateboarding.	Increased control to prevent use of side alleys for loitering, smoking and urinating. To avoid the CCTV cameras, the alley between HSBC and Subway is regularly used for these purposes. Additionally, a ban on the use of drugs should be added to the alcohol ban. The street has a permanent stench of marijuana in the air.	
Beggars and weed smokers	I think kids hanging around McDonald's smoking and swearing is more antisocial than skate boarding. At least the skateboarders are doing something constructive. Building skills, it's healthy to be outdoors and learning a skill with like minded individuals. Decriminalise skate boarding!!	For it to also cover Russell Street	I would like to see a similar scheme in the cemetery on St Peters and London Road	
Ban on begging outside of town supermarkets	Skating to be allowed as cycling. Less cars in town centre ckeaner air. More trees!  More police to keep an eye on anti social behaviour	Ban on Skateboarding	Council workers not acting for the people.	
Still too much begging and drinkers and getting aggressive if say no to money or cigarettes when asked every 5 minutes whilst walking down Kettering high street(well if you can it a high street these days	Skateboarding should be allowed		get rid of the Public Spaces Protection Order	
rough sleepers leaving belongings in disused shop doorways	I feel that the present restriction on the use of small wheeled 'vehicles' such as bikes, scooters and skate boards is plainly wrong. XXXXXXXXXXXXXXXXXXXXXXXXXXXXX. Despite arguments then as now, that it was/is a safe space for them due to town centre CCTV, the appalling ban was imposed.  It was wrong then and wrong now		You need to tackle the number of drug users on the streets. I always see/smell cannabis around	

Begging is supposed to be stop but it still goes on even in front of the police in Kettering town center	Remove the ban on skateboarding		I feel that the increase in loud car exhaust whilst under hard acceleration	
Begging	No , we should allow the boarders access to the town centre. We let the electric scooters in which are far more dangerous. We also need safe places for the homeless		scooters	
The no drinking in public needs better monitoring, I use the town alot during the course of 7days and the drinking is still high.	Skateboarding is no different to using E-Scooters. It's the individuals that may cause problems not the use of equipment. People should be able to use a skateboard in town.		e-scooters / e-bikes that can be hired	
Junkies, anti-social drinking in various places around town make the place look grim.	No issues with skateboards.		It's dying and depressing. Whoever most large towns and city centres are the same. Too many in fact far too many out of town retail centres in Kettering. You reap what you so. It is however a better place to visit with this order in force. Something other towns could follow.	
Banning beggars from the town. Gathering of out of control groups of youths / children.	Not really other than the electric scooters being banned from path ways.		That dogs should be kept on a lead	
Ban alcohol	This is an interesting leading question. Although you have not asked this, i beleive SKATEBOARDS should be EXCLUDED from this.		Start to fine litter bugs,	
Begging and constant drug use and drug dealing everywhere. They may already be part of the order, but are not enforced	Let the skateboarders back but put some oversight in place		The existing one covers most things that are a nuisance.	
I would like to see an amended PSPO to be implemented which includes the misuse of alcohol and for large groups to be disbanded, anyone begging or causing a nuisance to be moved on and directed to helpful organisations where possible.	Remove bikes and skateboarding from this PSPO as this is no worse than mobility scooters.  Enforcement on begging and drunks annoying people.		An extension of the scheme to the whole of Kettering	
Perhaps ask the police to tackle the beggars.	Allow skateboarding back in the town centre.		Begging on streets. Drinking on streets other than in the space of a bar such as a beer garden or cafe/ restaurant space. Electric scooters in the pedestrian area of Kettering town centre are becoming a real problem, they seem much faster than mobility buggies and I think it's very dangerous, especially to children and older people who can not move out of the way quickly. I am hard of hearing and I for one have no idea they are coming up behind me. They are not supposed to be in that area but they are there and getting to be a nuisance.	
	I believe that not allowing people to ride a bike or skateboard within the town is the most ridiculous law Kettering has ever decided on.		Noisy cars and motor bikes in the town centre - install a noise camera. I live in the town centre.	

	<p>Ban it from the middle of town but no where else.</p> <p>The market place may as well be used by skateboarding users doesn't get used by anyone else very often.</p> <p>Bicycle riders have loads of rights why can't skateboarders.</p>		Banning escooters	
	<p>Allow skateboarding. Was stupid rule to stop it in the first place.</p>		Electric scooters.	
	<p>Just warning signs to warn pedestrians and to warn skaters that they are publicly liable if they damage someone's belongings or someone's body. Just like cyclists.</p>		Littering	
	<p>The ban on skateboarding should be lifted as this does not have a really detrimental effect on the town centre</p>		Bicycles and scooters riders on footpaths.	
	<p>Crackheads all over town</p> <p>Nowhere for children/teenagers to go- they should be allowed to skateboard in the town centre! I find crackheads and XXXX shops in the centre more aggravating than kids getting exercise and having fun!</p>		I think the current Order covers all I can think of	
	<p>There shouldn't be a blanket ban on any wheeled transport. Riders of scooters, skateboards, cycles and skates can be dealt with if they are causing a nuisance only.</p>		I'd like to see all trees protected and a greater and significant increase in trees each year to give protection from the heat in the coming years and a chance to increase biodiversity. Unless you'd all rather die from heat exhaustion. Takes a while to grow a big tree so best to start asap. As you have shown many times it's easy to be quick and thoughtless and just chop them down. Names may change but the actions are still done by those in charge.	
	<p>Remove the following, and keep the rest:</p> <p>Use of Skateboards, bicycles and scooters.</p> <p>Begging on the Street.</p>		Draconian blocking of forward thinking by the council should be on any future order	
	<p>I would like to see the definition of obstruction or antisocial parking (or both) explicitly extended to include any motor car parked or being driven with one or more wheels mounted on the kerb.</p>		Ban cars completely	
	<p>Remove the skateboarding ban. I don't skate-but happy for others to do so.</p>		The parking restrictions/ costs / attendants quite literally make you not want to go there	
	<p>Skateboarding gives people and children a positive outlet. Considering the cuts government has made to children and youth services over the years many youth clubs and places for youths to go have been closed. Skateboarding brings people and children together in a positive way. It should not be deemed as anti social.</p>		Open some shops	



	Allow skateboarding in public plCes			
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Do you have any additional comments?				
Drug/alcohol and ASB related comments	Remove/Amend the skateboarding ban	Retain the skateboarding ban	Misc Comments	Age related comments
<p>So-called beggars should not be penalised under laws or bylaws. If you don't want them to be visible, offer them a better alternative. Use the money currently wasted on victimising them.</p>	<p>Skateboarding is not a crime in anywhere in England except Kettering... It's not skating that is the issue, if individuals are causing trouble then that should be dealt with separately. Not to ban the sport.</p>	<p>It is important that the Market Place is kept as a safe place that families with small children can relax in a safe environment. When skateboarding etc was allowed it was noisy, and dangerous. On a Sunday morning the noise was horrendous. Little children were scared. The youths swore at parents who tried to protect their children. Please keep the ban.</p>	<p>Should be up to Morrisons what people can and can't do on their land as it's private property.</p> <p>The market place ban is excessive regarding skateboards (and cycles etc) as it is an important healthy activity for young people. It is also an important mode of transport so shouldn't be demonised.</p> <p>More local in better facilities is also needed eg safe all weather covered area for young people to skate and scoot.</p>	<p>We want a vibrant own centre. Don't pick on youths under 18 with a broad brush approach. Let people skateboard. Let restaurants have tables and seating outside.</p>
<p>Begging can't be a crime when you are not creating a country where people do not have to beg. Shame on you.</p>	<p>Skateboarding should never have been singled out, for the purposes of the original PSPO. It should be removed from the renewed draft.</p> <p>Skateboarding is a positive activity. It does not attract the antisocial/violent behavior and associated drunkenness/cocaine abuse that football does, for example. Or the spike in domestic violence that is recorded after football matches.</p>	<p>Re skateboarding, could be very unsafe to have kids/no traffic sense, on roads and pavements.</p>	<p>The current scheme works reasonably well and should be continued.</p> <p>The reopening of the Royal Hotel has led to a marked increase in loitering and smoking outside of the hotel entrance, giving a feel of a low end hostel.</p> <p>The positioning of a cluster of new benches outside of HSBC is likely to exasperate the problems in the alley between HSBC and Subway</p>	

	Skate boarding, riding bikes, riding scooter and skating should be allowed in the town centre, this country has an obesity problem but yet you have banned skating and skating boarding in the town centre. Just let people do it, it's a great form of free exercise. The council should have more ramps in parks too.	Skateboarding should be removed.	Your form is completely biased towards additional measures being included and is not inclusive of opinions that aren't simply a yes or no in response to agreement with the order. I'd suggest wider consultation on these forms before they are published in future.	
	Please remove the draconian ban on Skateboards	Skating is a nuisance when you are resident in the town. The constant noise of the skate boards goes on well onto the night. If you say anything you just get abuse	Just get it done please ( as in the order).	
	Remove the ban on skateboarding	I have suffered for years from the noise generated by skateboarders outside my house. Without the ban I fear the frequency of skating would return to pre PSPO levels. I live next door to Morrisons and any noise in the car park is amplified due to the nature of its construction ie an expansive concrete ceiling. Mental health has been shown to be important and much overlooked recently, the continuous amplified banging of skaters increases stress and anxiety levels immensely, not only the noise but the thought that it can happen at any time and you are you are powerless to stop it. I would like to meet those involved in the debating and decision making to put my case to them in person if I can..	Get rid of the Public Spaces Protection Order	
	Only town to have this stupid ban in place, when we have a local professional skateboarder, it's ridiculous. I see families biking and skating the banned space all the time, learning a new skill, enjoying exercise, bonding, enjoying the town and having fun. Get with the times.	No this has worked really well to improve the town centre	Please make sure the PSPO is enforced.	
	I do not mind skateboarders but scooters from the walkways should be banned.	Remove the skateboard, bicycle and scooter part. It's ridiculous that you can be used and not privately owned bikes and scooters.	Encourage new retail back into the down centre.	
	Skateboarding should be allowed. It is a positive creative activity.	e-scooters / e-bikes are a danger to all and should be classed the same as skate boards etc	Have more proactive ways of dealing with people who drop litter	
	Skateboarding is not a crime...	I've seen a lot written about the skateboard ban being lifted but I think that should remain banned at the marketplace area at least to keep it clean and an area where anyone can sit. It wouldn't be the same with teens hanging about and they would use the steps in the marketplace for tricks etc. However I feel a complete ban on skateboarding in the town centre in general is unnecessary.	More policing to enforce large groups not gathering	

	Skateboarding is a sport which encourages a healthy lifestyle. Begging and street drinking are a completely separate thing. Ban those still, but let the youth enjoy the outdoors. Also, it's been proven that by encouraging people to congregate reduces opportunistic illegality.	There is no way that the skateboard ban should be overturned, Morrisons Car park has enough issues already with youths loitering, riding bicycles in the car park and on the escalators and anti social behaviour of other types after hours. In any other situation someone would be waving the "health and safety " flag.	Extend it to cycles y E scooter as well	
	Skateboarding isn't and should never be classified as a criminal offence. Shame on anybody who considers otherwise. To assume it is demonstrates a completely bigoted view of what is essentially a sport.	Skateboarding outside the library/art gallery and in the Market Square is totally inappropriate - unsafe for others and damaging to the fabric.	Yes the drinking one ya thinking about won't work at all as you'd have to ban alcohol from trades in Britain let alone try banning street drinking ☹️  And the begging that's just absolutely rude as the genuine homeless don't beg they sit somewhere	
	Skateboarding should be allowed - its a ridiculous ban	Unfortunately due to the manner in which the Ise Lodge Skatepark is left in each evening, I think it would be fair to assume that the same disgraceful mess, including litter and worse, would be left on the Market Place each evening. I'm all for providing a further Skatepark, but not as a central focal point of the town. What's wrong with a Skatepark on the old Westfields site.?	Anti social behaviour is increasing throughout society	
	Remove skateboards from the ban. Isn't easier to include provisions to move disruptive groups form the area?		I would like to see more Police presence around Kettering	
	Skateboarding is an olympic event. It's a healthy activity for children and adults and it's ridiculous that it is banned from the town centre.	Skateboarding should remained banned. It's not safe. It's inclusion in the Olympic Games is a ridiculous argument for legalising it.  Fencing and pistol shooting are Olympic sports, must be allow those in the market square?	There needs to be visible security patrolling the Newlands centre and pedestrian only areas as they do in Wellingborough. They will deter crime , disperse loitering and cursive groups of people. Security presence will make people feel safer walking past and using the cash points as they walk up to the council car park.	

skateboarding is a form of sporting activity - not mainly used for travel purposes as in the case of bicycles and the like. As such I see no reason why it should be permitted on pavements and public spaces such as the Market Square and Sheep Street, or anywhere else in the town centre for that matter.

Again from personal observation there are two particular reason for wishing the ban to continue:

i) Firstly there is a danger to the public from the 'tricks' which skateboarders endeavour to carry out, by flipping the board etc - irrespective of who is in the vicinity, including disabled pensioners.

ii) Secondly I have observed skateboarders using street furniture, and the edge of steps to attempt their 'tricks'. The evidence of this can be seen by the abrasions evident on the edges of many seats near the Market Square and the scuffing to the edges of steps outside the Library and Art Gallery. I object to damage being caused to property which is purchased and maintained by funds from local taxation.

The Heritage Quarter is an area for the whole community; when skateboarders used to be able to practice their sport the whole area became theirs alone-thus depriving others the opportunity to enjoy the space safely.

Proper enforcement

	<p>skateboarding is a form of sporting activity - not mainly used for travel purposes as in the case of bicycles and the like. As such I see no reason why it should be permitted on pavements and public spaces such as the Market Square and Sheep Street, or anywhere else in the town centre for that matter.</p> <p>Again from personal observation there are two particular reason for wishing the ban to continue:</p> <p>i) Firstly there is a danger to the public from the 'tricks' which skateboarders endeavour to carry out, by flipping the board etc - irrespective of who is in the vicinity, including disabled pensioners.</p> <p>ii) Secondly I have observed skateboarders using street furniture, and the edge of steps to attempt their 'tricks'. The evidence of this can be seen by the abrasions evident on the edges of many seats near the Market Square and the scuffing to the edges of steps outside the Library and Art Gallery. I object to damage being caused to property which is purchased and maintained by funds from local taxation.</p>	<p>The PSPO is immoral and should be illegal. It should not be renewed under any circumstances.</p> <p>The ban on people under 18 being in the area between 11pm and 6am is discrimination based on the protected characteristic of Age and should not be legal. I live within the area covered by the pspo and technically break the rules everytime I take my children out of the house before 6am or return home after 11. How is this acceptable?</p> <p>Being under 18 is not a crime. The pspo is unnecessary but if I place it should cover anti-social activities not personal characteristics.</p> <p>The ban on skateboarding is also completely illogical as other wheeled sports are still allowed. Again the pspo is unnecessary but if I place it should target particular anti-social activities not wholesale ban.</p> <p>Banning begging does not fix the issue. Giving fines to people who have no money, nowhere to live and addiction issues is abhorrent. We should invest in services to help people in that situation not fine them.</p>	
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		<p>skateboarding is a form of sporting activity - not mainly used for travel purposes as in the case of bicycles and the like. As such I see no reason why it should be permitted on pavements and public spaces such as the Market Square and Sheep Street, or anywhere else in the town centre for that matter.</p> <p>Again from personal observation there are two particular reason for wishing the ban to continue:</p> <p>i) Firstly there is a danger to the public from the 'tricks' which skateboarders endeavour to carry out, by flipping the board etc - irrespective of who is in the vicinity, including disabled pensioners.</p> <p>ii) Secondly I have observed skateboarders using street furniture, and the edge of steps to attempt their 'tricks'. The evidence of this can be seen by the abrasions evident on the edges of many seats near the Market Square and the scuffing to the edges of steps outside the Library and Art Gallery. I object to damage being caused to property which is purchased and maintained by funds from local taxation.</p>	<p>The scope and wording of the PSPO requires rewording before it is extended for a further three years.</p> <p>The letter of the law contained in the PSPO is not accurately, or is misleadingly, reflected in the signage around the town.</p> <p>'Loitering/obstructing the highway' is poorly worded as it only applies to the carriageway (for vehicles) and NOT the footways which are often blocked by bins, parked cars and other illegally left obstructions.</p> <p>It is unreasonable to single out and persecute skateboarders from other forms of wheeled transport. No distinction should be included. It is unfair that 16 &amp; 17 year olds should be included in the under 18s restrictions because they are effectively adults, of an age to be working or serving in the military services. They could be going to or coming from their place of work within the restricted times. The restrictions also make no allowance for children accompanied by their parents/guardians.</p>	
	Fully support the campaign to bring an end to the pspo			
	The skateboarders are nothing but polite, they will stop if passerbys need to get by. They are not a nuisance. The youths abusing people and the drinking in public still is the problem		Since the market area has been redeveloped and especially since the pspo was enacted there has been a distinct lack of people using the open area.	

			<p>PSPO in relation to skateboarding in the town centre. The degree of litter that accumulates daily at the skate park near Cheyne Walk is significant, yet thankfully contained by the fencing surrounding the facility. There is a culture of environmental carelessness that perpetuates the community using the existing purpose-built skating facilities. Additionally, drug use (clear from the smell) and graffiti (some of it graphic) is rife in the skate park, and there is a risk of this type of behaviour more regularly infiltrating the town centre were the PSPO to be lifted and users of the park attracted to it to skate - exactly not what the area needs after its recent redevelopment works. I often feel unsafe passing groups of youths in the skate park, and have previously been subjected to verbal abuse whilst running by, as well as needing to call Police to report a dirt-bike rider illegally riding off-road on public footpaths in the area, who was clearly associated with individuals in the skate park. I fear lifting the PSPO in the town centre will attract this kind of undesirable anti-social behaviour, make vulnerable people feel more unsafe, and place the area at greater risk of vandalism and damage to property. At present</p>	
	Skateboarding should be allowed			
	<p>The world has changed in the past two years and Kettering needs to evolve. Punishing people for skateboarding and riding BMXs is ridiculous. Do something about the junkies and anti-social drinkers, the shoplifters and those stealing bikes - not people having fun and taking part in healthy exercise outside.</p> <p>I never agreed with the PSPO in the first place. Now is the time to modify or scrap it. We already have laws to deal with all of the REAL issues in Kettering, time for the police and the local authority to use them rather than a ridiculous PSPO.</p>		<p>The text of the order appears to refer to areas edged in red on the map, but the map, as presented in the consultation, only shows areas edged in black. Either the map or the text should be corrected.</p> <p>The prohibition on antisocial use of motor cars, and obstruction and/or antisocial parking, including the explicit prohibition of motor cars parked with one or more wheels on the pavement that I requested in section 2., above, should be extended to the entire built-up area of Kettering.</p>	
	Yes, remove the restrictions on scooter, skateboards and bikes and lets bring some life and vibrancy back into the space.		I wasn't aware that charity collections were banned. I think that they should be allowed for registered charities by application [without fee] to the council.	
	Remove the ban on skateboarding			
	Allow skateboards			
	Yes we need to make Kettering welcoming and open to all not just those deemed suitable by a Tory council!			

	Please realise that it's better to encourage people to be outside on a non fuel polluting skate board than in a fuel polluting car. Could we have a PSPO on cars?			
	Let people live their lives enjoying skateboarding or any form of transportation they desire.			
	It is really unfair to exclude all skateboards from the town centre. Any un-social behaviour that involves skateboards should be dealt with in the same way as it would if bikes or no vehicles were present. This is a hammer to crack a nut!			
	Skateboarding should not be prohibited. It is not antisocial by itself, but is a sport many young people enjoy.			
	Skateboarding needs to be removed. People engaging in sport should not be illegal and not put into the same category as things like begging, drunk and disorderly behaviour ect.			
	I would like the section h) skateboards, bicycles and scooters removed front the PSPO completely. They should never have been included!			
	We should welcome and involve young people in our town centre, if skating is a perceived problem in the centre, we build a skate ramp/park close to the town centre so young people have a destination and are welcomed rather than alienated from their home town. We also need to remove the cage from the ise skate park, it makes the skate park dangerous and unpleasant.			
	This prohibition criminalises behaviour that is frowned upon for no reason other than judgements from the public. Skateboarding and the like is not inherently antisocial, nor is driving around the area, the term 'antisocial' is subjective and, in the wrong hands can criminalise innocent people. This is an outdated notion and whilst necessary to a degree, must be updated to move with the times and acknowledge the hardships of the homeless and young people with potentially unsafe homes and simply moving them on does not fix the problem and is incredibly insensitive.			
	Remove the ban on skateboarding.			
	Please remove skateboarding! If scooters, bicycles etc are allowed in the town centre, skateboards should be too!			



	<p>Should not ban skateboards as they are a good active mode of transport for many.</p> <p>The original issues were worries about them doing jumps off the library steps and damaging them - why not just have a small sign there?</p> <p>Should also allow people to cycle and scoot safely and slowly through the pedestrianised area (with priority to pedestrians). This is done in many cities eg Leicester with a friendly 'careful cyclists welcome' signage.</p>			
	Olympic world record sports should not be deemed unacceptable in public. Will you ban running next?			
	The rules imposed are old fashioned out of touch with the public and prevent inclusion.			
	Skateboarding should be allowed especially in market square when no event is on.			
	<p>Skateboarding should be allowed to happen in the town centre.</p> <p>These kids are good kids, they're not causing trouble or being anti-social, they're just having fun.</p> <p>People enjoy watching the skateboarders do their thing.</p> <p>Let it happen!</p>			
	This whole saga is just sad really. Just let the kids skate.			
	Allowing skateboarding in market place.			
	Banning green transport such as bikes and skateboards is ridiculous and indicative of a council who are not working for the people of Kettering. Skateboarding is an Olympic sport and yet it's banned in Kettering.			
	Skateboarding in certain areas should be allowed			
	The metal strips should have been the only thing put on to stop the skaters. No need for fines and anti social orders etc.			
	All modes of non-motorised transport should be encouraged!			
	The ban on skateboarding should be lifted as this does not have a really detrimental effect on the town centre			
	I would like to see the removal of the ban on skateboarding.			
	Removal of skateboarding from PSPO			

	Skateboarding must be removed from the list of prohibited activities. It is an acceptable mode of transport on a par with rollerskating/blading, cycling and scooting. PSPOs should be used to discourage antisocial behaviour, not to stop people legitimately going about their business in a public space.			
	Skateboarding should not be included in this PSPO. It is not in the same category of antisocial behaviour as the other areas of the PSPO.			
	Remove the ban on specific transport (skateboards) and state all users must not cause damage or nuisance.			
	Stop the ban on Skateboarding in the centre of town, it is unnecessary and does no harm.			
	Stop the ban on Skateboarding in the centre of town, it is unnecessary and does no harm.			
	Kettering town is dismal. No decent shops At least the skateboarders bought fun ,entertainment and people into the town centre.			
	Let them skate. I'm a shop manager within the Kettering area. I come across skateboarders all the time on the way home, never had a single issue. Always polite, never any trouble. Happy to move aside if I'm walking through.			
	Happy with the drinking and begging ban but skateboarding and roller skates should be allowed, it's a great free space for people to enjoy and can only see positive things if this allowed again, Thanks			
	The order is archaic and needs amended. What harm are skate boarders doing? If people are hungry and homeless do we just sweep them under the carpet and out of sight?			
	Skateboarding shouldn't be banned: this was never a nuisance and I liked to see people on skateboards. It doesn't seem fair to allow scooters and not skateboards.			
	LIFT THE BAN ON SKATEBOARDS.			
	Skateboarding and cycling should be allowed			
	Yes, there is no reason to have a ban on skateboarding, Kettering desperately needs culture for the younger generations. I have seen a rise in antisocial behaviour first hand in the town and skateboarding is definitely something that keeps kids out of trouble. The sport is something to encourage.			

	<p>Let them skateboard.</p> <p>It's healthy, it's sport, it builds resilience, determination, persistence, health qualities, weight loss, muscle tone, improves mental health, social.</p> <p>They need different places to practice different skills and they will want to vary who they socialise with. The skatepark only is too restricted and like a cage.</p> <p>Scooters are allowed. Bikes. Mobility scooters. Accidents with members of public re skateboards are rare. Probably lowest of all of the above</p> <p>My son would have lost his mind over lockdown without skating.</p> <p>It has taught him so many soft skills. Resilience, determination, to be individual etc</p>			
	<p>Allow them to skateboard</p> <p>Healthy for body</p> <p>Healthy for mind</p> <p>It's an Olympic sport</p> <p>They need different places to go. Skatepark is too limited and there was a knife/gun/drug Incident there. They need the freedom of choice of where to have physical activity</p> <p>Character building</p> <p>Artistic</p> <p>Does no harm</p>			

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## Equality Screening Assessment

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

### 1: Proposal

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Requirement	Detail
Title of proposal	Extension of Public Spaces Protection Order (PSPO) for Kettering Town Centre
Type of proposal: new policy / change to policy / new service / change to service / removal of service / project / event/ budget	Extension of a PSPO under the Anti-Social Behaviour, Crime and Policing Act 2014. The PSPO is currently in place since 2016 and extended 2019.
What is the objective of this proposal?	To extend the PSPO for the period 2022 to 2025, amending certain prohibitions raised in feedback and findings from the consultation.
Has there been/when will there be consultation on this proposal? (List all the groups / communities, including dates)	Yes.  Kettering Town Council, Northants Police, Office of the Northamptonshire Police, Fire and Crime Commissioner, local businesses, shops and retailers in the town centre and public

Requirement	Detail
	consultation via North Northamptonshire's Citizen Space Hub and social media channels e.g. twitter.
Did the consultation on this proposal highlight any positive or negative impact on protected groups? (If yes, give details)	Potentially – the consultation ends 24 June. One of the current prohibitions concerns under 18s not being in the prohibited area between 11pm and 6am.
What processes are in place to monitor and review the impact of this proposal?	If approved the duration of the PSPO can be set for a maximum period of three years at which point, there is a requirement to carry out a review.
Who will approve this proposal? (Committee, CLT)	Executive

## 2: Equality Consideration

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

Protected Groups	General Equality Duty Considerations	Changes	Impact
	<ul style="list-style-type: none"> <li>• Include factual evidence of how people in this group may be affected.</li> <li>• Consider the outcomes and processes.</li> <li>• Does this seek to <b>eliminate discrimination</b>?</li> <li>• Does this promote <b>fostering good relations</b>?</li> </ul>	<ul style="list-style-type: none"> <li>• What changes can be made to mitigate any negative impact?</li> <li>• Are there opportunities to <b>remove possible barriers or disadvantages</b> that a group may face?</li> </ul>	Delete as appropriate. There can be more than one answer per protected group.
<b>Age</b> Different age groups that may be affected by the proposal in different ways.	Currently, the PSPO prohibits the presence of under 18s to be in the prohibited area between 11pm and 6am	The consultation has raised issues with this in that it can discriminate against under 18s. Once the consultation is complete and the findings analysed, it may be recommended to	<del>Positive</del> Neutral Negative

Protected Groups	General Equality Duty Considerations	Changes	Impact
	<ul style="list-style-type: none"> <li>• Include factual evidence of how people in this group may be affected.</li> <li>• Consider the outcomes and processes.</li> <li>• Does this seek to <b>eliminate discrimination</b>?</li> <li>• Does this promote <b>fostering good relations</b>?</li> </ul>	<ul style="list-style-type: none"> <li>• What changes can be made to mitigate any negative impact?</li> <li>• Are there opportunities to <b>remove possible barriers or disadvantages</b> that a group may face?</li> </ul>	Delete as appropriate. There can be more than one answer per protected group.
		remove this prohibition, in which case no age group will be impacted upon.	
<b>Sex</b> Is one sex affected more than another or are they affected the same?	None known		<b>Positive</b> Neutral <b>Negative</b>
<b>Disability</b> It is likely to have an effect on a particular type of disability? Why?	None known		<b>Positive</b> Neutral <b>Negative</b>
<b>Gender Reassignment</b> Will there be an impact on trans males and/or trans females?	None known		<b>Positive</b> Neutral <b>Negative</b>
<b>Race</b> Are people from one ethnic group affected more than people from another ethnic group?	None known		<b>Positive</b> Neutral <b>Negative</b>
<b>Sexual Orientation</b> Are people of one sexual orientation affected differently to people of another sexual orientation?	None known		<b>Positive</b> Neutral <b>Negative</b>

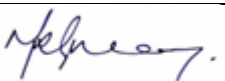
Protected Groups	General Equality Duty Considerations	Changes	Impact
	<ul style="list-style-type: none"> <li>• Include factual evidence of how people in this group may be affected.</li> <li>• Consider the outcomes and processes.</li> <li>• Does this seek to <b>eliminate discrimination</b>?</li> <li>• Does this promote <b>fostering good relations</b>?</li> </ul>	<ul style="list-style-type: none"> <li>• What changes can be made to mitigate any negative impact?</li> <li>• Are there opportunities to <b>remove possible barriers or disadvantages</b> that a group may face?</li> </ul>	Delete as appropriate. There can be more than one answer per protected group.
<b>Marriage &amp; Civil Partnership</b> Are people in a Marriage or Civil Partnership treated less favourably?	None known		Positive Neutral Negative
<b>Pregnancy &amp; Maternity</b> Are people who are pregnant, or have a baby of 6 months old or younger, effected by this proposal?	None known		Positive Neutral Negative
<b>Religion or Belief</b> Does the proposal effect people differently depending on whether they have or do not have a religion or a belief?	None known		Positive Neutral Negative
<b>Health &amp; Wellbeing</b> 1. Health behaviours (E.g. diet, exercise, alcohol, smoking) 2. Support (E.g. community cohesion, rural isolation) 3. Socio economic (E.g. income, education). 4. Environment (E.g. green spaces, fuel poverty, housing standards).	The PSPO would support with reducing the level of crime and anti-social behaviour in the area which improves the well-being of residents, an improved feeling of safety in their locality, and an increased sense of community cohesion.		Positive Neutral Negative



### 3: Equality Impact

Question	Response
What overall impact does the proposal have on the protected groups? If a negative impact is identified anywhere in section 2, the response will be Negative Impact.	<del>No Impact</del> / Positive Impact / <del>Negative Impact</del>
Does an Equality Impact Assessment need to be completed? (Yes, if any negative impact is found.)	Yes / No  This is to be determined. If the u18 prohibition is removed then it remains a neutral imoact  If yes, this Equality Screening Assessment must be adjoined to the Equality Impact Assessment.
Copy attached to relevant report?	<del>Yes</del> -/ No
Is this document going to be published with the relevant report?	Yes / <del>No</del>

### 4: Ownership

Question	Response
Directorate	Adults, Communities and Wellbeing
Service area	Housing and Communities
Lead officer's name	Mike Greenway
Lead officer's job title	Strategic Lead for Community Safety
Lead officer's contact details	07739 611132 <a href="mailto:Mike.greenway@northnorthants.gov.uk">Mike.greenway@northnorthants.gov.uk</a>
Lead officer's signature	
Date completed	10/06/2022

Completed forms must be sent to [Equalities@northnorthants.gov.uk](mailto:Equalities@northnorthants.gov.uk)

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## EXECUTIVE 14<sup>th</sup> July 2022

<b>Report Title</b>	<b>Software Licence Procurement</b>
<b>Report Author</b>	Lisa Hyde, Director of Transformation
<b>Lead Member</b>	Councillor Lloyd Bunday, Executive Member for Finance and Transformation

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

### List of Appendices

None

### 1. Purpose of Report

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- 1.1. The purpose of this report is to seek the approval of the Executive to undertake the procurement process for the re-procurement of North Northamptonshire Council's software licence agreement which includes productivity suite and infrastructure.

