

Public Document Pack



Meeting: Executive

Date: Thursday 15th September, 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

Agenda			
Item	Subject	Member Presenting Report	Page No
01	Apologies for absence		-
02	Minutes of the Meeting Held on 25 th August 2022		5 - 24
03	Members' Declarations of Interest		-
04	Notifications of requests to address the meeting		-
Items requiring a decision			
05	Performance Indicator Report 2022/23 (Period 4 - July 2022)	Cllr Jason Smithers	25 – 70
06	Garden Waste: Future Service Provision	Cllr Graham Lawman	71 – 116
07	Hackney Carriage Fares Tariff	Cllr David Brackenbury	117 – 216
08	Cannock Road Housing Development – Budget Amendment and Procurement Strategy	Cllr Matthew Binley	217 - 260
09	First Homes Early Delivery Programme	Cllr Matthew Binley	261 - 292

10	Family Hubs Model Programme	Cllr Scott Edwards	293 - 302
11	Procurement of Fuel for the Council Fleet	Cllr Graham Lawman	303 - 308
12	Full Asylum Dispersal Model	Cllr Helen Harrison	309 - 320
13	Raunds Library (Community Managed Library Programme)	Cllr Helen Howell	321 - 328
14	Waste Management 3 Year Plan	Cllr Graham Lawman	329 - 364
15	Youth Justice Plan 2022-23	Cllr Scott Edwards	365 - 406
16	Local Government and Social Care Ombudsman Annual Report 2021-22	Cllr Jason Smithers	407 - 418
17	Capital Programme Update 2022/23	Cllr Lloyd Bunday	419 - 428
18	Budget Forecast 2022/23 as at Period 4	Cllr Lloyd Bunday	429 - 456
Urgent Items			
To consider any items of business of which notice has been given to the Proper Officer and the Chair considers to be urgent, pursuant to the Local Government Act 1972.			
Exempt Items			
To consider any items of business which may involve the exclusion of the press and public in accordance with the provisions of Section 100(A) of the Local Government Act 1972 (as amended)			
19	Knuston Hall	Cllr Graham Lawman	457 - 536
<p>Adele Wylie, Monitoring Officer North Northamptonshire Council</p>  <p>Proper Officer Wednesday 7th September 2022</p>			

This agenda has been published by Democratic Services.

Committee Administrator: David Pope

☎01536 535661

✉david.pope@northnorthants.gov.uk

Public Participation

The Council has approved procedures for you to request to address meetings of the Council.

ITEM	NARRATIVE	DEADLINE
Members of the Public Agenda Statements	Members of the Public who live or work in the North Northamptonshire council area may make statements in relation to reports on the public part of this agenda. A request to address the Executive must be received 2 clear working days prior to the meeting at democraticservices@northnorthants.gov.uk Each Member of the Public has a maximum of 3 minutes to address the committee.	5.00pm Monday 12 th September 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 12 th September 2022

If you wish to register to speak, please contact the committee administrator

Members' Declarations of Interest

Members are reminded of their duty to ensure they abide by the approved Member Code of Conduct whilst undertaking their role as a Councillor. Where a matter arises at a meeting which **relates to** a Disclosable Pecuniary Interest, you must declare the interest, not participate in any discussion or vote on the matter and must not remain in the room unless granted a dispensation.

Where a matter arises at a meeting which **relates to** other Registerable Interests, you must declare the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but must not take part in any vote on the matter unless you have been granted a dispensation.

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.

Members are reminded that they should continue to adhere to the Council's approved rules and protocols during the conduct of meetings. These are contained in the Council's approved Constitution.

If Members have any queries as to whether a Declaration of Interest should be made please contact the Monitoring Officer at – monitoringofficer@northnorthants.gov.uk

Press & Media Enquiries

Any press or media enquiries should be directed through the Council's Communications Team to NNU-Comms-Team@northnorthants.gov.uk

Public Enquiries

Public enquiries regarding the Authority's meetings can be made to democraticservices@northnorthants.gov.uk

This page is intentionally left blank

Minutes of a meeting of the Executive

At 2.00 pm on Thursday 25th August, 2022 in the Council Chamber, Corby Cube, George Street, Corby, NN17 1QG

Present:-

Members

Councillor David Brackenbury
Councillor Lloyd Bunday
Councillor Scott Edwards

Councillor Helen Harrison
Councillor Harriet Pentland

Also in attendance – Councillors Anne Lee, Lyn Buckingham, John McGhee and William Colquhoun

259 Election of Chair

In the absence of both the Leader and Deputy Leader, the Monitoring Officer sought nominations for a member of the Executive to Chair the meeting.

Cllr Scott Edwards proposed and Cllr David Brackenbury seconded the nomination of Cllr Harriet Pentland as Chair for the meeting.

In the absence of any further nominees it was

RESOLVED: That Cllr Harriet Pentland be elected as Chair of the Executive for the duration of the meeting.

260 Apologies for absence

Apologies for absence were received on behalf of the Leader, Cllr Jason Smithers and Deputy Leader, Cllr Helen Howell. Apologies were also received from Cllrs Matthew Binley, David Howes and Graham Lawman.

261 Minutes of the Meeting Held on 14th July 2022

RESOLVED that: The Executive agreed the minutes of the meeting held on 14th July 2022 as a true and accurate record of the meeting.

262 Members' Declarations of Interest

No declarations were received.

263 Notifications of requests to address the meeting

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

Agenda Item	Speaker
Item 5 – Performance Indicator Report	Cllr Anne Lee Cllr John McGhee
Item 6 - Ringstead Neighbourhood Plan	Cllr Dorothy Maxwell Derek Sims
Item 9 – Levelling Up Scrutiny Commission	Cllr Anne Lee Cllr John McGhee
Item 11 – Pollinator Strategy	Lee Forster
Item 12 – Tree Management & Care Policy	Lee Forster Cllr Anne Lee Cllr Dorothy Maxwell Cllr Lyn Buckingham
Item 13 – Integrated Care Across Northamptonshire (iCAN)	Cllr Dorothy Maxwell Cllr John McGhee Cllr Lyn Buckingham
Item 14 – Recommissioning of the Holiday Activities and Food Programme	Cllr Anne Lee Cllr Dorothy Maxwell
Item 15 – Update on the Proposed	Cllr Dorothy Maxwell
Item 16 - Land sale agreement Oakley Vale Phase 8	Cllr Lyn Buckingham
Item 18 – Capital Outturn Report	Cllr Lyn Buckingham

Cllr Maxwell arrived after Item 6 had been considered and approved and therefore did not speak in relation to this item.

264 Performance Indicator Report 2022/23 (Period 3 - June 2022)

The Chair, Cllr Harriet Pentland, welcomed Cllr Anne Lee to the meeting to address the Executive. Cllr Lee requested better explanation of abbreviations used in the report and made reference to targets regarding the length of time to register a death, agency staff spend, customer service complaints escalated to Stage 2, void properties in the Kettering housing stock, education health care plans for children and the number of health checks offered.

The Chair thanked Cllr Lee for her comments and invited Cllr John McGhee to address the Executive. Cllr McGhee also referred to agency staff spend and requested a full breakdown of associated costs as well as querying the target relating to transparency publications completed on time.

The Chair thanked Cllr McGhee for his contribution before inviting Guy Holloway, Assistant Chief Executive to introduce the report in the absence of the Leader. The report 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.

In response to Cllr Lee's comment regarding the use of abbreviations, it was heard that this would be reviewed for future versions of the report, with comments regarding the breakdown of agency spend also taken on board.

It was reported that 58.5% of performance indicators were currently on target or overperforming, with 18% within 5% of their respective targets. A total of 23% of indicators were underperforming and outside the 5% tolerance, with work being undertaken to address these.

Cllrs Edwards and Harrison responded to comments made by the speakers, noting that a series of steps had been put in place to improve current performance relating to underperforming indicators.

RESOLVED

That the Executive:

- a) Noted the performance of the Council as measured by the available indicators at Period 3 2022/23 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 3, 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.

265 Ringstead Neighbourhood Plan

The Chair invited Derek Sims to address the Executive in relation to this item. Mr Sims stated that significant work had gone into the production of the neighbourhood plan across a five-year period and offered his thanks to those who had contributed, with particular reference to villagers and the consultant employed by the parish council.

The Chair thanked Mr Sims for his involvement before inviting Cllr David Brackenbury, Executive Member for Growth and Regeneration to introduce a report that sought approval to formally make the Ringstead Neighbourhood Plan as part of the statutory development plan, following an independent examination and positive referendum result.

Cllr Brackenbury offered congratulations to all those involved in the process of getting the neighbourhood plan to this stage, noting the tremendous amount of work involved in its production.

Cllr Scott Edwards spoke in support of the recommendation and echoed comments regarding the hard work and dedication of those involved in the production of the plan.

RESOLVED

That the Executive make the Ringstead Neighbourhood Plan, so that it becomes part of the statutory development plan for the area

Reason for Recommendation: As the plan was approved at the local referendum and the council is satisfied that the making of the plan would not breach, or otherwise be incompatible with, any EU or human rights obligations, the council is procedurally required to “make” the Ringstead Neighbourhood Plan part of the statutory development plan for the Ringstead Neighbourhood Area within the timeframe set out by the Neighbourhood Planning (General) Regulations 2012 (as amended).

Alternative Options Considered: The local planning authority is required by the Localism Act and provisions of the Neighbourhood Planning (General) Regulations 2012 (as amended) to ‘make’ a neighbourhood plan within 8 weeks of the day following a successful referendum. The only circumstance where the council should not make this decision is where the making of the plan would breach, or would otherwise be incompatible with, any EU or human rights obligation. Failure to make the Plan would prevent it being adopted.

266 Hargrave Neighbourhood Plan

The Chair invited Cllr David Brackenbury, Executive Member for Growth and Regeneration to introduce a report that sought approval to formally make the Hargrave Neighbourhood Plan as part of the statutory development plan, following an independent examination and positive referendum result.

Cllr Brackenbury again offered congratulations to all those involved in the process of getting the neighbourhood plan to this stage, and commended the work involved in its production.

RESOLVED

That the Executive make the Hargrave Neighbourhood Plan, so that it becomes part of the statutory development plan for the area.

Reason for Recommendation: As the plan was approved at the local referendum and the Council is satisfied that the making of the plan would not breach, or otherwise be incompatible with, any EU or human rights obligations, the council is procedurally required to 'make' the Hargrave Neighbourhood Plan part of the statutory development plan for the Hargrave Neighbourhood Area within the timeframe set out by the Neighbourhood Planning (General) Regulations 2012 (as amended).

Alternative Options Considered: The local planning authority is required by the Localism Act and provisions of the Neighbourhood Planning (General) Regulations 2012 (as amended) to 'make' a neighbourhood plan within 8 weeks of the day following a successful referendum. The only circumstance where the council should not make this decision is where the making of the plan would breach, or would otherwise be incompatible with, any EU or human rights obligation. Failure to make the Plan would prevent it being adopted.

267 Northamptonshire Safeguarding Adults Board (NSAB) Annual Report 2020 - 2021

The Chair invited Cllr Helen Harrison, Executive Member for Adults, Health and Wellbeing to introduce a report that sought to outline Board and statutory partner achievements during the year against the NSAB Strategic Plan 2019-21 for the period 1st April 2020 to 31st March 2021. Cllr Harrison noted that it was a statutory requirement of the Care Act 2014 for Safeguarding Adult Boards to produce an annual report, with a further report for 2021/22 period due to be presented later in the year.

Cllr Harrison then invited David Watts, Executive Director of Adults, Communities and Wellbeing to provide comment as Chair of the Board.

The meeting heard that the report covered a period of time spanning the COVID-19 pandemic lockdown, a factor that had made safeguarding activities more difficult to deliver, especially during March to Christmas 2020 when strict rules were in force regarding ongoing activities. Three key priorities had been agreed in line with other East Midlands boards; Prevention, Quality and Making Safeguarding Personal, with a two-year plan in place for transition arrangements.

Attention was drawn to details regarding safeguarding reviews and associated findings, recommendations and outcomes, with members noting the value of learning from these reviews to ensure similar circumstances did not occur in future. Further data setting out future themes and priorities for the next period was set out in the report.

RESOLVED

That the Executive:-

- a) Received the Annual Report of the Northamptonshire Local Safeguarding Adults Board 2020-2021 (**Appendix A**);
- b) Invited the Scrutiny Commission to review the Annual Report and consider any feedback it may wish to provide.

Reason for Recommendations – Under the Care Act 2014 section 43, the Local Authority has a duty to establish a Safeguarding Adults Board, which in turn has a core duty to publish an annual report. The report provides assurance to the Council that adults are safeguarded across the North Northamptonshire area.

Alternative Options Considered – There are no alternative options to consider, consideration of the report is a statutory requirement.

268 Levelling Up Scrutiny Commission - Levelling Up North Northamptonshire Final Report

The Chair invited Cllr Anne Lee to address the meeting. Cllr Lee welcomed the report as a member of the Scrutiny Review Working Group that had produced it and sought confirmation that Executive would act on the recommendations contained within the report. Cllr Lee also called for a post to be created to assist in the identification and submission of bids for funding, a post of that nature having previously existed at East Northamptonshire Council.

Cllr John McGhee was then invited to address the Executive. Cllr McGhee noted he was speaking on behalf of Cllr Zoe McGhee and made reference to the need to properly resource the levelling-up agenda as well as provide dedicated teams to assist in bringing “left behind” areas up to the required level.

The Chair thanked both speakers for their comments and stated that the Executive was absolutely committed to levelling up, with Cllr Binley dedicated to working tirelessly with officers and the community as part of his portfolio.

The Chair then invited Cllr Wendy Brackenbury, the Chair of the Scrutiny Commission to present the report. Cllr Brackenbury offered her thanks to the Executive Director of Adults, Communities and Wellbeing, members of the working group, stakeholders and members of the public who had contributed to findings of the review following a request for a report arising from a motion to Council in July 2021.

The review had sought to:

- Review and understand the underlying data and report relating to areas highlighted as “left behind”
- Engage with and explore the views of people within those neighbourhoods to understand the challenges and opportunities
- Engage with and explore the views of partner agencies and voluntary and charitable organisations to understand the challenges and opportunities
- Understand and learn from the Big Local programme in Kingswood, identifying both good practice and challenges that can help shape future proposals
- Make recommendations to Council around a potential plan

Cllr Brackenbury provided a timeline of the work involved between October 2021 and May 2022, including workshop sessions and neighbourhood walkabouts. The final report had been considered by the Scrutiny Commission at its meeting on 5th July 2022 with a number of recommendations already being enacted.

Cllr Brackenbury thanked Cllr Matthew Binley for his involvement and invited him to feedback to the Scrutiny Commission on the work being undertaken through his portfolio as part of the levelling-up agenda.

Cllrs Bunday, Harrison, Edwards and David Brackenbury welcomed the report, noting the enormous value of the contents to both the Council and other agencies. It was considered to be a significant piece of work that would allow the Council to put the recommendations contained within the report into action to help create equal, safe and healthy communities.

RESOLVED

That the Executive:

- i) Noted the work undertaken by, and on behalf of, the Scrutiny Working Group as instructed by the Scrutiny Commission
- ii) Noted and considered the feedback from the Scrutiny Commission regarding the final report
- iii) Discussed and provided feedback on the “Levelling Up North Northamptonshire” (June 2022) report attached as **Appendix A** to the report
- iv) Noted the priority recommendations set out in the report as a potential framework to develop a “Levelling Up plan” for the Council
- v) Noted the difference between scope and intentions of the Council’s Levelling-Up Scrutiny Review and the national programmes of work around the Government’s “Levelling Up” agenda
- vi) Supported the proposal for the Executive Member for Housing, Communities and Levelling up to take forward, with officers, the development of the Council’s Levelling Up plan.

Reasons for Recommendations:

- i) The levelling up agenda is both a national and local priority and of importance to council members. The scrutiny review was undertaken because of an amended motion and discussion at Full Council.
- ii) For the Executive to consider the report of Scrutiny Commission and explore ways that the findings can inform and influence local policy and strategy in the delivery of council functions

Alternative Options Considered: The Council’s constitution clearly sets out the scrutiny procedure rules to be followed in reporting back recommendations to either the Executive or Full Council, therefore alternative options to those set out in the Council’s constitution have not been considered.

269 Kettering High Street Heritage Action Zone (HSHAZ) - Phase 3

The Chair invited Cllr David Brackenbury, Executive Member for Growth and Regeneration to introduce a report that sought to inform Members of the work in delivering improvements to Kettering town centre with the support of funding from Historic England's High Street Heritage Action Zone fund and also sought agreement to arrangements for the remaining programme, which included a Phase 3 of the public realm works.

Cllr Brackenbury noted the positive impact that regeneration work would have on Kettering town centre and that funding for the Phase 3 public realm works was a reallocation from the planned gateway at Lower Street to allow extended work into Gold Street.

Cllrs Edwards and Bunday spoke to welcome the improvements to the town centre and noted positive feedback from residents, traders and visitors as a result.

RESOLVED

KEY DECISION

That the Executive:

- i) Noted the content of this report; and
- ii) Agreed to redirect investment in delivering Phase 3 of the plans for public realm into Gold Street, and delegate authority to the Executive Director of Place and Economy to investigate and execute the delivery through the Scape Framework.

Reason for Recommendation: To provide Member awareness and seek agreement to the shaping of investment in the remaining period of the Kettering High Street Heritage Action Zone programme, in particular with regards the Phase 3 public realm works.

Alternative Options Considered: The same spend profile could be retained as was set in the original Stage 2 Programme Design over two years ago. However, circumstances changed during the period of the programme, and fresh priorities emerge. It is important that investment is optimised, whilst still meeting the parameters of the project. Retaining the same spend profile has been considered, but risks of limited impact or unspent funds are considered greater from taking this approach.

The Project Team have been pleased with the standard of workmanship from the team delivering the public realm improvements, and the support it has gained from working through the Scape Framework. It has explored options for retaining the same team and undertaking further procurement through Scape.

270 Pollinator Strategy

The Chair, Cllr Harriet Pentland invited Lee Forster to address the Executive. Mr Forster welcomed the news that the Council was planning to stop spraying glyphosate products as part of its grounds maintenance work but queried the placement of verges left to grow for pollinators to ensure road safety. Mr Forster also queried whether the Council was creating habitats to improve biodiversity or for aesthetic purposes.

The Chair thanked Mr Forster for his contribution before introducing a report that sought approval for a new Pollinator Strategy for North Northamptonshire. Cllr Pentland noted that the strategy had been informed by the best practices taken from policies of the legacy councils.

The Chair noted the comments from Mr Forster regarding safety concerns over untended verges and that this aspect would be reviewed where necessary, but also stated that the “Pardon the Weeds” concept served a purpose, helping the public to understand why specific areas were left to grow.

The Chair stated that following the declaration of a climate and environment emergency by the Council in 2021, a climate change route map had been developed, part of which was the creation of a pollinator strategy to improve habitats on Council-owned land by increasing forage resources for pollinators, improving habitats, reducing the use of pesticides and by participating in pollinator projection.

The next step was to publish the strategy and embark upon a campaign to raise awareness and engage with the public. Further to this would be identification of areas of land for natural regeneration, a review of the use of pesticides and grounds maintenance equipment used, alongside community engagement and performance monitoring.

Cllr Helen Harrison spoke to note the importance of the document, welcoming a building block in achieving the Council’s environmental aims as well as helping to improve the health and wellbeing of its residents.

RESOLVED

KEY DECISION

That the Executive approved the Pollinator Strategy at **Appendix A** to the report.

Reasons for Recommendation:

- The Strategy establishes guiding principles relevant to the operational management of the council’s parks and open spaces services and helps meet the council’s obligations under the Environment Act 2021, which includes provisions to strengthen and improve the duty on public bodies to conserve and enhance biodiversity and to produce a Local Nature Recovery Strategy by the end of 2023.
- The Strategy provides the basis for unifying and building on the varying practices adopted by the legacy councils.

- The Strategy supports the council's key commitments to a greener, sustainable environment.
- The Strategy provides a clear statement to residents of how the council is seeking to improve habitats for pollinator species (and other wildlife) in its parks and open spaces.

Alternative Options Considered:

- The option of continuing historic land management approaches such as 'short mowing' large areas of green spaces was not considered to be in keeping with the council's duties towards nature recovery.
- The option to not have a Pollinator Strategy and to continue with management of parks and open spaces under the principles devised by the individual officers in the parks and green spaces was rejected in favour of establishing guiding principles for the council's land managers.

271 Tree Management & Care Policy

The Chair again invited Lee Forster to address the meeting. Mr Forster queried why two waste incinerators had been approved for operation in the local area, noting that Council work to decarbonise would be for nothing if the issue of incinerated waste was not challenged.

Cllr Anne Lee was then invited to address the Executive. Cllr Lee was concerned regarding the one-for-one tree replacement ratio, noting that newly planted saplings absorbed significantly less carbon dioxide than mature trees and that the Council should be planting trees now to offset the loss of ones in the future. Cllr Lee requested an update on tree coverage in North Northamptonshire and progress made to improve this.

The Chair then invited Cllr Dorothy Maxwell to speak. Cllr Maxwell welcomed the report and stated that housing developments should submit a tree planting plan as part of the planning application process. Cllr Maxwell requested the publication of a timetable and map detailing the Council's tree-related plans.

The final speaker invited to address the meeting was Cllr Lyn Buckingham. Cllr Buckingham stated that although she welcomed the report that would form part of the Council's long-term aims, there was no provision within the policy relating to hedgerows which provided useful travel corridors and habitats for wildlife.

The Chair thanked all of the speakers for their contributions before introducing a report that sought approval of a Tree Management and Care Policy for North Northamptonshire.

The Chair stated that climate change could not be solved simply by planting trees and that a holistic approach to carbon reduction and sequestration was required. Removal of trees was not something the Council wished to do without good reason, and removals would be considered on a case-by-case basis moving forward. The Chair acknowledged the points raised in relation to hedgerows and planning considerations and would raise these with officers outside of the meeting.

It was heard that the Council was responsible for thousands of trees and had the ability to utilise trees and green space to enhance the environment and support climate change mitigations. A tree working group would convene to share best practice across the authority and provide a consistent approach in managing trees. The proposed policy struck a balance between tree work while providing safeguarding and sustainability for trees and woodland.

RESOLVED

KEY DECISION

That the Executive agreed the Tree Management & Care Policy at **Appendix A** to the report

Reasons for Recommendation:

- A harmonised policy will offer one consistent approach to tree management across the council.
- A harmonised policy will minimise current issues with different approaches to requests for work and enable the Council to meet its duty of care, legal and health and safety obligations.
- The policy provides the basis for unifying the varying practices adopted by the legacy councils.
- The policy supports the Council's key commitments to a greener, sustainable environment and the council's obligations under the Environment Act 2021, which includes provisions to strengthen and improve the duty on public bodies to conserve and enhance biodiversity and to produce a Local Nature Recovery Strategy by the end of 2023.
- The council receives many queries from the public about its trees and there is a wide range of expectations about the council's responsibilities. The policy provides a clear statement to residents of how the council is seeking to manage its trees and a sound basis for officers to respond to queries.
- The policy provides a foundation on which to develop a wider, comprehensive tree strategy which will include aspirational targets for planting and woodland expansion.

Alternative Options Considered: The only other option is to not have clear policies for tree care and management, delaying harmonisation of working practices and fragmented Policies across the separate service areas. This is not an option that can continue to be maintained effectively over time.

The option to not to have a Council wide tree policy and to continue with management under existing practices and policies has been discounted in favour of harmonising working practices and Policies as soon as possible, clearly establishing consistent guiding principles for the care and management of trees for North Northamptonshire Council and improving the service.

272 Integrated Care Across Northamptonshire (iCAN) Case for Change

The Chair invited Cllr Dorothy Maxwell to address the Executive. Cllr Maxwell noted that the report indicated the way forward for integrated care across the county and detailed how this could be achieved. Cllr Maxwell referenced grant funding and the need to ensure it was used to assist those most in need. A request was made for the formal agreement diagram contained within the papers to be recirculated as the existing version was hard to read.

Cllr John McGhee was invited to address the meeting by the Chair. Cllr McGhee raised concerns in relation to the lack of elected member representation on the Integrated Care Board despite guidance stating that the board should operate with such representation.

The Chair invited Cllr Lyn Buckingham to speak to the Executive. Cllr Buckingham had concerns regarding care access routes, noting that older people were not currently getting the services they needed and deserved from primary care. The cost-of-living crisis would impact on social care services and concerns were also raised regarding lack of councillor input.

The Chair thanked speakers for their contributions before inviting Cllr Helen Harrison, Executive Member for Adults, Health and Wellbeing to introduce a report that sought to provide an overview of the case for change for the current Integrated Care Across Northamptonshire (iCAN) transformation programme to develop into an iCAN collaborative. This would mean that the collaborative would have delegated commissioning responsibilities, including some elements of the Better Care Fund (BCF) being proposed as of April 2023.

Cllr Harrison noted that the Better Care Fund programme supported local systems to successfully deliver the integration of health and social care in a way that supported person-centred care, sustainability and better outcomes for people using pooled budgets between the NHS and local authorities, aiming to reduce the barriers created by separate funding streams. Details of the budgets that comprised the fund were provided to the meeting along with details of composition of integrated care systems formed to plan and deliver joined up health and care services, and to improve the lives of people who live and work in their area.

The intention of the iCAN programme was to transform and improve care for the frail and elderly population and build on initiatives in national programmes to deliver better outcomes and manage demand more effectively to ensure more people stayed well at home and avoided admissions to hospital where there was the potential to design and deliver better “out of hospital” services.

Cllr Harrison noted the need to move to embedding new ways of working by producing a service delivery model for long term integrated work. BCF funding could be used as a foundation for future arrangements with a view that there would be a single contract for our collaborative services that held all partners to common outcomes and improved performance to meet system and national objectives.

The Executive wished to have sufficient confidence in the governance arrangements to ensure that spend had an element of protection or ring-fencing so that the Council was able to account for, and evidence that those funds had been spent for the benefit of North Northamptonshire residents.

It was heard that the operating model was still at an emergent stage, with the Council able to influence its development, problem solve and offer solutions. A number key challenges around governance and democratic accountability had been identified and an opportunity to discuss these was included as part of the recommendations.

Cllr Harrison concluded by recommending that the Executive support the broad direction of travel set out in the iCAN case for change, and that she as Executive Member would formulate a written response setting out the Executive's position regarding concerns identified.

RESOLVED

KEY DECISION

That the Executive:

- a) Supported the broad direction of travel set out in the iCAN case for change and the ambitions and intentions to improve the experience of people
- b) Agreed that the Executive Member for Adults, Health and Wellbeing formulates a written response to the Senior Responsible Officer for the iCAN collaborative and the Chair and Chief Executive of the Integrated Care Board setting-out the Executive's position regarding concerns identified including:
 - Member oversight of the collaborative when it does not report in to the health and wellbeing board and no elected members are members of the Integrated Care Board
 - Governance around financial decision making and operational boards if commissioning of services currently funded through the Better Care Fund and earmarked for meeting the needs of North Northamptonshire residents if it were to be included in a countywide pooled budget
 - Seeking an opportunity to discuss and address the concerns identified with key members of the Integrated Care Board in order to provide sufficient assurance and resolution to the Council's Executive regarding the concerns it has identified.

Reasons for Recommendations:

- The broad direction of travel is one that fits with the overarching priorities set out within the corporate plan.
- Whilst socialising the case for change with elected members within the council, there have been some concerns raised regarding adequacy of governance arrangements that it is important are raised with the ICB as part of the Executives feedback on the case for change.

- Member oversight of performance and expenditure for which it is responsible is a fundamental requirement in ensuring that local-authority public money is being spent in accordance with national requirements alongside the priorities set out in the corporate plan.

273 Recommissioning of the Holiday Activities and Food Programme

The Chair invited Cllr Anne Lee to address the meeting. Cllr Lee welcomed the report noting the importance of the scheme and made reference to the provision of transport in overcoming attendance barriers.

The Chair thanked Cllr Lee for her contribution before inviting Cllr Dorothy Maxwell to speak. Cllr Maxwell also welcomed the report but requested that rural areas be taken into account and that holiday programmes encompass education, arts and food-based activities, not just sporting ones.

The Chair then invited Cllr Scott Edwards, Executive Member for Children, Families, Education and Skills to introduce a report that sought approval from Executive for the procurement of a supplier to coordinate the delivery of the Holiday Activities and Food Programme in North Northamptonshire in partnership with the Council from March 2023.

Cllr Edwards noted the comments in relation to a wide range of holiday activities as well as accessibility and transportation requirements for children wishing to take part in such activities. Cllr Edwards also noted the need to work with local schools to raise awareness of pupil eligibility for activities.

Cllr Harrison spoke to welcome the report and the need to improve the reach of such a beneficial programme.

RESOLVED

KEY DECISION

That the Executive:

- a) Noted the delivery of the Holiday Activities and Food Programme to date and its benefits to children, young people, and families in North Northamptonshire.
- b) Approved the procurement of a supplier to coordinate the delivery of the Holiday Activities and Food Programme in North Northamptonshire in partnership with the Council from March 2023 in line with the Contract Procedure Rules.
- c) Delegated authority to the Executive Member for Children, Families, Education & Skills in consultation with the Executive Director of Children's Services (DCS) to take any further decisions and actions required to conclude this procurement and award the contract.

Reasons for Recommendations:

- Delivering the Holiday Activities and Food Programme makes best use of resources from central government
- The programme will deliver benefits to vulnerable children, young people, and their families
- Commissioning a provider to coordinate the programme alongside the council will allow the Council to benefit from the expertise and experience of the successful provider in delivering similar programmes and working with Community and Voluntary Sector organisations that deliver holiday activity programmes whilst also retaining an element of input and control of the programme

Alternative Options Considered –

- Do nothing and not deliver a Holiday Activities and Food Programme
- Coordinate the Holiday and Activities and Food Programme directly using in-house resources
- Commission a provider to deliver the programme independently with minimal council input
- Commission a service for North and West Northamptonshire with a shared contract and service specification

274 Update on the proposed amalgamation of Tennyson Road Infant School and Alfred Street Junior School in Rushden

The Chair invited Cllr Dorothy Maxwell to address the Executive. Cllr Maxwell welcomed the report but queried which of the two schools would be closing as a result of the amalgamation, noting that whatever the eventual outcome the needs of the children involved was paramount.

The Chair then invited Cllr Scott Edwards, Executive Member for Children, Families, Education and Skills to introduce a report the purpose of which was to inform Executive of the outcomes of the initial consultation process and to seek views on whether to proceed with amalgamation for Tennyson Road Infant School and Alfred Street Junior School as requested by the respective governing bodies

Cllr Edwards noted that no decision had been made as to which school would close, although a “technical closure” was required to enable the proposed amalgamation to go ahead. The consultation had seen overwhelming support for amalgamation, with a further round of consultation to be undertaken to inform the decision regarding which school should close

RESOLVED

KEY DECISION

That the Executive:

- i) Approved the publication of a Statutory Notice proposing the amalgamation of Tennyson Road Infant School and Alfred Street

Junior School in accordance with the provisions of Part 2 of the Education and Inspections Act 2006;

- ii) Agreed to receive a further report following the formal consultation to enable a decision to be made on the amalgamation of the Schools

Reasons for Recommendations:

- i) To support children and young people and their families to access high quality sustainable education that facilitates the achievement of best outcomes
- ii) To progress the amalgamation of the Schools in accordance with legislative requirements and Department for Education statutory guidance.
- iii) Based upon the financial position and school performance it is not a viable solution to take no action to progress the statutory process for the amalgamation

275 Land sale agreement - Oakley Vale Phase 8

The Chair invited Cllr Lyn Buckingham to address the meeting. Cllr Buckingham spoke to advocate additional social housing on the Oakley Vale site.

The Chair thanked Cllr Buckingham for her comments before Cllr Lloyd Bunday, Executive Member for Finance and Transformation introduced a report on behalf of the Executive Member for Highways, Travel and Assets, Cllr Graham Lawman. The report provided an update to Executive on the final parcels of land, developments phase 8 & 9, that formed part of the Oakley Vale Joint Venture and sought delegation to the Executive Member for Highways, Travel and Assets in consultation with the Assistant Director of Assets and Environment, to authorise the completion of the land sale agreement.

RESOLVED

KEY DECISION

That the Executive:

- i) Agreed in principle to the sale of the land as shown at Appendix A of the report.
- ii) Delegated authority to the Executive Member for Highways, Travel & Assets in consultation with the Assistant Director of Assets & Environment, to agree the sale price (subject to best value requirements for local authority disposal), authorise the completion of the land sale and finalise sale terms.

- iii) Noted that the gross receipt will be realised over the period of the build licence, as advised by LSH

Reasons for Recommendations:

- a. The joint venture requires each party to use reasonable endeavours to maximise and realise the value of the land and mutually agree to the amount of land to be offered on the open market for disposal, the timing, the terms of such a disposal and to whom.
- b. The sum being offered for approval represents “best value” for the Council
- c. The gross receipt realisation over the period of the build licence has been recommended by the Council’s agent, represents the least risk for the Council and ensures best consideration is obtained

Alternative Options Considered: As the joint venture agreement is a legally binding agreement, there is no opportunity for the Council to consider retaining the land, which forms part of the masterplan for the area.

276 Provision of Council Fleet Arrangements

The Chair invited Cllr Lloyd Bunday, Executive Member for Finance and Transformation to introduce a report on behalf of the Executive Member for Highways, Travel and Assets, Cllr Graham Lawman, that sought to summarise the work undertaken to secure cost-effective, medium-term fleet and associated maintenance arrangements for service vehicles assigned to the Council’s Wellingborough Depot.

The report recommended a preferred way forward and sought permission to utilise the Halton Housing Framework Agreement to make a direct award to North Northamptonshire-based Specialist Fleet Services (SFS) Ltd to ensure that the Council had appropriate infrastructure in place to deliver its statutory obligations. Access to the framework would also allow for ad-hoc fleet needs to be provided for across Council services, within the framework value.

The Chair spoke to welcome reference to the potential use of sustainable vehicles within the report.

RESOLVED

KEY DECISION

That the Executive:

- a) Confirmed the preferred procurement route of using an established framework agreement as set out paragraph 5.3 of the report
- b) Delegated authority to procure and execute the necessary contracts to secure the required fleet and equipment to the Executive Member for

Highways, Travel and Assets, in consultation with the Executive Member for Finance and the Executive Director for Place and Economy.

- c) Noted that appropriate logistical, garaging and fuelling arrangements will need to be in place to allow the new arrangements to work effectively and efficiently once secured.

Reasons for Recommendations:

- The recommendation provides a cost-effective solution, which can be deployed to suit the timescales for existing contractual arrangements.
- The proposed option will provide a reliable fleet service, providing quality services for North Northamptonshire residents.
- The proposed framework route will allow flexibility to change vehicles as new technology becomes available, supporting the Council's climate change policy objectives.

Alternative Options Considered:

- A number of options were considered, including, purchase of new fleet and equipment; both short and long-term leasing. The preferred option was deemed to offer the best value for money to the Council in terms of payment routes, access to preferred vehicles, flexibility over time, and overall value for money.

277 Capital Outturn 2022/23 - Draft Outturn as at Period 3

The Chair invited Cllr Lyn Buckingham to address the meeting. Cllr Buckingham stated that she would like to see better reporting regarding the Housing Revenue Account in relation to rent arrears and void management.

The Chair then invited Cllr Lloyd Bunday, Executive Member for Finance and Transformation to introduce a report that set out the provisional capital outturn position for 2022/23 as at Period 3, including requests to rephrase scheme expenditure profiles. The report also detailed the latest capital budgets for the General Fund and the Housing Revenue Account (HRA) Capital Programme, including new schemes approved since 1st April 2022.

Cllr Bunday reported that forthcoming capital challenge sessions would be beneficial in reviewing proposed capital schemes, noting that certain schemes inherited from legacy authorities may no longer be deliverable or desirable.

It was heard that the outturn for 2022/23 in respect of the General Fund Capital Programme showed a revised capital budget position of £91.4m, including slippage and in-year approved programmes. The outturn showed a spend of £49.4m, an underspend or slippage of £42m against the budget. In relation to the Housing Revenue Account Capital Programme, the outturn showed a spend of £11.6m, an underspend of £17.2m compared to budget, which would be reviewed and re-profiled considering the latest position.

RESOLVED

KEY DECISION

That the Executive:

- a. Noted the draft capital outturn position for the General Fund (GF) Capital Programme and Housing Revenue Account (HRA) Capital Programme for 2022/23.
- b. Noted the new schemes that have been approved since 1st April 2022.

Reason for Recommendations: This is in line with the Council's constitution and financial regulations in relation to governance.

Alternative Options Considered: By not approving these recommendations there would be an adverse impact on service provision in North Northamptonshire.

278 Budget Forecast 2022/23 as at Period 3

Cllr Lloyd Bunday, Executive Member for Finance and Transformation introduced a report that set out the forecast outturn position for the Council based on the Period 3 monitoring forecasts for the General Fund and the Housing Revenue Account (HRA).

Cllr Bunday noted that although it was early in the financial year, most directorates were broadly in line with budgetary forecasts. The overall outturn forecast for the General Fund for 2022/23, as at Period 3 was a forecast overspend of £4.277m against the approved budget. It was heard that the most significant factor in the forecast overspend related to the position for Northamptonshire Children's Trust which was forecasting an overspend of c£7.9m across the County, of which £3.5m was attributed to North Northamptonshire Council. Work was underway alongside the trust to try and mitigate this moving forward.

Cllr Bunday stated that the General Fund Net Budget had increased by £4.168m from £295.907m in Period 2 to £300.075m in Period 3, reflecting the use of earmarked reserves of £3.938m to mitigate against the in-year pressures relating to Home to School Transport, short-term vehicle leasing costs and commercial income reduction for grounds maintenance and facilities management from the previous Wellingborough NORSE contract and Knuston Hall. A further contribution of £230,000 from the Public Health Reserve had been used to underwrite the potential shortfall in the School Holiday Food Voucher Scheme over the Summer break.

Cllr Bunday noted that both Council Tax and Business Rates collections remained strong and were ahead of the comparable period in the previous financial year.

It was heard that the Housing Revenue Account was forecasting a £320,000 underspend, a positive movement from the £267,000 underspend forecast in Period 2.

RESOLVED

KEY DECISION

That the Executive:

- a) Noted 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 in Section 5 and Section 6 of the report.
- b) Noted the assessment of the current deliverability of the 2022/23 savings proposals in **Appendix A** of the report.

Reason for Recommendations – to note the forecast financial position for 2022/23 as at Period 3 and consider the impact on this year and future years budgets.

Alternative Options Considered: The report focuses on the forecast revenue outturn against budget for 2022/23 and makes recommendations for the Executive to note the current budgetary position as such there are no specific choices within the report

Chair

Date

The meeting closed at 4.11 pm

EXECUTIVE 15th September 2022

Report Title	Performance Indicator Report 2022/23 (Period 4 – July 2022)
Report Author	Guy Holloway, Assistant Chief Executive Guy.Holloway@northnorthants.gov.uk
Lead Member	Cllr Jason Smithers, Leader of the Council

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

List of Appendices

Appendix A – Summary Performance Indicator Report Period 4 2022/23 (July 2022)

Appendix B – Detailed Performance Indicator Report Period 4 2022/23 (July 2022)

Appendix C – Human Resources Workforce Data Period 4 2022/23 (July 2022)

1. Purpose of Report

- 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.
- 1.2. Set out the progress that is being made in the development of the Council's approach to performance management.

2. Executive Summary

- 2.1. This report provides an assessment of the Council's performance in relation to the Corporate Plan Indicators that were approved earlier this year 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**. A definition key is also included to facilitate understanding of the data and guide accurate and efficient decision making in respect of the Council's workforce moving forward.

3. Recommendations

- 3.1. It is recommended that the Executive:
 - a) Note the performance of the Council as measured by the available indicators at Period 4, 2022/23 as set out in the appendices to this report.
 - b) Note the progress being made in the development of the Council's approach to performance management.
- 3.2. Reason for Recommendations – to better understand the Council's performance as measured by performance indicators as at Period 4, 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

Performance Report

- 4.1. A summary of the performance information relating to the Corporate Plan indicators agreed for 2022/23 as at period 4, 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 for the same period has been provided as **Appendix C**. The format and presentation of this data is in development to ensure it is meaningful for members so it can accurately inform strategic decision making moving forward.
- 4.3. A definition key for HR workforce data is provided within Appendix C. This is to facilitate better understanding of the data and help guide accurate and efficient decision making in respect of the Council's workforce moving forward.

- 4.4 We continue to identify and develop indicators where appropriate. This is specifically important where there are gaps in measuring how effectively we are delivering against the Council's key commitments or strategic aspirations identified within key partnership arrangements.

5. Issues and Choices

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

6. Next Steps

- 6.1 To continue to develop and embed a strong performance management framework and culture at North Northamptonshire Council.
- 6.2 To 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.

7 Implications (including financial implications)

7.1 Resources, Financial and Transformation

- 7.1.1 Performance monitoring allows the Council to drive continuous improvement for North Northamptonshire and identify areas of concern early. The services that submit data returns have many projects that are subject to the Council's Transformation Plan.
- 7.1.2 This report should be considered alongside the Budget Forecast 2022-23 as at Period 4. By looking at both reports together, a broader view of the Council's performance can be understood.

7.2 Legal and Governance

- 7.2.1 The Council is required to provide statutory monitoring returns to central government. The Council is 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 a number of risks relating to performance information:

(a) Poor data quality – Inaccurate data will inevitably lead to less accurate decision making.

(b) Lack of data – Failing to measure key service activities can leave the Council sightless of its performance. Given the importance of many of the services it provides, this would be an undesirable position.

(c) Incorrect interpretations – Caution should be applied to the interpretation of performance data, particularly given the adjustments that have been made by services to 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 4 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 and Environment 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:

Indicator Reference Number	Indicator Name
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 for consideration by Executive later in 2022. The Tree Management and Care Policy and Pollinator Strategy have been considered and approved by the Executive at its meeting 25th August 2022. These policies will consider the Council's commitment to achieving Net Zero by 2030 and provide appropriate performance indicators to measure progress to achieving this target. This will include indicators that measure the councils carbon emissions along with other environmental projects currently being developed.

7.10 Community Impact

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

7.11 Crime and Disorder Impact

7.11.1 No crime and disorder impacts have been identified.

8. Background Papers

8.1 [P3 corporate performance report](#) reported to the meeting of the Executive on 25th August 2022 (item 5).

8.2 The Corporate Plan, reported to the meeting of the Executive on the 18th November 2021. [Executive on Thursday 18th November 2021](#), adopted by Council on the 1st December 2021.



North Northamptonshire Council Performance Report - July 2022

Key to Performance Status Colours

Progress Status Key:
Green - On target or over-performing against target
Amber - Under-performing against target but within 5% corporate tolerance (or other agreed tolerance as specified)
Red - Under-performing against target by more than 5% (or other agreed tolerance as specified)
Dark Grey - Data missing
Grey - Target under review
Turquoise - Tracking Indicator only

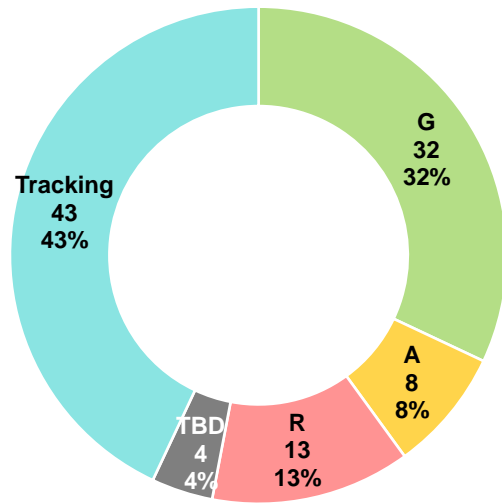
Children's Trust Progress Status Key:
Green - At target or better
Amber - Below target - within tolerance
Red - Below target - outside tolerance
Grey - No RAG

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

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

Terminology key

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



- 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)
- TBD - Data missing - Data to be determined
- Tracking indicator only

Directorate	Underperforming Indicators	Variance from Target
Governance & HR	MPS07 Number of working days lost to sickness per employee (long-term)	+37.8%
Governance & HR	CNC03 % of Deaths registered within 5 working days	-14.38%
Transformation	MPS34 % of complaints answered within the Service Level Agreement (20 Wdays or agreed extension)	-43.3%
Transformation	MPS35 % of complaints upheld	+31%
Transformation	MPS40 % Calls answered within 60 seconds in customer services	-10.35%
Place & Economy	STP33 % of Local Land Charges searches processed within 10 working days	-13.2%
Place & Economy	MPS28 % occupancy of East Northamptonshire Enterprise Centre	-24.6%
Place & Economy	MPS29 % occupancy of Chesham House Kettering	-12.1%
Adults, Communities & Wellbeing	ALF20 % of in-year eligible population offered an NHS Health Check	-85.7%
Adults, Communities & Wellbeing	ALF21 % of in-year eligible population who received an NHS Health Check	-78%
Adults, Communities & Wellbeing	AFL14 Number of households whose homelessness was relieved	-16%
Adults, Communities & Wellbeing	AFL12 Number of rough sleepers (single night snapshot figure)	+188.89%
Adults, Communities & Wellbeing	STP14 Number of Private Sector Disabled Facilities Grants completions	-14.29%
Adults, Communities & Wellbeing	BBF01 Breastfeeding rate at 6-8 weeks	-5.82%

Directorate	Indicators where Direction of Travel has Deteriorated (except where indicator is on or above target or within an acceptable range of 5% of the last period)	% change from last month
Governance & HR	MPS06 Number of working days lost to sickness per employee (short-term)	+34.6%
Governance & HR	MPS07 Number of working days lost to sickness per employee (long-term)	+17%
Governance & HR	MPS15 Total number of data breaches (split by service eventually)	+60%
Governance & HR	MPS11 Amount of Spend on Agency Staff within each Directorate	+77.14% (May - Jun)
Transformation	MPS32 Stage 2 complaints received	+57.1%
Transformation	MPS37 Total number investigated by Ombudsman	+100%
Place & Economy	STP33 % of Local Land Charges searches processed within 10 working days	-8.73%
Children's Services	BBF17 Rate of Permanent exclusions from school - Total	+27.3%
Children's Services	BBF18 % of EHC plans issued within 20 weeks (excluding exceptions)	-7.7%
Adults, Communities & Wellbeing	ALF22 Smoking quit rate at 4 weeks	-9.8%
Adults, Communities & Wellbeing	ALF20 % of in-year eligible population offered an NHS Health Check	-67.6%
Adults, Communities & Wellbeing	AFL14 Number of households whose homelessness was relieved	-22.22%
Adults, Communities & Wellbeing	AFL12 Number of rough sleepers (single night snapshot figure)	+116.67
Adults, Communities & Wellbeing	STP36 Void turnaround time (Kettering)	+1.27%
Adults, Communities & Wellbeing	STP37 Void turnaround time (Corby)	+27.85%
Adults, Communities & Wellbeing	STP14 Number of Private Sector Disabled Facilities Grants completions	-25%

Governance & HR

	Performance Indicator	July Progress Status	Direction of Travel (Jun-Jul or Latest)
Human Resources	MPS06 Number of working days lost to sickness per employee (short-term)	A	↑R
	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 (June)	↑R (May - Jun)
Information Governance	MPS12 % of Freedom of Information Requests completed in 20 working days	G	↑G
	MPS13 % Environmental Information Regulation Requests completed in 20 working days	G	↓
	MPS14 % Individual Rights Requests completed in 1 calendar month	G	↑G
	MPS15 Total number of data breaches (split by service eventually)	TRACKING	↑R
Registrations	CNC03 % of Deaths registered within 5 working days	R	↑G
	CNC04 % of Births registered within 42 days	G	↑G

Detail featured in Appendix C alongside all workforce data

Finance Services

	Performance Indicator	July Progress Status	Direction of Travel (Jun-Jul or Latest)
Finance	MPS01 % of invoices paid within 30 days	G	↓
Revenues & Benefits	MPS05 % of Council Tax collected	G	↑ G
	MPS04 % National Non Domestic Rates collected	G	↑ G

Transformation

Performance Indicator		July Progress Status	Direction of Travel (Jun-Jul)
Customer Services	MPS39 % calls answered	A	G
	MPS30 Stage 1 complaints received	TRACKING	G
	MPS32 Stage 2 complaints received	TRACKING	R
	MPS31 Total number of complaints received by NNC	TRACKING	
	MPS34 % of complaints answered within the Service Level Agreement (20 Wdays or agreed extension)	R	G
	MPS35 % of complaints upheld	R	G
	MPS37 Total number investigated by Ombudsman	TRACKING	R
	MPS40 % Calls answered within 60 seconds in customer services	R	
	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	G

Place & Economy

	Performance Indicator	July Progress Status	Direction of Travel (Jun-Jul or Latest)
Assets & Environment	MPS26 % occupancy of Corby Enterprise Centre	G	→
	MPS27 % occupancy of Corby Innovation Hub	A	→
	MPS28 % occupancy of East Northamptonshire Enterprise Centre	R	↓
	MPS24 Rate of return on commercial stock (%)	G	→
Growth & Regeneration	MPS29 % occupancy of Chesham House Kettering	R	→
	STP15 % major planning applications processed in 13 weeks	G	↑G
	STP16 % minor planning applications processed in 8 weeks	G	↑G
	STP17 % other planning applications processed in 8 weeks	G	↑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	↑G
	GSE03 Co2 saving from E-Scooters	TRACKING	↑G

Place & Economy

Performance Indicator		July Progress Status	Direction of Travel (Jun-Jul or Latest)
Number of defects outstanding on the network			
STP29	P1	No P1 defects	n/a
	P2	TRACKING	↑R
	P3	TRACKING	↑R
	P4	TRACKING	↓G
Number of defects repaired in the network			
STP30	P1	No P1 defects	n/a
	P2	TRACKING	↑G
	P3	TRACKING	↑G
	P4	TRACKING	↑G
Percentage of defects responded to within the timeframes specified, split by category;			
STP31	P1	No P1 defects	n/a
	P2	G	→
	P3	G	↑G
	P4	G	↑G
GSE06	Fly tipping: number of fly tips reported	TRACKING	↓
GSE07	Percentage of waste diverted from landfill	TBD	Q1 data expected September
Regulatory Services	STP32	% of food establishments in the area broadly compliant with food hygiene law	↑G
	STP33	% of Local Land Charges searches processed within 10 working days	↓R
	STP35	% of Rogue trading activities tackled (rogue traders subject to a Trading Standards intervention)	→

Quarterly reporting only - Q1 data due early September

Children's Services

Children's Social Care	Performance Indicator	July Progress Status	Direction of Travel (Jun-Jul or Latest)
	BBF05 % of referrals with a previous referral within 12 months	A	→
	BBF06 % of single assessments authorised within 45 working days	G	↑ G
	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	July Progress Status	Direction of Travel (Jun-Jul)
	BBF15 Rate of suspensions in primary aged pupils	TRACKING	→
	BBF16 Rate of suspensions in secondary aged pupils	TRACKING	↓ G
	BBF17 Rate of Permanent exclusions from school - Total	TRACKING	↑ R
	BBF18 % of EHC plans issued within 20 weeks (excluding exceptions)	TRACKING	↓ R

Adults, Communities & Wellbeing		
Performance Indicator	July Progress Status	Direction of Travel (Jun-Jul)
Assessment Teams		
AFL01 Total number of people allocated to each team	TRACKING	↑
AFL02 Number of unscheduled review requests	TRACKING	↑
Short and Long Term (SALT) Services - Hospital		
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. reablement)	TRACKING	→
Safeguarding		
AFL04 Number of new safeguarding concerns received	TRACKING	↓G
AFL05 New safeguarding concerns determined to be enquiries (both s42 and other)	TRACKING	↑
Deprivation of Liberty Safeguards (DoLS)		
AFL06 Total number of open Deprivation of liberty Safeguard cases	TRACKING	↓G
In-House Provision		
Domain Two: Delaying and Reducing the Need for Care and Support		
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

Adult Social Care

Adults, Communities & Wellbeing

Performance Indicator	Latest Progress Status	Direction of Travel (LATEST)
AFL22 Smoking quit rate at 4 weeks	TBD (June 22 data will be available in Sept)	↓R (Apr - May)
BBF02 % of infants due a new birth visit that received a new birth visit within 14 days of birth	G	↑G (May - Jun)
AFL20 % of in-year eligible population offered an NHS Health Check	R	↓R (May - Jun)
AFL21 % of in-year eligible population who received an NHS Health Check	R	→ (May - Jun)
BBF01 Breastfeeding rate at 6-8 weeks	R	↓ (May - Jun)
BBF03 % of children who received a 6-8 week review by the time they were 8 weeks	G	↓ (May - Jun)
BBF04 % mothers known to be smokers at the time of delivery	A	↓ (Q4 - Q1)
AFL23 % substance misuse clients waiting more than 3 weeks for their first intervention	TRACKING	↓G (Q3 - Q4)

Public Health

Adults, Communities & Wellbeing

Performance Indicator	July Progress Status	Direction of Travel (Jun-Jul or Latest)
AFL13 Number of households whose homelessness was prevented	G	↓
AFL14 Number of households whose homelessness was relieved	R	↓R
AFL12 Number of rough sleepers (single night snapshot figure)	R	↑R
STP06 Number of affordable housing completions	TBD	(Awaiting Q1 data)
STP07 Number of affordable housing starts (now under construction)	TBD	(Awaiting Q1 data)
STP11 Number of council housing lets completed	TRACKING	↑
STP12 Number of council houses vacant and available to let	G	↑
STP36 Number of voids (Kettering)	TRACKING	→
STP36 Number of voids (Corby)	TRACKING	↑R
STP37 Void turnaround time (Kettering)	TRACKING	↑R
STP37 Void turnaround time (Corby)	TRACKING	↓G
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	R	↓R
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	↑
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	↓

Quarterly reporting only - Data not available yet - TBC

Housing

Adults, Communities & Wellbeing

Performance Indicator		July Progress Status	Direction of Travel (Jun-Jul or Latest)
Communities and Libraries	AFL09 Number of physical visits to libraries	G	↓
	AFL11 Net promoter score % - Leisure	G	n/a

Quarterly reporting only



North Northamptonshire Council Performance Report - July 2022

Key to Performance Status Colours

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

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

Terminology key

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

Governance & HR

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	Polarity	Target	Tolerance	Comments
Information Governance														
Modern Public Services	MPS12	% of Freedom of Information Requests completed in 20 working days		80.08% (Average of 40 Unitary Councils 2021/22 - benchmarking exercise conducted by Brighton and Hove Council)	92.34%	96.05%	89.58%	90.24%	92.96%	↑G	Higher is better	90%	85% - 90%	An increase in performance coincides with a reduction in requests received for this period and less strain on resources, particularly over the holiday period. 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.
					229 out of 248 (7 active requests)	73 out of 76	86 out of 96	74 out of 82	66 out of 71 (7 active requests)					
Modern Public Services	MPS13	% Environmental Information Regulation Requests completed in 20 working days		TBD	97.33%	96.70%	96.26%	100.00%	99.24%	↓	Higher is better	90%	Tolerance 85% - 90%	New procedures regarding Con29/EIR enquiries are bedding resulting in a slight decrease in performance. A reduction in requests overall has assisted in meeting 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.
					473 out of 486 (22 active requests)	176 out of 182	180 out of 187	138 out of 138	131 out of 132 (22 active requests)					
Modern Public Services	MPS14	% Individual Rights requests completed within statutory timescale (Data Protection (DP) Right to Access requests)		TBD	89.47%	84.62%	85.71%	90.91%	100%	↑G	Higher is better	90%	85% - 90%	An increase in performance has been evidenced for this period but again may be due to there being a reduction in requests and less pressure on resources. 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.
					68 out of 76 (2 active requests)	11 out of 13	24 out of 28	20 out of 22	13 out of 13 (2 active requests)					
Modern Public Services	MPS15	Total number of data breaches		n/a	22	3	6	5	8	↑R	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.
Registrations														
Connected communities	CNC03	% of Deaths registered within 5 working days		(Benchmarking available if needed as all authority performance data can be downloaded)	63.4%	55.7%	67.5%	64.4%	68.5%	↑G	Higher is better	80%	70% - 80%	North Northamptonshire Council remains 2nd in region Year to Date. Additional death registration capacity has been created in our Wellingborough office from 11th July by extending office opening times. The benefit of this extension will not be noticed currently due to Summer season and peak annual leave. August performance will be impacted due to office closures.
					544 out of 858	142 out of 255	139 out of 206	139 out of 216	124 out of 181					
Connected communities	CNC04	% of Births registered within 42 days		(Benchmarking available if needed as all authority performance data can be downloaded)	91.7%	92.1%	94.2%	89.9%	90.6%	↑G	Higher is better	90%	86.5% - 90%	North Northamptonshire Council remains 1st in region Year to Date. August performance will be impacted due to office closures.
					953 out of 1039	211 out of 229	259 out of 275	213 out of 237	270 out of 298					

Finance Services

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date 2022/23	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	Polarity	Target	Tolerance	Comments
Modern Public Services	MPS01	% of invoices paid within 30 days		n/a	97.60%	97.96%	97.96%	97.8%	96.6%	↓	Higher is better	95%	95% subject to change from SLA review (Tolerance TBC)	Accounts Payable Payment performance for 30 day payment terms remains strong. This calculation is based on the invoices paid within the month (rather than invoices received in the month).
					12552 out of 12867	3,507 out of 3,584	3,126 out of 3,191	2,709 out of 2,770	3210 out of 3322					

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	July 2021/22	Year to Date 2022/23	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel year on year - (July 2021 - July 2022)	Polarity	Target	Tolerance	Comments
----------------	---------	--------------------------------------	---------------------	-----------	--------------	----------------------	---------------	-------------	--------------	--------------	--	----------	--------	-----------	----------

Revenues & Benefits

Modern Public Services	MPS05	% of council tax collected in the year debit raised		95.92% (All English Authorities 2020/21 - LG Inform)	38.16%	38.70%	10.10% (YTD) 112.22% achieved of the monthly target (9.00%)	20.10% (YTD) 105.79% achieved of the monthly target (19.00%)	29.31% (YTD) 104.68% achieved of the monthly target (28.00%)	38.70% (YTD) 101.84% achieved of the monthly target (38.00%)	↑G	Higher is better	98.5%	No tolerance	Collection at the end of July remains above last years performance and above target.
					£92,877,954.43	£88,163,909.31	£22,951,095.93 (collected in Apr)	£22,759,479.12 (collected in May)	£21,003,946.68 (collected in June)	£21,449,387.58 (collected in July)					
Modern Public Services	MPS04	% of National Non-Domestic Rates (business rates) collected in the year debit raised		93.74% (All English Authorities 2020/21 - LG Inform)	30.20%	37.44%	9.46% (YTD) 105.11% achieved of the monthly target (9.00%)	19.77% (YTD) 104.05% achieved of the monthly target (19.00%)	28.87% (YTD) 103.11% achieved of the monthly target (28.00%)	37.44% (YTD) 101.19% achieved of the monthly target (37.00%)	↑G	Higher is better	98.5%	No tolerance	Collection is above last years figures, however it has dipped slightly below in year target, in light of the current economic climate we will continue to monitor this.
					£41,384,072.19	£54,592,722.18	£13,849,332.48 (collected in Apr)	£15,011,360.83 (collected in May)	£13,193,353.26 (collected in June)	£12,538,675.61 (collected in July)					

Transformation

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul)	Polarity	Target	Tolerance	Comments
Customer Services														
Modern public services.	MPS39	% of calls answered out of total calls received in customer services		n/a	84.19%	87.31%	85.48%	81.31%	82.66%	↑G	Higher is better	90%	81% - 90%	Slight improvement from last month, calls still high regarding £150 energy rebate. Some vacancies remain in service however in July several staff were appointed, albeit will be several weeks before they start with the Council and receive training to start helping more calls be answered.
					122158 out of 145386	28357 out of 32480	30460 out of 35634	32012 out of 39371	31329 out of 37901					
Modern public services.	MPS30	Total number of Stage 1 complaints received by NNC (excluding children's services complaints)		n/a	554	138	133	142	141	↓G	Lower is better	No target - tracking indicator only	No target - tracking indicator only	Volumes consistent with previous months.
Modern public services.	MPS32	Total number of complaints escalated to stage 2		n/a	33	14	1	7	11	↑R	Lower is better	No target - tracking indicator only	No target - tracking indicator only	Volumes of cases escalated to stage 2 remain low continuing to suggest customers are often satisfied with stage 1 replies.
Modern public services.	MPS31	Total number of complaints received by NNC		n/a	587	152	134	149	152	↑	Lower is better	No target - tracking indicator only	No target - tracking indicator only	Totals consistent with previous months.
Modern public services.	MPS34	% of complaints answered within the Service Level Agreement (20 Wdays or agreed extension)		TBD	60%	72%	56%	47%	51%	↑G	Higher is better	90%	81% - 90%	Lower than standard number of complaints are continuing to be resolved as investigations are often complex and take longer than expected. Training for complaint investigators held in July that will assist improvements in future months.
					327 out of 542	81 out of 113	63 out of 113	73 out of 154	110 out of 162					
Modern public services.	MPS35	% of complaints upheld		TBD	27%	16%	29%	32%	29%	↓G	Lower is better	20%	20% - 22%	There has been a slight drop in upheld complaints however no concerning trends have been identified and services were complaints are upheld are working to prevent recurrences.
					147 out of 538	18 out of 113	33 out of 113	49 out of 154	47 out of 162					
Modern public services.	MPS37	Total number of notices received of complaints under investigation by Ombudsman		n/a	14	6	2	2	4	↑R	Lower is better	No target - tracking indicator only	N/A	Volumes of customers contacting the Ombudsman after exhausting the Council's complaints process remains low.