### 2. Executive Summary

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- 2.1. North Northamptonshire Council utilises software licencing for a number of productivity and infrastructure products that are used in the Council for day-to-day operations and internal/ external public sector collaboration
- 2.2. This report outlines the current arrangements for licencing that were inherited by the Council, which are now due for renewal. It reflects on the opportunities for the Council to procure under a single contract and the route to selection for a new supplier of software licencing for the next 3 years.

### **3. Recommendations**

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3.1. It is recommended that the Executive:

- a) Authorise commencement of procurement for productivity and infrastructure software licences for North Northamptonshire Council
- b) Delegates authority to the Executive Member for Finance and Transformation in consultation with the Director of Transformation, to take any further decisions and /or actions required to conclude the procurement, contract award and implementation of the Council's software licensing.

3.2. Reason for Recommendations:

- a) To unify all of our legacy software agreements into a single North Northamptonshire Council contract
- b) To enable the service to employ the most effective and compliant route to renew the Council's license agreements
- c) To allow the organisation to continue its business day to day running through its use of the productivity and infrastructure licencing.

3.3 Alternative Options Considered – The option to do nothing and continue without a contract was considered but discounted as not a viable option. The current contract for software licences will end in August 2022, thereby leaving the Council without service and liable to challenge unless procured through a compliant route.

### **4. Report Background**

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4.1. The software licence agreement for the productivity suite and some areas of infrastructure is a 3-year agreement via a reseller for associated licences utilised by North Northamptonshire Council services for the delivery of core functions across the organisation. This includes access to essential applications used by the Council such as email functionality, word processing and collaboration across the organisation and with wider public sector bodies such as the Department of Work and Pensions (DWP). The agreement also covers areas of the Council's infrastructure in the cloud through the utilisation of Server licences.

4.2. As part of the work towards vesting day and in response to the pandemic and a need to collaborate, applications were rolled out across the Council and licences from some of the former boroughs, merged together where possible. Former Corby Borough Council's licences in this instance were added to the East Northamptonshire/Wellingborough agreement. Kettering already had a separate agreement in place.

- 4.3. Following on from April 2021, the Council has worked with existing suppliers to further optimise and merge the remaining legacy contracts on the final year of the current agreement in order to co-term all software licencing positions across the Council, with a view to reprocure a new contract for the Council at the end of the current arrangements. This current contract aligned for the predecessor authorities under North Northamptonshire will now expire in August 2022.
- 4.4. As the Councils software contracts are managed via a reseller, and with the current agreement ending in August 2022, there is a need to procure a new agreement for 3 years.
- 4.5. As part of the re-procurement of licences, the Council has commenced a piece of work with partners to review its licence estate, in order to provide further efficiency via a report on the licensing model that it currently adopts. The work undertaken should give a robust view on which licences will need to be adopted for services and as such provide the authority with an optimum mix for both productivity and financial savings. This work is likely to reduce the cost of licences to the organisation by a minimum of 5% based on the cost of licenses in the 21/22 financial year
- 4.6. The Council has initially completed work to investigate and decommission licences that are not being utilised so this additional piece will allow it to capture how it optimises the “types” of licence that is required for staffing estate to ensure it is best placed.
- 4.7. This work is aimed to be completed before final procurement of licences in order to ensure that efficiencies are made where possible in the 22/23 financial year.

## **5. Issues and Choices**

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- 5.1. Existing agreements for the predecessor councils expire in August 2022, which means that the Council is likely to lose access to core infrastructure and applications for the delivery of core service.
- 5.2. The organisation will lose access to collaboration with other public sector bodies for delivery of services
- 5.3. There are different agreements across the Council for software licences relating to productivity and some infrastructure. The procurement will allow alignment of our contract agreements under North Northamptonshire Council.
- 5.4. Not all software licences are fully utilised or optimised for staff. The re-procurement process will allow for the organisation to optimise the use of licences across the organisation
- 5.5. There are 2 options to review relating to this procurement, which are detailed below;

- 5.6. The first option is to “**do nothing**”. In this option we will allow for the current contracts across the Council to expire, however this has been discounted as not a viable option. This option which will put the organisation at risk of losing its licencing for the required software and infrastructure, which will result in the loss of the use of its productivity services such as email and collaboration. Where licences are allowed to carry over, this will put the organisation in a non-complaint state and also potentially increase the costs of licences.
- 5.7. The second option is to “**go to market and procure**”. In this option, we will follow the most efficient and compliant route to renew our software licences through procurement, adhering to all the required governance.
- 5.8. The Council joined a non-obligation aggregated tender run by Crown Commercial Services on behalf of multiple local authorities, which will allow the Council to take advantage of a unique opportunity to get the best pricing through economies of scale, beyond that of NNC alone.
- 5.9. The Executive is recommended to select the option highlighted in 5.7. This is due to risks highlighted and no other viable option being available to address the licencing issue.

## **6. Next Steps**

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- 6.1. Subject to the approval of the Executive, the IT service will work with our procurement team to reprocur and award the contract for software licences required.
- 6.2. This is to be done via the Crown commercial services framework, utilising the relevant routes for agreements.

## **7. Implications (including financial implications)**

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### **7.1. Resources, Financial and Transformation**

- 7.1.1. The cost of the licence procurement will be managed within the current budget allocation.
- 7.1.2. Through the exercise to optimise our software licence position, we will look to reduce the overall licence position by a minimum of 5% over the period of the new contract.

### **7.2. Legal and Governance**

- 7.2.1 The Council has the power to enter into contracts in order discharge its functions (Local Government Act 1972, s111 and the Local Government (contract) Act 1997, s1).

- 7.2.2 The Local Government Act 1972 requires the Council to have regulations for how it enters into contracts. In addition to complying with all relevant UK and EU legislation every contract entered into on behalf of the Council must also comply with the Council's Contract Procedure Rules and the Council's Financial Regulations.
- 7.2.3 The Council's Contract Procedure Rules permit a contract of any value to be procured via a framework agreement, compliance with these Rules and relevant national law is achieved through compliance with the framework agreement.
- 7.2.4 Value for Money must be achieved in all procurements.
- 7.2.5 Procurement advice has been sought and it is proposed that it is appropriate to use a procurement framework as the route to market. The Council will utilise a legally compliance Crown commercial framework to procure the required licences.

### **7.3. Relevant Policies and Plans**

- 7.3.1. This procurement meets the corporate objective of enabling the council to provide Modern public services by ensuring the service effectiveness is driven and improved through the use of applications and technology
- 7.3.2. This procurement links into the draft ICT Strategy and supports the theme "Getting the best deal", which relates to our amalgamation/ renegotiation and centralisation of contracts, which is detailed in our application strategy.
- 7.3.3. This work also supports the published future ways of working strategy, that support modern ways of working through the use of a hybrid working environment.

### **7.4. Risk**

- 7.4.1. There is a risk of loss of service for the Council if the relevant licences are not procured.
- 7.4.2. There is a risk of commercial challenge to the council if we allow current contracts to expire and do not take a compliant route to market.

### **7.5. Consultation**

- 7.5.1. Consultation will take place with the procurement teams and internal stakeholders as part of the procurement process.

## **7.6. Consideration by Executive Advisory Panel**

7.6.1. Not applicable.

## **7.7. Consideration by Scrutiny**

7.7.1. The procurement process and /or any part of the requirement may be selected for consideration by Scrutiny.

## **7.8. Equality Implications**

7.8.1. The Council is committed to treating people fairly. The procurement of relevant software licences will allow services to be able to serve all citizens within North Northamptonshire

## **7.9. Climate Impact**

7.9.1. The Council, having declared a climate change emergency in June 2021, is committed to reducing its climate impact both within its own Council buildings and in working with businesses and the wider community to achieve net zero energy emissions. The use of cloud software licencing and infrastructure allows the council to ensure that we are greener by not running hardware on premise and thereby reducing our carbon footprint.

## **7.10. Community Impact**

7.10.1. Not Applicable

## **7.11. Crime and Disorder Impact**

7.11.1. There are no implications arising from any recommendations that are being proposed that have a crime and disorder impact.

## **8. Background Papers**

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8.1. None



## EXECUTIVE 14<sup>th</sup> July 2022

<b>Report Title</b>	<b>Kettering Alfred East Art Gallery, Library and Museum Capital Project and Financial Update (Cornerstone)</b>
<b>Report Author</b>	David Watts, Executive Director of Adults, Communities and Well-being
<b>Lead Member</b>	Cllr Helen Howell – Executive Member for Sport, Leisure, Culture and Tourism

<b>Key Decision</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Is the decision eligible for call-in by Scrutiny?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Are there public sector equality duty implications?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Does the report contain confidential or exempt information (whether in appendices or not)?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Applicable paragraph number for exemption from publication under Schedule 12A Local Government Act 1974</b>	

### List of Appendices

None

### 1. Purpose of Report

- 1.1 The purpose of the report is to seek approval for a budget increase for the capital programme at the Cornerstone site to bring the project to a successful conclusion in the summer of 2022. It provides a narrative as to why the budget position has changed and how this has been managed, since the last report to the Executive in March 2022.

### 2. Executive Summary

- 2.1 In August 2020 Kettering Borough Council secured £3,000,000 from the Getting Building Fund, which is being administered by South-East Midlands Local Enterprise Partnership (SEMLEP), this funding was match funded by the council and represents a total capital project value of £3,940,000. A further £120,100 was allocated from the Kettering Borough and NCC library property betterment budgets to bring the total budget to £4,060,100.

- 2.2 The project, formerly referred to as GLaM, aims to revitalise the cultural services within the heart of Kettering Town Centre, helping to unify the three sites including; Alfred East Art Gallery, Kettering Library and Kettering Museum. The funding will deliver significant improvements to the Alfred East Art Gallery and Kettering Library and will welcome a new two-storey extension to the rear of the Art Gallery.
- 2.3 The project has a professional team appointed to support the ambitious programme which has a series of milestones aligned to the funding drawdowns from SEMLEP, as well as a set of key outputs which are anticipated to be delivered by the project.
- 2.4 The capital works are now due to be completed in the summer of 2022 with the anticipation of the full services being mobilised in several phases over the first 6 months and being fully operational (with the exception of the Museum) by December 2022.
- 2.5 A report was brought before the Executive in March 2022 providing a wider update on the project, introducing the new brand of Cornerstone and providing wider updates on the business plan for the future use of the site.
- 2.6 The March 2022 report also provided a financial update for the capital programme and the Executive approved a contingency uplift for the capital budget of £75,000.
- 2.7 This report sets out how and why the budget challenges have become more critical in recent months and provides an update on the current financial projections.

### **3. Recommendations**

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- 3.1 It is recommended that the Executive:
  - a) Notes the content of the report which sets out the current budget challenges for the capital programme, what has changed since March 2022, and the comparison with other projects of this nature.
  - b) Approves the uplift to the capital budget of £412,000 to cover the worst-case scenarios and risks, in order to ensure there is sufficient budget to successfully complete the build in a timely fashion
  - c) Delegates authority to the Executive Member for Leisure, Sport, Culture and Tourism, in conjunction with the Executive Director for Adults, Communities and Wellbeing, to take the actions necessary to ensure successful completion of the capital project.

- 3.2 Reasons for Recommendations: Approval of the recommendations will allow the Council to ensure the capital project is successfully delivered in a timely manner and do so without exceeding approved budget whilst achieving best value.
- 3.3 Alternative Options Considered: The capital programme cannot be completed without a further budget uplift. The alternative would be to act within current budget which would mean the site would not be fully complete and may be unable to open to the public until it is complete. This will have huge reputational impact and will also mean that the Council will not be able to deliver some of the outcomes set by the external funders, which might expose the Council to the risk of not being able to draw down final claims or having to pay some of the funding back.
- 3.4 Furthermore, identified risks would not be mitigated and instructions to the contractors for variations would be hampered, as Officers have to instruct variations to mitigate risks within the approved budget. Officers cannot instruct if the budget approval is not in place. This would mean that the project would be further delayed, potentially subjecting the Council to more Extension of Time claims which would be in excess of the amount requested in this report for the budget uplift.

#### 4. Report Background

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- 4.1 On 15<sup>th</sup> September 2020, Kettering Borough Council's Executive Committee endorsed the indicative funding and recommended the additional capital budget, which was subsequently approved by Kettering Borough Council's Full Council on 23<sup>rd</sup> September 2020. A notification report was later taken to the North Northamptonshire Unitary Shadow Executive Committee on 24<sup>th</sup> September 2020, where members resolved and noted the significant investment secured.
- 4.2 The capital project's objective is to revitalise and extend the physical assets and the offer within them to become a creative and cultural anchor for North Northamptonshire. The investment has enabled the construction of a two-storey extension to the rear and between the library and Alfred East Gallery which are adjacent to the Museum – unifying the facilities, providing a blend of cultural amenity, space and teaching facilities.
- 4.3 The enhanced offer will include and enable:
- **Flexible “interactive” workspace and exhibition space** supporting creative start-ups, with wrap-around support provided by the **British Library led Business and IP Centre (BIPC)** Northamptonshire, providing the correct environment for creative and cultural businesses to start up and grow.
  - **Increased engagement with schools and educational institutions** to deliver collaborative programmes, to build curiosity, develop a pipeline of creative and cultural talent, creating future user and visitor opportunities.
  - **A new atrium space, café and improved public gardens** on the site, enabling a wider range of events and activities including commercial events and opportunities.

- 4.4 On 22<sup>nd</sup> June 2021, the Executive approved the awarding of the Main Capital Works JCT contract to GF Tomlinson Ltd, the contractor previously procured by Kettering Borough Council; and on 16<sup>th</sup> December 2021 the Executive approved a procurement process for the Concession Catering Contract at 'GLaM'.
- 4.5 On 17<sup>th</sup> March 2022 the Executive approved the contingency uplift of £75,000 requested as part of the Capital Budget report for Executive, endorsed the Cornerstone brand and noted the positive progress made to date.

## **5 Issues and Choices**

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### **5.1 Capital Programme**

#### **5.1.1 Works are progressing on site as follows;**

- External curtain glazing and roof lights installed
- Internal studwork within the new extension complete
- Gallery ceiling painting complete
- Lift installed
- First fix M&E installation has begun
- Museum betterment works complete
- Ramp construction and brick work underway
- Hit and miss brickwork (design-type of bricks) over the new entrance underway
- Drainage connection complete

#### **5.1.2 The original programme upon entering into contract with GF Tomlinson (GFT) targeted practical completion as 7<sup>th</sup> March 2022.**

#### **5.1.3 During the construction period, the Council has had two Extensions of Time (EOT) requests from the contractor for an additional 18 weeks and associated preliminaries. These requests have been made due to coordination issues on site relating in the main to performance issues within the design team impacting steel procurement, ductwork coordination, drainage and other items.**

#### **5.1.4 On the advice of the Council's Contract Administrator and Quantity Surveyor for the programme, two weeks with additional preliminaries were granted for the first Extension of Time, and an additional 8 weeks, without additional preliminaries, against the second Extension of Time has been offered. The two requests for Extensions of Time were deemed to be concurrent. This additional ten weeks of programme took the site completion date to 16<sup>th</sup> May 2022.**

#### **5.1.5 In advance of this date, the Council was notified in writing by the contractor of their intention to issue a third Extension of Time relating to a number of new issues, not known when the March report came to Executive, including:**

- Coordination of the café services and ductwork route resulting in new steel structure requirements
- Revisions to the ramp design to the new entrance
- Coordination of services
- Doors and ironmongery schedule

5.1.6 The contractor is yet to provide further details against this claim for onwards analysis by the client-side professional team.

5.1.7 In lieu of this information, on Tuesday 17<sup>th</sup> May 2022 a commercial review took place with the client team and the contractor. The contractor has formally queried the assessment of the initial Extension of Time requests. The client-side team are in the process of reviewing their assessment for onwards clarification, but the Executive should be aware that the initial Extensions of Time requests are not yet agreed by the contractor.

5.1.8 In addition to these discussions, a review of the revised programme was tabled, which presented a revised completion date by the contractor of the end of August 2022. Both the Council's project manager and Quantity Surveyor advise that this looks credible and achievable subject to no further delays.

5.1.9 At this stage of the project, it is imperative to reach agreement with the contractors on the final delivery of the programme, including risk mitigation and any cost variations. The Council could issue a notice of non-compliance if construction needs to continue beyond the Practical Completion date of 16<sup>th</sup> May, (relevant to the first two Extensions of Time). However, this could lead to a standstill on site which is to be avoided.

5.1.9 A further commercial review was therefore deemed necessary to include substantiation against any third Extension of Time request. This review is targeted for completion by the end of June 2022 and will provide the Council with reassurance relating to programme and budget requirements necessary for successful completion of the project. The financial projections provided in this report reflect the estimated position as of the middle of June and will reflect the confirmed position as at the date this report is published.

## **5.2 Capital Programme Financial Projections**

5.2.1. As previously reported to the Executive in March 2022, the budget has been under significant pressure throughout the project and the officer and client-side professional team have 'value engineered' throughout, whilst ensuring SEMLEP outputs would not be compromised. In addition, current, unprecedented and widely publicised, market conditions have placed additional pressure on the contractor and in turn the Council as the developer.

5.2.2 As reported in March 2022, normally for a project of this nature it would be expected that the Royal Institute of British Architects (RIBA) design stages 1 to 4 to take at least 12 months whereas they were completed in 6 to 9 months for Cornerstone in order to meet the funder's timelines. In addition, the first two Covid Lockdowns occurred during the design phases. The consequence of this is that there are ongoing design co-ordination issues on site which are

increasing costs. Like most construction projects at the moment the contractors are challenging the Council at every opportunity to minimise their costs, in an industry also affected by the economic impacts of Covid, supply chain issues, labour shortages and rising costs due to inflation, further impacted by the war in Ukraine. The programme has experienced actual Covid outbreaks on site which has led to some small delays.

- 5.2.3 In March 2022, an extra £75,000 of contingency budget was approved by the Executive. However due to ongoing coordination issues that have since emerged, and with the notice of the third Extension of Time request, in hand but without substantiation, there is now a recommendation to increase the budget to allow for additional time and to settle the further contract variations that either have already had to be made and are anticipated.
- 5.2.4 The contracted Quantity Surveyors have provided a further contingency assessment and best- and worst-case scenarios for review by Council officers. This includes allowances for additional time and coordination issues that may emerge in the final construction period. **(Please note that until all EOTs and variations are agreed this is an estimate from the Quantity Surveyor and so the maximum estimated amount is recommended for approval).**
- 5.2.5 It should be noted that when entering into contract the Council had only approximately 4% budget contingency available. To mitigate this relatively low contingency figure officers had a list of possible scope reductions which, as noted above, have now been implemented. However, any further scope reduction would impact on quality and SEMLEP outputs.
- 5.2.6 The current evaluation process undertaken to review additional budget requirement represents between 6-13% total contingency against the construction sum. This level of contingency is in line with projects of this nature which would usually seek to secure 5-10% contingency depending on the contract form. In particular, at least 10% contingency is more critical for heritage projects where the risk of unknowns cannot be fully mitigated through surveys and opening up works, and often only come to light when ground is broken.
- 5.2.7 A separate report, which will be completed towards the end of project, will highlight the setting of contingency levels and general lessons learnt for consideration by the Council for future capital projects of this nature.
- 5.2.8 In summary the current budget risks factored into the worst-case scenario are presented as:
- Extension of Time requests - until agreed with the contractor
  - Design team performance and coordination issues leading to variations and further delays
  - Delays to procuring revised steel
  - Planning nonmaterial amendment due to ductwork redesign
  - Landscaping
  - Business rates – the council are liable as the project has extended beyond 12 months- a valuation of this is awaited.
  - Additional collection storage costs

- Additional fees for prolonged snagging process
- Additional client-side fees for the extended programme

5.2.9 The risk register cost projections currently exceed the remaining contingency, £165k of risks are noted in June's risk register against a overspend projected of up to £412k based on the contractor's projection. Cashflow projections show that the project will not be overspent until then end of July 2022.

5.2.10 Based on a projected overspend of between £209k (Quantity Surveyor assessment) and £412k (contractor's projection) a recommendation has been brought before Executive to approve an uplift to the contingency of £412k. This is based on the worst-case scenario to ensure the project can be successfully completed within the next few months, without incurring further delays, which would only further increase contract costs, as well as causing reputational damage. The Council's appointed contract administration team will continue to drive negotiations on cost by robustly scrutinising all variations and additional claims, to achieve best value for the Council. If any of the additional funding is not required, it will revert back into the Council's Capital programme as underspend.

5.2.11 The uplift will be met through the use of capital reserves.

### 5.3 Other contractual issues

5.3.1 The design team was appointed at the outset of the project under Kettering Borough Council, via a procurement framework. Performance issues have been consistent throughout the project which resulted in a replacement contractor being appointed.

5.3.2 There have been issues across the design disciplines but most notably with the Mechanical and Engineering element. These performance issues have been raised on multiple occasions directly and at Director level with the design team. The Council is exploring whether there is a case for onwards recourse to recoup costs against variations and whether a potential future claim is to be had as a result of performance under this contract.

5.3.3 An external survey of the library roof has been completed. However, to date an internal cavity roof inspection has not been completed as this requires specialist contractors to be commissioned. This needs to take place for the Council to be able to ascertain full costs for the replacement of the roof. A full replacement of the roof was never in scope for the Cornerstone project and would not have met the criteria for the external funding secured. Once the full extent and cost of the library roof replacement is known a separate report will be brought forward in this regard.

## 6 Next Steps

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6.1 Following the design workshops and the commercial review by the project team, all outstanding risks against the updated budget position will continue to be reviewed and reported to the Project Board which meets monthly.

- 6.2. Confirmation of practical completion date will be sought from the Contractor, estimated to be early September 2022, and successful completion of the capital project will be delivered.

## 7 Implications (including financial implications)

### 7.1 Resources and Financial

7.1.1 The additional budget will be funded through the use of capital reserves.

7.1.2 The full budget breakdown is set out in Table 1; the reduction in scope is set out in Table 2; and the full expenditure breakdown is set out in Table 3.

**Table 1: Budget Breakdown**

<b>GLaM Project (original)</b>	
SEMLEP Grant Funding	£3,000,000
Match Funding ( <i>former Kettering BC</i> ) GLaM Capital £100,000 Economic Dev Reserves £440,000 Town Centre Improvement S106 £100,000	£640,000
S106 (Hanwood Park)	£300,000
	<b>£3,940,000</b>
<b>Existing Property Betterment</b>	
Library Betterment ( <i>former NCC Property Budget</i> )	£47,000
Stock Condition Budget ( <i>former KBC Museum</i> )	£70,600
Timber Treatment ( <i>former KBC Emergency Property Budget</i> )	£2,500
	<b>£120,100</b>
<b>Total</b>	<b>£4,060,100</b>

**Table 2: Budget reconciliation**

<b>GLaM Project Spend</b>	
Original Main Contract sum	£3,102,737
Professional Fees (Various contracts)	£600,224
Property Betterment	£120,100
Contingency remaining	<b>£132,014</b>
Client Direct costs (various)	£225,125 (fixtures, equipment, branding, comms, decant/recant etc) includes 10k contingency
<b>Total</b>	<b>£4,060,100</b>



Additional funding secured (£75k EXEC + £26,500 revenue)	£101,500
Adjustment to Library Betterment & Stock Condition Budgets (following omission of works that were directly funded)	£44,007
<b>Revised Budget</b>	<b>£4,117,593</b>

**Table 3: Quantity Surveyor vs Contractor Cost Forecast June 2022**

<b>GLaM Project Spend</b>	<b>F+G</b>	<b>Contractor</b>
Original Main Contract sum	£3,431,211	£3,634,211
Professional Fees (Various contracts)	£701,457	£701,457
Client Direct costs (various)	£193,925	£193,925
<b>Total</b>	<b>£4,326,593</b>	<b>£4,529,593</b>
Variance to Revised Budget	£209,000	£412,000

## 7.2 Legal and Governance

- 7.2.1 Best Value authorities are under a general Duty of Best Value to “make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.
- 7.2.2 Under the Duty of Best Value, therefore, authorities should consider overall value, including economic, environmental and social value, when reviewing service provision. Therefore, the project must be delivered in line with best value.