Transformation

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul)	Polarity	Target	Tolerance	Comments		
Modern public services.	MPS40	% Calls answered within 60 seconds in customer services		TBD	75.81%	78.50%	78.67%	74.34%	71.72%	↓	Higher is better	80%	72% - 80%	Slight decline from last month, calls still high regarding £150 energy rebate. Some vacancies remain in service however in July several staff were appointed, albeit will be several weeks before they start with the Council and receive training to start helping more calls be answered.		
Modern public services.	MPS41	Number of customers helped by customer services		n/a	185173	42863	47093	48347	46870	↓	N/A	No target - tracking indicator only	N/A	Includes phone calls, emails, e-forms, Face to Face and Webchat.		
Modern public services.	MPS42	Number of customer interactions to customer services - split by telephone/face-to-face, email and online form		n/a	Telephone 122158 Face to Face 9309 E-Forms 12022 Emails 39524 Web Chat 2160	Telephone 28357 Face to Face 2108 E-forms 2876 Emails 9023 Web chat 499	Telephone 30460 Face to Face 2619 E-Forms 3286 Emails 10103 Web chat 625	Telephone 32012 Face to Face 2393 E-Forms 2936 Emails 10402 Web Chat 604	Telephone 31329 Face to Face 2189 E-Forms 2924 Emails 9996 Web Chat 432		N/A	No target - tracking indicator only	N/A			
Modern public services.	MPS43	% of Face-to-Face Customers with an appointment seen within 5 minutes (within customer services team)		TBD	99.84%	99.80%	99.80%	99.80%	100%		↑G	Higher is better	95%		85.5% - 95%	The target has been achieved for face to face appointments across all customer service sites.
					8596 out of 8610	1406 out of 1409	2613 out of 2619	2388 out of 2393	2189 out of 2189							

Place & Economy

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	Polarity	Target	Tolerance	Comments
Assets & Environment														
Modern Public Services	MPS26	% occupancy of Corby Enterprise Centre		Benchmark/ compare to each other	96.23%	92.45%	94.34%	96.23%	96.23%	➔	Higher is better	95%	90% - 95%	Demand continues to be high due to the location and high standard of facilities.
Modern Public Services	MPS27	% occupancy of Corby Innovation Hub		Benchmark/ compare to each other	92.45%	98.11%	92.45%	92.45%	92.45%	➔	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.
Modern Public Services	MPS28	% occupancy of East Northamptonshire Enterprise Centre		Benchmark/ compare to each other	57.32%	62.20%	58.54%	58.54%	57.32%	⬇	Higher is better	76%	57% - 62%	Part of the property is closed due storm roof damage. There will be a temporary fix completed whilst insurance look at options, this will enable the area to be marketed. Business Centre Manager is reviewing Bizspace marketing strategy.
Modern Public Services	MPS24	Rate of return on commercial stock (%)		n/a	5.45%	5.57%	5.56%	5.45%	5.45%	➔	Higher is better	5.41%	4.91% - 5.57%	An amount of minor variation is usual due to some lease payment dates being once per quarter instead of monthly.

Place & Economy

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Place & Economy					Direction of Travel (Jun - Jul or Latest)	Polarity	Target	Tolerance	Comments
					Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23					
Growth & Regeneration														
Modern Public Services	MPS29	% occupancy of Chesham House Kettering		Not relevant to benchmark as it's so unique.	61.54%	61.54%	57.14%	61.54%	61.54%	→	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.
					8 out of 13	8 out of 13	8 out of 14	8 out of 13	8 out of 13					
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)	88.89%	100%	100%	72.73%	100.00%	↑G	Higher is better	90%	88% - 90%	Performance in the determination of 'Major' applications has significantly improved this month and returns the year to date performance above the national benchmark and within the tolerance level for the NNC target. Staff resourcing remains a critical issue both locally and in the wider national context.
					24 out of 27	6 out of 6	3 out of 3	8 out of 11	7 out of 7					
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)	89.71%	88.24%	100.00%	84.21%	89.19%	↑G	Higher is better	85%	83% - 85%	Performance in the determination of 'Minor' applications has improved this month despite continued higher demand upon the service. Year to date performance remains above the national benchmark and the NNC target.
					122 out of 136	30 out of 34	27 out of 27	32 out of 38	33 out of 37					
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)	88.64%	91.03%	89.05%	85.07%	90.37%	↑G	Higher is better	88%	86% - 88%	Performance in the determination of 'Other' applications has improved this month despite continued high demand upon the service. Year to date performance remains above the national benchmark and the NNC target.
					429 out of 484	71 out of 78	122 out of 137	114 out of 134	122 out of 135					
Safe and thriving places	STP19	Total number of planning applications received - ALL TYPES of applications		Not relevant to benchmark.	836	199	246	188	203	↑	N/A	No target	N/A	

Place & Economy

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Place & Economy					Direction of Travel (Jun - Jul or Latest)	Polarity	Target	Tolerance	Comments
					Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23					
Safe and thriving places	STP21	% of Full fibre coverage		37.3% (England) - Think Broadband	50.8%	44.2%	47.7%	49.2%	50.8%	↑G	Higher is better	40% of Premises countywide (Dec 2023)	Dec 2023: <5% Green 5%-10% Amber >10% Red	Strong performance across Northamptonshire when compared to the average full fibre coverage for the same period in England (37.3% in July 2022). The 40% full fibre coverage target countywide by December 2023 was achieved early (March 2022). We have now passed a 50% milestone! Further target to achieve at least 80% full fibre coverage countywide by the end of 2028. Year to date is latest position.
Safe and thriving places	STP22	% of gigabit coverage		70.6% (England) - Think Broadband	80.5%	78.1%	79.2%	79.9%	80.5%	↑G	Higher is better	75% of premises gigabit capable (Dec 2023)	Dec 2023: <5% Green 5%-10% Amber >10% Red	Strong performance across Northamptonshire when compared to the average gigabit coverage for the same period in England (70.6% in July 2022). The 75% gigabit coverage target countywide by December 2023 was achieved two years early (Dec 2021). We have now passed an 80% milestone! Further 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	53,260	40,745	46,457	47,178	53,260	↑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 month on month with July having the highest number of rides since the beginning of the year. Year to date is latest position.
Greener, sustainable environment	GSE02	Number of E-Scooter users		n/a	5,692	5,069	5,016	5,155	5,692	↑G	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 increased from June to July, a typical pattern during periods of warm weather. Year to date is latest position.
Greener, sustainable environment	GSE03	Co2 saving from E-Scooters		n/a	9.2	6.4	7.5	7.8	9.2	↑G	Higher is better	Dependent on outcome of end of trial period in November 2022. Track for first year.	N/A	CO2 savings have continued to increase month on month. Year to date is latest position.

Place & Economy

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	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	819	936	899	864	819	↓ 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. There is a slight increase in the number of Priority 2&3 defects outstanding at the end of the month. This relatively small level of fluctuation is usual and does not require any specific action to address it. Overall, the number of defects being repaired is well within the level, and timeframes, expected.
		P1 (Target response time within 2 hours)	n/a	No P1 defects	No P1 defects	No P1 defects	No P1 defects	No P1 defects	n/a	↑ R				
		P2 (Target response time within 7 days)	n/a	16	22	18	13	16	↑ R					
		P3 (Target response time within 28 days)	n/a	289	323	287	256	289	↑ R					
		P4 (Target response time within 26 weeks)	n/a	514	591	594	595	514	↓ G					
Safe and thriving places	STP30	Number of Defects Repaired in the network in period, split by category		n/a	6868	2421	1875	1127	1445	↑ G	Higher is better	No target - tracking indicator only	N/A	The number of defects repaired in period has increased across all the periods. This reflects the better weather enabling the crews to focus on repairs rather than reactive works caused by inclement weather.
		P1 (Target response time within 2 hours)	n/a	No P1 defects	No P1 defects	No P1 defects	No P1 defects	No P1 defects	n/a	↑ G				
		P2 (Target response time within 7 days)	n/a	518	264	89	70	95	↑ G					
		P3 (Target response time within 28 days)	n/a	4282	1743	1093	621	825	↑ G					
		P4 (Target response time within 26 weeks)	n/a	2068	414	693	436	525	↑ G					
Safe and thriving places	STP31	Percentage of defects responded to within the timeframes specified, split by category		n/a	98.9% 6383 out of 6907	99.71% 2421 out of 2428	98.32% 1875 out of 1907	97.96% 1104 out of 1127	99.17% 1433 out of 1445	↑ G	Higher is better	P1 and P2 97.5% P3 and P4 90%	No Tolerance	P3 and P4 targets have been amended to reflect performance data in the Highways Contract KPI Handbook. July has seen an improvement in performance for P3 & P4 defects, P2 remains constant at 100%
		P1 (Target response time within 2 hours)	n/a	No P1 defects	No P1 defects	No P1 defects	No P1 defects	No P1 defects	n/a	→				
		P2 (Target response time within 7 days)	n/a	100% 518 out of 518	100% 264 out of 264	100% 89 out of 89	100% 70 out of 70	100% 95 out of 95	→					
		P3 (Target response time within 28 days)	n/a	98.8% 4266 out of 4317	99.6% 1743 out of 1750	97.5% 1093 out of 1121	98.39% 611 out of 621	99.27% 819 out of 825	↑ G					
		P4 (Target response time within 26 weeks)	n/a	98.9% 2049 out of 2072	100% 414 out of 414	99.86% 693 out of 697	97.02% 423 out of 436	98.86% 519 out of 525	↑ G					
Greener, sustainable environment	GSE06	Fly tipping: number of fly tips reported		n/a	662	293 (Reported quarterly but monthly breakdown available)	199 (Reported quarterly but monthly breakdown available)	170 (Reported quarterly but monthly breakdown available)	n/a (reported quarterly)	↓	Lower is better	No target - tracking indicator only	N/A	Several incidents contain no obvious evidence when reported, such as single items or white goods and these cases generally are sent for clearance without the requirement for an investigation for evidence. The Council is now working towards clearance of all reported tips on land for which the Council is responsible within three working days. Where fly tipping occurs on private land, officers from the waste team will offer advice and support to landowners in facilitate clearances and promote environmental quality in as many cases as possible.
Greener, sustainable environment	GSE07	Percentage of waste diverted from landfill	N/A	Nearest neighbours / East Midlands data available on waste data flow.	TBD Q1 data expected Early September	n/a (reported quarterly)	n/a (reported quarterly)	TBD Q1 data expected Early September	n/a (reported quarterly)	n/a	Higher is better	0.87%	Quarter 1 2022/23 data expected early September.	

Place & Economy

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	Polarity	Target	Tolerance	Comments
Regulatory Services														
Safe and thriving places	STP32	% of food establishments in the area broadly compliant with food hygiene law		n/a	93.47%	95.77%	93.18%	93.15%	93.47%	↑G	Higher is better	95%	90%-95%	The continued reduced rate is due in part to a previous increase in the number of food business registrations received which are not deemed to be 'broadly compliant' until inspected. Resources continue to focus on poor performing businesses which pose the highest risk to food safety rather than new lower risk businesses. Increased resources have been deployed to cover vacancies and assist with increasing the number of inspections undertaken
					2918 out of 3122	2991 out of 3123	2909 out of 3122	2910 out of 3124	2918 out of 3122					
Safe and thriving places	STP33	% of Local Land Charges searches processed within 10 working days		n/a	82.16%	75.96%	82.16%	90.30%	82.42%	↓R	Higher is better	95%	85.5% - 95%	Two of our offices underperformed in July and two offices overperformed. The underperformance in the two offices and dip in performance compared to June is due to staff within the team taking annual leave and also a technical issue with Kettering office systems which has led to periods of downtime. The issue has been reported to IT and solutions are being put in place.
					571 out of 695	139 out of 183	175 out of 213	121 out of 134	136 out of 165					
Safe and thriving places	STP35	% of Rogue trading activities tackled (rogue traders subject to a Trading Standards intervention)		Trading standards institute is the national body - look for benchmarks there	100%	100%	100%	100%	100%	→	Higher is better	100%	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%. 5 Notices issued, 1 for aggressive practice; trader removed supplied goods in dispute over payment and 4 where 2+ allegations have been received that a premise is selling vapes to under 18's.
					41 out of 41	13 out of 13	18 out of 18	5 out of 5	5 out of 5					

Children's Services

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	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 - LAT)	32%	31% (640)	34% (743)	30% (782)	30% (700)	➔	Lower is better	29%	25% - 40%		<p>This remains at 30% for the second 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> <p>Recommendations from the PIP peer reviews are being implemented.</p> <p>COVID: has an impact on volume and quality of re-referrals</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.	96%	98% (709)	93% (875)	98% (747)	95% (830)	↑G	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 SoS in our interventions. PIP peer review has identified improvements in the quality of assessments.</p> <p>COVID: We undertake face to face visits and only if face to face visits are not possible due to coronavirus, visits take place over the telephone, a video-link or via other electronic communication methods.</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%	13.3% (1187)	13.1% (1179)	13.6% (1188)	12.9% (1217)	↑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. Planning permission granted for two new emergency homes and plans progressing for opening 22/23.</p> <p>COVID: Placement sufficiency remains a challenge, sustained performance in this work should also have a positive impact on KPI 7</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)	62%	62% (605)	63% (607)	60% (677)	62% (665)	↑G	Higher is better	55%	50% - 60%		<p>This month has seen an increase in performance to 62% whilst comparing favourably with 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> <p>COVID: has had a significant impact on the mental health and wellbeing of care leavers, targeted work support care leavers to access EET</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)	95%	89% (605)	93% (607)	93% (677)	95% (665)	↑G	Higher is better	90%	85% - 95%		<p>Performance for July increased to 95%, 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. 16-17 homelessness action plan with input from DLUHC also in place.</p>

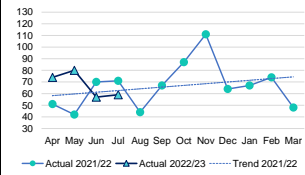
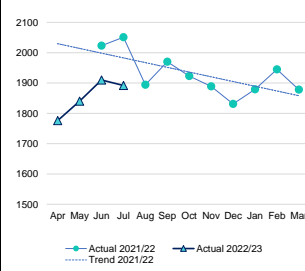
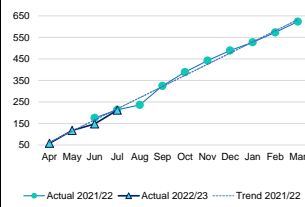
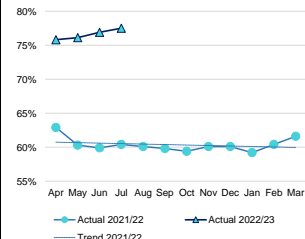
Children's Services

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	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)	2.12%	0.09%	0.20%	0.11%	0.11%	➔	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. Includes all state funded schools (LA maintained and Academy schools) in North Northants.	It can be seen that the rate of suspensions fluctuate throughout the school year. During the summer term, suspensions tend to tail off in primary. This is particularly during a time of end of year exams are taking place. This reflects the national picture. The EIP Team are engaging with primary schools- particularly where there are higher suspensions or potential suspensions being flagged up to provide support and offer services that may help the school and / or parent. The collaborative work and drive from the EIP Team with schools is having a positive effect.
					684 out of 32217	28 out of 31844	63 out of 31844	34 out of 32217	34 out of 32217						
Better, brighter futures	BBF16 (LS7a)	Rate of suspensions in secondary aged pupils		7.43% (All English Authorities 2019/20 - LAIT)	13.41%	0.64%	1.36%	1.27%	0.72%	↓G	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. Includes all state funded schools (LA maintained and Academy schools) in North Northants.	The number of suspensions in secondary schools has risen slightly. There were a couple of suspensions right at the end of the summer term. The EIP Team are working hard with the schools to look at positive ways to lower the figures. This means engaging with schools and getting involved with other agencies to support the schools. Training/ support for schools is now being developed and discussed in the EIP Team as to how they too can increase their own PD Toolbox to support and give advice to schools.
					3207 out of 23911	154 out of 23979	325 out of 23979	304 out of 23911	173 out of 23911						
Better, brighter futures	BBF17 (NI 114a)	Rate of Permanent exclusions from school - Total		0.06% (All English Authorities 2019/20 - LAIT)	0.105%	0.004%	0.013%	0.011%	0.014%	↑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. Includes all state funded schools (LA maintained and Academy schools) in North Northants.	EIPT are making schools more accountable for their actions but there is still work to be done with schools where we are supporting and yet challenging them.
					59 out of 56128	2 out of 55823	7 out of 55823	6 out of 56128	8 out of 56128						
Better, brighter futures	BBF18 (SEN1)	% of EHC (education health care) plans issued within 20 weeks (excluding exceptions)		59.9% All English Authorities 2021 - LAIT)	44.29%	63.16%	65.38%	59.46%	54.90%	↓R	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 service continues to maintain its performance for the increase in the number of plans issued. However, the challenges of improving month on month performance is a challenge and risk for the local authority, given the number of out of time assessments, held up as a result of sufficiency of placements. Work is progressing to address this specific issue.
					217 out of 490	48 out of 76	17 out of 26	22 out of 37	28 out of 51						

Adults, Communities & Wellbeing

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	Polarity	Target	Tolerance	Comments
Adult Social Care														
Active, fulfilled lives	AFL01	Total number of people allocated to each team		n/a	5022 (July)	5411 (Apr)	5418 (May)	5007 (June)	5022 (July)	↑	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.	Year to date method is latest snapshot. There has been a very slight increase to the overall caseload compared to previous month snapshot. The Community East Northants team increased by 48 cases (13%), Community Kettering Team reduced by 15 cases and the Hospital Team reduced by 13 cases. No specific trend noted in terms of referrals. There has been a slight increase in PPN's as police team were doing a clearing up of outstanding cases. Other than this the referrals remain stable across teams.
Active, fulfilled lives	AFL02	Number of unscheduled review requests		n/a	440	103	99	118	120	↑	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.	There was a very slight increase in the overall number of people requesting an unscheduled review compared to previous month. The most significant increases were for Community Corby Team (+8) and Community Kettering Team (+7), and decreases for Care Home Review Team (-9) and Inclusion Corby/Ket Team (-8). No specific concerns noted across teams. Community Kettering and Corby team have been working on clearing some outstanding contacts in the duty inbox. This would then lead to additional worklist being created on eclipse that include unscheduled review worklist as some of the requests are relating to people who are already in receipt of some formal support.
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%	32%	32%	→	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.	Monthly and quarterly figures are latest year to date. (Year to date is latest position). There were 8 new requests for people aged 18-64 and 222 for people aged 65 and over. There was a very slight increase from previous month, with lower proportions seen across various other sequels. Higher level of activity in July on Pathway 1 than would normally be expected in summer due to ongoing pressures in A&E/Bed capacity and attendances at trust with impacts also due to heatwaves in July (and onwards into August)
Active, fulfilled lives	AFL04	Number of new safeguarding concerns received per month		n/a	1209	289	342	294	284	↓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.	The number of new concerns received has reduced slightly this month following the more considerable reduction seen for June. The number of concerns remains above the 2021-22 monthly average of 245.

Adults, Communities & Wellbeing

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	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	270	74	80	57	59	↑	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.	There was a 4% increase compared to previous month which follows the considerable decrease (41%) seen in June. The number of concerns remains below the 2021-22 monthly average of 66.
Active, fulfilled lives	AFL06	Total number of open Deprivation of liberty Safeguard cases		n/a	1892	1776	1840	1910	1892	↓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.	Data is latest snapshot (year to date) The number of open cases has reduced slightly compared to previous month which follows significant increases seen throughout Q1. July total remains below the 2021-22 average. The increase in numbers was due to vacancies in the admin team which meant that cases and referrals which could be closed were not being closed on the database. The team is now fully staffed and trained and so we're starting to see a decrease in numbers of open cases as they are closed. We would hope to see this continue.
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)	211.87	57.92	117.37	147.85	211.87	↑	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. There have been 139 admissions. 2021-22 monthly average growth was around 50 per 100,000 population versus 51 per 100,000 for 2022-23. 28 existing people as a result of change in setting following a review; 108 new admissions following an assessment and 3 new admissions following a period of Short Term Support to Maximise Independence. 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.	77.50%	75.81%	76.11%	76.90%	77.50%	↑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 The proportion has continued to increase since April with a slight increase in July.

Adults, Communities & Wellbeing

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	Polarity	Target	Tolerance	Comments
Public Health														
Active, fulfilled lives	AFL22	Smoking quit rate at 4 weeks		n/a	59.1% (Apr-May) 165 out of 279	64.8% (Mar 2022) 68 out of 105	62.1% (Apr 2022) 90 out of 145	56% (May 2022) 75 out of 134	TBD June 22 data will be available in Sep	↓ R (Apr - May)	Higher is better	60%	TBC by consultant and service lead	May data comment - Lag in data for the preceding 2 months. The service is disappointed to have just missed its target this month, but we are pleased with the progress we have made overall. One possible reason for the decline could be the waning effect of our clients COVID based motivation to stop smoking; the sense of urgency may have declined for smokers quitting for health purposes. We are addressing this by pushing the importance of quitting not just for health, but for wealth. The cost of living crisis will be especially burdensome for the smokers in our county, and we aim to further promote the benefits of quitting to ones financial wellbeing in addition to the physical/mental. We have also just re-introduced a small number of face to face clinics, as a recent client survey suggested some clients would prefer these types of appointments.
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)	98.2% (Jun 2022) 652 out of 664	96.9% (Mar 2022) 620 out of 640	98.1% (Apr 2022) 621 out of 633	98.1% (May 2022) 664 out of 677	98.2% (Jun 2022) 652 out of 664	↑ G (May - Jun)	Higher is better	90%	TBC	This indicator represents the whole of Northamptonshire. July 2022 data will be available in September'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)	8% (Apr-Jun) 1839 out of 22875	1.8% (Mar 2022) 440 out of 23872	3.1% (Apr 2022) 699 out of 22903	3.8% (May 2022) 861 out of 22973	1.2% (Jun 2022) 279 out of 22875	↓ R (May - Jun)	Higher is better	8.4% (100% annual target)	TBC	Benchmark is England Q2 2021/22.
Active, fulfilled lives	AFL21	% of in-year eligible population who received an NHS Health Check		0.8% (All England Q2 2021/22 - PHE)	3.2% (Apr-Jun) 721 out of 22875	1.0% (Mar 2022) 240 out of 23872	1% (Apr 2022) 218 out of 22903	1.1% (May 2022) 255 out of 22973	1.1% (Jun 2022) 248 out of 22875	→ (May - Jun)	Higher is better	5% (60% annual target)	TBC	(Reported monthly only)
<p>Further detail on ALF20 and ALF21:-</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>Update for June 2022: NNC have just awarded a new community provider an NHS Health Check contract, meaning further support for the programme. Although target patients groups and areas of operation need to be agreed, the aim is to deploy them across Corby, Wellingborough, Kettering and Rushden where need is greatest.</p> <p>Update for August 2022: Practices are starting to report increased Covid-19 pressures, and some infection prevention measures are being re-introduced. Winter demands are expected to further restrict capacity as we move into autumn/winter months.</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>														

Adults, Communities & Wellbeing

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	Polarity	Target	Tolerance	Comments
Better, Brighter Futures	BBF01	Breastfeeding rate at 6-8 weeks		47.6% (All English Authorities - 2021 - LAIT)	51.8% (Jun 2022) 347 out of 670	51.8% (Mar 2022) 335 out of 647	53.1% (Apr 2022) 331 out of 623	53.1% (May 2022) 334 out of 629	51.8% (Jun 2022) 347 out of 670	↓ (May - Jun)	Higher is better	55%	52.25% - 55%	This indicator represents the whole of Northamptonshire. July 2022 data will be available in September'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 and Wellingborough areas, which aims to contribute to increase the breastfeeding rate and the retention rate.
Better, Brighter Futures	BBF03	% of children who received a 6-8 week view by the time they were 8 weeks		81.2% (All English Authorities - Q2 2021/22)	97.9% (Jun 2022) 656 out of 670	97.8% (Mar 2022) 633 out of 647	98.1% (Apr 2022) 623 out of 635	99.1% (May 2022) 623 out of 629	97.9% (Jun 2022) 656 out of 670	↓ (May - Jun)	Higher is better	90%	TBC	This indicator represents the whole of Northamptonshire. July 2022 data will be available in September'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, in line with the healthy child program guidelines.
TBC	BBF04	% mothers known to be smokers at the time of delivery			n/a	n/a (reported quarterly)	n/a (reported quarterly)	11.7% (Q4 2021/22)	11.3% (Q1 2022/23)	↓ (Q4 - Q1)	Lower is better	11%	11% - 12%	This indicator represents the whole of Northamptonshire, work is underway to recruit Tobacco dependency maternity advisors who will work in NGH and KGH to provide stop smoking service support to all pregnant smokers from time of booking, this will be supported by the stop smoking service
TBC	AFL23	% substance misuse clients waiting more than 3 weeks for their first intervention			n/a	n/a (reported quarterly)	n/a (reported quarterly)	0% (Q4 2021/22)	Q1 data TBD	TBD	Lower is better	No target - tracking indicator only	National target will be available in April 2024	The latest data is available for Q4 2021/22.

Adults, Communities & Wellbeing

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	Polarity	Target	Tolerance	Comments
Housing Services														
Active, fulfilled lives	AFL13	Number of households whose homelessness was prevented		n/a	90	14	35	21	20	↓	Higher is better	240 (20 per month)	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. There is a recognised need for the team to move its focus further upstream to maximise homelessness prevention opportunities and action plan is being developed in this regard.
Active, fulfilled lives	AFL14	Number of households whose homelessness was relieved		n/a	83	13	22	27	21	↓R	Higher is better	300 (25 per month)	TBD	
Active, fulfilled lives	AFL12	Number of rough sleepers (single night snapshot figure)		12 (All English Authorities 2021 - LG Inform)	n/a	13	11	12	26	↑R	Lower is better	9	TBD	In July there has been a high increase in our single night figure from June consistent with (albeit slightly earlier than) the peak in numbers last summer. 50% off the individuals that were located on a single night outreach session half of these were new to rough sleeping. The team are seeing increasing numbers of new rough sleepers because of evictions that are taking place due to rent arrears or loss of employment, especially in non UK residents cases. We are finding many are losing employment due to no application to the EUSS, however we are working with International Lighthouse to fast track these applications to point of confirmation of application, due to the change in the law from Aug 2021 where individuals with their CoA are able to work and continue to rent whilst an application is in progress. The team complete a rough sleeper assessment for each individual and make arrangements for a full housing assessment to be carried to enable the team to understand their support needs, and to help identify which services to link with in order to arrange adequate provisions to suit their needs.
Safe and thriving places	STP06	Number of affordable housing completions		168 (All English Authorities 2021-22 - LG Inform)	TBD	n/a (reported quarterly)	n/a (reported quarterly)	TBD	Q1 data TBD	n/a	Higher is better	No target - tracking indicator only	N/A	Work is ongoing to create one single monitoring method for affordable housing completions for NNC. The method and frequency of monitoring varied across the four former areas and data is reliant upon partner Registered Providers providing their data to us.
Safe and thriving places	STP07	Number of affordable housing starts (now under construction).	N/A - TBD		TBD	n/a (reported quarterly)	n/a (reported quarterly)	TBD	Q1 data TBD	n/a	Higher is better	New for 22/23	N/A	This is information that has not been collected and monitored in Housing before but will be useful to provide the full pipeline of affordable housing development locally. This again is information that will need to be provided by Registered Provider's so the team are currently in the process of communicating with them and setting up new methods so data is not currently available.
Safe and thriving places	STP11	Number of council housing lets completed		n/a	110	25	36	19	30	↑	No polarity	No target - tracking indicator only	N/A	This is a combined figure for Corby and Kettering teams to monitor the number of council properties being let on a monthly basis. There has been an increase in the number of lets completed in July, 13 within Kettering and 17 within Corby stock. We are now coordinating the process across NNC to ensure that senior officers are able to prioritise workloads to avoid bottlenecks in the process. This will ensure the properties that are closest to having the physical works completed will have appropriate nominations.

Adults, Communities & Wellbeing

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	Polarity	Target	Tolerance	Comments																				
Safe and thriving places	STP12	Number of council houses vacant and available to let	<table border="1"> <caption>Number of council houses vacant and available to let</caption> <thead> <tr> <th>Month</th> <th>Actual</th> <th>Target</th> <th>Trend</th> </tr> </thead> <tbody> <tr> <td>April</td> <td>45</td> <td>25</td> <td>25</td> </tr> <tr> <td>May</td> <td>25</td> <td>25</td> <td>25</td> </tr> <tr> <td>June</td> <td>22</td> <td>25</td> <td>25</td> </tr> <tr> <td>July</td> <td>27</td> <td>25</td> <td>25</td> </tr> </tbody> </table>	Month	Actual	Target	Trend	April	45	25	25	May	25	25	25	June	22	25	25	July	27	25	25	n/a	119	45	25	22	27	↑	Lower is better	29	TBD (currently using standard 5%)	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 and ensure a consistent approach between Kettering and Corby, a combined weekly meetings are already taking place to help monitor where each property is within the voids and lettings process and to determine what actions are needed. During July there has been a slight increase in the number of properties vacant and ready to let.
Month	Actual	Target	Trend																															
April	45	25	25																															
May	25	25	25																															
June	22	25	25																															
July	27	25	25																															
Safe and thriving places	STP36	Number of voids - Kettering Area	<table border="1"> <caption>Number of voids - Kettering Area</caption> <thead> <tr> <th>Month</th> <th>Actual</th> <th>Trend</th> </tr> </thead> <tbody> <tr> <td>April</td> <td>52</td> <td>52</td> </tr> <tr> <td>May</td> <td>52</td> <td>52</td> </tr> <tr> <td>June</td> <td>47</td> <td>47</td> </tr> <tr> <td>July</td> <td>47</td> <td>47</td> </tr> </tbody> </table>	Month	Actual	Trend	April	52	52	May	52	52	June	47	47	July	47	47	n/a	n/a	52	52	47	47	→	Lower is better	No target - tracking indicator only	N/A	This data shows the number of void properties the team are processing at the end of the month. There has been a slight reduction in the number in Kettering and an increase of 1 in the number of voids in the process in Corby. Joint meetings going forward will help ensure monitoring and regular review of all properties that are void and to help agree next steps.					
		Month	Actual	Trend																														
April	52	52																																
May	52	52																																
June	47	47																																
July	47	47																																
Number of voids - Corby Area	<table border="1"> <caption>Number of voids - Corby Area</caption> <thead> <tr> <th>Month</th> <th>Actual</th> <th>Trend</th> </tr> </thead> <tbody> <tr> <td>April</td> <td>41</td> <td>41</td> </tr> <tr> <td>May</td> <td>60</td> <td>60</td> </tr> <tr> <td>June</td> <td>79</td> <td>79</td> </tr> <tr> <td>July</td> <td>80</td> <td>80</td> </tr> </tbody> </table>	Month	Actual	Trend	April	41	41	May	60	60	June	79	79	July	80	80	n/a	n/a	41	60	79	80	↑R	Lower is better	No target - tracking indicator only	N/A								
Month	Actual	Trend																																
April	41	41																																
May	60	60																																
June	79	79																																
July	80	80																																
Safe and thriving places	STP37	Void turnaround time - Kettering Area	<table border="1"> <caption>Void turnaround time - Kettering Area</caption> <thead> <tr> <th>Month</th> <th>Actual</th> <th>Trend</th> </tr> </thead> <tbody> <tr> <td>April</td> <td>78 days</td> <td>78 days</td> </tr> <tr> <td>May</td> <td>71 days</td> <td>71 days</td> </tr> <tr> <td>June</td> <td>79 days</td> <td>79 days</td> </tr> <tr> <td>July</td> <td>101 days</td> <td>101 days</td> </tr> </tbody> </table>	Month	Actual	Trend	April	78 days	78 days	May	71 days	71 days	June	79 days	79 days	July	101 days	101 days	TBD	n/a	78 days	71 days	79 days	101 days	↑R	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. As mentioned above a new NNC wide strategic approach is now in place to help identify delays and areas where improvements can be made. This involves determining where each property is within the process; reasons for delay; specific actions agreed in order to move on properties or review processes and prioritising workloads within each team along with deciding when properties need to be advertised. Also the meeting involves forward planning by identifying properties that will become void in the next 4 weeks. There is an increase in the turnaround time for the Kettering area as the previous three months of the financial year there were no major voids let, whereas there were three major voids let during the month of July equalling a total of 1382 days void which has increased the overall turnaround time.					
		Month	Actual	Trend																														
April	78 days	78 days																																
May	71 days	71 days																																
June	79 days	79 days																																
July	101 days	101 days																																
Void turnaround time - Corby Area	<table border="1"> <caption>Void turnaround time - Corby Area</caption> <thead> <tr> <th>Month</th> <th>Actual</th> <th>Trend</th> </tr> </thead> <tbody> <tr> <td>April</td> <td>64 days</td> <td>64 days</td> </tr> <tr> <td>May</td> <td>85 days</td> <td>85 days</td> </tr> <tr> <td>June</td> <td>76 days</td> <td>76 days</td> </tr> </tbody> </table>	Month	Actual	Trend	April	64 days	64 days	May	85 days	85 days	June	76 days	76 days	TBD	n/a	64 days	85 days	79 days	76 days	↓G	Lower is better	No target - tracking indicator only	N/A											
Month	Actual	Trend																																
April	64 days	64 days																																
May	85 days	85 days																																
June	76 days	76 days																																
Safe and thriving places	STP08	% of properties with a valid gas safety certificate	<table border="1"> <caption>% of properties with a valid gas safety certificate</caption> <thead> <tr> <th>Month</th> <th>Actual</th> <th>Target</th> <th>Trend</th> </tr> </thead> <tbody> <tr> <td>April</td> <td>99.7%</td> <td>99.7%</td> <td>99.7%</td> </tr> <tr> <td>May</td> <td>99.7%</td> <td>99.7%</td> <td>99.7%</td> </tr> <tr> <td>June</td> <td>99.6%</td> <td>99.6%</td> <td>99.6%</td> </tr> <tr> <td>July</td> <td>99.5%</td> <td>99.5%</td> <td>99.5%</td> </tr> </tbody> </table>	Month	Actual	Target	Trend	April	99.7%	99.7%	99.7%	May	99.7%	99.7%	99.7%	June	99.6%	99.6%	99.6%	July	99.5%	99.5%	99.5%	TBD	n/a	99.7%	99.7%	99.6%	99.5%	↓	Higher is better	100%	99.5% and above	As at the end of July, 5 properties in the Kettering required a gas safety certificate. Of those 5, 3 have now been serviced, and 2 remain outstanding and are going to court tomorrow for a warrant. 32 properties in the Corby area required a gas safety certificate. Of those, 2 properties were serviced at beginning of August. 1 property is with Housing Officer due to succession of tenancy - awaiting confirmation of date for access. 2 properties have services booked (12/08/2022 - both currently in legal stages). 2 properties have just become void and services have been scheduled. 5 properties have a court date booked for 16/08/2022. 1 property we have obtained a warrant for and this was executed on 09/08/2022 and was capped off. 17 properties have had Legal letter and currently going through for a court date (the court is limiting the number of warrants we can book which is delaying the process) and 2 properties are due to get their Legal letters within the next 7 days.
Month	Actual	Target	Trend																															
April	99.7%	99.7%	99.7%																															
May	99.7%	99.7%	99.7%																															
June	99.6%	99.6%	99.6%																															
July	99.5%	99.5%	99.5%																															

Adults, Communities & Wellbeing

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	Polarity	Target	Tolerance	Comments
Safe and thriving places	STP09	Total number of emergency repairs completed		n/a	n/a	965	1018	832	790	↓	N/A - Tracking	N/A - monitoring levels of demand	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. For July the number of emergency repairs completed has reduced slightly from June and also is less than for the same period in 21/22.
Safe and thriving places	STP10	Total number of non-emergency repairs completed		n/a	n/a	1102	1368	1517	1450	↓	N/A - Tracking	N/A - monitoring levels of demand	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. In July there was a slight reduction in the number of non-emergency repairs being completed.
Safe and thriving places	STP04	Total Active applicants on the Keyways Housing Register		n/a	n/a	2937	2963	3054	3046	↓	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). Officers recently took part in a "Blitz Day" outside of the working week which resulted in 205 applications being assessed in one day with another "Blitz Day" planned for the end of August. There has also been a pilot taking place of amalgamating applications in the same band reason for one officer which we believe helps with improving processing times. If this is successful we will expand to the whole team.
Safe and thriving places	STP05	New Housing Applications Received		n/a	n/a	475	492	428	457	↑	N/A - Tracking	N/A - monitoring levels of demand	N/A	Small increase from June to July however remains consistent with previous months of between the 400 and 500 bracket.
Safe and thriving places	STP13	Number of Private Sector Disabled Facilities Grants cases on waiting list		n/a	n/a	164	127	113	113	⇒	N/A - Tracking	TBC	N/A	The numbers on the DFG waiting list are beginning to reduce since the return of a FT Senior Surveyor who has been able to pick up new cases and allocate others on our newly created NNC waiting list to external architects where necessary. Recruitment is still ongoing so there is still not yet enough capacity to see a significant reduction in waiting list numbers.
Safe and thriving places	STP14	Number of Private Sector Disabled Facilities Grants completions		n/a	58	14	16	16	12	↓R	Higher is better	168 (14 per month)	TBD	The number of DFG completions remains relatively static due to lack of resources within the team and being unable to successfully recruit to the surveyors post to support these cases. There are also difficulties with the number of contractors that have very long lead times due to their increased demand for work since Covid so it is taking much longer for jobs to start and finish.

Adults, Communities & Wellbeing

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date	April 2022/23	May 2022/23	June 2022/23	July 2022/23	Direction of Travel (Jun - Jul or Latest)	Polarity	Target	Tolerance	Comments
Active, fulfilled lives	AFL15	Total number of homeless approaches		n/a	1177	294	304	264	315	↑	N/A	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 approx. 1050 cases and during July there was an increase in the no of approaches from 264 – 315 so there remains a high incoming demand and concerns that this trend of increasing demand is set to continue further.
Active, fulfilled lives	AFL16	Number of households accepted as owed the main housing duty		n/a	74	28	16	22	8	↓	N/A	No target - tracking indicator only	TBD (currently using standard 5%)	This measure indicates the number of households that have been accepted by the Council as homeless due to being unintentionally homeless, eligible for assistance and have a priority need and for which the Council has been unable to achieve a positive housing solution during the prevention and relief stages of the process (AFL13 and AFL14). During 2021/22 there were 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	199	200	↑	Lower is better	200	TBD	Despite increased demands on the temporary accommodation service the team continue to do all they can to prevent or delay the need for homeless households to be placed in temporary accommodation, but also focus on the move on plans for those living in temporary accommodation. These efforts continue to ensure the total number of households living in temporary accommodation remains within target although the team are starting to see significant pressures related to an increase in demand. Please note that this overall figure is for statutory duty placements only and does not include the additional cohort of rough sleepers accommodated under discretionary powers.
Active, fulfilled lives	AFL18	Number of households with family commitments* living in bed and breakfast accommodation		n/a	n/a	0	0	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 should only be used as a last resort, and when it is used to house families in crisis, it must be for no longer than 6 weeks. During June 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 accommodation		n/a	28	4	7	9	8	↓	Higher is better	60 per year (5 per month)	TBD	In the month of July 8 rough sleepers were supported to find accommodation. 4 individuals were supported direct from the streets into either supported accommodation placements or private rent. In addition 4 rough sleepers who have been in discretionary rough sleeper accommodation, where the rough sleeping team provide intensive support, have now successfully moved on to supported accommodation placements or long term housing solutions. Already for the month of August we have successfully moved a further 3 individuals into long term housing solutions, and we are working on a further 3 pending move on's.
Active, fulfilled lives	AFL09	Number of physical visits to libraries		n/a	n/a	28,523	31,007	29,673	28,325	↓	Higher is better	July target: 23,880 Annual target: 246,187	0	Currently on target. May and June have been updated, although some community managed libraries' data yet to be 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.
Active, fulfilled lives	AFL11	Net promoter score % - Leisure	<p>Net Promoter Score = 69%</p>	APSE PI 45 - Above 0 is good, above 20 is favourable and above 50 is excellent	n/a	n/a (reported quarterly)	n/a (reported quarterly)	69%	n/a (reported quarterly)	n/a	Higher is better	0%	No Tolerance	Net promoter results can be between -100% & 100%. Wellingborough Leisure Contractor Places for People did not respond with a minimum number of returns set which was agreed as 50 this has not been included in this years calculations. So average NPS score has been taken across other 3 areas i.e. Corby Kettering and East Northants. Will be working with Leisure Contractors going forward to encourage future submissions.



North Northamptonshire Council Performance Report - July 2022

Key to Performance Status Colours

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

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

Terminology key

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

Governance & HR

Human Resources

Key Commitment	Ref No.	Description of Performance Indicator	Infographic / Chart	Benchmark	Year to Date					Direction of Travel (Jun - Jul)	Polarity	Target	Tolerance	Comments																																																																														
					April 2022/23	May 2022/23	June 2022/23	July 2022/23	July 2022/23																																																																																			
Modern Public Services	MPS06	Average number of working days lost per Full time Equivalent (FTE) employee (short term)	<table border="1"> <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>Long Term 22/23</th> <th>Target 2022/23</th> </tr> </thead> <tbody> <tr><td>Apr</td><td>0.15</td><td>0.36</td><td>0.29</td><td>0.48</td><td>0.77</td></tr> <tr><td>May</td><td>0.16</td><td>0.36</td><td>0.26</td><td>0.54</td><td>0.77</td></tr> <tr><td>Jun</td><td>0.23</td><td>0.43</td><td>0.26</td><td>0.63</td><td>0.77</td></tr> <tr><td>Jul</td><td>0.3</td><td>0.46</td><td>0.35</td><td>0.62</td><td>0.77</td></tr> <tr><td>Aug</td><td>0.28</td><td>0.56</td><td>0.27</td><td>0.54</td><td>0.77</td></tr> <tr><td>Sep</td><td>0.27</td><td>0.54</td><td>0.34</td><td>0.57</td><td>0.77</td></tr> <tr><td>Oct</td><td>0.60</td><td>0.40</td><td>0.35</td><td>0.38</td><td>0.77</td></tr> <tr><td>Nov</td><td>0.49</td><td>0.47</td><td>0.55</td><td>0.30</td><td>0.77</td></tr> <tr><td>Dec</td><td>0.49</td><td>0.47</td><td>0.55</td><td>0.30</td><td>0.77</td></tr> <tr><td>Jan</td><td>0.49</td><td>0.47</td><td>0.55</td><td>0.30</td><td>0.77</td></tr> <tr><td>Feb</td><td>0.49</td><td>0.47</td><td>0.55</td><td>0.30</td><td>0.77</td></tr> <tr><td>Mar</td><td>0.49</td><td>0.47</td><td>0.55</td><td>0.30</td><td>0.77</td></tr> </tbody> </table>	Month	Short Term 21/22	Long Term 21/22	Short Term 22/23	Long Term 22/23	Target 2022/23	Apr	0.15	0.36	0.29	0.48	0.77	May	0.16	0.36	0.26	0.54	0.77	Jun	0.23	0.43	0.26	0.63	0.77	Jul	0.3	0.46	0.35	0.62	0.77	Aug	0.28	0.56	0.27	0.54	0.77	Sep	0.27	0.54	0.34	0.57	0.77	Oct	0.60	0.40	0.35	0.38	0.77	Nov	0.49	0.47	0.55	0.30	0.77	Dec	0.49	0.47	0.55	0.30	0.77	Jan	0.49	0.47	0.55	0.30	0.77	Feb	0.49	0.47	0.55	0.30	0.77	Mar	0.49	0.47	0.55	0.30	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	1.2 days lost per Fte employee	0.29 days lost per Fte employee	0.26 days lost per Fte employee	0.26 days lost per Fte employee	0.35 days lost per Fte employee	↑R	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)	Both short term and long term sickness have risen slightly. Adults, Childrens, Transformation and CEX Office all saw increases in sickness levels over the previous month, with Finance, HR, Legal & Democratic Services and Place & Economy seeing a reduction or no change.
	Month	Short Term 21/22		Long Term 21/22	Short Term 22/23	Long Term 22/23	Target 2022/23																																																																																					
Apr	0.15	0.36	0.29	0.48	0.77																																																																																							
May	0.16	0.36	0.26	0.54	0.77																																																																																							
Jun	0.23	0.43	0.26	0.63	0.77																																																																																							
Jul	0.3	0.46	0.35	0.62	0.77																																																																																							
Aug	0.28	0.56	0.27	0.54	0.77																																																																																							
Sep	0.27	0.54	0.34	0.57	0.77																																																																																							
Oct	0.60	0.40	0.35	0.38	0.77																																																																																							
Nov	0.49	0.47	0.55	0.30	0.77																																																																																							
Dec	0.49	0.47	0.55	0.30	0.77																																																																																							
Jan	0.49	0.47	0.55	0.30	0.77																																																																																							
Feb	0.49	0.47	0.55	0.30	0.77																																																																																							
Mar	0.49	0.47	0.55	0.30	0.77																																																																																							
MPS07	Average number of working days lost per Full time Equivalent (FTE) employee (long term)	2.5 days lost per Fte employee	0.48 days lost per Fte employee	0.54 days lost per Fte employee	0.53 days lost per Fte employee	0.62 days lost per Fte employee	↑R	Lower is better	0.45 days (Tolerance = 15% - 0.45 - 0.52 days)																																																																																			
Modern Public Services	MPS11	Amount of Spend on Agency Staff within each Directorate	<table border="1"> <caption>Spend on Agency Staff by Directorate</caption> <thead> <tr> <th>Directorate</th> <th>Apr-22</th> <th>May-22</th> <th>Jun-22</th> </tr> </thead> <tbody> <tr><td>Adults C&W</td><td>£200,016</td><td>£215,018</td><td>£357,403</td></tr> <tr><td>CEX Office</td><td>£7,074</td><td>£10,912</td><td>£19,221</td></tr> <tr><td>Childrens</td><td>£29,892</td><td>£44,878</td><td>£115,294</td></tr> <tr><td>Finance</td><td>£14,830</td><td>£3,896</td><td>£13,016</td></tr> <tr><td>Gov & HR</td><td>£51,606</td><td>£56,208</td><td>£109,880</td></tr> <tr><td>Place & Ec.</td><td>£130,584</td><td>£130,101</td><td>£185,989</td></tr> <tr><td>Transformation</td><td>£38,558</td><td>£21,864</td><td>£44,676</td></tr> </tbody> </table>	Directorate	Apr-22	May-22	Jun-22	Adults C&W	£200,016	£215,018	£357,403	CEX Office	£7,074	£10,912	£19,221	Childrens	£29,892	£44,878	£115,294	Finance	£14,830	£3,896	£13,016	Gov & HR	£51,606	£56,208	£109,880	Place & Ec.	£130,584	£130,101	£185,989	Transformation	£38,558	£21,864	£44,676	n/a	£1,864,458	£482,540	£498,639	£883,279	TBD	↑R (May - Jun)	Lower is better	No target - tracking indicator only	N/A	Opus spend only, off contract spend not included. Increase in spend in June due to 5-week month and the last week in May includes the double bank holiday week. There was also a change to the timesheet deadline with many temps submitting their timesheets after the deadline, so these were processed in the following week.																																														
Directorate	Apr-22	May-22	Jun-22																																																																																									
Adults C&W	£200,016	£215,018	£357,403																																																																																									
CEX Office	£7,074	£10,912	£19,221																																																																																									
Childrens	£29,892	£44,878	£115,294																																																																																									
Finance	£14,830	£3,896	£13,016																																																																																									
Gov & HR	£51,606	£56,208	£109,880																																																																																									
Place & Ec.	£130,584	£130,101	£185,989																																																																																									
Transformation	£38,558	£21,864	£44,676																																																																																									

July 2022 HR Workforce Data Report

Sickness Absence Data by Assistant Directorate - April 2022 - July 2022

YTD: Year to Date
FTE: Full Time Equivalent

Assistant Directorate*	Sickness Absence					
	YTD Fte days lost per Fte employee				July-22 % of workforce to have sickness	July-22 No' of employees to hit trigger
	Apr-22	May-22	Jun-22	Jul-22		
Adult Services	1.20	2.51	3.82	5.33	19%	23
Commissioning & Performance	0.46	0.98	1.07	1.67	8%	1
Housing and Communities	0.98	1.91	2.53	3.21	13%	15
HRA	1.05	2.45	4.07	6.05	13%	18
Public Health	0.35	0.78	0.99	1.29	6%	1
Safeguarding, Wellbeing and Provider Services	1.01	1.94	2.84	4.08	23%	19
Adults, Communities and Wellbeing Services Total	0.95	1.98	2.94	4.13	16%	77
Assistant Chief Executive	0.41	0.63	0.43	0.67	5%	
Chief Executive's Office	0.00	0.00	0.00	1.17	0%	
Chief Executive Office Total	0.29	0.47	0.30	0.83	3%	0
Assistant Director Education	0.63	1.13	1.49	2.48	6%	3
Commissioning & Partnerships (includes client role for Children's Trust)	0.00	0.21	0.20	0.20	0%	
Schools	0.42	0.84	1.25	3.08	12%	6
Childrens Services Total	0.50	0.95	1.31	2.55	8%	9
Audit and Risk	0.00	0.00	0.00	0.00	0%	
Finance Accountancy	0.00	0.00	0.00	0.00	0%	
Finance and Strategy	0.64	1.32	2.57	3.92	7%	3
Procurement	0.46	0.46	0.47	0.47	0%	
Revenue and Benefits	1.01	2.00	3.26	4.06	14%	5
Finance Services Total	0.80	1.57	2.63	3.57	10%	8
Human Resources	0.10	0.29	0.67	0.96	10%	3
Legal and Democratic Services	0.45	0.81	1.43	2.06	9%	1
Governance & HR Total	0.24	0.51	0.99	1.42	9%	4
Assets and Environment	0.64	1.35	2.73	4.09	16%	14
Directorate Management	0.00	0.00	0.00	0.00	0%	
Growth and Regeneration	0.45	0.80	1.25	1.66	8%	2
Highways and Waste	0.98	2.85	4.45	5.94	17%	12
Regulatory Services	0.46	0.84	1.11	1.49	5%	2
Place and Economy Services Total	0.67	1.60	2.69	3.75	13%	30
Customer Services	1.18	2.03	3.33	5.15	20%	8
IT	0.00	0.14	0.35	1.01	6%	1
Transformation	0.40	1.22	2.22	3.41	14%	2
Transformation Total	0.73	1.41	2.40	3.80	16%	11
NNC Total	0.78	1.64	2.55	3.66	14%	139

July 2022 NNC Top 3 Absence Reasons
1 - Musculoskeletal problems inc back and neck
2 - Anxiety, mental health and depression
3 - Stress

	Jul-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	0.47	0.61	1.44	2.69
Chief Executive Office	0.16	0.00	0.83	0.00
Childrens Services	0.18	0.53	0.75	1.80
Finance Services	0.19	0.55	0.85	2.71
Governance & HR	0.19	0.23	0.63	0.80
Place and Economy Services	0.24	0.75	1.15	2.60
Transformation	0.39	0.83	1.18	2.62
NNC Total	0.35	0.62	1.21	2.45

Sickness Absence Definition	Fte days lost per Fte employee is a nationally used calculation where the total number of days of absence are divided by the total number of FTE (full time equivalent) employees available to work. April - July 2022/23 sickness data shows that on average each Fte employee has had 3.66 days of sickness so far this year with a projected figure for the year 2022/23 of 10.98 days.
------------------------------------	--

Establishment Data by Assistant Directorate - July 2022

Assistant Directorate	Employees		Posts		Vacancies		Agency		Voluntary Turnover**			Starters	
	Headcount	Fte	Number	Fte	Number	Fte	Covering Vacancies	Super-numerate	Rolling	Monthly	No' of Leavers	No' of Starters	% of workforce
Adult Services	271	240.91	423	402.00	111	108.16	6		18.3%	1.5%	4		0.0%
Commissioning & Performance	86	81.45	119	116.08	27	25.22	8		15.5%	1.2%	1	2	2.3%
Housing and Communities	289	204.17	613	443.33	153	87.05	5		15.6%	2.1%	6	1	0.3%
HRA	256	228.54	366	344.35	99	89.02	67		19.1%	0.4%	1	3	1.2%
Public Health	138	127.39	222	212.90	68	61.77	23		19.4%	0.7%	1	1	0.7%
Safeguarding, Wellbeing and Provider Services	291	244.94	435	432.41	137	137.00	51		26.9%	2.1%	6	7	2.4%
Costed to Other Directorates (Tier 1)			29	19.43	8	6.59							
Adults, Communities and Wellbeing Services Total	1331	1127.41	2207	1970.50	603	514.81	160	0	19.7%	1.4%	19	14	1.1%
Assistant Chief Executive	22	20.37	38	37.00	14	13.80			18.1%	0.0%			0.0%
Chief Executive's Office	12	11.16	12	12.00	2	2.00			0.0%	0.0%			0.0%
Costed to Other Directorates (Tier 1)			24	23.50	12	12.00							
Chief Executive Office Total	34	31.54	74	72.50	28	27.80	0	0	13.2%	0.0%	0	0	0.0%
Assistant Director Education	102	97.32	151	148.54	46	44.60			30.8%	2.9%	3	1	1.0%
Commissioning & Partnerships	16	14.23	19	19.00	3	3.00			7.7%	6.3%	1		0.0%
Schools	98	82.75	120	112.55	22	21.23			5.1%	0.0%			0.0%
Costed to Other Directorates (Tier 1)			2	2.00	2	2.00							
Childrens Services Total	216	194.30	292	282.09	73	70.83	0	0	18.0%	1.9%	4	1	0.5%
Audit and Risk	7	6.62	15	14.62	8	8.00			92.3%	0.0%		2	28.6%
Finance Accountancy	4	2.72	23	21.45	14	12.45	6	1	25.5%	0.0%			0.0%
Finance and Strategy	42	39.94	37	35.76	11	11.00	2		25.8%	0.0%		2	4.8%
Procurement	9	8.43	14	13.00	5	4.00			11.0%	0.0%			0.0%
Revenues and Benefits	101	86.46	119	105.78	18	16.15	8		13.0%	1.0%	1		0.0%
Costed to Other Directorates (Tier 1)			5	3.57	1	1.00							
Finance Services Total	163	144.17	213	194.18	57	52.60	16	1	17.5%	0.6%	1	4	2.5%
Human Resources	82	72.16	114	109.00	31	31.00	3	1	17.6%	2.4%	2		0.0%
Legal and Democratic Services	55	48.93	96	71.96	24	14.31	12		13.5%	3.6%	2		0.0%
Costed to Other Directorates (Tier 1)			29	27.08	6	5.54							
Governance & HR Total	137	121.09	239	208.04	61	50.85	15	1	16.0%	2.9%	4	0	0.0%
Assets and Environment	237	210.24	348	313.04	66	55.36	15		17.7%	0.4%	1	2	0.8%
Directorate Management	5	5.00	5	5.00					0.0%	0.0%			0.0%
Growth and Regeneration	99	90.53	141	133.78	39	37.45	20	4	14.0%	1.0%	1		0.0%
Highways and Waste	158	154.62	215	206.03	46	43.98	48		13.1%	1.9%	3	2	1.3%
Regulatory Services	105	96.58	131	123.08	27.00	25.40	8	1	20.2%	1.0%	1		0.0%
Costed to Other Directorates (Tier 1)			22	16.88	9	6.42							
Place and Economy Services Total	604	556.96	862	797.81	187	168.61	91	5	16.3%	1.0%	6	4	0.7%
Customer Services	91	72.12	113	99.37	22	18.03	6		16.0%	0.0%		4	4.4%
IT	33	30.24	39	36.38	6	5.00		4	18.4%	0.0%		1	3.0%
Transformation	36	35.86	38	38.00	2	2.00			9.7%	2.8%	1	1	2.8%
Costed to Other Directorates (Tier 1)			8	4.76	2	1.22							
Transformation Total	160	138.23	198	178.51	32	26.25	6	4	14.9%	0.6%	1	6	3.8%
NNC Total	2645	2313.69	4085.00	3703.63	1041.00	911.75	288	11	18.1%	1.3%	35	29	1.1%

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

** LG average turnover benchmark (12.9%)

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

Establishment Data by Assistant Directorate - Further Detail and Definitions

Establishment Data Heading	Definition
Employees	The headcount and Fte (full time equivalent) has been taken from the full NNC establishment report and shows by Directorate the total number and Fte of Employees (excluding casual/zero hours) who have a contract of employment with contracted hours.
Posts	<p>The number and Fte (full time equivalent) of posts is taken from the individual Director Level establishment report and shows the number and Fte of posts that have a reporting line into that Director, in some cases the post may have a cost centre aligned to a different directorate, these are shown in 'costed to other Directorates'.</p> <p>The number of posts can differ from the Fte due to the post type. This predominantly relates to bucket posts where the post number is unique but more than one person can occupy the post. Typically a bucket post will have budgeted hours of more than 37 (1 Fte) to allow for multiple occupants.</p>
Vacancies	<p>The number and Fte (full time equivalent) of vacant posts is taken from the individual Director Level establishment report, in some cases the post may have a cost centre aligned to a different directorate, these are shown in 'costed to other Directorates'.</p> <p>The number of vacancies can differ from the Fte due to the post type. This predominantly relates to bucket posts where the post number is unique but more than one person can occupy the post. Typically a bucket post will have budgeted hours of more than 37 (1 Fte) to allow for multiple occupants.</p>
Agency	Opus People Solutions are the councils preferred supplier for temporary workers and provide a breakdown of spend each month. For more specialist roles, temporary workers can also be procured through off contract agencies. Only spend through Opus is currently reported.
Voluntary Turnover	Those employees (excluding casual/zero hours) who voluntarily left the organisation (including retirement) shown as a % of the average headcount over a rolling year.
Starters	New employees to the organisation (excluding casual/zero hours).

This page is intentionally left blank

EXECUTIVE 15th September 2022

Report Title	Garden Waste: Future Service Provision
Report Author	George Candler, Executive Director of Place and Economy george.candler@northnorthants.gov.uk
Lead Member	Cllr Graham Lawman, Executive Member for Highways, Travel and Assets

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

List of Appendices

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

1. Purpose of Report

- 1.1. On 22nd February 2022, the Executive considered the current disparity in provision of kerbside collections of organic garden waste across North Northamptonshire (which have arisen as a result of local government reorganisation) 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

- 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 all these funding models.
- 2.4. The current provision incurs a cost to the council. The annual net cost of providing the current garden waste service is £2.695m.
- 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 £2.010m. It should be noted that the introduction of a subscription charge will not cover the full costs of operating the service and the Council will continue to cover some of the costs through general taxation and Council funding. A universal 12-month service would create a pressure on the Council's budget of £1.543m. There are also one-off costs associated with implementing a universal service which are estimated to be £692k, whilst the one-off costs associated with a subscription service are £182k.
- 2.6. It is proposed that those residents who choose to have more than one garden waste bin, will pay an additional charge for the additional bin(s). This rate will be set annually and will be set on a full recovery basis.
- 2.7. 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.
- 2.8. To contribute towards meeting the financial challenge presented by the Council's Medium Term Financial Plan, including the rising costs of inflation, it is recommended to fund the service through subscription charges.
- 2.9. The recommended option would provide residents with a 12-month service almost entirely funded by subscriptions from those who choose to receive the service. The subscription charge does not cover the full costs of operating the service and, therefore, those who do not use the service would still be

contributing to the operating costs through general taxation, albeit to a lesser extent.

- 2.10. The recommendation to provide subsidised home compost bins seeks to promote an environmentally sustainable alternative to kerbside collections and reduce the need for residents to subscribe to the garden waste kerbside collection. This approach reflects the Council's commitment to sustainable practices and to reducing the impact of the Council's services on the environment, including reducing carbon emissions.
- 2.11. In acknowledgement of the disparity between the different service offers across North Northamptonshire, inherited from the former districts and boroughs and, in particular the subscription charge that only applies in East Northamptonshire, it is proposed that existing garden waste customers in East Northamptonshire will receive a rebate of £20 on their garden waste subscription during the first year only of the new service.
- 2.12. The operational and financial implications for implementing the recommended option, as well as operational risks, are outlined in the report.

3. Recommendations

- 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, from 1st April 2023, for North Northamptonshire, the annual subscription charge will be set at £40/bin/year (for the first bin) and £16.50 for the ad hoc sack collection service. Additional bins will be charged on a full cost recovery basis.
 - d) Agree to change the current subscription charge of £55/bin/year in East Northamptonshire to £40/bin/year (for the first bin) for all residents in East Northamptonshire from 1st November 2022. Additional bins will be charged on a full cost recovery basis.
 - e) Agree to apply a rebate of £20/bin/year for all existing garden waste customers in East Northamptonshire who renew their subscription (and only on their next renewal) after 1st November 2022, for a period of 12 months only,
 - f) Agree to provide subsidised home composting bins, as set out in the report, to promote home composting as an environmentally sustainable alternative to kerbside collections of garden waste.
 - g) 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. 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). The tax contribution from those who do not need the service, such as those without a garden, would be reduced considerably by covering most of the operating costs through the subscription charge. This is considered a more equitable method to fund this optional service.
- The option to use the compostable sacks service provides residents with the choice to have their garden waste collected on an ad hoc basis for a lower price. This seeks to provide an alternative for those with smaller gardens or who are not in a position to subscribe for the 12-month, fortnightly service.
- Home composting is an environmentally sustainable alternative to kerbside collection of garden waste, which the Council wishes to encourage and promote. The subsidised offer for home composting bins seeks to encourage this environmental practice.
- The rebate of £20/bin/year for existing garden waste customers in East Northamptonshire who renew after 1st November 2022 acknowledges the disparity that has existed since Vesting Day in the way in which the garden waste service is funded. It also seeks to retain their custom during the period of transition to the new service.

- The charge for the first bin has been set below the cost recovery threshold in an effort to make it more affordable for residents, particularly in light of the current cost of living pressures. For additional bins, it is not considered appropriate that the cost of providing these bins is met from general taxation and therefore they will be charged on a full cost recovery basis.
- 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. Delaying the harmonisation of the service across North Northamptonshire would not resolve the concerns raised by residents in the area of East Northamptonshire and has therefore been dismissed.
 - 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. Delaying the implementation of a subscription-based service beyond the recommended date would delay the financial contributions to the MTFP, which are required as a contribution towards balancing the Council's budget in 2023/24 and beyond.
 - 3.6 It would be possible to continue charging residents in East Northamptonshire £55/bin/year until 1st April 2023 and offer no rebate. This option has been discounted as it further exacerbates the disparity in the current garden waste services operating across North Northamptonshire and would likely lead to existing customers delaying their renewal until 1st April 2023, which could have further operational and financial implications for the Council. The disparity between those residents located in East Northamptonshire and other North Northamptonshire residents exists due to local government reform. The Council notes that East Northamptonshire residents have paid for a service that other residents have not and therefore to address this unfairness, the rebate of £20 seeks to reduce this disparity. The £20 has been determined by the new subscription rate of £40 less the current rate of £55 plus a small financial sum to acknowledge the disparity.
 - 3.7 The subscription charge could be set at various 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.

- 3.8 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.
- 3.9 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

- 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 1st April 2021 and remain in operation. The current services provided in each area are outlined below:

Area	Collection Period	Subscription Charge
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. Any significant change to the contract (such as adding additional properties to the garden waste service) will result in additional costs to the Council, which have been included in the financial analysis. It should be noted that in the East Northamptonshire area there is an additional private operator, separate to the Council, 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

- 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 x 75litre compostable sacks.

5.8 As a result of introducing a standardised service, there will be a variety of implications, which are outlined in sections 5.9 and 5.10 below.

5.9 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 because 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.
- Implementation of this option will be dependent on the Council's contractor in East Northamptonshire being able to mobilise to service additional properties across East Northamptonshire who do not currently receive a garden waste collection. The time to mobilise vehicles and crews is significant and is likely to take months. The production of the necessary quantities of additional wheeled bins, and their subsequent distribution, is also significant and is expected to take several months. Exact timeframes would need to be agreed with the contractor but it is unlikely the service could commence in Spring 2023.

5.10 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, however the council recognises this approach may need to be revisited should there be an increase in customer enquiries on this approach.
- 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.
 - 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.

5.11 In acknowledgement of the disparity between the different service offers across North Northamptonshire, inherited from the former districts and boroughs, and in particular the subscription charge that only applies in East Northamptonshire, it is proposed that existing garden waste customers in East Northamptonshire will receive a rebate of £20/bin on their garden waste subscription when they renew their subscription during the first year only of the new service. In effect, these customers will pay £20/bin when they renew at the end of their current subscription period for the next 12 months only. This will be applied from 1st November 2022 onwards. This rebate will not be applied to new customers or to customers who have had a break in their subscription. The £20 has been determined by the new subscription rate of £40 less the current rate of £55 plus a small financial sum to reflect the disparity.

5.12 The Council currently offers a subsidised home composting container and it is recommended to enhance this scheme to promote more home composting as an environmentally sustainable option and to support residents who do not wish to subscribe to the garden waste service. It is proposed that the Council subsidise the cost of home compost bins so that residents can buy a bin for £5 plus a delivery charge of £6.99. This is a subsidy provided by the Council of £17/bin. To limit the cost to the Council, this will be capped at 1,000 bins per year. These prices may be subject to change if the supplier alters their costs and charges. This scheme will be promoted widely to encourage take-up.

5.13 Consultation results (see background papers below for the website address to access the full results) 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. If a subscription-based service is implemented, it is intended for direct debit payments (or recurring payments on card transactions) 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.

- 5.14 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.
- 5.15 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

- 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, including a Frequently Asked Questions document, 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 the website and frequently asked questions;
 - Briefing information to be developed and deployed to key stakeholders;
 - Revise waste collections policies;
 - Introduce and promote the enhanced subsidy on home composting bins to promote this environmentally sustainable practice;
 - Procure and deploy resources to collect unwanted bins.
- 6.2 If approved, the intention is to implement Option C in Spring 2023 with the subscription service starting on 1st April 2023 for all residents in the former areas of Kettering, Corby and Wellingborough. This is likely to be the time of year when gardeners most value the service and seek to subscribe to it. It is intended that the service will allow residents to register their subscription prior

to the operational start date. This will allow the administration and routing to be planned. An additional benefit is that the Council can spread the customer contact requirements across a number of weeks and reduces the pressure during early April, which would conflict with the highest levels of Council Tax enquiries. It will be important to ensure the necessary administrative processes and resources are in place to respond to likely high demand. All residents wishing to access the service would need to start paying a subscription charge.

- 6.3 To support those in East Northamptonshire who are already paying a subscription charge, the Council will implement the new charge in this area from 1st November 2022 rather than continue to apply the existing charge of £55. This will help to avoid residents in East Northamptonshire paying a higher rate for months in 2023 compared to residents in the rest of North Northamptonshire. A rebate of £20/bin will be applied during the first year of operating the service in East Northamptonshire as explained above.

7 Implications (including financial implications)

7.1 Resources, Financial and Transformation

- 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. There are also additional operational costs because of providing the service to all residents, these costs are outlined below.
- 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. 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.

7.1.7 As has been previously mentioned in this report, the proposed subscription charge does not cover the full cost of operating the service. 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 £2.010m 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	£3,088,465	£2,637,064
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	£684,849	£1,019,246
Difference to current service (budgetary impact)	£0	£1,543,523	£1,425,295	(£2,010,686)	(£1,676,289)

Note: The base year scenarios do not include any future inflationary pressures and assume a participation rate of 40% for subscription services.

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 £66 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. Under this proposal, the Council will continue to subsidise the service through general taxation. Compared to the current service costs, the service would still return a favourable effect on the Council's budget of £1.587m 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.

7.1.10 The provision of a limited number of subsidised home compost bins is expected to cost the Council £17k per year.

7.1.11 Providing a rebate of £20/bin to existing garden waste customers in East Northamptonshire during the first year of its operation in this area will reduce the anticipated income to the Council during 2022/23 by £152k and in 2023/24 by £142k. This assumes they all choose to renew at the end of their current subscription period. This will be met from within Council resources and as this

is a one-off cost it will be underwritten through reserves, using delegations available to the Executive Director of Finance.

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	£3,088,465	£3,449,787	£3,452,724	£3,582,649
Subscription income	(£2,403,616)	(£2,103,164)	(£2,403,616)	(£2,704,068)
Net Cost to the Council	£684,849	£1,346,623	£1,049,108	£878,581
Difference to current service (budgetary impact)	(£2,010,686)	(£1,587,466)	(£2,037,868)	(£2,339,729)
Operational cost per household	£51	£66	£57	£53

Mobilisation costs in 2022/23

7.1.12 In order to launch a 12-month subscription service (Option C) during Spring 2023, 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.

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

7.1.14 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

	Universal service (Options A or B)	Subscription service (Options C or D)	Funding source
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
Total	£692,000	£182,000	

7.1.15 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.

Medium Term Financial Plan Context

- 7.1.16 As indicated in the Authority's medium-term financial plan, approved by Council at its meeting on 24th February 2022, the Council faces significant funding gaps in future years which must be addressed. The timing and scale of these will be dependent on the outcome of the Government consultation regarding the changes to the financing regime for Local Government, both in terms of business rates retention and the general funding allocation. As yet, this consultation has not been announced and the sector receives only single year budget settlements, which makes future planning difficult.
- 7.1.17 Further to this, and since the budget has been set, the Council, and Local Government in general, is facing a significant increase in costs resulting from high inflation and continuing growth in demand for services, particularly in areas such as social care, transport and housing. A recent announcement of the employer pay offer for 2022/23 also indicates that the costs for the pay award will outstrip the budget available, presenting the Council with a recurring pressure into future years. The pay offer has not yet been accepted.
- 7.1.18 The Council is statutorily required to present a balanced budget each year. Any forecast budget gap will need to be met through service change, greater efficiencies and/or income generation.
- 7.1.19 It is worth noting that, although Council Tax contributes to the overall funding of the Council, the total income budget of the Council comes from many sources beyond Council Tax including Business Rates, Government grants and contributions, use of reserves, fees and charges and other miscellaneous income. The Council must consider its obligation to set a balanced budget based on all income and expenditure across a wide range of services. Most of the funding a Local Authority receives is not specific to an individual service but is for the general provision of public services in areas such as Social Care, Waste Management, Highways and Education - services that are important to people either daily or at different points in their lives. Payment of Council Tax is a legal requirement, as set out in the Local Government Finance Act 1992 and subsequent regulations.

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;

- The recommendation;
- Responses to consultation and written/verbal representations received and the impact of these on the options provided;
- Cost of decision;
- Effects of decision on others (including but not limited to giving due regard to the Public Sector Equality Duty);
- Advice from officers both within the report and verbally;
- Alternative options.

7.2.6 The decision must be proportionate otherwise it may be considered “Wednesbury Unreasonable”, and members must therefore be satisfied that there are justifiable and compelling public interest reasons for why they are making the decision and have discounted alternative options. Reasons for decision are required for each element of the decision and those reasons must be proportionate and evidence based otherwise there is an increased risk of legal challenge.

7.2.6 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.

7.2.7 Whilst there is no legal requirement to harmonise all services across the unitary authority within a prescribed timeframe, it could be determined to be inequitable if services are paid for, or charged for, differently across the area. The risk of a successful legal challenge increases the longer any disparity exists.

7.2.8 Whilst the Council is mindful that some residents are paying for a service that others are not, this was as a result of local government reorganisation. The Transition Regulations, provide that any policies or decisions that were made by a predecessor authority continue to the new Council until such time as a decision is made by the new authority. It is therefore lawful that East Northamptonshire Council's decision to implement a subscription service has remained in place until such time as a decision is made by the new authority. The new authority is bound by previous decisions until such time as it makes new decisions. It should be noted that there has not been a decision until now to remove or change the subscription charge.

7.2.9 It is however noted that whilst the subscription charge is lawful and should be relied upon, it is neither an equitable nor fair situation for East Northamptonshire residents. It is recommended therefore within the report that for those customers who have previously paid a subscription charge and are signing up for the service again, they will receive a reduced subscription fee for one year (through a rebate). It should be noted that in making such a decision, there is a risk that there is disparity again for North Northamptonshire residents and an increased risk of legal challenge exists compared to not making the decision. However, the reasons for this decision are set out in the report and reflect the inequality and public interest reasons why the recommendation is considered reasonable and proportionate.

7.2.10 If the Council was seeking to "remake" East Northamptonshire's decision by rebating the entire subscription fee which has been in place since transition, then there would be a legal risk that the Council would be acting outside of its powers.

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. The recommendations seek to promote a harmonised service, which is easy to use and cost effective to provide. The recommendations include the promotion of home composting as an environmentally sustainable alternative to kerbside collections. Furthermore, a

subscription service will reduce 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

7.3.2 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 The risk of a successful legal challenge increases the longer any disparity between different service offers exists. It is therefore recommended that the Council seek to harmonise the garden waste service across North Northamptonshire at the beginning of the next financial year rather than leave it to be resolved at a later date.

7.4.2 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.

7.4.3 Whilst the projected costs of operating a subscription service have included inflationary increases, these are estimates and may not reflect reality. 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.

7.4.4 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.

7.4.5 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.

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

Risk	Potential Controls
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"> • Additional budget provided in 2022/23 to off-set the loss. • Budgets to be readjusted from 2023/24 to account for the loss of income. • Fully costed options analysis available to identify all resourcing potential for the service.
Increase in calls to Customer Contact Centres requesting information	<ul style="list-style-type: none"> • Funding for additional short-term resources will be required to assist existing teams • Full and detailed Frequently Asked Questions available for end users and colleagues.
Increase in complaints / dissatisfaction with the service.	<ul style="list-style-type: none"> • Funding for additional short-term resources will be required to assist existing teams • Full and detailed Frequently Asked Questions available for end users and colleagues.

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

Risk	Potential Controls
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"> • Waste collection policy specifically prohibits disposal of organic waste via the non-recyclable containers. • Awareness raising, and where necessary, enforcement of these policies. • Information to be provided to residents to encourage the use of free or subsidised home composting containers or self-

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

7.4.8 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.

7.4.9 The Government has indicated in the drafting of the Environment Bill that separate food waste collections will become a statutory requirement for all authorities in the coming years. Whilst the timeframes or details have not yet been confirmed by Government, this would come at a significant cost to introduce and sustain. This could be an additional financial pressure on the Council which is currently unbudgeted.

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 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. Although the majority of respondents were in favour of a universal service funded through general taxation and funding, the recommendation to introduce a subscription charge has been made when considering the financial implications and context of the Council's MTFP, as outlined in the relevant sections above. It is also acknowledged that a universal service is funded by residents who do not need or choose to use the kerbside garden waste collection; the recommendation seeks to reduce this by covering the majority of the operating costs through a subscription charge paid by those residents who opt to use the service. The proposed approach is considered to be more equitable. The additional offer of subsidised compost bins, the opportunity to use sacks for ad-hoc collections also ensures alternatives to subscribing have been taken into consideration.

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 29th 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.

7.6.5 To raise awareness of the benefits of home composting and to encourage sustainable methods of maintaining gardens, a Members' Awareness Session on home composting was provided at the Climate Change, Environment and Growth Executive Advisory Panel on 4th August 2022. All Members were invited to attend, and the meeting is available on You Tube: <https://www.youtube.com/watch?v=jOJG8MvO534>

7.7 Consideration by Scrutiny

7.7.1 The matter was discussed at the meeting of the Finance and Resources Scrutiny Committee on 16th August 2022. To further enhance the decision-making process, members of the Scrutiny Commission were also invited to attend this meeting. Following a debate, the Finance and Resources Scrutiny Committee held a majority view in favour of harmonising the service as a 12-month, universal service with no subscription charges for the collection of garden waste, including additional bins and optional sack collection.

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 and Environment 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 The Council is committed to promoting home composting as an environmentally sustainable alternative to kerbside collections. The provision of subsidised home compost bins seeks to encourage this environmental practice and reduce the need for residents to use the kerbside collection service.

7.9.3 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.

7.9.4 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.

7.9.5 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, purchase sacks 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

8.1 Executive Update on Garden Waste Service – 22nd 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

Page 95

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
<p>Age</p> <p>Different age groups that may be affected by the proposal in different ways.</p>	<p>Where residents have mobility or accessibility needs, we offer alternative arrangement and suitable adjustments where required.</p> <p>Where resident's main income is a pension, they may have less disposable income.</p>	<p>Assisted collections are available for garden waste as with other waste collections.</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>Neutral</p> <p>Negative</p>
<p>Sex</p> <p>Is one sex affected more than another or are they affected the same?</p>			<p>Neutral</p>
<p>Disability</p> <p>It is likely to have an effect on a particular type of disability? Why?</p>	<p>Where residents have mobility or accessibility needs, we offer alternative arrangement and suitable adjustments where required.</p>	<p>Assisted collections are available for garden waste as with other waste collections.</p>	<p>Neutral</p>

Protected Groups	General Equality Duty Considerations	Changes	Impact
	<ul style="list-style-type: none"> • Include factual evidence of how people in this group may be affected. • Consider the outcomes and processes. • Does this seek to eliminate discrimination? • Does this promote fostering good relations? <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>	<ul style="list-style-type: none"> • What changes can be made to mitigate any negative impact? • Are there opportunities to remove possible barriers or disadvantages that a group may face? <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>	<p>Delete as appropriate.</p> <p>There can be more than one answer per protected group.</p> <p>Negative</p>
<p>Gender Reassignment</p> <p>Will there be an impact on trans males and/or trans females?</p>			Neutral
<p>Race</p> <p>Are people from one ethnic group affected more than people from another ethnic group?</p>			Neutral

Protected Groups	General Equality Duty Considerations	Changes	Impact
<p>Sexual Orientation</p> <p>Are people of one sexual orientation affected differently to people of another sexual orientation?</p>			Neutral
<p>Marriage & Civil Partnership</p> <p>Are people in a Marriage or Civil Partnership treated less favourably?</p>			Neutral
<p>Pregnancy & Maternity</p> <p>Are people who are pregnant, or have a baby of 6 months old or younger, effected by this proposal?</p>	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
<p>Religion or Belief</p> <p>Does the proposal effect people differently depending on whether they have or do not have a religion or a belief?</p>			Neutral
<p>Health & Wellbeing</p> <p>1. Health behaviours (E.g. diet, exercise, alcohol, smoking)</p>	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	Charlotte.Tompkins@northnorthants.gov.uk
Lead officer's signature	
Date completed	08.06.22

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

This page is intentionally left blank



Equality Impact Assessment

1: Background

Requirement	Detail
Title of proposal	Options for the ongoing provision of separate kerbside collections of organic garden waste
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](#).

Page 104

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 EqIA 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
Total		45

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
Total		46
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
Total		26
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
Total		13

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).

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>	<p>Equalities information included as part of the initial registration process</p>	<p>Charlotte Tompkins</p>	<p>Summer 2022</p>	<p>Registration process User Acceptance Testing (UAT) confirms equalities monitoring information is included and data is appropriately stored in line with all privacy considerations.</p>
	<p>Consider allowing sharing of bins between neighbours to reduce costs.</p>	<p>Charlotte Tompkins</p>	<p>Summer 2022</p>	
	<p>Consideration of a sack collection service that residents can use on an ad-hoc basis rather than a subscription service.</p>	<p>Charlotte Tompkins</p>	<p>Summer 2022</p>	
<p>As above</p>	<p>Review equalities monitoring data to identify impact on any specific protected groups</p>	<p>Graeme Kane / Charlotte Tompkins</p>	<p>April 2023</p>	<p>Produce analysis of data for review</p>

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	

This page is intentionally left blank

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 15th September 2022

Report Title	Hackney Carriage Fares Tariff
Report Author	George Candler – Executive Director for Place & Economy George.Candler@northnorthants.gov.uk
Lead Member	Cllr David Brackenbury – Executive Member for Growth and Regeneration

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

List of Appendices

- Appendix A:** Current Table of Tariffs for Hackney Carriages in each zone
- Appendix B:** Fare Increase Request from Corby Hackney Owners Association
- Appendix C:** Fare Increase Requests from Kettering Trade
- Appendix D:** Fare Increase Request from the Wellingborough Hackney Carriage Association
- Appendix E:** Fare increase request from East Hackney Carriage Proprietor
- Appendix F:** Options for a harmonised Fare Tariff
- Appendix G:** Consultation Responses
- Appendix H:** Additional Charges
- Appendix I:** Equalities Impact Assessment

1 Purpose of Report

- 1.1 The purpose of this report is to provide information regarding requests received from Hackney Carriage proprietors to implement fare increases for Hackney Carriage journeys.
- 1.2 Executive is asked to consider the requested fare increases and decide whether these should be accepted, and if so, whether in whole or in part, having regard to information provided in this report and submissions by the trade, noting that any revised Fares Tariff/Table of Fares recommended are the maximum amount that

can be charged and Hackney Carriage Proprietors are at liberty to charge a lower fare

2. Executive Summary

- 2.1 The Licensing Authority has a discretionary power to fix the rate of Hackney Carriage fares within its area and publish a “Table of Fares” which must be displayed in every Hackney Carriage. Once set, the tariff is the maximum amount that can be charged by Hackney Carriage Proprietors for all journeys starting and ending in the prescribed geographical area. Hackney Carriage Proprietors can charge a lower fare if they wish but it is an offence to charge more.
- 2.2 Members should be mindful of the need to balance the interests of Hackney Carriage Proprietors with that of the travelling public who use Hackney Carriages. All parties will be impacted by the cost of living pressures.
- 2.3 The Licensing and Appeals Committee considered the matter at their meeting on 9th May. Following this meeting some members of the taxi trade contacted Members and officers to object to the proposed harmonised rate which was to be considered by the Executive as one of the options on 16th June 2022. A decision was taken to delay the report, to allow for the matter to be further considered and the trade to be consulted.
- 2.4 Further options for an aligned tariff of fares were subsequently identified and the trade have been consulted on these options. This matter was again considered by the Licensing and Appeals Committee at their meeting on 9th August 2022.

3. Recommendations

- 3.1 It is recommended that the Executive;
 - a) Approve an increase in fares in the Corby zone based upon the harmonised fare tariff detailed as option two in **Appendix F**
 - b) Approve an increase in fares in the East zone based upon the harmonised fare tariff detailed as option two in **Appendix F**
 - c) Approve an increase in fares in the Kettering zone based upon the harmonised fare tariff detailed as option two in **Appendix F**
 - d) Approve an increase in fares in the Wellingborough zone based upon the harmonised fare tariff detailed as option two in **Appendix F**
 - e) Refuse the automatic increases proposed every second and fourth year by the Wellingborough Hackney Carriage Association (WHCA)
- 3.2 Reason for Recommendation: The trade have made representation that an increase in fares is required to ensure that the increased costs of running the service are covered. Alignment of fares is considered to be important, so that all residents within North Northamptonshire will be subject to the same maximum fare, regardless of where they reside or work.

3.3 Alternative Options Considered: The alternative options which were also considered by the Licensing and Appeals Committee are;

- a) Corby Zone;
 - i) To recommend the approval of the Corby Hackney Owners Association (CHOA) proposed increase in fare tariff
 - ii) To recommend a different increase in fares
 - iii) Refuse any increase
- b) East Zone
 - i) To recommend a different increase in fares
 - ii) Refuse any increase
- c) Kettering Zone
 - i) To recommend the approval of the Central Taxis/Trade Proposal/Kettering Hackney proprietors proposed increase
 - ii) To recommend the approval of the Kings Kabs proposed increase
 - iii) To recommend the approval of the Burton Cabs/ Easy Cab/Kettering Hackney proprietors proposed increase
 - iv) To recommend a different increase in fares
 - v) Refuse any increase
- d) Wellingborough Zone
 - i) To recommend the approval of the WHCA proposed increase
 - ii) To recommend a different increase in fares
 - iii) Refuse any increase

4. Report Background

4.1 There are currently four separate Hackney Carriage zones aligned to the previous four sovereign council districts and the fares must be separately considered and set for each zone. This will continue until a resolution is passed to remove the zones and designate one new hackney carriage licensing area for the whole of North Northamptonshire. The current tariff of fares for each zone are detailed within **Appendix A.**

4.2 This equates to the below fares in each zone for a one, two and five mile reference journey;

Zone	1 mile	2 miles	5 miles
Corby	3.40	4.90	9.30
East	3.60	5.20	9.80
Kettering	3.60	6.00	13.20
Wellingborough	3.40	4.90	9.40

4.3 Private Hire & Taxi Monthly publication publishes a monthly table of fare comparisons among all 355 local authorities based on a standard two-mile fare. On 25th July 2022 this showed the following fares for nearby or neighbouring areas:

<https://www.phtm.co.uk/newspaper/taxi-fares-league-tables> (accessed 25/07/2022)

- Daventry was at position 194 with a cost of £6.20 for a two-mile journey
- Northampton was at position 202 with a cost of £6.20 for a two-mile journey
- Central Beds was at position 214 with a cost of £6.13 for a two-mile journey
- Kettering was at position 236 with a cost of £6.00 for a two-mile journey
- Milton Keynes was at position 239 with a cost of £6.00 for a two-mile journey
- Bedford Borough was at position 86 with a cost of £6.80 for a two-mile journey
- East Northants was at position 324 with a cost of £5.20 for a two-mile journey
- South Northants was at position 337 with a cost of £5.00 for a two-mile journey
- Corby was at position 338 with a cost of £4.90 for a two-mile journey
- Wellingborough was at position 341 with a cost of £4.90 for a two-mile journey

4.4 To assist members with context in respect of changes to cost of living and cost of motoring since October 2011, the following information in sections 4.5 to 4.10 may assist:

4.5 The Bank of England Inflation Calculator shows that £5 of goods or services in 2011 would cost £5.97 in 2021, with inflation averaged at 1.8% per year over that period. This is equivalent to an approximate 16% increase.

<https://www.bankofengland.co.uk/monetary-policy/inflation/inflation-calculator>

(accessed 25/07/2022)

4.6 The Bank of England shows the current inflation rate to be 9.4% and forecasts that it will keep rising this year. They expect it to slow down next year and be close to 2% in around two years time. They recognise that although the rate of inflation is expected to slow down, the prices of some things may remain at a high level compared with the past.

<https://www.bankofengland.co.uk/knowledgebank/will-inflation-in-the-uk-keep-rising#:~:text=We%20expect%20inflation%20to%20rise,of%20this%20year%20and%20next>

(accessed 25/07/2022)

4.7 The national minimum wage for anyone over twenty-one years of age in 2011 was £6.08. In 2022 the national minimum wage for the same age group is now £9.18. This is an approximate 51% increase. The national minimum wage for adults over the age of 23 is £9.50 per hour.

<https://www.statista.com/statistics/280483/national-minimum-wage-in-the-uk/>

(accessed 25/07/2022)

4.8 Licensing fees have increased since 2011, but no records are available to confirm the amount of overall increase during this time.

4.9 Fuel (diesel and petrol) prices have fluctuated since 2012 (the first year of available data) and 2022 but have recently increased above the 2012 cost. The price of fuel was actually cheaper during the period September 2013 to September 2021. On 25 December 2012 a litre of petrol cost 135.44 pence and a litre of diesel cost 141.26 pence. On 4th February 2022 a litre of petrol cost 146.79 pence and a litre of diesel cost 150.23 pence, and on 21st July 2022 a litre of petrol cost 187.54 pence and a litre of diesel cost 196.12 pence

<https://www.racfoundation.org/data/uk-pump-prices-over-time>

(accessed 25/07/2022)

4.10 The RAC calculate motoring costs from Office of National Statistics data and their data is summarised below:

- Purchase cost of motor vehicles has increased 18.43% between April 2012 and June 2022, with the majority of that increase since May 2021.
- Vehicle tax and insurance costs have increased 98.17% in this period.
- Maintenance has increased 34.86% in this period.
- Petrol and oil costs have increased 39.02% in this period.
- Overall combined motoring costs have increased 36.14% in that period.
- The overall cost of living has increased by 40.44% in this period.

<https://www.racfoundation.org/data/cost-of-motoring-index>
(accessed 25/07/2022)

Corby Zone

4.11 The fares for the Corby Hackney Carriage trade were last reviewed in November 2017. The Corby Hackney Owners Association (CHOA) have requested that the maximum fares for Hackney Carriage journeys are increased and a copy of their request is included within **Appendix B**.

4.12 The requested increase in fares are set out in the table provided below:

Fare	Current Tariff	Proposed Amendment
Standard minimum charge	£2.20 for the first 387 yards	<u>£2.70</u> for first 387 yards
Subsequent rate	£0.10 for each subsequent 119 yards or uncompleted part thereof	£0.10 for each subsequent <u>111</u> yards or uncompleted part thereof
Fare for a Two Mile Journey	£4.90	£5.60

4.13 The increase requested by the CHOA would result in a 14% increase in the fare for a two mile journey.

East Northamptonshire Zone

4.14 There has been a requested increase in the fares from one of the proprietors in East Northamptonshire although no detail as to the actual increase required has been provided. This is shown within **Appendix E**.

Kettering Zone

4.15 The fares for the Kettering Hackney Carriage trade were last reviewed in June 2011. There is no Hackney Carriage Association currently in place in Kettering, however eight requests have been received for an increase to the maximum fares from the trade and a copy of these are included within **Appendix C**.

4.16 Seven of the requested increases to the fares are set out in the table below, these have been grouped together according to the requested increase:

Fare	Current Tariff	Proposal: Central Taxis / Trade Request / Hackney Carriage Driver 1	Proposal: Kings Kabs	Proposal: Burton Cabs / Easy Cabs / Hackney Carriage Driver 2
Standard minimum charge	£2.40 for the first 880 yards	<u>£3.20</u> for the first 880 yards	<u>£3.30</u> for the first 880 yards	<u>£3.60</u> for the first 880 yards
Subsequent rate	£0.20 for each subsequent 146.66 yards or uncompleted part thereof	£0.20 for each subsequent 146.66 yards or uncompleted part thereof	£0.20 for each subsequent 146.66 yards or uncompleted part thereof	£0.20 for each subsequent 146.66 yards or uncompleted part thereof
Fare for a Two Mile Journey	£6.00	£6.80	£6.90	£7.20

4.17 It should be noted that the requests also support an increase in rates for tariff 2 (for hiring's which begin between 11.00pm and 6.00am) and tariff 3 (bank holidays), however these rates are normally calculated as a percentage increase on the standard tariff, so these requests are not detailed in the table. It is proposed that the usual standard percentage increases would be applied according to the new standard tariff.

4.18 The increase requested by each proposal would equate to increases of between 13% and 20% above the previous fare for a two mile journey. There was also one further request for an increase, which requested an increase of between 30-40% as attached in **Appendix C**, however no methodology for calculating this was provided, so it was not included within the table.

Wellingborough Zone

4.19 The fares for the Wellingborough Hackney Carriage trade were last reviewed in October 2011. The Wellingborough Hackney Carriage Association (WHCA) have requested that the maximum fare for Hackney Carriage journeys is increased and a copy of their request is included within **Appendix D**. Following a request for further supporting information, the WHCA provided justification for the requested increase in fares and this is also included.

4.20 The requested increase in fares is set out in the table below:

Fare	Current Tariff	Proposed Amendment
Standard minimum charge	£2.30 for the first 541.54 yards	<u>£3.00</u> for the first 541.54 yards
Subsequent rate	£0.10 for each subsequent <u>117.33</u> yards	£0.10 for each subsequent <u>97.77</u> yards
Waiting Time	£0.10 For each period of <u>35</u> seconds or uncompleted part thereof including periods during the journey when the vehicle is stationary	£0.10 For each period of <u>30</u> seconds or uncompleted part thereof including periods during the journey when the vehicle is stationary

Fare for a Two Mile Journey	£4.90	£6.10
------------------------------------	-------	-------

4.21 It should be noted that the WHCA have also requested the following be considered separately to the above:

- Every second year, an automatic increase of 10 pence per mile to the fare.
- Every fourth year, an automatic increase of 20 pence to the standard minimum charge.

4.22 Members are advised that it is not considered to be permissible under the relevant legislation to allow for the automatic increase in fares requested by the WHCA, due to the need to follow a prescribed statutory procedure which includes consultation, for every potential fare change before it can take effect.

4.23 The increase requested by the WHCA would result in an increase of 24% for a two mile journey.

Harmonised Fare

4.24 The tariff of fares for Hackney Carriage journeys in each of the four zones must be considered and set separately. Members may however choose to take the opportunity while considering the tariff of fares to achieve parity of fares for a wider section of the travelling public in its area, by providing consistent fare rates across the whole of the new council area. This could be achieved by aligning the fare calculation methodology and making them the same within each of the zones.

4.25 The report presented to the Licensing and Appeals committee on 9th May proposed that the lowest of the requested increases from the Kettering trade was used as a basis, if a new aligned fare structure was considered to be appropriate. This would result in a standard minimum charge of £3.20 for the first 880 yards and £0.20 for each subsequent 146.66 yards or uncompleted part thereof.

4.26 Following representation from some of the trade against the proposal, further options were produced for consideration and a letter was sent to all 184 licensed Hackney Carriage proprietors setting out five different options for consideration. These options are detailed within **Appendix F**. Licensed proprietors were asked to indicate their preference out of the options, or to submit any alternative options which were widely supported by others.

4.27 Following consultation with the trade, six separate consultation responses were received, which indicate the preference over the options of 118 Hackney Carriage proprietors (64%) and these are included within **Appendix G**. The responses are summarised in the table below;

Representation	Preference
Rep 1 – East based proprietor	• Option 2
Rep 2 – Wellingborough based proprietor	• Option 1
Rep 3 – Wellingborough based proprietor	• Option 1
Rep 4 – East based driver	• Option 2

Rep 5 – Corby Hackney Owners Association	<ul style="list-style-type: none"> • Option 1 – 7 preferences (6 Corby based and 1 East based) • Option 3 – 1 preference (Corby based) • Option 4 – 2 preferences (Corby based) • None – 53 preferences (48 Corby based, 1 East based, 4 Wellingborough based)
Rep 6 – Kettering legal representative on behalf of Kettering based drivers	<ul style="list-style-type: none"> • Option 1 – 51 preferences

4.28 This gives the below ranking for the five options based on responses received;

- Rank one: option 1 – favoured by 60
- Rank two: option 2 and option 4 – both favoured by 2
- Rank four: option 3 – favoured by 1

This indicates that out of the options provided, if an aligned tariff were to be introduced, option one is the most popular with Hackney Carriage Proprietors.

4.29 In addition, fifty-three drivers indicated that their preference would be to agree the original requests for fare increases received from the trade, with retention of individual zones i.e. not have an aligned tariff. Of these, forty-eight of the responses were from drivers within the Corby zone, four were from the Wellingborough zone and one was from the East zone.

4.30 There were no suggestions for an alternative proposal to be considered.

4.31 Since option one was favoured, this was used as a basis for comparison for a potential aligned tariff, for the report presented to the Licensing and Appeals Committee on 9th August. The below table shows the current fares for each zone for a standard one-, two- and five-mile journey and the resultant percentage increase when compared against the current fare, if the proposed fare structure detailed within option one was to replace those currently in place.

Zone	Current 1 mile fare	Increase if proposed harmonised fare is introduced	Current 2 mile fare	Increase if proposed harmonised fare is introduced	Current 5 mile fare	Increase if proposed harmonised fare is introduced
Current Corby fare	£3.40	29%	£4.90	39%	£9.30	51%
Current East fare	£3.60	22%	£5.20	31%	£9.80	43%
Current Kettering fare	£3.60	22%	£6.00	13%	£13.20	6%
Current Wellingborough fare	£3.40	29%	£4.90	39%	£9.40	49%
Option 1 Harmonised Fare Proposal for each zone	£4.40	-	£6.80	-	£14.00	-

- 4.32 This option would include introduction of the additional charges currently in place for Kettering across all four zones. A table showing each of the additional charges for each zone is included within **Appendix H**
- 4.33 Communications from the Corby trade received following the Licensing Appeals Committee in May 2022, objected to the introduction of an aligned tariff and quoted a 4.3 mile journey at 5.30am in Corby as an example, which would see a 127% uplift in fare, due in part to the fact that the additional 50% charge for late night journeys ends at 5am currently in the Corby zone and at 6am in the Kettering zone (7am in East and 6am in Wellingborough). A 5.30am journey under the harmonised proposals would therefore be subject to the 50% uplift seen in the other zones. Option one would result in this same issue. Option 2 however would result in the same maximum fares as option one, but would slightly amend the additional charges to alter the end time of the night-time uplift from 6am to 5am, which would reduce the level of fare increases for journeys between 5-6am.

Licensing and Appeals Committee

- 4.34 The Licensing and Appeals Committee considered the matter on 9th August 2022. The committee recognised that although the trade preference was for option one, they noted the concern raised by some of the trade in Corby over the additional 50% night-time uplift ending at 6am within this option and the impact that this could have upon customers who use taxis to drive them to work between 5-6am.
- 4.35 Following debate, the Committee recommended by a majority vote that an aligned tariff should be introduced within all four zones and that this should be based upon option 2 (detailed within **Appendix F**). This option uses the current fare structure in Kettering to base the new aligned tariff structure upon, based on the lowest of the requests from the Kettering trade, resulting in the same fare structure as option one, with the below tariff for a one-, two- and five-mile reference journey.

	1 mile fare	2 mile fare	5 mile fare
Option 1: £3.20 for first 880 yards £0.20 for each subsequent 146.66 yards or uncompleted part thereof	£4.40	£6.80	£14.00

In this proposal, the additional charges are slightly modified to alter the time that the night-time 50% uplift covers (to 5am) and to remove the additional charge for journeys carrying more than 4 people.

- 4.36 The Committee's recommendations are set out in paragraph 3.1

5 Issues and Choices

- 5.1 Choosing one of the tariffs as a basis to align fares across all 4 zones will result in consistent maximum fare rates across the whole of the council area, but it will result in some large increases in fares for longer journeys, for customers in part of the

district where drivers choose to charge the maximum tariff (depending upon which option is chosen).

- 5.2 Basing an aligned tariff on options 1 or 2 would mean that none of the drivers in any of the four zones would face a reduction in fares. Using option 2 would reduce the impact on customers travelling between 5-6am and those travelling with more than 4 people.
- 5.3 It is important to note that the tariff of fares stipulates the maximum fare that can be charged and drivers can charge less if they wish and can choose not to apply any permitted uplifts.
- 5.4 If full alignment of the tariffs is not considered to be appropriate at this time, other options to be considered are detailed in paragraph 3.3.

6. Next Steps

- 6.1 If a change is approved to the tariff of fares, these will be advertised for a period of 14 days by way of a notice at the Council offices and in a locally circulating newspaper for public consultation, prior to implementation.
- 6.2 If no objection is received within the period specified, or if all objections are withdrawn, the updated table of fares shall come into operation on the date of the expiration of the period specified in the notice or the date of withdrawal of the objection or, if more than one, of the last objection, whichever date is the later.
- 6.3 If an objection is received and is not withdrawn, the council is required to set a further date, not later than two months after the first specified date, on which the table of fares shall come into force with or without modifications as decided by them after consideration of the objections. Therefore, if any objections are received which are not withdrawn, these will be presented at a future Executive meeting for consideration.

7. Implications (including financial implications)

7.1 Resources, Financial and Transformation

- 7.1.1 Any changes to the fare tariff will need to be advertised in the local newspaper and cannot come into effect until any objections have been considered.
- 7.1.2 There are no resource or financial implications arising from the proposals to the council, however there will be potential financial implications for Hackney Carriage proprietors and for the travelling public whatever decision is made.

7.2 Legal and Governance

- 7.2.1 A Local Authority has the power to set fares for Hackney Carriages under the provisions of section 65 of the Local Government (Miscellaneous Provisions) Act 1976 which stipulates the Council can fix the rates or fares (which can include time

as distance and all other charges in connection with the hire of a vehicle) by way of a table of fares (s.65(1))

- 7.2.2 There is a prescribed process that should be followed by a Local Authority when considering a tariff increase:
- 7.2.3 Where a council makes or varies a table of fares, they shall publish in at least one local newspaper a notice setting out the table of fares and/or variation specifying the period (not less than 14 days from the date of first publication) and the manner in which objections to the table of fares or variation can be made (s.65(2)(a)).
- 7.2.4 The notice should also be available at the council offices for a period of 14 days from the date of first publication and be open to the public for inspection without payment during reasonable hours (s.65(2)(b)).
- 7.2.5 If no objection is made within the period specified in the notice or if objections are withdrawn, the fares shall come into operation on the date of the expiration of the period specified in the notice or the date of withdrawal of the objection (whichever date is later) (s.65(3)).
- 7.2.6 If the objection(s) is not withdrawn the Council shall set a further date (not later than two months after the first specified date) on which the table of fares shall come into force with or without modification as decided by them after consideration of the objections (s.65(4)).
- 7.2.7 Any fares previously made under s.65 fixing the rates and fares or any table of fares previously shall cease to have effect (s.65(6)).

7.3 Relevant Policies and Plans

- 7.3.1 Raising Hackney Carriage fares will ensure that the Hackney Carriage trade remains financially viable and will assist the council in achieving its Corporate Plan priority of enabling people to travel across North Northamptonshire, and beyond.

7.4 Risk

- 7.4.1 Members should be mindful that the rise in the cost of living has increased costs for taxi drivers which they will need to recover and allowing them to increase their fares will assist. Failure to allow taxi drivers to cover their costs could result in a number of them leaving the profession, reducing the number of taxis available. The financial impact of rising taxi fares on the travelling public who also face increased costs should also be considered and increased fares could result in customers using taxi's less, which could also have an impact on the trade.

7.5 Consultation

- 7.5.1 The trade was consulted on options available for an aligned tariff of fares and the results of this consultation are provided within the report.

7.5.2 Once an Executive decision has been made, there is a statutory requirement to advertise the proposals for a period of 14 days for public consultation, prior to implementation. If any consultation responses are received against implementing the suggested changes, these will be formally considered, before the altered fare structure is implemented.

7.6 Consideration by Executive Advisory Panel

7.6.1 This report has not been considered through the Executive Advisory Panel process.

7.7 Consideration by Scrutiny

7.7.1 This report has not been considered by the Scrutiny Commission but could form part of the future work programme.

7.8 Equality Implications

7.8.1 Although an increase in fares applies equally to everyone, people who are more reliant on the use of taxi's, such as those with mobility issues or those who live in more rural communities and are more elderly, may be disproportionately negatively impacted by an increase in fares. There is however insufficient data for us to identify the proportion of these groups of people that regularly use public transport, or whether they would be able to afford any increase in taxi fares.

7.8.2 An initial equalities screening assessment identified a potential negative impact from a change in the tariff of fares on differing age groups and people with a disability, therefore a full equalities impact assessment has been carried out, which is attached as **Appendix I**.

7.8.3 Consultation will be undertaken following the decision of the Executive and this will be sent to some organisations representing these groups and any consultation responses will be fully considered.

7.9 Climate and Environment Impact

7.9.1 There are no significant climate impacts arising from the proposed recommendations in this report, although the Taxi Licensing Policy and Conditions are due to be reviewed this year and the climate impacts of taxi licensing will be considered at that time.

7.10 Community Impact

7.10.1 The Council's discretionary power to determine fares is utilised so as to enable the taxi trade to operate effectively whilst ensuring that the general public can continue to afford to use them. Hackney Carriages provide a valuable door to door service for the community.

7.11 Crime and Disorder Impact

7.11.1 There are no significant crime and disorder impacts arising from the proposed recommendations in this report.

8 Background Papers

- 8.1 Local Government Miscellaneous Provisions Act 1976: [Local Government \(Miscellaneous Provisions\) Act 1976 \(legislation.gov.uk\)](https://legislation.gov.uk)
- 8.2 Licensing and Appeals Committee papers 9th August: [Agenda for Licensing and Appeals Committee on Tuesday 9th August, 2022, 6.00 pm - North Northamptonshire Council \(modern.gov.co.uk\)](https://modern.gov.co.uk)

This page is intentionally left blank

CORBY – AUTHORISED HACKNEY CARRIAGE FARES

<p>a) MILEAGE</p> <p>If the distance does not exceed 387 yards (354 metres) for the whole distance.</p> <p>If the distance exceeds 387 yards (354 metres) for the first 387 yards (354 metres)</p> <p>Then for each subsequent 119 yards (109 metres) or uncompleted part thereof</p>	<p>Fare</p> <p>£2.20</p> <p>£2.20</p> <p>10p</p>
<p>(b) WAITING TIME</p> <p>For each period of 20 seconds or uncompleted part thereof</p>	<p>10p</p>
<p>(c) EXTRA CHARGES</p> <p>(i) For hiring commenced between the hours of 11.00pm and 5.00am</p> <p>(ii) For each hiring affected on all Bank Holidays</p> <p>(iii) A soiling charge of £25 will be applied where Hackney Carriage is soiled during operation.</p>	<p>50% of the rate or fare at (a) above</p> <p>50% of the rate or fare at (a) above</p>

EAST – AUTHORISED HACKNEY CARRIAGE FARES

<p>Fares for distance (i) Mileage:</p> <p>If the distance does not exceed 1/2 of a mile (804.68m.) for the whole distance</p> <p>If the distance exceeds 1/2 of a mile (804.68m.) for the 1/2 of a mile</p> <p>For each subsequent 1/15.5 of a mile (113.55yds/103.8m) or uncompleted part thereof</p>	<p>Fare</p> <p>£2.80</p> <p>£2.80</p> <p>10 pence</p>
<p>Waiting time (ii) For each period of 30 seconds or uncompleted part thereof</p>	<p>10 pence</p>
<p>Extra charges</p> <p>(iii) For hiring commenced between midnight and 2am and 6am to 7am</p> <p>For hiring commenced between 2am and 6am</p> <p>For hiring between 6pm on Christmas Eve and 6am on the day following Boxing Day and 6pm on New Year's Eve and 6am on the day following New Year's Day</p> <p>For hiring on Sundays and Bank Holidays</p> <p>For each bicycle, perambulator, or any other package conveyed outside the carriage</p>	<p>50% of the fare</p> <p>100% of the fare</p> <p>100% of the fare</p> <p>50% of the fare</p> <p>10 pence</p>
<p>SOILING CHARGE</p>	<p>£31.50</p>

KETTERING – AUTHORISED HACKNEY CARRIAGE FARES

Tariff 1 <u>Mileage:</u>	Fare
If the distance does not exceed 6/12ths of one mile:- for the whole distance	£2.40
If the distance exceeds 6/12ths of one mile:- for the first 6/12ths of one mile of the distance for each subsequent twelfth of a mile or uncompleted part thereof	£2.40 £0.20
<u>Waiting Time:-</u> Initial Waiting Time of 216 seconds Then for each period of 36 seconds	£0.20 £0.20
<u>Extra Charges</u> Tariff 2 For hirings begun after 6am on a Sunday For hiring's begun between 11pm and 6am except on Christmas Day, Boxing Day and New Year's Day For hirings on Bank Holidays and other nationally recognized Public Holidays other than Christmas Day, Boxing Day and New Year's Day For journeys carrying more than 4 people, providing they are licensed accordingly	+ 50% of the above rates
Tariff 3 For hirings begun 6pm on Christmas Eve to 6am the day following Boxing Day and 6pm on New year's Eve to 6am the day following New Year's Day If these days fall on a Saturday or Sunday then this rate to extend to 6am following the appointed extra bank holiday days	+ 100% over the above rate
ONLY <u>ONE</u> OF THE ABOVE EXTRA CHARGES PERMISSIBLE AT ANY TIME	
Soiling charge (may be charged <u>in addition</u> to the above extra charges)	£50.00 (subject to extra tariff charges)

June 2011

WELLINGBOROUGH – AUTHORISED HACKNEY CARRIAGE FARES

If the distance does not exceed 541.54 yards:- for the whole distance	Fare £2.30
If the distance exceeds 541.54 yards:- for the first 541.54 yards	£2.30
for each subsequent 117.33 yards	10 pence
WAITING TIME	
For each period of 35 seconds or uncompleted part thereof including periods during the journey when the vehicle is stationary	10 pence
EXTRA CHARGES	
For hirings begun between 6am and 11pm on a Sunday	25% of the fare
For hirings begun between 11pm and 6am	50% of the fare
For hirings begun on Bank Holidays	50% of the fare
For hirings begun between 6pm on Christmas Eve and 6am on the day following Boxing Day and 6pm on New Year's Eve and 6am on the day following New Year's Day	100% of the fare
When conveying more than 4 passengers between the hours of 6am and 11pm	to increase the fare by 50%
When conveying more than 4 passengers between the hours of 11pm and 6am	to increase the fare by 0%
Only <u>one</u> of the above extra charges is permissible at any time	
Journeys ending outside the Borough of Wellingborough will be metered unless an alternative tariff is agreed prior to the commencement of the journey.	
No charge in excess of fifty pounds (£50) shall be made in the event of any hirer causing any damage to or soiling the vehicle hired in any way whether by vomiting, urinating, spitting or otherwise.	

Appendix B1

From: corbyhackneyownersassociation@gmail.com <corbyhackneyownersassociation@gmail.com>

Sent: 23 March 2022 14:08

To: Damian Wilkins <Damian.Wilkins@northnorthants.gov.uk>

Subject: Request for a Fare Increase

[CAUTION: EXTERNAL EMAIL] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Damian,

We held a meeting for the Corby Hackney Owners Association last night and it was unanimously agreed for a request to increase the rates for a hackney fare.

I've attached some documents to back up our case for an increase, which we believe takes into consideration our needs as a trade but also takes into consideration how this would affect our customers.

We haven't requested an increase in 4 years and have absorbed as much as we can as a trade but we're really starting to feel the massive impact of the rise in the cost of living and fuel prices.

Our requested is for a 50p increase on the starting rate, taking it from £2.20 to 2.70 and a reduction on the yardage from 119 yards to 111 yards.

The increase in starting rate and yardage should see the 2-mile fare increase from £4.90 to £5.60. This is in line with the current national average of 70p according to NPHTA.

The yardage reduction still has us running the average mile at £1.60. This is about the same as Wellingborough and East Northants (still to put in for an increase) and considerably lower than Kettering (£2 per mile).

I hope you can pass this forward to be considered at the very earliest opportunity

This page is intentionally left blank

Overall Motor Expenses Changes since 2018

Costs of New Vehicle

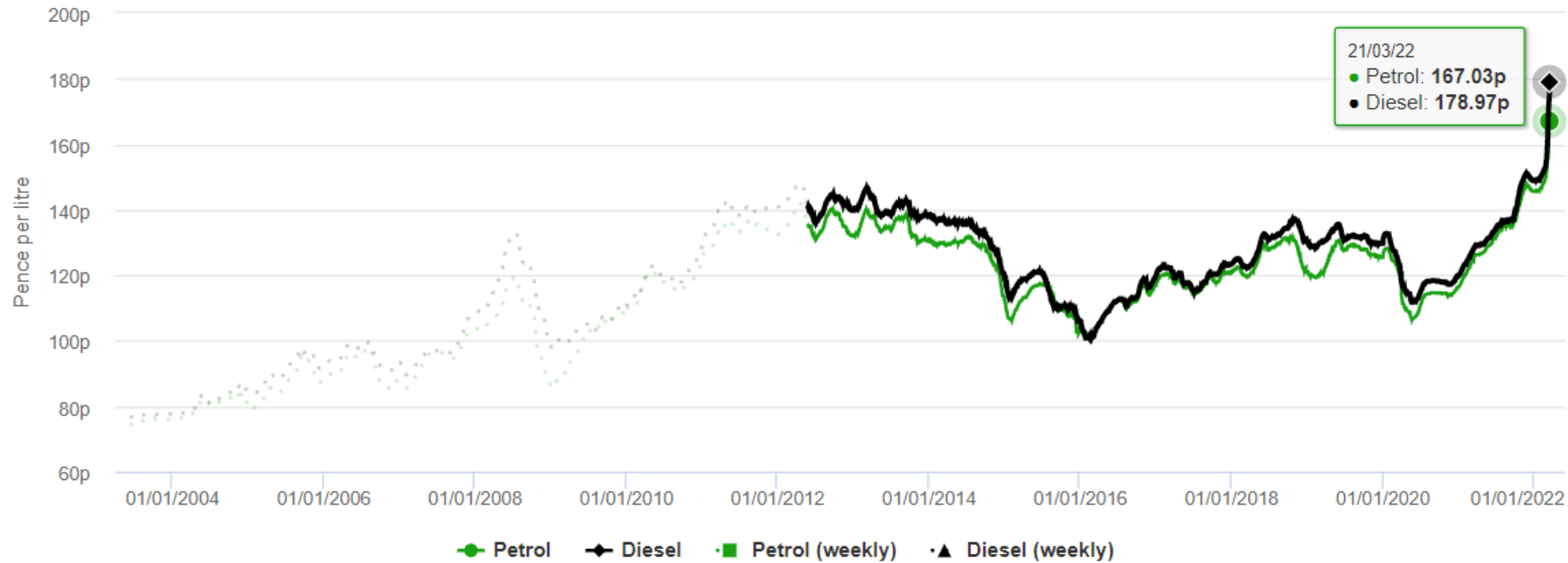
• Jan 2018	• Jan 2022	• Difference/Percentage
• LEVC – £55599*	• LEVC - £67477	• £11878 – 21%
• Ford ProCab – £33995	• Ford ProCab - £40950	• £6955 – 20%
• Mercedes Vito - £44595	• Mercedes Vito - £39995	• £-4600 - -10%
		• <u>Overall increase 11%</u>

* Pre sale price. Source PHTM.