## 7.3 Relevant Policies and Plans

- 7.3.1 Cornerstone’s objectives align with the priorities within NNC’s emerging corporate plan supporting the following objectives:

### **Active, fulfilled lives:**

Value and support our carers and volunteers

Improve the accessibility and use of leisure, culture and sport

### **Better, brighter futures:**

Promote better training, further education and employment opportunities for young people

### **Safe and thriving places:**

Strengthen the cultural identity of towns, villages and rural communities

Help town centres and villages respond to changing trends

Attract tourism, visitors and inward investment

Support the creation of high-quality, better skilled jobs

**Connected communities:**

Respect and engage our local communities

Empower a thriving voluntary and community sector

**Modern public services:**

Provide good quality and efficient services valued by our customers

Enhance the services provided at our community hubs •

Use our assets, skills, knowledge and technology to make a real difference

**7.3.2 Kettering Town Centre Area Action Plan:**

The plan's vision is to create a vibrant heart for Kettering and focal point for North Northamptonshire. Cultural and Heritage facilities are recognised within the plan as playing a vital role, providing a powerful sense of place, belonging and acting as a key visitor draw. Cornerstone supports this objective with the provision of quality space to showcase culture, heritage and creative industry enabling people and businesses to flourish. By removing barriers to accessing cultural and creative activities, Cornerstone will contribute towards job creation, skills development and social.

**7.3.3 Kettering Town Centre Delivery Plan 2018-2025:**

The plan recognises that although town centres are still important shopping places, they are also important places for people to live, work and enjoy leisure time. The rich mixture of usage builds successful safe, adaptable and resilient town centres. It further identifies those plans for Kettering, such as Cornerstone, must encompass the wider view of the Town Centre as a community hub or civic heart incorporating leisure, education, arts, entertainment as well as a strong evening/leisure offer for families, young people and older generations.

**7.4 Risk**

7.4.1 The programme set by central Government via the funders is extremely ambitious for a project of this nature. The risk of coordination issues on site relating to the design, has led to variations to the contract which impact cost and programme. Although the majority of these items are in fact minor, the current market conditions exacerbate time and cost pressures with the contractor.

7.4.2 Without the further uplift to the capital budget there is a risk the project will over commit against approved budgets. If the uplift is not made in a timely way, then the Council will not be able to continue to instruct the contractor on site, which will lead to delays and further Extension of Time claims which will incur more cost to the Council.

**7.5 Consultation**

7.5.1 There is regular dialogue with SEMLEP, as the main partner funding body.

## **7.6 Consideration by Scrutiny**

7.6.1 This report has not been considered by Scrutiny at this stage.

## **7.7 Consideration by Executive Advisory Panel**

7.7.1 The report has not been considered in the current round of Executive Advisory Panel meetings.

## **7.8 Equality Implications**

7.8.1 There are opportunities of positive impacts on the local community from the whole project including the local economy through employment and supply chains and social and environmental through encouraging more visitors to Cornerstone.

7.8.2 In addition to the SEMLEP commercial space output noted, new jobs creation is also a key output. Eight new jobs are required to be created by March 2024 of which 2.5 roles have currently been secured.

7.8.3 The café concession would create opportunities for employment of local people and will contribute to the SEMLEP objectives.

7.8.4 The cafe offers a town centre, accessible meeting space for the community which includes enhanced access and certified changing place toilet.

7.8.5 Thousands of visitors and service users, and all members of the public will have somewhere to meet within the facility and can be catered for.

## **7.9 Climate Impact**

7.9.1 The contractor operates a BS EN ISO 14001:2015 accredited Environmental Management System (EMS) which is audited by UKAS approved BM TRADA and is applied to all construction sites. Included within their EMS is their Environmental Policy that demonstrates their commitment to protection of the environment in the construction of their works throughout all stages including assessment, procedures, review and audit.

7.9.2 The contractor also operates a Site Waste Management Plan (SWMP) which is based on the principles of Reduce, Reuse and Recycle.

7.9.3 The project capital works are focused on heritage buildings, all of which have listed building status. Whilst heritage buildings create limitations in relation to 'green' modifications that can be made, the project team have targeted improvements to refurbishment where possible to ensure the heritage assets are improved and restored thereby future proofing them for generations to come.

## **7.10 Community Impact**

7.10.1 There has long been ongoing support and recognition of the need to effectively invest capital to enhance, protect and future proof the prime heritage assets for existing and future generations of North Northamptonshire. The investment has wider benefits of promoting social inclusion by improving connectivity and offering improved community access to a wider cultural, heritage and learning offer, which the public may not have previously engaged with.

7.10.2 The project will further secure long- term sustainability of the assets by strengthening the local delivery, management and improving digital connectivity. Exploring new income, funding streams, and developing new cultural and commercial opportunities to capitalise on improved facilities. For example, from Jan to March 20202, for the first time, artwork from the Tate, which has galleries in London, Liverpool and Cornwall, visited Kettering as part of the 2020 Vision exhibition at the town's Alfred East Art Gallery. Investment into improved facilities will enable future, more frequent and larger exhibitions of this calibre

## **7.11 Crime and Disorder Impact**

7.11.1 None identified.

## **8 Background Papers**

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Kettering Executive Committee 15 September 2020 -

[https://www.kettering.gov.uk/meetings/meeting/1858/executive\\_committee](https://www.kettering.gov.uk/meetings/meeting/1858/executive_committee)

Kettering Full Council 23 September 2020 -

<https://www.kettering.gov.uk/meetings/meeting/1861/council>

North Northamptonshire Shadow Executive 24 September 2020

[Meeting of North Northamptonshire Shadow Executive Committee on Thursday 24th September, 2020 - North Northamptonshire Council \(moderngov.co.uk\)](#)

North Northamptonshire Executive 22<sup>nd</sup> June 2021

[Link](#)

North Northamptonshire Executive 16<sup>th</sup> December 2021

[Link](#)

North Northamptonshire Executive 17<sup>th</sup> March 2022

[Link](#)



## EXECUTIVE 14<sup>th</sup> July 2022

<b>Report Title</b>	<b>Treasury Management Outturn Report - 2021/22</b>
<b>Report Author</b>	Janice Gotts, Executive Director of Finance <a href="mailto:Janice.gotts@northnorthants.gov.uk">Janice.gotts@northnorthants.gov.uk</a>
<b>Lead Member</b>	Councillor Lloyd Bunday, Executive Member for Finance and Transformation

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

### List of Appendices

#### Appendix A – Treasury Management Outturn Report 2021/22

#### 1. Purpose of Report

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- 1.1. This report updates the Council's treasury management and prudential indicators which includes the position following progress on the disaggregation of the assets and liabilities that were previously held by the former Northamptonshire County Council.
- 1.2. This report also updates the Committee on the Council's treasury management activities and performance for the financial year ended 31<sup>st</sup> March 2022 in accordance with the CIPFA's Code of Practice on Treasury Management.

#### 2. Executive Summary

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- 2.1. This report requires the Committee to agree the updated treasury management and prudential indicators and for the Committee to note the outcome of the

Council's treasury management activities and performance for the financial year ended 31<sup>st</sup> March 2022.

### **3. Recommendations**

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- 3.1. It is recommended that the Executive:
- a) Note the treasury management outturn report detailing the activity undertaken during the financial year ended 31<sup>st</sup> March 2022 and the performance achieved set out in **Appendix A** to this report; and
  - b) Note that all treasury activities were undertaken in line with the approved Treasury Management Strategy/Annual Investment Strategy.
- 3.2. Reason for Recommendations: The Council's TMSS is underpinned by the CIPFA Code of Practice on Treasury Management ("the Code") which requires that members are informed of treasury management activities at least twice a year. Full Council has delegated the formulation and monitoring of the Council's treasury management strategy, policy, and activity to the Executive Committee.
- 3.3. Alternative Options Considered: There are no alternative options to be considered for this report, which is for noting only.

### **4. Report Background**

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- 4.1. The Council operates a balanced budget, which broadly means cash raised during the year will meet its cash expenditure. Part of the treasury management operations ensure this cash flow is adequately planned, with surplus monies being invested in low-risk counterparties, providing adequate liquidity initially before considering optimising investment return.
- 4.2. The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer-term cash flow planning to ensure the Council can meet its capital spending operations. This management of longer-term cash may involve arranging long or short-term loans, or using longer term cash flow surpluses, and on occasion any debt previously drawn may be restructured to meet Council risk or cost objectives.
- 4.3. Accordingly, treasury management is defined as:
- "The management of the local authority's borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks."*
- 4.4. In line with the Code and the requirement of the Council's Treasury

Management Strategy, this report provides an update on the borrowing, investments and cash flows, money market and capital market activities for the financial year ended 31<sup>st</sup> March 2022.

## **5. Issues and Choices**

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- 5.1. In line with its delegated authority, the Committee is asked to note the treasury management activities and performance for the financial year ended 31<sup>st</sup> March 2022.

## **6. Implications (including financial implications)**

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### **6.1. Resources, Financial and Transformation**

- 6.1.1. The finance implications are set out within the report and appendix.

### **6.2. Legal and Governance**

- 6.2.1. None specific to this report.

### **6.3. Relevant Policies and Plans**

- 6.4. Treasury Management Strategy Statement, Annual Investment Strategy 2021/22.

### **6.5. Risk**

- 6.5.1. There are no significant risks arising from the proposed recommendations in this report.

### **6.6. Consultation**

- 6.6.1. No consultation required for this report.

### **6.7. Consideration by Executive Advisory Panel**

- 6.7.1. None specific to this report.

### **6.8. Consideration by Scrutiny**

- 6.8.1. None specific to this report.

## **6.9. Equality Implications**

6.9.1. None specific to this report.

## **6.10. Climate Impact**

6.10.1. None specific to this report.

## **6.11. Community Impact**

6.11.1. None specific to this report.

## **6.12. Crime and Disorder Impact**

6.12.1. None specific to this report.

## **7. Background Papers**

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7.1. Treasury Management Strategy Statement, Annual Investment Strategy  
2021/22



## Appendix A

### Treasury Management Outturn Report 2021/22

#### 1. Introduction

- 1.1. In February 2021 the Authority adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice* (the CIPFA Code) which requires the Authority to approve treasury management semi-annual and annual reports.
- 1.2. The Authority's treasury management strategy for 2021/22 was approved in February 2021. The Authority has inherited substantial sums borrowing and investments and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk remains central to the Authority's treasury management strategy.
- 1.3. Treasury risk management at the Authority is conducted within the framework of the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice* (the CIPFA Code) which requires the Authority to approve a treasury management strategy before the start of each financial year and, as a minimum, a semi-annual and annual treasury outturn report.
- 1.4. The Prudential Code includes a requirement for local authorities to provide a Capital Strategy, a summary document approved by full Council covering capital expenditure and financing, treasury management and non-treasury investments. The Authority's Capital Strategy, complying with CIPFA's requirement, was approved in February 2021.

#### 2. External Context

- 2.1. **Economic background:** The continuing economic recovery from coronavirus pandemic, together with the war in Ukraine, higher inflation, and higher interest rates were major issues over the period.
- 2.2. Bank Rate was 0.1% at the beginning of the reporting period. April and May saw the economy gathering momentum as the shackles of the pandemic restrictions were eased. Despite the improving outlook, market expectations were that the Bank of England would delay rate rises until 2022. Rising, persistent inflation changed that.
- 2.3. UK CPI was 0.7% in March 2021 but thereafter began to steadily increase. Initially driven by energy price effects and by inflation in sectors such as retail and hospitality which were re-opening after the pandemic lockdowns, inflation then was believed to be temporary. Thereafter price rises slowly became more widespread, as a combination of rising global costs and strong demand was exacerbated by supply shortages and transport dislocations. The surge

in wholesale gas and electricity prices led to elevated inflation expectations. CPI for February 2022 registered 6.2% year on year, up from 5.5% in the previous month and the highest reading in the National Statistic series. Core inflation, which excludes the more volatile components, rose to 5.2% y/y from 4.4%.

- 2.4. The government's jobs furlough scheme insulated the labour market from the worst effects of the pandemic. The labour market began to tighten and demand for workers grew strongly as employers found it increasingly difficult to find workers to fill vacant jobs. Having peaked at 5.2% in December 2020, unemployment continued to fall and the most recent labour market data for the three months to January 2022 showed the unemployment rate at 3.9% while the employment rate rose to 75.6%. Headline 3-month average annual growth rate for wages were 4.8% for total pay and 3.8% for regular pay. In real terms, after adjusting for inflation, total pay growth was up 0.1% while regular pay fell by 1.0%.
- 2.5. With the fading of lockdown – and, briefly, the 'pingdemic' – restraints, activity in consumer-facing sectors improved substantially as did sectors such as oil and mining with the reopening of oil rigs but materials shortages and the reduction in the real spending power of households and businesses dampened some of the growth momentum. Gross domestic product (GDP) grew by an upwardly revised 1.3% in the fourth calendar quarter of 2021 according to the final estimate (initial estimate 1.0%) and took UK GDP to just 0.1% below where it was before the pandemic. The annual growth rate was revised down slightly to 7.4% (from 7.5%) following a revised 9.3% fall in 2020.
- 2.6. Having increased Bank Rate from 0.10% to 0.25% in December, the Bank of England hiked it further to 0.50% in February and 0.75% in March. At the meeting in February, the Monetary Policy Committee (MPC) voted unanimously to start reducing the stock of its asset purchase scheme by ceasing to reinvest the proceeds from maturing bonds as well as starting a programme of selling its corporate bonds.
- 2.7. In its March interest rate announcement, the MPC noted that the invasion of Ukraine had caused further large increases in energy and other commodity prices, with the expectation that the conflict will worsen supply chain disruptions around the world and push CPI inflation to around 8% later in 2022, even higher than forecast only a month before in the February Monetary Policy Report. The Committee also noted that although GDP in January was stronger than expected with business confidence holding up and the labour market remaining robust, consumer confidence had fallen due to the squeeze in real household incomes.
- 2.8. GDP growth in the euro zone increased by 0.3% in calendar Q4 2021 following a gain of 2.3% in the third quarter and 2.2% in the second. Headline inflation remains high, with CPI registering a record 7.5% year-on-year in March, the ninth successive month of rising inflation. Core CPI inflation was 3.0% y/y in March, was well above the European Central Bank's target of 'below, but close

to 2%', putting further pressure on its long-term stance of holding its main interest rate of 0%.

- 2.9. The US economy expanded at a downwardly revised annualised rate of 6.9% in Q4 2021, a sharp increase from a gain of 2.3% in the previous quarter. In its March 2022 interest rate announcement, the Federal Reserve raised the Fed Funds rate to between 0.25% and 0.50% and outlined further increases should be expected in the coming months. The Fed also repeated its plan to reduce its asset purchase programme which could start by May 2022.
- 2.10. **Future economic impact:** The invasion of Ukraine by Russia has led to a large increase in prices for energy and food. The continued impact of this is likely to mean further price rises will be expected in the price cap on energy in October 2022.
- 2.11. These factors, together with the continued effect of lockdowns in China will make it harder to import goods and push up prices. It is expected this will put more pressure on the upward trend of inflation which is likely to rise above 10% in the latter half of 2022-23.
- 2.12. In light of continued pressure from increased costs of living and rising inflation, the Bank of England has increased the interest rate, the latest increase in May 2022 was 0.25%, making the overall base rate 1%. The highest it has been since the financial crash in 2008. This is an attempt to try and ease the rapid increase in prices by increasing borrowing rates and encourage people to save, reduced spending will tend to see prices rise more slowly. The Bank of England may need to increase interest rates further in the coming months, depending on the economy and inflation.
- 2.13. **Financial markets:** The conflict in Ukraine added further volatility to the already uncertain inflation and interest rate outlook over the period. The Dow Jones started to decline in January but remained above its pre-pandemic level by the end of the period while the FTSE 250 and FTSE 100 also fell and ended the quarter below their pre-March 2020 levels.
- 2.14. Bond yields were similarly volatile as the tension between higher inflation and flight to quality from the war pushed and pulled yields, but with a general upward trend from higher interest rates dominating as yields generally climbed.
- 2.15. **Credit review:** In the first half of FY 2021-22 credit default swap (CDS) spreads were flat over most of the period and are broadly in line with their pre-pandemic levels. In September spreads rose by a few basis points due to concerns around Chinese property developer Evergrande defaulting but then fell back. Fitch and Moody's revised upward the outlook on a number of UK banks and building societies on the Authority's counterparty to 'stable', recognising their improved capital positions compared to 2020 and better economic growth prospects in the UK.

- 2.16. Fitch also revised the outlook for Nordea, Svenska Handelsbanken and Handelsbanken plc to stable. The agency considered the improved economic prospects in the Nordic region to have reduced the baseline downside risks it previously assigned to the lenders.
- 2.17. The successful vaccine rollout programme was credit positive for the financial services sector in general and the improved economic outlook meant some institutions were able to reduce provisions for bad loans. However, in 2022, the uncertainty engendered by Russia's invasion of Ukraine pushed CDS prices modestly higher over the first calendar quarter, but only to levels slightly above their 2021 averages, illustrating the general resilience of the banking sector.
- 2.18. Having completed its full review of its credit advice on unsecured deposits, in September Arlingclose extended the maximum duration limit for UK bank entities on its recommended lending list from 35 days to 100 days; a similar extension was advised in December for the non-UK banks on this list. As ever, the institutions and durations on the Authority's counterparty list recommended by Arlingclose remains under constant review.

### **Revised CIPFA Codes, Updated PWLB Lending Facility Guidance**

- 2.19. In August 2021 HM Treasury significantly revised guidance for the PWLB lending facility with more detail and 12 examples of permitted and prohibited use of PWLB loans. Authorities that are purchasing or intending to purchase investment assets primarily for yield will not be able to access the PWLB except to refinance existing loans or externalise internal borrowing. Acceptable use of PWLB borrowing includes service delivery, housing, regeneration, preventative action, refinancing and treasury management.
- 2.20. CIPFA published its revised Prudential Code for Capital Finance and Treasury Management Code on 20<sup>th</sup> December 2021. The key changes in the two codes are around permitted reasons to borrow, knowledge and skills, and the management of non-treasury investments.
- 2.21. The principles of the Prudential Code took immediate effect although local authorities could defer introducing the revised reporting requirements until the 2023/24 financial year if they wish. The Council has elected to defer the introduction of the revised reporting requirements of the Prudential Code until 2023/24 financial year.
- 2.22. To comply with the Prudential Code, authorities must not borrow to invest primarily for financial return. This Code also states that it is not prudent for local authorities to make investment or spending decision that will increase the CFR unless directly and primarily related to the functions of the authority. Existing commercial investments are not required to be sold; however, authorities with existing commercial investments who expect to need to borrow should review the options for exiting these investments.

- 2.23. Borrowing is permitted for cashflow management, interest rate risk management, to refinance current borrowing and to adjust levels of internal borrowing. Borrowing to refinance capital expenditure primarily related to the delivery of a local authority's function but where a financial return is also expected is allowed, provided that financial return is not the primary reason for the expenditure. The changes align the CIPFA Prudential Code with the PWLB lending rules.
- 2.24. Unlike the Prudential Code, there is no mention of the date of initial application in the Treasury Management Code. The TM Code now includes extensive additional requirements for service and commercial investments, far beyond those in the 2017 version.
- 2.25. The Authority will follow the same process as the Prudential Code, i.e. delaying changes in reporting requirements to the 2023/24 financial year.

### **3. Local Context**

- 3.1. On 31<sup>st</sup> March 2022, the Authority estimates net investments of £129.2m arising from its revenue and capital income and expenditure. The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while usable reserves and working capital are the underlying resources available for investment. These factors are summarised in Table 1 below.

**Table 1: Balance Sheet Summary**

	<b>Actual 31/03/21 £000</b>	<b>Estimate 31/03/22 £000</b>
General Fund CFR	584,967	588,257
Housing Revenue Account CFR	119,859	109,859
<b>Total CFR</b>	<b>704,826</b>	<b>698,116</b>
Less other debt liabilities	109,193	109,193
External borrowing	459,710	459,710
<b>Net borrowing/(investments)</b>	<b>135,923</b>	<b>129,213</b>

\* finance leases, PFI liabilities and transferred debt that form part of the Authority's total debt

- 3.2. Lower official interest rates have lowered the cost of short-term, temporary loans and investment returns from cash assets that can be used in lieu of borrowing. The Authority pursued its strategy of keeping borrowing and investments below their underlying levels, sometimes known as internal borrowing, in order to reduce risk and keep interest costs low.
- 3.3. The treasury management position at 31<sup>st</sup> March 2022 and the change during the year is shown in Table 2 below.

3.4. Table 2: Treasury Management Summary

	31/03/21 Balance £000	Movement £000	31/03/22 Balance £000	31/03/22 Rate %
Long-term borrowing	474,394	-14,684	459,710	3.11%
Short-term borrowing	19,500	6,500	26,000	0.74%
<b>Total borrowing</b>	<b>493,894</b>	<b>-8,184</b>	<b>485,710</b>	<b>2.98%</b>
Long-term investments	16,287	13,008	29,295	3.50%
Short-term investments	48,201	-42,716	5,485	0.65%
Cash and cash equivalents	46,030	172,065	218,095	0.36%
<b>Total Investments</b>	<b>110,518</b>	<b>142,357</b>	<b>252,875</b>	<b>0.73%</b>
<b>Net borrowing/(investments)</b>	<b>383,376</b>	<b>-150,541</b>	<b>232,835</b>	

- 3.5. The increase in net investment position relates to additional funding received by the authority since 1 April 2021 and other funding sources that were unknown at the start of the financial year.

#### 4. Borrowing

- 4.1. The Authority was not planning to borrow to invest primarily for commercial return and so is unaffected by the changes to the Prudential Code.

##### Borrowing strategy

- 4.2. At 31<sup>st</sup> March 2022 the Authority held £485.7m of loans, (a decrease of £8.2m 31<sup>st</sup> March 2021, as part of its strategy for funding previous and current years' capital programmes. Outstanding loans on 31<sup>st</sup> March are summarised in Table 3 below.

4.3. Table 3: Borrowing Position

	31/03/21 Balance £000	Net Movement £000	31/03/22 Balance £000	31/03/22 Weighted Average Rate %	31/03/22 Weighted Average Maturity (years)
Public Works Loan Board	418,894	-14,684	404,210	2.98%	29.3
Banks (LOBO)	42,000	0	42,000	4.26%	43.0
Banks (fixed-term)	10,000	0	10,000	3.89%	44.2
Local authorities (long-term)	3,500	0	3,500	1.61%	0.8
Local authorities (short-term)	19,500	6,500	26,000	0.74%	0.4
<b>Total borrowing</b>	<b>493,894</b>	<b>-8,184</b>	<b>485,710</b>	<b>2.98%</b>	<b>29.0</b>

- 4.4. The Authority's chief objective when borrowing has been to strike an appropriately low risk balance between securing low interest costs and

achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should the Authority's long-term plans change being a secondary objective.

- 4.5. In keeping with these objectives, [no new long term borrowing was undertaken, while £14.7m of existing long term loans were allowed to mature without replacement. This strategy enabled the Authority to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk.
- 4.6. With short-term interest rates remaining much lower than long-term rates, the Authority considered it more cost effective in the near term to use internal resources or borrowed rolling temporary / short-term loans instead. The net movement in temporary / short-term loans is shown in table 3 above.
- 4.7. PWLB funding margins have lurched quite substantially and there remains a strong argument for diversifying funding sources, particularly if rates can be achieved on alternatives which are below gilt yields + 0.80%. The Authority will evaluate and pursue these lower cost solutions and opportunities with its advisor Arlingclose.
- 4.8. LOBO loans: The Authority continues to hold £42m of LOBO (Lender's Option Borrower's Option) loans where the lender has the option to propose an increase in the interest rate as set dates, following which the Authority has the option to either accept the new rate or to repay the loan at no additional cost. No banks exercised their option during the year.

## **5. Treasury Investment Activity**

- 5.1. CIPFA published a revised Treasury Management in the Public Services Code of Practice and Cross-Sectoral Guidance Notes on 20<sup>th</sup> December 2021. These define treasury management investments as investments that arise from the organisation's cash flows or treasury risk management activity that ultimately represents balances that need to be invested until the cash is required for use in the course of business.
- 5.2. The Authority holds invested funds, representing income received in advance of expenditure plus balances and reserves held. During the year, the Authority's investment balances ranged between £98.8 and £277m due to timing differences between income and expenditure. The investment position is shown in table 4 below.

5.3. Table 4: Treasury Investment Position

	31/03/21 Balance	Net Movement	31/03/22 Balance	31/03/22 Income Return	31/03/22 Weighted Average Maturity Days
	£000	£000	£000	%	
Banks & Building Societies (Unsecured)	45,115	8,742	53,857	0.46%	71
Government (including local authorities)	25,500	144,223	169,723	0.34%	79
Money Market Funds	11,901	-11,901	0	0.75%	0
Real Estate Investment Trusts	16,287	13,008	29,295	3.50%	N/A
<b>Total Investments</b>	<b>98,803</b>	<b>154,072</b>	<b>252,875</b>	<b>0.73%</b>	

5.4. Both the CIPFA Code and government guidance require the Authority to invest its funds prudently, and to have regard to the security and liquidity of its treasury investments before seeking the optimum rate of return, or yield. The Authority's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.

5.5. Ultra low short-dated cash rates, which were a feature since March 2020 when Bank Rate was cut to 0.1%, prevailed for much of the 12-month reporting period which resulted in the return on sterling low volatility net asset value (LVNAV) Money Market Funds being close to zero even after some managers had temporarily waived or lowered their fees. However, higher returns on cash instruments followed the increases in Bank Rate in December, February and March. At 31<sup>st</sup> March, the 1-day return on the Authority's MMFs ranged between 0.45% - 0.6% per annum.

5.6. Similarly, deposit rates with the Debt Management Account Deposit Facility (DMADF) initially remained very low with rates ranging from 0% to 0.1%, but the increases to policy rates raised rates to between 0.55% and 0.85% depending on the deposit maturity. The average return on the Authority's DMADF deposits was 0.38%.

5.7. Given the risk and low returns from short-term unsecured bank investments, the Authority further diversified into more secure and/or higher yielding asset classes as shown in table 4 above with £13m that was available for longer-term investment invested in property funds.

5.8. **Externally Managed Pooled Funds:** £29.3m of the Authority's investments is invested in externally managed strategic pooled property funds where short-term security and liquidity are lesser considerations, and the objectives instead are regular revenue income and long-term price stability. These funds generated an average total return of £0.562m.

5.9. In the nine months to December improved market sentiment was reflected in property fund valuations and, in turn, in the capital values of the Authority's property funds in the Authority's portfolio. In the January- March quarter the two dominant themes were tighter UK and US monetary policy and higher



interest rates, and the military invasion of Ukraine by Russia in February, the latter triggering significant volatility and uncertainty in financial markets.

- 5.10. In light of Russia's invasion, Arlingclose contacted the fund managers of our MMF, and confirmed no direct exposure to Russian or Belarusian assets had been identified. Indirect exposures were immaterial. It should be noted that any assets held by banks and financial institutions (e.g. from loans to companies with links to those countries) within MMFs and other pooled funds cannot be identified easily or with any certainty as that level of granular detail is unlikely to be available to the fund managers or Arlingclose in the short-term, if at all.
- 5.11. The change in the Authority's funds' capital values and income earned over the 12-month period is shown in Table 4.
- 5.12. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Authority's medium- to long-term investment objectives are regularly reviewed. Strategic fund investments are made in the knowledge that capital values will move both up and down on months, quarters and even years; but with the confidence that over a three- to five-year period total returns will exceed cash interest rates. Investment in the property funds have increased in the financial year ending 31 March 2022.
- 5.13. The Authority had budgeted £0.640m income from these investments in 2021/22. Income received was £0.404m, whilst a further £0.157m has been declared and is due to be paid by April/May.

## **6. Non-Treasury Investments**

- 6.1. The definition of investments in CIPFA's revised 2021 Treasury Management Code covers all the financial assets of the Authority as well as other non-financial assets which the Authority holds primarily for financial return. Investments that do not meet the definition of treasury management investments (i.e. management of surplus cash) are categorised as either for service purposes (made explicitly to further service objectives) and or for commercial purposes (made primarily for financial return).
- 6.2. Investment Guidance issued by the Department for Levelling Up Housing and Communities (DLUHC) and Welsh Government also broadens the definition of investments to include all such assets held partially or wholly for financial return.