Changes to Fuel Prices

Petrol & diesel prices, pence per litre

Daily from 28 May 2012, Weekly prior



Source: RAC Foundation

Average Jan 2018 price £1.215

Average Mar 2022 price £1.7897

Increase of 47.3%

Source RAC Foundation

Changes to Vehicle Excise Duty

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1																
2	Tax Year 2018-2019							Tax Year 2022-2023								
3																
4	CO2 Emissions (g/km)			First Year Rate			CO2 Emissions (g/km)			First Year Rate			Increase %			
5	0			£0.00			0			£0.00			0.00%			
6	1-50			£10.00			1-50			£10.00			0.00%			
7	51-75			£25.00			51-75			£25.00			0.00%			
8	76-90			£105.00			76-90			£115.00			9.52%			
9	91-100			£125.00			91-100			£140.00			12.00%			
10	101-110			£145.00			101-110			£160.00			10.34%			
11	111-130			£165.00			111-130			£180.00			9.09%			
12	131-150			£205.00			131-150			£220.00			7.32%			
13	151-170			£515.00			151-170			£555.00			7.77%			
14	171-190			£830.00			171-190			£895.00			7.83%			
15	191-225			£1,240.00			191-225			£1,335.00			7.66%			
16	226-255			£1,760.00			226-255			£1,895.00			7.67%			
17	Over 255			£2,070.00			Over 255			£2,245.00			8.45%			
18																
19																
20										Average Increase in Tax Cost			6.74%			
21																
22																
23																
24																
25																
26																
27																

- **There has been an overall increase in V.E.D. OF 7% since 2018**

Council Fees

2018

• Drivers Badge	£140
• Licence Fee	£205
• Inspection Fee	£48
• Plates	£56.40
• Transfer Vehicle	£56.40

• 2022*

• Drivers Badge	£140	0%
• Licence Fee	£209	2%
• Inspection Fee	£60	25%
• Plates	£60	7%
• Transfer Vehicle	£60	7%

Overall Increase of fees 9%

*Increase expected April 2022 – Source CBC Fees 2018/19 & NNC Fees 2021/22

RPI Changes to Motoring Expenses

Custom time period

From

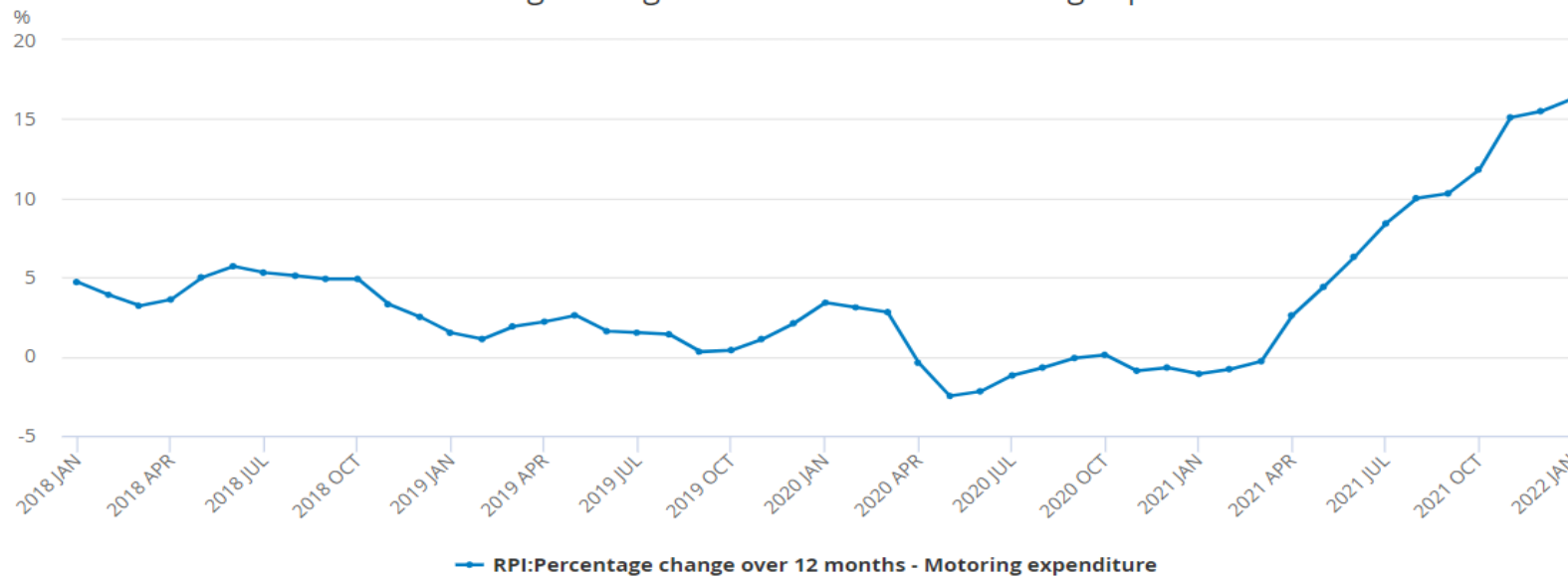
Jan 2018

To

Mar 2022

Chart

RPI:Percentage change over 12 months - Motoring expenditure



- 2018 RPI 4.9% above Inflation
- 2022 RPI 16.2% above Inflation
- **Change of 11.3%**

Source:

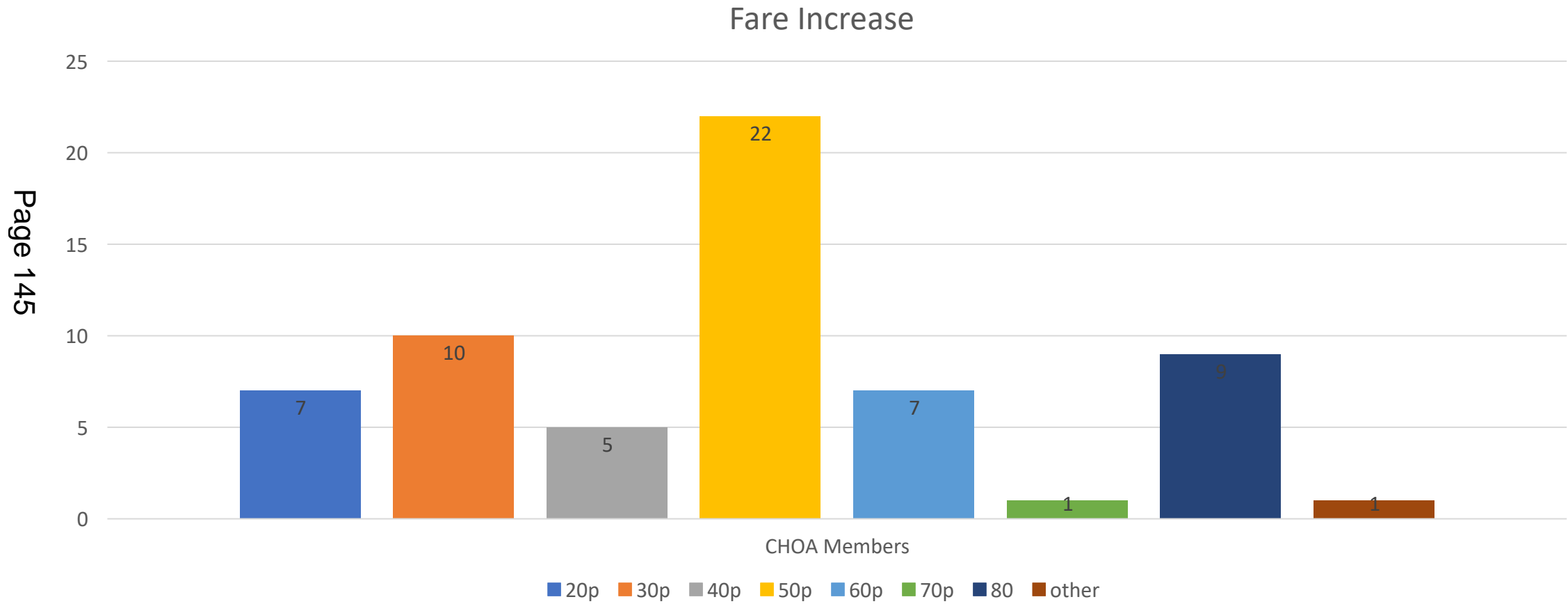
Living Wage Increases

Year	London Living Wage	UK Living Wage	National Minimum Wage
2018/2019	£10.55	£9.00	£7.83
2019/2020	£10.75	£9.30	£8.21
2020/2021	£10.85	£9.50	£8.72
2021/2022	£11.05	£9.90	£8.91
Increase	5%	10%	14%

Cost Breakdown

- Vehicle costs Increase by 11%
 - Fuel Costs Increased by 48%
 - Vehicle Tax Costs Increase by 7%
 - Council Fees Increase 9%
 - Motoring Expenses increased by 11.3%
 - National Minimum Wage Increase 14%
-
- Average percentage of above categories **16.6%**

Results from Survey



Fare Increases in other Areas Since 2021

	A	B	C	D	E	F	G	H	I	J	K	L
1	Old Position	New Position	Council	Apr-21 2 Mile Fare	Feb-22 2 Mile Fare		Increase					
2	231	6	Uttlesford	£ 5.80	£ 8.30		£ 2.50					
3	15	7	Reading	£ 7.20	£ 8.00		£ 0.80					
4	99	10	Oxford	£ 6.40	£ 7.60		£ 1.20					
5	20	18	Guernsey	£ 7.10	£ 7.30		£ 0.20					
6	51	22	York	£ 6.80	£ 7.20		£ 0.40					
7	170	25	Dover	£ 6.00	£ 7.10		£ 1.10					
8	52	30	Edinburgh	£ 6.75	£ 7.00		£ 0.25					
9	40	38	Colchester	£ 6.80	£ 6.90		£ 0.10	Average Increase			£ 0.70	
10	167	44	Carmarthenshire	£ 6.00	£ 6.80		£ 0.80					
11	245	63	North Somerset	£ 5.70	£ 6.70		£ 1.00					
12	165	69	Bracknell Forest	£ 6.00	£ 6.60		£ 0.60					
13	182	81	Plymouth	£ 6.00	£ 6.60		£ 0.60					
14	172	100	East Lindsey	£ 6.00	£ 6.40		£ 0.40					
15	234	119	Windsor & Maidenhead	£ 5.80	£ 6.40		£ 0.60					
16	278	112	Shropshire	£ 5.50	£ 6.40		£ 0.90					
17	306	106	Melton	£ 5.30	£ 6.40		£ 1.10					
18	210	172	Blackpool	£ 5.80	£ 6.00		£ 0.20					
19	270	179	East Staffordshire	£ 5.50	£ 6.00		£ 0.50					
20	337	188	Peterborough	£ 5.00	£ 6.00		£ 1.00					
21	284	216	Barnsley	£ 5.40	£ 5.80		£ 0.40					
22	285	217	Barrow in Furness	£ 5.40	£ 5.80		£ 0.40					
23	292	232	Northern Ireland	£ 5.40	£ 5.80		£ 0.40					
24	321	225	Halton	£ 5.20	£ 5.80		£ 0.60					
25	330	240	Sefton	£ 5.10	£ 5.80		£ 0.70					
26												

- The Average fare increase is £0.70
- 16 Councils with Fare Increases pending

How does an increase effect my income?

- If an average owner work 5 days a week and completes 40 fares per day he should see an increase of £960 per year for every 10p increase.

Page 147

- $40 \text{ fares} \times 5 \text{ days} = 200 \text{ fares per week}$
- $200 \text{ fares} \times 48 \text{ weeks}^* = 9600 \text{ fares per year}$
- $9600 \text{ fares} \times \text{£}0.10 = \text{£}960$

* Allowing for 4 weeks holiday per year

COMPARISON TABLE: CURRENT FARES STRUCTURE AGAINST OPTIONS WITH DISTANCE TRAVELLED

	B	C	D	E	F	G	H	I	J	K
1										
2										
3		Flag	Distance In Miles							
4	Distance		0.5	1	1.5	2	3	4	5	
5	Current	£ 2.20	£ 2.70	£ 3.40	£ 4.10	£ 4.90	£ 6.40	£ 7.80	£ 9.30	
6	Option 1 £0.50 Increase	£ 2.70	£ 3.20	£ 3.90	£ 4.60	£ 5.40	£ 6.90	£ 8.30	£ 9.80	
7	Increase %	22.73%	18.52%	14.71%	12.20%	10.20%	7.81%	6.41%	5.38%	
8	Option 2 £0.50 Increase + Distance	£ 2.70	£ 3.30	£ 4.00	£ 4.70	£ 5.60	£ 7.20	£ 8.70	£ 10.30	
9	Increase %	22.73%	22.22%	17.65%	14.63%	14.29%	12.50%	11.54%	10.75%	
10										
11										
12										

Members agreed on asking for a 50p increase on the starting rate and reducing the yardage from 119 yards to 111 yards (Option 2)

The effects of the last 2 years will stay with us and more importantly cost us for years to come.

We need a fare increase which reflects this but also takes into consideration our customers.

We believe this request does this.

This page is intentionally left blank

Appendix B3

	Flag	Distance In Miles						
Distance		0.5	1	1.5	2	3	4	5
Current	£ 2.20	£ 2.70	£ 3.40	£ 4.10	£ 4.90	£ 6.40	£ 7.80	£ 9.30
Option 1 £0.50 Increase	£ 2.70	£ 3.20	£ 3.90	£ 4.60	£ 5.40	£ 6.90	£ 8.30	£ 9.80
Increase %	22.73%	18.52%	14.71%	12.20%	10.20%	7.81%	6.41%	5.38%
Option 2 £0.50 Increase + Distance	£ 2.70	£ 3.30	£ 4.00	£ 4.70	£ 5.60	£ 7.20	£ 8.70	£ 10.30
Increase %	22.73%	22.22%	17.65%	14.63%	14.29%	12.50%	11.54%	10.75%

Members agreed on asking for a 50p increase on the starting rate and reducing the yardage from 119 yards to 111 yards (Option 2)

This page is intentionally left blank

Appendix C1

From: Central Taxis <centraltaxis60@gmail.com>
Sent: 30 March 2022 18:51
To: Russell Howell <Russell.Howell@NorthNorthants.gov.uk>
Subject: Kettering taxi fare increase proposal

[CAUTION: EXTERNAL EMAIL] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Mr Howell,

Hope this email finds you well.

We are writing in relation to a recent email that mentioned the potential fare increase, which was strange as I had spoken to Lisa and Catriona about the very same thing recently!

Obviously there has not been a fare increase in Kettering since 2011 and that is fine but with the rising costs of pretty much everything recently, a lot of drivers, including myself and my brother Peter feel maybe now is the time for a small rise. I have taken the time to speak to representatives of Premier Taxis, Metro and most of the independent drivers who are mostly all in agreement.

The figures I have suggested are as follows:

On tariff 1, the flag rate is currently £2.40 and I propose its raised to £3.20. This changes the price for the first mile to £4.40 then the increments per mile would stay the same as they are currently, as would the waiting time and soiling charge. So the only change would be to the flag and first mile charge.

On tariff 2, the new flag rate would be £4.80, again the waiting and soiling stay the same as do the increments, just the first mile price changes.

I hope this has been useful and should I be able to help any further, please do not hesitate to contact me.

Kind regards

 (Central Taxis)

This page is intentionally left blank

Appendix C2

Trade Request**KETTERING BOROUGH COUNCIL**

The council has received a request from Kettering Taxi & Private Hire Association for amendment to the current Hackney Carriage fares as detailed below.

If you wish to object to this request please write to Mr R Howell, Health Services Manager, Environmental Health, Kettering Borough Council, Bowling Green Road, Kettering NN15 7QX by 5.00pm on #####

CURRENT HACKNEY CARRIAGE FARES - KETTERING

<u>Tariff 1 - the Flag Rate</u>	<u>Fare</u>
If the distance does not exceed six twelfths of one mile:- for the whole distance	£2.40 £3.20
If the distance exceeds six twelfths of one mile:- for the first six twelfths of one mile of the distance	£2.40 £3.20
for each subsequent twelfth of a mile or uncompleted part thereof	£0.20
<u>Tarrif 2</u> Tarrif 2 applies for hirings begun between 23.00pm and 06.00am except where Tarrif 3 applies.	+ 50% over the flag rate (£3.60) £4.80
<u>Tarrif 3</u> Tarrif 3 applies: <ul style="list-style-type: none"> for hirings on Bank Holidays and other public holidays determined by Parliament; For hirings begun 6pm on Christmas Eve to 6am the day following Boxing Day; For hirings begun 6pm on New year's Eve to 6am the day following New Year's Day; For journeys carrying more than 4 people, providing they are licensed accordingly. 	+ 100% over the flag rate (£4.80) £6.40
ONLY <u>ONE</u> OF THE ABOVE EXTRA CHARGES PERMISSIBLE AT ANY TIME	
<u>Extra Charges</u> <u>Waiting Time</u> :- For each period of one minute <u>Soiling charge</u> (may be charged in <u>addition</u> to the above extra charges)	£0.40 £50.00 (subject to extra tariff rates)

Tarrif 1 charges

1 mile	£3.60	£4.40
2 miles	£6.00	£6.80
5 miles	£13.20	£14.00
10 miles	£24.80	£25.60

This page is intentionally left blank

Appendix C3

From: [REDACTED] <XXXXXXXXXXXXXXXXXXXXX>
Sent: 01 April 2022 06:59
To: Russell Howell <Russell.Howell@NorthNorthants.gov.uk>; KBC EH Administration <DLEHAdministration.kbc@northnorthants.gov.uk>
Subject: Taxi Fare increase

[CAUTION: EXTERNAL EMAIL] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Mr. Russell

Thanks for listening to the voice of taxi drivers/owners for increase in fare in Kettering which has not been increased during the last about 11 years. Inflation during that period has rocketed the price of fuel and other daily things through skies. I would suggest that hackney and private hire meters should start at following prices to address the recent inflation.

Tariff 1	£3.30	Subsequent increase 25p
Tariff 2	£4:95	Subsequent increase 35p
Tariff 3	£6:60	Subsequent increase 50p

It would be highly appreciated if Hackney carriage age limit is re-considered in Kettering. Our neighbouring towns has literally no age limits as we have seen old age hackneys operating in those towns.

Once again thank you very much for listening to cabbies' community.

King regards

[REDACTED]
Kings Cabs Kettering

Get [Outlook for iOS](#)

This page is intentionally left blank

Appendix C4

From: [REDACTED] <XXXXXXXXXXXXXXXXXXXX>
Sent: 31 March 2022 22:06
To: Russell Howell <Russell.Howell@NorthNorthants.gov.uk>
Subject: Burton cabs kettering

[CAUTION: EXTERNAL EMAIL] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Mr. Russell

Thanks for listening to the voice of taxi drivers/owners for increase in fare in Kettering which has not been increased during the last about 11 years. Inflation during that period has rocketed the price of fuel and other daily things through skies. I would suggest that hackney and private hire meters should start at following prices to address the recent inflation.

Tariff 1	£3.60	Subsequent increase 30p
Tariff 2	£5.40	Subsequent increase 45p
Tariff 3	£7.20	Subsequent increase 60p

It would be highly appreciated if Hackney carriage age limit is re-considered in Kettering. Our neighboring towns has literally no age limits as we have seen old age hackneys operating in those towns.

Once again thank you very much for listening to cabbies community.

King regards

[REDACTED] x
Burton cabs kettering
Mobile: [REDACTED]

Sent from my iPhone

This page is intentionally left blank

Appendix C5

From: [REDACTED] <XXXXXXXXXXXXXXXXXXXXX>
Sent: 31 March 2022 21:58
To: Russell Howell <Russell.Howell@NorthNorthants.gov.uk>
Subject: Taxi Fare increase

[CAUTION: EXTERNAL EMAIL] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Mr. Russell

Thanks for listening to the voice of taxi drivers/owners for increase in fare in Kettering which has not been increased during the last about 11 years. Inflation during that period has rocketed the price of fuel and other daily things through skies. I would suggest that hackney and private hire meters should start at following prices to address the recent inflation.

Tariff 1	£3.60	Subsequent increase 30p
Tariff 2	£5.40	Subsequent increase 45p
Tariff 3	£7.20	Subsequent increase 60p

It would be highly appreciated if Hackney carriage age limit is re-considered in Kettering. Our neighboring towns has literally no age limits as we have seen old age hackneys operating in those towns.

Once again thank you very much for listening to cabbies community.

King regards

[REDACTED]

Easy Cab

Mobile: [REDACTED]

This page is intentionally left blank

Appendix C6

From: [REDACTED] <premier.taxis@[REDACTED]>
Sent: 07 April 2022 08:00
To: Russell Howell <Russell.Howell@NorthNorthants.gov.uk>
Subject: Premier taxis request

[CAUTION: EXTERNAL EMAIL] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Russell

Hope you are in good health. I would like to give my point of view in regards to the tariff hike as you are aware that the fuel prices alone have increased 40% plus in last few weeks and the cost of living has gone considerably high over the course of these years so anything of 30-40% hike in the fair would justify the cost of fuel and cost of living .

Thks

[REDACTED]

[Sent from Yahoo Mail for iPhone](#)

This page is intentionally left blank

Hackney Carriage Driver Request 2

From: [REDACTED] <[REDACTED]>
Sent: 06 April 2022 22:02
To: Russell Howell <Russell.Howell@NorthNorthants.gov.uk>
Subject: Kettering taxi fair increases

[CAUTION: EXTERNAL EMAIL] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hello Mr Russell,

Thanks for your email asking us for our ideas. It's been a very long time since Kettering taxi drivers have seen any sort of an increase in fair. Due to the increasing oil prices I feel that it is time for Kettering taxi drivers to see an increase in fair. Our neighbouring towns have seen an increase and I think Kettering should do the same. I suggest that Hackney and private hire meters should start at following prices following prices to address the recent inflation.

Tariff 1 £3.60 Subsequent increase
30p

Tariff 2 £5.40 Subsequent increase
45p

Tariff 3 £7.20 Subsequent increase
60p

Silver street has a taxi rink and it's a bit too small, I feel that it will be beneficial if that is made larger, also the markings saying the space is allocated for taxis should be made clearer as they have been covered with dust and dirt. It would be highly appreciated if the 10 year age limit on taxis in Kettering was reconsidered as our neighbouring towns do not have an age limit on their taxis.

Once again, thank you for listening to the Kettering taxi community

Kind regards,
[REDACTED]

This page is intentionally left blank

Hackney Carriage Driver Request 1**Kettering Taxi fare increases**

[REDACTED] <[REDACTED]>

To: Russell Howell <Russell.Howell@NorthNorthants.gov.uk>

[CAUTION: EXTERNAL EMAIL] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Good Evening Mr. Russell,

Thanks for listening to the voice of taxi drivers/owners for increase in fare in Kettering which has not been increased during the last about 11 years. Inflation during that period has rocketed the price of fuel and other daily things through skies. I would suggest that hackney and private hire meters should start at following prices to address the recent inflation.

Tariff 1	£3.20	Subsequent increase 30p
Tariff 2	£4.80	Subsequent increase 45p
Tariff 3	£6.40	Subsequent increase 60p

It would be highly appreciated if Hackney carriage age limit is re-considered in Kettering. Our neighboring towns has literally no age limits as we have seen old age hackneys operating in those towns.

Once again thank you very much for listening to cabbies community.

King regards

Regards

[REDACTED]

This page is intentionally left blank

Appendix D1

From: [REDACTED] <[REDACTED]>
Sent: 08 November 2021 10:07
To: BCW Licensing <Licensing.BCW@northnorthants.gov.uk>
Subject: Alteration to the tariff

Good morning Phillipa

On Thursday 3rd November the Wellingborough Hackney Carriage Association met and voted to apply for an increase to the tariff for Hackney Carriages licensed by the Borough Council of Wellingborough.

The tariff below had the most votes and therefore we would like you to forward this to the relevant Committee.

If the distance does not exceed 541.54 yards:- for the whole distance

£3.00

If the distance exceeds 541.54 yards :-

For the first 541.54 yards £3.00

For each subsequent 97.77 yards 10 pence

WAITING TIME

10 pence for every 30 seconds

EXTRA CHARGES

No changes

The association would also like the following to be considered separately to the above increase in meter tariff as not to jeopardize the increase which is primary.

Every 2nd year a rise on the fare of 10 pence per mile.

In addition:

Appendix D1

Every 4th year a rise to the start tariff of 20 pence, both to be implemented automatically.

Kind regards

Mr. . ████████

Chair, Wellingborough Hackney Carriage Association.

Appendix D2

To the Borough Council of Wellingborough Licensing Department.

Amanda has asked for some evidence to support the requested increase to the tariff for Hackney Carriages.

As you are aware the last tariff increase for Hackney Carriages licensed by the Borough Council of Wellingborough was in October 2011, some ten years ago. Since then, the Hackney Carriage proprietors have continually absorbed significant increases in costs to operate. The ongoing cost of buying sanitizer and face coverings owing to the pandemic alone have impacted on the drivers and operators.

Below, in no particular order we present some evidence to support our request.

Between 2011 and 2021 the total increase in inflation is currently 28%. The Bank of England's deputy Governor Ben Broadbent warned recently that inflation could "comfortably exceed" 5 per cent by spring 2022.

The tariff increase request is less than this 28% inflation rise.

The National Minimum Wage has risen from £6.19 per hour in 2012 to £8.91 at present with a forecast of it being £9.50 per hour in April 2022. This represents an increase of 53% since the last tariff increase.

Most drivers are not reaching this at present.

Fees paid to yourselves to be able to operate and drive a Hackney Carriage have increased during this period also.

Fuel prices have risen sharply.

The cost of routine maintenance and the repair of vehicles has increased since 2011. One operator who operates a Ford vehicle commented that an oil filter for his taxi has increased by 25% since 2020.

All operators who were questioned have seen increases to their servicing and repair bills as no doubt members of the committee who own a vehicle have felt similar.

We ask that the committee, in deciding on our request to increase the tariff will appreciate and understand the financial position of the drivers and operators licensed by The Borough Council of Wellingborough.

The association also asks the committee to consider separately the granting of a regular rolling increase to the tariff as below:

Every 2nd year a rise on the fare of 10 pence per mile.

In addition:

Appendix D2

Every 4th year a rise to the start tariff of 20 pence, both to be implemented automatically.

We would like this regular increase to be considered separately to the request of an increase to the tariff which is primary and do not wish it to jeopardise the main application of raising the tariff.

The association has been asked for reasoning to our request to a rolling increase.

We suggest that an increase every two years should offset the continue rise in inflation and provide transparency for the general public to plan and manage financial impacts. Alternatively the Committee might prefer an annual tariff increase in line with the Consumer Price Index.

The association would be grateful that after reading our evidence that the Committee would look favourable at our request for an increase to the tariff.

██████████

Wellingborough Hackney Carriage Association.

Appendix E

From: [REDACTED] <bluecornercars@hotmail.co.uk>
Sent: 01 March 2022 20:37
To: Rita Groves <Rita.Groves@northnorthants.gov.uk>
Subject: Please can we look at this

[CAUTION: EXTERNAL EMAIL] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

<https://www.taxi-point.co.uk/post/why-taxi-tariffs-must-rise-across-the-uk-the-cost-of-taxi-services-are-under-intense-scrutiny>

Hi Rita

Drivers are asking me if we can request a tariff increase.

Kind Regards

[REDACTED]

This page is intentionally left blank

Hackney Carriage Fare Change Options

The fare for Hackney Carriage journeys in each of the four zones must be considered and set separately. The trade have requested that the current tariffs in place are increased. This request will be considered by the Executive.

One of the options being considered by the council, is for a new harmonised tariff to be introduced that will cover all four of the zones and we are keen to engage with the trade, to identify a tariff that would best suit their needs.

The table below shows the current standard maximum tariff in each zone for a one, two and five mile reference journey. This table has been corrected from previous versions, since it has subsequently become apparent that the figures for the East zone were previously incorrect.

Zone	1 mile	2 miles	5 miles
Corby	£3.40	£4.90	£9.30
East	£3.60	£5.20	£9.80
Kettering	£3.60	£6.00	£13.20
Wellingborough	£3.40	£4.90	£9.40

Five potential options have been identified for consideration and these are detailed below.

Option One

The current fare structure in Kettering is used to base a new harmonised tariff upon. This has been based upon the lowest of the increase requests from the Kettering trade. This would result in the below maximum tariff for a one, two and five mile reference journey.

	1 mile fare	2 mile fare	5 mile fare
Option 1: £3.20 for first 880 yards £0.20 for each subsequent 146.66 yards or uncompleted part thereof	£4.40	£6.80	£14.00

Option one would mean that none of the trade would see a reduction in the maximum fares and would result in the greatest increase in the fares out of the options.

Appendix F

This option would include introduction of the additional charges currently in place for Kettering;

<p><u>Waiting Time:-</u></p> <p>Initial Waiting Time of 216 seconds Then for each period of 36 seconds</p>	<p>£0.20 £0.20</p>
<p><u>Extra Charges</u> Tariff 2</p> <p>For hirings begun after 6am on a Sunday</p> <p>For hiring's begun between 11pm and 6am except on Christmas Day, Boxing Day and New Year's Day</p> <p>For hirings on Bank Holidays and other nationally recognized Public Holidays other than Christmas Day, Boxing Day and New Year's Day</p> <p>For journeys carrying more than 4 people, providing they are licensed accordingly</p>	<p>+ 50% of the above rates</p>
<p>Tariff 3</p> <p>For hirings begun 6pm on Christmas Eve to 6am the day following Boxing Day and 6pm on New year's Eve to 6am the day following New Year's Day</p> <p>If these days fall on a Saturday or Sunday then this rate to extend to 6am following the appointed extra bank holiday days</p>	<p>+ 100% over the above rate</p>
<p>ONLY ONE OF THE ABOVE EXTRA CHARGES PERMISSIBLE AT ANY TIME</p>	
<p>Soiling charge (may be charged <u>in addition</u> to the above extra charges)</p>	<p>£50.00 (subject to extra tariff charges)</p>

Option 2

The current fare structure in Kettering is used to base a new harmonised tariff structure upon, based on the lowest of the requests from the Kettering trade, as with option 1, resulting in the below tariff for a one, two and five mile reference journey.

	1 mile fare	2 mile fare	5 mile fare
Option 1: £3.20 for first 880 yards £0.20 for each subsequent 146.66 yards or uncompleted part thereof	£4.40	£6.80	£14.00

Appendix F

In this proposal however, the additional charges are slightly modified to alter the time that tariff two covers and to remove the additional charge for journeys carrying more than 4 people. This is to reflect some concerns received from the trade over these additional charges. The additional charges would therefore be;

<p><u>Waiting Time:-</u></p> <p>Initial Waiting Time of 216 seconds Then for each period of 36 seconds</p>	<p>£0.20 £0.20</p>
<p><u>Extra Charges</u> Tariff 2</p> <p>For hirings begun after 5am on a Sunday</p> <p>For hiring's begun between 11pm and 5am except on Christmas Day, Boxing Day and New Year's Day</p> <p>For hirings on Bank Holidays and other nationally recognized Public Holidays other than Christmas Day, Boxing Day and New Year's Day</p>	<p>+ 50% of the above rates</p>
<p>Tariff 3</p> <p>For hirings begun 6pm on Christmas Eve to 5am the day following Boxing Day and 6pm on New year's Eve to 5am the day following New Year's Day</p> <p>If these days fall on a Saturday or Sunday then this rate to extend to 5am following the appointed extra bank holiday days</p>	<p>+ 100% over the above rate</p>
<p>ONLY <u>ONE</u> OF THE ABOVE EXTRA CHARGES PERMISSIBLE AT ANY TIME</p>	
<p>Soiling charge (may be charged <u>in addition</u> to the above extra charges)</p>	<p>£50.00 (subject to extra tariff charges)</p>

Option 3

The current fare structure in Kettering is used to base a new harmonised tariff upon. This has been based upon the lowest of the increase requests from the Kettering trade for the starting fare (as with options one and two), however the subsequent tariff has been changed to 20p for each subsequent 180 yards (as opposed to 20p for each £146.66 yards). This would result in the below tariff for a one, two and five mile reference journey.

Appendix F

	1 mile fare	2 mile fare	5 mile fare
Option 3: £3.20 for first 880 yards £0.20 for each subsequent 180 yards or uncompleted part thereof	£4.20	£6.20	£12.00

Option 3 would mean that all zones would see an increase in maximum tariff for shorter journeys, but the Kettering trade would see a reduction in the maximum fares for longer journeys.

This option would include introduction of the additional charges currently in place for Kettering;

In this proposal, the additional charges are slightly modified to alter the time that tariff two covers and to remove the additional charge for journeys carrying more than 4 people, as with option 2. This is to reflect some concerns received from the trade over these additional charges. The additional charges would therefore be;

<u>Waiting Time:-</u> Initial Waiting Time of 216 seconds Then for each period of 36 seconds	£0.20 £0.20
<u>Extra Charges</u> Tariff 2 For hirings begun after 5am on a Sunday For hiring's begun between 11pm and 5am except on Christmas Day, Boxing Day and New Year's Day For hirings on Bank Holidays and other nationally recognized Public Holidays other than Christmas Day, Boxing Day and New Year's Day	+ 50% of the above rates
Tariff 3 For hirings begun 6pm on Christmas Eve to 5am the day following Boxing Day and 6pm on New year's Eve to 5am the day following New Year's Day If these days fall on a Saturday or Sunday then this rate to extend to 5am following the appointed extra bank holiday days	+ 100% over the above rate
ONLY ONE OF THE ABOVE EXTRA CHARGES PERMISSIBLE AT ANY TIME	
Soiling charge (may be charged <u>in addition</u> to the above extra charges)	£50.00 (subject to extra tariff charges)

Option 4

The current fare structure in Wellingborough is used to base a new harmonised tariff structure upon, based on the requested increase submitted by the Wellingborough Hackney Carriage Association.

This would result in the below tariff for a one, two and five mile reference journey.

	1 mile fare	2 mile fare	5 mile fare
Option 4: £3.00 for first 541.54 yards £0.10 for each subsequent 97.77 yards	£4.30	£6.10	£11.50

Option 4 would mean that all zones would see an increase in maximum tariff for shorter journeys, but the Kettering trade would see a reduction in the maximum fares for longer journeys.

This option would include introduction of the additional charges currently in place for Wellingborough;

WAITING TIME	
For each period of 35 seconds or uncompleted part thereof including periods during the journey when the vehicle is stationary	10 pence
EXTRA CHARGES	
For hirings begun between 6am and 11pm on a Sunday	25% of the fare
For hirings begun between 11pm and 6am	50% of the fare
For hirings begun on Bank Holidays	50% of the fare
For hirings begun between 6pm on Christmas Eve and 6am on the day following Boxing Day and 6pm on New Year's Eve and 6am on the day following New Year's Day	100% of the fare
When conveying more than 4 passengers between the hours of 6am and 11pm	to increase the fare by 50%
When conveying more than 4 passengers between the hours of 11pm and 6am	to increase the fare by 0%
Only <u>one</u> of the above extra charges is permissible at any time	
Journeys ending outside the Borough of Wellingborough will be metered unless an alternative tariff is agreed prior to the commencement of the journey.	

Appendix F

No charge in excess of fifty pounds (£50) shall be made in the event of any hirer causing any damage to or soiling the vehicle hired in any way whether by vomiting, urinating, spitting or otherwise.

Option 5

The current fare structure in Wellingborough is again used to base a new harmonised tariff structure upon, based on the requested increase submitted by the Wellingborough Hackney Carriage Association, as with option 3. This would result in the below tariff for a one, two and five mile reference journey.

	1 mile fare	2 mile fare	5 mile fare
Option 5: £3.00 for first 541.54 yards £0.10 for each subsequent 97.77 yards	£4.30	£6.10	£11.50

In this proposal however, the additional charges are slightly modified to alter the time that tariff two covers and to remove the extra charge for conveying more than 4 passengers. This is to reflect some concerns received from the trade over these additional charges. The additional charges would therefore be;

<p>WAITING TIME</p> <p>For each period of 35 seconds or uncompleted part thereof including periods during the journey when the vehicle is stationary</p>	<p>10 pence</p>
<p>EXTRA CHARGES</p> <p>For hirings begun between 5am and 11pm on a Sunday</p> <p>For hirings begun between 11pm and 5am</p> <p>For hirings begun on Bank Holidays</p> <p>For hirings begun between 6pm on Christmas Eve and 6am on the day following Boxing Day and 6pm on New Year's Eve and 6am on the day following New Year's Day</p> <p>When conveying more than 4 passengers between the hours of 5am and 11pm</p> <p>Only <u>one</u> of the above extra charges is permissible at any time</p>	<p>25% of the fare</p> <p>50% of the fare</p> <p>50% of the fare</p> <p>100% of the fare</p> <p>to increase the fare by 50%</p> <p>to increase the fare by 0%</p>
<p>Journeys ending outside the Borough of Wellingborough will be metered unless an alternative tariff is agreed prior to the commencement of the journey.</p>	

Appendix F

No charge in excess of fifty pounds (£50) shall be made in the event of any hirer causing any damage to or soiling the vehicle hired in any way whether by vomiting, urinating, spitting or otherwise.

Conclusion

The below table identifies the current fares for each zone for a standard one, two and five mile reference journey, for the current fares and the five proposed harmonised fare options.

Zone	Current 1 mile fare	Current 2 mile fare	Current 5 mile fare
Current Corby fare	£3.40	£4.90	£9.30
Current East fare	£3.60	£5.20	£9.80
Current Kettering fare	£3.60	£6.00	£13.20
Current Wellingborough fare	£3.40	£4.90	£9.40
Option One	£4.40	£6.80	£14.00
Option Two	£4.40	£6.80	£14.00
Option Three	£4.20	£6.20	£12.00
Option Four	£4.30	£6.10	£11.50
Option Five	£4.30	£6.10	£11.50

Hackney Carriage drivers are requested to provide their thoughts on the proposed five options, indicating which of the options would be their preference and the reasons for this.

Any alternative options submitted by trade representatives, following consultation with others, will also be considered.

This page is intentionally left blank

Date: 25th July

Dear Licensing Office (Kettering)

As requested I submit my thoughts and preference for the current proposed options regarding an increase in hackney carriage fares, which I have to add, is overdue during this present climate. I have deliberated extensively on these changes and have chosen, what I believe to be the fairest for driver's operators and customers, for the following reasons.


First of all I would like to discount immediately option three and option five on the grounds that whilst they may be suited to the larger towns in our area, the driver's working in smaller towns would suffer and consequently the customers by losing a valued service. Option three is an improvement on the above but again because of the distance of the subsequent £0.20 increments being higher, this would affect the drivers in large and small towns alike.

Option one and option two, in my opinion, are the only options which would produce the harmonious effect you desire. Both options are identical, with the exception of the earlier start of the two higher tariffs and the inclusion of an extra charge for more than four passengers. Whilst the former of the two differences would be acceptable the latter penalises some customers so, those customers have to contend with not one rise in fares but two.

In conclusion my choice would be option two on the grounds that, in my opinion, would be the fairest for all areas and achieve the harmonious solution required.

~~Yours Sincerely~~

This page is intentionally left blank



**North
Northamptonshire
Council**

Regulatory Services
North Northamptonshire Council
Sheemess House, 41 Meadow Road
Kettering, NN16 6TL
Tel: 0300 126 3000
www.northnorthants.gov.uk

Telephone: 01536 851259
Email: taxilicensing.kbc@northnorthants.gov.uk
Our Ref:
Date: 08 July 2022

Dear Sir/Madam

	£3.40	£4.90	£9.30
Current East fare	£3.60	£5.20	£9.80
Current Kettering fare	£3.60	£8.00	£13.20
Current Wellingborough fare	£3.40	£4.90	£9.40
Option One	£4.40	£6.80	£14.00
Option Two	£4.40	£6.80	£14.00
Option Three	£4.20	£6.20	£12.00
Option Four	£4.30	£6.10	£11.50
Option Five	£4.30	£6.10	£11.50

Hackney Carriage drivers are requested to provide their thoughts on the proposed five options, indicating which of the options would be their preference and the reasons for this.

Any alternative options submitted by trade representatives, following consultation with others, will also be considered.

This page is intentionally left blank

Appendix G3

From: [REDACTED] <[REDACTED]>
Sent: 21 July 2022 17:01
To: KBC Taxi Licensing <taxilicensing.kbc@northnorthants.gov.uk>
Subject: Increase in Hackney carriage fares

[CAUTION: EXTERNAL EMAIL] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Sir/ Madam,

I am writing in regards to Hackney carriage fares. I am voting for option one.

Kind regards

[REDACTED]
Plate number-[REDACTED] Zone wellingborough

This page is intentionally left blank

Appendix G4

From: [REDACTED] <[REDACTED]>
Sent: 23 July 2022 12:53
To: KBC Taxi Licensing <taxilicensing.kbc@northnorthants.gov.uk>
Subject: hackney carriage fares review

[CAUTION: EXTERNAL EMAIL] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

hello, i vote for option 2 as rushden is a compact town,a lot of fares from the taxi rank can be under half a mile which is the start fare. we can always charge less from option 2 as we see fit . FROM
[REDACTED]

This page is intentionally left blank

Appendix G5

From: Corby Hackney Owners Association <corbyhackneyownersassociation@gmail.com>

Sent: 24 July 2022 16:24

To: KBC Taxi Licensing <taxilicensing.kbc@northnorthants.gov.uk>

Subject: Fare proposal from the trade

[CAUTION: EXTERNAL EMAIL] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi,

On the 8th July the NNC sent a request for feedback from the taxi trade for 5 options for harmonisation across North Northamptonshire.

Unfortunately they did not include an option for the continuation of individual zones and fares.

So I conducted a survey and sent it across various WhatsApp groups for feedback from the trade.

Please see attached details from the trade members across North Northamptonshire.

Please send this on to the officers to review.

Regards



C.H.O.A. Committee Secretary

This page is intentionally left blank

Appendix G5(b)

Area of Work	Do you want to accept NNC Harmonization proposal?	Do you agree for us to continue with the fight against the harmonisation of zones in North Northhamptons hire on your behalf?	Please select your preferred option from the list below. Please refer to the letter received from NNC to understand each option. Option 1 to Option 5 is the Council Harmonisation proposals. Option 6 is the original request from the trade.	Do you have any additional comments you'd like to make?
--------------	---	---	--	---

Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	Yes	No	Option 4 - refer to NNC letter	Stop fighting with council accept their offers and do not charge extra fee from customer
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	

Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	None of the options are acceptable the public don't want it the drivers don't want it so why are you fighting to get it passed we will never accept harmonising fares
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	Non
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	This needs sorting for the sake of our businesses and the hard working people of corby
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	No

Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	All 5 options are not suitable for our borough they would definitely have a negative response for our trade
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	Each zone has its own business model and knows their customer base north
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	northants council has absolutely no knowledge or experience of these different business models yet seeks to dictate to the taxi trade who have made their position plain
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	Please listen to the industry
Wellingborough	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
East Northants	Yes	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	No

Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
				I would like to know why the officer's decided upon using Kettering as a blueprint. Who sanctioned this. This seems to be such an inept decision that surely needs accounting for. The towns are different geographically ie Kettering in an old market town where as Corby is a new town. I think the officers if they done their job properly would have used something similar to the surveys Corby Hackney Association used. If they surveyed every town individually they wousee the different levels of demand. I have never witnessed poor standard's ever and to think these are public servants doing what is best for the public is shambolic.
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
			Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	None

Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	Why is nnc trying to ignore the taxi drivers/owners about how corby should be priced when we know through exprice about our customer base and how much they can afford.Are they delibately trying to kill the black taxi trade with these overpriced and unfair suggested prices...
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
East Northants	No	Yes	Option 1 - refer to NNC letter	We need the fares to go up in line with the fuel prices
Corby	No	Yes	Option 1 - refer to NNC letter	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	Keep fighting
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	Why have the New Authority not consulted with the Public at any levels ?

Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	Harmonisation has absolutely no benefit for Hackney carriage drivers and so for this reason I see no point in changing the current zones. The council has put forward this proposal of harmonisation but has not cited any benefits or improvements to our work conditions or reason why it would be beneficial to us drivers to adopt this policy.
				I can list some problems harmonisation will cause.
Wellingborough	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	1. public can flag an out of town taxi not realising the taxi is not from the area and can then be taken on a merry go round journey resulting in an inflated fare. 2. It will lead to Hackney
Corby	Yes	No	Option 1 - refer to NNC letter	Please do soon as possible, Diesel price £2 litre can't afford .
Corby	Yes	No	Option 1 - refer to NNC letter	
Corby	Yes	No	Option 1 - refer to NNC letter	

Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	Yes	No	Option 1 - refer to NNC letter	No
Corby	Yes	Yes	Option 1 - refer to NNC letter	No
Wellingborough	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	NNC must appreciate that the operators know what is best for their trade and what the public are willing to pay in the area in which they are licensed.
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	No

Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	<p>The council is not acting in the best interests of its tax payers and is heaping extra costs onto them whilst least being able to afford it.</p> <p>The whole concept of harmonisation of the taxi zones is totally flawed, it's abundantly obvious the zones work differently from each other and particularly Corby which operates more akin to London than rural areas. The council is attempting to harmonise chalk and cheese.</p> <p>The council's claim this is a maximum fare and does not have to be charged absolutely destroys the very reasons taxi meters were introduced years ago (so the paying public can hire a taxi and be confident that they are being charged the correct fare).</p>
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	No

Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	We would like to make the fare increase affordable for the people of corby. The cost of living has gone up and people around the country are struggling.
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	The fare increase you're proposing is far too excessive and if it was to go ahead alot of people wouldn't be able to afford to get taxi's anymore.
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	

Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	Common sense needs to be applied on behalf of the working class man
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	The council need to take a back seat I have driven for about 37 years .with the way things are so I feel the council need to let things be I have spoken to drivers and we all say the same things

Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	No
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	No
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	Strongly recommend that we keep Corby on its own zone.very disappointed in the way they are trying to destroy our business,IE taking old cabs of the road higher rates etc
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	

Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	No
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 3 - refer to NNC letter	Diesel has doubled in price and council fees have increased this needs to be considered when agreeing a rise in the fare tarrif.
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	Yes	No	Option 4 - refer to NNC letter	No
Wellingborough	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	
Corby	No	Yes	Option 6 - Original fare increase for your area and retention of individual zones.	

Appendix G6

From: [REDACTED] <[REDACTED]@denningssolicitors.co.uk>
Sent: 24 July 2022 23:28
To: KBC Taxi Licensing <taxilicensing.kbc@northnorthants.gov.uk>
Cc: Russell Howell <Russell.Howell@NorthNorthants.gov.uk>
Subject: Hackney Carriage Fares Review

[CAUTION: EXTERNAL EMAIL] This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Sirs

I have been instructed by those whose names appear in the attachment to this email. Please accept this as a formal response to your letter dated 8th July 2022 to be considered as part of the consultation process? The Initial comment is that if harmonisation is to be attained then it is very important that there are no perceived inconsistencies in the way that licence holders (drivers/vehicle owners/operators are treated). It is vital that all facets of the trade feel that they are treated proportionately and equitably.

Options 3,4 & 5 would mean that “Kettering licence holders” will be in a worse position than the current status quo. This would be grossly unfair particularly given the effects of the recent pandemic on the trade generally and of course the current increase in costs particularly fuel charges. For those reasons what is suggested is unacceptable .

What must be factored into any consideration is the fact that there have been significant differences in the former licensing areas. In the former Kettering area there were “higher” vehicle standards/requirements (in respect of general maintenance and age conditions) as a consequence of deregulation of the number of hackney carriage plates some years ago as compared to (inter alia) Corby. Licence holders have therefore invested in “newer” and therefore “more expensive” vehicles at an increased cost to them. It would be therefore disproportionate for any attempt to harmonise tariffs if it leads to Kettering licence holders being adversely affected and giving them a net position below the current status quo.

At the end of the day of course hackney carriages are not obliged to charge the council set tariff which is simply the upper limit. This should be taken into account and reflected in the proposed options to be considered.

The way your consultation proposal is phrased it is clear that you have not treated drivers/vehicle owners and operators consistently. They have competing interests and all are entitled to equal consideration. For future reference it would be equitable for all licensed drivers, vehicle proprietors and private hire operators to be consulted with regard to licensing charges?

You have asked for alternative reasonable proposals and what is therefore proposed is therefore option 1 be adopted with the caveat that all other zones are allowed to charge up to the current “Kettering” levels depending on the various individual vehicle regulations.

Kindly acknowledge safe receipt of this email?

Yours faithfully

[REDACTED]

**Director / Senior Partner
Dennings Solicitors**

Additional Charges

Only one of the below extra charges is permissible at any time

Extra Charges	Corby	East	Kettering	Wellingborough
Waiting time	10p for each period of 20 seconds or uncompleted part thereof	10p for each period of 30 seconds or uncompleted part thereof	20p initial waiting time of 216 seconds, then 20p for each period of 36 seconds	10p for each period of 35 seconds or uncompleted part thereof including periods during the journey when the vehicle is stationary
Evening	50% of the rate for hiring commenced between the hours of 11.00pm and 5.00am	50% of the rate for hiring commenced between the hours midnight and 2am 100% of the rate for hiring commenced between the hours 2am and 6am 50% of the rate for hiring commenced between the hours 6am to 7am	50% of the rate for hiring commenced between 11pm and 6am	50% of the rate for hiring commenced between 11pm and 6am
Sundays	-	50% of the rate	50% of the rate	25% of the rate
Bank Holidays	50% of the rate	50% of the rate	50% of the rate	50% of the rate
Christmas	-	100% of the rate for hiring commenced	100% of the rate for hiring commenced	100% of the rate for hiring commenced

Appendix H

		<p>between 6pm on Christmas Eve and 6am on the day following Boxing Day</p> <p>100% of the rate for hiring commenced between 6pm on New Year's Eve and 6am on the day following New Year's Day</p>	<p>6pm on Christmas Eve to 6am the day following Boxing Day</p> <p>100% of the rate for hiring commenced between 6pm on New Year's Eve and 6am on the day following New Year's Day</p> <p>If these days fall on a Saturday or Sunday then this rate to extend to 6am following the appointed extra bank holiday days</p>	<p>between 6pm on Christmas Eve and 6am on the day following Boxing Day</p> <p>100% of the rate for hiring commenced between 6pm on New Year's Eve and 6am on the day following New Year's Day</p>
Carry additional passengers	-	-	50% of the rate for journeys carrying more than 4 people, providing they are licensed accordingly	50% of the rate for journeys carrying more than 4 people between the hours of 6am and 11pm
Charge where a Hackney Carriage is soiled	£25	£31.50	£50	up to £50
Carrying luggage	-	10p for each bicycle, perambulator, or any other package conveyed outside the carriage	-	-



**North
Northamptonshire
Council**

Equality Impact Assessment

1: Background

Requirement	Detail
Title of proposal	Proposed taxi tariff increase
Type of proposal: new policy / change to policy / new service / change to service / removal of service / project	Proposal to increase taxi fares at the request of the trade
Directorate	Place and Economy
Service area	Environmental Health
Lead Officer's name	Iain Smith
Lead Officer's job title	Assistant Director Regulatory Services
Officer who completed Equality Screening Assessment	Amanda Wilcox
Equality Screening Assessment completion date	25.04.2022
Date Director informed of full assessment requirement	24.05.2022
Equality Impact Assessment completion date	26.05.2022

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](#).

2.3: Proposal Details

Description of the proposal:

A request has been received from the Hackney Carriage trade to increase the tariff of fares that they can charge to customers. This represents the maximum fare that they can charge customers for journeys in their Hackney Carriage. Hackney Carriage drivers can choose to charge less than the maximum fare, however they are not permitted to charge more.

What are the key objectives of this proposal?

- The Local Government (Miscellaneous Provisions) Act 1976 allows the Council to set the maximum costs and fares that drivers may charge the public for journeys taken in a taxi.
- A request has been received from the trade for an increase in fares to reflect the rising cost of living
- The request is to be considered by the Licensing and Appeals Committee on 9th August 2022 and the Executive on 15th September 2022, who may choose to leave fares as they are, or increase them

Who will benefit from this proposal?

Appendix I

Hackney Carriage proprietors will benefit from increased income, which will allow them to cover the costs of delivering the service. If the charging mechanism does not allow the trade to cover costs and provide an adequate salary for drivers, it is likely that the number of Hackney Carriage vehicles available to the public will reduce as people leave the trade. Having an adequate number of Hackney Carriages is vital for the travelling public. In setting fares, the Council has to balance any increase of fares against the needs of the travelling public. Therefore having the correct tariff in place benefits both the trade and the public.

What were the findings of the initial Equality Screening Assessment?

The assessment found that there is a potential negative impact of a change in the tariff of fares on two protected groups;

- Differing age groups
- People with a disability

Page
29
11

Data Evidence

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

In 2019 there were 6639 people between the age of 60-79 within North Northants and this is projected to increase by 22% by 2029. In addition there were 2000 people over the age of 80 and this is projected to increase by 57% by 2029. It is therefore clear that the number of people within older age groups is increasing. However, there is insufficient data for us to identify the proportion of these people that regularly use public transport, or whether they would be able to afford any increase in taxi fares.

1 in 4 households in North Northamptonshire have one person living with a long-term illness or disability and 7% of households have 2 or more people living with a long-term illness or disability. However, there is insufficient data for us to identify the proportion of these people that regularly use public transport, or whether they would be able to afford any increase in taxi fares.

Evidence also shows that a higher proportion of people in older age groups state that their lives were limited because of their disability. It

Appendix I

appears likely that people in older age groups and those with a disability are more likely to use public transport and although we are not clear on the numbers of people who use taxi's, it is likely that this group will be disproportionately effected.

Consultation will be undertaken following the decision of the Executive and this will be sent to some organisations representing these groups and any consultation responses will be fed into this assessment as appropriate

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

Legislation does not allow us to require introduction of separate fare charging structures for these groups that may be affected, but owners/operators have discretion to charge less and users have discretion to negotiate/request a lower fare on booking/hiring at owners/operators discretion when booking in advance.

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

None at this time

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

N/A

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

None identified

5: Equality Impact

Using the evidence gathered above, describe the potential negative impact this proposal may have on individuals or groups because of their

Appendix I

characteristics in the table below. Ensure you consider different groups within each of the protected groups.

Characteristic	Potential negative impact
Age	The increase in fares applies to all regardless of age. People who use taxis more often or are reliant on them such as older people may be disproportionately negatively impacted by an increase.
Disability	Some people with mobility impairments have limited options of alternative transport, so are likely to feel the negative affect of an increase in fare. The average fare increase is not currently known until the Executive decision is made, but will be advertised once known.
Sex	None identified
Marriage or Civil Partnership	None identified
Pregnancy or Maternity	None identified
Race	None identified
Religion or Belief	None identified
Gender Reassignment	None identified
Sexual Orientation	None identified
Health and Wellbeing	None identified

6: Consultation

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

Appendix I

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?
None				

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

No consultation has been undertaken to date, however following the decision of the Executive on 16th June a 14 day consultation will be undertaken.

7: Assessing the Impact

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

No changes proposed at this time, although this will be reviewed following the consultation.

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).

8: Monitoring and Evaluation


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

Any complaints or comments received will be retained and fed into the next review

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		26.05.22

- 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)
Any increase in fares applies to all regardless of age. People who use taxis more often or are reliant on them such as older people may be disproportionately negatively impacted by an increase.	Users will be notified of any intention to increase fares through adverts in the press, online and in council offices, so that they can plan their finances accordingly.			
Some people with mobility impairments have limited options of alternative transport, so are likely to feel the negative affect of an increase in fare.	Users will be notified of any intention to increase fares through adverts in the press, online and in council offices, so that they can plan their finances accordingly.			

Page 216

EXECUTIVE 15th September 2022

Report Title	Cannock Road Housing Development- Budget Amendment and Procurement Strategy
Report Author	David Watts, Executive Director for Adults, Communities and Wellbeing
Lead Member	Cllr Matt Binley, Executive Member for Housing, Communities and Levelling Up.

Key Decision	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there public sector equality duty implications?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Applicable paragraph number/s for exemption from publication under Schedule 12A Local Government Act 1972	Appx A & B Paragraphs 1&2

List of Appendices

- Appendix A-** Cannock Road Cost Plan (**Exempt**)
- Appendix B-** Cannock Road Risk Register Plan (**Exempt**)
- Appendix C-** Cannock Road Site Plan
- Appendix D-** Cannock Road Layouts

1. Purpose of Report

- 1.1. To seek approval to amend the project budget for the Cannock Road, Corby housing development following a full review of the project, cost plan and risk register.
- 1.2. To seek approval to procure a principal contractor via an open tender process.
- 1.3. To seek delegation of authority to the Executive Member for Housing, Communities and Levelling up, in consultation with the Executive Director for Adults Communities and Wellbeing, to take any further decisions/actions to

conclude the procurement and deliver the project without the need to return to the Executive.

2. Executive Summary

- 2.1. The Cannock Road housing development is a scheme to convert a vacant commercial building into five new council homes in Corby.
- 2.2. This project forms part of the housing development programme contained within the Housing Revenue Account (HRA) Capital Programme and the homes developed will be owned, managed, and maintained by the Council as part of its portfolio of HRA properties (otherwise known as 'Council housing').
- 2.3. The capital costs of the project are covered over the longer-term by the rental income collected from the completed properties once occupied.
- 2.4. Initial approval for this scheme was obtained from Corby Borough Council in 2019 and a contract awarded in 2020 for the construction of the homes. In May 2021 the appointed contractor went into liquidation, leaving a partly demolished building and no principal contractor to deliver the project.
- 2.5. The development includes homes specially designed to be accessible for disabled people, including a three bed home specifically designed for a family in need who will be referred to as 'Family A' throughout this report for confidentiality reasons.
- 2.6. A budget increase was agreed by Executive in September 2021 and approval given to appoint a new contractor via a direct award framework.
- 2.7. A new Interim Strategic Lead for Housing Development and Enabling was appointed in September 2021. As a result of this appointment all existing HRA housing development projects were reviewed. For Cannock Road, the review identified that the approved budget was likely to be insufficient and so an increase is required from a budget of £1,036,107 to £1,490,000.
- 2.8. Due to the budget increase required, it has also been determined that the most appropriate procurement method for the works contract would be a full open tender process as it allows a higher degree of competition, opening the opportunity to a larger number of contractors and allowing closer scrutiny of contractor quality. This will ensure that value for money is achieved.
- 2.9. This report seeks approval to amend the project budget. It also seeks approval to procure a principal contractor via a full open tender process.

3. Recommendations

- 3.1. It is recommended that the Executive recommends that Full Council

- a) Approves that the budget for the Cannock Road project be increased to £1,490,000
- b) Approves the proposal to procure the project via a competitive open tender
- c) Delegates authority to the Executive Member for Housing, Communities and Levelling Up in consultation with the Executive Director for Adults Communities and Wellbeing to take any decisions necessary to complete the project without the need to return to Executive.

3.2. Reasons for Recommendations:

- To enable the delivery of the Cannock Road development, which has been paused since May 2021 and ongoing since 2018.
- To bring a redundant brownfield site in a residential area, which is currently partly demolished, back into use.
- To increase the supply of affordable rented housing available in North Northamptonshire, which meets the corporate objective of enabling safe and thriving places.
- To increase the supply of housing suitable for disabled people, which meets the corporate objective of helping people to live healthier, more active and fulfilled lives in North Northamptonshire.

3.3. Alternative Options Considered-

- Do nothing- this was discounted because it would not deliver any of the objectives set by the Council and would not deliver additional housing.
- Cease the development and sell the site- this was discounted because the site is required by the Council to deliver its existing programme of housing development, increase the supply of affordable housing and housing suitable for people with disabilities and enable spend of Right to Buy Receipts, which would otherwise have to be returned to the Government.
- Further pause the development and redesign the scheme to achieve lower per unit costs/increase rental income- this was discounted because it would not allow the provision of additional housing suitable for disabled people and would deny Family A the only feasible option of suitable housing. Family A were allocated this property in 2018 and have been waiting for the development to be delivered since that time. It would also require the project to be restarted as a new planning application would be required and all spend to date would be abortive cost.

4. Report Background

- 4.1. This project forms part of the housing development programme contained within the Housing Revenue Account (HRA) Capital Programme and the homes

developed will be owned, managed, and maintained by the Council as part of its portfolio of HRA properties (otherwise known as 'Council housing').

- 4.2. The capital costs of the project are covered over the longer-term by the rental income collected from the completed properties once occupied.
- 4.3. Following the approval of the project by the former Corby Borough Council, the scheme was tendered and awarded to Cafos Ltd. who commenced work on site in December 2020.
- 4.4. The development was designed to include properties which would be suitable for disabled people. All five homes are ground floor, accessible properties and one home (a three bed, fully wheelchair accessible home) was specifically designed for Family A who are existing tenants of the Council. This family are currently living in an unsuitable property with no alternative suitable options available to them and it is not possible to adapt their current home to fully meet their needs. One member of this family has a life-limiting illness and requires significant care and specialist equipment which cannot be properly accommodated within their existing home. Family A have been waiting for their new home at Cannock Road since 2018.
- 4.5. In May 2021 work on site ceased due to Cafos Ltd. going into liquidation and leaving the project without a principal contractor.
- 4.6. A report on the project was presented to the Executive in September 2021. The report explained the above, recommended approval be given to uplift the project budget from £847,000 to £1,036,107 and recommended approval to appoint a principal contractor via a direct award procurement framework on the basis that this would be the fastest way to appoint a new contractor for the development.
- 4.7. In September 2021, to prepare for combining the two previously separate development programmes for Kettering and Corby, a review was carried out of all identified development projects to assess deliverability, appropriate budget provision and project risks.
- 4.8. For Cannock Road, it was identified that the cost plan upon which the budget was based did not appear to fully consider the specific risks relating to the project. It also became clear that build costs were rising rapidly because of inflation. In the construction industry this inflation is the combined result of supply issues, rising costs of materials and increasing competition for labour and sub-contractors. The previous cost plan did not allow for inflation.
- 4.9. In January 2022, Gleeds Cost Management Ltd. (part of the Perfect Circle Joint Venture) were appointed via the SCAPE public sector procurement framework, to carry out a more in-depth review of the project, including providing a new cost plan and risk register in consultation with the Strategic Lead. This review has identified that the allocated budget is unlikely to be sufficient when all risks are considered. The decision was therefore made not to continue with appointing a principal contractor until a further decision is made by Executive to increase the budget for this project. Continuing the project knowing that there was already a significant risk of a budget overspend was considered an

unacceptable risk and therefore required further approval from the Executive to proceed.