## **7. Treasury Performance**

- 7.1. The Authority measures the financial performance of its treasury management activities both in terms of its impact on the revenue budget and its relationship to benchmark interest rates, as shown in table 6 below.
- 7.2. Table 6: Performance

	Actual £000	Budget £000	Over / Under £000	Actual %
Borrowing	11,109	11383	274	2.41%
Investments	-816	-1,714	-898	52.39%

## 8. Compliance

- 8.1. The Chief Finance Officer reports that all treasury management activities undertaken during the year complied fully with the CIPFA Code of Practice and the Authority's approved Treasury Management Strategy. Compliance with specific investment limits is demonstrated in table 7 below.
- 8.2. Compliance with the authorised limit and operational boundary for external debt is demonstrated in table 7 below.

Table 7: Debt Limits

	2021/22 Maximum	31/03/2022 Actual	2021/22 Operational Boundary	2021/22 Authorised Limit	Complied? Yes/No
Borrowing	493,894	485,710	639,807	714,807	Yes
PFI and Finance Leases	109,193	108,112	109,193	109,193	Yes
<b>Total Debt</b>	<b>603,087</b>	<b>593,822</b>	<b>749,000</b>	<b>824,000</b>	<b>Yes</b>

- 8.3. Since the operational boundary is a management tool for in-year monitoring it is not significant if the operational boundary is breached on occasions due to variations in cash flow, and this is not counted as a compliance failure.

Table 8: Investment Limits

£'000	2021/22 Maximum	31/03/2022 Actual	2021/22 Limit	Complied? Yes/No
Any single organisation, except the UK Government	20,000	20,000	20,000	Yes
Any group of organisations under the same ownership	20,000	20,000	20,000	Yes
Any group of pooled funds under the same management	20,000	0	20,000	Yes
Limit per non-UK country	0	0	20,000	Yes
Registered provider and registered social landlord	0	0	10,000	Yes
Unsecured investments with building societies	0	0	10,000	Yes
Money Market Funds (Per Fund)	20,000	0	20,000	Yes
Real Estate Investment Trusts (Per Fund)	12,278	12,278	20,000	Yes

## 9. Treasury Management Indicators

- 9.1. The Authority measures and manages its exposures to treasury management risks using the following indicators.
- 9.2. **Maturity Structure of Borrowing:** This indicator is set to control the Authority's exposure to refinancing risk. The upper and lower limits on the maturity structure of all borrowing were:

	31/03/22 Actual	Upper Limit	Lower Limit	Complied?
Under 12 months	36,300,000	Not Set	0	Yes
12 months and within 24 months	4,450,000	Not Set	0	Yes
24 months and within 5 years	14,460,143	Not Set	0	Yes
5 years and within 10 years	43,804,333	Not Set	0	Yes
10 years and within 20 years	77,506,250	Not Set	0	Yes
20 years and within 30 years	22,089,167	Not Set	0	Yes
30 years and within 40 years	115,750,000	Not Set	0	Yes
40 years and within 50 years	144,350,000	Not Set	0	Yes
50 years and above	17,000,000	Not Set	0	Yes
<b>Total</b>	<b>475,709,893</b>			

- 9.3. **Principal Sums Invested for Periods Longer than a year:** The purpose of this indicator is to control the Authority's exposure to the risk of incurring losses by seeking early repayment of its investments. The limits on the long-term principal sum invested to final maturities beyond the period end were:

	2021/22	2022/23	2023/24
Actual principal invested beyond year end	£0	£0	£0
Limit on principal invested beyond year end	£20m	£20m	£20m
Complied?	Yes	Yes	Yes

## 10. Other

- 10.1. **IFRS 16:** The implementation of the new IFRS 16 Leases accounting standard was due to come into force for local authorities from 1<sup>st</sup> April 2022. Following a consultation CIFPA/LASAAC announced an optional two-year delay to the implementation of this standard a decision which was confirmed by the Financial Reporting Advisory Board in early April 2022. Authorities can now choose to adopt the new standard on 1<sup>st</sup> April 2022, 1<sup>st</sup> April 2023 or 1<sup>st</sup> April 2024. The Authority intends to adopt the new standard on 1st April 2024.



## EXECUTIVE 14<sup>th</sup> July 2022

<b>Report Title</b>	<b>Revenue Budget - Draft Outturn Forecast 2021/22</b>
<b>Report Authors</b>	Janice Gotts, Executive Director of Finance <a href="mailto:Janice.gotts@northnorthants.gov.uk">Janice.gotts@northnorthants.gov.uk</a>
<b>Lead Member</b>	Councillor Lloyd Bunday, Executive Member for Finance and Transformation

<b>Key Decision</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Is the decision eligible for call-in by Scrutiny?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Are there public sector equality duty implications?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Does the report contain confidential or exempt information (whether in appendices or not)?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Applicable paragraph number for exemption from publication under Schedule 12A Local Government Act 1974</b>	

### 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<sup>th</sup> February 2021. The purpose of this report is to set out the draft outturn position for 2021/22 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 and is based on the draft outturn for 2021/22.
- 1.3. Some areas remain unchanged from the previous report, however, the detail of those variations is included within the report for completeness.

## 2. Executive Summary

- 2.1 The report provides commentary on the Council's draft financial revenue 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<sup>st</sup> April 2021 and the continuing issues presented by COVID-19, financial forecasting has been challenging during 2021/22.
- 2.2 There are a number of areas which could impact on the forecast outturn that are still being finalised, these include the charging arrangements for the lead/host arrangements between West Northamptonshire Council and North Northamptonshire Council following the Local Government Reorganisation across the County, with work continuing between the two authorities to confirm the charges.
- 2.3 The Council retained a level of contingency within the base budget for 2021/22 this was £5.724m and this is referred to elsewhere in this report. The contingency was set up to manage risks including pressures that were unknown at the time the budget was set. The unused balance on the contingency is estimated to be £3.619m and the outturn reflects a transfer of £3.619m to reserves to support future years budgets.
- 2.4 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	Completed – awaiting formal sign off through delegated authority	Draft Accounts	Draft Accounts have been Issued for 2020/21. Audit commenced June 2022.

- 2.5 The closure of the 2020/21 accounts for the former County Council is being led by West Northamptonshire Council. This has been progressing well, with a small number of outstanding items requiring confirmation, this includes a national issue regarding the treatment of infrastructure assets.

### 3. Recommendations

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3.1 It is recommended that the Executive:

- a) Note the Council's draft outturn position for the General Fund 2021/22 which is an underspend of £1.771m and the Housing Revenue Account 2021/22 which is an underspend of £0.538m as summarised in section 4, alongside the further analysis which is set out in Section 5 and Section 6 of this report.
- b) Approve the following transfers to reserves which are reflected in the draft outturn position.

Transfer to reserves included within individual Directorates:

- Homelessness (Section 5.30) - £228k
- General Risk Reserve (Leisure – Section 5.36) - £0.556m
- Planning Reserve (JPU – Section 5.47) - £224k
- Capital General Fund (MRP – Section 5.98) - £1.494m

Transfer to Earmarked Reserves from Available Resources:

- Smoothing Reserve – Home to School Transport £2.500m
- Smoothing Reserve – Knuston Hall - £0.600m
- Smoothing Reserve – NORSE - £1.100m
- Budget Delivery Reserve - £0.750m
- Members Empowerment Fund - £78k

- c) Note the assessment of the 2021/22 savings as shown in Appendix A.

3.2 Reason for Recommendations – to note the draft outturn position for 2021/22, approve the transfer to reserves and consider the impact on this year and future years budgets.

### 4. Report Background

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#### General Fund

4.1 The Council's Revenue Budget for 2021/22 was set at the meeting of the Shadow Authority in February 2021. The overall draft outturn for the General Fund for 2021/22, is a forecast underspend of £1.771m against the approved budget of £292.5m allowing for the transfer to earmarked reserves. This is summarised in the table below:

General Fund Draft Outturn 2021/22			
	Net Budget	Draft Outturn Position at 31/03/22	Draft Outturn Variance at 31/03/22
	£'000	£'000	£'000
Net Total Available Resources	292,505	287,477	5,028

General Fund Draft Outturn 2021/22			
	Net Budget	Draft Outturn Position at 31/03/22	Draft Outturn Variance at 31/03/22
	£'000	£'000	£'000
<b>Total Corporate Budgets</b>	<b>23,950</b>	<b>19,919</b>	<b>(4,031)</b>
Children's and Education	59,498	58,587	(911)
Adults Communities and Wellbeing Services	120,581	120,542	(39)
Place and Economy	54,617	52,601	(2,016)
Enabling and Support Services	33,859	34,057	198
<b>Total Directorate Budgets</b>	<b>268,555</b>	<b>265,787</b>	<b>(2,768)</b>
<b>Total Budget</b>	<b>292,505</b>	<b>285,706</b>	<b>(6,799)</b>
<b>Net Position 2021/22</b>	<b>0</b>	<b>(1,771)</b>	<b>(1,771)</b>

**Note - Favourable variances are shown in brackets**

- 4.2 The draft outturn for Period 12 is an underspend of £1.771m this is an adverse movement of £137k since the last report to Executive (Period 11) where an underspend of £1.908m was reported. There have been a number of movements since Period 11 and these are summarised in the table below:

General Fund Forecast Movement (Period 11 v Period 12)				
	Report Reference	P11 Variance £000	Movement in Forecast £000	P12 Variance £000
<b>Children's</b>				
Children's - Education	5.12	0	(708)	(708)
Children's - Commissioning	5.13	0	(203)	(203)
<b>Adults, Communities and Wellbeing (ACW)</b>				
ACW – Adult Social Care	5.16 – 5.23	(227)	(202)	(429)
ACW – Public Health	5.24 – 5.26	596	0	596
ACW – Housing and Community	5.27 -5.37	250	(456)	(206)
<b>Place – Growth and Regeneration</b>				
Place – Planning Service	5.43 – 5.46	580	(107)	473
Place – Temporary Toilets	5.45	36	0	36
Place – Markets	5.46	16	30	46
Place - Joint Planning	5.47	(224)	224	0
Place - Enterprise Centre	5.48	0	(143)	(143)
Place - Environmental Management	5.49	0	(79)	(79)
Place - Economic Development	5.50	0	(166)	(166)
Place - Planning Policy	5.51	0	(143)	(143)



<b>General Fund Forecast Movement (Period 11 v Period 12)</b>				
	<b>Report Reference</b>	<b>P11 Variance £000</b>	<b>Movement in Forecast £000</b>	<b>P12 Variance £000</b>
Place –Other	5.52	(108)	7	(101)
<b>Place – Assets and Environment</b>				
Place – Car Parking Income	5.53 – 5.54	651	(156)	495
Place – Facilities Management	5.55 – 5.63	316	(1,162)	(846)
Place – Commercial Income	5.64	(834)	(117)	(951)
Place – Transport	5.65	(480)	(28)	(508)
Place – Other	5.66 – 5.68	102	187	289
<b>Place – Highways and Waste</b>				
Place – Highways	5.69 – 5.70	185	274	459
Place – Waste Management	5.71 – 5.76	(1,412)	(31)	(1,443)
Place – Concessionary Travel	5.77 – 5.79	(842)	0	(842)
Place – Bus Service	5.80 – 5.82	16	0	16
Place – Transport	5.83 – 5.85	735	1,109	1,844
Place – Other	5.86	(125)	268	143
<b>Place – Regulatory</b>				
Place – Emergency Planning	5.87 – 5.88	(556)	146	(410)
Place – Trading Standards	5.89	77	(2)	75
Place – Environmental Health	5.90	(221)	(189)	(410)
Place – Other Regulatory	5.91	(61)	191	130
Place – Other	5.92	0	20	20
<b>Enabling Services</b>	5.93 – 5.117	(378)	576	198
<b>Corporate Services</b>	5.4 – 5.6	0	(4,031)	(4,031)
<b>Available Resources</b>	5.118 – 5.119	0	5,028	5,028
<b>Total</b>		<b>(1,908)</b>	<b>137</b>	<b>(1,771)</b>

### **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<sup>st</sup> 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.

The Council's overall draft outturn forecast for the Housing Revenue Account is a forecast underspend of £0.538m (Period 11 £192k) against the approved budget of £35.150m. This is summarised in the table below and further details are set out in Section 6.

Housing Revenue Account Forecast Outturn 2021/22				
Directorate	Budget			Draft Forecast Outturn Variance at 31/03/22
	Expenditure	Income	Net	
	£'000	£'000	£'000	£'000
Corby Neighbourhood Account	19,647	(19,647)	0	(210)
Kettering Neighbourhood Account	15,503	(15,503)	0	(328)
<b>Net Position 2021/22</b>	<b>35,150</b>	<b>(35,150)</b>	<b>0</b>	<b>(538)</b>

## 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 March 2022 96.42% of Council Tax had been collected (2020/21 95.87%). The Council 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 at the end of March 2022 was 95.77% (2020/21 94.52%). The sum of Business Rates collected is particularly impacted by the volatility of appeals and the effect of COVID-19. A number of businesses were 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 received 66% relief until March 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 – Underspend £4.031m

- 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 the end of Period 12 was £3.619m which is unchanged to that reported in Period 11. The outturn reflects a transfer of £3.619m to reserves to support future years budgets.
- 5.6 In addition, following disaggregation there was a budgetary provision of £412k which has not been utilised in the year, giving rise to an underspend.

### **Directorate Budgets**

- 5.7 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 – Underspend £911k**

- 5.8 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.
- 5.9 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<sup>st</sup> 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.
- 5.10 The Children's and Education Services remaining in the Council include the Intelligent Client Function for the Northamptonshire Children's Trust (NCT) 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
- 5.11 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.
- 5.12 The draft outturn for 2021/22 for Children's and Education Services is an underspend of £911k which includes the delivery of the savings targets. This is a favourable movement to the balanced position reported in Period 11. The

forecast outturn position consists of a net underspend of £708k in Education Services, and £203k in Commissioning and Partnerships, which also includes the Northamptonshire Children's Trust contract sum.

The draft underspend in Education Services comprises of the following variances:

- There has been a number of vacancies and one-off costs during the course of 2021/22, resulting in a net underspend of £872k on salaries. These have been partially offset through the use of agency staff which amounts to £486k resulting in a net underspend of £386k.
- The Teacher's Pension Strain was disaggregated between the North and West, the 2021/22 budget assumed a split 44% North and 56% West which was in line with the contract sum. The budget for the North was £1.109m, however following a further review, the cost to the North was revised to £834k. This resulted in an underspend of £275k.
- The Teacher's Pension Strain is funded from DSG and was previously understated this has resulted in additional DSG income of £462k. This has been partially offset by reduction of £138k in DSG funding across Education Services resulting in a net benefit of £324k.
- The School Improvement grant allocated to allow the Council to continue to monitor performance of maintained schools, broker school improvement provision, and intervention has reduced, resulting in the Council receiving £90k income less than budget.
- There are other minor variances across the directorate which result in a net overspend of £184k.

5.13 In relation to Commissioning and Partnerships the draft outturn shows an underspend of £203k. The composition of this is as follows:

- The draft outturn reflects an underspend of £76k on staffing costs, there has been an underspend of £414k on salaries which is partially offset by spend of £338k on agency staff.
- The Council's share of the NCT contract agreement was £60.7m. Included within the contract sum was an amount for support services provided to NCT by both the North and West Northamptonshire Councils, of which the Council budgeted to receive £1.758m. This assumed support services were provided in line with how the contract sum had been split. However, due to North Northamptonshire Council providing less support services the Council's income had been reduced to £1.258m resulting in a pressure of £500k. In addition, the Council budgeted to receive DSG income of £619k however, the actual DSG received was £464k, resulting in pressure of £155k. This has been mitigated in full through budgetary provision of £691k which was to meet any unforeseen pressures within the Commissioning Service, resulting in a net underspend of £36k.
- The NCT contract sum of £60.7m included government grants that were in scope and were to be paid over to NCT via both the North and West.

The North's budget included £3.014m for these grants, however the actual level of grant based on the contract split amounts to £3.415m, which results in a net benefit to NNC of £401k.

- The draft outturn reflects a reduction in external funding of £134k and reflects additional pressures of £119k relating to costs associated with the Eclipse Systems and further minor pressures of £57k.

5.14 The Finance Director for the Trust met regularly with senior finance officers of both North and West Northamptonshire Councils to provide a detailed update on the budget position during the course of the 2021/22 financial year. The Children's Trusts draft outturn position was showing a pressure of £3.701m (across the County). This will, in part, be mitigated through bids for COVID related funding totalling £2.631m. These bids would reduce the overspend to £1.070m, which would be met using the carry forward reserve within the Trust, which relates to the period November 2020 to March 2021. 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 Underspend £41k**

5.15 The net revenue budget covers Adult Social Services, Community Services and Public Health and Wellbeing 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.

### **Adult Social Care, Safeguarding and Wellbeing and Commissioning and Performance Services – Underspend £429k**

5.16 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.

5.17 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.

5.18 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.

5.19 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.

5.20 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.

5.21 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.

5.22 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.

5.23 The draft outturn reflects a £429k underspend against budget, the main variances are reductions in the volume and acuity for those residents with Specialist and Complex needs which amounts to £1.571m. These savings are offset with additional Hospital Discharge costs of £3.2m which has been partially offset with £1.2m of income received from health partners to cover the first 4 weeks cost of care following hospital discharge. This overspend relates to a mix of client numbers and cost of care packages.

## **Public Health – Pressure £0.596m**

- 5.24 Public Health and Wellbeing led Northamptonshire's response to the COVID-19 pandemic. The gross expenditure budget is funded by Public Health England.
- 5.25 The service worked with a number of funding streams that were made available as a result of COVID-19 such as the Contain Outbreak Management Fund.
- 5.26 A draft outturn of £0.596m overspend 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 – Underspend £206k**

- 5.27 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.
- 5.28 The draft outturn reflects an overspend of £64k (Period 11 £100k) relating to staffing costs within Housing, Homelessness and Community Leisure services due to a number of temporary staff employed to cover vacant permanent posts. This is being reviewed by the service at present with a view to exploring ways to address this position going into 2022/23.
- 5.29 The outturn also includes a pressure of £0.692m (Period 11 £0.600m) related to a reduction of income across leisure services, mainly at the Corby International Pool £447k (Period 11 £300k) and Corby Lodge Park Sports Centre £181k (Period 11 £200k) with a further £0.064m in other areas, this was largely due to restrictions on visitor numbers during the course of 2021/22. The service made a claim against COVID-19 funding which was available from Government, until the end of June 2021. This reduced the pressure by £293k which has been included in the draft outturn, making the net pressure across Leisure Services £399k.
- 5.30 Additional income of £0.641m has been received across housing services the majority of this has been received within the Homelessness service, as a result of Government grants. An amount of £228k has been transferred to reserves for use in 2022/23 which accords with the purpose of the grant. There is also an increase in income received for temporary accommodation, this is as a result of the alignment of the process of recovery of temporary accommodation across the sovereign councils. Further work is being undertaken to understand the affect this will have on 2022/23.
- 5.31 The draft outturn for Library Services is showing an underspend of £136k – this service forms part of the Inter Authority Agreement (IAA's) and is a service hosted

by the West. The main reasons for the variance are lower staffing and lower running costs.

- 5.32 The Chester House Estate Business Plan had projected a £115k pressure in the first six months of trading to the end of the 2021/22 financial year. The outturn position is a shortfall of £24k (Period 11 - £41k). West Northamptonshire Council withdrew from the service from 23rd October 2021 and there was a reduction in contributions of £124k which were met from the Council's Corporate Contingency budget in 2021/22.
- 5.33 A budget of £0.962m was agreed by North Northamptonshire Council Shadow Authority in 2021/22 for "additional pressures relating to the running of leisure centres in NNC"; £0.850m 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.
- 5.34 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 and amounted to £352k.
- 5.35 During this period Leisure services contractors have provided financial forecasts to the Council for the period 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022 showing their estimated contract deficits during this period of recovery. These showed that the contract deficit position improved 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.
- 5.36 As at 31<sup>st</sup> March 2022 the amount paid out to external leisure providers was £0.673m which has been funded by £267k of NLRF (the unallocated balance from 2020/21) and £406k from the additional budget allocated in 2021/22 of £0.962m which recognised potential pressures facing the Leisure sector, this results in an underspend of £0.556m which has been transferred to a smoothing reserve to help mitigate any future pressures across the leisure sector. This will reduce the variance to nil and this has been reflected in the outturn.
- 5.37 There are other minor variances across the directorate which result in a net underspend of £120k.

#### **Place and Economy - £2.016m Underspend**

- 5.38 The Place and Economy net budget totals £54.617m and is forecasting an underspend of £2.018m. This is an adverse movement of £131k from that reported at Period 11. Place and Economy covers the following four areas:
- Growth and Regeneration
  - Assets and Environment
  - Highways and Waste
  - Regulatory Services



- 5.39 Services within Asset Management includes the management of the Council's corporate assets and capital programmes, together with the effective management of the Council's strategic assets and landholdings.
- 5.40 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.
- 5.41 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.
- 5.42 The Service has a forecast underspend of £2.016m which consists of the following main movements as outlined in the paragraphs below.

### **Growth and Regeneration – £77k Underspend**

#### **Planning - £473k Pressure**

- 5.43 Income from Planning Fees is £75k lower than budget, this is an improvement from Period 11 where Planning Fees were forecast to be £253k lower than budget. The change between Period 12 and Period 11 is a result of an increase in applications. Consultancy and legal costs have increased by £70k from an overspend of £9k in Period 11 to an overspend of £79k.
- 5.44 Staffing pressures relating to Development Management, due to agency costs covering vacant posts and increased workload across the service, have remained unchanged from Period 11 (£319k).

#### **Temporary Toilets - £36k Pressure**

- 5.45 During COVID-19 temporary toilets were set up at Meadow Road in Kettering which has resulted in an overspend of £36k this remains unchanged to Period 11.

#### **Kettering Markets - £46k Pressure**

- 5.46 The draft outturn reflects an overspend of £46k, (Period 11 - £16k overspend) as fees for market stalls were suspended due to COVID but operating costs were still incurred. A decision was made by NNC to transfer responsibility for the management of the markets to Kettering Town Council (KTC) from 1 April 2022.

#### **Joint Planning Unit - balanced**

- 5.47 The Joint Planning Unit reflected an underspend of £224k this is due to peaks and troughs in the work being undertaken by the JPU. The underspend has been transferred to the Planning Reserve to manage any increases in workloads in future years, resulting in a balanced position.

#### **Enterprise Centre - £143k Underspend**

- 5.48 The draft outturn has resulted in an underspend of £143k this results from technical changes, where previously provision of £143k had been made within the service for a historical repayment of a loan (£77k) and interest payments (£67k). All Treasury costs are reflected within corporate.

#### **Environmental Management (Flood and Water) £79k Underspend**

- 5.49 The majority of the underspend relates to lower professional fees for Environmental Management (Flood and Water) (£75k) as there were no major flood issues during 2021/22. There were also minor favourable variances amounting to £4k.

#### **Economic Development - £166k Underspend**

- 5.50 This is as a result of underspends of £134k for works relating to the Heritage Action Zone and an underspend of £32k across Economic Development.

#### **Planning Policy - £143k Underspend**

- 5.51 The underspend relates to the local plan examination for which there have been delays whilst some work was carried out in 2021/22 these works will be ongoing into 2022/23 and will be funded through the 2022/23 budget.

#### **Payments to other Establishments - £101k Underspend**

- 5.52 There is an underspend of £101k within Environment, Planning and Transport management and Development Control which relates to a legacy budget for which the budget of £55k which is no longer required. There was also provision of £46k for the IDOX which was not required.

#### **Assets and Environment – £1.521m Underspend**

##### **Car Parking Income - £495k Pressure**

- 5.53 The draft outturn for Corby car parking income is an underachievement of budgeted income of £120k (Period 11 £135k). Although charging has been in place, receipts have been lower than would normally have been expected. The Council sought support from the Government Scheme to reimburse Local Authorities for lost income which was paid at 75% once the Council had met losses equivalent to 5% of the budgeted amount. This funding was only payable in respect of claims for losses in the first quarter of 2021/22 and was not available where Councils have chosen to suspend car parking charges. The funding received is reflected in the above figure.

The draft outturn for car parking income in relation to Kettering, is an underachievement of budgeted income of £170k (Period 11 - £260k). This was as a result of the decision to suspend charging in Kettering car parks for a number of months. Car Parking charges were reintroduced from 9 August 2021 following the removal of COVID-19 restrictions on 19 July 2021. There is an overspend of £29k (Period 11 £46k) relating to additional costs for maintenance work at the car parks in Corby.

- 5.54 The draft outturn on the number of Fixed Penalty Charges for on-street parking is an under achievement of budgeted income of £176k (Period 11 - £210k).

### **Facilities Management - £846k Underspend**

- 5.55 There is a reduction in budgeted income received due to the expiry of a lease at Eaton Walk in May 2021. The outturn impact of this is a loss of income of £158k (Period 11 £143k). These are also minor overspends in various areas of the service of £112k (Period 11 £75k).
- 5.56 The draft outturn for Street Lighting PFI is an underspend of £46k (Period 11 £5k). This consists of lower payments to private contractors of £32k and various minor net underspends of £14k.
- 5.57 There were various minor underspends of £17k on the stagecoach subsidised bus contract.
- 5.58 The draft outturn for Facilities Management at Grosvenor House and Corby Cube is a £10k underspend, the Period 11 forecast was for a £38k overspend, the change in forecast is as a result of planned remedial works now being undertaken in 2022/23 which will be funded from maintenance budgets in 2022/23.
- 5.59 The outturn in Assets and Capital management is an underspend of £0.514m of which £168k relates to property disposal professional fees as no properties were disposed of in 2021/22, £50k on building cleaning as buildings were not occupied, £49k on structural maintenance, £208k on staff vacancies (offset by £33k on agency staff) and other various minor net savings on running costs of £72k.
- 5.60 The outturn relating to Knuston Hall, which is a facility that provides various types of learning, both residential and day courses, for international and national customers, is an overspend of £309k (Period 11 - £255k). Knuston Hall has been impacted by the pandemic and has seen reductions in income as a result. The facility is now providing a significantly reduced service as clients have moved to virtual meetings. In addition, due to the need for further maintenance work the site is not providing accommodation for overnight guests. There are also major restrictions to repairs being carried out, due to this being a listed building.
- 5.61 The outturn for Facilities Management at sites in Kettering is an underspend of £326k (Period 11 - £171k) this results from an underspend on running costs (£240k) and an underspend on salaries of £86k.
- 5.62 There are various underspends in Parks and Play areas of £16k (Period 11 - £144k overspend) on maintenance and cleaning costs. The change between forecasts is as a result of £160k of external funding being reflected in the draft outturn.
- 5.63 The Draft Outturn includes underspends of £496k this is due to vacancies within Facilities Management (£192k underspend), premises and utility costs (£155k underspend), and additional income for Unit 14 Orion Way (£149k).

### **Commercial Income – £0.951m Underspend**

- 5.64 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 £951k better than budget. (Period 11 £834k).

#### **Transport - £0.508m Underspend**

- 5.65 Additional income of £508k was identified in relation to identifying dedicated routes across North Northamptonshire which aim to aid traffic flow in Wellingborough.

#### **Fleet Costs - £115k Pressure**

- 5.66 The draft outturn reflects an overspend of £115k (Period 11 £93k) on fleet costs. Whilst fuel consumption remains broadly on budget the cost of fuel has increased and results in a pressure of £80k. The balances of £35k relates to increased leased costs.

#### **Other Assets and Environment Areas - £174k Pressure**

- 5.67 The draft outturn reflects an overspend of £100k in Grounds Maintenance and Country Parks due to an overspend on tree maintenance of £82k due to adverse weather, there are further pressures in supplies and services of £31k and increased waste disposal costs of £45k and minor pressures of £13k these are offset by vacancy savings of £71k.
- 5.68 Public Realm project works were carried out on the Corby Town Investment Plan resulting in additional staff costs of £74k (Period 11 - £68k).