- 4.10. The updated cost plan (attached as **Appendix A**) identifies that a budget of £1,490,000 is required to ensure that the project can be delivered to completion. This report seeks approval to increase the budget to this amount from the £1,036,107 previously approved, an increase of £453,893.
- 4.11. There is sufficient money available within the HRA housing development capital budget to fund this increase and therefore no additional borrowing would be required within the HRA. 40% of the total cost of the development (£596,000) will be funded by Right to Buy Receipts, which is money collected from the sale of other council homes to tenants who exercise their Right to Buy.
- 4.12. The additional budget will be vired from an existing budget allocated for a project called Hidden Homes 2 in the Corby area. This project has not been commenced as it is planned to develop proposals for a wider regeneration project within the same area (including the area where this project is located) and so a new business case, project plan, budgets and approvals will be required in due course for the wider project.
- 4.13. Due to the cumulative value of the current budget increase with the previously approved increase of £189,107, this decision will need to be made by Full Council in accordance with the Council's Constitution.
- 4.14. It is important to note that the increased budget allows for the entire cost of the development, including previous abortive costs, all statutory and planning fees, surveys, design fees, professional fees, and the estimated cost for the construction work. The risk register also identifies the specific risks and quantifies the level of contingency required to allow for those risks within the overall budget. Any risk/contingency money which is not required at the conclusion of the project will be returned into the overall capital housing development budget to be spent on other projects.
- 4.15. Considering the increased budget requirement, it is prudent to now recommend seeking a principal contractor via a full open tender process, rather than via a direct award framework. A full competitive tender is considered the best test of the current contractor market as it allows any interested contractor to tender for the project and is the best way to demonstrate that value for money has been achieved. It will also allow closer scrutiny by officers of the Council over issues relating to quality control, use of local sub-contractors and labour, Health and Safety procedures and environmental sustainability standards which are all important to the successful delivery of this project.

5. Issues and Choices

- 5.1. Several options were considered in formulating the recommendations contained within this report. An issue of relevance to the recommended decision is the specialist home which was specifically designed for Family A within the

Cannock Road development. This home is a three-bedroom property which is fully accessible to a specialist wheelchair user, provides accessible sleeping, eating, and bathing facilities and allows independence for all members of the household. Any decision to redesign the scheme or cease the development would either significantly delay or completely remove the only suitable housing option which currently exists for this family. Some minor adaptations are being carried out to Family A's current home to improve its accessibility whilst they await the progress of this development, but it is not possible to fully meet their needs and the recommendations of Occupational Therapists and health professionals within the current home.

5.2. If the full budget allocated is expended, the cost per unit for this development is high (£298,000 per unit). It is important to note however that there are several reasons for this including:

- The specialist nature of the homes being constructed. Two of the homes are being built to be fully wheelchair accessible, including the larger three bed home for Family A.
- The development involves the part demolition, refurbishment, and extension of an existing building. This is usually a more expensive option than full demolition and rebuild.
- There have already been abortive costs associated with the liquidation of the previous contractor and the technical design stage (RIBA stage 4) must be recommenced by either the Council itself or by a new contractor. The proposal is now for the Council to oversee this detailed design to ensure greater control over the specification and project risk allowances.
- The specification is higher than required on sustainability as the development will include Air Source Heat Pumps, Solar panels and Electric Vehicle Charging Points which increase the build costs of the scheme.

5.3. Options considered:

- Do nothing- This was discounted because it would not deliver any of the objectives set by the Council and would not deliver additional affordable and specialist housing for people currently on the Council's housing register.
- Cease the development and sell the site- This was discounted because the site is required by the Council to deliver its existing programme of housing development, increase the supply of affordable housing and housing suitable for disabled people and enable spend of Right to Buy Receipts, which would otherwise have to be returned to the Government.
- Further pause the development and redesign the scheme to achieve lower per unit costs/increase rental income- this was discounted because it would not allow the provision of additional housing suitable for disabled people and would deny Family A the only feasible option of suitable housing. It would

also require the project to be restarted as a new planning application would be required and all spend to date would be abortive cost. Even if the scheme could be redesigned to still incorporate a suitable property for Family A, the delay would mean that they remain in unsuitable accommodation for longer than is reasonable, and with inflation in construction costs and the abortive costs associated with restarting the project, there is a significant risk that very minimal or no financial saving would be achieved.

6. Next Steps

- 6.1. If approval is given to increase the budget as recommended the Housing Development and Enabling Team will appoint a professional team to commence the RIBA stage 4 technical design and start preparing the necessary tender documentation in consultation with the Procurement Team. A construction contract will need to be agreed between the Council and the successful contractor and then contracts prepared by the Council's Legal Service.
- 6.2. The RIBA stage 4 design will take approximately 8-10 weeks to complete, followed by the tender stage which will take approximately a further 10 weeks.
- 6.3. Currently it is envisaged that a start on site could be achieved in early 2023 and a 52 week build programme has been assumed, although the exact programme will be agreed during the tender and contract award process.
- 6.4. A separate report on the overall HRA development programme and individual projects within it will be brought before the Executive in the Autumn.

7. Implications (including financial implications)

7.1. Resources and Financial

- 7.1.1. This project requires an additional £453,893 of capital budget to be allocated from within the Housing Revenue Account, increasing the overall budget to £1,490,000.
- 7.1.2. It is important to note that the budget allows for the entire cost of the development, including previous abortive costs, all statutory and planning fees, surveys, design fees, professional fees, and the estimated cost for the construction work. The risk register also identifies the specific risks and quantifies the level of contingency required to allow for those risks within the overall budget. Any risk/contingency money which is not required at the conclusion of the project will be returned into the overall capital development budget.
- 7.1.3. There is sufficient money available within the HRA capital budget for housing development to cover the additional costs and 40% (£596,000) of the total

development cost will be paid for from retained Right to Buy Receipts. There are currently approximately £9m of Right to Buy Receipts which require spend between 2022 and 2027.

- 7.1.4. The capital costs of this development will be covered over the longer-term by the rental income collected from the homes at Cannock Road once occupied and so the development is self-funding. No additional borrowing is required against the Housing Revenue Account to fund this project as it can be funded within existing allocated budgets.
- 7.1.5. As specialist properties designed to be accessible for disabled people, these homes will be exempt from purchase under the Right to Buy scheme and so will not be sold on to occupiers. This ensures that this much needed housing is retained by the Council to help future households who are in need. It also removes the risk of losing the rental income in future before the capital cost has been repaid, which would have to be covered from elsewhere within the HRA.
- 7.1.6. A copy of the latest cost plan for the project is attached as **Appendix A**. This information is classed as commercially sensitive at the current time and is therefore exempt from publication. This is because, in being made public, it would also be available to potential contractors and may prejudice the open tender exercise which would prevent best value from being achieved.

7.2. Legal and Governance

- 7.2.1. To progress the project, it will be necessary to procure a contractor in accordance with the Public Contracts Regulations 2015 and the Council's Contract Procedure Rules. Support will be sought from the Procurement Team to ensure that the full open tender is compliant with the above, and the risk of legal challenge is minimised.
- 7.2.2. An appropriate form of construction contract, along with suitable insurances, performance bond and warranties will be required to be in place prior to any works commencing. A suitably qualified Contract Administrator will be appointed to agree the appropriate contract particulars in consultation with the Council's Legal Team and to administer the contract through the construction phase and Defects Period.
- 7.2.3. The Council will be required to manage the project in compliance with the Construction Design and Management Regulations 2015 and ensure all other Health and Safety requirements are met. An independent Health and Safety/CDM Advisor will be appointed as part of the project to ensure the Council is meeting its obligations as a client in this regard and will conduct independent site safety audits throughout the construction phase to monitor compliance.

7.3. **Relevant Policies and Plans**

- 7.3.1. The Cannock Road development will provide five additional social rented homes which will be owned and managed by the Council and allocated to households on the housing register. It also includes the home specifically designed to meet the needs to Family A, for which it has been identified there are no other suitable housing options.
- 7.3.2. The provision of additional affordable housing meets the objective of creating safe and thriving places in the Corporate Plan 2021-2025.
- 7.3.3. The provision of specialist housing to meet the needs of disabled people meets the Corporate Plan objective of helping people to live healthier, more active and fulfilled lives in North Northamptonshire.

7.4. **Risk**

- 7.4.1. A fully costed risk register has been prepared for this project and is attached as **Appendix B**. It is exempt from publication for the same reasons as the cost plan, to avoid prejudicing the open tender exercise. The risks contained within the register will be monitored and managed closely as the project progresses and the register updated accordingly. A professional project manager/contract administrator will be appointed to oversee the risk register as part of the management of the overall project in consultation with the Strategic Lead for Housing Development and Enabling.
- 7.4.2. A cost report will be provided each month by an appointed Quantity Surveyor and any financial risks will be reported through the Council's monthly budget monitoring report to Executive.
- 7.4.3. If the project does not proceed there is a risk that the Right to Buy receipts committed to this project would not be spent by the deadlines required by DLUHC (within five years from receipt). Failure to spend Right to Buy Receipts by the required deadlines means that the money must be returned to the Treasury with punitive interest.

7.5. **Consultation**

- 7.5.1. Consultation was carried out as part of the planning application for the site.

7.6. **Consideration by Executive Advisory Panel**

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

7.7. Consideration by Scrutiny

7.7.1. The decision has not been considered by scrutiny as it is proposed to cover the additional costs within the existing HRA capital budget for housing development and does not require any increase to the overall budget. It is however eligible for call-in by scrutiny if required.

7.8. Equality Implications

7.8.1. The three aims of the General Equality Duty under the Equalities Act 2010, which must be considered consider in the Council's decision-making processes, are:

(a) Eliminate unlawful discrimination, harassment and victimisation and any other conduct prohibited by the Act.

(b) Advance the equality of opportunity between those who share a protected characteristic and those that do not share it.

(c) Foster good relations between those who share a protected characteristic and those that do not share it.

7.8.2. It is considered that this decision will have a positive impact on a group with a protected characteristic, particularly people who have a disability. The negative impact on disabled people which would be caused by selecting one of the previously discussed alternative options was a primary consideration in discounting those options.

7.9. Climate and Environment Impact

7.9.1. The scheme has been designed to exceed Building Regulations on energy efficiency and sustainability, the properties will achieve at least an EPC B rating and will include Air Source Heat Pumps, Solar Panels and, if possible Electric Vehicle Charging Points.

7.9.2. In the quality scoring for the tender process, questions will be included about how contractors consider environmental impact and climate change in the operation of their business.

7.10. Community Impact

7.10.1. The Cannock Road site is situated within an existing residential area in Corby and the site is currently secured with Heras fencing and contains a partly demolished building. The development of this site will have a positive impact

on the community, bringing back into use a currently redundant and unattractive site.

7.11. Crime and Disorder Impact

7.11.1. The development of this site will reduce the likelihood of crime and disorder by bringing a redundant site back into use. The scheme has been designed with Secured by Design Principles being adopted and the Police were consulted as part of the planning application process.

8. Background Papers

8.1 None

This page is intentionally left blank

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

Document is Restricted

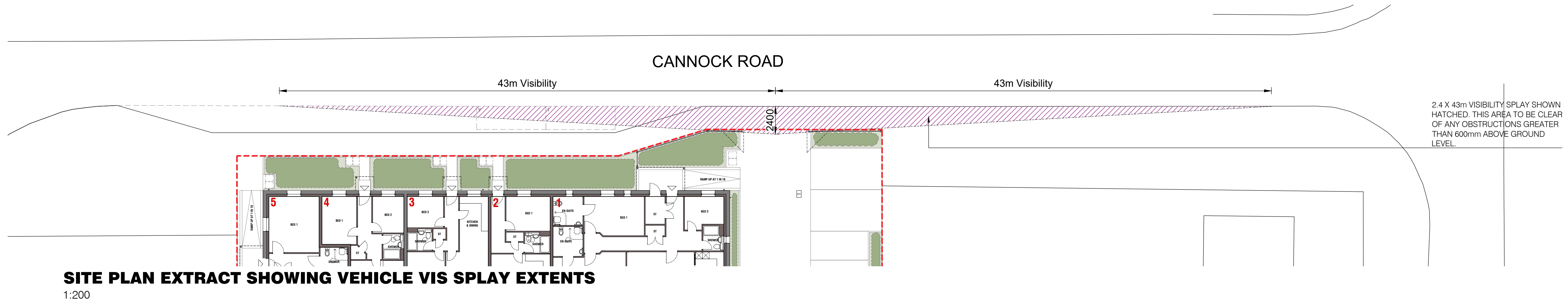
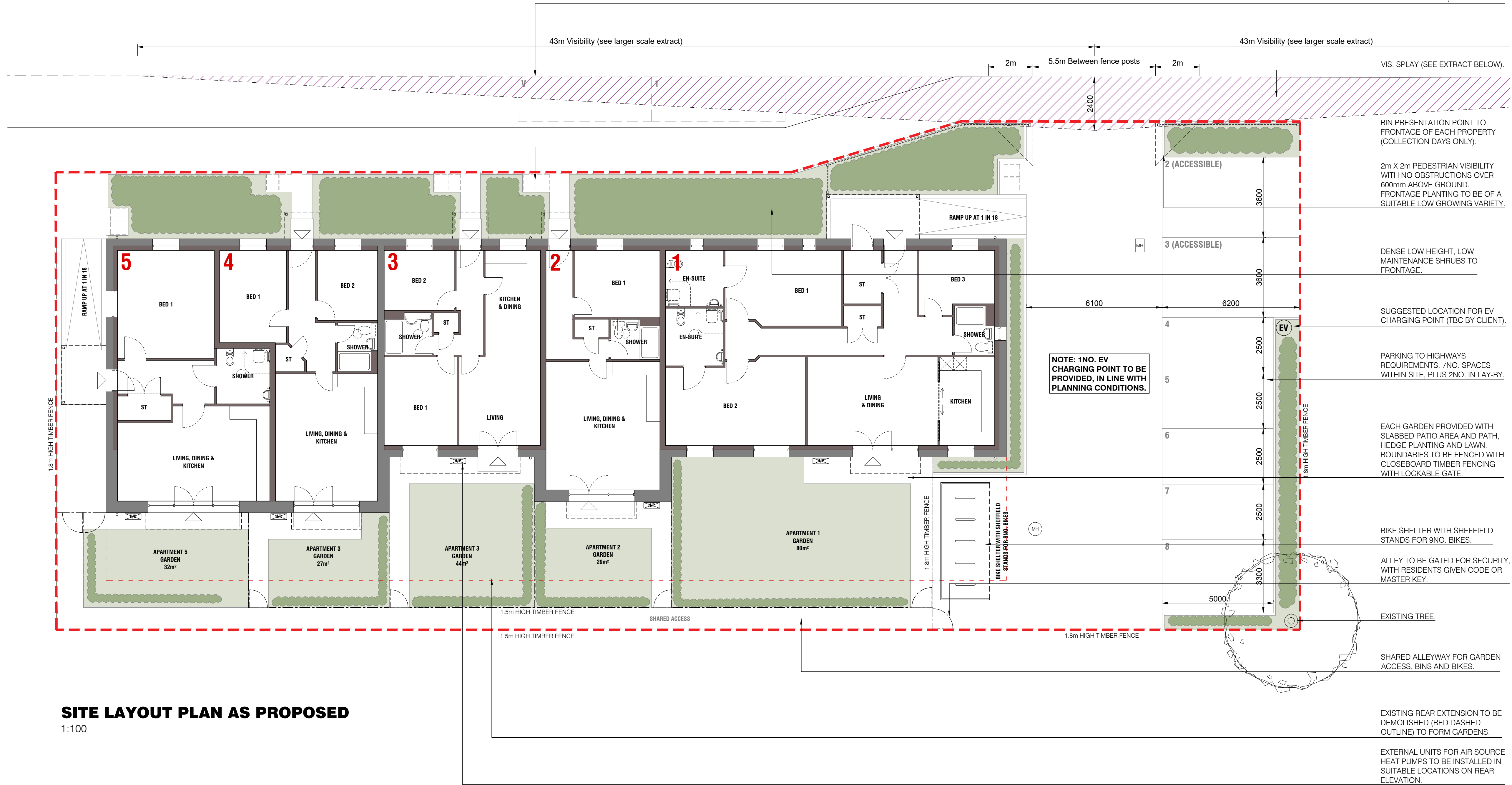
This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

EXISTING LAY-BY TO PROVIDE 2NO. PARKING SPACES (INDICATIVE LOCATION SHOWN).



This page is intentionally left blank

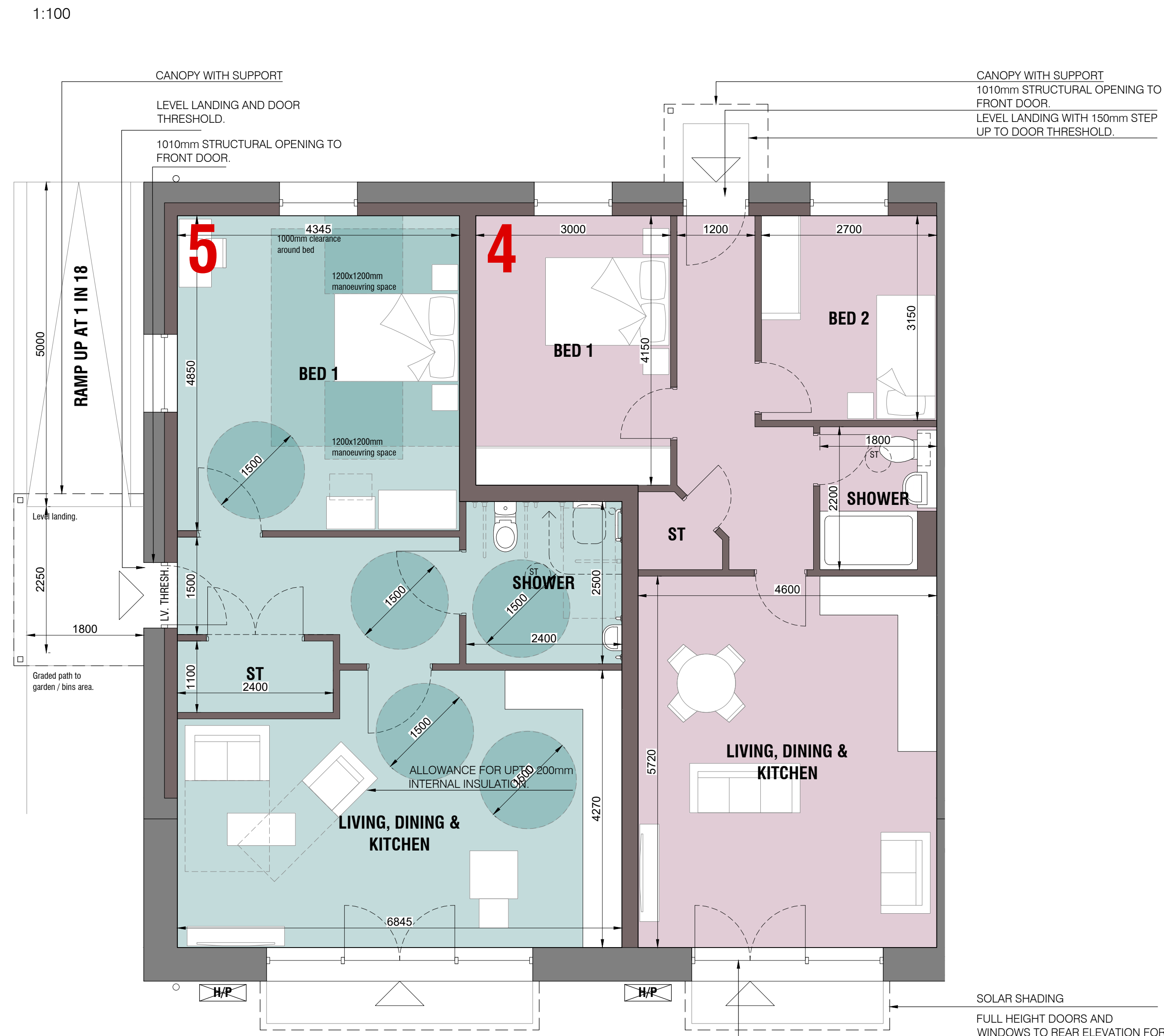


NOTE ON M&E SERVICES
 ALL FLATS TO BE PROVIDED WITH AIR SOURCE HEAT PUMP (SPEC TO BE AGREED WITH CLIENT). STORAGE AREAS SHOWN ARE INDICATIVE - CONTRACTOR TO CONFIRM REQUIREMENTS FOR CHOSEN AIR SOURCE SYSTEM AND PROVIDE SUITABLE BUILT IN STORAGE AS NECESSARY. ALL EXTERNAL UNITS TO BE PLACED IN SUITABLE LOCATION ON THE REAR OF THE BUILDING.

INDICATIVE LOCATIONS FOR AIR-SOURCE HEAT PUMP EXTERNAL UNIT. ALL UNITS TO BE LOCATED IN LINE WITH MANUFACTURERS INSTRUCTIONS.

GENERAL ARRANGEMENT PLAN

1:100

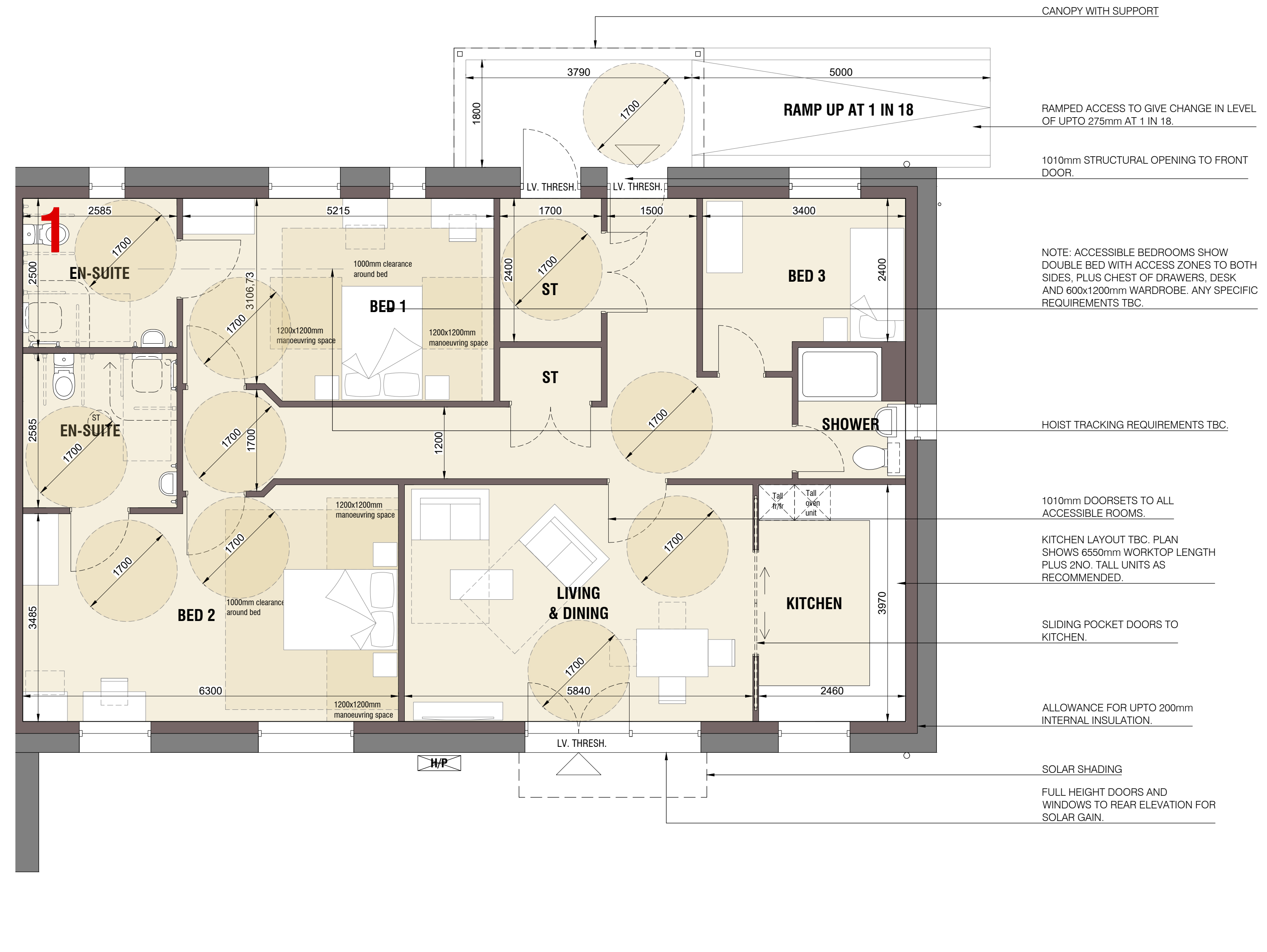


1-BED ACCESSIBLE APARTMENT
 GIA: 65m²

1:50

TYPICAL STANDARD APARTMENT
 GIA: 2-BED: 61.5m² / 1-BED: 55m²

1:50



ACCESSIBLE 3-BED APARTMENT
 GIA: 130m²

1:50

Page 259

This page is intentionally left blank

EXECUTIVE 15th September 2022

Report Title	First Homes Early Delivery Programme
Report Author	David Watts, Executive Director for Adults, Communities and Wellbeing
Lead Member	Cllr Matthew Binley, Executive Member for Housing, Communities and Levelling Up

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

List of Appendices

Appendix A – Deed of Variation for land at parcel R7, Glenvale Park

1. Purpose of Report

- 1.1. To note the officer decision taken under delegated authority to apply the national eligibility criteria, level of discount, income cap and price cap for First Homes being delivered in North Northamptonshire.
- 1.2. To seek approval for the decision to apply discretionary local connection criteria to First Homes sold in North Northamptonshire.
- 1.3. This decision applies to any First Homes being delivered under Homes England's First Homes Early Delivery Programme, and on any other First Homes delivered in North Northamptonshire until the Local Plan is updated to include any alternative First Homes policy for North Northamptonshire
- 1.4. To delegate authority to the Executive Member for Housing, Communities and Levelling Up, in consultation with the Executive Director for Place and Economy

to enter Deeds of Variation to enable the delivery of additional First homes, where deemed appropriate.

2. Executive Summary

- 2.1. First Homes are a type of affordable housing and were introduced into the National Planning Policy Framework on 28th June 2021 via a Written Ministerial Statement. They are discounted market sale units which:
- a) must be discounted by at least 30% against the market value;
 - b) be sold to households who meet the First Homes eligibility criteria;
 - c) remain discounted and sold to eligible households in perpetuity by way of a restriction registered on the title at HM Land Registry in favour of the Council; and,
 - d) cannot be sold for the first time at a price higher than £250,000 after the discount has been applied
- 2.2. First Homes are the government's preferred discounted market tenure and should now account for at least 25% of all affordable homes delivered by developers through planning obligations (section 106 agreements). The tenure of the remaining 75% can be decided by the Council, in line with adopted planning policy and considering evidence of affordable housing need in the local area.
- 2.3. The rules on First Homes allow local authorities to set their own local eligibility criteria and lower price caps, discount levels and income caps, however the decision to do so must not be arbitrary and must be implemented via the Local Plan-making process. The Council is therefore not permitted to divert from the national First Homes policy until the Local Plan is updated to include an adopted local policy on First Homes in North Northamptonshire. Whether or not it is appropriate to divert from the national policy will be determined with reference to the data on local house prices, incomes and affordability contained within the emerging North Northamptonshire Housing and Economic Needs Assessment (HENA). The exception to this is on local connection criteria. The Council can choose to apply local connection criteria to First Homes if this can be justified.
- 2.4. To expedite the delivery of First Homes, developers were invited to bid for grant from Homes England under the First Homes Early Delivery Programme. The grant funding meets the cost of converting homes, which would otherwise have been sold at full market value, to First Homes being sold at 70% of the open market to eligible households. Funding has been secured by Persimmon to provide six First Homes on parcel R7 at Glenvale Park, Wellingborough. These homes are in addition to the affordable housing which has been secured via the Section 106 agreement so there will be an overall increase in the number of affordable homes provided at Glenvale Park as a result.
- 2.5. To secure the delivery of these additional affordable homes, a Deed of Variation is required to the existing Section 106 agreement for Glenvale Park. The deed amends the Section 106 agreement to include the First Homes and the criteria that applies to them. This ensures that the homes are legally protected as

affordable homes in future, and that the relevant criteria will always be applied to any future sales. The deed also introduces the wording which must be used in the title restriction to be registered with HM Land Registry in favour of the Council. Without agreement to a Deed of Variation, Homes England would withdraw the grant and the six additional First Homes would revert to being sold at their full market value to any willing and able purchaser without restriction.

- 2.6. An officer decision was made by the Executive Director of Place and Economy under the Council's Scheme of Delegation and in consultation with the Chair of the Wellingborough Area Planning Committee on 12th August 2022. The decision was to enter a Deed of Variation with Persimmon Homes Ltd. to enable the delivery of the six First Homes at parcel R7 of Glenvale Park, Wellingborough. These homes would otherwise have been sold at full open market value by Persimmon. The reason for the decision was to enable an increase in the number of affordable homes, to meet the grant deadlines of Homes England and to enable Persimmon to begin marketing the First Homes to first time buyers as soon as possible.
- 2.7. The Executive is asked to note the officer decision taken to enter the Deed of Variation and apply the national criteria on the level of discount, eligibility criteria, income cap and price cap, in the absence of an adopted Local Plan policy on First Homes and in line with Homes England's grant conditions.
- 2.8. The Executive is asked to ratify the officer decision to apply the discretionary local connection criteria to First Homes, meaning that they will be sold to those with a local connection to North Northamptonshire. Further details and the definition of "local connection" are contained within sections 4 of this report.
- 2.9. Approval is also sought from The Executive for officers to apply the above to all future First Homes delivered in North Northamptonshire until the adoption of an updated Local Plan containing any alternative locally determined criteria for First Homes North Northamptonshire (if appropriate). The Local Plan will be separately subject to the statutory adoption processes required by planning law and the Council's constitution.

3. Recommendations

- 3.1. It is recommended that the Executive:
 - a) Notes the officer decision taken under delegated authority to apply the national eligibility criteria, level of discount, income cap and price cap for First Homes being delivered in North Northamptonshire.
 - b) Approves the decision to apply discretionary local connection criteria to First Homes so that they are sold to first-time buyers with a local connection to North Northamptonshire.
 - c) Approves that the above will apply to any future First Homes being delivered under Homes England's First Homes Early Delivery Programme, and on any other First Homes delivered in North Northamptonshire. This

will be the case until the Local Plan is updated to include any alternative First Homes policy for North Northamptonshire.

- d) Delegates authority to the Executive Member for Housing, Communities and Levelling Up, in consultation with the Executive Director for Place and Economy to enter Deeds of Variation on the basis set out above to enable the delivery of additional First homes, where deemed appropriate.
- 3.2. Reason for Recommendation: The decision to enable the early delivery of First Homes will lead to an increase in the overall supply of affordable homes in North Northamptonshire and improve access to homeownership for local first-time buyers. Early delivery also provides the Council with an opportunity to pilot the legal and sales procedures for First Homes, ahead of their delivery through the planning system, and will help officers to refine this process and make any necessary adjustments or improvements prior to larger numbers of First Homes being delivered via Section 106 agreements.
- 3.3. Alternative Options Considered: The alternative option is to refuse requests to vary existing section 106 agreements to provide First Homes. Taking this approach was discounted as it would mean the Homes England grant being diverted to another local authority area and it would mean the loss of additional affordable homes for local people.

4. Report Background

- 4.1. First Homes are a type of affordable housing and were introduced into the National Planning Policy Framework on 28th June 2021 via a Written Ministerial Statement. They are discounted market sale units which:
- a) must be discounted by at least 30% against the market value;
 - b) be sold to households who meet the First Homes eligibility criteria;
 - c) remain discounted and sold to eligible households in perpetuity by way of a restriction registered on the title at HM Land Registry in favour of the Council; and,
 - d) cannot be sold for the first time at a price higher than £250,000 (outside of London) after the discount has been applied
- 4.2. First Homes are the government's preferred discounted market tenure and should now account for at least 25% of all affordable homes delivered by developers through planning obligations (section 106 agreements) on new planning applications made after December 2021. The tenure of the remaining 75% can be decided by the Council, in line with adopted planning policy and considering evidence of need in the local area.
- 4.3. At the end of 2021 the Department for Levelling Up, Housing and Communities (DLUHC) announced that they would deliver 1,500 First Homes across England as part of the Early Delivery Programme. They made grant funding available,

via Homes England, to private sector housebuilders to convert homes, which would otherwise have been sold at full market value, to First Homes.

- 4.4. The reason for the Early Delivery Programme was to increase the number of affordable homes being provided to First Time Buyers and, following some small-scale pilot schemes, allow local authorities and developers to provide feedback to Homes England and DLUHC on the process involved in the development and sale of First Homes. The restriction on title in favour of the Council means that officers will be required to check that the correct discount, price cap, and eligibility criteria are being applied upon each sale of a First Home.
- 4.5. In March 2022 Homes England confirmed to relevant officers in the Planning and Housing Development and Enabling teams that Persimmon Homes Ltd. had been successful in their bid for grant to provide four First Homes on parcel R7 at Glenvale Park. This was later increased to six at Persimmon's request and approved by Homes England.
- 4.6. These First Homes are in addition to the affordable housing which has been secured at Glenvale Park via a section 106 agreement, so will increase the overall number of affordable homes being delivered in North Northamptonshire.
- 4.7. To enable the delivery of First Homes under the Early Delivery Programme a Deed of Variation is required to the existing Section 106 agreement. The deed amends the Section 106 agreement to include the First Homes and the criteria that applies to them. This ensures that the homes are legally protected as affordable homes in future, and that the relevant criteria will always be applied to any future sales. The deed also introduces the wording which must be used in the title restriction to be registered with HM Land Registry in favour of the Council. Without agreement from the Council to a Deed of Variation, Homes England would withdraw the grant and the six additional First Homes would revert to being sold at their full market value to any willing and able purchaser without restriction.
- 4.8. In the case of any First Homes delivered as planning obligations via Section 106 agreements on new planning applications from December 2021, the provisions for First Homes and the title restriction will be included in the initial Section 106 agreement and therefore no Deed of Variation will be required.
- 4.9. DLUHC have produced standard wording to be used for Section 106 agreements and Deeds of Variation and a solicitor, under instruction from officers of the Council applied this wording to produce the deed for Glenvale Park, in negotiation with Persimmon and their legal representative.
- 4.10. The rules on First Homes allow local authorities to set their own local eligibility criteria and lower price caps, discount levels and income caps, however the decision to do so must not be arbitrary and must be implemented via the local plan-making process. The Council is therefore not permitted to divert from the national First Homes policy until the Local Plan is updated to include an adopted local policy on First Homes in North Northamptonshire. Whether or not it is appropriate to divert from the national policy will be determined with reference

to the data on local house prices, incomes and affordability contained within the emerging North Northamptonshire Housing and Economic Needs Assessment (HENA). The exception to this is on local connection criteria. The Council can choose to apply local connection criteria to First Homes if this can be justified.

- 4.11. In the case of the Early Delivery Programme, the national criteria are being applied and an officer decision was taken to apply discretionary local connection criteria to ensure that First Homes are directed towards helping people within the local community access home ownership. The local connection criteria included is as follows:

means either (a) or (b) below:

(a) criteria which are met by a person who satisfies one or more of (i) and (ii) below:

- (i) is ordinarily resident within North Northamptonshire and has been for a continuous period of not less than 6 (six) consecutive months prior to exchange of contracts for the relevant First Home; and/or**
(ii) who has a close family association with North Northamptonshire by reason of a Family Member who is ordinarily resident within North Northamptonshire (iii) is moving to North Northamptonshire for the purposes of their employment in North Northamptonshire

(b) such other local connection criteria as may be published by the Council from time to time as its “First Homes Local Connection Criteria” and which is in operation at the time of the relevant Disposal of the First Homes Unit and for the avoidance of doubt any such replacement criteria in operation at the time of the relevant Disposal of the First Homes Unit shall be the “Local Connection Criteria”. which shall apply to that Disposal (it being acknowledged that at the date of this agreement the Council has not designated any criteria as Local Connection Criteria

- 4.12. A copy of the approved Deed of Variation is provided as **Appendix A**. Where appropriate on some of the national criteria, a caveat has been included to allow the application of any future local criteria implemented through the local plan-making process.

5. Issues and Choices

- 5.1. The Council could choose not to allow any variations to existing Section 106 agreements to facilitate First Homes ahead of their delivery via new planning permissions implemented after December 2021. Taking this approach is not recommended as it prevents the delivery of affordable homes being made available within the local area. These homes are additional to the affordable

homes already secured via the existing Section 106 agreement and so are not replacing more affordable tenures such as Shared Ownership and Affordable Rent, which traditionally make up the affordable housing provision within Section 106 agreements.

- 5.2. Where a variation is agreed, the Council could choose not to apply the local connection criteria and allow anyone from any area to purchase the First Homes. This is not recommended as the early pilot schemes delivered elsewhere in England have established that First Homes were extremely popular with First Time Buyers and so demand is likely to be very high. This will particularly be the case until larger numbers are delivered on new development sites in future. It is therefore recommended that First Homes locally are directed towards people with connection to North Northamptonshire.
- 5.3. There will be future choices to make in establishing a future policy for First Homes in North Northamptonshire. Whether or not it is appropriate to divert from the national policy will be determined with reference to the data on local house prices, incomes and affordability contained within the emerging North Northamptonshire Housing and Economic Needs Assessment (HENA) and formally adopted through the Local Plan. The Local Plan will be separately subject to the statutory consultation and adoption processes required by planning law and the Council's constitution.

6. Next Steps

- 6.1. Following the signing of the Deed of Variation, officers from the Council's Housing Development and Enabling team will meet with Persimmon to ensure that the First Homes are properly marketed, and the sales process mirrors the model process set out by DLUHC and Homes England. Both the developer and council officers have been provided with the relevant packs which purchasers will be required to complete, along with process maps explaining what each party is required to do at each stage of the sales process.
- 6.2. Officers will continue to engage with Homes England and provide feedback on the successes and challenges of the First Homes process so that learning can be taken forward in future schemes.
- 6.3. There are some financial and resource implications as well as some risks attached to the future increasing provision of First homes. These will need careful monitoring and consideration and are covered in section 7. Further decisions may need to be sought in future to address these.

7. Implications (including financial implications)

7.1. Resources, Financial and Transformation

- 7.1.1. To deliver First Homes, a restriction on the title is required in favour of the Council. This restriction ensures that anyone selling a First Home is bound by

the First Homes criteria, including the level of discounts, the income cap, and the eligibility criteria. This title restriction also means that officers from the Council will be required to check that the restrictions have been complied with and will be required to issue formal confirmation to allow a sale to proceed to completion.

- 7.1.2. The national policy on First Homes allows the Council to claim a £150 payment for every first sale of a First Home, which would be paid by the initial developer. This money is to cover the administration costs of the Council in processing First Homes sales. This money is unlikely to cover the true costs of administering First Homes, particularly as numbers eventually increase with 25% of all affordable housing on Section 106 sites being First Homes.
- 7.1.3. It is anticipated that the initial sales will be relatively straight forward as the developers involved in delivering First Homes have had extensive engagement with Homes England and the Council. They also employ marketing teams who are familiar with other types of housing such as Help to Buy. Even then, there will be occasions where multiple applications could be made for a single property depending on how the sales process progresses for the individuals involved. Once the First Homes are being sold on by individuals and Estate Agents however, there are likely to be more incidents of abortive applications as knowledge and expertise is lower, at least until the tenure is very well established. This will increase the administrative burden for the Council. It will also be more difficult to predict when onward sales are likely to occur making planning resources more difficult initially.
- 7.1.4. There are currently no staff employed within the Council to administer the process and currently, whilst numbers are low, this can be absorbed by existing staff in Housing Development and Enabling. As numbers rise however there will be a need to assess the resource requirements for First Homes and incorporate these into future staffing and structures within Housing.
- 7.1.5. For First Homes delivered via the Early Delivery Programme, the Council is not permitted to include an administrative charge which would apply to future purchasers. There may however be an option to include this in future First Homes being delivered via section 106 sites and it is recommended that this is considered in future as the likely financial implications become clearer.

7.2. Legal and Governance

- 7.2.1 First Homes provide additional affordable housing and are subject to specific eligibility criteria. There is a requirement to publish local criteria if adopted and restrictions are applied to the use and sale of the property.
- 7.2.2 The main legal implications relate to the drafting of Section 106 agreements and Deeds of Variation to incorporate First Homes. Officers in Housing, Planning and Legal Services are working together to familiarise themselves with the standard templates and clauses and incorporate these where required.

7.3. Relevant Policies and Plans

- 7.3.1. Increasing the supply of affordable housing meets the objective of enabling safe and thriving places as set out in the Corporate Plan 2021-2025
- 7.3.2. The National Planning Policy Framework directs that 25% of all affordable homes provided as planning obligations via section 106 agreements, on new planning applications made after December 2021 must be First Homes. This does not apply to sites which are developed as 100% affordable housing by the Council or other Registered Providers.

7.4. Risk

- 7.4.1. The main risk is the financial risk set out above and this is not an immediate risk posed by this decision. This is a risk which will require monitoring and any further decisions relating to this will be made at the appropriate time in accordance with the Council's decision-making policies and constitution.
- 7.4.2. There is also a longer-term risk that the provision of First Homes will reduce the numbers of other types of affordable housing, particularly Shared Ownership which currently typically makes up around 30% of the affordable housing provided via Section 106 agreements. This risk will be considered and managed through the Local Plan process and by officers who already apply existing planning policy and make decisions about the mix of affordable housing tenures provided on individual sites. The precise mix is set out in any planning application which is publicly consulted upon and determined in line with policy either by delegated authority or via the relevant Planning Committee.

7.5. Consultation

- 7.5.1. In making the delegated decision to enter the Deed of Variation the Chair of the Wellingborough Area Planning Committee was consulted by the Executive Director for Place and Economy.
- 7.5.2. The national policy on First Homes was subject to public consultation carried out by the Department for Levelling Up, Housing and Communities prior to being implemented through the National Planning Policy Framework.

7.6. Consideration by Executive Advisory Panel

- 7.6.1. This decision has not been considered by an Executive Advisory Panel due to a delegated decision on the Deed of Variation being required in a timely manner to allow the Early Delivery Pilot to proceed.

7.7. Consideration by Scrutiny

- 7.7.1. This decision has not been considered by the Scrutiny Committee

7.8. Equality Implications

7.8.1. As part of the adoption of the national policy on First Homes, the Department for Levelling Up, Housing and Communities carried out an Equalities Impact Assessment.

7.9. Climate and Environment Impact

7.9.1. There are no additional climate implications resulting directly from this decision. All housing development in North Northamptonshire is required to meet the sustainability standards set out in the North Northamptonshire Joint Core Strategy and the relevant Part 2 Plan. They are also required to adhere to the Building Regulations, which are currently being updated to incorporate additional requirements to address climate change.

7.10. Community Impact

7.10.1. This decision increases the number of affordable homes available for local people.

7.11. Crime and Disorder Impact

7.11.1. There is no direct impact on crime and disorder as a result of this decision.

8. Background Papers

8.1. First Homes Guidance from DLUHC: <https://www.gov.uk/guidance/first-homes>

8.2. First Homes Early Delivery Programme 2021-2023 Guidance for Developers: <https://www.gov.uk/government/publications/first-homes-early-delivery-programme-2021-to-2023-guidance-for-developers>

Dated

2022

NORTH NORTHAMPTONSHIRE COUNCIL (1)

and

PERSIMMON HOMES LIMITED (2)

Supplemental Deed

Pursuant to Sections 106 and 106A of the Town and Country
Planning Act 1990 relating to Parcel R7, Glenvale Park

This Supplemental Deed is made the

day of

2022

BETWEEN

1. **NORTH NORTHAMPTONSHIRE COUNCIL** of Sheerness House, 41 Meadow Road, Kettering, NN16 8TL ("the Council"); and
 2. **PERSIMMON HOMES LIMITED** (Company No 04108747) whose registered office is at Persimmon House, Fulford, York YO19 4FE ("the Owner"),
- together hereinafter referred to as the 'Parties'.

1. BACKGROUND AND INTRODUCTION

- 1.1 On 1 April 2021 the Council became the successor in title to the administrative functions to the Borough Council of Wellingborough (as local planning authority) and Northamptonshire County Council (as highway authority and education authority) pursuant to The Northamptonshire (Structural Changes) Order 2020.
- 1.2 The Council is the local planning authority for the purposes of the Act for the area in which Parcel R7 is situated and by whom the obligations created and varied by this Deed are enforceable.
- 1.3 The Owner is the freehold owner of Parcel R7.
- 1.4 The Original Agreement was completed on 15 March 2018 and planning permission reference number WP/16/00271/VAR was granted and the Site is bound by the terms of the Original Agreement.
- 1.5 The First Deed of Variation was completed on 31 March 2021 and varies the Original Agreement in respect of Parcel R7 and those parts of the Site known as parcels R9, R10a and R10b.
- 1.6 The Second Deed of Variation was completed on 11 March 2022 and varies the Original Agreement in respect of the parts of the Site known as parcels R1 and R2.
- 1.7 This Deed relates to the First Homes Land and varies and supplements the terms of the Original Agreement in respect of the First Homes Land.
- 1.8 At the request of the Owner the Council has agreed to enter into this Deed to create obligations in relation to the provision of First Homes on the First Homes Land as part of the Development and to make consequential minor variations to the Original Agreement insofar as it relates to the First Homes Land.

2. DEFINITIONS AND INTERPRETATION

2.1 For the purposes of this Deed, except where otherwise specified or where the context otherwise requires, the definitions and interpretation provisions in Clause 1 of the Original Agreement shall apply to the interpretation of this Deed as if the same were set out herein.

2.2 For the purposes of this Deed the following expressions shall have the following meanings unless inconsistent with the context:-

<p>“Additional First Homes Contribution”</p>	<p>means in circumstances where a Disposal of a First Home Unit other than as a First Home has taken place in accordance with paragraph 3.8, 3.9 or 5 of Schedule 2, the lower of the following two amounts:</p> <p>(a) 30% of the sale proceeds; and</p> <p>(b) the sale proceeds less the amount due and outstanding to any Mortgagee of the relevant First Homes Unit under relevant security documentation. For this purpose, the “amount due and outstanding to any Mortgagee” shall include all accrued principal monies, interest and reasonable costs and expenses that are payable by the First Homes Owner to the Mortgagee under the terms of any mortgage, but for the avoidance of doubt shall not include any other costs or expenses incurred by the First Homes Owner in connection with the sale of the First Homes Unit</p> <p>and which for the avoidance of doubt shall in each case be paid following the deduction of any additional SDLT payable by the First Homes Owner as a result of the Disposal of the First Homes Unit other than as a First Home.</p>
<p>“Armed Services Member”</p>	<p>means a member of the Royal Navy the Royal Marines the British Army or the Royal Air Force or a former member who was a member within the five (5) years prior to the purchase of the First Homes Unit, a divorced or separated spouse or civil partner of a member or a spouse or civil partner of a deceased member or former member whose death was caused wholly or partly by their service</p>
<p>“Compliance Certificate”</p>	<p>means the certificate issued by the Council confirming that a Dwelling is being Disposed of as a First Home to a purchaser meeting the Eligibility Criteria (National) and unless paragraph 3.2 of Schedule 2 applies the Eligibility Criteria (Local) in the form at Annexure 1</p>

"Development Standard"	means the development standard current at the time of reserved matters approval reference WP/20/00811/REM (granted on 18 March 2021)
"Discount Market Price"	means a sum which is the Market Value discounted by at least 30%
"Disposal"	<p>means a transfer of the freehold or (in the case of a flat only) the grant or assignment of a leasehold interest in a First Homes Unit other than:</p> <ul style="list-style-type: none"> (a) a letting or sub-letting in accordance with paragraph 4 of Schedule 2 (b) a transfer of the freehold interest in a First Homes Unit or land on which a First Homes Unit is to be provided before that First Homes Unit is made available for occupation except where the transfer is to a First Homes Owner (c) an Exempt Disposal <p>and "Disposed" and "Disposing" shall be construed accordingly</p>
"Eligibility Criteria (National)"	<p>means criteria which are met in respect of a purchase of a First Homes Unit if:</p> <ul style="list-style-type: none"> (a) the purchaser is a First Time Buyer (and in the case of a joint purchase each joint purchaser is a First Time Buyer); and (b) the purchaser's annual gross income (or in the case of a joint purchase, the joint purchasers' joint annual gross income) does not exceed the Income Cap (National).
"Eligibility Criteria (Local)"	<p>means:</p> <ul style="list-style-type: none"> (a) the purchaser's annual gross income (or in the case of a joint purchase, the joint purchasers' joint annual gross income) does not exceed the Income Cap (Local) (if any such cap is published (it being acknowledged that at the date of this Deed the Council has not published any Income Cap (Local) in respect of the Disposal of a First Homes Unit and that no Income Cap (Local) is intended to apply to the first Disposal of a First Homes Unit)); and (b) any or all of criteria (i) (ii) and (iii) below are met: <ul style="list-style-type: none"> (i) the purchaser meets the Local Connection Criteria (or in the case of a joint purchase at least one of the joint purchasers meets the Local Connection Criteria); and/or

	<p>(ii) the purchaser is (or in the case of a joint purchase at least one of the joint purchasers is) an Armed Services Member and/or</p> <p>(iii) the purchaser is (or in the case of a joint purchase at least one of the joint purchasers is) a Key Worker</p>
“Exempt Disposal”	<p>means a transfer of the freehold or (in the case of a flat only) the grant or assignment of a leasehold interest in a First Homes Unit in one of the following circumstances:</p> <p>(a) to a spouse or civil partner upon the death of the First Homes Owner</p> <p>(b) to a named beneficiary under the terms of a will or under the rules of intestacy following the death of the First Homes Owner</p> <p>(c) to a former spouse or former civil partner of a First Homes Owner in accordance with the terms of a court order, divorce settlement or other legal agreement or order upon divorce, annulment or dissolution of the marriage or civil partnership or the making of a nullity, separation or presumption of death order</p> <p>(d) to a trustee in bankruptcy prior to sale of the relevant Dwelling (and for the avoidance of doubt paragraph 5 of Schedule 2 shall apply to such sale)</p> <p>Provided that in each case other than (d) the person to whom the Disposal is made complies with the terms of paragraph 4 of Schedule 2</p>
“Family Member”	<p>means a parent, child (including step-parents and step-children), sibling, grandparent or grandchild</p>
“FH Practical Completion”	<p>for the purposes of First Homes only means the stage reached when the construction of a First Homes Unit is sufficiently complete that, where necessary, a certificate of practical completion can be issued and it can be Occupied</p>
“First Deed of Variation”	<p>means the agreement between (1) Northants LLP (2) Harrowden Farms Limited (3) Homes and Communities Agency (4) Persimmon Homes Limited (5) Borough Council of Wellingborough dated 31 March 2021 and entered into pursuant to sections 106 and 106A of the Act</p>
“First Home”	<p>means a Dwelling which may be Disposed of as a freehold or (in the case of flats only) as a leasehold property to a First Time Buyer at the Discount Market Price and which on its first Disposal does not exceed the Price Cap</p>

“First Homes Fee”	means the sum of £150 (one hundred and fifty pounds) to be paid to the Council on each Disposal of a First Homes Unit, being a contribution towards the Council's costs incurred in connection with the performance of the Council's obligations under Schedule 2 of this Deed in relation to the Disposal of a First Homes Unit
“First Homes Land”	means that part of Parcel R7 shown edged red on the First Homes Plan
“First Homes Owner”	means the person or persons having the freehold or leasehold interest (as applicable) in a First Homes Unit other than: <ul style="list-style-type: none"> (a) the Owner; (b) another developer or other entity to which the freehold interest or leasehold interest in a First Homes Unit or in the land on which a First Homes Unit is to be provided has been transferred before that First Homes Unit is made available and is Disposed of for occupation as a First Home (c) a tenant or sub-tenant of a permitted letting under paragraph 4 of Schedule 2
“First Homes Phase 2 Pilot”	means the second phase of the Homes England Early Delivery Programme 2021 – 2023 for the provision of the First Homes product across England
“First Homes Plan”	means the plan appended to this Deed at Annexure 2 labelled First Homes Plan
“First Homes Units”	means the 6 (six) Dwellings on the First Homes Land of which 3 (three) are 3 (three) bedroom Dwellings and 3 (three) are 2 (two) bedroom Dwellings and as shown numbered 160, 161, 162, 163, 164, 165 on the First Homes Plan as First Homes and “First Homes Unit” shall be construed accordingly
“First Time Buyer”	means a first time buyer as defined by paragraph 6 of Schedule 6ZA to the Finance Act 2003
“Homes England”	means the Homes and Communities Agency (which trades as Homes England) being a body corporate created by Section 1 of the Housing and Regeneration Act 2008
“Income Cap (Local)”	means: <ul style="list-style-type: none"> (a) On the first Disposal of the First Homes Unit eighty thousand pounds (£80,000); or (b) On a second or subsequent Disposal of a First Homes Unit such sum (if any) as may be published by the Council from time to time as the “First Homes Income Cap (Local)”

	<p>for the Council's administrative area and is in operation at the time of the relevant disposal of the First Homes Unit</p> <p>it being acknowledged that at the date of this agreement the Council has not set an Income Cap (Local)</p>
"Income Cap (National)"	<p>means eighty thousand pounds (£80,000) or such other sum as may be published for this purpose from time to time by the Secretary of State</p>
"Key Worker"	<p>means a person employed or with a confirmed job offer in such categories of employment as may be published by the Council from time to time as the "First Homes Key Worker criteria" and is in operation at the time of the relevant Disposal of the First Homes Unit and for the avoidance of doubt any such criteria in operation at the time of the relevant Disposal of the First Homes Unit shall be the "Key Worker" criteria which shall apply to that Disposal (it being acknowledged that at the date of this agreement the Council has not designated any categories of employment as Key Worker)</p>
"Local Connection Criteria"	<p>means either (a) or (b) below:</p> <p>(a) criteria which are met by a person who satisfies one or more of (i) and (ii) below:</p> <p>(i) is ordinarily resident within North Northamptonshire and has been for a continuous period of not less than 6 (six) consecutive months prior to exchange of contracts for the relevant First Home; and/or</p> <p>(ii) who has a close family association with North Northamptonshire by reason of a Family Member who is ordinarily resident within North Northamptonshire</p> <p>(iii) is moving to North Northamptonshire for the purposes of their employment in North Northamptonshire</p> <p>(b) such other local connection criteria as may be published by the Council from time to time as its "First Homes Local Connection Criteria" and which is in operation at the time of the relevant Disposal of the First Homes Unit and for the avoidance of doubt any such replacement criteria in operation at the time of the relevant Disposal of the First Homes Unit shall be the "Local Connection Criteria". which shall apply to that Disposal (it being acknowledged that at the date of this agreement the Council has not designated any criteria as Local Connection Criteria)</p>
"Market Value"	<p>for the purposes of the First Homes Units only means the open market value as assessed by a Valuer as confirmed to the Council</p>

	by the First Homes Owner and assessed in accordance with the RICS Valuation Standards (January 2014 or any such replacement guidance issued by RICS) and for the avoidance of doubt shall not take into account the 30% discount in the valuation
"Mortgagee"	means any financial institution or other entity regulated by the Prudential Regulation Authority and the Financial Conduct Authority to provide facilities to a person to enable that person to acquire a First Home including all such regulated entities which provide Shari'ah compliant finance for the purpose of acquiring a First Homes Unit
"Original Agreement"	means the agreement between (1) Northants LLP (2) Richard Hubert Gordon Gilbey, Philip Charles Alexander Gilbey, Victoria Caroline Wild (3) Bernard Ralph Day, Kathleen Janet Philips, Margaret Irene Shirley, Joanne Clare Day (4) Bernard Ralph Day and Joanne Clare Day (5) Harrowden Farms Limited (6) Lloyds Bank PLC (7) Northamptonshire County Council and (8) Borough Council of Wellingborough and dated 15 March 2018 and entered into in pursuant to section 106 of the Act
"Price Cap"	means the amount for which the First Homes Unit is sold after the application of the Discount Market Price which on its first Disposal shall not exceed Two Hundred and Fifty Thousand Pounds (£250,000) or such other amount as may be published from time to time by the Secretary of State
"SDLT"	means Stamp Duty Land Tax as defined by the Finance Act 2003 or any tax replacing it of like effect
"Second Deed of Variation"	means the agreement between (1) BDW Trading Limited and (2) North Northamptonshire Council dated 11 March 2022 and entered into pursuant to sections 106 and 106A of the Act
"Secretary of State"	means the Secretary of State for Levelling Up, Housing and Communities from time to time appointed and includes any successor in function
"Valuer"	means a Member or Fellow of the Royal Institution of Chartered Surveyors being a Registered Valuer appointed by the First Homes Owner and acting in an independent capacity

2.3 Where in this Deed reference is made to any clause, paragraph or Schedule or recital such reference (unless the context otherwise requires) is a reference to a clause, paragraph or Schedule or recital in this Deed.

- 2.4 Words importing the singular meaning where the context so admits include the plural meaning and vice versa.
- 2.5 Words importing one gender shall include all other genders and words denoting actual persons include companies, corporations and firms and all such words shall be construed interchangeably in that manner.
- 2.6 Wherever there is more than one person named as a party and where more than one party undertakes an obligation all their obligations can be enforced against all of them jointly and against each of them individually unless there is an express provision otherwise.
- 2.7 Any reference to an Act of Parliament shall include any modification, extension or re-enactment of that Act of Parliament for the time being in force and shall include all instruments, orders, plans, regulations, permissions and directions for the time being made, issued or given under that act or deriving validity from it.
- 2.8 References to any party to this Deed shall include successors in title to that party and to any deriving title through or under that party and in the case of the Council (in its capacity as local planning authority) the successors to its respective statutory functions.
- 2.9 The headings and contents list are for reference only and shall not affect construction.

3. LEGAL BASIS

- 3.1 This Deed is made pursuant to sections 106 and 106A of the Act and all other enabling powers so as to supplement and vary the Original Agreement in the manner set out in this Deed.
- 3.2 The covenants restrictions and requirements imposed upon the Owner under this Deed create planning obligations pursuant to Sections 106 and 106A of the Act which bind the First Homes Land and are enforceable by the Council as local planning authority against the Owner and any successors in title to or assigns of the Owner's interest in the First Homes Land and/or any person claiming through or under it an interest or estate in the First Homes Land as if that person had been an original covenanting party in respect of the First Homes Land but without prejudice to all and any other means of enforcing them at law or in equity or by statute and a planning obligation not to do any act or thing includes an obligation not to cause or permit or suffer that act or thing to be done by any other person.
- 3.3 Subject to the variations and supplemental provisions in this Deed the Original Agreement (as varied) will remain in full force and effect and shall be enforceable by the Council as local planning authority, highway authority and education authority.

4. COMMENCEMENT

This Deed shall take effect of the date hereof.

5. VARIATIONS TO THE ORIGINAL AGREEMENT

The Parties agree that the Original Agreement (as varied) shall be varied as set out in Schedule 1 to this Deed in relation to the First Homes Land but shall otherwise remain in full force and effect.

6. FIRST HOMES OBLIGATIONS

6.1 The Owner on behalf of itself and its successors in title to the First Homes Land covenants with Council that it shall:

- (a) observe and perform each and every of the obligations, covenants and undertakings on the part of the Owner in Schedule 2 to this Deed;
- (b) not encumber or otherwise deal with its interest in the First Homes Land or any part thereof in any manner whatsoever whereby the obligations, covenants and undertakings on the part of the Owner in Schedule 2 to this Deed are rendered impossible to carry out.

6.2 The Council covenants to observe and perform each and every of the obligations, covenants and undertakings on the part of the Council in Schedule 2 to this Deed.

7. THE OWNER'S COVENANTS

7.1 The Owner covenants that at the date of this Deed no person other than the Owner has an interest in the First Homes Land.

7.2 The Owner shall prior to completion of this Deed pay the reasonable legal costs of the Council in connection with the negotiation and completion of this Deed.

7.3 The Owner shall pay to the Council on or before the date of this Deed the First Homes Fee in relation to the first Disposal of the First Homes Units which **FOR THE AVOIDANCE OF DOUBT** shall be the sum of £600 (six hundred pounds).

8. MISCELLANEOUS

8.1 No person shall be liable for any breach of any of the planning obligations or other provisions of this Deed after it shall have parted with its entire interest in the First Homes Land but without prejudice to liability for any subsisting breach arising prior to parting with such interest.

8.2 In so far as any clause(s) in this Deed are found to be invalid illegal or unenforceable then such invalidity illegality or unenforceability shall not affect the validity legality or enforceability of the remaining provisions of this Deed.

8.3 This Deed shall be registrable as a local land charge by the Council.

8.4 No terms of this Deed shall be enforceable under the Contracts (Rights of Third Parties) Act 1999 by a person who is not a party to this Deed (or a successor in title to such person).

9. DELIVERY

The provisions of this Deed (other than this clause which shall be of immediate effect) shall be of no effect until this Deed has been dated.

10. GOVERNING LAW

This Deed including any dispute arising out of or in connection with it or its subject matter or its formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England and Wales.

SCHEDULE 1

Variations to the Original Agreement

- 1 The following new definitions shall be inserted in Clause 1 of the Original Agreement:

"First Home"	has the meaning given to it in the Supplemental Agreement
"First Homes Fee"	has the meaning given to it in the Supplemental Agreement
"First Homes Units"	has the meaning given to it in the Supplemental Agreement
"Supplemental Agreement"	means the Supplemental Agreement entered into after the date of this Agreement between [(1) North Northamptonshire Council and (2) Persimmon Homes Ltd] securing the provision of 'First Homes'

- 2 In Clause 1 of the Original Agreement the definition of "Affordable Housing" shall be amended to read as follows:

"Affordable Housing"	means housing which is available to persons who have a housing need or are on a low income insufficient to meet their housing need in the open market either to rent or purchase but FOR THE AVOIDANCE OF DOUBT not including First Homes
-----------------------------	---

- 3 In Clause 1 of the Original Agreement the definition of "Market Housing" shall be amended to read as follows:

"Market Housing"	means housing which is not an Affordable Dwelling or a First Homes Unit and "Market Dwelling" shall be construed accordingly
-------------------------	---

SCHEDULE 2

First Homes obligations

Unless otherwise agreed in writing by the Council, the Owner for and on behalf of itself and its successors in title to the First Homes Land with the intention that the following provisions shall bind the First Homes Land and every part of it into whosoever's hands it may come covenants with the Council as below save that:

- (a) paragraphs 1 and 2 this Schedule shall not apply to a First Homes Owner; and
- (b) paragraphs 3 and 4 of this Schedule apply as set out therein, save that where a First Homes Unit is owned by a First Homes Owner they shall apply to a First Homes Owner, but only in respect of the relevant First Homes Unit owned by that First Homes Owner).

1 QUANTUM OF FIRST HOMES

- 1.1 The six (6) Dwellings identified as First Homes on the First Homes Plan have been reserved and set aside as First Homes Units and shall be provided and retained as First Homes in perpetuity subject to the terms of this Schedule.
- 1.2 If Homes England notifies the Council that one or more First Homes Units are no longer receiving grant funding from Homes England pursuant to the First Homes Phase 2 Pilot the Council will release the Owner from the obligations whether past present or future in paragraphs 1 to 5 of this Schedule and direction issued pursuant to paragraph 3.7 of this Schedule in respect of those First Homes Units only and shall do everything necessary to give effect to that release.
- 1.3 If Homes England notifies the Council that additional grant has been given to the Owner under the First Homes Phase 2 Pilot to deliver additional First Homes in addition to the First Homes Units, the Council and the Owner shall enter into a deed of variation to this Deed to agree:
 - 1.3.1 an amended First Homes Plan on which the First Homes Units and the additional First Homes shall be identified as First Homes;
 - 1.3.2 that upon exchange of Disposal of each additional First Home for which additional grant has been given to the Owner, the Owner shall pay to the Council the First Homes Fee in relation to the Disposal of that additional First Home; and
 - 1.3.3 that the provisions in paragraphs 2 to 5 of this Schedule shall apply to the all the First Homes identified on the amended First Homes Plan.

2 DEVELOPMENT STANDARD

- 2.1 All First Homes Units shall be constructed to:-
 - 2.1.1 the Development Standard; and
 - 2.1.2 no less than the standard applied to the Market Dwellings.

3 DELIVERY MECHANISM

- 3.1 The First Homes Units shall be marketed for sale and shall only be sold (whether on a first or any subsequent sale) as First Homes to a person or person(s) meeting:
 - 3.1.1 the Eligibility Criteria (National); and

- 3.1.2 the Eligibility Criteria (Local) (if any).
- 3.2 If after a First Home has been actively marketed for three (3) months (such period to expire no earlier than three (3) months prior to FH Practical Completion) it has not been possible to find a willing purchaser who meets the Eligibility Criteria (Local) (if any), paragraph 3.1.2 of this Schedule shall cease to apply.
- 3.3 Subject to paragraphs 3.6 to 3.10 of this Schedule, no First Homes Unit shall be Disposed of (whether on a first or any subsequent sale) unless not less than 50% of the purchase price (meaning the Discount Market Price) is funded by a first mortgage or other home purchase plan with a Mortgagee
- 3.4 No First Homes Unit shall be Disposed of (whether on a first or any subsequent sale) unless and until:
- 3.4.1 The Council has been provided with evidence that:
- 3.4.1.1 the intended purchaser meets the Eligibility Criteria (National) and unless paragraph 3.2 of this Schedule applies meets the Eligibility Criteria (Local) (if any)
- 3.4.1.2 the First Homes Unit is being Disposed of as a First Home at the Discount Market Price and
- 3.4.1.3 the transfer of the First Homes Unit includes:
- a) a definition of the "Council" which shall be North Northamptonshire Council
- b) a definition of "First Homes Provisions" in the following terms:
"means the provisions set out in paragraphs 3.1 to 3.9 (inclusive) of the Schedule 2 of the Supplemental Agreement a copy of which is attached hereto as the Annexure."
- c) a definition of Supplemental S106 Agreement in the following terms:
"means the supplemental agreement made pursuant to Sections 106 and 106A of the Town and Country Planning Act 1990 dated made between (1) the Council and (2) Persimmon Homes Ltd"
- d) a provision that the Property is sold subject to and with the benefit of the First Homes Provisions and the Transferee acknowledges that it may not transfer or otherwise Dispose of the Property or any part of it other than in accordance with the First Homes Provisions
- e) a copy of the First Homes Provisions in an Annexure
- 3.4.2 The Council has issued the Compliance Certificate and the Council hereby covenants that it shall issue the Compliance Certificate within twenty eight (28) days of being provided with evidence sufficient to satisfy it that the requirements of paragraphs 3.3 and 3.4.1 of this Schedule have been met
- 3.5 On the first Disposal of each and every First Homes Unit the Owner shall apply to the Chief Land Registrar pursuant to Rule 91 of and Schedule 4 to the Land Registration Rules 2003 for the entry on the register of the title of that First Home of the following restriction:

"No disposition of the registered estate (other than a charge) by the proprietor of the registered estate or by the proprietor of any registered charge, not being a charge registered before the entry of this restriction, is to be registered without a certificate signed by North Northamptonshire Council of Sheerness House, 41 Meadow Road, Kettering, NN16 8TL or their conveyancer that the provisions of clause XX (the First Homes provision) of the Transfer dated [Date] referred to in the Charges Register have been complied with or that they do not apply to the disposition"

3.6 The owner of a First Homes Unit (which for the purposes of this clause shall include the Owner and any First Homes Owner) may apply to the Council to Dispose of it other than as a First Home on the grounds that either:

3.6.1 the First Homes Unit has been actively marketed as a First Home for six (6) months in accordance with paragraphs 3.1 and 3.2 of this Schedule (and in the case of a first Disposal the six (6) months shall be calculated from a date no earlier than six (6) months prior to FH Practical Completion) and all reasonable endeavours have been made to Dispose of the First Homes Unit as a First Home but it has not been possible to Dispose of that First Homes Unit as a First Home in accordance with paragraphs 3.3 and 3.4.1 of this Schedule; or

3.6.2 requiring the First Homes Owner to undertake active marketing for the period specified in paragraph 3.6.1 of this Schedule before being able to Dispose of the First Homes Unit other than as a First Home would be likely to cause the First Homes Owner undue hardship

3.7 Upon receipt of an application served in accordance with paragraph 3.6 of this Schedule the Council shall have the right (but shall not be required) to direct that the relevant First Homes Unit is disposed of to it at the Discount Market Price

3.8 If the Council is satisfied that either of the grounds in paragraph 3.6 of this Schedule have been made out it shall confirm in writing within twenty eight (28) days of receipt of the written request made in accordance with paragraph 3.6 of this Schedule that the relevant First Homes Unit may be Disposed of:

3.8.1 to the Council at the Discount Market Price; or

3.8.2 (if the Council confirms that it does not wish to acquire the relevant First Homes Unit) other than as a First Home

and on the issue of that written confirmation the obligations in this Deed which apply to First Homes shall cease to bind and shall no longer affect that First Homes Unit apart from paragraph 3.10 of this Schedule which shall cease to apply on receipt of payment by the Council where the relevant First Homes Unit is Disposed of other than as a First Home

3.9 If the Council does not wish to acquire the relevant First Homes Unit itself and is not satisfied that either of the grounds in paragraph 3.6 of this Schedule have been made out then it shall within twenty eight (28) days of receipt of the written request made in accordance with paragraph 3.6 of this Schedule serve notice on the owner of the First Homes Unit setting out the further steps it requires the owner of the First Homes Unit to take to secure the Disposal of the First Homes Unit as a First Home, and the timescale (which shall be no longer than six (6) months). If at the end of that period the owner of the First Homes Unit has been unable to Dispose of the First Homes Unit as a First Home he may serve notice on the Council in accordance with paragraph 3.6 of this Schedule following which the Council must within twenty eight (28) days issue confirmation in writing that the First Homes Unit may be Disposed of other than as a First Home.

- 3.10 Where a First Homes Unit is Disposed of other than as a First Home or to the Council at the Discount Market Price in accordance with paragraphs 3.8 or 3.9 of this Schedule the owner of the First Homes Unit shall pay to the Council forthwith upon receipt of the sale proceeds the Additional First Homes Contribution (which obligation shall remain binding on the outgoing owner of the First Homes Unit notwithstanding such Disposal)
- 3.11 Upon receipt of the Additional First Homes Contribution the Council shall:
- 3.11.1 within 28 days of such receipt, provide a completed application to enable the removal of the restriction on the title set out in paragraph 3.5 of this Schedule where such restriction has previously been registered against the relevant title
- 3.11.2 apply all monies received towards the provision of Affordable Housing
- 3.12 Any person who purchases a First Homes Unit free of the restrictions in this Schedule pursuant to the provisions in paragraphs 3.9 and 3.10 of this Schedule shall not be liable to pay the Additional First Homes Contribution to the Council.
- 4 USE**
- 4.1 Each First Homes Unit shall be used only as the main residence of the First Homes Owner and shall not be let, sub-let or otherwise Disposed of otherwise than in accordance with the terms of this Deed PROVIDED THAT letting or sub-letting shall be permitted in accordance with paragraphs 4.2 to 4.4 below.
- 4.2 A First Homes Owner may let or sub-let their First Homes Unit for a fixed term of no more than two (2) years, provided that the First Homes Owner notifies the Council in writing before the First Homes Unit is Occupied by the prospective tenant or sub-tenant. A First Homes Owner may let or sub-let their First Homes Unit pursuant to this paragraph more than once during that First Homes Owner's period of ownership, but the aggregate of such lettings or sub-lettings during a First Homes Owner's period of ownership may not exceed two (2) years.
- 4.3 A First Homes Owner may let or sub-let their First Homes Unit for any period provided that the First Homes Owner notifies the Council and the Council consents in writing to the proposed letting or sub-letting. The Council covenants not to unreasonably withhold or delay giving such consent and not to withhold such consent in any of circumstances (a) to (f) below:
- a) the First Homes Owner is required to live in accommodation other than their First Homes Unit for the duration of the letting or sub-letting for the purposes of employment;
 - b) the First Homes Owner is an active Armed Services Member and is to be deployed elsewhere for the duration of the letting or sub-letting;
 - c) the First Homes Owner reasonably requires to live elsewhere for the duration of the letting or sub-letting in order to escape a risk of harm;
 - d) the First Homes Owner reasonably requires to live elsewhere for the duration of the letting or sub-letting as a result of relationship breakdown;
 - e) the First Homes Owner reasonably requires to live elsewhere for the duration of the letting or sub-letting as a result of redundancy; and
 - f) the First Homes Owner reasonably requires to live elsewhere for the duration of the letting or sub-letting in order to provide care or assistance to any person.
- 4.4 A letting or sub-letting permitted pursuant to paragraph 4.1 or 4.2 of this Schedule must be by way of a written lease or sub-lease (as the case may be) of the whole of the First Homes Unit on terms which expressly prohibit any further sub-letting.

- 4.5 Nothing in this paragraph 4 prevents a First Homes Owner from renting a room within their First Homes Unit or from renting their First Homes Unit as temporary sleeping accommodation provided that the First Homes Unit remains at all times the First Home Owner's main residence.

5 MORTGAGEE EXCLUSION

The obligations in paragraphs 1 to 4 of this Schedule in relation to First Homes shall not apply to any Mortgagee or any receiver (including an administrative receiver appointed by such Mortgagee or any other person appointed under any security documentation to enable such Mortgagee to realise its security or any administrator (howsoever appointed (each a FH Receiver)) of any individual First Homes Unit or any persons or bodies deriving title through such Mortgagee or FH Receiver PROVIDED THAT:

- 5.1.1 such Mortgagee or FH Receiver shall first give written notice to the Council of its intention to Dispose of the relevant First Homes Unit;
- 5.1.2 once notice of intention to Dispose of the relevant First Homes Unit has been given by the Mortgagee or FH Receiver to the Council the Mortgagee or FH Receiver shall be free to sell that First Homes Unit at its full Market Value and subject only to paragraph 5.1.3 of this Schedule;
- 5.1.3 following the Disposal of the relevant First Homes Unit the Mortgagee or Receiver shall following the deduction of the amount due and outstanding under the relevant security documentation including all accrued principal monies, interest and reasonable costs and expenses pay to the Council the Additional First Homes Contribution.
- 5.1.4 following receipt of notification of the Disposal of the relevant First Homes Unit the Council shall:
 - a) forthwith issue a completed application to the purchaser of that First Homes Unit to enable the removal of the restriction on the title set out in paragraph 3.5 of this Schedule; and
 - b) apply all such monies received towards the provision of Affordable Housing.

ANNEXURE 1
Compliance Certificate

FIRST HOMES COMPLIANCE CERTIFICATE

Date:	[]
To:	[Buyer's conveyancer]
	[Builder's/Seller's conveyancer]
	[Buyer's mortgage advisor]
	[First Home Buyer(s)]
First Homes Buyer(s) name(s) (the proposed First Homes Owner(s)):	[]
First Home property to be purchased:	[plot number & [Land/Site] name/address]
Copied to:	[First Homes Buyer(s) current address before purchase]
	[First Homes house builder]

The proposed First Homes Buyer(s) First Homes application has been approved by North Northamptonshire Council pursuant to the supplemental agreement made pursuant to Sections 106 and 106A of the Town and Country Planning Act 1990 relating to Parcel R7, Glenvale Park dated [date] and made between (1) North Northamptonshire Council and (2) Persimmon Homes Ltd and this Compliance Certificate issued to the proposed First Homes Buyer(s) and their conveyancer by North Northamptonshire Council as follows:

First Homes Buyer(s) name(s) (the proposed First Homes Owner(s))	[Full Names]
[Builder] [Current First Homes Owner]	[Builder/Seller]
First Home property to be purchased:	[plot number & [Land/Site] name/address]
First Home forecast purchase legal completion date:	
Market value (100% of value)	[£]
First Homes discount %	[]%

First Homes Purchase Price (price to be paid by the proposed First Homes Buyer(s) applying the First Homes discount to the Market value)	[£]]
Proposed date of exchange of contracts	
Proposed date of completion	

This COMPLIANCE CERTIFICATE is issued by North Northamptonshire Council and confirms that a Dwelling is being disposed of to the First Home Buyer(s) specified in this Compliance Certificate who meet the:

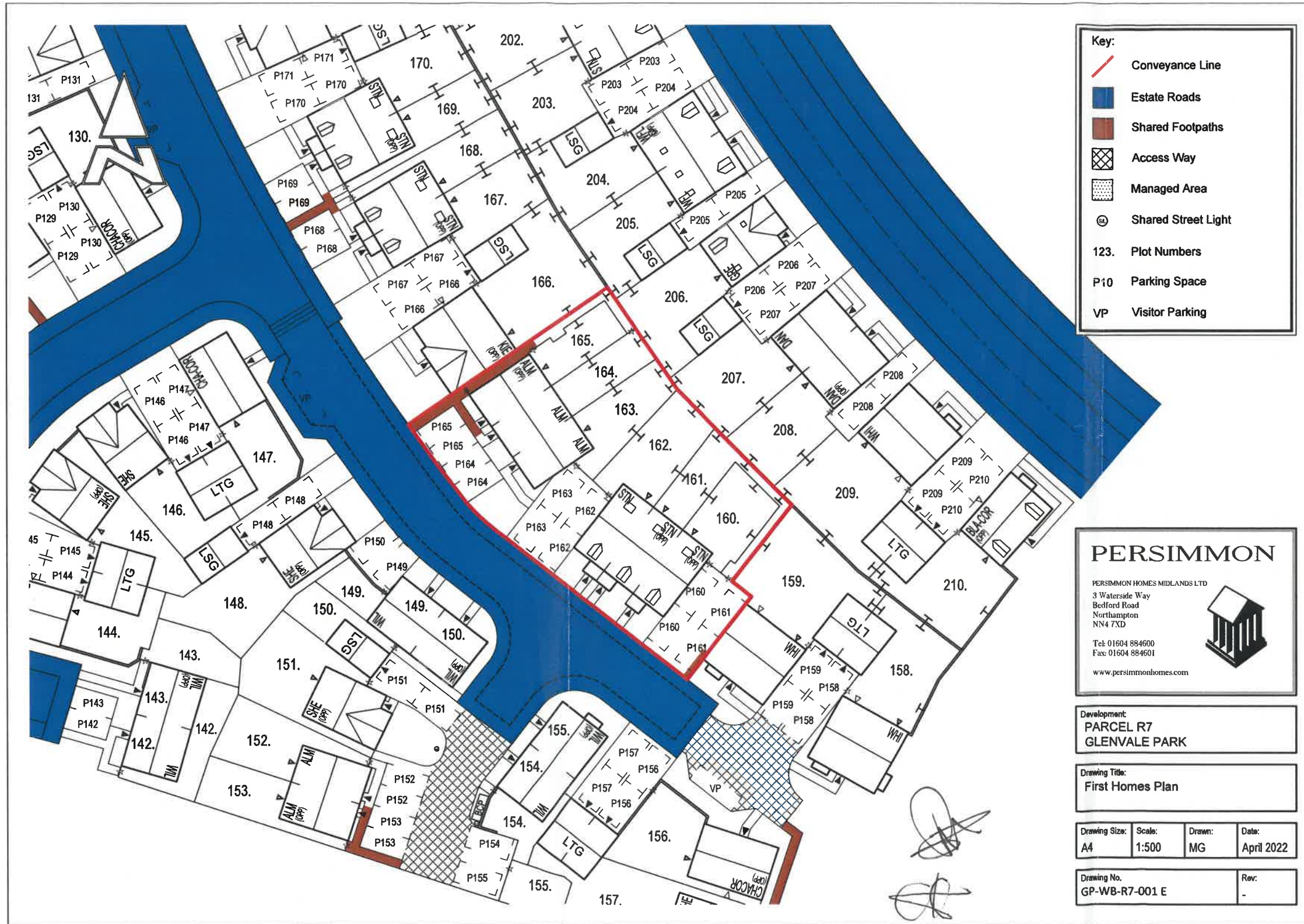
- a. Eligibility Criteria (National)
 - i First Time Buyer;
 - ii Having Household income no more than £80,000 per annum [; and if applicable
- b. the Eligibility Criteria (Local)
 - i. insert Local eligibility Criteria]

As set out in full in the supplemental agreement made pursuant to Sections 106 and 106A of the Town and Country Planning Act 1990 relating to Parcel R7, Glenvale Park dated [date] and made between (1) North Northamptonshire Council and (2) Persimmon Homes Ltd ("Planning Obligations").

The First Homes Buyer(s) (the new First Homes Owner) has provided all the necessary First Homes confirmations and declarations of eligibility required by [Council] and the First Homes Buyer(s) solicitor has confirmed that the transfer to the First Home Buyer(s) will comply with the requirements in Planning Obligations in relation to the Property.

Yours sincerely

Name:	
Signed:	
For and on behalf of:	North Northamptonshire Council
Dated:	



IN WITNESS whereof the Parties hereto have executed this Deed on the day and year first before written

Executed as a **DEED**

By affixing the common seal of

NORTH NORTHAMPTONSHIRE COUNCIL

In the presence of:


.....

SIGNED as a DEED by

PERSIMMON HOMES LIMITED

Acting by its Attorneys

SIMON MCCONALD

signed (Attorney)

In the presence of:

Witness signature 

Witness name BETH BODDINGTON

Address PERSIMMON HOMES, 3

WATERSIDE WAY, NORTHAMPTON,
NN4 7XD.

And

CLAIRE DEARSLY

signed (Attorney)

In the presence of:

Witness signature 

Witness name BETH BODDINGTON

Address PERSIMMON HOMES, 3

WATERSIDE WAY, NORTHAMPTON,
NN4 7XD.

EXECUTIVE 15th September 2022

Report Title	Family Hubs Model Programme
Report Author	AnnMarie Dodds, Executive Director of Children's Services
Lead Member	Cllr Scott Edwards - Executive Member for Children, Families, Education and Skills

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

List of Appendices

None

1. Purpose of Report

- 1.1. To ensure that the Executive are appraised on successful confirmed funding allocations, spending criteria, milestones and expectations set for the Family Hubs and Start for Life transformation grant.
- 1.2. To seek agreement for the recommendation to delegate authority to the Executive Member for Children, Families, Education and Skills in consultation with the Executive Director of Children's Service to distribute and administer the grant over the next three years (2022-2025) in accordance with the grant criteria.

2. Executive Summary

- 2.1 In June 2022 the Executive resolved:

- a) Council adopts a Family Hubs model for North Northamptonshire
 - b) Notes 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) Delegate 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.
- 2.2 Following the decision (detailed above) to develop a Family Hubs Model approach, the Council successfully applied to the DfE for a three-year Family Hubs Transformation Grant. The grant was confirmed in writing on 10th August 2022.
- 2.3 Delegated authority is requested for the distribution of the full grant amount, to the Executive Member for Children, Families, Education and Skills in consultation with the Executive Director of Children's Service, over a three- year period. Over the three financial years of 2022-23, 2023-24 and 2024-25, the Council allocation will range between £3.93m and £4.11m (exact amount yet to be confirmed).

3. Recommendations

- 3.1 That the Executive:
- a) Note the funding allocation under the Family Hubs and Start for Life grant which will be between £3.93m and £4.11m over the three-year period.
 - b) Delegate authority to the Executive Member for Children, Families, Education and Skills, in consultation with the Executive Director of Children's Service, to distribute the full grant amount over the next three years.
 - c) Receive an annual report detailing distribution of the grant and progress on the delivery of the programme.
 - d) Note that needs analysis work will continue to be undertaken and delegates authority to the Executive Member for Children, Families, Education and Skills, in consultation with the Executive Director of Children's Services the authority to determine the allocation of the prototype locality in accordance with the required timescale.
- 3.2 Reasons for Recommendation: This is being recommended due to the time sensitive nature of the grant deliverables and spend requirements within the criteria of the grant allocation. This means that the Council must make arrangements to spend £996k before the end of the financial year, this money must be spent in accordance with the grant headings shown in the table under para 7.1.

- 3.3 To ensure member oversight, it is recommended that an annual review process is put into place with the Executive to provide assurances of the programmes deliverables and spend against the grant allocation. This will further support the implementation of the programme at the pace required.
- 3.4 Alternative Options Considered: That delegated authority is not granted in relation to grant allocation. This is not recommended as it will add delay in developing the programme at the pace required and the Council would lose the opportunity to enhance and co-ordinate services for families. Furthermore, the Council would lose the opportunity to spend the allocated funds within the short timescales which will impact on driving the required activity and reduce investment into the local area. Any unspent grant for the 2022/2023 allocation will have to be returned.

4. Report Background

- 4.1 This report follows the initial Family Hubs paper that was considered by the Executive in June 2022. This report now seeks authority to deliver the agreed model through the utilisation of grant monies.
- 4.2 It was announced in April that the Council has been chosen as one of the 75 Local Authorities who will receive a three-year transformational grant to develop the Family Hubs and Start for Life programme. On 10th August 2022, the Council received further clarity and confirmation in writing which included the grant allocation. Details of the grant allocation are shared as part of this report (at para 7.1).
- 4.3 Further to the agreement to deliver the Family Hubs programme, clear governance and task and finish groups have been mobilised across the early intervention and prevention system to develop the offer and identify strategic priorities across the partnership.

5. Issues and Choices

- 5.1 The 4 localities that an integrated hub, spoke and virtual offer to children, young people 0-19 (25) and their families will be developed in are;
- Wellingborough
 - Corby
 - East Northamptonshire
 - Kettering
- 5.2 The aim is to launch a Family Hub prototype in one locality, to provide a test and learn opportunity which the Council will monitor and evaluate closely to support the wider roll out of the programme. The locality will be selected based on the need analysis that is being undertaken, and, if approved, the decision will be delegated to the Executive Member for Children, Families, Education

and Skills, in consultation with the Executive Director of Children's Services. Due to the delivery time scales set out as part of the grant, this is time sensitive.

- 5.3 As part of the development of the Family Hub approach and proposals across the Council, an initial Equality Impact Assessment for the first locality will need to be completed alongside consultation with children, parents, carers, and partners.
- 5.4 From work being undertaken to review arrangements for children centres, early childhood services provision and early help services and activities, it is clear that there is the need for a joint approach to commissioning in the future to ensure that an efficient, fair and equitable offer is provided.
- 5.5 To consider cross-council and cross-organisational priorities to drive the best outcomes for children and their families, and any sensitivities linked to this. Community hubs, public health priorities and the Levelling Up agenda are all areas that have been identified.
- 5.6 There is a requirement, as part of the Family Hubs and Start for Life programme, to ensure that an up-to-date needs analysis is in place and decision making is based on local need.

6. Next Steps

- 6.1 The sign-up window for the Family Hubs and Start for Life programme is now open, and the Council will now commit to the programme. This will enable the Council to receive 50% of the transformation grant immediately (£498k) and begin to implement the elements of the programme required within the criteria.
- 6.2 Officers will bring feedback and updates on the national programme as it impacts on North Northamptonshire to the Executive Advisory Panel Education, Employment and Skills on a bi-monthly basis. Updates will also be brought to the Executive as required.
- 6.3 Officers will continue to develop the plans for the prototype hub and spoke model within an identified locality as part of the test and learn approach.
- 6.4 The Council has further expressed an interest to become a Trail Blazer Local Authority. A proposal to become a Trail Blazer had to be submitted by 31st August 2022 (this has now been completed). If successful, this will bring additional funding into the programme and will mean the Council will be a Regional Lead Authority working closely with central government teams to deliver and evaluate Start for Life programmes.
- 6.5 As per the Family Hubs programme requirements, officers will develop and submit the full three-year delivery plan by 31st December 2022.
- 6.6 The Council will publish details of the Start for Life offer by 31st March 2023, as required within the criteria of the programme and grant conditions.

- 6.7 Mobilisation of the Family Hubs Partnership Panel by 31st March 2023, as required within the criteria of the programme and grant conditions.
- 6.8 Begin delivery of the Family Hubs programme, as required within the criteria of the programme and grant conditions.

7. Implications (including financial implications)

7.1 Resources and Financial

7.1.1 The Council's total indicative allocation for the Family Hubs and Start for Life programme is between £3.93m and £4.11m over the three financial years of 2022-23, 2023-24 and 2024-25.

7.1.2 To support in planning delivery, the table below shows how the funding allocated to the local authority is divided across the programme's strands. The expectations in the programme guide have been developed with this funding breakdown in mind.

Distribution of funding allocation across the programmes strand

2022/2023	2023/2024		2024/2025		Total	
Total	Lower Range	Upper Range	Lower Range	Upper Range	Lower Range	Upper Range
£996,000	£1,602,000	£1,703,000	£1,333,000	£1,412,000	£3,932,000	£4,111,000
Lower Range Strand	%	2022/2023	2023/2024	2024/2025	Total allocation for 3 year programme	
Family hubs programme spend	20.00%	£199,200.00	£320,400.00	£266,600.00	£786,400.00	
Family hubs capital spend	5.00%	£49,800.00	£80,100.00	£66,650.00	£196,600.00	
Perinatal mental health and parent-infant relationships	30.60%	£304,776.00	£490,212.00	£407,898.00	£1,203,192.00	
Parenting support	15.90%	£158,364.00	£254,718.00	£211,947.00	£625,188.00	
Infant feeding support	15.60%	£155,376.00	£249,912.00	£207,948.00	£613,392.00	
Home learning environment services	9.60%	£95,616.00	£153,792.00	£127,968.00	£377,472.00	
Publishing 'Start for Life' offers and Parent and Carer Panels	3.30%	£32,868.00	£52,866.00	£43,989.00	£129,756.00	
Total Lower Range Strand	100.00%	£996,000.00	£1,602,000.00	£1,333,000.00	£3,932,000.00	
Upper Range Strand	%	2022/2023	2023/2024	2024/2025	Total allocation for 3 year programme	
Family hubs programme spend	20.00%	£199,200.00	£340,600.00	£282,400.00	£822,200.00	
Family hubs capital spend	5.00%	£49,800.00	£85,150.00	£70,600.00	£205,550.00	
Perinatal mental health and parent-infant relationships	30.60%	£304,776.00	£521,118.00	£432,072.00	£1,257,966.00	
Parenting support	15.90%	£158,364.00	£270,777.00	£224,508.00	£653,649.00	
Infant feeding support	15.60%	£155,376.00	£265,668.00	£220,272.00	£641,316.00	
Home learning environment services	9.60%	£95,616.00	£163,488.00	£135,552.00	£394,656.00	
Publishing 'Start for Life' offers and Parent and Carer Panels	3.30%	£32,868.00	£56,199.00	£46,596.00	£135,663.00	
Total Upper Range Strand	100.00%	£996,000.00	£1,703,000.00	£1,412,000.00	£4,111,000.00	

7.1.3 After successfully completing the sign-up process, the Council will be sent a memorandum of understanding to sign, formalising agreement to the programme's expectations. 50% of the funding allocation for the 2022-23 financial year will be released. To release the remaining 50% of the funding

allocation for 2022-23, we will need to produce and submit a delivery plan by December 2022 that outlines how the Council's total funding allocation will be used to achieve the programme's objectives. Any 2022-23 funding allocation not spent by 31st March 2023 will be lost.

- 7.1.4 The evaluation of the programme will establish whether this approach has longer term beneficial impact on children and families, and in turn reduces demands on social care, health and related services. This will benefit the public sector in reducing the cost pressures on high cost 'late' intervention.

7.2 Legal and Governance

- 7.2.1 The multi-agency informal steering group has now been reformed as a reference group which specifically focuses on driving the Family Hubs and Start for Life programme across North Northamptonshire. The governance for the Family Hubs programme will be through the Council as the risks and liabilities lie here. Reporting will be through established officer channels, the Executive Advisory Panel and Executive.

- 7.2.2 It was agreed by the Executive in June 2022 that the development of the Family Hubs Model be overseen by a board established by the Lead Member for Children, Families, Education and Skills in consultation with the Executive Director of Children's Services. This was to facilitate the rapid development and delivery of the agreed approach, but also now supports timely delivery of the funded programme which has strict time constraints.

- 7.2.3 As referenced in the previous report, under s5D Childcare Act 2006 any significant change made in services through a children's centre or anything which results in a children's centre ceasing to be a children's centre must be subject to such consultation as the local authority consider appropriate. Under 5A of that Act the Local Authority also needs to ensure that it has undertaken a sufficiency assessment to ensure that arrangements for provision of children's centres are sufficient to meet local need.

- 7.2.4 Given the transformation of children's centres aligned to the Family Hubs programme being led by central government, it is possible that the existing legislation will be amended to facilitate this transformation, although until such legislation is passed the provisions of the Childcare Act remain applicable. This legislation has not been changed, although it has been advised by the DfE that this is an area that is currently under review as they acknowledge the impact this could have on further developing the 0-19 (25) Family Hub offer.

- 7.2.5 As part of the development of the locality Family Hub prototype, legal advice will be sought regarding the specific impact on those services and offers within the agreed locality, and formal consultation with children, young people and their families will take place, as will a wider consultation with partners and effected services.

7.3 Relevant Policies and Plans

7.3.1 Within the NCC corporate plan and the vision, values and key commitments there are a number of priorities that align with the development of the Family Hub model, these include:

- Active, fulfilled lives
- Better, Brighter Futures
- Connected Communities
- Modern Public Services

7.3.2 Other plans and strategies include:

- Community Hubs development
- “Well” Northants
- Early Years Review
- Integrated Care Systems
- SEND Improvement plan
- Children and Young Peoples Plan
- Early Help Strategy
- Early Childhood Services Strategy

7.4 Risks

7.4.1 The timescale in which we are expected to mobilise against the transformation grant criteria means that the key areas of work and decision making will need to move at pace.

7.4.2 The requirement to spend the first years grant allocation by 31st March 2023 is a risk as it requires capacity to make timely, but informed, decisions.

7.5 Consultation

7.5.1 There will be a clear consultation, communication and engagement plan developed as part of the options that are put together. This will be closely developed with colleagues in legal services and the Executive Member for Children, Families, Education and Skills.

7.6 Consideration by Executive Advisory Panel

7.6.1 Bi- monthly updates on the development and delivery of the programme will be provided.

7.7 Consideration by Scrutiny

7.7.1 Not considered at this stage

7.8 Equality Implications

- 7.8.1 NNC are committed to embedding Social Value (SV) and will contain a requirement to demonstrate social value including development training and work opportunities and providing a holistic offer of support for parents / carers to be closer to the job market etc. Officers will also work to ensure the workforce is representative of the communities it serves.
- 7.8.2 An updated EQIA will be completed during the development of options and proposals.

7.9 Climate and Environment Impact

- 7.9.1 The Council, having declared a climate change emergency in June 2021, is committed to reducing its climate impact both within its own Council buildings and in working with businesses and the wider community to achieve net zero energy emissions.
- 7.9.2 The importance of both place-based services and people being able to access universal services through outreach as well as a strong virtual offer of support will be important considerations as the Family Hubs and Start for Life programme is developed. This will help to reduce the carbon footprint. The Hubs with associated spoke sites will also provide places for professionals to deliver locally based services for children, young people and their families from and thereby reducing travel across the Borough. The virtual offer will be developed to support those that find services hard to access.

7.10 Community Impact

- 7.10.1 This will become clearer as initial work progresses and be addressed through options and proposals approach. The Family Hubs programme is a positive approach to developing community-based partnerships and services that are accessible, either virtually or physically, by all. The approach will also include outreach which will provide access to pathways and support for families that find services hard to access.
- 7.10.2 Developing a virtual offer and a single front door with clear pathways of support will improve accessibility for children, young people and their families, with an aim of breaking down barriers to engagement. This approach will aim to reduce inequalities and wider determinants that impact local children, young people and their families.
- 7.10.3 Through the integration and co-location of services through a Hub and Spoke model, children, young people and their families should feel that they can access the right help at the right time and will provide wider support for the whole family. The integration of early childhood services will support babies, our youngest children, and their families across NNC.

7.11 Crime and Disorder Impact

7.11.1 No Impact

8 Background Papers

8.1 Executive paper June 2022

This page is intentionally left blank

EXECUTIVE 15th September 2022

Report Title	Procurement of Fuel for the Council Fleet
Report Author	George Candler, Executive Director of Place and Economy george.candler@northnorthants.gov.uk
Lead Member	Cllr Graham Lawman, Executive Member for Highways, Travel and Assets

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

List of Appendices

None

1. Purpose of Report

- 1.1. The purpose of this report is to seek approval from the Executive to procure a new contract for the supply of fuel for the bulk tanks in the depots at Kettering and Wellingborough.

2. Executive Summary

- 2.1. The current contractual arrangement for purchasing bulk fuel expires at the end of September, 2022. Contractual arrangements are also required for the Wellingborough depot that transferred back to the Council earlier this year.
- 2.2. The report recommends undertaking a procurement to ensure the Council purchases bulk diesel and petrol at the most favourable rates available within contract procedure rules.

- 2.3. This procurement is for fuel requirements for Kettering and Wellingborough and the contract value has been estimated based on recent usage data.

3. Recommendations

- 3.1. It is recommended that the Executive:
- a) Confirm the preferred procurement route of using an established framework agreement as set out paragraph 5.3 of the report;
 - b) Delegate authority to procure and sign the necessary contracts to secure the fuel contract to the Executive Member for Highways, Travel and Assets, in consultation with the Executive Director for Place and Economy.
- 3.2. Reasons for Recommendation
- The recommendation provides a cost-effective solution for the purchase of essential fuels and ensures the authority is compliant with its obligations under the Public Contracts Regulations 2015 and the Council's contract standing orders.
 - The proposed option will provide a reliable fuel supply, providing reliable services for North Northamptonshire residents.
 - The proposed framework route will allow flexibility to secure preferential fuel rates, including access to low carbon fuels should the Council choose to do so.
- 3.3. Alternative Options Considered: The only other realistic option would be to procure bulk orders via suppliers or rely on forecourt supplies. Neither of these options provide the cost benefits or greater security of supply presented via the recommended option.

4. Report Background

- 4.1. The authority has three bulk fuel tanks: one at the Robinson Way depot in Kettering (diesel) and two at the Trafalgar House depot in Wellingborough (one diesel, one petrol). Each diesel tank holds circa. 43,000 litres and the petrol tank circa. 3,000 litres. These tanks hold fuel for the vehicles and equipment used by many of our frontline services, including Waste Collection, Street Cleansing, Grounds Maintenance, Housing Maintenance and Warden Services. Services which would not be able to operate without it. To draw fuel from these tanks the driver requires a 'fob' which is either programmed to the driver or the vehicle. Fuel cannot be drawn from a tank unless a fob is inserted. All fuel drawn is recorded and monitored.
- 4.2. At present the purchasing of bulk fuel for these tanks is via an existing purchasing arrangement which was in place prior to the formation of North

Northamptonshire Council. The legacy contract will expire at the end of September 2022, with further orders made based on the best price available from suppliers.

- 4.3. Additionally, as part of bringing local services in Wellingborough in house, the Council needs to have in place appropriate contractual arrangements for fuel purchase for that fleet too.
- 4.4. Typically orders of around 30,000/35,0000 litres for diesel and 1,000 litres for petrol are placed as required, although this is dependent on the stability of the market. Fuel prices fluctuate daily, so officers identify the best price per litre at the point of order and secure that price for that delivery.
- 4.5. An appropriately procured fuel contract is required, therefore, to ensure the best value and that reliable fuel supplies are obtained.

5. Issues and Choices

- 5.1. The Council has the following options for progressing the procurement exercise:
 - **Option 1: Market testing fuel suppliers through a bespoke procurement exercise:** plan and undertake a dedicated procurement exercise to appoint a single supplier.
 - **Option 2: Developing, launching, and operating a new framework agreement:** plan and let the Council framework agreement through which several qualifying fuel companies can supply fuel to the Council.
 - **Option 3: Accessing suppliers through an established framework agreement:** use an already established framework agreement (which complies with the Public Contracts Regulations 2015 and the Council's Contract Procedure Rules) to access one or more fuel supply companies.
- 5.2. Following due consideration of the above options, the preferred option is Option 3, to procure fuel via an established framework agreement. This provides the following benefits:
 - National frameworks offer access to multiple fuel supplies, including alternative lower emission fuels, as detailed further in the report below.
 - Use of an established framework is less demanding (for the Council) and for already 'qualifying' providers to participate in (increasing market interest and subsequent competitive benefits). It also removes delays and can reduce procurement and management costs associated with setting up something new.

- Frameworks offer access to multiple suppliers and the opportunity to test market rates within the framework, or switch supplier if one is unable to fulfil orders.
- Frameworks offer discounted rates on early payment options, along with regional pricing available on a weekly basis.
- Supply resilience is improved, by spreading access to fuel supplies across several qualifying providers available through the framework (in the event that any primary supplier is unable to respond).
- Whilst accessing a framework typically involves an administrative cost, the benefit of being able to secure a regular cost-effective supply reduces officer time in managing a supply contract.

5.3. Assuming a framework option is progressed, the proposed route would be to access the Crown Commercial Services National Fuels 2 RM6177 framework which offers a suitable framework whose terms and conditions would form the basis of any contract between the Council and the successful Supplier. This framework runs until January 2025.

6. Next Steps

6.1. Subject to approval, officers will engage the Procurement Team and Legal Services to ensure the best value compliant procurement process is undertaken in accordance with the Public Contracts Regulations 2015 and internal governance considerations as defined by the Contract Procedure Rules.

7. Implications (including financial implications)

7.1. Resources, Financial and Transformation

7.1.1. There is a provision for fuel purchase within existing Fleet Service revenue budgets. This has been under pressure this financial year as cost of fuel has increased significantly over recent months and this cost also fluctuates daily. There may be further price related budget pressures that will need to be managed through the council's budget monitoring and financial reporting system. Bulk purchasing through a framework will help achieve more favourable rates and guarantee a compliant means of purchase.

7.1.2. There will be further financial considerations should the council decide to purchase non-fossil fuel products such as Hydrotreated Vegetable Oil Fuel (HVO), to help address its carbon reduction aims. The unit cost of HVO is currently around 40% higher than regular diesel.

7.2. Legal and Governance

7.2.1. In addition to complying with all relevant UK legislation, the local Government Act 1972 requires the Council to regulate how it enters into contracts. Every contract must comply with the Council's Contract Procedure Rules and the Council's Financial Regulations.

7.3. Relevant Policies and Plans

7.3.1. Approval to conduct a procurement process for the purchase of fuel will help the Council achieve its commitment to Modern Public Services within the Corporate Plan: It will help delivery of good quality essential services for residents and customers across North Northamptonshire whilst ensuring the most effective use of resources.

7.3.2. Switching to alternative low carbon fuels will also support the Councils climate change action plan.

7.4. Risk

7.4.1. Purchasing fuel outside of a compliant procurement process could result in higher prices and put the council in breach of procurement regulations.

7.4.2. Failure to have robust contractual arrangement for the supply of sufficient fuel will result in reputational damage to the Council as it would seriously impact essential frontline services to customers across North Northamptonshire, such as waste collection, housing and street cleaning.

7.4.3. The proposed framework options provide the ability to switch to low carbon fuel supplies, however there is greater risk in relation to a reliable supply chain, and there would be a financial impact on budget availability.

7.5. Consultation

7.5.1. External consultation is not required as part of the procurement approval process.

7.6. Consideration by Executive Advisory Panel

7.6.1. This paper may be selected for consideration by the Executive Advisory Panel, as part of their workplan.

7.7. Consideration by Scrutiny

7.7.1. This paper may be selected for consideration by Scrutiny Commission as part of their workplan.

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 and Environment Impact

7.9.1. The cost, availability, practicality, and performance of purchasing alternatives to fossil fuel such as Hydrotreated Vegetable Oil Fuel (HVO) and/or low sulphur diesel (LSD), ultra-low sulphur diesel (ULSD) and blends of biodiesel with petroleum diesel and emulsified diesel, will be evaluated as part of the procurement exercise as a means of helping the council meet its target of becoming carbon neutral by 2030.

7.10. Community Impact

7.10.1. There are no Community Impact issues arising directly from this report.

7.11. Crime and Disorder Impact

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

8. Background Papers

8.1. None

EXECUTIVE 15th September 2022

Report Title	Full Asylum Dispersal Model
Report Author	David Watts, Executive Director of Adults, Communities and Wellbeing (DASS)
Lead Member	Cllr Helen Harrison, Executive Member for Adults, Health and Wellbeing

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

List of Appendices

None

1. Purpose of Report

- 1.1. To brief the Executive on the Central Government approach to Full Asylum Dispersal, on the recent consultation, the emerging regional model and on the Property Procurement (contingency hotel and private sector lease) arrangements being delivered in our area by SERCO.

2. Executive Summary

- 2.1. In May 2022 the Government announced a shift from an opt-in model for asylum dispersal, whereby Local Authorities (LA) could choose to be Dispersal areas, to a Full Asylum Dispersal model where asylum seekers will be placed across

all LA areas. This is due to the huge increase in the numbers of asylum seekers crossing the Channel into the country.

- 2.2. Regional Migration Partnerships have been asked to develop delivery models to implement the strategy including modelling the numbers of asylum seekers the region will offer to resettle.
- 2.3. The Council has a limited direct role in asylum dispersal as the work is delivered by the Government contractors. However, the Council is consulted on any properties identified for dispersal by SERCO, whether a contingency hotel or private rented homes. The Council is a key partner in a local multi-agency forum which will receive demographic data on how the dispersal model is operating and will consider any impact on local communities and service delivery. The Council will also facilitate access to local services such as school places, social care and primary care and will need to pass on some of the funding it receives under the scheme to the relevant partners to support this activity.
- 2.4. The government is providing funding of £3,500 per person for 2022-23 to councils for every Asylum Seeker accommodated in a bed space in the Council area, whether in contingency or dispersed accommodation to support asylum seeker to fully integrate into communities.
- 2.5. The Executive is asked to acknowledge the Central Government's adoption of the Full Asylum Dispersal Strategy and the rationale for it, and the East Midlands approach to delivering for the region.
- 2.6. The Executive is asked to note the role of the Government contractor SERCO in delivering Contingency Accommodation and Dispersed Accommodation.
- 2.7. The Executive is asked to acknowledge the Council's and all Ward Members' role within the national strategy to support effective dispersal and integration of asylum seekers into local communities.
- 2.8. The Executive is also asked to note the unintended consequences the various schemes under Refugee Resettlement are having on Council resources and the potential impact on access to services such as education, primary care and other health services and housing.

3. Recommendations

- 3.1. It is recommended that the Executive:
 - a. Notes the governments adoption of the Full Asylum Dispersal Strategy and the rationale for it.
 - b. Notes the East Midlands model and approach for delivering the strategy in the region.

- c. Notes the role of North Northamptonshire Council in delivering the strategy in the Council area; and the approach Council Officers are taking to work with SERCO, the contract holder for Asylum Accommodation and Support Services across the North West, Midlands and East of England regions, on contingency accommodation (hotels) and property acquisitions (leases) in the private rented sector.
- d. Delegates authority to the Executive Member for Adults, Health and Wellbeing, in consultation with the Executive Director for Adults, Communities and Wellbeing, to take any further decisions and/or actions required, including use of the funding, to support the dispersal and settlement, temporary or otherwise, of asylum seekers in North Northamptonshire.

3.2. Reasons for Recommendation

- To ensure that the Council fulfils its obligations under the national Full Asylum Dispersal Strategy and works with SERCO and other partners to effectively support asylum seekers to integrate into local communities.

3.3 Alternative Options considered:

- There is no alternative as this is a national policy, although the Council has worked closely with the Regional Migration Partnership in developing the model for the region. If the Council did not fully engage with SERCO over the selection of contingency hotels and dispersal properties then there is a risk, as the decisions will stand regardless, of negative impacts on community cohesion, local service provision and successful integration of asylum seekers into local communities.

4. Report Background

- 4.1. In May 2022 the government announced a shift from an opt-in model for asylum dispersal, whereby Local Authorities (LA) could choose to be Dispersal areas, to a Full Asylum Dispersal model where asylum seekers will be placed across all LA areas.
- 4.2. This is in response to the increasing numbers of small boats crossing the channel and the pressure on the Asylum programme. Between April and August 2022 13,000 new asylum seekers have crossed the channel to the UK and it is estimated the total figure for 2022-23 will reach 100,000. There are currently over 30,000 asylum seekers temporarily accommodated in Contingency Hotels and the Government wishes to settle them in private rented accommodation across the country as quickly as possible. This is to avoid disproportionate pressure on certain Local Authority areas and to afford Local Authorities more local influence and control on the system.

- 4.3. In the East Midlands there are 3,395 asylum seekers dispersed across Nottinghamshire, Leicestershire and Derbyshire, with only 13% of Local Authorities opting in previously. There are 16 contingency hotels mobilised in this region. Continued procurement of properties in the 3 cities is unsustainable due to increase in oversaturation of dispersal properties and disproportionate pressure on local services.
- 4.4. The majority of asylum seekers are single men but there are a smaller number of families.
- 4.5. A national consultation ran during June 2022, not on the full dispersal model per se, as that is adopted, but more on how to implement it and the potential impact on Local Authorities. At a regional briefing on 24th May 2022, it was agreed a regional response to the consultation would be developed by the Regional Migration Partnership and a regional implementation plan would be drafted to include a regional quota for the number of asylum seekers to be allocated.
- 4.6. Councils in the region have raised a number of issues which were fed into the consultation:
- Population density, urban v rural
 - House and rent prices, access to affordable housing and sustainability of Tenancies
 - Accessibility to local services, public transport networks and wider community support
 - Pressures on already stretched homelessness services
 - Community tensions and impact on community cohesion
 - The impact on Council resources; the rapid expansion of the Refugee Resettlement Programmes has meant most Councils are trying to recruit to/expand Resettlement teams and although funding is forthcoming to support this, the challenge is in recruiting suitable candidates, at pace, if at all.
 - To enable asylum seekers to be housed in safe and secure accommodation within a community setting, it is critical that disproportionate numbers are not housed within wards and the 1:200 ratio is not exceeded within ward areas rather than the wider local authority area.
 - The Home Office need to increase the capacity in processing asylum claims in a more efficient and timely way resulting in a consistent decision making and Move-on. This would greatly reduce the burden of demand of the procurement of asylum dispersal accommodation.
 - The benefits of increasing the length of current eviction notices (Move-on) from asylum accommodation, from 28 to up to 56 days in line with provisions of the Housing Act 1988', should be considered.

- 4.7. A funding package for Local Authorities for 2022-23 was announced with the new model of £250 per person already accommodation in a Council area by March 31st 2022 and £3,500 (un-ringfenced) per every bed space commissioned from 1st April 2022 whether in a Contingency hotel or dispersed accommodation.
- 4.8. The Regional Migration Partnership has examined current asylum dispersal data (excluding Unaccompanied Asylum-Seeking Children and Hong Kong British Nationals programmes) and has modelled this against 2011 Census population data to estimate number of asylum seekers to be dispersed in each Council area.
- 4.9. 2021 Census data has not been used so as to align with Home Office modelling which has used 2011 data, but the modelling will be revised once the new census data is fully available.
- 4.10. The allocation for East Midlands will see numbers rise from the current accommodated figure of 3395, to 6,700 by December 2023.
- 4.11. Those Local Authority areas which were already dispersal areas with a ratio of asylum seekers currently above 0.5% of the population or 1 in 200, have been excluded from the new allocation estimates.
- 4.12. The East Midland's allocation has been divided amongst the remaining Local Authorities. For North Northamptonshire Council the allocation will be 289 asylum seekers in dispersed accommodation by December 2023. These figures are subject to final review and agreement of the regional plan by Local Authority Chief Executives and the Regional Migration Partnership Board in September 2022.
- 4.13. Regardless of the outcome of the consultation and the development of the regional plan dispersal has been progressed since June in new dispersal areas such as North Northamptonshire.
- 4.14. Officers have also met with SERCO to understand their approach to leasing properties in our area.
- 4.15. The Council is given the opportunity to comment on identified properties in the private rented sector via a Property Postcode Consultation process. This is being undertaken on a case-by-case basis until the allocation numbers are finalised for our area through the Regional Plan.
- 4.16. All prospective properties are emailed to Council officers. SERCO undertake a due diligence calculation which includes information from the Council. Council officers gather intelligence from our Private Sector Housing and Community Safety teams and consult with key partners such as the police, registered housing providers, health and education. The Council has to respond within a week otherwise SERCO will progress the acquisition regardless.
- 4.17. Whilst sourcing properties, SERCO take into account:
 - Community cohesion, anti-social behaviour, racial tensions

- Indications of housing market activity in the area
 - Ensuring Housing Act 2004 Regulations and HMO Regulations are adhered to
 - Integration of Asylum Seekers into the area
 - Asylum dispersal ratio levels
- 4.18. Whilst the Council can influence the decision on the property such influence is limited to the following criteria:
- Police or Council evidence supporting negative impact on crime, community safety and cohesion issues
 - Pressure of local services such as health and school places
 - Rurality
- 4.19. It is important to the effectiveness of asylum dispersal that the Executive and all ward members are supportive of the dispersal programme across all wards and bring a positive influence to bear on how communities welcome asylum seekers into their neighbourhoods.
- 4.20. To date the Council has been notified of 5 properties being progressed by SERCO for asylum dispersal, 3 of which are in the Queensway area, 1 in Crolyand and Swanspool areas of Wellingborough, and 1 in Irchester.
- 4.21. SERCO have well developed and tested processes for acquiring properties. A single point of contact is allocated to each prospective landlord for the whole process which includes lease arrangements, property standards, and landlord FAQs. A physical meeting is held with the landlord at the property to do an inspection and undertake a risk assessment. Properties are avoided that are next to public houses or above takeaways. SERCO have adopted the Home Office Space Standards and will liaise with the Council over any additional requirements specific to North Northamptonshire.
- 4.22. SERCO will work with the Council's our Private Sector Housing team and welcome Officers to attend properties with them if appropriate. If a property requires an HMO licence, then all necessary checks will be done and variations applied for, and if one is not in place already, SERCO will apply for one and would be named as the managing agent on the licence.
- 4.23. A scope of works to make the property fit for purpose is agreed with the landlord and a timeframe for completion. If the scope is not agreed SERCO will not proceed with the lease. Once the works are complete a further inspection is undertaken. All compliance paperwork (gas safety, planning permissions etc.) are checked. Rental amounts are agreed and the lease begins when SERCO take possession of the keys.
- 4.24. SERCO lease properties from a wide network of landlords, investors and agents with SERCO acting as a Tenant, with permission to sub-let to the Service Users. Their lease provision offers an attractive and competitive proposition within the industry and includes benefits such as:

- 7 years lease with no void periods
 - No rental arrears with rent paid in full, on time every month
 - Full repair and maintenance Lease
 - 30-day property inspections and periodic safety inspections
 - No letting or management costs
 - Council Tax and Utilities paid by SERCO
- 4.25. SERCO identify properties through their extensive network of landlords, investors and agents across the North West and Midlands and East of England. They also contact new landlords and agents, primarily with properties that are already in the private rental sector. Once leased SERCO have a team of Housing Officers and Repairs and Maintenance Officers out in the field, along with a team of Compliance Officers who sample 10% of properties via a rolling programme.
- 4.26. SERCO pay rent at Local Housing Allowance levels or below, they offer no financial incentives to landlords other than the favourable lease arrangements detailed above.
- 4.27. There will be regular channels of communication between NNC and other statutory partners with SERCO as regards to how the dispersal model is operating and the impact on local communities and services.
- 4.28. North Northamptonshire Council has a single point of contact in SERCO for day-to-day issues and escalation and a multi-agency forum for the Council area has been established to discuss issues such as:
- Use of properties
 - Compliance with relevant legislation
 - Identification and sharing of best practice and market knowledge
 - Provision of good quality accommodation and services from landlords
 - Reassurance that procurement activity supports and reflects the Council's position on sustainable communities, environmental issues, equal opportunities and diversity
 - Open and clear lines of communication

The ongoing relationship with SERCO will be managed through the Council's Resettlement team and led by the Strategic Lead for Communities and Wellbeing and the Assistant Director Housing and Communities.

- 4.29. SERCO commission a third-party organisation AIRE (part of Migrant Help) to deliver their impartial advice, information, reporting and engagement with their service users. This includes a 24/7 helpline and access to Migrant Help and access to legal advice and support for the asylum application and appeals process. For the most vulnerable service users where multi-agency case management is required an individual risk assessment followed by a support

plan will be delivered in conjunction with the relevant statutory partners. AIRE advocates on behalf of the service user.

- 4.30. Data belongs to the Home Office not SERCO, so they are limited on what they can share with Councils without consent but will provide anonymised quarterly reports for our area.

5. Issues and Choices

- 5.1. The housing market is already under acute pressure and as a Housing Service provider the Council struggle to access accommodation in the Private Rented Sector (PRS) for customers on our housing register and to prevent homelessness. In addition, the Council is already struggling to secure PRS properties for the other refugee programmes for Afghan and Ukrainian refugees (move on from sponsorship).
- 5.2. The SERCO terms are favourable to landlords, for the right reasons, but this additional call on rental properties will add pressure to an already stretched market.
- 5.3. Councils in the East Midlands region have provided feedback to the Home Office that as the pressure of Ukrainian refugees needing move on accommodation at the 6-month mark if their initial sponsorship placement ends, is yet to resolved, it might be more pragmatic for the Government to delay dispersal from contingency hotels to dispersed accommodation for 6 months. There has yet to be a response on this issue from Central Government.
- 5.4. Officers impressed upon SERCO the need for the properties leased for asylum dispersal to be aligned with what the future move on offer might look like for service users who receive a positive outcome to their asylum application, so that affordable and sustainable tenancies can be maintained in the long term. For example, it is not sustainable to place asylum seekers in large high value properties in rural areas as this is not what would be affordable for them in the long term.
- 5.5. Whilst Full Asylum Dispersal is largely managed through the SERCO contract, the North Northamptonshire Council Resettlement and Housing teams will have a role to play in the day-to-day liaison; visits to properties to be leased by SERCO, in the multi-agency forums; potentially in ongoing wrap around support to asylum seekers accommodated in our area and at the point of move on if they have a positive outcome to their application.
- 5.6. As laid out in the Executive report on the Homes for Ukraine Programme dated 14th July 2022 officers are working hard to mobilise and expand the Resettlement team but the Executive should be aware this is proving challenging. Whilst we have secured, to date, an administrator, a business support officer and one resettlement officer via OPUS, OPUS are struggling to find more experienced Resettlement officers. We are out to recruitment in the

wider market but are competing with all other Local Authorities who are simultaneously trying to recruit to Resettlement teams.