#### **Highways and Waste – £177k Pressure**

##### **Highways and Traffic Management - £459k Pressure**

- 5.69 The draft outturn reflects a pressure of £21k relating to highways and grass verge maintenance (Period 11 - £24k). There are also further pressures from costs associated with street lighting of £17k (Period 11 - £84k).
- 5.70 The Winter and Highway maintenance contract is managed collectively. There is a pressure relating to highways maintenance of £421k (Period 11 £187k).

#### **Waste Management - £1.443m Underspend**

- 5.71 There is a net underspend of £137k (Period 11 £94k) on the Refuse and Recycling Collection Service across the Kettering and Corby areas. This comprises of savings of £283k on dry recycling waste, a saving of £20k on food waste due to reduced gate fees and additional income from Wellingborough Norse regarding a pension deficit rebate of £140k. This is offset by overspends on garden waste of £162k due to a higher gate fee, a net overspend of £52k as the Council previously received an income stream for paper, refuse and recycling staffing overspend of £69k and minor net overspends of £23k.

5.72 There is an outturn net underspend (overachievement of income) of £536k (Period 11 - £364k) from waste income. This is as a result of additional income from Kettering and Corby trade waste of £252k (Period 11 - £221k), additional recycling income of £203k (Period 11 - £203k) and additional bulk waste income of £186k (£152k - Period 11). This is offset by additional costs of £105k relating to an increase in disposal costs for the Wellingborough area (Period 11 - £199k).

5.73 Work has been undertaken to migrate the Wellingborough disposal service from Norse into an inhouse function. Final migration costs of £76k were incurred which were lower than estimated (Period 11 - £130k). The outturn position was reworked (as it was found that the Period 11 costs were overstated), taking into account, for example, costs originally charged to revenue being capitalised and licencing costs falling into the new year.

5.74 The Waste Management service also has an underspend of £226k (Period 11 - £341k) due to lower than anticipated tonnages for:

- Domestic waste £100k
- Hazardous Waste £59k
- Closed landfill sites £67k

5.75 There are savings relating to Street cleansing staff of £139k (Period 11 - £119k) due to a higher number of vacant posts.

5.76 The Household Waste Recycling Centres outturn position is an underspend of £481k (Period 11 - £624k). The variances relate to:

- Basket price of commodities additional income £239k
- Transportation efficiencies from haulage contractors £36k
- Income from Permits £13k
- Disaggregation savings £187k
- Staffing savings £75k
- Additional Site Opening £37k overspend, and
- Traffic signage overspend £32k

### **Concessionary Fares - £0.842m Underspend**

5.77 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).

5.78 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 outturn underspend is £242k (Period 11 - £242k).

5.79 Further to this the outturn position is that the Council underspent against the budget determined through the disaggregation principles by £0.6m.

### **Bus Service W8 Wollaston and Bozeat: Local Bus Contract - £16k Pressure**

- 5.80 The operator informed the Transport Authority that the service was no longer commercially viable and without subsidy, it would withdraw the service. Furthermore, the driver shortage situation that was being reported nationally had 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 15<sup>th</sup> November 2021.
- 5.81 In order to find an alternative operator, a tendering exercise under the Northamptonshire County Council Local Bus Services Framework was conducted and this generated a compliant bid from Stagecoach Midlands. In a subsidy-based bid, they 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.
- 5.82 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 20<sup>th</sup> October 2021 (or as soon as reasonably practical to start the service after this date) to 1<sup>st</sup> April 2022.

### **Transport - £1.844m Pressure**

- 5.83 Transport overspends include a contract management overspend of £159k (£163k Period 11). In addition, there is an overspend on the home to school transport of £2.121m (Period 11 £740k). This is mainly due to two items, walking routes which have not been completed as initially envisaged when setting the budget, leading to a pressure of £232k from unachievable savings, additional Covid costs of £778k, together with a £1.111m overspend due to confirmed higher pupil numbers and vehicle related costs.
- 5.84 These pressures have been partially offset by several underspends, these relate to staff savings of £42k, (£61k – Period 12) Highways Contract savings of £380k, and additional net income of £107k.
- 5.85 There is a pressure of £93k (Period 11 - £53k) 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 and 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 - £143k Pressure**

- 5.86 The draft outturn includes additional Insurance charges for Highways and Waste of £201k. These have been partially offset as part of the disaggregation process a budget of £70k remains unallocated, and there are minor pressures of £12k resulting in a net overspend of £143k.

### **Regulatory Services – £0.615m Underspend**

#### **Emergency Planning - £410k Underspend**

- 5.87 The outturn position for Emergency Planning is an underspend of £130k, (Period 11 £276k underspend). This is due to higher-than-expected staff turnover which has partially been offset by agency cover.
- 5.88 There is also an underspend of £280k (as reported in Period 11), relating to purchase of PPE, which has been funded through COVID-19 funding.

#### **Trading Standards - £75k Pressure**

- 5.89 The draft outturn position reflects a pressure of £75k for Trading Standards (Period 11 £77k). This is due to increased costs of £94k for a new Trading Standards Database; partially offset by costs recovered and received from a fraud prosecution case of £23k. There are also minor adverse variances of £4k.

#### **Environmental Health - £410k Underspend**

- 5.90 The draft outturn reflects an underspend relating to staffing vacancies of £252k (Period 11 £196k). There is also an underspend of £73k across the Supplies and Services budgets, additional savings of £25k for licensing budget (CLAU) which is no longer required (same as Period 11) and additional income of £60k.

#### **Other Regulatory Services - £130k Pressure**

- 5.91 There is a saving in Licensing amounting to £180k (Period 11 £227k), reflecting staffing savings due to vacant posts. This has been offset by the following overspends:
- Maintenance costs at Wellingborough Cemetery were £73k higher than budget and income was £182k lower than budget.
  - £53k relating to an increase in utility charges at Kettering Crematorium.
  - £2k minor variances

#### **Place Directorate Other Costs - £20k Pressure**

- 5.92 Across the Place Directorate there are pressures amounting to £20k which have been reflected in the Draft Outturn.

#### **Enabling and Support Services - £198k Pressure**

- 5.93 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

- 5.94 Overall, for these services the net revenue budget is £33.865m in 2021/22. The draft outturn is a pressure of £0.198m (Period 11 - £378k Underspend) which is set out in the following paragraphs.
- 5.95 There is a forecast overspend of £337k (Period 11 £292k) relating to 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 11. These areas of income are not considered to be achievable; these have been reflected in the 2022/23 Budget as a pressure. There is a further pressure of £267k relating to the disaggregation of 3<sup>rd</sup> party loans. These are partly offset by lower borrowing costs of £274k due to lower levels of external borrowing due to lower activity. In addition, a budgetary provision of £150k had been included for inflationary pressures and was not utilised in 2021/22.
- 5.96 In addition, there is a £288k shortfall in investment income which is a favourable movement of £75k from Period 11 where a pressure of £363k was reported.
- 5.97 Work is ongoing to mitigate budget pressures through reviewing the council's investment portfolio and seeking further investment opportunities.
- 5.98 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 an in-year underspend of £1.494m (£500k Period 11). The draft outturn reflects the transfer of £1.494m to the General Fund – Capital Reserve and this has been reflected within the Total Available Resources line.
- 5.99 The Council in accordance with best practice is required to provide a bad debts provision and the draft outturn includes a contribution of £640k.
- 5.100 The draft outturn includes a net underspend of £103k an amount of £567k is in relation to the disaggregation of legacy Pension budgets. These underspends are expected to continue into the medium-term and this is partially offset by unachievable income budgets that were disaggregated from the County Council amounting to £464k.
- 5.101 The Revenue and Benefits Service are forecasting an underspend of £138k at the end Period of 12 which is a movement of £211k from Period 11 where an overspend of £73k was reported.
- 5.102 The under recovery of court costs of £295k (£345k Period 11) 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 2021/22.
- 5.103 The Council received additional New Burdens Grant of £181k from Government for the distribution of grants which is a favorable movement of £54k from Period 11 where the estimated level of New Burdens Grant was £127k.



- 5.104 The Council received additional income relating to the business rates cost of collection of £53k (Period 11 - £53k). 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. There is further additional grant income of £199k (Period 11 - £148k) for the Housing Benefit Administration which was higher than the prior year legacy budgets on which the 2021/22 budget was based.
- 5.105 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 12.
- 5.106 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. And there are further audit budget pressures amounting to £146k relating to legacy audits.
- 5.107 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 12.
- 5.108 Staffing savings of £653k have been identified as a result of in year vacancies, these are partly offset by a pressure of £277k relating to the Lead Authority Finance Operations Function as agreed by the lead authority board.
- 5.109 A pressure of £1.186m reflects the Vacancy factor, corresponding savings are reflected throughout the other directorates, bringing this to an overall net nil impact.
- 5.110 The draft outturn includes a pressure of £998k on Insurance this relates to an increase in premium of £500k and an increase on uninsured losses of £498k, these were previously paid by the County Council through a reserve.
- 5.111 There are other minor variances across the directorate which result in a net underspend of £165k
- 5.112 The contingency budget is held to meet unforeseen or unplanned/unbudgeted costs. The balance on contingency budget for Period 12 is £3.619m which is unchanged to that reported in Period 11. The underspend on the contingency will be transferred to a reserve to mitigate pressures in future years.
- 5.113 North Northamptonshire Council has a dedicated Transformation Team working to deliver the changes required, bringing services together effectively and moving towards more efficient operating models. This will include reviewing how the Council interacts with its customers, residents, partners and other

stakeholders, considering contractual arrangements, opportunities to expand and enhance the digital experience and the realisation of property efficiencies. The key objectives of the service are, therefore, to reduce costs and improve services going forward.

5.114 As approved within the 2021/22 budget the Transformation Team 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.

### **Transformation**

5.115 There is a net underspend of £1.307m on Transformation. The key components of these variance are:

- There is an underspend of £846k in relation to salaries for the Transformation Team. This reflects the significant level of vacancies held by the team during 2021/22 with most of these vacancies now filled. This underspend is partially reduced by £87k in respect of Agency Staff.
- The net underspend on the Transformation Team is £751k. The Transformation team is partially funded from reserves, this results in a reduced contribution from reserves of £538k, with the remainder arising from an unspent legacy budget.
- There is an underspend in relation to salaries within Customer Services of £546k, partially netted down by £97k through the use of Agency Staff. The majority of these vacancies have now been filled.
- There is a salary underspend of £218k within the IT service, partially netted down by £25k through the use of Agency Staff. Again, these vacancies have now been filled.
- A review of income budgets within the Transformation Directorate (which also includes ICT and Customer Services), identified £300k as being unachievable in relation to ex LGSS ICT 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.
- The draft outturn includes a £108k pressure within ICT of which £43k relates to inflationary and licence costs associated with the property database software (Local Land and Property Gazetteer) and £65k relates to a legacy budget in relation an IT contract.
- The draft outturn includes a saving of £225k relating to IT hardware purchases and maintenance.
- There are other minor variances across the directorate which result in a net overspend of £35k

### **HR and Governance**

5.116 There is a net underspend of £902k on HR and Governance. The key components of this variance are:

- A net salary underspend of £293k due to vacancies held across the HR Service. This is largely due to the HR team carrying vacancies whilst the service was reviewed.
- A net salary underspend of £114k in Governance Services, as a result of vacancies (£789k), this is offset by the use of agency staff (£642k) and a lower recharge for Learning and Development (£157k) resulting in a net pressure of £43k.
- An underspend of £133k arising from a reduction in the costs of delivering core training courses through the use of a learning development platforms, rather than commissioning in individual training providers.
- Additional one-off income of £393k was received from NCT which was not reflected within the base budget following disaggregation.
- An underspend of £96k in respect of Occupational Health services, where referrals have been lower than anticipated. This reduction is considered to be impacted by the measures introduced as a result of Covid 19 and is anticipated to rise in 2022/23.
- Additional income of £308k was generated by Legal Services, largely in respect of external fees on s106 Agreements.
- A pressure of £146k results from income being lower than budget as a result of courses provided by NNC being impacted by Covid 19, this is expected to recover during 2022/23.
- The Council's Pay and Grading review has resulted in a cost pressure of £105k.
- There is a pressure of £81k in for Coroner's Service, largely due to new storage facilities being brought into use.
- There are other minor variances across the directorate which result in a net underspend of £124k.

### **Chief Executive**

5.117 There is a net underspend of £322k within the Chief Executives Directorate The key components of this variance are as follows:

- A saving on staffing costs of (£265k), which was partially offset by use of agency staff to cover vacant posts (£75k). This has been driven by vacancies within the Performance and Communications teams while they undergo service transformation.
- Savings on Professional Services and Consultancy (£80k) due to budgets not being required to support work undertaken.
- There are other minor variances which result in a net underspend of £52k.

### **Available Resources**

5.118 The total net available resources to fund the 2021/22 budget amounted to £292.505m included within the net available resources are transfers to and from reserves. The movement to reserves which have not been reflected within the Directorates amounts to £5.028m. The contribution to reserves will provide the Council with the ability to meet potential budgetary pressures in 2022/23 and provides a smoothing strategy prior to any pressures being built into the base budget in future years. This has been reflected in the draft outturn and the composition of the proposed transfer to earmarked reserves requested for approval is as follows:

- Smoothing Reserve - Home to School Transport - £2.500m
- Smoothing Reserve - Knuston Hall - £0.600m
- Smoothing Reserve - NORSE - £1.100m
- Members Empowerment Fund - £78k

5.119 In addition, the Council had budgeted for a pay award of 2.50% in 2021/22 – the actual pay award was 1.75% and the differential of 0.75% equates to around £750k; the outturn reflects the transfer of £750k to Budget Delivery Reserve which can assist with pay or price inflation challenges in 2022/23.

### Summary of General Fund Savings Delivery

5.120 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.

	Children's and Education	Adults, Communities and Wellbeing Services	Place and Economy	Enabling and Support Services	Total
	£000	£000	£000	£000	£000
<b>Service Savings</b>					
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)
<b>Service Savings</b>	<b>(1,961)</b>	<b>(8,752)</b>	<b>(3,652)</b>	<b>(4,796)</b>	<b>(19,161)</b>

## 6. Housing Revenue Account

6.1 Within North Northamptonshire prior to 1<sup>st</sup> 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 and Kettering Neighbourhood Account.

### Corby Neighbourhood Account

- 6.2 The draft outturn position for the Corby Neighbourhood Account at the end of Period 12 shows an underspend of £210k which is a favourable movement of £98k from Period 11. This is summarised in the following Table.

<b>Corby Neighbourhood Account</b>			
	<b>Current Budget 2021/22</b>	<b>Draft Outturn 2021/22</b>	<b>Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>INCOME</b>			
Rents - Dwellings Only	18,956	18,903	53
Service Charges	622	639	(17)
HRA Investment Income	69	69	0
<b>Total Income</b>	<b>19,647</b>	<b>19,611</b>	<b>36</b>
<b>EXPENDITURE</b>			
Repairs and Maintenance	5,550	5,913	363
General Management	5,176	4,443	(733)
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	664	(28)
Other	421	573	152
<b>Total Expenditure</b>	<b>19,647</b>	<b>19,401</b>	<b>(246)</b>
<b>Net Operating Expenditure</b>	<b>0</b>	<b>(210)</b>	<b>(210)</b>

- 6.3 The draft outturn for rental income from dwellings is £53k less than budget – this is a result of the Right to Buy Sales being 12 more than the budgeted amount of 40 and the void rate being around 1.1% which is 0.2% higher than the budgeted void rate of 0.91%. The reduction in rental income is partially offset by an increase in Service Charge income of £17k.
- 6.4 The expenditure is £246k less than budget - the main variances relate to an increase in the cost of materials and the use of sub-contractors (£781k). There was also an increase around utilities which reflects the rise in prices this amounted to £75k. This is offset through lower salary costs due to staff vacancies (£749k) and a reduction in the insurance premium of £370k due to having a higher excess amount. The contingency budget of £46k was not utilised during the year giving rise to a further favourable variance. There were further minor pressures amounting to £63k.

### Kettering Neighbourhood Account

- 6.5 The draft outturn position for the Kettering Neighbourhood Account at the end of Period 12 shows an underspend of £328k which is a favourable movement of £258k to that reported in Period 11. This is summarised in the following Table;

<b>Kettering Neighbourhood Account</b>			
	<b>Current Budget 2021/22</b>	<b>Draft Outturn 2021/22</b>	<b>Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>INCOME</b>			
Rents - Dwellings Only	15,066	15,066	0
Service Charges	430	414	16
HRA Investment Income	7	7	0
<b>Total Income</b>	<b>15,503</b>	<b>15,487</b>	<b>16</b>
<b>EXPENDITURE</b>			
Repairs and Maintenance	3,964	4,089	125
General Management	2,784	2,570	(214)
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	970	(141)
Other	546	432	(114)
<b>Total Expenditure</b>	<b>15,503</b>	<b>15,159</b>	<b>(344)</b>
<b>Net Operating Expenditure</b>	<b>0</b>	<b>(328)</b>	<b>(328)</b>

- 6.6 Rental income from dwellings is forecast to be on budget due, the budgeted number of Right to Buy Sales was 30 and the actual Right to Buy Sales were 22 resulting in there being 8 sales less than budget. This has been offset by the overall average void rate being around 2% which is slightly higher than the budgeted void rate of 1.90%. There were pressures of £16k as a result of income from service charges being lower than budget.
- 6.7 There were pressures in Repairs and Maintenance of £125k, which relates to a higher cost for materials (£228k) which is partly offset by savings on subcontractor costs (£112k) and the pay award was lower than budget (£40k), there were also minor adverse variances of £49k.
- 6.8 There are savings of £214k in General Management and £141k in Special Services which mainly relate to salary savings (£182k) due to vacant posts and the pay award being lower than budget (£35k). In addition, there are further favourable variances of £138k these include a lower spend of £47k on home move grants and £68k lower repairs and maintenance work in sheltered schemes, both of these were a result of COVID. There were further minor favourable variances of £23k.
- 6.9 There are savings of £137k within 'Other' this relates to the unspent contingency budget of £67k and the bad debt provision being £70k less than budgeted. This is partially offset by rates on void properties being £23k higher than budget which is a result of the higher void rate.

## **7. Conclusions**

- 7.1 The draft forecast outturn for 2021/22 is an underspend of £1.771m which is an adverse movement of £137k since Period 11 where an underspend of £1.908m was reported.

- 7.2 Through good housekeeping, the Council has been able to make a significant contribution to earmarked reserves in order to protect it from continuing spend pressures in 2022/23 that have come to light as part of the outturn but were not envisaged when the budget was set. This will provide the capacity to enable officers to identify longer term solutions within the Council's Medium Term Financial Plan from 2023/24.
- 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 This is a draft outturn position. The financial position will be subject to external audit.

## **8. Implications (including financial implications)**

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### **Resources and Financial**

- 8.1 The resource and financial implications of North Northamptonshire Council are set out in this report. The draft forecast outturn position for the General Fund is an underspend of £1.771m and the Housing Revenue Account is forecasting an underspend of £0.538m.
- 8.2 As reported through the year the Council retains a contingency for in-year, unfunded requirements and any balances at the end of the year would be transferred to a reserve for greater resilience and/or future use – the unused contingency balance was £3.619m.

### **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 was monitored by Budget Managers supported by Finance officers.
- 8.6 This is the draft outturn position. The final position will be subject to external audit certification.

- 8.7 Details of pressures, risks and mitigating actions implemented were provided as part of the finance monitoring reports.
- 8.8 The Council held 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**

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

### **Climate Impact**

- 8.10 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**

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

## **9. Issues and Choices**

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

## **10. Background Papers**

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- 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.



# Budget Savings

Directorate	Proposal Title	Proposal Description	Proposal Ref	Category	2021/22 £000	RAG
Children & Education	Improvement in capacity building in foster care	Ensuring that adolescents are not placed in residential home settings due to lack of in house fostering capacity, skill and abilities through the development of an in house specialist fostering service. Positive impact on children placed in a family setting, and savings will through reduced reliance on residential placements.	04-02-02-01	Full year effects of previous decisions	(458)	A
Children & Education	Reducing Reliance on Agency Staff	A proposal to increase the proportion of permanent staffing within the Children's Trust, reducing reliance on agency staff, through a refreshed Workforce Strategy and Quality Assurance Framework that creates a stable and effective workforce.	04-02-02-02	Full year effects of previous decisions	(115)	A
Children & Education	Reduction in Residential Care	Step down from high end residential places to Independent Fostering Agencies through reviews and joint working/incentives that drive better outcomes. This will drive reduced placement costs and more children will be cared for in a family setting.	04-02-02-03	Full year effects of previous decisions	(179)	A
Children & Education	Improved children's outcomes	Ensuring that only children and young people who need to be in public care are placed, as a result of improved Edge of care support and intervention with families. Working towards minimising the amount of time a child is in care before they are united with their parents.	04-02-02-04	Full year effects of previous decisions	(301)	A
Children & Education	Supported Accommodation	A new model of progressive semi-independent accommodation to support the transition for young people to self-supported housing.	04-02-02-05	Full year effects of previous decisions	(85)	A
Children & Education	In-House Foster Carers	Increase use of in-house fostering through an improved recruitment and retention strategy for standard carers. This will reduce reliance on agency placement.	04-02-02-06	Full year effects of previous decisions	(194)	A
Children & Education	Transport optimisation	Review of transport requirements to reduce costs to ensure an efficient use of service.	04-02-02-07	Full year effects of previous decisions	(97)	A
Children & Education	UASC	Changes to the Council subsidy required in addition to Home Office funding of support for Unaccompanied Asylum Seeking Children (UASC) and former UASC (those aged 18 and over). (Ref 04-02-01-02)	04-02-02-08	Full year effects of previous decisions	(277)	A
Children & Education	Innovate Team and PIP (Partners in Practice) team	Removal of one off expenditure for additional social worker capacity in the duty and assessment team throughout April-May 2020 to safely manage current demand and stabilise the service, and an extension of the Court Team throughout April-June 2020 as provided by Partners in Practice to ensure skills transfer and an exit strategy are in place.	05-02-02-02	Pay	(113)	A
Children & Education	Family Group Conferencing	Removal of one off funding in respect of DfE grant funding for the Supporting Families: investing in practice programme. The DfE are working with a number of local authorities, including NCC, to test a model of Family Group Conferencing to gather robust and usable evidence on the effectiveness in keeping children and parents together.	06-02-02-01	Technical changes	(142)	A
Adults, Communities & Wellbeing	Library Book Fund	Reduction in budget spent on book supplies for libraries - reflection of move to on line resources	03-01-02-01	Demographic/service demand	(25)	A
Adults, Communities & Wellbeing	Library Agency Staff	Removal of budget only required during transformation period	03-01-02-02	Pay	(46)	G
Adults, Communities & Wellbeing	Theatre Interim Mgt Costs	Reduction in Contract Costs relating to the Castle Theatre	04-01-02-01	Full year effects of previous decisions	(8)	A
Adults, Communities & Wellbeing	Specialist centre for – Step down Care Mental Health and Acquired brain injury	Moray Lodge development providing specialist and step down supported living for people with an acquired brain Injury and mental health support needs.	04-01-02-02	Full year effects of previous decisions	(154)	A
Adults, Communities & Wellbeing	Rapid response falls & admission avoidance service	A new service (initially funded by business rate pilot fund) provided by health, social care and East Midlands Ambulance Service providing support following falls in the home to reduce hospital admissions and likelihood of long term social care.	04-01-02-03	Full year effects of previous decisions	(1,918)	A
Adults, Communities & Wellbeing	Strengths based working	Transformation of adult social care pathways and processes to ensure focus on client outcomes, independence, better decision making and best practice approaches to reduce delays and spend.	04-01-02-04	Full year effects of previous decisions	(2,153)	A

Directorate	Proposal Title	Proposal Description	Proposal Ref	Category	2021/22 £000	RAG
Adults, Communities & Wellbeing	Rebaselining	This reduction in care budgets is to realign the base budget to the position reported for 20-21, where the service has seen a reduced demand against original budget.	04-01-02-05	Full year effects of previous decisions	(3,209)	G
Adults, Communities & Wellbeing	Prevention contract cessation/redesign	The new adult social care Target Operating Model has resulted in the decision to cease (following their termination dates expiring) a number of contracts. These services will now be delivered through an overarching approach to service delivery.	04-01-02-06	Full year effects of previous decisions	(149)	G
Adults, Communities & Wellbeing	Sheltered Housing Contracts cessation/redesign	The adult social care Target Operating Model has resulted in the decision to cease (following their termination dates expiring) a number of sheltered housing contracts. These services will now be delivered through an overarching approach to service delivery.	04-01-02-07	Full year effects of previous decisions	(71)	G
Adults, Communities & Wellbeing	Independent Care - Physical Disability	Rebaselining based on latest monitoring position against the Physical Disability cohort budget.	04-01-02-08	Full year effects of previous decisions	(762)	G
Adults, Communities & Wellbeing	Learning Disability Provider Framework efficiencies	Review activity to support progression for people with a Learning Disability, including implementation of new provider framework with improved pricing strategy, outcomes and incentivised step down	04-01-02-09	Full year effects of previous decisions	(213)	G
Adults, Communities & Wellbeing	Housing Options Saving	Saving relating to the harmonisation of the Housing Options Allocation System	08-03-02-03	LGR	(44)	G
Place & Economy	additional income	Additional income from fees and charges relating to additional demand	03-06-02-01	Demographic/service demand	(230)	A
Place & Economy	Home to School Transport Demography	Change required reflecting the population trend in the county. Trend analysis has been used to provide a forecast position. (Ref 03-06-01-03)	03-06-02-02	Demographic/service demand	(22)	R
Place & Economy	Recycling Credits	Realignment of Recycling Credits Budget	03-06-02-03	Demographic/service demand	(565)	G
Place & Economy	Enterprise Centre Business Case	Increase in income based on appointed operators business case.	04-06-02-03	Full year effects of previous decisions	(202)	A
Place & Economy	Concessionary Fares	Removal of surplus budget for Concessionary Fares based on forecast underutilisation of the scheme.	04-06-02-05	Full year effects of previous decisions	(95)	G
Place & Economy	Volume changes on Waste Budgets	Forecast based on projections of how much waste will be produced in the area including recycling, composting and food waste tonnages.	03-06-02-04	Demographic/service demand	(2,000)	G
Place & Economy	Reduction in Grants	This reflects a reduction due to a one off increase in Grants in 2020/21 returning to the substantive budget.	04-06-02-01	Full year effects of previous decisions	(140)	G
Place & Economy	Country Parks	Annual revenue benefit of capital investment in Sywell Country Park sewage treatment plant.	04-06-02-07	Full year effects of previous decisions	(15)	G
Place & Economy	Fees and Charges	Harmonisation of Prioritised Fees and Charges	06-03-02-01	LGR	(37)	A
Place & Economy	Fees and Charges	Inflationary Uplift of Fees and Charges owing to a new charging strategy.	06-03-02-02	Technical changes	(346)	A
Enabling & Support Services	Insurance Contract	Estimated reduction in the Insurance Contract due to self insuring	03-04-02-05	Technical changes	(750)	R
Enabling & Support Services	Removal of ICT, FM & General Risk Budgets	Removal of specific Contingency Budgets owing to the creation of a corporate contingency.	04-04-02-01	Full year effects of previous decisions	(493)	G
Enabling & Support Services	Reductions in Technical Finance Budgets	Removal of base budget relating to the cost of Commissioners.	04-04-02-02	Full year effects of previous decisions	(230)	G
Enabling & Support Services	Vacancy Factor	Increase in the Council's Vacancy Factor by £250k to £1.6m	05-04-02-01	Pay	(250)	A
Legal & Democratic Services & HR	Local Elections	Removal of one off increases in budget to cover local elections, subsequently deferred to May 2021.	07-05-02-01	Legislative changes	(356)	G
Enabling & Support Services	Pension contributions	Reduction in Council contribution payment to Pension Fund following transfer of staff to Children's Trust (Ref 05-02-01-01)	05-04-02-02	Pay	(417)	G
All Directorates	Staffing Savings	Estimated savings related to the Senior Leadership Structure	08-03-02-01	LGR	(2,300)	A
<b>Total Savings</b>					<b>(19,161)</b>	

## EXECUTIVE 14<sup>th</sup> July 2022

<b>Report Title</b>	<b>Capital Outturn 2021/22 – Draft Outturn as at Period 12</b>
<b>Report Authors</b>	Janice Gotts, Executive Director of Finance <a href="mailto:Janice.gotts@northnorthants.gov.uk">Janice.gotts@northnorthants.gov.uk</a>
<b>Lead Member</b>	Councillor Lloyd Bunday, Executive Member for Finance and Transformation

<b>Key Decision</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Is the decision eligible for call-in by Scrutiny?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Are there public sector equality duty implications?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Does the report contain confidential or exempt information (whether in appendices or not)?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Applicable paragraph number for exemption from publication under Schedule 12A Local Government Act 1974</b>	

### List of Appendices

**Appendix A** – General Fund Capital Outturn 2021/22

**Appendix B** – HRA Capital Outturn 2021/22

### **1. Purpose of Report**

- 1.1 This report sets out the provisional capital outturn position for 2021/22 for North Northamptonshire Council (NNC), and the subsequent carry forward requests due to the rephasing of scheme expenditure profiles.
- 1.2 This report also includes requests to approve schemes, which during the process of closing the year end for 2021/22, have been identified as capital expenditure and need to be reclassified and included within the Council's Capital Programme.
- 1.3 The report also details the latest revised capital budgets (2021/22) for the General Fund (GF) and the Housing Revenue Account (HRA) Capital Programme, including new schemes which have been approved since 1<sup>st</sup> April 2021.

## **2. Executive Summary**

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- 2.1 This report sets out the draft 2021/22 outturn for the capital programme. The position is provisional as the annual statutory audit of accounts for the authority is still to be completed. As part of the outturn process, active capital schemes have been identified which will carry forward and form part of the revised capital programme for 2022/23.
- 2.2 This report also identifies a small number of projects which should be reclassified as capital. These technical amendments relate to projects which were inherited from the legacy authorities and due to different policies and accounting conventions adopted, these projects were not included within the legacy capital programmes which transferred to the new Council.
- 2.3 Within the report there is a commentary on the Council's current financial outturn position for 2021/22 for both the GF and the HRA Capital Programmes. A number of the schemes were inherited from the North Northamptonshire legacy Councils into the new Unitary Council with effect from 1 April 2021. It should also be recognised that the final outturn position may be affected by any changes arising from the outstanding audits for the legacy authorities.
- 2.4 The Council will continue to assess and refine its capital profiling as part of the capital monitoring for 2022/23.

## **3. Recommendations**

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- 3.1 It is recommended that Executive:
- a. Note the draft capital outturn position for the General Fund (GF) Capital Programme and Housing Revenue Account (HRA) Capital Programme for 2021/22.
  - b. Approve the proposed capital carry forwards for the GF and HRA capital programmes as detailed in appendices A and B.
  - c. Approve year end budget adjustments for the GF as shown in paragraph 5.7 and appendix A.
  - d. Approve virements over £100k in line with the Council's constitution as set out in paragraph 5.8 for the General Fund and paragraph 5.13 for the HRA.
- 3.2 Reasons for Recommendations:
- This is in line with the Council's constitution and financial regulations in relation to governance.
- 3.3 Alternative Options Considered:
- By not approving these recommendations there would be an adverse impact on service provision in North Northamptonshire.

#### **4. Report Background**

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- 4.1 The Capital Programme is the Council's plan for investing in assets to efficiently deliver its statutory services, and to improve and shape the local infrastructure of North Northamptonshire, with the benefits lasting over several years.
- 4.2 Resources come from several sources including Government grants, capital receipts from surplus land and buildings, revenue contributions, other external contributions and borrowing. The Council is required to set a balanced revenue budget and therefore must ensure that where borrowing is proposed to fund the cost of capital that the cost of servicing the debt is affordable within the Council's revenue budget.
- 4.3 The Council captures its projected capital expenditure within the Capital Programme to monitor the same, help to control costs and ensure transparency. Given that the Capital Programme is approved by Executive, changes to it are also approved by Executive unless authority has been delegated in accordance with the Council's constitution.
- 4.4 This report provides an update to the Capital Programme 2021/22 as adopted by the Council in February 2021.
- 4.5 The programme has been split into three areas:
- General Fund Committed Capital Programme containing schemes approved by predecessor councils, the majority of which are in the process of being delivered.
  - General Fund Development Pool containing schemes which are in the early stages of their lifecycle and are not ready to commence. The Development Pool comprises the schemes that the Council would be prepared to take forward, subject to final negotiations, confirmation and evidencing of funding and submission of robust business cases to the Capital Approvals Board for approval by Cabinet.
  - Housing Revenue Account Capital Programme which contains schemes that are either committed or in their early stages of their life cycle.

#### **Capital Approval Process**

- 4.6 The Capital Approval Governance process for North Northamptonshire Council was presented to the Finance and Governance Scrutiny Committee on 13<sup>th</sup> July 2021. The process aims to:
- provided greater emphasis on the link to strategic priorities and achievement of benefits and outcomes.
  - ensure each submission identifies any contribution to reducing carbon and/or how the development or investment will support a zero-carbon agenda.

- 4.7 The governance process consists of Directorate Portfolio Boards which develop schemes and then submit business cases to the Strategic Capital Board. Each scheme requiring approval to enter the development pool or as a commitment in the main programme must submit a business case setting out the requirement for funding, how it meets the Council's strategic priorities, benefits identification include environmental benefits, risk analysis and expected outcomes.
- 4.8 The Strategic Capital Board meets monthly to scrutinise new proposals and progress/risks in relation to schemes already in delivery as well as update on potential schemes which may be in the future pipeline. The board is chaired by the Executive Director of Finance and consists of the other Directors and finance/project management support.
- 4.9 In line with the agreed process, schemes progress from the Strategic Capital Board to be considered by the Deputy Leader and the Executive Member for Finance and Transformation. Following review, the capital scheme proposals are reported to Executive for approval each month through the Capital Update Report. These proposals will be changes to the programme for the year as originally approved by Executive.

## 5. Issues and Choices – Draft Outturn 2021/22

### Draft Capital Outturn P12 2021/22

- 5.1 The outturn for 2021/22 in respect of the GF Capital Programme shows a revised capital budget position of £103.4m, including slippage and in-year approved programmes. The spend is £45.4m, which represents movement (slippage/underspend) of £57.9m against the budget. The table below sets out the position by Directorate.

Directorate	General Fund Capital Programme 2021/22								
	Original Budget	Re-Profile/ Slippage from prior years	Approved in year	Year End Approval	Virement /Transfer	Revised Budget	P12 Outturn	Variance to Budget	Proposed Budget C/fwd.
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Place	20,413	14,736	17,726	462	0	53,337	23,185	(30,152)	<b>30,152</b>
Children's	8,972	(321)	12,369	0	0	21,020	10,340	(10,680)	<b>10,680</b>
Adults, Communities and Wellbeing	11,785	13,229	734	242	0	25,991	11,140	(14,851)	<b>14,851</b>
Transformation	2,245	490	234	0	65	3,034	790	(2,244)	<b>2,244</b>
<b>Total</b>	<b>43,413</b>	<b>28,133</b>	<b>31,063</b>	<b>704</b>	<b>65</b>	<b>103,378</b>	<b>45,460</b>	<b>(57,919)</b>	<b>57,919</b>

- 5.2 The range of schemes delivered or in progress during 2021/22 include support for housing and homelessness (including rough sleeping), Alfred East Museum Extension, Heritage Action Zone, a number of school related improvements such as commencing the work on a new Primary School at Stanton Cross which is due to complete in 2022/23, infrastructure related schemes such as the Isham

Bypass, A43 Urban Extension, Hanwood Park Junctions in Kettering and maintenance schemes across a number of roads within North Northamptonshire as well as the finalisation of the main works on the Chester House Estate, which opened successfully in October 2021.

- 5.3 A significant proportion of the capital programme delivered in 2021/22 includes projects that were already in flight within the legacy authorities as well as new schemes. Focus has also been on those projects which have grant funding in order to ensure that any grant terms and conditions are met and minimise any potential risk of repayment/loss of grant.
- 5.4 As noted above, a significant proportion of the budget was not spent in 2021/22 as initially planned. The detail of the position against each scheme is set out in **Appendix A**. Reasons for the movement against budget vary and include delays due to discoveries on site, either during or in advance of works, finalising agreements and resource availability (noting that COVID-19 was still impacting in 2021/22) as well as some legacy projects now requiring review in terms of how they are profiled in the programme (the paragraph below also refers).
- 5.5 As part of the budget setting for 2022/23, all service areas were requested to review their projects within the capital programme in order to confirm the likely profile of spend, together with a consistent approach in how schemes are shown within the capital programme (i.e. up front whole life costs vs profiled over medium-term financial plan). However, this position will now be reviewed again following the draft outturn for 2021/22 to ensure that the profiling of the programme reflects the ability to deliver the schemes listed. This may mean re-profiling or moving some legacy projects into the development pool until further business cases are developed. The Development Pool will also form part of the review.
- 5.6 The deliverability of the programme in future must also take into account the current and potential cost inflationary pressures. This may require some scoping changes or other mitigation if schemes are to remain within the original budget envelope.

#### 5.7 **Reclassified Capital Expenditure**

In reviewing revenue expenditure and grant funding there were items of expenditure identified that should have been shown as a capital project. In total £612k has been identified to be reclassified to the capital programme, the adjustments are required for the following:

**Salix Energy Saving Scheme – budget approval £308k.** This is an existing energy saving project which is fully funding by Salix grant funding.

**Open spaces/play equipment – budget approval £69k.** To be funded from S106 contribution

**Doddington Road Cemetery – budget approval £85k.** Approved as a late amendment to the capital programme for Borough Council of Wellingborough

by full council in March 2021 as emergency drainage works. To be funded from capital receipts.

**Community Shed – budget approval £150k.** Community project aimed at older people who often experience social isolation and loneliness with the Hazelwood Neighbourhood Centre. To be funded from various grants; mainly £39k from NCC; £84.7k KHL Big Local and £22.5k KHL Civic Change.

**Minimum Energy Efficiency Standards Project (MEES) – budget approval £91.7k.** To provide support in the form of a grant to the privately rented property sector, where properties have an Energy Property Certificate (EPC) rating of F or G with the North Northamptonshire area. To be funded from BEIS grant funding.

## 5.8 General Fund Virements

Within in Appendix A it shows several virements required to fund similar projects and to realign the budgets appropriately. The virements required are as follows:

<b>Scheme</b>	<b>Year End Virements To/(From) £'000</b>
Borough Wide - Recycling Project	124
Recycling Project / Facility	(124)
Croyland Gardens landscaping & public realm improvement	4
Play Equipment -parks	(4)
BCW Property Renovations (shops & other buildings)	(20)
43a/44a High Street (conversion to residential accommodation)	20
IT Capital	65
Corporate Systems – Development Pool	(65)

## 5.9 General Fund Capital Programme Funding

For the General Fund capital programme funding sources have been identified to cover the MTFS capital budget requirements, including the original MTFS budget of £43.4m, together with funding for the spillage (£28.134m) and in-year approved schemes (£31.1m). Below shows the funding for the in-year expenditure for 2021/22.

<b>Directorate</b>	<b>General Fund Capital Programme 2021/22</b>			
	<b>Discretionary</b>	<b>reserves/ use of capital receipts</b>	<b>grants/ S106</b>	<b>Total</b>
	£'000	£'000	£'000	£'000
Place	609	4,155	18,425	<b>23,189</b>
Children's	0	0	10,341	<b>10,341</b>
Adults, Communities & Wellbeing	5,731	534	4,874	<b>11,140</b>



Transformation	339	445	7	<b>790</b>
<b>Total</b>	<b>6,679</b>	<b>5,134</b>	<b>33,647</b>	<b>45,460</b>

### 5.10 Development Pool

£65k of the corporate systems budget was transferred from the development pool into the current capital programme in 2021/22. Currently there is a Development Pool budget of £37.1m in 2021/22 with a further £62m included within the MTFs for 2022 to 2024. A review of the Development Pool will take place in 2022/23.

### 5.11 HRA Capital Programme

The HRA Capital Programme 2021/22 which was approved by the Shadow Cabinet at its meeting on 25<sup>th</sup> February totalled £13.7m. Since that time further slippage has been identified from the previous District and Borough schemes totalling £11.6m, resulting in an overall budget of £25.3m for 2021/22. There have been no further approvals since budget setting. The outturn is showing a spend of £9.7m, which represents an underspend of £15.7m compared to budget, and which will be reviewed and re-profiled in light of the latest position.

Housing Revenue Account 2021/22						
	Original Budget	Slippage	Revised Budget	P12 Outturn	Variance to Budget	Proposed Budget C/fwd.
	£'000	£'000	£'000	£'000	£'000	£'000
Corby	7,638	5,620*	13,258	3,543	(9,715)	9,715
Kettering	6,104	5,971	12,075	6,120	(5,955)	5,955
<b>Total</b>	<b>13,742</b>	<b>11,591</b>	<b>25,333</b>	<b>9,663</b>	<b>(15,670)</b>	<b>15,670</b>

\* Technical adjustment (reduction) of £380k has been made to the slippage budget for the Corby Housing Revenue Account relating to Right to Buy (RTB) Pooling Returns

- 5.12 As noted above, a significant proportion of the budget was not spent in 2021/22 as initially planned. The detail of the position against each scheme is set out in **Appendix B**. Reasons for the movement against budget vary and, similar to the general fund, include delays due to discoveries on site, either during or in advance of works, finalising contractual arrangements including one due to existing contractor going into administration, capacity issues (noting that COVID-19 was still impacting in 2021/22) or delays in finalising architect drawings.

### 5.13 HRA Virements

There are a number of HRA related virements required to realign budgets. These are shown in **Appendix B** and set out in the table below:

<b>Scheme</b>	<b>Year End Virements To/(From) £'000</b>
Rewire	(497)
Provision for Internal Fees	(84)
Estates management	4
Entrance Doors/Flats	80
Voids - Major Works	497
Door Entry Systems	21
Desborough and Rothwell Housing	(21)

## **6. Implications (including financial implications)**

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### **6.1 Finance and Transformation**

6.1.1 The financial implications are set out in the detail of this report.

### **6.2 Legal**

6.2.1 The council must utilise funding and deliver schemes in line with the restrictions and requirements as set out in the agreements linked to that funding and the requirements as set out in the Council's Constitution, in particular the budget setting and policy framework and the financial regulations.

### **6.3 Risk**

6.3.1 The deliverability of the 2021/22 Capital Programme is monitored by the relevant accountable project manager and senior officer. There are a number of risks to be managed throughout the year and these are highlighted in the paragraphs below.

6.3.2 There is a risk that delays, and cost increases may arise as a result of COVID-19 restrictions and inflationary increases.

6.3.3 If any overspends or emerging pressures are identified during the year for whatever reason, then mitigating actions will be sought and management interventions undertaken.

6.3.4 There is a risk in relation to funding, particularly S106 where works may be required to take place in advance of S106 triggers/funding being payable. This occurs where a road or school is needed to provide infrastructure for the first residents/businesses utilising the site. Where this is the required, the Council will fund costs at risk in relation to the funding being received to reimburse its costs.

### **6.4 Consultation**

- 6.4.1 The 2021/22 Capital Strategy and Capital Programme were subject to consultation prior to approval by the North Northamptonshire Shadow Authority in February 2020.

## **6.5 Climate Impact**

- 6.5.1 The climate impact of each capital project will be considered and managed within the relevant scheme.
- 6.5.2 A number of the capital schemes include initiatives to offset/reduce carbon impact as a priority for the Council and in recognition of the Climate Emergency declared by the Council.

## **6.6 Community Impact**

- 6.6.1 These proposals can be considered to have a positive impact on the community as the Capital Programme delivers the infrastructure to support, educate, connect and regenerate communities. This includes enhancing the cultural offer and promoting a positive environmental impact.

## **7. Background Documents**

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

Capital Programme Budget 2021/22, North Northamptonshire Shadow Authority, 25 February 2021.

[Meeting of North Northamptonshire Shadow Authority on Thursday 25th February, 2021 - North Northamptonshire Council \(moderngov.co.uk\)](#)

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# Appendix A

## Appendix A

Directorate - Place	General Fund Capital Programme 2021/22								
	Original Budget	Re-profile/ Slippage*	Approved in year	Year End Approval	Year End Virements	Revised Budget	P12 Outturn	Variance to Budget	Budget C/fwd.
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
A43 Corby Link Road	847	(244)	-			603	17	(586)	586
Northamptonshire Superfast Broadband	2,537	489	-			3,026	1,226	(1,800)	1,800
Contribution to HWRC Sinking Fund	30	60	-			90	32	(58)	58
S106 Funded Highways Schemes	3,802	(3,802)	-			-	-	0	-
Energy Saving Scheme	-	-	-	308		308	308	(0)	0
Minor Works 2020-21	151	323	116			358	44	(314)	314
Tithe Barn Road Office Refurbishment	2,806	21	306			2,521	0	(2,521)	2,521
North Staff reloc One Angel Square	-	-	306			306	114	(192)	192
CPO Fund	551	50	-			601	-	(601)	601
Crematorium - Pathways and Garden Infrastructure	418	363	-			781	729	(52)	52
Tithe Barn Phase 2	245	(45)	-			200	23	(177)	177
Property Renovations	633	(633)	-			-		0	
Open Spaces/ Parks/ Brooks and Waterways	535	(535)	-	69		69	69	(0)	
Car Parking - Kettering Town Centre	20	30	-			50	33	(17)	17
Cremator Repairs	100	-	-			100	97	(3)	3
Borough Wide - Recycling Project	100	-	-		124	224	224	(0)	0
New Depot	2,000	-	-			2,000	-	(2,000)	2,000
Recycling Project / Facility	500	-	-		(124)	376	-	(376)	376
Woodland Improvements	63	59	-			122	-	(122)	122
Replacement Wheelie Bins	52	-	-			52	-	(52)	52
Shire Lodge Cemetery Extension	1,620	(189)	-			1,431	619	(812)	812
Priors Hall Sustainable Urban Extension- A43/Steel Road junction	2,953	-	1,020			3,973	1,245	(2,728)	2,728
Air Conditioning and UPS	-	14	-			14	-	(14)	14
Regeneration & Economic Development	85	(85)	-			-	2	2	(2)
Environment Projects	105	-	-			105	80	(25)	25

Directorate - Place	General Fund Capital Programme 2021/22								
	Original Budget	Re-profile/Slippage*	Approved in year	Year End Approval	Year End Virements	Revised Budget	P12 Outturn	Variance to Budget	Budget C/fwd.
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
AMP - East Northamptonshire House	-	44	-			44	(5)	(49)	49
AMP- East Northamptonshire House Internal Works	-	68	-			68	1	(67)	67
AMP- East Northamptonshire House H&S Audit	-	211	-			211	80	(131)	131
Rushden Centre	-	4	-			4	0	(4)	4
AMP - Car parks	-	32	-			32	-	(32)	32
Bassetts Park Skate Park	-	101	-			101	5	(96)	96
Croyland Gardens landscaping & public realm improvement	-	93	-		4	97	97	0	- 0
Brooks & Waterways	-	155	-			155	147	(8)	8
Play Equipment -parks	-	258	-		(4)	254	192	(62)	62
Park Improvement	-	64	-			64	20	(44)	44
Capital Community Grant	-	15	-			15	-	(15)	15
High St/Jackson Lane car park	-	97	-			97	-	(97)	97
Health and Safety Improvements	-	32	-			32	(7)	(39)	39
Residential Zones / CPE	-	20	-			20	-	(20)	20
Depot Improvements	-	9	-			9	-	(9)	9
Cemetery works	40	46	-			86	2	(84)	84
Municipal Offices - Major Works	-	187	(163)			24	(3)	(27)	27
Council Chamber Works	-	-	163			163	22	(141)	141
Corporate Property Stock Conditions Work	-	92	-			92	-	(92)	92
Churchill Way Public Realm	-	211	-			211	0	(211)	211
Meadow road Urban Park	-	50	-			50	7	(43)	43
Stock Improvement & Compliance	60	440	-			500	4	(496)	496
Town Centre Improvements	-	44	-			44	12	(32)	32
London Road Site Development - Pre contract works	-	50	-			50	-	(50)	50
High Street - Heritage Action Zone	-	3,448	150			3,598	1,615	(1,983)	1,983

Directorate - Place	General Fund Capital Programme 2021/22								
	Original Budget	Re-profile/ Slippage*	Approved in year	Year End Approval	Year End Virements	Revised Budget	P12 Outturn	Variance to Budget	Budget C/fwd.
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Public Realm 5	-	48	-			48	0	(48)	48
Conservation Area Enhancement Schemes	-	4	-			4	-	(4)	4
Improving access to FE/HE	-	98	-			98	-	(98)	98
Electric Vehicle Charging	-	40	-			40	(24)	(64)	64
Industrial Units - Energy Efficiency	-	50	-			50	1	(49)	49
Chesham House - Major Works	-	208	-			208	87	(121)	121
Haylock House	-	137	-			137	14	(123)	123
Warren Hill Works	150	-	-			150	-	(150)	150
Warren Hill - Music & Database	-	12	-			12	-	(12)	12
Grounds Fleet & Equipment	-	243	-			243	193	(50)	50
Oakley Vale Phase 6 Development	-	7	-			7	-	(7)	7
Town Fund Capital Projects	-	7	-			7	-	(7)	7
Cycleway Infrastructure Improvements	-	95	-			95	-	(95)	95
Pedestrianisation of George Street	-	350	-			350	6	(344)	344
Grosvenor House Improvements	-	90	-			90	90	(0)	0
Cycle & Pedestrian	-	800	-			800	64	(736)	736
Shopping Parade Priority Improvements	-	74	-			74	(3)	(77)	77
Shopping Parade Units Fire Door Replacement	-	65	-			65	17	(48)	48
Removal Of Redundant Bus Shelters	-	12	-			12	-	(12)	12
Bassett's Close S106	-	21	-			21	-	(21)	21
Street Lighting	-	170	-			170	16	(154)	154
BCW Property Renovations (shops & other buildings)	-	236	-		(20)	216	177	(39)	39
Structural Rebuild - 1a High Street	-	9	-			9	-	(9)	9
Conversion - 12a High Street	-	122	-			122	-	(122)	122
Conversion - 16a Market Street	-	188	-			188	-	(188)	188

Directorate - Place	General Fund Capital Programme 2021/22								
	Original Budget	Re-profile/ Slippage*	Approved in year	Year End Approval	Year End Virements	Revised Budget	P12 Outturn	Variance to Budget	Budget C/fwd.
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Conversion - 17 Market Street	-	128	-			128	-	(128)	128
Tithe Barn Public Realm	-	60	-			60	1	(59)	59
Doddington Road Cemetery	-	114	-	85		199	199	0	- 0
Wellingborough Heritage and Shop Front Grant Initiative	-	206	-			206	61	(145)	145
Castle Fields Park S106	-	116	-			116	0	(116)	116
Queensway Open Space S106	-	17	-			17	17	0	-
Shop Front Improvements	-	13	-			13	10	(3)	3
Multi Storey Car Park (MSCP)	-	2	-			2	0	(2)	2
43a/44a High Street (conversion to residential accommodation )	-	13	-		20	33	33	0	- 0
Operational Property refurbishments	-	98	-			98	13	(85)	85
Swanspool House Extension Roof	-	15	-			15	4	(11)	11
CTU Protection Measures	-	14	-			14	-	(14)	14
Country Parks Minor Developments	10	36	-			46	1	(45)	45
Sywell CP Sewage Treatment	-	102	-			102	94	(8)	8
Country Parks Play & Display Equipment	-	2	-			2	0	(2)	2
LTP Integrated Transport Block		513	1,551			2,064	1,005	(1,059)	1,059
DFT Highways Capital support to routine maintenance 2020-21	-	326	-			326	326	0	-
Challenge Fund Schemes 2020-21	-	1,728	-			1,728	1,681	(47)	47
Targeted Patching 2020-21	-	52	-			52	10	(42)	42
Rights of Way Improvements 2020-21	-	470	-			470	344	(126)	126
Eskdaill St. Kettering Highways works	-	135	-			135	-	(135)	135
Corby Town Fund Walking & Cycling	-	455	-			455	190	(265)	265
Barton Road/Cranford Road Junction	-	208	-			208	-	(208)	208



Directorate - Place	General Fund Capital Programme 2021/22								
	Original Budget	Re-profile/ Slippage*	Approved in year	Year End Approval	Year End Virements	Revised Budget	P12 Outturn	Variance to Budget	Budget C/fwd.
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Denford Flood Management	-	31	-			31	-	(31)	31
Smart Commuters	-	69	-			69	38	(31)	31
WA0003 Closed Landfill Sites	-	10	-			10	10	0	-
Property Minor Works 2019-20	-	68	-			68	3	(65)	65
East Kettering (Hanwood Park) Junctions D & E	-	-	2,843			2,843	1,150	(1,693)	1,693
Binrastructure	-	-	47			47	45	(2)	2
DfT Capital Maintenance Funding 2021/22	-	-	8,404			8,404	7,774	(630)	630
Corby Town Fund	-	-	975			975	-	(975)	975
Treescape	-	-	238			238	43	(195)	195
Isham Bypass	-	1,000	1,859			2,859	1,408	(1,451)	1,451
Oundle Cycle Way	-	-	125			125	-	(125)	125
Wellingborough Norse	-	-	630			630	212	(418)	418
Augean Landfill - Highways Construction £5k per annum	-	3	-			3	-	(3)	3
Land at Gainsborough and Sower Leys Road	-	59	-			59	-	(59)	59
Former Sunseekers site, Finedon Road, Irthlingborough	-	105	-			105	-	(105)	105
S106 Funded Schemes	-	2,924	-			2,924	130	(2,794)	2,794
<b>Total</b>	<b>20,413</b>	<b>14,736</b>	<b>17,726</b>	<b>462</b>	<b>-</b>	<b>53,337</b>	<b>23,185</b>	<b>(30,152)</b>	<b>30,152</b>

Directorate - Children's	General Fund Capital Programme 2021/22								Budget C/fwd.
	Original Budget	Re-profile/Slippage*	Approved in year	Year End Approval	Year End Virements	Revised Budget	P12 Outturn	Variance to Budget	
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Kettering Secondary School Extensions	400	(353)	-			47	12	(35)	35
Isebrook School	901	(901)	-			-	-	0	-
Schools Minor Works - 2020-21	967	697	-			1,664	1,210	(454)	454
Red Kite 6th Form Block	390	114	-			504	419	(85)	85
East Northants Restructure - Prince William Academy phase 3 works	6,100	-	-			6,100	1,928	(4,172)	4,172
Schools Capitalisation of Revenue Contributions	214	-	-			214	-	(214)	214
Prince William School phase 2 works	-	56	-			56	33	(23)	23
Stanton Cross Primary School	-	(74)	9,064			8,990	5,479	(3,511)	3,511
Isebrook SEND College School expansion	-	43	482			525	3	(522)	522
Schools Minor Works Programme	-	48	1,936	-	-	1,984	530	(1,454)	1,454
Montsaye Academy Improvements	-	-	606			606	437	(169)	169
Earls Barton School S106 works	-	49	-			49	19	(30)	30
Corby Secondary Schools temporary capacity	-	-	-			-	- 10	(10)	10
Boughton Primary School Improvements	-	-	-			-	-	0	-
Devolved Formula Grant (DFC) 2021-22	-	-	281			281	280	(1)	1
<b>Total</b>	<b>8,972</b>	<b>(321)</b>	<b>12,369</b>	<b>-</b>	<b>-</b>	<b>21,020</b>	<b>10,340</b>	<b>(10,680)</b>	<b>10,680</b>