- 5.7. The Funding package for Full Asylum Dispersal is only secured for 2022-23 alongside the same timeframe for funding allocated to the Homes for Ukraine programme. Councils have fed back to Government the need for a longer-term funding settlement for all Refugee Resettlement schemes to be agreed at the earliest opportunity.

6. Next Steps

- 6.1. To continue to work with SERCO on the development of the multi-agency forum.
- 6.2. To continue to work with the Regional Migration Partnership on finalisation of the regional model for Full Asylum Dispersal Plan for East Midlands.
- 6.3. To complete the recruitment process for the Resettlement team.

7. Implications (including financial implications)

7.1. Resources, Financial and Transformation

- 7.1.1 Funding at a rate of £3,500 per commissioned bed space, whether in a contingency hotel or dispersed accommodation, will be made available to councils during 2022-23, to enable them to provide officer support to the dispersal process and wraparound support outside of the SERCO contract to asylum seekers placed in the Local Authority area. The government will review funding for future years in due course.
- 7.1.2 If all 289 asylum seekers estimated in the regional modelling were to be placed in North Northamptonshire the funding available to the Council would total £1.011m between now and December 2023. This funding could be used to increase staff to deal with the new demand this creates, for example in the Resettlement and Private Sector Housing teams and to fund any adult social care or educational additional needs packages required for service users.
- 7.1.3 Officers will work together with partners through the multi-agency forum to understand demand and cost over time so that best use of the funding can be made.

7.2. Legal and Governance

7.2.1 Under the Immigration Act 1999, the Home Office has the statutory power to require local authorities to participate in the Asylum Dispersal Scheme, however they would prefer to work with councils on a voluntary basis and do not currently have any plans to enforce this power.

7.3. Relevant Policies and Plans

7.3.1 Supporting the Full Asylum Dispersal model contributes to the following priorities outlined in the Corporate Plan:

- “Safe and thriving places” – Strengthen the cultural identity of towns, villages and rural communities. Help town centres and villages respond to changing trends.
- “Connected communities” – Inform and listen to our communities, giving them a greater say in their future. Empower a thriving voluntary and community sector.

7.4. Risk

7.4.1 The risks associated with the current workload and new demand which may lead to officers being absent or resigning due to stress.

7.4.2 There is the additional reputation risk to the Council, should the support to the national and regional Asylum Dispersal strategy and plans not be met.

7.4.3 If officers do not fully engage with SERCO over the selection of contingency hotels and dispersal properties then there is a risk, as the decisions will stand regardless, of negative impacts on community cohesion, local service provision and successful integration of asylum seekers into local communities

7.4.4 There is a risk associated with the inability to recruit against the posts in the Resettlement team.

7.5. Consultation

7.5. The Council has been involved with other Local Authorities in the East Midlands in submitting a response to a national consultation in the delivery of the Government’s Full Asylum Dispersal model.

7.6. Consideration by Scrutiny

7.6. Not applicable for this report as no decision is being sought, although the work undertaken could be part of the scrutiny work programme.

7.7. Consideration by Executive Advisory Panel

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

7.8. Climate and Environment Impact

7.8. There are no additional climate implications resulting directly from this report. SERCO adhere to a set of property standards when they acquire properties for dispersal accommodation which seek to provide a single, comprehensive and unambiguous description of the standard of accommodation that all properties must achieve.

7.9. Community Impact

7.8.1 The objectives of this Asylum Dispersal strategy are to ensure that asylum seekers are supported to:

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

7.9 Crime and Disorder Impact

7.9.1 Community tensions resulting from this programme will be closely monitored and addressed through the multi-agency forum.

8. Background Papers

8.1 Report to Executive dated 14th July 2022, Homes for Ukraine Programme

This page is intentionally left blank



EXECUTIVE 15th September 2022

Report Title	Raunds Library (Community Managed Library Programme)
Report Author	David Watts, Executive Director for Adults, Communities and Wellbeing
Lead Member	Cllr Helen Howell - Executive Member for Sport, Leisure, Culture & Tourism

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

List of Appendices

None

1. Purpose of Report

- 1.1. This report is to brief the Executive on the competitive process undertaken in July 2022 to determine the best organisation to take on the community management of Raunds Library and to seek approval to enter into a lease with the organisation with a reduction of 40% on the market rent in line with all other community managed libraries in North Northamptonshire.

2. Executive Summary

- 2.1. The Community Managed Library transfer programme approved by Northamptonshire County Council (NCC) following a needs assessment in 2017 has progressed and 7 of the libraries in North Northamptonshire, which were identified as not required to fulfil the statutory duty, have successfully transferred to community organisations.

- 2.2. Following a final call for expressions of interest in May 2022, two organisations expressed an interest in taking on the running of Raunds Library as a community managed library.
- 2.3. Business cases were requested from the two organisations and a competitive process overseen by North Northamptonshire Council (NNC) procurement was undertaken in July 2022 to determine which of the two organisations would be most suitable to run the Raunds Community Managed Library.
- 2.4. The successful business plan was submitted by Creating Tomorrow Multi-Academy Trust in partnership with Raunds Community Library Trust.
- 2.5. The decision to proceed with the handover to the Creating Tomorrow Multi-Academy Trust in partnership with Raunds Community Library Trust has been taken under delegated powers approved through the Executive report dated 16th June 2022.
- 2.6. Approval is now sought from Executive to proceed in entering into a lease with Creating Tomorrow Multi-Academy Trust at a 40% reduction on the market rent for the purpose of delivering a community managed library in Raunds.

3. Recommendations

- 3.1 It is recommended that the Executive:
 - a) Approves entering into a lease for the Raunds Library property with Creating Tomorrow Multi-Academy Trust at 40% reduction on the market rent in line with the community managed libraries that transferred under NCC.
 - b) Delegates authority to the Executive Member Sport, Leisure, Culture, Tourism in conjunction with the Executive Director, Adults, Communities and Wellbeing to take any action necessary to complete the lease arrangements.
- 3.2 Reasons for Recommendations: The approval of this recommendation will enable the officers to proceed with the transfer of Raunds Library to be community managed, whilst maintaining the integrity of the Community Managed Library transfer programme as a whole and the duty of NNC to obtain best value.
- 3.3 Alternative Options Considered: The Council could choose not to enter into a lease at 40% reduction on the market rent, but this has been discounted as it would not be in keeping with the approach taken across the rest of the Community Managed libraries programme and could lead to significant reputational damage and the potential for community organisations to pull out of the process.

4. Report Background

- 4.1. In 2017, as part of the requirement for Northamptonshire County Council to manage its severe financial challenges and produce a legal budget a detailed needs analysis was carried out to identify which of the county's 36 libraries were required in order for the Council to meet its statutory duty of delivering "...a comprehensive and efficient library service..." as set out in the Public Libraries and Museums Act 1964.
- 4.2. The result was that 15 libraries were identified as being required. Three proposals were put forward for consideration and an extensive public consultation took place following this to gather input from the public about the proposed options. Plans began to progress one of the options which would see the remaining 21 non-statutory libraries offered out to local community organisations to be run as community managed libraries with support from the Council. If no group came forward with a viable business case for a particular library, then that library would close.
- 4.3. Conditions for the transfer were that the Council would continue to provide computer systems and hardware, existing and new book stock and a level of professional support to enable the library to remain part of the network of libraries countywide. For their part the group must put forward a viable business plan outlining how they intended to cover the costs of the property which houses the library and any staffing required to run the library whether paid or volunteer.
- 4.4. In recognition of the contribution that the organisations were making and the value to local communities of having local access to library facilities, the County Council agreed to offer a 40% reduction on market value rent costs to those organisations wishing to lease the library building for the purpose of running a community managed library.
- 4.5. On April 1st 2022, responsibility for library provision in North Northamptonshire moved from NCC to NNC.
- 4.6. Since 2018 the library service has been working with Raunds Community Library Trust (RCLT) towards a transfer of Raunds Library. To ensure continuity of library services from Raunds library, RCLT began to run the library with volunteers under a temporary Tenancy at Will provided by the Council, re-opening the library in October 2020 once restrictions were eased. During this time, the trust has sought funding to progress to a full transfer without success. NNC wrote to RCLT in December 2021 explaining that if a full transfer was not in place by 31st March 2022, the Tenancy at Will would be ceased and the library closed in accordance with the NCC cabinet decision
- 4.7. Following press coverage around the potential closure, an Academy Trust expressed an interest in supporting RCLT with the funding required to successfully transfer. Following further press coverage of the Academy's offer, a second Academy contacted North Northamptonshire Council expressing an interest in running a community managed library in Raunds. In accordance with legal advice as set out in paragraph 7.2 of this report Council officers sought final expressions of interest from any interested parties from 17th May 2022.

- 4.8. The two organisations who formally submitted expressions of interest were Nene Education Trust and Creating Tomorrow Multi-Academy Trust in partnership with Raunds Community Library Trust.
- 4.9. A request was made for completed business case templates to be submitted by the two organisations and the Council's procurement service recommended a fair and equitable competitive process to evaluate these in order to select the organisation which made the best case for delivering the community managed library.
- 4.10. The business cases have been professionally and individually evaluated against a set scoring matrix. Their individual scores and comments were collated by a procurement officer who then led a moderation meeting on 26th July 2022 to produce the final agreed scores for each business case.
- 4.11. The successful organisation was Creating Tomorrow Multi-Academy Trust in partnership with Raunds Community Library Trust who scored 83.70%. Nene Education Trust scored 51.09%

5. Issues and Choices

- 5.1. Supporting communities' forms part of the Corporate Plan and the Localism Act 2011 which together with subsequent Regulations have created a series of empowerment rights such as rights to nominate local assets of community value.
- 5.2. The powers granted to Council's to transfer assets to community at less than best value are found in the Local Government Act 1972 and General Disposal Consent 2003.
- 5.3. The General Disposal Consent 2003 provides for a Council to consider a transfer at less than best value where the authority considers the transfer is likely to contribute to the promotion or improvement of social wellbeing. There is a process to determine the undervalue and the Consent confirms that provided the undervalue is less than £2m the Council may authorise the transaction following a due diligence process.
- 5.4. At the Executive meeting on 19th May 2022 approval was given for the new Community Asset Transfer policy for North Northamptonshire Council. Any future process to transfer libraries into community management will be compliant with this policy.

6. Next Steps

- 6.1. Provided that the Executive is supportive of the Council entering into a lease with Creating Tomorrow Multi-Agency Trust at a reduction of 40% market value, the Heads of Terms and the Lease Agreement will be drafted.

- 6.2. As Raunds Community Library Trust are already running the library day to day within a Service Level Agreement there will be no service interruption for customers.
- 6.3. Once the lease has been signed the current Tenancy at Will in place between the Council and Raunds Community Library Trust will cease.
- 6.4. In accordance with the existing Service Level Agreement, the Council will provide ongoing support to the trusts that are delivering the community managed library to ensure they are able to deliver access to library services from Raunds Library.

7. Implications (including financial implications)

7.1. Resources, Financial and Transformation

- 7.1.1. The staffing restructure for the library's transformation was completed in 2018 and the library has been run by volunteers since then so there are no further staffing revenue savings from this proposal.
- 7.1.2. Since vesting day, the library had been managed by Raunds Library Community Trust working within a Service Level Agreement with the Library Service and a Tenancy at Will with NNC property. Under this arrangement NNC are receiving no rent for the property and are paying the costs of all utilities to the building. These are currently estimated at around £2,367 annually and are expected to rise to £3083 next year due to inflation and the rise in fuel costs.
- 7.1.3. An independent evaluation places the current market value for a lease on the Raunds Library property at £17,000 pa.
- 7.1.4. To enter into the lease at a 40% reduction (in order to recognise the caveats placed on the leaseholder that the primary use of the building must be the running of a Community Managed Library) would mean an annual lease of £10,200 pa, a reduction of £6800 pa.
- 7.1.5. The leaseholder will also be responsible for the costs of all utilities at the property which are currently borne by North Northamptonshire Council.

7.2. Legal and Governance

- 7.2.1. The lease of the library buildings qualifies as a disposal under Section 123 of the Local Government Act 1972. The Council must ensure that we dispose on terms that are the best price reasonably obtainable.
- 7.2.2. The powers granted to Council's to transfer assets to community at less than best value are found in the Local Government Act 1972 and General Disposal Consent 2003.

- 7.2.3. The General Disposal Consent 2003 provides for a Council to consider a transfer at less than best value where the authority considers the transfer is likely to contribute to the promotion or improvement of social wellbeing. The library provision will satisfy this element. There is a process to determine the undervalue and the Consent confirms that provided the undervalue is less than £2m the Council may authorise the transaction following a due diligence process.
- 7.2.4. In determining “best consideration reasonably obtainable”, the only consideration that can be made is that which has commercial or monetary value to the Council. So even though this disposal under the Community Managed Library programme has and will benefit the community, the Council has to consider the commercial aspect on its own. Of course, the Council can have regard to ethical as well as commercial considerations if for example two offers were the same, but the ethical terms were much better for one than the other.
- 7.2.5. It follows therefore that the only way the Council can evidence it is getting ‘best consideration’ is through following a proper process such as the seeking of expressions of interest and the fair and equitable evaluation process. This has been undertaken and is outlined in this report.

7.3. Relevant Policies and Plans

- 7.3.1. Maintaining a community managed library in Raunds contributes to the following priorities outlined in the Corporate Plan:
- (a) “Active, fulfilled lives” – Improved accessibility and use of leisure, culture, art and sport. Provide Enhanced support to improve mental health and wellbeing.
 - (b) “Better, brighter futures” – Ensure every child has equal access to a high standard of education. Promote better training, further education and employment opportunities for young people,
 - (c) “Safe and thriving places” – Strengthen the cultural identity of towns, villages and rural communities. Help town centres and villages respond to changing trends.
 - (d) “Connected communities” – Inform and listen to our communities, giving them a greater say in their future. Empower a thriving voluntary and community sector.
 - (e) “Modern public services” – Provide good quality and efficient services valued by our customers.

7.4. Risk

- 7.4.1. Taking a different approach to the lease offer with Raunds Library may undermine the agreements with the other Community Managed Libraries

leading to significant reputational damage and the potential for community organisations to pull out of the process.

7.4.2. Further delaying or changing the process at this stage risks the withdrawal of the offer from the successful group proposing to run the Community Managed Library in Raunds.

7.4.3. In addition, the Council is incurring property costs for Raunds Library, costs which were removed from the service budget before Vesting Day.

7.5. **Consultation**

7.5.1. A full public consultation took place in 2017/18 on the future of each of the libraries in Northamptonshire including the proposed transfer of non-statutory libraries to community management

7.5.2. A final expression of interest for Raunds Library was launched on 17th May 2022 and concluded on 31st May 2022.

7.5.3. All key stakeholders have been kept informed regarding the progress and negotiations for Raunds Library.

7.6. **Consideration by Executive Advisory Panel**

7.6.1. Any comments made by an EAP will be included in the report for Executive.

7.7. **Consideration by Scrutiny**

7.7.1. Report has not been considered by Scrutiny

7.8. **Equality Implications**

7.8.1 Full EQIAs were completed as part of the 2017/18 consultations. The provision of community managed libraries was part of the mitigations of closing a council managed library. By enabling Raunds library to remain part of the Library Network as a community managed library there will be no adverse effects on those falling into the 9 protected characteristics outlined in the Equality Act (2010).

7.9. **Climate and Environment Impact**

7.9.1. Enabling Community Managed Libraries to remain part of the library network means that those in Towns/Villages without a Statutory council managed library to access the library service and other associated services without the need to travel. This contributes to the Carbon reduction targets.

7.10. **Community Impact**

- 7.10.1. Libraries play an important role in Place Shaping and act as community hubs for local residents. They provide local access to a range of relevant services and help to galvanise resilient local communities.
- 7.10.2. By maintaining an access point in Raunds for library and other council services the local community will be able to access the support and information they need locally.
- 7.10.3. Community managed libraries are able to tailor their services and activities to the local and changing needs of their communities giving them more say in what their library delivers.

7.11. **Crime and Disorder Impact**

7.12.1 N/A

8. **Background Papers**

- 8.1 Community Managed Libraries Transfer Programme update – NNC Executive 16th June 2022 Item 12



EXECUTIVE 15th September 2022

Report Title	Waste Management 3 Year Plan (2022-2025)
Report Author	Graeme Kane - Assistant Director Highways & Waste Graeme.Kane@northnorthants.gov.uk
Lead Member	Councillor Graham Lawman - Executive Member for Highways, Travel & Assets

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

List of Appendices

Appendix A – Waste Management 3 Year Plan (2022-2025)

Appendix B – Equalities Screening Assessment

1. Purpose of Report

- 1.1. This report seeks approval from the Executive for the Waste Service to undertake the action plan within the Waste Management Three Year Plan (2022-2025). This action plan sets out the activities necessary to harmonise the systems designed to manage the increasing waste arisings produced by North Northamptonshire, align with new statutory burdens in respect of provision of recycling opportunities for materials such as food waste, ensure appropriate future provision for facilities such as Household Waste Recycling Centres (HWRC's) engage new contracts and prepare for the direction of future waste services in North Northamptonshire.
- 1.2. This report also seeks approval from the Executive to commence Options Appraisals (set out in the Action Plan) to inform future decisions, particularly in relation to the future of the HWRC service and waste and street cleaning

services in the East Northamptonshire area. The report also recommends commencing the procurement of the Council's future waste disposal contract.

2. Executive Summary

- 2.1. North Northamptonshire Council (NNC) is committed to delivering a high-quality waste collection service. The Waste Management 3-Year Plan sets out the work the service needs to undertake in the next three years to harmonise staff and policies, engage new contracts and understand and prepare for the direction of future waste services in North Northamptonshire.
- 2.2. The Council currently has in place several waste and recycling disposal and processing contracts which require re-tendering in the coming years. It is proposed that the Council commence procurement of the waste disposal contract to ensure it is in place by March 2025. It is also recommended that the Council commences with options appraisals relating to the future provision of Household Waste Recycling Centres (HWRC's) and waste collection and street cleaning in the East Northamptonshire area.

3. Recommendations

- 3.1. It is recommended that the Executive:
 - a) Approve the Waste Management 3-Year Plan (2022-2025), to be the waste services plan attached at Appendix A;
 - b) Authorise options appraisals for the kerbside collection services and street-cleaning services in East Northamptonshire;
 - c) Authorise appraisal of infrastructure and best delivery options for provision of Household Waste Recycling Centres;
 - d) Commence procurement of the Council's future waste disposal contract;
 - e) Delegate to the Executive Member for Highways, Travel and Assets, in consultation with Executive Director for Place & Economy, Executive Director for Finance and the Executive Member for Finance, the authority to take any further decisions and/or actions required in connection with the procurement and award of the waste disposal contract, without the need to return to the Executive.
- 3.2. Reasons for Recommendations:
 - The recommended course of action allows the waste service to undertake projects that will improve the services for the communities of North Northamptonshire in a considered and methodical approach.

- Undertaking the options appraisals, and any subsequent procurements, is the most cost-effective way of ensuring new contracts for the Council's disposal and collection services are fit for purpose and achieving best value.
 - This approach enables the Council to make informed decisions regarding its medium-term financial planning for its Waste Management services.
 - This approach ensures the Council has legally procured and compliant contractors in place for its waste collections and disposal.
- 3.3. Alternative Options Considered: As the Waste Management 3-Year Plan sets out the direction for the waste service, the plan offers transparency to councillors/elected Members and members of the public as to the work the service will carry out in the coming years, identifying opportunities to engage with changes that will enhance our services and delivery. This includes the necessary procurement activities for the disposal and processing of waste and recycling. The alternative option is not having an agreed plan to direct the service development, which is not recommended.
- 3.4. The alternative to procuring a waste disposal contract would be for the Council to enter the waste disposal and processing sector either by building its own facility or developing a commercial relationship with another provider to build a facility on a joint venture basis. It is unlikely that these complex arrangements could be put in place by 2025, which is when the Council needs disposal arrangements in place, and it is therefore not recommended. If the Council wishes to pursue this route, it would be recommended that they develop this option in tandem with a view to implementing it at the end of the initial contract period of the new waste disposal contract.

4. Report Background

- 4.1. Waste Services within North Northamptonshire are made up of collection and disposal services, these were formerly formed of collection services provided by former Borough/District Councils, and disposal services provided by the former County Council. Since becoming Unitary there has been some harmonisation of services and teams, but further work is still required to create one single tier waste service.
- 4.2. The services provide kerbside waste collections for both recyclable and non-recyclable waste to approximately 148,900 households. Per annum, the Council produces 157,960 of household waste, 45.4% of this is sent for recycling or composting with the remainder being sent for treatments that maximise the potential for energy recovery.
- 4.3. The 3-year plan provides a route map of the actions and initiatives proposed for the waste service in order to maintain service standards, respond to growing household numbers, ensure service continuity and compliance with legal regulations, including procurement.

- 4.4. One of the key actions is to procure a new residual waste disposal contract by March 2023. It is recommended that this process begins immediately, and that delegated authority is given to the Executive Member for Highways, Travel & Assets to oversee the procurement process to its conclusion.

5. Issues and Choices

- 5.1. The Council inherited a range of different contracts, service delivery plans, policies, ways of working following local government reorganisation. This has driven the creation of a Waste Management 3-Year Plan to bring together all parts of the service as contracts expire and activities align to create a single waste management team/service. A more co-ordinated and aligned approach is expected to bring service efficiencies, financial benefits, and service improvements for residents.
- 5.2. The Council is required by statute to provide collections and disposal routes for municipal household waste therefore ceasing the services is not an option.
- 5.3. Many major contracts supporting delivery of waste services in North Northamptonshire expire in March 2025. This has led to the inclusion of actions such as options appraisals and consultation to form part of the 3-Year Plan, to enable exploration of alternative systems and processes for delivering waste services prior to undertaking procurement to achieve the best service while also achieving best value. These options appraisals will help to inform the Executive and their decisions about the future of these services.
- 5.4. It is proposed that further reports will be brought to the Executive on the individual projects within the 3-Year Plan where approval is required to implement any changes to service delivery or commence procurement.
- 5.5. The waste industry is set for further change in coming years as the result of the Environment Act 2021 and further guidance is expected to outline the government's expectations and requirements regarding waste collection and disposal. The 3-Year Plan has attempted to pre-empt and accommodate those expected changes but the Government's requirements on some services remain uncertain. As guidance emerges, further reports to Executive are likely to be required and the 3-Year Plan may need to be amended to respond to those requirements.
- 5.6. It is proposed that the Council commence procurement of the waste disposal contract required by March 2025. This is a significant and complex procurement exercise which requires sufficient time to conduct soft market testing, development of the scope and specification, tendering and evaluation, and award of the contract, as well as other steps required to ensure a compliant procurement process. A project team consisting of service leads from waste, legal, procurement and finance will manage this exercise.

- 5.7. The current waste disposal contract began in April 2013 with an initial term of 7 years with options to extend up to 12 years. The full length of that contract will have expired by March 2025 and further extensions are not possible within the contract terms. The annual value of the contract is approximately £10m. Annually, the contract processes 87,000 tonnes of residual waste material. Following engagement with the market and consideration by the project team, a suitable length of the next contract and specification will be determined. The value of the new contract will not be known until the conclusion of the procurement exercise.

6. Next Steps

- 6.1. In accordance with the plan, undertake the 3-Year Plan bringing forward projects, or the results of the options appraisals, to the Executive for consideration as required.
- 6.2. Undertake a compositional analysis of the material being presented in households non-recyclable waste containers to understand the potential yield of recyclable materials still contained within the non-recyclable waste stream. This will enable consideration of best disposal routes for residual waste during procurement of new contracts and inform future communications strategies to capture as much recycling as possible.
- 6.3. Create a project team to oversee the procurement of the waste disposal contract and commence the initial stages of the procurement exercise.
- 6.4. Engage a third party to undertake options appraisals for the waste disposal contract and Household Waste Recycling Centres (HWRCs).
- 6.5. Undertake options appraisals for the delivery of the waste collection and street cleaning services in East Northamptonshire.

7. Implications (including financial implications)

7.1. Resources, Financial and Transformation

- 7.1.1. Delivery of most of projects in the 3-Year Plan will be delivered within the operating budgets of the service, which has a combined budget of £23.5m
- 7.1.2. Undertaking of composition analysis, options appraisals and subsequent procurement may require additional spend, however the service currently has a budget of £115k for consultancy use.
- 7.1.3. Not undertaking the composition analysis and options appraisals may result in the Council procuring the wrong types of contracts for new services which could be more costly for the authority in future years.
- 7.1.4. The Council spends approximately £11.5m annually on the disposal and treatment of waste through the existing waste disposal contract. The value of

the future waste disposal contract will not be known until the conclusion of the tendering and evaluation stages of the procurement exercise.

7.2. Legal and Governance

7.2.1. There are no legal implications arising from agreement of the Waste Management 3-Year Plan (2022-25) as it sets work to be undertaken by the authority over the next three years and does not make any legal or commitments with third parties.

7.2.2. Each project within the plan may have legal and governance implications, as such these will be subject to review with relevant authorised officers throughout the duration of the project.

7.2.3. 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.

7.2.4. 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.

7.2.5. The Council is permitted to charge for the collection of waste from non-domestic premises under Schedule 1 Section 4 (2) 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.

7.2.6. The Environmental Protection Act 1990, at section 51, places a duty on Councils to provide to provide Household Waste Recycling facilities. There is no mention of the number of facilities needed save the requirement for them to be ‘reasonably accessible to persons resident in the area.’

7.2.7. The Public Contracts Regulations 2015 requires contracts for supplies and services more than £189,330 to be tendered in accordance with the regulations by way of a tender process.

7.3. Relevant Policies and Plans

7.3.1 The Waste Management 3-Year Plan sets out activities needed to allow development of harmonised services. Activity undertaken in this service area is supported by the following corporate policies and plans:

- North Northamptonshire Corporate Plan
- Highways & Waste Service Plan (2021/22)
- North Northamptonshire Waste & Recycling Policy
- Street Cleansing Policies
- Litter and Fly tipping strategy
- Enforcement Policy for Waste Crime

7.4. Risk

7.4.1. Loss of recycling processing and disposal facilities has been identified as a key risk for the waste management service and has been included in the service risk register. All the activities contained within the plan are controls to mitigate this risk.

7.4.2. There is a risk that any new contract may be more expensive per tonne than the 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 Council can achieve through the legally compliant procurement route.

7.5. Consultation

7.5.1. No consultation has been undertaken at this stage as the activities contained within the plan are mandatory due to the requirements under Public Contracts Regulations or as part of the Statutory duties laid out under the Environmental Protection Act 1990.

7.5.2. One of the activities contained within this plan is to complete consultation on a range of matters pertaining to the provision of waste services beyond 2025 to inform the decisions required by the Council to ensure its future service needs are met.

7.6. Consideration by Executive Advisory Panel

7.6.1. The 3-Year Plan was considered by the Climate Change Environment & Growth Executive Advisory Panel (EAP) on 31st August 2022.

7.6.2. In respect of the 3-Year Plan, EAP expressed interest in the work ahead for the service but no material changes were required to the 3-Year Plan

7.7. Consideration by Scrutiny

7.7.1. The Waste Management 3-Year Plan has not been subject to formal scrutiny but could be included in the future Forward Plan.

7.8. Equality Implications

7.8.1. An Equalities Screening Assessment (ESA) has been completed indicating no need at this stage for an Equalities Impact Assessment (EqIA). The ESA is attached at **Appendix B**. There are no negative impacts on any of the protected groups owing to the recommendations of this report.

7.8.2. Some of the specific project and activities contained within the 3 Year Plan will require separate ESA and EqIAs to assess any equalities implications. These will be completed as detailed project plans are made for each activity. It may be necessary to provide more detailed action plans for any identified negative impact following those assessments.

7.9. Climate Impact

7.9.1. The Council, having declared a climate change and environment emergency in June 2021, is committed to reducing its climate impact both within its own Council buildings and in working with businesses and the wider community to achieve net zero energy emissions.

7.9.2. By ensuring the Council has appropriate contracts in place for its obligations for the treatment and disposal of the various waste streams, it can continue to promote and encourage the separate collection and treatment of recyclable material. This approach seeks to reduce the environmental impact of waste disposal. In addition, by virtue of the contract arrangements the Council can monitor the impacts of managing the material to ensure that it is ethically and environmentally managed in accordance with Waste Management legislation and aligns with the Council's strategy in terms of Climate Change.

7.10. Community Impact

7.10.1. The waste management service is highly valued by residents and most residents wish to increase the total amount of material recycled from households by utilising the full range of recycling opportunities available to them. By putting in place a contract, and the other activities contained within the 3-Year Plan, NNC can encourage and promote recycling, which provides all communities with the associated environmental and societal benefits.

7.11. **Crime and Disorder Impact**

7.11.1. By delivering the 3-Year Plan we will be ensuring we have appropriate disposal routes for waste. As such we will be tackling illegal waste disposal and associated anti-social activities therefore mitigating crime and disorder offences associated with illegal waste disposal.

8. **Background Papers**

8.1. None

This page is intentionally left blank

Waste Management 3 Year Plan

2022-2025

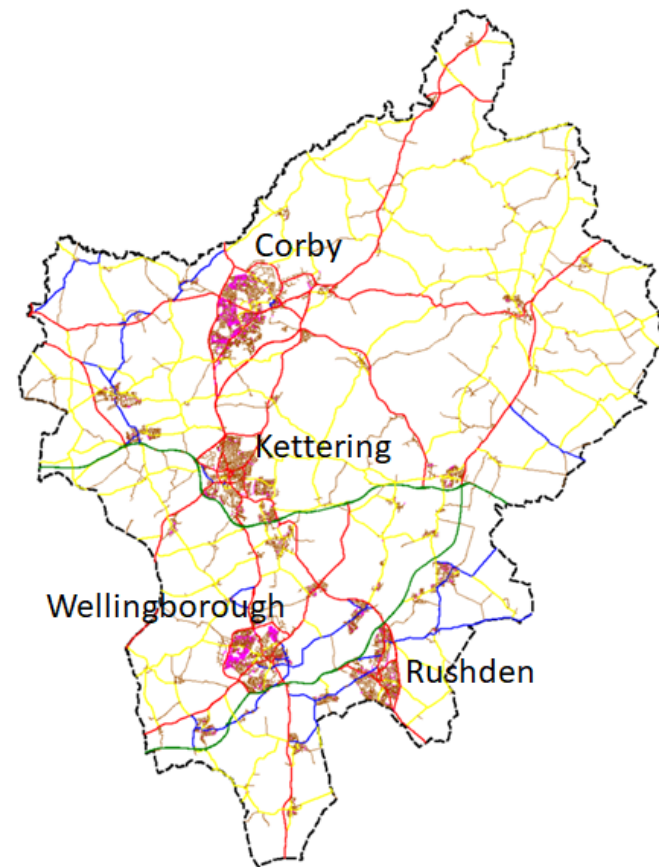
Page 339

August 2022

www.northnorthants.gov.uk

Waste Management 3 Year Plan (2022-2025)

1



Appendix A

Waste Management 3 Year Plan (2022-2025)

Contents

Background

Introduction

North Northamptonshire Waste Services - Activities to Date

Government Policy and Waste Legislation

Moving North Northamptonshire Waste Services Forward

Waste Management 3 Year Action Plan

Page 340

Document Version Control –

Author (Post holder title): Waste Management Team – under Assistant Director Highways & Waste

Type of document: Plan/Strategy

Version Number: V2

Document File Name: Waste Management 3-year Plan (2022-2025)

Issue date: 15th September 2022

Approval date and by who (CMT / committee): Executive, 15th September 2022

Document held by (name/section): Waste Management Team – Under Assistant Director Highways & Waste

For internal publication only or external also – Internal and External

Document stored on Council website or Intranet – Council website

Next review date: Summer 2024

Change History

Issue	Date	Comments
1	18.08.22	Submitted to Executive Support for CLT.
2	05.09.22	Submitted to Democratic Service for Executive

Waste Management 3 Year Plan - 2022-2025

Background

On 1st April 2021, North Northamptonshire Council (NNC) was formed as a Unitary Authority. This was the merging of the former Councils of, Corby Borough, Kettering Borough, East Northants District, the Borough Council of Wellingborough, and half of Northamptonshire County Council.

Under the two-tier local authority model, the former district and borough councils were known as the Waste Collection Authority (WCA). These were responsible for the collection of all household waste and holding the contracts for the processing of recyclables, food waste and garden waste, as well as provision of street cleansing services. The County Council was known as the Waste Disposal Authority (WDA) and responsible for managing closed landfill sites in the county, providing Household Waste Recycling Centres (HWRCs) and procuring and managing the contracts for disposal of waste, including hazardous waste and waste sent for energy recovery and landfill. Unitary Authorities are responsible for the collection and disposal function.

The new unitary area has a population of approximately 359,500 residents and 148,900 households (2021 census).

According to North Northamptonshire Joint Core Strategy 2011- 2031, population is planned to grow to at least 382,300 by 2031 or 394,000 if opportunities for additional growth in Corby are achieved. This represents an expected increase of 8,000 homes.

At the time of becoming a Unitary Authority, the services were provided by a mix of outsourced and in house waste collection arrangements. Disposal services for non-recyclable material currently have contractual arrangements in place for the provision of residual waste disposal, Household Waste Recycling Centres (HWRC's) and for the monitoring of closed landfill arrangements. Most of these contractual arrangements cease during the 2024 – 2025 period. Due to these ongoing arrangements some of the operational elements remain working within their original area of operations.

The residual waste treatment and disposal contract is provided by Thalia WB ODC Ltd (Amey) and is due to end on 31st March 2025.

The HWRC contract is operated by Urbaser Ltd, with the contract due to end on 31st March 2025. Within this operation there is also a contract to dispose of wood waste generated by the HWRCs. The contract is currently with Ancillary Components Ltd until 31st March 2024

The HWRC contract was not subject to disaggregation and is still operated as one county wide contract. NNC are responsible for the hosting of the contract and operating it on behalf of West Northamptonshire Council under an Inter Authority Agreement. This arrangement will end when the contract ends in 2025, as such there are limited opportunities to make significant changes to service provision until the end of the current arrangements.

Disposal arrangements for dry recyclable materials (DRM), organic garden waste and kitchen food waste were managed by the collection authorities prior to April 2021 and most of these contractual arrangements have or are due to expire.

Procurement procedures have been commenced for new arrangements for the disposal of DRM which is due to be operational in November 2022, and this will be shortly followed by procurement arrangements for organic garden waste and kitchen food waste.

Kettering and Corby areas shared an 'in house' service having merged in 2019. This provided waste collections, cleansing, grounds and other associated services for the relevant areas of operation.

The equivalent services for Wellingborough were provided by Wellingborough Norse, a joint venture company. This organisation was co-owned by Norse, who are a commercial services provider who are 100% owned by Norfolk County Council. This reached the end of its contract has since ended and as of 1st April 2022 and the Wellingborough operations are now managed as an 'in house service.'

East Northants waste collection and cleansing services are provided by an outsourced arrangement that is contracted out to FCC Environment, and this arrangement does not end until 2025.

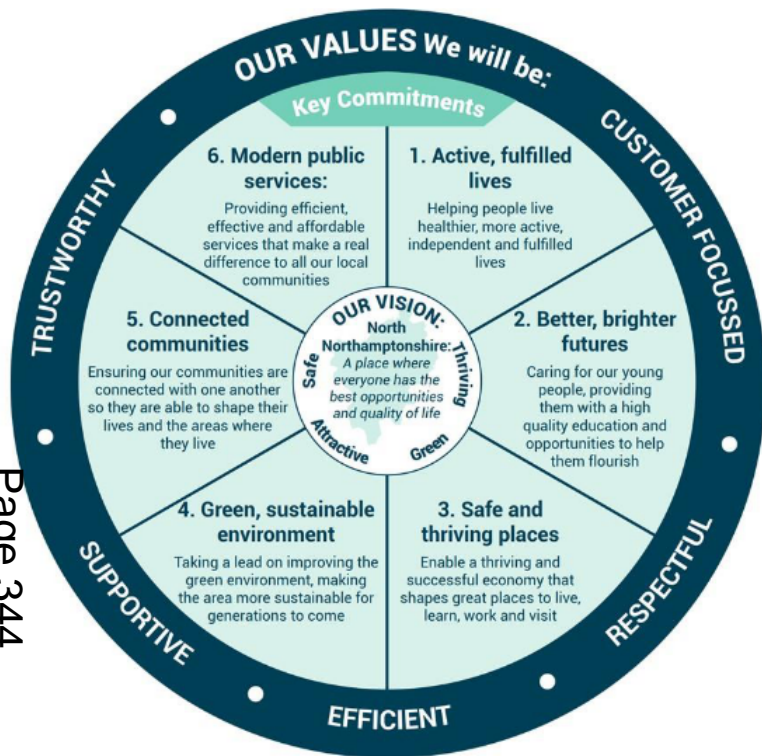
NNC has four HWRCs; Kettering, Rushden and Wellingborough are on land owned by NNC and Corby which is operated on land which is leased from Suez until February 2025.

In addition to household waste collection and disposal NNC waste teams have responsibility for:

- Street-cleansing including maintenance of the litter bin network of over 3000 containers across NNC.
- Environmental crime enforcement including fly tipping and littering offences
 - Operated in house as predominantly one team for the whole of NNC. However, some of this is provided by the Environmental Wardens operated as part of the Community Safety and Environmental Protection teams.
- Active management of one closed landfill site and monitoring of a further four closed landfill sites.
 - In order to fulfil statutory obligations on closed landfill sites, the waste service has one Operational and Maintenance contract with YLEM Energy Ltd and a Technical contract with Wood Group UK Ltd. Both contracts are in place until 31st March 2025.

Operation of the Waste Service for NNC in 2022/23 has an operating budget of £23.5 million pa. Disposal inc. HWRCs and closed landfill is £12.2million, while collections, cleansing and enforcement costs £11.3m.





Introduction

North Northants Council has agreed a new set of values and priorities in a Corporate Plan, adopted by the Executive in December 2021.

Waste Services are working towards delivering these values and priorities through:

- **Protecting the environment (green, sustainable environment):** Our services encourage and facilitate environmental stewardship through our waste and recycling collections and disposal and our street cleaning activities. We also appreciate our services have a carbon footprint of their own and we want to reduce that through modernising our fleet and our practices.
- **Creating a sense of identity (safe and thriving places):** Our services can have a positive effect on local places. We want to maintain areas so that they create a positive environment in which to live, visit and work. We want our residents to be proud of their areas and to help us to maintain their neighbourhoods so they can contribute towards creating a healthy and happy community.
- **Services valued by all (modern public services):** Our services are provided directly to all residents across North Northamptonshire every week. We know how much they are valued by our residents, and we also know they have strong opinions about their delivery and performance. We are proud that we reliably deliver services which residents need, and we will do our best to deliver the highest quality services we can within the constraints in which we operate.

Figure 1. North Northamptonshire values and priorities

The Highways and Waste Service Plan 2022-23 sets out the ambition for Waste Services in North Northamptonshire.

‘Being a single-tier waste authority: we will work together to create one waste team for collection and disposals. We will seek to simplify our processes and ways of working to make this as efficient as possible. We will realign our relationships to create one team with a common goal of providing waste services to our residents.’

This three-year plan focuses on municipal waste for which the Local Authority is responsible for. It covers a period when many of the contracts procured by the former Councils will end, with 2025 being the focus of significant service changes.

The plan will be linked to individual actions, a ‘to-do’ list for the waste service over the next three years. Each action will have its own project lead and a more detailed plan, some will run alongside other projects, and all will take into account the corporate vision, commitments and values.

North Northamptonshire Waste Services Activities to date

- The following policies were harmonised and implemented from Vesting Day (April 2021):
 - Street Cleansing Policy: approved by the Executive Committee, harmonising response times for fly-tipping, graffiti and flyposting across North Northamptonshire.
 - Household Waste and Recycling policy: approved by Executive Committee, harmonising bulky waste charges, bin colours/sizes and side waste for example.
 - Litter and fly-tipping strategy: approved by Executive Committee, to change the behaviour of those who feel it is acceptable to dispose of their waste irresponsibly through a range of intervention activities.
 - Communications Plan: Communicating key messages to residents of North Northamptonshire to make best use of services and facilities available to them.
- The Waste Disposal Team was disaggregated on the 1st February 2022, after being hosted in the North from 1st April 2021.
- Wellingborough Waste and Street Scene Services, formally operated by Wellingborough Norse, were brought inhouse with staff being TUPE'd to NNC from the 1st April 2022.
- Secured extensions to our residual waste treatment and disposal contract.
- Provided a hosted service to the West for waste disposal and HWRCs.
- Submitted a first full year of waste data for North Northants, fulfilling our statutory duty, through the Waste Data Flow portal. This will provide a baseline so we can monitor subsequent years.
 - The headline figures for 2021/22 are:
 - North Northamptonshire collected 158,677 tonnes of household waste (source: Waste Data Flow)
 - 45.4% of household waste sent for reuse, recycling or composting.
 - 10.82% of household waste landfilled.
 - 43.78% sent for treatment and energy recovery.
 -

Government Policy and Waste Legislation

Although it is the decision of each Council how they collect and manage waste, central government policies influence and guide these decisions. As a Unitary Authority we are legally required to provide a waste collection service to each household and are responsible for the disposal of the waste (The Environmental Protection Act, 1990).

In line with section 45 of the Environmental Protection Act 1990, the council is obliged to collect waste within its area. Under section 46 of the same act, the council may specify the size and type of containers and the frequency of those collections. Schedule 2 of the Controlled Waste Regulations 1992 allows Collection Authorities to make a charge for the collection of certain types of waste.

In the 25-year Environment Plan (published Jan 2018) the Government pledged *'to leave the environment in a better condition for the next generation.'* In December 2018 the Government published the Resources and Waste Strategy for England, to support and help meet the pledge. The strategy aims are to:

- work towards zero food waste to landfill by 2030;
- recycle 65% of municipal waste by 2035;
- send a maximum of 10% being to landfill by 2035; and
- work towards zero avoidable waste of all kinds by 2050 ('avoidable waste' is when the waste could have been reused, recycled, composted or a reusable or recyclable alternative used).

The Environment Act 2021 operates as the UK's new framework of environmental protection since leaving the EU. The Act allows some of the environmental protection policies to become law and has created a new way of working between central and local government on environmental policies and improvement. Along with the strategy it sets out how the Government aim to minimise waste, promote resource efficiency, and move towards a circular economy. By doing this the aim is to minimise the damage caused to our natural environment by reducing and managing waste safely and carefully, and by tackling waste crime.

The concept of a 'Circular Economy' where we keep products in use for as long as possible and look to reuse, repair, refurbish or recycle them is a common theme. The key areas that the strategy and act propose are:

- Extend producer responsibility for packaging - use the 'polluter pays' principle, ensuring that producers pay the cost for the packaging they place on the market.
- Incentivise consumers – deposit return schemes
- Harmonise kerbside recycling collections to increase recycling rates, including offering every household a weekly food waste collection to reduce Greenhouse Gas emissions.
- Tackle Waste crime
- Food waste prevention for households and businesses
- Move towards impact-based targets not weight-based targets to measure performance.

Government policy dictates how we manage waste at a local level. North Northamptonshire Council must therefore ensure our waste services are following this advice, guidance, and laws to make our service sustainable and reduce the impact of waste from North Northamptonshire on the environment.



Moving North Northamptonshire Waste Service Forward

All waste is managed in accordance with the Waste Hierarchy. The Waste Hierarchy ranks waste management options according to what is best for the environment with prevention of waste being the best option. Over the next three years the waste service will undertake the activities and projects set out in the action plan (below) which are aimed at preventing waste in the first place. When waste is created, it gives priority to preparing it for re-use, followed by recycling, then treatment and recovery, and last of all disposal (e.g. landfill), supporting the circular economy approach and reducing the environmental impact of our waste.

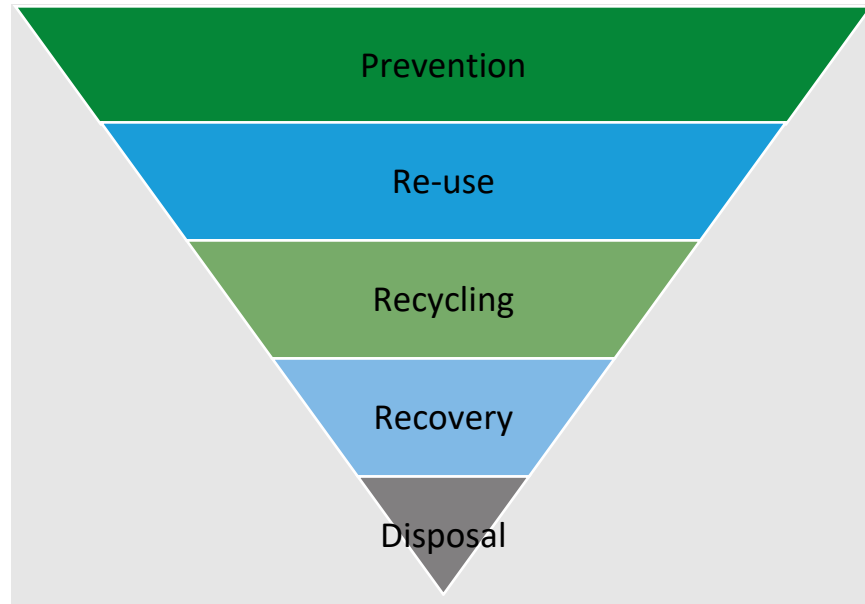


Figure 2. Waste Hierarchy

Challenges affecting North Northamptonshire Councils Waste service:

Delivery of our action plan, towards managing our waste within the Waste Hierarchy, will be dependent on local and national consultations, legislation changes, financial challenges, and the global waste markets.

The outcome of the following Government consultations, currently out, will need to be taken into consideration for future services:

- Digital waste tracking (expected 2023-24).
 - A single comprehensive way of tracking the amount and type of waste being produced and monitoring on its onward transmission.
 - Supporting effective regulation of waste, transforming environmental regulator's ability to monitor compliance, prioritise regulatory activities and help prevent waste crime, including fly tipping, deliberate misclassification of waste, illegal waste exports and the operation of illegal waste sites.
 - This will enable officers from the waste enforcement team to conduct more detailed investigations when dealing with incidents of environmental crime.
- DIY waste charging for households and evidence of the impact on booking systems at Household Waste Recycling Centres (expected 2023-24).
 - The Government believes householders should not be charged to dispose of DIY waste and are proposing changes to allow householders to deposit DIY waste for free. With the aim to reduce the potential risk of fly-tipping, littering and backyard burning which create additional costs for local authorities and causes environmental issues.
 - However, this opens the potential for Trade abuse of disposal routes, currently mitigated by our e-permits system, potentially increasing disposal costs.
- Weekly Food Waste collections to be rolled out to every household by 2025
 - Subject to Consultation the Government are seeking to establish statutory guidance on new minimum service standards for rubbish and recycling collections, to include weekly separate food waste collections.
- Extended Producer Responsibility (EPR) for packaging (expected 2024).
 - The Government will reform the current legislation and introduce EPR for household packaging, placing the responsibility (through new set targets and criteria) onto businesses for the environmental impact of their products, and the costs of managing the products when they are no longer useable (end of life).
 - This will encourage producers to think about the packaging they use and their environmental impact and may impact on the composition of waste in North Northamptonshire affecting our disposal contracts.
- Implementation of the Deposit Return Scheme (DRS) (expected 2024)
 - Subject to consultation the Government are seeking to introduce DRS for single use drinks containers with the aim to reduce the amount of littering boost recycling levels for relevant material, offer the enhanced possibility to collect high quality materials in greater quantities and promote recycling through clear labelling and consumer messaging.

- This will change the composition of the material collected through both kerbside schemes and what is disposed of via the Council's litter bin network, and will impact on the way in which the Council's disposal arrangements are managed.
- Consistency in Household and Business Recycling Collections (expected late 2022)
 - Subject to consultation the Government seeks to establish a core set of dry recyclable materials, establish separate weekly kitchen food waste collections and several other measures relating to green waste and key performance indicators.

The potential for introduction of an Incineration Tax and changes to standards for composted green waste would have impacts on operation of services and budgets and need to be considered in options appraisals for the future plans for our waste disposal services.

North Northamptonshire is growing, the resulting housing growth creates additional demands for waste collection and street cleaning services – we need to be able to achieve statutory service levels and maintain best value in our collections and disposal services.

The Recyclables collected within our kerbside and HWRC services are subject to global market forces in determining their value in the re-use and recycling markets. The loss of markets, such as China, can result in higher disposal costs and reduced income (where contracts permit pass back from contractors) this will impact negatively on budgets/

Currently the quality of the DRM falls below industry standards in terms of the level of contamination. In Wellingborough, Kettering and Corby contamination rates represent between 25 – 30% of the total material collected at kerbside. The material yield from East Northants is approximately 13%. In order to minimise the cost of dealing with contaminated DRM it will be necessary to strongly promote the recycling system to residents and work with those who are over enthusiastic recyclers to reduce the amount of contamination that is presented within the DRM waste stream.

Infrastructure gaps within the wider waste disposal network also puts pressure on options available to disposal contractors, which can drive up the costs of disposal gate fees.

Changing shopping habits, Deposit Return schemes and take back schemes – have all altered the composition of waste which people are disposing of. While this is great in stimulating the Circular Economy all changes to the waste composition will impact disposal contracts held by NNC, over time this could result in the council not having fit for purpose contracts and paying for waste under minimum tonnage contracts which may no longer arise.

In addition, due to several global factors, supply chain factors relating to critical infrastructure for the services that support the Services such as fleet repair and maintenance are affected by general availability and increased lead times.

NNC have an operating budget for Waste Services of c.£23.5m in 2022-23 there are already pressures resulting from;

- Inflation reaching over 11% which will further impact for 2023/24 contract prices and beyond.
- Increased fuel costs, in year impact
- Increased energy costs, in year impact
- Uncertainty on future years Fuel and Energy pricing

Waste Management 3 Year Plan (2022-2025)

- Uncertainty over global markets and prices for recyclates

Service pressures and/or savings will be identified in the annual Medium Term Financial Plan (MTFP) process. However, as a service that is driven by population growth with a statutory duty to collect and dispose of all household waste, pressures are more likely in this area.

Monitoring Progress

To monitor progress in achieving waste reduction we will be monitoring against the following internal performance indicators.

Management Performance Indicators:

<u>Indicator</u>	<u>Minimum Target (annual)</u>	<u>2021/22 Actual</u>
Percentage of waste diverted from landfill from HWRC sites	70%	71.5%
% Household Waste from HWRC sent for reuse, recycling or composting	42%	39.4%
BVPI82a Household Waste Arisings which have been sent for Recycling	22%	22.27%
BVPI82b - Household Waste sent for composting or anaerobic digestion	20%	22.64%
Fly tipping: % of fly tips investigated	25%	40%
BVPI84a Household Waste Collection (kgs per head)	394kg pa	453.61kg pa

Corporate Performance Indicators:

<u>Indicator</u>	<u>Minimum Target (annual)</u>	<u>2021/22 Actual</u>
Fly tipping: number of fly tips reported. Fly tipping is a criminal offence and not appropriate for a target-based approach.	No target	3944
Percentage of waste diverted from landfill	87%	89.2%

(Data source: Waste Data Flow)

The service is also tracking the tonnage data reported with Management Performance Indicators, these do fluctuate monthly, seasonally or as the result of large events, such as the football World Cup, but allows management to be made aware of operational pressures/changes which could affect targets or budgets.

The following tonnages are being tracked monthly/quarterly basis:

Household kerbside collection: Tonnes of material collected through residual waste service

Household kerbside collection: Tonnes of material collected through kerbside schemes - Co-mingled recycling

Household kerbside collection: Tonnes of material collected through kerbside schemes - Food waste

Household kerbside collection: Tonnes of material collected through kerbside schemes - Garden waste

Where there is a “minimum target” for these Performance Indicators it is acknowledged that the work required to make the waste service efficient over the next 3 years may mean we see little advance in some areas, however we want to aim for or maintain our services above this minimum target.

BVPI84a Household Waste Collection (kgs per head) is an area where less would be preferable and we would hope that in delivering the actions within this 3-year plan there will be no increase in kg/head from our 2021/22 base and that we can make a reduction, towards the target.

The table below shows that in 2019/20, before the pandemic the kg/head of household waste collected was 441.43kg compared to 467.16kg in 2020/21.

Year	Figure (kg/head)	Comments
2019/20	441.43	Pre-unitary
2020/21	467.16	Start of pandemic and pre unitary
2021/22	453.61	First year of Unitary

It is worth noting figures for 2019/20 and 2020/21 are pre-unitary and for the whole of Northamptonshire. The higher figure in 2020/21 being a result of the Government restrictions due to the Covid-19 pandemic where people were at home for most of the time and with schools being closed the impact on waste arisings was as expected. The figure for 2021/22, which is also the first year of unitary, is a figure for North Northamptonshire only, is 453.61kg/head. This is a reduction against the previous year, but there is an ongoing effect of the pandemic which has seen more people working at home and not returning to the office, meaning we are not seeing a notable reduction in tonnages and expect a return to pre covid level to be unlikely in 2022/23.

Waste Management 3 Year Action Plan

In order to try and create opportunities for harmonised, efficient services that will result in best value and fit for purpose contracts for the future delivery of our service we need to undertake the following actions over the next 3 years.

<u>Action</u>	<u>Outcome</u>	<u>Target Date</u>	<u>Baseline position</u>	<u>Dependencies</u>	<u>Impact of no action</u>	<u>Link to Waste Hierarchy</u>
Procure separate recycling disposal contracts for dry mixed recycling (DMR) – 5 years	New contracts in place and financial savings.	Nov 2022	Various contracts from the former districts and boroughs	None	Higher cost to service by using ad hoc disposal routes.	Recycle
Implement route optimisation in Wellingborough	Balanced rounds to ensure collections are completed and resources are used most effectively	31 st March 2023.	Current collections are not being completed during the summer months when garden waste is operating; population growth is putting pressure on the service	Filling staffing vacancies	Service failures.	No direct link but will provide Service Efficiency and reduction in carbon footprint.
Implement route optimisation in Kettering	Balanced rounds to ensure collections are completed and resources are used most effectively	31 st March 2023.	Population growth is putting pressure on the service	Filling staffing vacancies	Service failures.	No direct link but will provide Service Efficiency and reduction in carbon footprint.
Implement round optimisation in Corby	Balanced rounds to ensure collections are completed and resources are used most effectively.	31 st March 2023.	Population growth is putting pressure on the service	Filling staffing vacancies	Service failures.	No direct link but will provide Service Efficiency and reduction in carbon footprint.

<u>Action</u>	<u>Outcome</u>	<u>Target Date</u>	<u>Baseline position</u>	<u>Dependencies</u>	<u>Impact of no action</u>	<u>Link to Waste Hierarchy</u>
Procure separate recycling disposal contracts for garden waste.	New contracts in place and financial savings.	Garden: April 2023.	Various contracts from the former districts and boroughs.	None.	Higher cost to service by using ad hoc disposal routes.	Recycling Recovery
Procure separate recycling disposal contracts for food waste.	New contracts in place and financial savings.	Food: April 2023.	Various contracts from the former districts and boroughs.	None.	Higher cost to service by using ad hoc disposal routes.	Recycling Recovery
Reduction of contamination in the kerbside recycling waste stream.	Contamination rates reduced to 10%	April 2024	All collections	Ongoing resourcing of education and compliance teams to promote responsible recycling behaviours	Higher costs for disposal of all recycling as poor-quality materials increase the overall price of disposal and there are additional costs dealing with contaminated material. In worse case scenarios the Council may lose outlets for disposal	Recycling Recovery
Waste Composition Analysis – to assist with the procurement of the residual waste treatment and disposal contracts as information for potential bidders.	Waste Composition Analysis completed.	Autumn 2022 and Spring 2023.	The last waste composition analysis was carried out in 2010, and changes have been made to the kerbside services since.	Funding.	Unknown composition may lead to wrong assumption of waste in new contract which may result in higher costs.	No direct link, will ensure best value secured on new contracts.

<u>Action</u>	<u>Outcome</u>	<u>Target Date</u>	<u>Baseline position</u>	<u>Dependencies</u>	<u>Impact of no action</u>	<u>Link to Waste Hierarchy</u>
Public Consultation on the types of Service they want in North Northamptonshire	Information gathered on Household and HWRC expectations to allow harmonisation.	Summer 2023	Current services are result of legacy councils and should be harmonised.	Alongside Options Appraisal.	Failure of legal duty.	No direct link but will enable service harmonisation and public engagement.
Undertake procurement for new residual waste treatment and disposal contract.	New contract in place to start 1 st April 2025.	2024	Current disposal contract commenced on 1 st April 2013, procured by NCC. No option to extend past 2025.	Waste Composition Analysis HWRC/Disposal Options Appraisal	No contract in place resulting in higher gate fees and no capacity at treatment facilities, leading to failure of statutory duties.	Recovery Disposal
Secure arrangements for the future provision of the Household Waste Recycling Centres to include Wood Waste disposal.	New arrangements in place to start 1 st April 2025.	Options Appraisal: May 2023 New arrangements in place to start 1 st April 2025.	Current HWRC contract procured as a 15-year contract in 2010. No option to extend.	HWRC/Disposal Options Appraisal	No arrangements in place resulting in closure of HWRCs.	Reuse Recycle Recovery Disposal
Undertake procurement of the Corby closed landfill Operational & Maintenance contract and also the wider technical support contract for all closed landfills.	New contract in place to start 1 st April 2025.	January 2024	Current contracts end 31 st March 2025.	Funding	Failure to secure relevant permits and fulfil statutory duty.	No direct link but supports the carbon and environmental agendas.