Directorate - Adults	General Fund Capital Programme 2021/22								
	Original Budget	Re-profile/ Slippage*	Approved in year	Year End Approval	Year End Virements	Revised Budget	P12 Outturn	Variance to Budget	Budget C/fwd.
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Chester House Estate	3,624	576	187			4,387	4,193	(194)	194
Capitalisation of Community Equipment	1,844	-	-			1,844	1,800	(44)	44
Disabled Facilities Grant	2,251	1,711	311			4,273	1,603	(2,670)	2,670
Castle Theatre	750	4	-			754	14	(740)	740
PFP Leisure	175	8	-			183	-	(183)	183
Empty Properties	132	176	-			308	0	(308)	308
Rockingham Road Pavilion	300	-	-			300	-	(300)	300
Small and other capital works and grants	150	-	-			150	-	(150)	150
Housing and Homelessness Prevention	2,000	2,526	580			3,946	521	(3,425)	3,425
Rough Sleepers Accommodation RSAP	-	-	580			580	0	(580)	580
Leisure and Tourism Projects	377	-	-			377	121	(256)	256
Private Sector Decent Homes Project	-	69	-			69	-	(69)	69
Social Housing Grant	-	13	-			13	-	(13)	13
Community Fund	40	31	-			71	6	(65)	65
Community Centre Improvements	-	71	-			71	29	(42)	42
Desborough Leisure Centre Floor Replacement	-	16	-			16	0	(16)	16
Corn Market Hall Boiler Replacement	-	5	-			5	-	(5)	5
Grants - Village Halls	32	12	-			44	-	(44)	44
Swimming Pool	-	9	-			9	4	(5)	5
GLaM	-	3,584	75			3,659	1,737	(1,922)	1,922
Lawrences Pre Contract	-	266	-			266	43	(223)	223
SCW - Small Capital Works	-	89	-			89	23	(66)	66
Parkwood Leisure Renewal	30	-	-			30	4	(26)	26
Burton Latimer Community Leisure	-	790	-			790	-	(790)	790
Desborough Park	-	30	-			30	30	0	-
Desborough CCTV	-	76	-			76	59	(17)	17
CCTV - Little Stanion S106	-	5	-			5	-	(5)	5

Directorate - Adults	General Fund Capital Programme 2021/22								
	Original Budget	Re-profile/Slippage*	Approved in year	Year End Approval	Year End Virements	Revised Budget	P12 Outturn	Variance to Budget	Budget C/fwd.
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
CCTV - Priors Hall S106	-	13	-			13	- 0	(13)	13
CCTV - Weldon S106	-	17	-			17	-	(17)	17
CCTV Upgrades And Improvements	-	21	-			21	20	(1)	1
Oakley Vale Community Facility	-	159	-			159	-	(159)	159
Golf Course Projects	-	13	-			13	-	(13)	13
Saxilby Boxing Club, Incl Roof Works	-	63	-			63	0	(63)	63
LPSC - Fire Door Upgrade	-	25	-			25	0	(25)	25
Pool Plant Room & Prioritised Investment	-	272	-			272	253	(19)	19
Private Sector Housing - Home Repair Grants	-	66	-			66	- 11	(77)	77
Warmer Homes	80	702	-			782	312	(470)	470
Corby Home Support Service Grant Aid	-	8	-			8	11	3	- 3
Play Equipment	-	-	-			-	-	0	-
Greenway Washbrook Road	-	297	-			297	4	(293)	293
Football Club Development - Higham Ferrers	-	23	-			23	17	(6)	6
Waendel Leisure Centre Pool Area	-	18	-			18	-	(18)	18
Temporary Accommodation Mitigation Fund	-	154	-			154	6	(148)	148
Football pitch Improvement works	-	52	-			52	31	(21)	21
Croyland Park S106	-	1	-			1	-	(1)	1
Renovation Grant- Discretionary	-	70	-			70	19	(51)	51
Northamptonshire Libraries Self Service Terminals	-	50	-			50	-	(50)	50
Oundle Library	-	38	-			38	37	(1)	1
Community Library Prog - Desborough Library	-	3	-			3	3	0	-
Community Library Prog - Earls Barton	-	19	-			19	5	(14)	14
Community Library Prog - Finedon	-	3	-			3	-	(3)	3

Directorate - Adults	General Fund Capital Programme 2021/22								
	Original Budget	Re-profile/ Slippage*	Approved in year	Year End Approval	Year End Virements	Revised Budget	P12 Outturn	Variance to Budget	Budget C/fwd.
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Community Library Prog - Raunds	-	23	-			23	-	(23)	23
Community Library Prog - Rothwell	-	28	-			28	-	(28)	28
Community Library Prog - Thrapston	-	81	-			81	-	(81)	81
Community Library Prog - Wollaston	-	2	-			2	2	0	0
Library Management System	-	-	161			161	-	(161)	161
Corby Shed	-	-	-	150		150	150	0	-
MEES				92		92	92	0	0
Social Care system replacement	-	941	-			941	2	(939)	939
<b>Total</b>	<b>11,785</b>	<b>13,229</b>	<b>734</b>	<b>242</b>	<b>-</b>	<b>25,990</b>	<b>11,140</b>	<b>(14,850)</b>	<b>14,850</b>

Directorate - Transformation	General Fund Capital Programme 2021/22								
	Original Budget	Re-profile/Slippage*	Approved in year	Year End Approval	Year End Virements	Revised Budget	P12 Outturn	Variance to Budget	Budget C/fwd.
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
BRR18 - Customer Contact and Digital	1,875	-	-			1,875	-	(1,875)	1,875
Xpress Merge	-	-	34			34	-	(34)	34
Infrastructure / Flexi & Remote Working	220	70	-			290	229	(61)	61
ICT Hardware Replacement	150	-	-			150	151	1	- 1
Passport Replacements and IP addressing	-	3	-			3	4	1	- 1
NCloud Server Replacements	-	76	-			76	70	(6)	6
Capita ONE to Cloud	-	96	-			96	95	(1)	1
Office365 Implementation	-	81	-			81	80	(1)	1
SharePoint 2007 Migration	-	79	-			79	79	0	-
IT Security Solutions	-	85	-			85	10	(75)	75
Cyber Security	-	-	200			200	7	(193)	193
IT Capital ENC	-	-	-		65	65	65	(0)	0
<b>Total</b>	<b>2,245</b>	<b>490</b>	<b>234</b>	<b>-</b>	<b>65</b>	<b>3,034</b>	<b>790</b>	<b>(2,244)</b>	<b>2,244</b>
<b>General Fund Total</b>	<b>43,415</b>	<b>28,129</b>	<b>31,063</b>	<b>704</b>	<b>65</b>	<b>103,381</b>	<b>45,455</b>	<b>(57,926)</b>	<b>57,926</b>

\*Re-profiled/Slippage includes items where the capital programme has been accelerated in prior year and covered by budget in the current year. These will be shown as -ve and will in some cases show a net nil or reduced revised current budget position.

# Appendix B

## Appendix B

Scheme	Corby Housing Capital Programme 2021/22						
	Original Budget	Slippage	In Year Virements	Revised Budget	Draft Outturn	Variance to Budget	Carry Forwards
	£000	£000	£000	£000	£000	£000	£000
Housing Development Programme	5,125	3,897		9,022	830	(8,192)	8,192
Internal Fees	175	0	(84)	91	0	(91)	91
Rewires	249	1,140	(497)	892	373	(519)	519
Central Heating Replacement	398	56		454	371	(83)	83
Asbestos Management Surveys	75	90		165	41	(124)	124
Disabled Adaptations	225	128		353	264	(89)	89
Window Replacement	104	77		181	33	(148)	148
Estate Maintenance	20	0	4	24	24	(0)	0
Entrance Doors/Flats	68	24	80	172	172	(0)	0
Kitchens & Bathrooms	189	127		316	105	(211)	211
No Fines External Insulation	0	61		61	0	(61)	61
Housing Capital Fees	750	0		750	568	(182)	182
Compliance	260	0		260	253	(7)	7
Voids Major Works	0	12	497	509	509	(0)	0
Major Roofing Works	0	8		8	0	(8)	8
Health & Safety Rating	0	0		0	(0)	(0)	0
<b>Corby HRA Total</b>	<b>7,638</b>	<b>5,620</b>	<b>0</b>	<b>13,258</b>	<b>3,543</b>	<b>(9,715)</b>	<b>9,715</b>

Scheme	Kettering Housing Capital Programme 2021/22						
	Original Budget	Slippage*	In year Virements	Revised Budget	Draft Outturn	Variance to Budget	Carry Forwards
	£000	£000	£000	£000	£000	£000	£000
Decent Homes - Kitchen & Bathroom Renewal	400	349		749	371	(378)	378
Door Entry Systems	0	48	21	69	69	(0)	0
Central Heating Renewal	500	(62)		438	387	(51)	51
Homes for the Future: Hampden Crescent B	0	0		0	1	1	(1)
Scott Road New Build	0	2,969		2,969	2,283	(686)	686
New Build - Albert Street	0	730		730	702	(28)	28
Roof Renewals	100	350		450	154	(296)	296
Improving access for disabled people	200	21		221	198	(23)	23
Decent Homes - Electrical Upgrades	400	(9)		391	214	(177)	177
External Door Replacements	50	151		201	116	(85)	85
Voids Repairs and Improvements	400	0		400	219	(181)	181
External Insulation	100	90		190	111	(79)	79
Desborough & Rothwell	889	688	(21)	1,556	1,137	(419)	419
Environmental Improvements	100	0		100	13	(87)	87
Sheltered Housing - "Sparkle" Programme	50	19		69	1	(68)	68
Window Renewal	50	0		50	3	(47)	47
Hidden Homes	0	127		127	17	(110)	110
Housing Association Grant	985	332		1,317	0	(1,317)	1,317
Stamford Road Land Acquisition	0	30		30	0	(30)	30
Former Grange Methodist Church Site	1,860	0		1,860	8	(1,852)	1,852
Health & Safety and Fire Precautions	20	138		158	116	(42)	42
<b>Kettering HRA Total</b>	<b>6,104</b>	<b>5,971</b>	<b>0</b>	<b>12,075</b>	<b>6,120</b>	<b>(5,955)</b>	<b>5,955</b>
<b>North Northants Total</b>	<b>13,742</b>	<b>11,591</b>	<b>0</b>	<b>25,333</b>	<b>9,663</b>	<b>(15,670)</b>	<b>15,670</b>

\*Re-profiled/Slippage includes items where the capital programme has been accelerated in prior year and covered by budget in the current year. These will be shown as -ve and will in some cases show a net nil or reduced revised current budget position.



## EXECUTIVE 14<sup>th</sup> July 2022

<b>Report Title</b>	<b>Capital Programme Update 2022/23</b>
<b>Report Authors</b>	Janice Gotts, Executive Director of Finance <a href="mailto:Janice.gotts@northnorthants.gov.uk">Janice.gotts@northnorthants.gov.uk</a>
<b>Lead Member</b>	Councillor Lloyd Bunday, Executive Member for Finance and Transformation

<b>Key Decision</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Is the decision eligible for call-in by Scrutiny?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Are there public sector equality duty implications?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Does the report contain confidential or exempt information (whether in appendices or not)?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Applicable paragraph number for exemption from publication under Schedule 12A Local Government Act 1974</b>	

### 1. Purpose of Report

- 1.1 The purpose of this report is to request approval for a capital scheme that has come forward for inclusion in the Council's Capital Programme. Approval of the scheme and associated funding will allow the schemes to move forward to procurement and delivery.

### 2. Executive Summary

- 2.1 This report contains details of projects relating to the Corby Town Investment Plan and improvements to the Kettering Alfred East Arts Gallery which have been submitted by officers to the Council's Strategic Capital Board as part of the Council's Capital Approval Process. Each scheme must complete a business case setting out the changes requested to the Capital Programme, including the purpose of the spend, the expected outcomes and the financial implications together with funding routes.

### **3. Recommendations**

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- 3.1 It is recommended that Executive approve the following changes to the capital programme:
- a. Corby Town Investment Plan, Train Station to Town Centre - Link Road (via Oakley Road) & Smart and Connected Corby (combined) – increase capital programme for 2022/23 by £8.055m, which is to be funded from the Towns Fund Grant.
  - b. Kettering Alfred East Art Gallery, Library and Museum (Cornerstone), increase budget by £0.412m, to be funded from capital reserves.
- 3.2 Reasons for the recommendation are set out in greater detail within section 5 of the report, but can be summarised as:
- To implement phases 3 and 4 of Corby's Town Investment Plan in relation to the £19.9m awarded from the Towns Fund in June 2021.
  - To help mitigate any delays to the Cornerstone project to meet funding deadlines and the current construction market conditions, with fluctuating prices.
- 3.3 Alternative Options Considered:
- Use of the funding is in line with the agreement, there is no alternative option proposed.
  - By not approving these recommendations there would be an adverse impact on service provision and the completion of projects in North Northamptonshire.

### **4. Report Background**

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- 4.1 The Capital Programme is the Council's plan for investing in assets to efficiently deliver its statutory services, and to improve the local infrastructure of North Northamptonshire, with the benefits lasting over a number of years. The Council is required to set a balanced revenue budget and therefore must ensure that where borrowing is proposed to fund the cost of capital that the cost of servicing the debt is affordable within the Council's revenue budget.
- 4.2 Resources come from a number of sources including Government grants, capital receipts from surplus land and buildings, revenue contributions, other external contributions and borrowing. The Council captures its projected capital expenditure within the Capital Programme to monitor the same, help to control costs and ensure transparency. Given that the Capital Programme is approved by Executive, changes to it are also approved by Executive unless authority has been delegated in accordance with the Council's constitution.
- 4.3 This report provides an update to the Capital Programme 2022/23 as adopted by the Council in February 2022 and requests that the proposed changes are approved and reflected within the programme.

## **5. Issues and Choices – Further Detail on the Recommendations and Updates to the Capital Programme**

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- 5.1 **Corby Town Investment Plan – budget approval for £8.055m.** Corby Town Deal Board has prepared the Town Investment Plan (TIP) for Corby, working in close partnership with the former Corby Borough Council and with Corby's diverse community, businesses, and other public-private sector stakeholders who all have a vested interest in the future of the town.
- 5.2 The extent of the Towns Fund boundary area covers all of Corby's urban area, including the town centre, existing and planned residential areas, logistic and business estates and Corby's beautiful parks and woodlands. Shaped by wide-ranging research and stakeholder engagement our TIP sets our shared vision for Corby.
- 5.3 This vision is underpinned by seven strategic objectives which respond to, and address the needs identified by the stakeholder engagement and contextual analysis. These inter-related objectives capitalise on long-term opportunities to maximise the economic, social, environmental benefits for Corby, its community, businesses, and all other stakeholders.
- 5.4 The Council's ambition for Corby is to build on the many successes that have been achieved to date, and develop a more diverse, dynamic, connected and 'smart' town centre economy. This is needed today more than ever, as the COVID-19 pandemic is having wide-ranging impacts on the way we live, work, study, shop, and play. This, in turn, is impacting on the vitality and viability of many key businesses and uses in our town centre. Now is the time to look beyond retail uses that have traditionally underpinned our town centre economy, and create a more resilient and attractive town that everyone can be proud of, and wants to invest in.

The four key projects are:

Project 1 – Sixth Form College at Chisholm House

Project 2 – Multi-use Building

Project 3 - Train Station to Town Centre - Link Road (via Oakley Road)

Project 4 – Smart and Connected Corby

Phase 2 is to take forward the link between the train station and Corby town centre, this will aim to provide an attractive and safe pedestrian and cycle route. This is intended to enhance the active healthy travel agenda and to help reduce congestion and emissions across Corby. This will be delivered alongside the smart and connected Corby project, which will integrate a network of sensors to establish Corby as a 'smart and green' town centre.

- 5.5 **Kettering Alfred East Art Gallery, Library and Museum Capital Project (Cornerstone) – budget approval for £0.412m.** This project is intended to revitalise the cultural services within the heart of Kettering Town Centre, supporting to unify the three sites including; Alfred East Art Gallery, Kettering Library and Manor House Museum. The funding will deliver significant

improvements to the Alfred East Art Gallery and Kettering Library and will welcome a new two-storey extension to the rear of the Art Gallery.

- 5.6 Usually for a project of this nature it would be expected that the RIBA stages 1 to 4 would take at least 12 months, whereas it was completed in six to nine months for the project to meet the funders timelines, and the forecasts were based on the information available at that time. The consequence of this is that there are now some design co-ordination issues on site which are increasing costs.
- 5.7 The contracted Quantity Surveyor has provided further contingency assessments in relation to the delivery of the project, which includes allowances for additional time and co-ordination issues that may emerge during the final stages for the construction period, it is proposed to increase the budget by a further £0.412m to enable flexibility to mitigate these risks. The funding will be met through the use of capital reserves.
- 5.8 There is a separate report elsewhere on this agenda which provides further information on this scheme.

## **6. Implications (including financial implications)**

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### **6.1 Finance and Transformation**

- 6.1.1 The additional budget requirements are funded from the use of capital reserves and external grant and contributions.
- 6.1.2 The investment will help to improve and transform this facility and will support an improved customer experience and encouraging greater participation.

### **6.2 Legal**

- 6.2.1 The council must utilise funding and deliver schemes in line with the restrictions and requirements as set out in the agreements linked to that funding and the requirements as set out in the Council's Constitution, in particular the budget setting and policy framework and the financial regulations. In this regard any new borrowing must be approved by Council.

### **6.3 Risk**

- 6.3.1 The deliverability of the 2022/23 Capital Programme is monitored by each accountable project manager and senior officer. There is further review throughout the financial year reported through the Executive.
- 6.3.2 If any overspends or emerging pressures are identified during the year, then mitigating actions will be sought and management interventions undertaken.

6.3.3 With most capital projects there is a risk that delays and cost increases may arise as a result of the impact of inflation. Generally, this relates to the supply and price of materials with projects requiring increased lead in times. Whilst every attempt is made to cost these implications into the project, the risks remain. However, it must be recognised that at present the level of inflation is much higher than in previous periods and indeed when funding bids were originally submitted, and therefore this may pose a significant risk to the deliverability of the projects as originally envisaged within budget.

6.3.4 There is a risk in relation to funding, particularly where it is from third parties including grants, and appropriate agreements must be entered into to ensure that the funding is secured and spend is in accordance with any criteria stipulated by the funder, both the nature of the spend and the timing (where a deadline applies).

## **6.4 Consultation**

6.4.1 The 2022/23 Capital Strategy and Capital Programme were subject to consultation prior to approval by the North Northamptonshire Authority in February 2022. The programme was approved by Council at its meeting on 24<sup>th</sup> February 2022 and was subject to consultation from 23<sup>rd</sup> December 2021 to 28<sup>th</sup> January 2022. These changes are in addition to the approved programme.

## **6.5 Climate Impact**

6.5.1 The climate impact of each capital project will be considered and managed within the relevant scheme.

## **6.6 Community Impact**

6.6.1 These proposals can be considered to have a positive impact on the community as the Capital Programme delivers the infrastructure to support and connect communities.

## **7. Background Documents**

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

Capital Programme Budget 2022/23, North Northamptonshire Council, 24<sup>th</sup> February 2022.

[https://northnorthants.moderngov.co.uk/documents/s5799/Capital\\_cover\\_report.pdf](https://northnorthants.moderngov.co.uk/documents/s5799/Capital_cover_report.pdf)

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## EXECUTIVE 14<sup>th</sup> July 2022

<b>Report Title</b>	<b>Budget Forecast 2022/23 as at Period 2</b>
<b>Report Authors</b>	Janice Gotts, Executive Director of Finance <a href="mailto:Janice.gotts@northnorthants.gov.uk">Janice.gotts@northnorthants.gov.uk</a>
<b>Lead Member</b>	Councillor Lloyd Bunday, Executive Member for Finance and Transformation

<b>Key Decision</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Is the decision eligible for call-in by Scrutiny?</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Are there public sector equality duty implications?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Does the report contain confidential or exempt information (whether in appendices or not)?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Applicable paragraph number for exemption from publication under Schedule 12A Local Government Act 1974</b>	

### List of Appendices

Appendix A – Savings Schedule

#### **1. Purpose of Report**

- 1.1. The revenue budgets (2022/23) and Medium-Term Financial Plans for North Northamptonshire Council for the General Fund and the Housing Revenue Account were approved by Council at its meeting on 24<sup>th</sup> February 2022. The purpose of this report is to set out the forecast outturn position for the Council based on the Period 2 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 2022/23 budget was set in February 2022, based on the income and expenditure as at end of May 2022 (Period 2) and reflects the views of the Assistant Directors and Budget Managers.
- 1.3. The report recognises that the forecast outturn position is based on indications of income and expenditure. As part of the ongoing monitoring process, work will continue to examine income and expenditure and activity data, against the available budgets to support the position presented and also help to shape the medium-term financial plan.

## 2. Executive Summary

- 2.1 This report provides commentary on the Council's current forecast for the revenue outturn position for 2022/23 based on the information available as at Period 2 (end May 2022). This includes both the General Fund and the Housing Revenue Account. 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. However, determining the outturn at this stage of the financial year, with limited data on actual spend and areas of uncertainty posed by inflation and other factors, presents an element of risk which will continue to be closely monitored during the year.
- 2.2 The Council retains a level of contingency within the base budget, which is referred to elsewhere in this report. The contingency can be used to manage risks and other changes, including pressures that were unknown at the time the budget was set. At present the contingency is considered to be fully committed by year end, however, if the contingency budget is not used then it can fall back to support the reserves position for future years.
- 2.3 At this point it should be noted that the balances on the reserves brought forward to the Council for the start of the year will not be agreed 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 Northamptonshire	Completed – awaiting formal sign off	Draft Accounts	Draft Accounts have been Issued for 2020/21. Audit commenced June.

- 2.4 The closure of the 2020/21 accounts for the former County Council is being led by West Northamptonshire Council. These have been progressing well, with a small number of outstanding items requiring confirmation, this includes a national issue regarding the treatment of infrastructure assets.



### **3. Recommendations**

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#### **3.1 It is recommended that the Executive:**

- a) Note the Council's forecast outturn position for 2022/23 as summarised in Section 4, alongside the further analysis, risks and other considerations as set out from Section 5 of the report onwards.
- b) Note the assessment of the current deliverability of the 2022/23 savings proposals in Appendix A.
- c) Approve the inclusion of a grant and associated expenditure of £98k in respect of support for developing the Council's approach to Social Care Reforms. See paragraph 5.23.
- d) Approve the use of earmarked reserves totalling £3.938m to mitigate in year pressures relating to Home to School Transport, short-term vehicle leasing costs, commercial income for grounds maintenance and facilities management from the previous Wellingborough NORSE contract, and Knuston Hall as referenced in paragraphs 5.33 and 5.37 respectively.
- e) Approve an increase in the gross budget of £2.696m to provide support for families and individuals in specific financial hardship to be funded from the Household Support Fund 2 grant of £2.466m as reported to Executive in June and a further contribution of £230k from the Public Health Reserve to underwrite the potential shortfall in the School Holiday Food Voucher Scheme over the Summer break. See paragraphs 5.49 and 5.50.
- f) Note the use of £650k of the contingency budget to support the Maintained Nurseries as previously agreed by Council.
- g) Note the use of £1.150m of the contingency budget to fund a salary increment for all eligible employees in 2022/23. This will include staff not at the top of their grade where their protected TUPE terms and conditions of employment have no contractual entitlement to incremental progression as agreed by the Employment Committee at meeting on 28<sup>th</sup> June 2022, alongside staff with a contractual entitlement to increments. See paragraph 5.53.

#### **3.2 Reason for Recommendations – to note the forecast financial position for 2022/23 as at Period 2 and consider the impact on this year and future years budgets.**

### **4. Report Background**

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#### **General Fund**

#### **4.1 The Council's Revenue Budget for 2022/23 was set at the Council meeting on 24<sup>th</sup> February 2022. The overall outturn forecast for the General Fund for**

2022/23, as at Period 2 is a forecast overspend of £237k against the approved budget of £295.9m. This is summarised in the table below:

<b>General Fund Forecast Outturn 2022/23</b>			
	<b>Net Budget £m</b>	<b>Forecast Position at 31/03/2023 £m</b>	<b>Forecast Variance £m</b>
<b>Net Available Resources</b>	<b>295.907</b>	<b>295.907</b>	<b>0.000</b>
<b>Total Corporate Budgets</b>	<b>26.994</b>	<b>26.994</b>	<b>0.000</b>
Children and Education	<b>63.144</b>	<b>62.059</b>	<b>(1.085)</b>
Adults, Communities and Wellbeing Services	<b>116.177</b>	<b>116.272</b>	<b>0.095</b>
Place and Economy	<b>55.031</b>	<b>56.095</b>	<b>1.064</b>
Enabling and Support Services	<b>34.561</b>	<b>34.724</b>	<b>0.163</b>
<b>Total Directorate Budgets</b>	<b>268.913</b>	<b>269.150</b>	<b>0.237</b>
<b>Total Budget</b>	<b>295.907</b>	<b>296.144</b>	<b>0.237</b>
<b>Net Position</b>	<b>0.000</b>	<b>0.237</b>	<b>0.237</b>

4.2 The forecast position at Period 2 is an overspend of £237k this is summarised in the following Table.

	<b>Report Reference</b>	<b>Net Budget £000</b>	<b>Forecast Variance £000</b>
<b>Children and Education</b>		<b>63,144</b>	<b>(1,085)</b>
Assistant Director of Education	5.7	6,009	(637)
Commissioning and Partnerships	5.11	57,135	(448)
<b>Adults, Communities and Wellbeing Services</b>		<b>116,177</b>	<b>95</b>
Adult Services	5.17	89,796	0
Safeguarding and Wellbeing	5.17	10,383	0
Commissioning and Performance	5.17	6,378	0
Public Health	5.26	138	0
Housing and Community Services	5.27	9,482	95
<b>Place and Economy</b>		<b>55,031</b>	<b>1,064</b>
Assets and Environment	5.32	670	398
Growth and Regeneration	5.34	3,891	0
Highways and Waste	5.36	46,999	666
Regulatory Services	5.38	2,130	0
Directorate Management	5.40	1,341	0
<b>Enabling and Support Services</b>		<b>61,555</b>	<b>163</b>
Finance and Corporate	5.41	38,446	0
Chief Executive	5.42	1,998	21
HR, Legal and Democratic Services	5.43	8,593	215
Transformation	5.45	12,518	(73)

<b>Total</b>		<b>295,907</b>	<b>237</b>
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## 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 2, is a forecast underspend of £267k against the approved budget of £36.270m. 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 2022/23				
	Budget			
Directorate	Expenditure	Income	Net	P2 Forecast Variance at 31/03/23
	£'000	£'000	£'000	£'000
Corby Neighbourhood Account	20,141	(20,141)	0	(249)
Kettering Neighbourhood Account	16,129	(16,129)	0	(18)
<b>Net Position 2022/23</b>	<b>36,270</b>	<b>(36,270)</b>	<b>0</b>	<b>(267)</b>

## 5. Overview of Forecast Position 2022/23

### 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 May 2022 20.10% of Council Tax had been collected. Business Rates collection is 19.77% at the end of May 2022.
- 5.2 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

- 5.3 The total net budget for Corporate Resources is £27.0m which consists of the contingency budget and budgets for treasury related costs.
- 5.4 The contingency budget is held to meet unknown or unplanned/ unbudgeted costs. The contingency budget for 2022/23 was £4.750m and as at Period 2 the balance is £2.950m. The movement relates to a virement of £650k to Children and Education Services to provide additional one-off grant to each of the Council's four maintained nurseries in 2022/23 together with a further £1.150m of the contingency has been used to fund the cost of salary increments as set out in paragraphs 5.51 to 5.53.

## Directorate Budgets

- 5.5 This section of the report provides an analysis of the forecast variations against the 2022/23 General Fund for each of the Directorates as set out in the table at paragraph 4.2.

### Children's Services Directorate

- 5.6 The budget for Children's and Education Services includes the Commissioning and Partnerships including Northamptonshire Children's Trust and Education Services not funded by the Dedicated Schools Grant.
- 5.7 The net forecast position for Period 2 for Children's and Education Services is an underspend of £1.085m. The forecast outturn position consists of a net underspend of £637k in Education Services and £448k in Commissioning and Partnerships, which also includes the Northamptonshire Children's Trust contract sum.

## Education

<b>Assistant Director of Education</b>	<b>£'000</b>
Expenditure	9,407
Income	(3,399)
<b>Net Budget</b>	<b>6,009</b>
Forecast	5,372
<b>Variance</b>	<b>(637)</b>

- 5.8 The forecast underspend relating to Education Services comprises of the following variances.
- 5.9 The Teacher's Pension Strain was disaggregated between the North and West, the 2021/22 budget assumed a split 44% North and 56% West which was in line with the contract sum. The budget for the North was £1.109m, however following a further review, the cost to the North was revised to £834k. This resulted in forecast underspend of £275k.

- 5.10 The Teacher's Pension Strain is funded from DSG and was previously understated this has resulted in additional DSG income of £462k. This has been partially offset by reduction of around £100k which is based on the 2021/22 outturn. This is an area that will be subject to review. This results in a net benefit of £362k.

### **Commissioning and Partnerships**

- 5.11 The net revenue budget for Commissioning and Partnerships is set out in the table below, this includes the Northamptonshire Children's Trust.

<b>Commissioning and Partnerships</b>	<b>£'000</b>
Expenditure	62,816
Income	(5,681)
<b>Net Budget</b>	<b>57,135</b>
Forecast	56,687
<b>Variance</b>	<b>(448)</b>

- 5.12 The budgeted figure for the Children's Trust is £137.45m for 2022/23. This is split £60.70m (44%) to North Northamptonshire Council and £76.75m (56%) to West Northamptonshire Council. At this stage Officers are working with the Trust and a forecast position will be confirmed for the Period 3 monitoring.

- 5.13 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

- 5.14 The Council's share of the NCT contract agreement in 2022/23 is £60.7m. Included within the contract sum was an amount for support services provided to NCT by both the North and West, of which NNC budgeted to receive £1.758m. This assumed support services were provided in line with how the contract sum had been split. However, it is anticipated that NNC will provide less support services at the same level as the prior year. This will in effect reduce the Council's income to £1.258m resulting in a pressure of £500k. In addition, the Council is forecasting to receive reduced DSG income which will result in a pressure of £154k. This has been mitigated in full through budgetary provision of £691k which was to meet any unforeseen pressures within the Commissioning Service, resulting in a net saving of £37k.

- 5.15 The NCT contract sum of £60.7m included government grants that were in scope and were to be paid over to NCT via both the North and West. The North's budget included £3.014m for these grants, however the actual level of grant based on the contract split amounts to £3.415m, which results in a net benefit

to the Council of £401k. In addition, there are minor favourable variances of £10k.

- 5.16 The Children's Trust Budget is monitored in year through regular meetings between officers of both North and West Northamptonshire Councils and the Trust.

### **Adults, Communities and Wellbeing Directorate**

- 5.17 The revenue budget covers Adult Social Services, Community Services and Public Health and Wellbeing. The details of the forecast are set out in the paragraphs which follow.

### **Adults, Communities and Wellbeing Directorate**

#### **Adult Social Care, Safeguarding and Wellbeing and Commissioning and Performance Services**

<b>Adult Services</b>	<b>£'000</b>
Expenditure	106,937
Income	(17,141)
<b>Net Budget</b>	<b>89,796</b>
Forecast	89,796
<b>Variance</b>	<b>0</b>

<b>Safeguarding and Wellbeing</b>	<b>£'000</b>
Expenditure	16,536
Income	(6,153)
<b>Net Budget</b>	<b>10,383</b>
Forecast	10,383
<b>Variance</b>	<b>0</b>

<b>Commissioning and Performance</b>	<b>£'000</b>
Expenditure	14,503
Income	(8,124)
<b>Net Budget</b>	<b>6,378</b>
Forecast	6,378
<b>Variance</b>	<b>0</b>

- 5.18 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.
- 5.19 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.

- 5.20 The service has supported an uplift award of 6.5% to care providers for providing care packages on framework rates during 2022/23, this is expected to cost approximately £2.7m during the year which has been met through additional investment in Adult Social Care as part of the 2022/23 budget setting process.
- 5.21 Within Adult Social Care there is £3.6m for demographic growth of which £0.5m 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.
- 5.22 To support with the implementation of the Adult Social Care reform £852k of grant has been allocated in 2022/23. The impacts of social care reform include the introduction of the care cap of £86k from October 2023, which is a lifetime contribution of care costs, impact of means testing and fair funding for self-funders. It also includes the introduction of fair cost of care
- 5.23 In addition to this a new grant has been awarded to support local authorities to prepare for reform in Adult Social Care for NNC this is an additional £98k and Members are asked to approve the inclusion of this funding and additional expenditure.
- 5.24 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 (£0.647m), 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.
  - 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.
- 5.25 The current forecast is a breakeven position with any pressures mitigated within the service. The service is heavily influenced by demand and, as such, is

subject to volatility - therefore the position will be kept under close review as the year progresses.

## Public Health

- 5.26 Public Health and Wellbeing the gross expenditure budget is funded by Public Health England and other grants. This area is currently forecast to be on budget.

<b>Public Health</b>	<b>£'000</b>
Expenditure	19,956
Income	(19,818)
<b>Net Budget</b>	<b>138</b>
Forecast	138
<b>Variance</b>	<b>0</b>

## Housing and Community Services

- 5.27 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.

<b>Housing and Community Services</b>	<b>£'000</b>
Expenditure	15,744
Income	(6,262)
<b>Net Budget</b>	<b>9,482</b>
Forecast	9,577
<b>Variance</b>	<b>95</b>

- 5.28 The forecast includes a pressure of £95k relating to the under achievement of income at the Lodge Park Sports Centre in Corby due to income being at a lower level than before COVID-19.
- 5.29 The forecast also includes a pressure of £200k on the electricity and gas budgets of £280k for the Corby International Pool. This reflects an increase of around 70% due to the current market conditions where utility costs have increased significantly.
- 5.30 These pressures are partially off-set by additional revenue of £200k for temporary accommodation within the homelessness service where housing policies have been harmonised.

## Place and Economy

- 5.31 The Place and Economy budget covers the following four areas:



- Assets and Environment
- Growth and Regeneration
- Highways and Waste
- Regulatory Services
- Management Costs

## Assets and Environment

- 5.32 Assets and Environment, includes Facilities Management, Property Estate Management, Energy and Fleet Management, Grounds Maintenance, Parks and Open Spaces and On and Off-street parking enforcement. Services also includes Asset and Capital Management of the Council's corporate assets and capital programmes, together with the effective management of the Council's strategic assets and landholdings. Key income and cost drivers include footfalls to the high street for parking income, number of visitors to parks and heritage sites, demand for commercial rental spaces, use of office space and use of energy.

<b>Assets and Environment</b>	<b>£'000</b>
Expenditure	22,131
Income	(21,461)
<b>Net Budget</b>	<b>670</b>
Forecast	1,068
<b>Variance</b>	<b>398</b>

- 5.33 The Assets and Environment Service is forecasting a pressure £398k. The main variances within the Service are outlined below
- **Country Parks and Outdoor Learning** (£681k - Pressure).  
This relates to projected loss of income at Knuston Hall of £614k as a result of the current closure and a projected pressure of £67k within Country Parks relating to salaries and repairs and maintenance.
  - **Grounds Maintenance** - (£43k - Favourable)  
This relates to a £29k pressure for equipment and a reduction in income of £17k due to an increase in grounds maintenance works. This is offset by funding of £89k from the Local Authority Treescape Fund (LATF).
  - **Car Parks (Corby)** – (£62k - Pressure)  
Relates to the payment of business rates.
  - **Public Realm (Wellingborough)** – (£63k - Pressure)  
Public Realm additional staffing costs for works relating to the Corby Town Investment Plan.
  - **Facilities Management-** (£109k - Pressure)  
Additional pressures for the running costs of the Council's Depot.
  - **Fleet Vehicles** – (£140k - Pressure)  
Relates to an estimated increase in the cost of fuel and cost leasing.
  - **Services provided by the former Wellingborough Norse contract** – (£932k - Pressure)  
£290k relates to the additional costs of short-term leasing of fleet. The remaining pressure relates to commercial income for grounds maintenance and facilities management which Wellingborough NORSE provided but which are not being delivered by North Northamptonshire Council.

- **Mitigation** – (£1.546m - Favourable)  
The pressures relating to services previously delivered by Wellingborough NORSE, and Knuston Hall will be underwritten this year through the use of reserves, subject to Executive approval of the recommendation within the draft outturn report for 2021/22 elsewhere on this agenda. This will provide the capacity to enable a longer-term approach to be established and in advance of the future budget strategy. The remaining variances will be looked at within the Directorate to identify how these are to be mitigated going forward.

## **Growth and Regeneration**

- 5.34 Growth and Regeneration includes Planning Services, Economic Development, Growth and infrastructure, Regeneration, Digital Infrastructure, Climate Change and Flood and Water Management. Key income/costs drivers include local demand and volume of Planning services, including major development fees, availability of Planning resources e.g., Surveyors and demand for economic activities.
- 5.35 This area is projecting a balanced budget at Period 2

<b>Growth and Regeneration</b>	<b>£'000</b>
Expenditure	7,307
Income	(3,416)
<b>Net Budget</b>	<b>3,891</b>
Forecast	3,891
<b>Variance</b>	<b>0</b>

## **Highways and Waste**

- 5.36 Highways and Waste includes street cleaning, waste and recycling collections and disposals, including the household waste and recycling centres and Transport Management. The highways services maintain the extensive network of public roads, footpaths, and rights of way, including highway related infrastructure such as streetlights, traffic signals, bridges, gullies, and highway trees. Services also include School Transport and Concessionary fares. Key cost drivers include the tonnes of waste materials collected from households, businesses, and litter bins for recycling and disposal, variations to costs per tonnage, existing conditions, and Investment on various highway assets, as well as the impact of extreme weather conditions, school age population for school transport and the agility of the older population for concessionary fares.

<b>Highways and Waste</b>	<b>£'000</b>
Expenditure	52,613
Income	(5,615)
<b>Net Budget</b>	<b>46,998</b>
Forecast	47,664
<b>Variance</b>	<b>666</b>

- 5.37 Highways Waste Service is forecasting a pressure of £0.666m. The variances within the Service are outlined below:

- **Highways and Traffic Management** – (£185k - Pressure)  
This relates to a £185k pressure on Netcom due to an increase in energy costs on traffic signals. Work is ongoing to assess the inflationary pressures in relation to the PFI Contract.
- **Transport and Contract Management** – (£2.392m - Pressure)  
This relates to an overall pressure on the Home to School transport budget (£275k is on mainstream transport, £67k is on post 16 transport and £2.054m is on SEN transport). Further work is being undertaken with regard to the Home to School Transport team to confirm the position prior to disaggregation.
- **Waste Management** – (£481k - Pressure)  
This relates to a pressure on domestic waste disposal and assumes the same tonnages in 2022/23 as 2021/22 and reflects an increase in price per tonne.
- **Mitigation** – (£2.392m - Favourable)  
The pressures relating to Transport and Contract Management will be mitigated through the use of reserves, subject to Executive approval of the contribution to reserves as recommended in the Draft Outturn Report 2021/22 elsewhere on this agenda. This will continue to be reviewed to establish the longer-term approach and budget requirement in advance of the future budget strategy. The remaining areas of variance will be investigated to explore how these can be mitigated.

## Regulatory Services

- 5.38 Regulatory Services includes Bereavement Services, Building Control, Emergency Planning, Environmental Health, Trading Standards, and the Travellers Unit. The main income and cost drivers include the local economy and market for Building Control Income, age/morbidity demographic rate for bereavement services (burials and cremations), public health demand for Environmental Health services, and legal/statutory obligations for building regulations and licensing.

<b>Regulatory Services</b>	<b>£'000</b>
Expenditure	6,998
Income	(4,868)
<b>Net Budget</b>	<b>2,131</b>
Forecast	2,131
<b>Variance</b>	<b>0</b>

- 5.39 Regulatory services is forecasting an overall nil variance. However, there are some variances within the Service, and these are outlined below:
- **Building Control** (£23k adverse)  
This is made up of a projected salary underspend of £109k due to vacancies, offset by the cost of employing agency staff to cover some vacancies of £81k. There is projected loss of income of £51k relating to Building Control and Local Land charges.
  - **Environmental Health** (£95k favourable)  
Relating to a salary underspend due to vacancies (£100k) and an overspend of £5k on the Dog Kennels' budget.
  - **Licencing** (£95k favourable)

Relating to salary underspend due to vacant posts of £193k, offset by the cost of employing agency staff to cover vacancies of £104k and a £6k savings on professional fees.

- **Trading Standards** (£35k adverse)  
Net overspend relating to the employment of a CX Database Consultant after offsetting against salary underspends.
- **Bereavement Services** (£65k adverse)  
Relates to projected loss of income in the service at Wellingborough - this is an area that is currently being reviewed.

### Place and Economy Management

- 5.40 This area includes the management costs for the Place and Economy Directorate and is forecast to be on budget.

<b>Directorate Management</b>	<b>£'000</b>
Expenditure	1,341
Income	0
<b>Net Budget</b>	<b>1,341</b>
Forecast	1,341
<b>Variance</b>	<b>0</b>

### Enabling and Support Services

- 5.41 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 and Chief Executive

### Finance, Procurement and Revenues and Benefits Service

<b>Finance and Corporate</b>	<b>£'000</b>
Expenditure	82,111
Income	(70,658)
<b>Net Budget</b>	<b>11,452</b>
Forecast	11,452
<b>Variance</b>	<b>0</b>

- 5.42 Finance, Procurement and Revenues and Benefits Service is currently forecast to be on budget.

## Chief Executive's Office

<b>Chief Executive</b>	<b>£'000</b>
Expenditure	2,037
Income	(39)
<b>Net Budget</b>	<b>1,998</b>
Forecast	2,019
<b>Variance</b>	<b>21</b>

- 5.43 There is a forecast pressure of £21k in the communications team budget relating to a historic income target which is not considered achievable and which arose from disaggregation.

## HR and Governance

<b>HR, Legal and Democratic Services</b>	<b>£'000</b>
Expenditure	11,022
Income	(2,429)
<b>Net Budget</b>	<b>8,593</b>
Forecast	8,808
<b>Variance</b>	<b>215</b>

- 5.44 There is a forecast pressure of £115k relating to income targets that are no longer considered achievable within HR and Health and Safety following disaggregation of the services and associated budgets.
- 5.45 There is an anticipated pressure of £100k in the coroner's service related to the usage of the leys storage facility, which is a cold storage facility brought into use in late 2021/22. The cost pressure has also increased due to rising utilities costs.

## Transformation

<b>Transformation</b>	<b>£'000</b>
Expenditure	12,806
Income	(289)
<b>Net Budget</b>	<b>12,518</b>
Forecast	12,445
<b>Variance</b>	<b>(73)</b>

- 5.46 There is a forecast pressure of £70k within the Customer Services team arising from the issuing of blue badges. This cost was not included in the original budget disaggregation and was not identified within the budget setting for 2022/23.
- 5.47 There are other small anticipated pressures across the Directorate totalling £57k, arising mainly from software licensing.
- 5.48 There is an anticipated underspend of £565k on salaries within the transformation team predominantly due to vacancies and the anticipated timing

of recruitment, £365k of this is being funded through reserves so has no bottom-line impact on the budget and £200k is reflected as a saving.

## **Household Support Fund 2**

- 5.49 It was reported to the June meeting of the Executive that the Council had received a grant of £2,465,491 from the Department for Work and Pensions (DWP) for the Household Support Fund 2 for distribution across households in North Northamptonshire. This will be allocated, via various packages, to eligible families and individuals in specific financial hardship. Funds must be issued by 30th September 2022.
- 5.50 Funding has been identified to provide Summer School Holiday Food Vouchers to cover five of the six weeks of the School Summer Holidays. In reality there may be further capacity to meet the full six weeks dependent upon the take up of the vouchers. However, to ensure that the full six weeks are funded, it is proposed that £230,000 is made available from the Public Health Reserve to underwrite any shortfall. The funding will only be drawn down if needed.

## **Salary Increments 2022/23**

- 5.51 The Council has a range of pay and terms and conditions for its employees as a result of local government reorganisation. Staff transferring to North Northamptonshire Council on 1st April 2021 transferred on the terms and conditions they were subject to at their predecessor authorities.
- 5.52 Whilst those employees who transferred on nationally agreed pay and terms and conditions, and those who have been appointed to NNC since 1 April 2021 will contractually receive an annual salary increment (subject to being in post for 6 months prior to 1st April 2022 and not being at the top of the corresponding grading structure), those on local terms and conditions or 'other' TUPE terms will not automatically receive a salary increment.
- 5.53 To support the Council's ambition to become an employer of choice and ensure fairness across the organisation, it was agreed by the Employment Committee at its June meeting that staff not at the top of their grade where their protected TUPE terms and conditions of employment have no contractual entitlement to incremental progression receive an increment. A number of staff are also contractually entitled to increments, and the total cost of increments is forecast to be around £1.150m which will be met from the Council's contingency budget.

## **6. Housing Revenue Account**

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- 6.1 Within North Northamptonshire prior to 1<sup>st</sup> 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.

## Corby Neighbourhood Account

- 6.2 The forecast position for the Corby Neighbourhood Account at the end of Period 2 shows an underspend of £249k. This is summarised in the following Table;

<b>Corby Neighbourhood Account</b>			
	<b>Current Budget 2022/23</b>	<b>Projection P2 2022/23</b>	<b>Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>INCOME</b>			
Rents - Dwellings Only	19,480	19,429	51
Service Charges	641	641	0
HRA Investment Income	20	20	0
<b>Total Income</b>	<b>20,141</b>	<b>20,090</b>	<b>51</b>
<b>EXPENDITURE</b>			
Repairs and Maintenance	5,676	5,620	(56)
General Management	5,275	5,119	(156)
HRA Self Financing	2,125	2,125	0
Revenue Contribution to Capital	3,876	3,876	0
Transfer To / (From) Reserves	1,972	1,972	0
Special Services	763	675	(88)
Other	454	454	0
<b>Total Expenditure</b>	<b>20,141</b>	<b>19,841</b>	<b>(300)</b>
<b>Net Operating Expenditure</b>	<b>0</b>	<b>(249)</b>	<b>(249)</b>

- 6.2 The forecast position for rental income from dwellings at Period 2 is £51k less income than budget – this is a result of the Right to Buy Sales being 12 more than the budgeted amount of 40 in 2021/22, resulting in a lower number of dwellings at 1<sup>st</sup> April 2022 resulting in a lower rental yield. At this stage the assumptions for the number of Right to Buy Sales in 2022/23 remain unchanged at 40 and the void rate remains unchanged at 0.90%. The number of sales and void rates are areas that will be closely monitored during the course of the year.
- 6.3 The savings within Repairs and Maintenance, General Management and Special Services which amount to £300k reflect a reduction in the cost of the insurance premium due to increasing the amount of insurance excess.

## Kettering Neighbourhood Account

- 6.4 The forecast position for the Corby Neighbourhood Account at the end of Period 2 shows an underspend of £18k. This is summarised in the following Table;

<b>Kettering Neighbourhood Account</b>			
	<b>Current Budget 2022/23</b>	<b>P2 Projection 2022/23</b>	<b>Variance</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>
<b>INCOME</b>			
Rents - Dwellings Only	15,679	15,697	(18)
Service Charges	443	443	0
HRA Investment Income	7	7	0
<b>Total Income</b>	<b>16,129</b>	<b>16,147</b>	<b>(18)</b>
<b>EXPENDITURE</b>			
Repairs and Maintenance	4,025	4,025	0
General Management	2,857	2,857	0
HRA Self Financing	4,513	4,513	0
Revenue Contribution to Capital	2,728	2,728	0
Transfer To / (From) Reserves	208	208	0
Special Services	1,146	1,146	0
Other	652	652	0
<b>Total Expenditure</b>	<b>16,129</b>	<b>16,129</b>	<b>0</b>
<b>Net Operating Expenditure</b>	<b>0</b>	<b>(18)</b>	<b>(18)</b>

- 6.5 The forecast position for rental income from dwellings at Period 2 is £18k more than budget – there is additional rental income of £36k as a result of the Right to Buy Sales being eight less than the budgeted amount of 30 in 2021/22, resulting in a higher number of dwellings than budgeted at 1<sup>st</sup> April 2022 resulting in a higher rental yield. This is partially offset by a slightly higher void rate than budgeted which has resulted in a reduction in income of £18k. At this stage the assumptions for the number of Right to Buy Sales in 2022/23 remain unchanged at 30. The number of sales and void rates are areas that will be closely monitored during the course of the year.

## 7. Conclusions

- 7.1 The forecast is an overspend of £0.237m at the end of Period 2. This is an early indication of the pressures for the financial year and Service Directors will be working to mitigate these in-year. As noted in paragraph 7.3 below the Council does hold a contingency budget which, as yet, is not fully committed and potentially provides some capacity to offset the current overspend forecast. Similarly, the Council has earmarked reserves available which may be used to offset these current risks.
- 7.2 The key risks which are set out in the report will continue to be monitored and mitigations sought as required throughout 2022/23. The achievement of the approved savings targets is also integral to this process and will continue to be closely monitored and reported.
- 7.3 The Council holds a contingency budget as referenced in paragraph 5.4. This will help to support costs arising from unforeseen risks and reflects good practice in mitigating and managing budget pressures which were not known at the time the budget was set.



## **8. Implications (including financial implications)**

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### **8.1 Resources and Financial**

- 8.1.1 The financial implications are set out in this report. The current forecast position for the General Fund is an overspend of £237k and the Housing Revenue Account is forecasting an underspend of £267k.
- 8.1.2 The Council retains a contingency for in-year requirements which have not been specified at the time of budget setting. If the contingency is not utilised in year, then it can be used to replenish reserves for greater resilience and/or future use.

### **8.2 Legal**

- 8.2.1 The provisions of the Local Government Finance Act 1992 set out requirements for the Council to set a balanced budget with regard to the advice of its Chief Finance Officer (Section 151 Officer).
- 8.2.2 The robustness of the budget estimates and the adequacy of the proposed reserves were considered under Section 25 of the Local Government Act 2003 prior to the Council agreeing its 2022/23 budget.

### **8.3 Risk**

- 8.3.1 The deliverability of the 2022/23 Revenue Budget is monitored by Budget Managers. Where any variances or emerging pressures are identified during the year then mitigating actions will be sought and management interventions undertaken.
- 8.3.2 Details of pressures, risks and mitigating actions implemented will be provided as part of the finance monitoring reports as the year progresses. The main risks identified include demand led services such as Adult Social Care, children's services and home to school transport together with the impact of high levels of inflation.
- 8.3.3 Whilst services will work hard to offset pressures, the Council holds a contingency and a number of reserves to help safeguard against the risks inherent within the budget for 2022/23.

### **8.4 Consultation**

- 8.4.1 The 2022/23 budget was subject to consultation prior to approval by Council in February 2022.

## **8.5 Climate Impact**

- 8.5.1 Among the new Council's priorities will be putting in place plans to improve the local environment and tackle the ongoing climate emergency. Where these have a financial impact then it will be reflected in the budget.

## **8.6 Community Impact**

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

## **9 Issues and Choices**

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- 9.1 The report focuses on the forecast revenue outturn against budget for 2022/23 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**

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

Final Budget 2022/23 and Medium-Term Financial Plans, including the Council Tax Resolution, North Northamptonshire Council, 24<sup>th</sup> February 2022.

Monthly Budget Forecast Reports to the Executive.

Directorate	Proposal Title	Proposal Description	Category	2022/23 £000	RAG
Adults, Communities & Wellbeing	Shaw PPP	Reduction in number of residential placements made in the independent sector owing to increase utilisation beds in PPP properties.	Demographic/service demand	(497)	A
Adults, Communities & Wellbeing	Shaw PPP	Increase utilisation of capacity within discharge to access	Demographic/service demand	(441)	A
Adults, Communities & Wellbeing	VCS Delivery	Front door direction to Voluntary Care Sector (VCS) delivery as appropriate.	Contract & Other Inflation	(110)	A
Adults, Communities & Wellbeing	Contract Rationalisation	Review of smaller contracts for efficiencies	Contract & Other Inflation	(60)	A
Adults, Communities & Wellbeing	Extra care expansion	Contract Rationalisation	Transformation	(180)	A
Adults, Communities & Wellbeing	CCG Discharge Packages Covid 19	Reversal of one off Covid Pressure in 2021/22	Covid pressures	(3,399)	G
Adults, Communities & Wellbeing	Rapid response falls & admission avoidance service	A new service (initially funded by business rate pilot fund) provided by health, social care and East Midlands Ambulance Service providing support following falls in the home to reduce hospital admissions and likelihood of long term social care.	Full year effects of previous decisions	(647)	G
Adults, Communities & Wellbeing	Strengths based working	Transformation of adult social care pathways and processes to ensure focus on client outcomes, independence, better decision making and best practice approaches to reduce delays and spend.	Full year effects of previous decisions	(2,153)	A
Adults, Communities & Wellbeing	Theatre Interim Mgt Costs	Reduction in Contract Costs relating to the Castle Theatre	Full year effects of previous decisions	(98)	G
Adults, Communities & Wellbeing	Leisure	Reversal of one off Covid Pressure in 2021/22	Covid pressures	(962)	G
Place & Economy	Enterprise Centre Business Case	Increase in income based on appointed operators business case.	Full year effects of previous decisions	(178)	A
Place & Economy	Subscriptions	Rationalisation of subscriptions in Planning Services	Contract & Other Inflation	(8)	G
Place & Economy	Commercial Income	Part reversal of one off Covid Pressure in 2021/22	Covid pressures	(572)	G
Place & Economy	additional income	Garage Income	Covid pressures	(10)	A
Place & Economy	Bus Lane Enforcement	Income not included within base budget for 2021/22 following disaggregation	Technical changes	(482)	G
Place & Economy	Structure - Assets & Environment	Assets & Environment Service Improvement and Redesign	Transformation	(95)	A
Place & Economy	Promote food waste	Benefit of promoting the food waste service in the Corby East Northants Area	Demographic/service demand	(40)	A
Place & Economy	Commercial Income	Additional income from Enterprise / Innovation Centres	Demographic/service demand	(50)	A
Place & Economy	Reduction in costs asset portfolio	Efficiency savings from temporary building hibernation.	Transformation	(84)	A
Place & Economy	Household Waste Collection	Reversal of one off Covid Pressure in 2021/22	Covid pressures	(25)	G
Place & Economy	Concessionary Fares	Removal of surplus budget for Concessionary Fares based on forecast underutilisation of the scheme.	Full year effects of previous decisions	(118)	G
Place & Economy	Highways Contract Procurement	Partial release of the budget for the procurement which was originally included within the 2021-22 MTFP for the new highways services contract.	Contract & Other Inflation	(275)	A
Place & Economy	Structure - Waste	Service Improvement and Redesign to create a single tier waste authority.	Transformation	(70)	A
Place & Economy	Land charges	Adjustment to budget to reflect the closure of Land and Property Data Project	Full year effects of previous decisions	(48)	G
Place & Economy	Restructure	Rationalisation of service provision	Transformation	(69)	A
Enabling & Support Services	Housing Benefit Subsidy	Additional income relating to Housing Benefit Subsidy	Technical changes	(148)	G
Enabling & Support Services	Business Rates Cost of Collection	Additional income in relation to costs of collection for business rates	Technical changes	(53)	G
Enabling & Support Services	Blue badge income	Additional income not budgeted for due to the disaggregation of NCC	Contract & Other Inflation	(29)	G
Enabling & Support Services	Local Elections	Removal of expenditure included in base for local elections	Legislative changes	(450)	G
Enabling & Support Services	Local Elections	Contribution to reserves for future local elections	Technical changes	(150)	G
Enabling & Support Services	Replacement of Case Management System? & Telephone System	Case management system replacement & Telephony	Transformation	(264)	A
Enabling & Support Services	Treasury Investments	Increase investments in property funds	Technical changes	(500)	A

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