<u>Action</u>	<u>Outcome</u>	<u>Target Date</u>	<u>Baseline position</u>	<u>Dependencies</u>	<u>Impact of no action</u>	<u>Link to Waste Hierarchy</u>
Options Appraisal of all waste collection service for the ending of the FCC contract.	New contract in place or service in house.	March 2025	FCC contract ends 2025, and the other 3 areas collection services are in house.	Funding	New contracts unfit for purpose needs of North Northamptonshire and costs increase.	Reuse Recycle Recovery Disposal
Implement Food Waste Collections to Kettering and Wellingborough.	Greater participation in food waste collection.	2025	Food waste is not currently collected in these areas.	Funding and Government legislation.	Inconsistent service across authority area which is open to challenge by residents.	Reduce Recovery
Implement changes to the garden waste service, dependent on Executive Decision.	Consistent garden waste service across North Northants.	April 2023	Current garden waste services are operated differently across North Northants	Executive Decision.	Budget implications and inconsistent service across authority area which is open to challenge by residents.	Recycle Recovery
Introduce Waste Electrical and Electronic Equipment (WEEE) doorstep collections in Wellingborough, Kettering and Corby	WEEE collections offered to all residents in Wellingborough, Kettering and Corby	2024/25	Currently WEEE collections are only offered in East Northants	Funding.	Inconsistent service across authority area.	Recycle Recovery

<u>Action</u>	<u>Outcome</u>	<u>Target Date</u>	<u>Baseline position</u>	<u>Dependencies</u>	<u>Impact of no action</u>	<u>Link to Waste Hierarchy</u>
Reorganisation of the waste team	Creation of a waste team to reflect a single tier waste authority	2023	Currently the teams are organised around their former authority areas and structures	Corporate resource availability	Detrimental to staff wellbeing and engagement.	No direct link, will enable joined up service delivery
Investigate opportunities to decarbonise critical infrastructure. To include electric and hydrogen hybrid options.	Most favourable outcome of options implemented.	2025	Currently vehicles are petrol/diesel.	Availability of funding, appropriate infrastructure	Budget pressures from fuel costs.	Reduction in carbon footprint.
Communications Plan for Waste Awareness & Prevention. To include service changes from the Environment Act 2021. I.e., Introductions of flexible plastics, changes to mandatory food waste collections etc.	Communicating key messages to residents of North Northamptonshire to make best use of services and facilities available to them	Ongoing	Current communications plan evolves with service need.	Corporate Communications support and guidance. Funding.	Lack of awareness and confusion for residents.	Prevention Reduce Re-use

<u>Action</u>	<u>Outcome</u>	<u>Target Date</u>	<u>Baseline position</u>	<u>Dependencies</u>	<u>Impact of no action</u>	<u>Link to Waste Hierarchy</u>
Revisit all waste policies	Ensure Policies keep up with changes to services, result of consultations and contracts	Ongoing	Adopted Strategy from 2021-22 will evolve as 3 Year plan is delivered.	Corporate Strategy	Inconsistency of policy leading to challenge of services	Prevention Reduce Re-use Recovery Disposal
Draft, for adoption, a Waste Strategy for North Northamptonshire	Long-term plan for waste collection and disposal services in North Northamptonshire.	Adopted by April 2024	Legacy Authority Strategies. Highways & Waste Service plan This Waste Management 3-year Plan (2022-2025)	Corporate Strategy Funding	None	Set future direction of Services in North Northamptonshire

This page is intentionally left blank



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

Requirement	Detail
Title of proposal	Waste Management 3 year Plan (2022-2025)
Type of proposal: new policy / change to policy / new service / change to service / removal of service / project / event/ budget	Project Plan
What is the objective of this proposal?	Set out projects to transform waste management services across North Northamptonshire
Has there been/when will there be consultation on this proposal? (List all the groups / communities, including dates)	No – Consultation will arise as each project comes forward
Did the consultation on this proposal highlight any positive or negative impact on protected groups? (If yes, give details)	n/a
What processes are in place to monitor and review the impact of this proposal?	n/a
Who will approve this proposal? (Committee, CLT)	Executive (Meeting - 15/09/22)

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
Age Different age groups that may be affected by the proposal in different ways.	No Impact from agreeing project plan in this document – separate ESA/EQIA will be done for individual project delivery	n/a - separate ESA/EQIA will be done for individual project delivery	Neutral
Sex Is one sex affected more than another or are they affected the same?	No Impact from agreeing project plan in this document – separate ESA/EQIA will be done for individual project delivery	n/a - separate ESA/EQIA will be done for individual project delivery	Neutral
Disability It is likely to have an effect on a particular type of disability? Why?	No Impact from agreeing project plan in this document – separate ESA/EQIA will be done for individual project delivery	n/a - separate ESA/EQIA will be done for individual project delivery	Neutral
Gender Reassignment Will there be an impact on trans males and/or trans females?	No Impact from agreeing project plan in this document – separate ESA/EQIA will be done for individual project delivery	n/a - separate ESA/EQIA will be done for individual project delivery	Neutral
Race Are people from one ethnic group affected more than people from another ethnic group?	No Impact from agreeing project plan in this document – separate ESA/EQIA will be done for individual project delivery	n/a - separate ESA/EQIA will be done for individual project delivery	Neutral

Protected Groups	General Equality Duty Considerations	Changes	Impact
Sexual Orientation Are people of one sexual orientation affected differently to people of another sexual orientation?	No Impact from agreeing project plan in this document – separate ESA/EQIA will be done for individual project delivery	n/a - separate ESA/EQIA will be done for individual project delivery	Delete as appropriate. There can be more than one answer per protected group.
Marriage & Civil Partnership Are people in a Marriage or Civil Partnership treated less favourably?	No Impact from agreeing project plan in this document – separate ESA/EQIA will be done for individual project delivery	n/a - separate ESA/EQIA will be done for individual project delivery	Neutral
Pregnancy & Maternity Are people who are pregnant, or have a baby of 6 months old or younger, effected by this proposal?	No Impact from agreeing project plan in this document – separate ESA/EQIA will be done for individual project delivery	n/a - separate ESA/EQIA will be done for individual project delivery	Neutral
Religion or Belief Does the proposal effect people differently depending on whether they have or do not have a religion or a belief?	No Impact from agreeing project plan in this document – separate ESA/EQIA will be done for individual project delivery	n/a - separate ESA/EQIA will be done for individual project delivery	Neutral
Health & Wellbeing 1. Health behaviours (E.g. diet, exercise, alcohol, smoking) 2. Support (E.g. community cohesion, rural isolation) 3. Socio economic (E.g. income, education). 4. Environment (E.g. green spaces, fuel poverty, housing standards).	No Impact from agreeing project plan in this document – separate ESA/EQIA will be done for individual project delivery	n/a - separate ESA/EQIA will be done for individual project delivery	Neutral

3: Equality Impact

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

Page 364

4: Ownership

Question	Response
Directorate	Place & Economy
Service area	Highways & Waste – Waste
Lead officer's name	Graeme Kane
Lead officer's job title	Assistant Director Highways & Waste
Lead officer's contact details	Graeme.kane@northnorthants.gov.uk
Lead officer's signature	
Date completed	11/08/22

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

EXECUTIVE 15th September 2022

Report Title	Youth Justice Plan 2022/23
Report Author	AnnMarie Dodds – Executive Director of Children’s Services
Lead Member	Cllr Scott Edwards – Executive Member for Children, Families, Education and Skills.

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

List of Appendices

Appendix A – Youth Justice Plan 2022/23

1. Purpose of Report

- 1.1. Under the Crime and Disorder Act 1998 the Council has a statutory duty to publish an annual Youth Justice Plan which provides specified information about the local provision of youth justice services. The Youth Justice Board provides guidance about what must be included in the plan and recommends a structure for the plan. The draft Youth Justice Plan for the Northamptonshire Youth Justice Service is attached at **Appendix A**.
- 1.2. As the Youth Justice Plan is part of the Council’s Budget and Policy Framework, Council will be requested to adopt the Plan.

2. Executive Summary

- 2.1. The Youth Justice Plan covers performance for the period 2021/22 and provides service budgets, operational and strategic developments within the service and partnership, service structure and the Service Improvement Plan for 2022 –2023.

- 2.2. In accordance with statutory requirements, the Plan was placed before Northamptonshire Youth Offending Service Management Board in August 2022, where it was approved.
- 2.3. The Youth Justice Plan must be submitted to the Youth Justice Board (YJB) for England and Wales and published in accordance with the directions of the Secretary of State. After submission to the YJB, Youth Justice Plans are sent to Her Majesty's Inspectorate of Probation (HMIP - lead for Youth Offending Service inspections) and are placed in the House of Commons library.

3. Recommendations

- 3.1. It is recommended that Executive consider and endorse the Youth Justice Plan and recommend its approval to Full Council
- 3.2. Reasons for Recommendations:
 - To provide the Youth Offending Service with the strategic direction for their service area
 - To accord with the policy of the Council, the Youth Justice Plan forms part of the Council's Policy Framework and is therefore a matter for Council to approve.
- 3.3. Alternative Options Considered: As well as being a requirement of statute, the Youth Justice Plan forms part of the Council's Policy Framework and approval by the Council is therefore required.

4. Report Background

- 4.1. Youth Offending Teams are statutory partnerships, established under the Crime and Disorder Act 1998, with the principal aim of preventing offending by children and young people. Local authorities are responsible for establishing a Youth Offending Team. Police, the Probation Service and Clinical Commissioning Groups (CCGs) are statutorily required to assist in their funding and operation. In Northamptonshire, the Youth Offending Service (NYOS) is delivered by Northamptonshire Children's Trust.
- 4.2. Local authorities continue to have a statutory duty to submit an annual Youth Justice Plan relating to their provision of youth justice services. Section 40 of the Crime and Disorder Act 1998 sets out the youth offending partnership's responsibilities in producing this plan. It states that it is the duty of each local authority, after consultation with the partner agencies, to formulate and implement an annual youth justice plan, setting out:
 - a) how youth justice services in their area are to be provided and funded
 - b) how the Youth Offending Service will be composed and funded, how it will operate, and what functions it will carry out.
- 4.3. Plans must cover both strategic and operational elements. The wider strategic picture should be captured, whilst also outlining the key business activities that will be undertaken by services to achieve wider strategic aims.

- 4.4 The Youth Justice Plan should set out the direction and strategy of youth justice services, describing how quality services will be provided to ensure positive outcomes for children and improvements in performance indicators, in particular:
- reducing first time entrants to the youth justice system
 - reducing the use of custody
 - reducing reoffending rates
 - locally agreed performance indicators that evidence positive outcomes for children.
- 4.5 The Youth Justice Plan must describe how leadership and governance is set up to monitor the quality and effectiveness of youth justice services across our area. Due to the restrictions of the Youth Justice Board prescriptive approach, the NYOS is prevented from innovating and ensuring the document is child friendly and accessible to all. In response, Northamptonshire Youth Offending Service will create a child friendly version of this document.

5 Issues and Choices

Service Development Priorities

- 5.1 A quality assurance framework was developed and implemented to promote effective and consistent practice. Service-learning sessions have been delivered as a result of the findings. We have developed partnership working relationships to address extra familiar harm, which includes the Exploitation Screening tool to identify risks of exploitation.
- 5.2 The Youth Offending Service has enhanced the Education, Training and Employment offer by increasing resource and we successfully rolled out the Skill Mill for those young people at risk of reoffending. We have also developed new working practices in relation to speech and language support and timely health assessments and interventions.

Partnership Priorities

- 5.3 Northamptonshire Youth Offending Service (NYOS) has developed strong working relationships with all of Northamptonshire Children's Trust teams as we are an integral part of the Trust. The strength of our partnership working with the police has enabled NYOS to deliver targeted work in respect of serious youth violence, First time Entrants and Reoffending.
- 5.4 NYOS senior management team and operational managers and practitioners are now visible in all areas of children and young people strategic boards, steering groups, task and finish groups. This includes the Community Safety Partnerships within both North and West Northamptonshire Councils. NYOS, together with the Probation Service, developed a protocol that addressed transitions for young people from NYOS to the Probation Service.

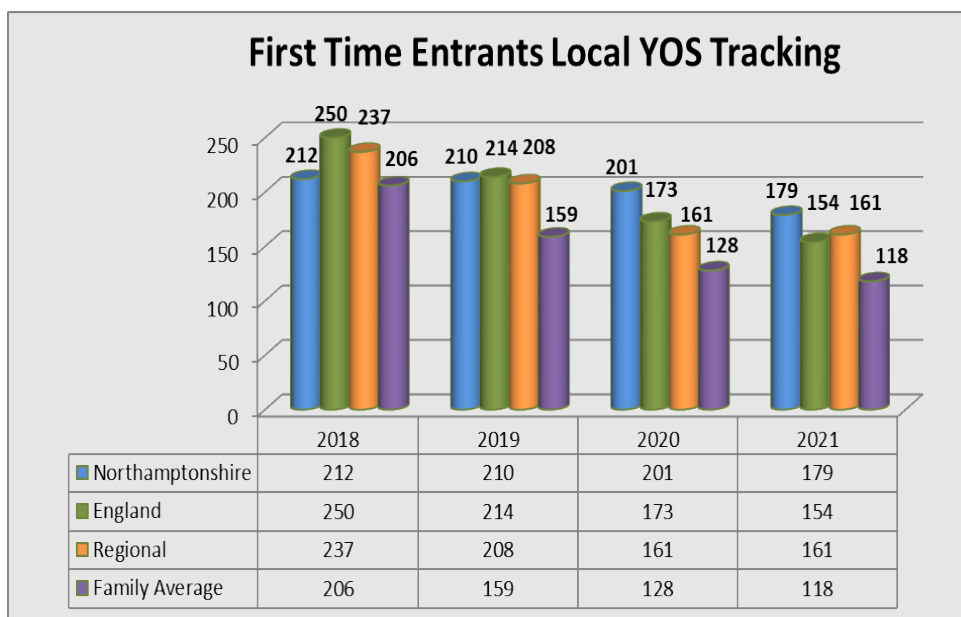
Improving Practice

- 5.5 NYOS improved the service communication by holding more regular whole service meetings and increased the opportunities to celebrate individuals' outstanding work and the service successes.

- 5.6 All NYOS staff have been trained in Signs of Safety and by applying Trauma informed approaches, NYOS have also supported Police custody to ensure a trauma informed custody service.
- 5.7 All staff were trained in unconscious bias and motivational interviewing to equip the staff with knowledge and skills to be more confident in their conversations with children, especially in areas of over representation. NYOS now have an over representation protocol supported by an action plan.
- 5.8 One of the barriers NYOS have identified throughout the 2021-2022 delivery has been the innovative work required to support education, training, and employment. This priority has been taken forward into 2022-2023.

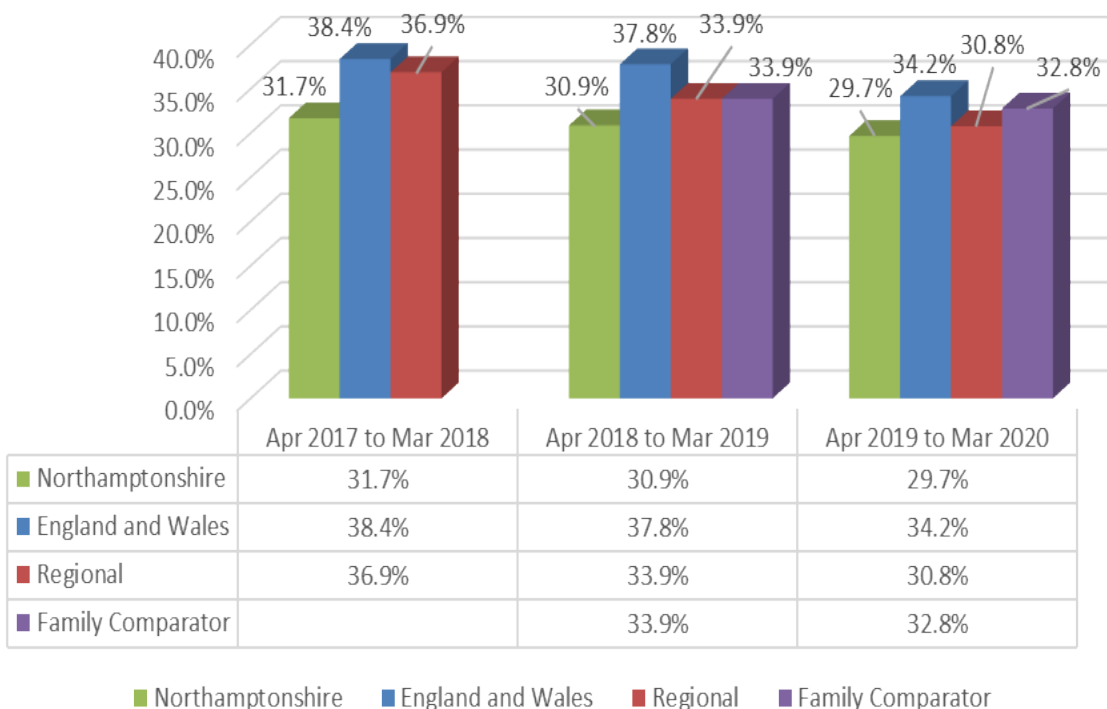
Looking Forward

- 5.9 On 24th February 2022 the Youth Justice Board wrote to the Chair of the Board, Head of Service and Assistant Director to inform us that Northamptonshire has been designated a Youth Justice Board (YJB) Stage One Priority service due to concerns relating to key performance data, levels of over-represented children and increases in serious violence. YJB Stage One Priority status is one of diagnostics and light touch engagement to consider, brokering support where appropriate. In response we have focused our Service improvement plan on the areas highlighted by the YJB.
- 5.10 The NYOS Youth Justice plan specifically covers the YJB priority areas:
- 5.11 Strategic Priority 1 - Reduce the number of First Time Entrants into the Criminal justice system. To be effective in this area, we need to apply a whole system approach to ensure those at risk receive support at the earliest opportunity. For the youth justice partnership service, we need to identify and intervene earlier with those young people whose vulnerability and safeguarding risks are identified through highly effective Out of Court Disposals processes.

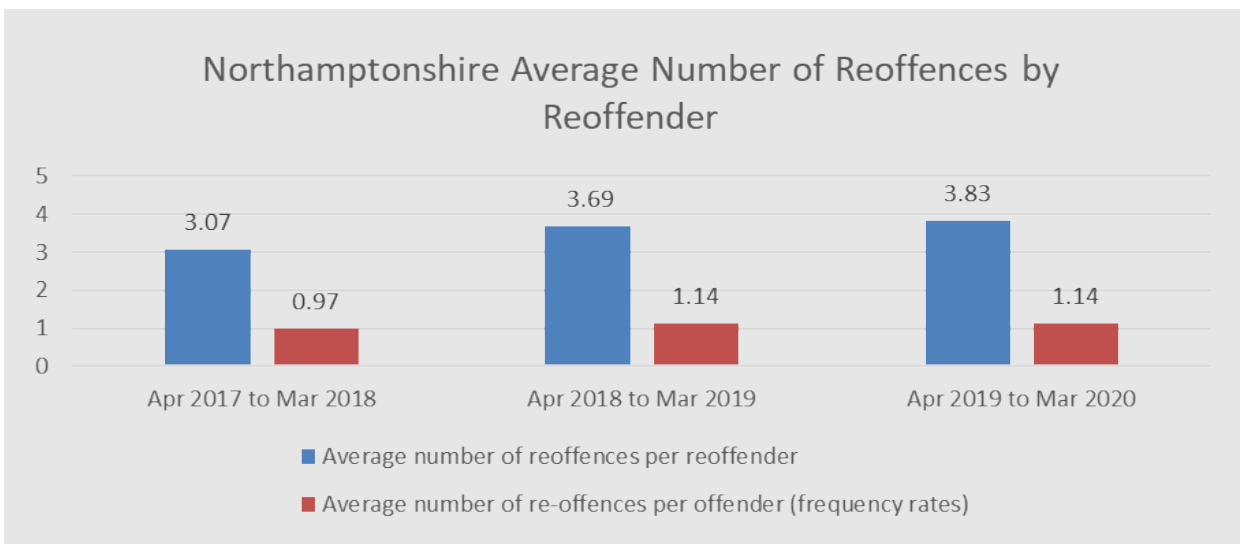


5.12 **Strategic Priority 2 – Reduce re-offending** - Reducing re-offending is one of three national indicators for youth justice. Breaking the cycle of re-offending, particularly where this offending has become prolific and contributes to a disproportionate amount of total youth crime, means that our communities will be safer and there will be fewer victims of crime. The savings from reduced re-offending and the need for formal, acute youth justice intervention, also enables a shift of resource towards prevention of offending.

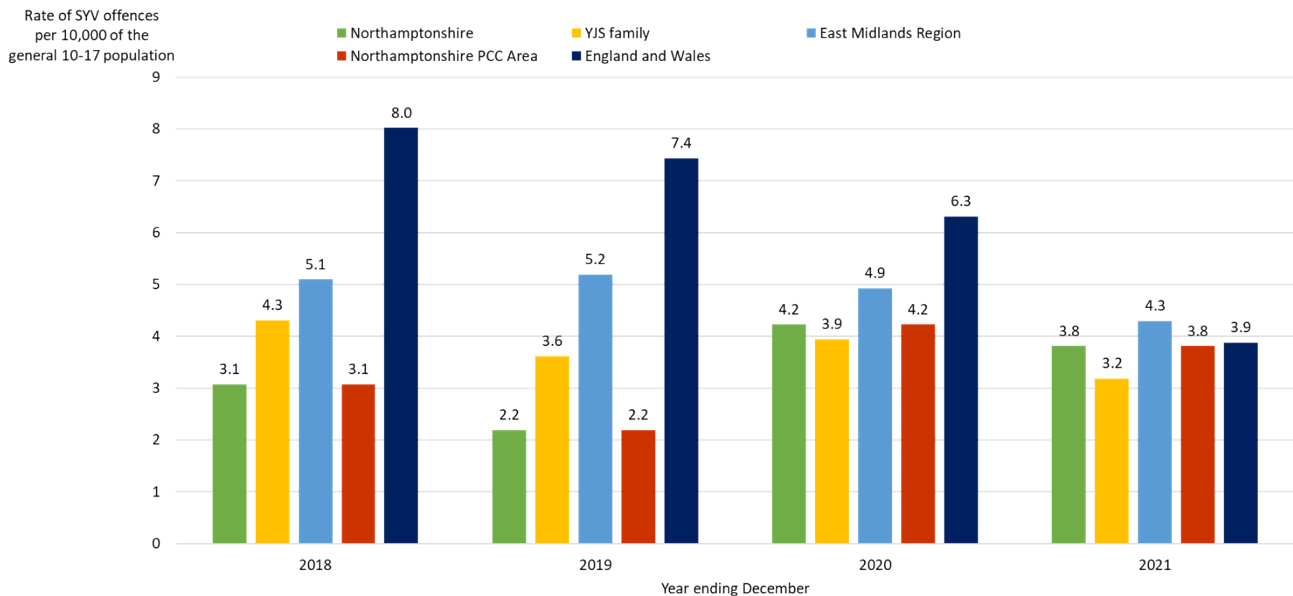
Rate Of Proven Reoffending by Young People (Binary Rate)



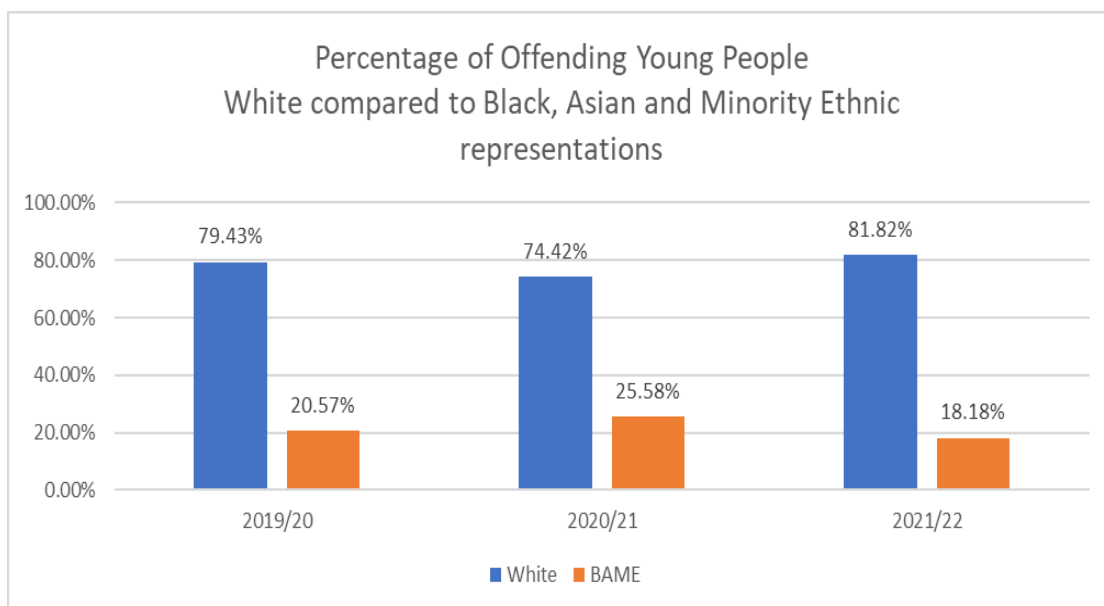
Northamptonshire Average Number of Reoffences by Reoffender



5.13 **Strategic Priority 3 – Protect the public from harm decrease in serious Violence.** Effective risk assessment and management practices that seek to protect the public from harm and reduce the impact of offending on the local community are crucial in meeting this priority and are more likely to be achieved through an integrated, multi-agency partnership approach. There are relatively few young people in Northamptonshire whose offending presents a significant risk of serious harm to the public but where this is present management of the risk must be prioritised.



5.14 A further strategic priority is over representation and disproportionality. the BAME community are still over-represented within Northamptonshire young people who offend. Although data shows this has reduced in 2021/22 to just over 18% compared to this community representing 11% of Northamptonshire 10-17 population.



6 Next Steps

- 6.1 If recommended by Executive, the plan will go to Full Council for approval.
- 6.2 Once agreed this report will be published within the House of Commons.

7 Implications (including financial implications)

7.1 Resources, Financial and Transformation

7.1.1 The Youth Justice Board have confirmed the provisional youth justice grant for the year 2022/23 is £705,433 which is an uplift of 9.8%. This uplift, which is applied across all local authorities, is the result of strong commitment to frontline youth justice services. This significant increase in funding is designed to support our delivery, performance improvements and our service's recovery from the COVID-19 pandemic.

7.1.2 Northamptonshire's provisional youth justice grant allocation for 2022/23 is £705,433. This is on top of our statutory partnership contributions. See table below:

INCOME	Youth Justice Board ¹	Local Authority	Police and Crime Commissioner	Probation	Health	Public Health	Total
Contributions	£705,433	£1,563,205	£200,900	£31,974		£80,000	£2,581,512
Total income	£705,433	£1,563,205	£200,900	£31,974	£0	£80,000	£2,581,512

7.1.3 For 2022/23, the YJB require submission of the Youth Justice Plans which must be agreed by the Management Board and signed-off by the Chair prior to receiving any form of grant.

7.1.4 In respect of the Local Authority contribution the disaggregation principles applied as part of the overall contract sum are 44.16% for North Northamptonshire Council and 55.64% for West Northamptonshire Council. 100% of grants are paid to North Northamptonshire Council.

7.2 Legal and Governance

7.2.1 The Council's duty, pursuant to section 40, Crime and Disorder Act 1998, to formulate and implement a Youth Justice Plan for each year, following statutory consultation, is detailed in the body of the report above.

7.2.2 By virtue of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 (as amended) certain plans and strategies, which together make up the Council's budgetary and policy framework, must be approved by full Council, as reflected in the Council's Constitution. These include the Youth Justice Plan.

7.2.3 The Constitution requires that the Executive's proposals in relation to any such policy, plan or strategy be submitted to full Council and that, in reaching a decision, the Council may adopt the Executive's proposals, amend them, refer them back to the Executive for consideration or, in principle, submit its own proposals in their place.

¹ This includes all grants received from YJB

7.3 Relevant Policies and Plans

7.3.1 The Youth Justice plan support the priorities of North Northamptonshire Unitary authority and the vision that Our Vision for North Northamptonshire is: “A place where everyone has the best opportunities and quality of life.”

7.3.2 The NYOS plan will seek to achieve North Northamptonshire’s key commitments as well as support and mirror Northamptonshire’s Policing “Matters of Priority.”

7.4 Risk

7.4.1 There are no significant risks arising from the proposed recommendations in this report.

7.5 Consultation

7.5.1 In accordance with statutory requirements, the plan was placed before NYOS Management Board, on which statutory partners sit, [Police, Probation, Health] and was approved in June 2022. The NYOS intends to redraft the plan into a child friendly version once the plan has been agreed. The plan at present is not child friendly due to the prescriptive nature of the YJB requirements, NYOS are committed to young people having a full understanding of the NYOS plans for 2022/23. We have identified our Youth Engagement Team to contribute to this.

7.6 Consideration by Executive Advisory Panel

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

7.7 Consideration by Scrutiny

7.7.1 This report has not been subject to scrutiny.

7.8 Equality Implications

7.8.1 It is considered that the plan will have an impact on the groups indicated below but it is intended that the impact will be a positive one for those groups. They have been listed here to ensure full transparency. Disproportionate effects are likely to occur due to young people offending which the plan aims to reduce. Whilst the plan focuses on young people who offend, the drivers for such offending, and at-risk issues, can include disability, poverty, gender and ethnicity. The offences themselves may also have an indirect effect on carers and other groups and this is the reason for inclusion above. It is further considered that the interventions, actions and measures identified in the plan, will address the core issues leading to a positive impact on the groups above.

7.8.2 There are nine protected characteristics that are afforded protection against less favourable treatment within the Equality Act (2010). These are:

- (a) Age
- (b) Race

- (c) Sex
- (d) Gender Reassignment
- (e) Sexual Orientation
- (f) Marriage and Civil Partnership
- (g) Religion or Belief
- (h) Disability
- (i) Pregnancy and Maternity

7.9 **Climate and Environment Impact**

7.9.1 The Council, having declared a climate change emergency in June 2021, is committed to reducing its climate impact both within its own Council buildings and in working with businesses and the wider community to achieve net zero energy emissions. Both NYOS buildings are Victorian and as a result not environmentally friendly. Consequently, the Trust are seeking to relocate the service to a more environmentally and child friendly building whilst encouraging agile working for staff who work directly with young people. Due to the Covid Pandemic we have noticed a decline in staff mileage and use of cars and public transport. This highlights creative ways the NYOS have used to ensure young people remained seen throughout the pandemic. The use of virtual technology and community-based facilities have resulted in less travel.

7.10 **Community Impact**

7.10.1 NYOS' vision compliments the wider Children's Services' Vision and YJB 'Child First, Offender Second' approach in aspiring to create a local justice system, which supports children to be the best version of themselves, working collaboratively and seeing children as part of the solution, through evidenced based practice. It aims to recognise the need to create an individualised approach and appropriately respond to a child's diversity, by working holistically through a whole system approach to support the wider family and illuminate barriers to desistance, including structural inequality, alongside recognising the need to protect the public and previous/future victims of crime.

7.11 **Crime and Disorder Impact**

7.11.1 The Crime and Disorder Act 1998, requires Local Authorities to have a Youth Justice Plan, which is updated annually to set out how youth justice will be delivered locally within available resources.

8 **Background Papers**

8.1. None.

This page is intentionally left blank

Northamptonshire Youth Justice Plan

Service	Northamptonshire Youth Offending Service (YOS)
Service Manager/ Lead	Claire O'Keeffe
Chair of YJS Board	AnnMarie Dodds

1. Introduction, vision and strategy (YJB guidance p8)

Having taken over the chairing of the YOS Board in May 2022 it is clear that the drive and ambition of the service is to ensure that together with key stakeholders they deliver the best outcomes for children and young people. Northamptonshire Youth Offending Service strives to ensure that the young people they support lead fulfilling, healthy and safe lives. They promote a culture of high aspiration, drawing on all the resources across our community and the wider partnership to ensure that each child or young people is empowered to achieve their potential and has the resilience and capability to move into independent and socially responsible adulthood, free from crime.

This plan has been written and agreed with the active contribution of Board members.

As Chair of the Board, I am committed to working with strategic partners to ensure that the Youth Offending service are challenged and supported to deliver the best possible outcomes for all children across North and West Northamptonshire

- Reducing First time entrants to the Youth justice system
- Reducing reoffending
- Reducing use of custody
- Number of young people in Employment Training & Education at the end of their order
- Number of young people in appropriate accommodation

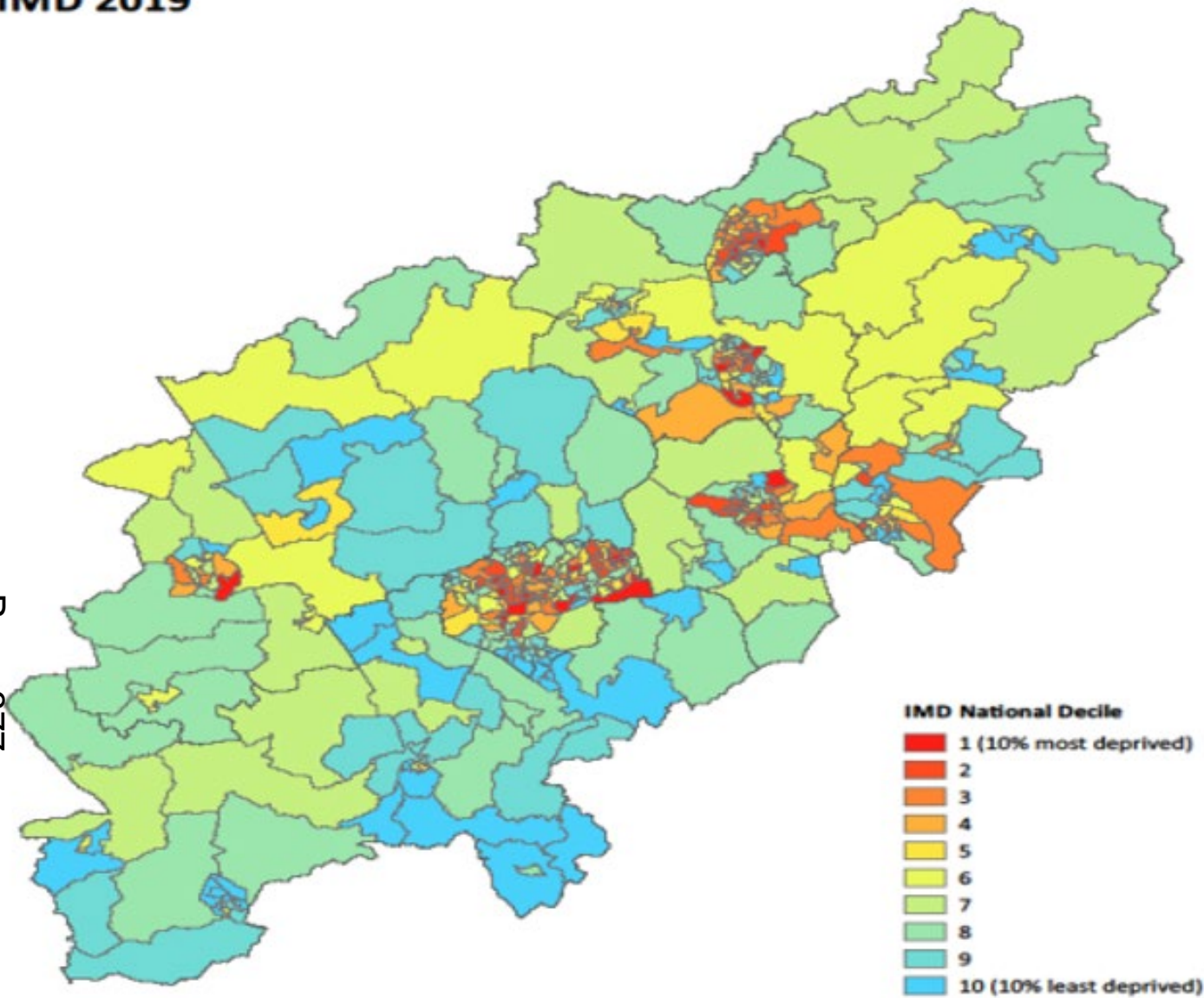
The partnership has been successful in improving key performance including the reduction in first time entrants though we see the impact of an increase in serious youth violence. Partners are committed to working together to ensure both risk and safeguarding is appropriately addressed and that all children are supported to thrive.

Our strategic partners drive initiatives within their own organisations that address the risks and challenges faced by our children and young people. An example from Northamptonshire Police is an improved approach to intelligence including demographic mapping allowing police, YOS and partner agencies to target and engage communities at particular risk.

2. Local context (YJB guidance p8)

- 2.1. Northamptonshire is a mixture of urban and rural communities with just over two thirds of the population living in urban areas and just under a third in rural areas. 30% of the population live in the county town of Northampton. The County is administered by two Unitary authorities, North Northamptonshire and West Northamptonshire. Northamptonshire stretches over 913 miles and is landlocked between eight other counties.
- 2.2. The estimated population of Northamptonshire (as of 2019) is 753,278, with a split of 348,228 for North Northamptonshire and 405,050 for West Northamptonshire. Northamptonshire is projected to grow by almost 6% to 794,046 by 2026 – the estimated growth of North Northamptonshire is 7.21% (reaching 371,937) and West Northamptonshire 4.86% (reaching 422,119).
- 2.3. Overall, 14.7% of the county's population live in the top 20% most deprived areas in the country, according to the 2019 Index of Multiple Deprivation. These deprived areas contain higher proportions of children than the county's non-deprived areas. A detailed Deprivation map can be seen below, with an index of 1-10 (1 being the 10% most deprived and 10 being the 10% least deprived).

Northamptonshire IMD 2019

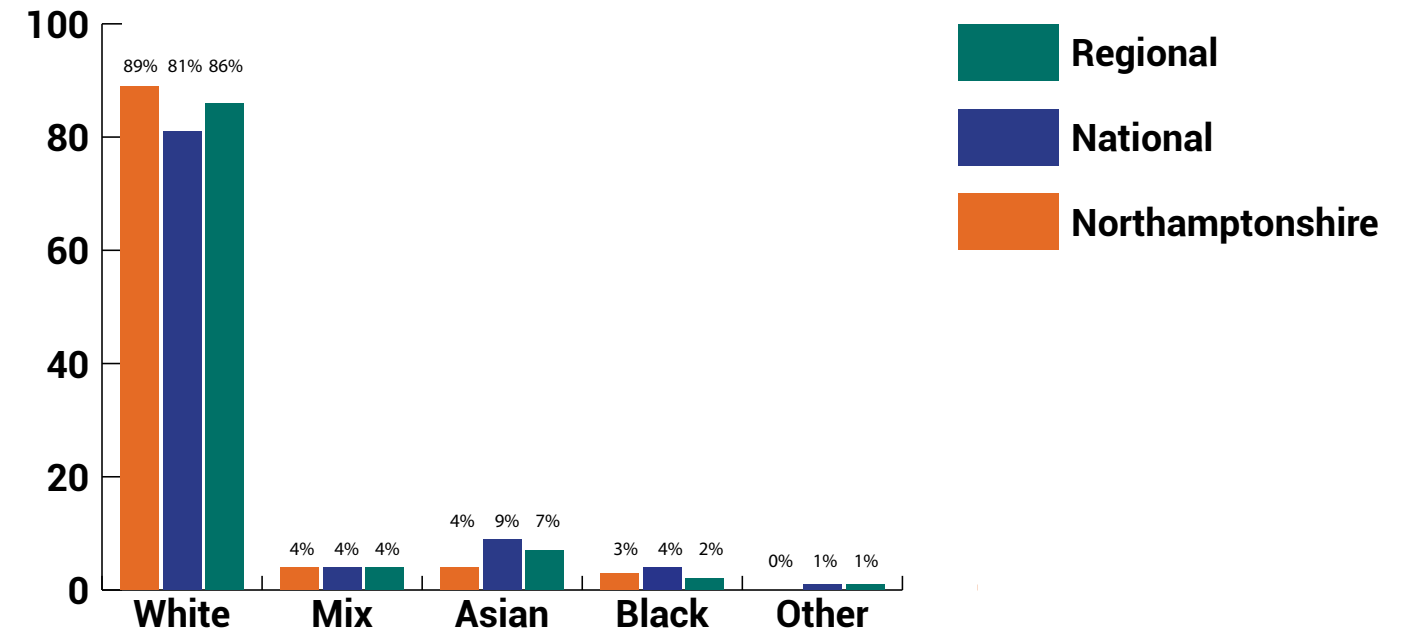


© Crown copyright and database rights 2018 Ordnance Survey licence no. 100019331

Page 377

- 2.4. The population of Northamptonshire is estimated to have grown by 8.86% between the 2011 and 2019 Census. Over the same period the number of under 0- to 2-year-olds and 17- to 25-year-olds decreased and the highest increase (almost 30% which is higher than the national average increase of 22.84%) was seen amongst the 8-year-olds group.
- 2.5. Many children and young people in Northamptonshire experience poor outcomes. 28,876 children and young people live in the top 20% most deprived areas. Just over 20,000 children aged 0-15 years old live in low income families, while 17,500 live in out of work benefit households and approximately 1,700 dependent children of all ages live in households affected by the benefit cap.
- 2.6. At the time of the 2011 Census 11% of the Northamptonshire population came from an ethnic majority background other than White British. Over recent years the county has experienced high levels of net long-term international migration per thousand inhabitants, compared to other English and Metropolitan counties.

10 - 17 Population based on Most recent Census 2011



- 2.7. Between April 21 and March 22 there were just over 3200 young people (nearly 500 more than in the previous year) identified as suspects or offenders in crime for a total of nearly 5900 offences (over 500 more than in the previous year). 40% of these offences were for Common Assault / ABH.
- 2.8. 69 (16%) of the county's LSOA are identified as being in the 20% most deprived areas nationally (within decile 1 and 2).
- 2.9. 34% of the young people identified as suspects or offenders lived in those areas at the time they were involved in the occurrences. 37% of all the suspect and offender occurrences were committed by young people living in those areas and 35% of all the occurrences took place within those 20% most deprived areas.

3. Child First (YJB guidance p8)

- 3.1. Northamptonshire Youth Offending Service (NYOS) are committed to the principle of child first and whole family working as part of its service delivery, ensuring the Youth Justice Boards' (YJB) Child Four Tenants principles are at the heart of service delivery.
- 3.2. NYOS have made many service changes and delivered new initiatives to support the Child First principles. Evidence of these can be seen throughout day-to-day practice and embedded into all policies and procedures:

We see children as children

- 3.3. All NYOS assessments, intervention plans and programmes are child focused and written with the voice of the child in mind. Young People are fully engaged in these, working in collaboration with their caseworker. As part of ensuring that children have an opportunity to participate in the process, we use the skills and experience of Speech and Language therapists to ensure young people of all abilities can contribute.

Developing prosocial identifiers of positive change

- 3.4. We have adopted a Signs of Safety strength-based approach to working with children/young people and their families, which captures the strengths and support capabilities within the family network as well as identifies the risks and the safety plans required to provide the right intervention the family needs to reduce the risk. We understand that children need an individual tailored approach that will help them address their offending behaviour, this could include restorative conferencing, family mediation, direct reparation, and trauma informed approaches where necessary.

Collaboration with Children

- 3.5. NYOS have implemented a Mind of My Own System (MOMO) which will further support the relationship between caseworker and young person. By Using MOMO this puts young people in charge of feedback on all aspects of their interaction with the NYOS and other agencies by allowing them to communicate how they feel when they want to.
- 3.6. NYOS also have a Youth Participation Group meeting every quarter. Members have been trained to take part in service interview panels for recruitment of new employees. They have also contributed to the design of a feedback form for young people and are contributing to the Over Representation Protocol.

Promoting Diversion

- 3.7. YOS have a Prevention and Diversion Service (PADS). The Team have worked closely with colleagues in the Police to consider and implement the use of a range of outcomes, allowing for children and young people to be worked with in the system without criminalising or stigmatising them, for example our current use of Outcome 21 and joint planning for the use of Outcome 22. Working alongside the Police using their Qlik system, The NYOS are now targeting young people who have had 3 or more encounters with the police. This process has enhanced the number of CRDS issued by the Police and increased the use of youth cautions and youth conditional cautions.
- 3.8. The NYOS and Police have analysed the data in relation to first time Entrants and have identified that there are a few young people becoming first-time entrants but with no previous OCCD. This has highlighted to NYOS that this has a significant impact of First-time entrant rates. Consequently, NYOS and the Police are proposing an expansion of the triage system to include all partners, to ensure young people receive the appropriate timely outcome.

- 3.9. In collaboration with Northamptonshire County Youth Bench, Chrysalis Foundation, HMCTS and Police, NYOS has created an at-court support and signposting service named "Youth Court Solutions" for young people and their families. Operating from the public area in the courthouse at Wellingborough, the at-court services will signpost a wide range of services for children, young people, and their families, including help to identify and access support services to address the issues which bring children and young people to court, whether as a child who offends, victim or witness. In support of this all families receive documentation about the court processes and support services prior to attending court. Witnesses receive dedicated support from in house Victim Officers if required.

4. Voice of the Child (YJB Guidance p9)

- 4.1. NYOS ensure the voice of the child and their lived experience are paramount and captured in all areas of our work.

Examples of our work are:

- Children and young people's voices are captured in adapted assessments and plans. Feedback opportunities have been made as flexible as possible, including the use of technology and traditional feedback forms which were designed by young people in NYOS.
- Young people are encouraged to share their experience of their time with NYOS with Magistrates and Referral order panellists. This is especially important when seeking to revoke an order for outstanding progress. Recently, the young people have taken part in a service survey providing feedback about their NYOS experience (see Appendix 1). This information is being used to further enhance NYOS delivery.
- NYOS has a Quality Assurance framework which is used as a learning practice tool that consistently captures the evidence that the voice of the child is visible on all casework and is used to provide appropriate interventions suitable for the young person and their family.
- Young people have been involved in the recruitment of new employees. The YP have been trained to complete this task and have a say in what questions and/ or activities potential candidates must undergo.
- NYOS have a Young People's forum which provides feedback on practice and protocols of the service. They are currently involved in contributing to the NYOS Over Representation Protocol and the victim feedback questionnaire. In addition, the group of young people successfully designed and implemented the "End of Order questionnaire". (see Appendix 2)
- NYOS young people are collaborating with Traverse who have been commissioned by the Youth Justice Board to run a research project looking at the differences in reoffending rates amongst children from different ethnic backgrounds.
- NYOS are committed to supporting young people who have lived experience of the criminal justice system to be part of our NYOS Management Board to influence the decision-making process of NYOS service delivery. NYOS need to expand the contributions of the children and young people's voice to inform the NYOS delivery.

5. Governance, Leadership and Partnership Arrangements (YJB guidance p9)

- 5.1. The Northamptonshire Youth Offending Management Board (NYOMB) has oversight of the effectiveness of NYOS and provides appropriate challenge and strategic direction. (see Appendix 3 & Appendix 4).
- 5.2. The Chair of the Board is the Director of Children's Services (DCS) of North Northamptonshire Council, The Director of Children's Services for the West Northamptonshire Council is also a member of the board.
- 5.3. Chief Executives of the Unitary Authorities still retain statutory responsibility for the delivery of Youth Offending Service within their geographical boundaries. Northamptonshire Youth Offending Service (NYOS) boundaries are within those of Northamptonshire Police area and Northamptonshire National Probation Service.
- 5.4. The Chair of the Youth Bench in the county also attends the Board meetings and with regular attendance of the YJB Regional Officer. The Board members meet on a quarterly basis and when required will hold extraordinary meetings. The Board oversees performance monitoring at a local, family and national level and agrees actions for improvement.
- 5.5. The Board supports the NYOS priorities working in partnership and ensures that the YOS action plan priorities are captured in other strategies and action plans, for example Community Safety Strategy, Child Exploitation Strategy and Early Help Strategy.
- 5.6. NYOS is part of the Northamptonshire Children's Trust (NCT) which provides strong operational delivery across Children's Social Care and Children & Family Support Service (Early Help). In addition to being located within NCT, NYOS has strategic links with Police, Probation, Office of the Police and Crime Commissioner, Education, Community Safety and Adult Social Care, VCSE and Health Services and bespoke commissioned services.
- 5.7. The Senior Management of NYOS is the Assistant Director for NCT Children & Family Support Services. They attend relevant strategic boards for example the LCJSB and the Strategic Community Safety Partnerships of West and North Northamptonshire, the Integrated Care CYP Transformation Board and they are meeting regularly with the Judiciary's Youth Bench. The Assistant Director is also the Chair of the Strategic Early Help Board and attends the Northamptonshire Safeguarding Children's Partnership.
- 5.8. The NYOS Head of Service attends the Prevent and Channel Panel strategic group and is the Chair of the Vulnerable Adolescent Panel (exploitation), strategic lead for MAPPA, Reducing Reoffending Board, Children & Young People Transformation Board (ICS) and the Corporate Parenting Board.
- 5.9. These links ensure that NYOS priorities are visible in all partnership arrangements.
- 5.10. The below table captures the other forums attended by NYOS Managers and Practitioners:

Strategic Priority	Meetings attended by NYOS Managers and Caseworkers
Safeguarding and Public Protection	<ul style="list-style-type: none"> • Child Protection Conferences. • Multi-Agency Public Protection Arrangements (MAPPA) MARAC meetings. • Local Community Safety Partnership operational meetings. • Local complex needs panel meetings. • Early Help Board • Supporting Families Steering Group • Integrated care system children and young people pillar/work streams
Child Exploitation and VAPP Panel	<ul style="list-style-type: none"> • Child Exploitation Tactical Groups within NCT. • Local multi-agency information sharing arrangements to identify and protect children at risk of exploitation. • Partnership Vulnerable Adolescent Panel in which the NYOS Manager is a standing Chair and a deputy to the running of the panel. • Northamptonshire Reducing Re-offending Strategy Group. • Community Safety Partnerships. • Risk Assessment Panels – management of YP identified as being at high risk of causing serious harm to others, or of experiencing significant harm themselves. • Harmful Sexual Behaviour - NYOS leads the work on Harmful sexual behaviour within NCT with the support of the Police. The NYOS and the Trust use recognised assessment and intervention approaches [AIM] for young people who commit harmful sexual behaviour. • Missing Children Steering Group
Reducing Re-Offending	<ul style="list-style-type: none"> • NYOS attends the Northamptonshire Prevent Group to ensure that our work is aligned with local initiatives. • NYOS contributes to the local assessment of extremism risks. • NYOS police officers act as a link to local police processes for sharing intelligence in respect of possible violent extremism.
Preventing Violent Extremism	<ul style="list-style-type: none"> • NYOS attends the Northamptonshire Prevent Group to ensure that our work is aligned with local initiatives. • NYOS contributes to the local assessment of extremism risks. • NYOS police officers act as a link to local police processes for sharing intelligence in respect of possible violent extremism.
Restorative Justice and Support for Victims	<ul style="list-style-type: none"> • Referral Order Panels • Referral Order Monthly Training • Restorative Justice Group

6. Resources and services (YJB Guidance p10)

Budget

6.1. The below table provides an overview of the YJB Grant, and other contributions made by local partners:

NORTHAMPTONSHIRE 2022/23							
INCOME	Youth Justice Board ¹	Local Authority	Police and Crime Commissioner	Probation	Health	Public Health	Total
Cash	£705,433	£1,563,205	£200,900	£31,974		£80,000	£2,581,512
Page-kind							£0
Total income	£705,433	£1,563,205	£200,900	£31,974	£0	£80,000	£2,581,512

EXPENDITURE	Youth Justice Board ¹	Local Authority	Police and Crime Commissioner	Probation	Health	Public Health	Total
Salaries	£616,362	£1,388,818	£192,236	£31,974		£76,511	£2,305,901
Activity costs	£6,376	£12,054	£2,164	£0		£861	£21,455
Accommodation	£10,997	£20,792	£3,732	£0		£1,486	£37,007
Overheads	£14	£26	£5	£0		£2	£47
Equipment	£8,437	£15,950	£2,763	£0		£1,140	£28,290
Total Expenditure	£642,186	£1,437,640	£200,900	£31,977		£80,000	£2,392,703

Page 380

NB YJB have not yet confirmed a grant for 22/23.

- 6.2. The current budget is supporting NYOS which offers a very traditional structure of a Youth Offending service. (see Appendix 5).
- 6.3. The current staff make up is as shown in Appendix 6.
- 6.4. NYOS has the following specialist professionals which are provided by Statutory partners as an in-kind resource:
- Police officers x 4
 - Probation Officer 1
 - Speech and Language therapist x 1
 - Mental Health Practitioner x 1
 - Psychologist x 1
 - 1x Physical Health Nurse
 - 1x Health Support Worker.
 - Substance Misuse Officers x 2
- 6.5. We use our grant and partner agency contributions to deliver the support required to children, young people, and their families. The focus of the partner contributions has been to ensure we provide a holistic service enhancing the performance of the service priorities. For example, we have seen an increase in the participation of speech and language resource which has enhanced assessments and intervention plans, this has included specific training to frontline practitioners to enhance the offer. We have also been working in partnership with our Police colleagues analysing data intelligence to give us greater insight into local types of offending and patterns of offending. Our Health colleagues have provided immediate access to health and wellbeing support when the need has been identified.
- 6.6. The current delivery model is performing well, however due to changes in offending behaviour and complexities in the presenting issues of young people (for example extra familiar harm/ exploitation and new Government policies and legislative changes) NYOS is exploring intends to focus and increase the capacity to deliver our Prevention and Diversion services whilst also investing in other areas of frontline delivery to support our whole family working approach. This refocus is in response to the YJB action plan and the financial uplift that has been provided by YJB contribution from central government.

7. Progress on previous plan (YJB Guidance p10)

7.1. NYOS developed a creative and strong partnership plan for 2021-22 despite experiencing the Global Pandemic. NYOS continued their delivery on the action plan and made good progress throughout the year. Last year's plan focused on 3 key areas:

Service Development Priorities

- 7.2. A quality assurance framework was developed and implemented to promote effective and consistent practice. Service-learning sessions have been delivered as a result of the findings. We have developed partnership working relationships to address extra familiar harm, which includes the exploitation Screening tool to identify risks of exploitation.
- 7.3. The Service enhanced the ETE offer by increasing resource and we successfully rolled out the Skill Mill for those young people at risk of reoffending. We have also developed new working practices in relation to speech and language support and timely health assessments and interventions.

Partnership Priorities

- 7.4. NYOS has developed strong working relationships with all of Northamptonshire Children's Trust teams as we are an integral part of the Trust. The strength of our partnership working with police has enabled NYOS to deliver targeted work in respect of serious youth violence, First time Entrants and Reoffending.
- 7.5. NYOS senior management team and operational managers and practitioners are now visible in all areas of children and young people strategic boards, steering groups, task and finish groups. This includes the Community Safety Partnerships within both Unitary Councils. NYOS together with Probation developed a protocol that addressed transitions for young people from NYOS to the Probation Service.

Improving Practice

- 7.6. NYOS improved the service communication by holding more regular whole service meetings and increased the opportunities to celebrate individuals' outstanding work and the service successes.
- 7.7. All NYOS staff have been trained in Signs of Safety and by applying Trauma informed approaches, NYOS have also supported Police custody to ensure a trauma informed custody service.
- 7.8. All staff were trained in Unconscious bias and motivational interviewing to equip the staff with knowledge and skills to be more confident in their conversations with children, especially in areas of Over representation. NYOS now have an Over representation protocol supported by an action plan.
- 7.9. One of the barriers NYOS have identified throughout the 2021-2022 delivery has been the innovative work required to support education, training, and employment. This priority has been taken forward into 2022-2023.

8. Performance and priorities (YJB Guidance p11)

8.1. NYOS are measured by 3 National Key Performance Indicators. NYOS undertake a more detailed view of the offending population, which is more meaningful locally and this provides more in-depth analysis to the board members.

The KPI's are as follows:

- Re-offending rates.
- First Time Entrants into the youth justice system.
- Custody rates for young people.
- Engagement in Education, Training or Employment. (Local)
- Access to suitable accommodation for young people. (Local)

Northamptonshire YOS Performance Report YOS Management Board May 2022

<p>NI 19: Rate of Proven Reoffending by Young People in the Youth Justice System (Binary)</p> <p>Apr 2019 – Mar 2020: 29.7% Apr 2018 – Mar 2019: 30.9%</p> <p>No new data since last report</p>	<p>NI 19: Rate of Proven Reoffending by Young People in the Youth Justice System (Frequency)</p> <p>Apr 2019 – Mar 2020: 3.83 Apr 2018 – Mar 2019: 3.69</p> <p>No new data since last report</p>	<p>NI 111: First-time Entrants to Youth Justice System Aged 10 - 17 National PNC Rate per 100,000 pop</p> <p>Oct 20 – Sep21: 179 Oct 19 – Sep 20: 201</p>
<p>NI 43: Young People Receiving a Conviction in Court who are Sentenced to Custody</p> <p>2021/2022 Q1 to Q3: 0.14 2020/2021: 0.19 2019/2020: 0.09</p>		
<p>Remands to Custody Bed Nights Local Measure</p> <p>2021/2022 Q1 to Q4: 1215 2020/2021: 606 2019/2020: 971</p>	<p>NI 45: Engagement in Education, Training and Employment by Young People who offend</p> <p>2021/2022 Q1 to Q4: 89.9% 2020/2021: 86.1%* 2019/2020: 82.9%</p> <p>*based on assumption Covid19 had not happened</p>	<p>Number of Custodial Sentences Local YOS Tracking</p> <p>2021/2022 Q1 to Q4: 8 2020/2021: 13 2019/2020: 6</p>
	<p>NI 46: Access to suitable accommodation for Young People in the Youth Justice System</p> <p>2021/2022 Q1 to Q4: 100% 2020/2021: 99.1% 2019/2020: 98.7%</p>	

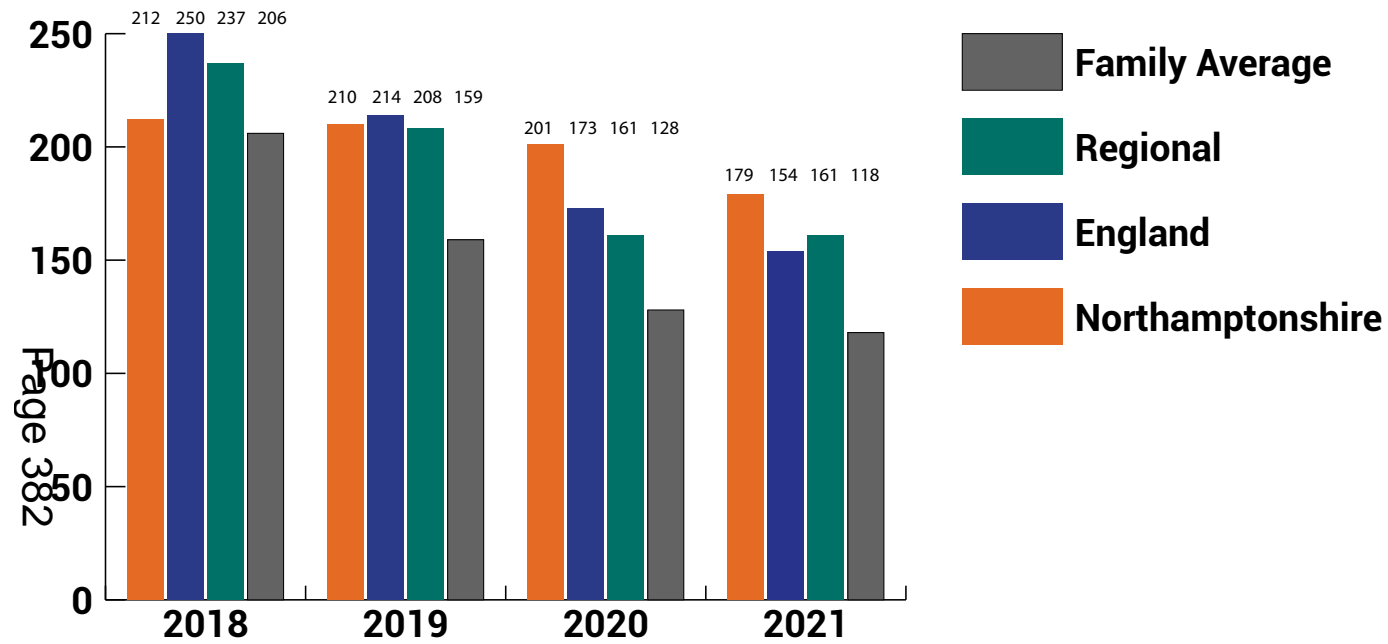
Please note the YJB has not been able to collect NI19 data following Covid. NI111 is measured using a national system and this the agreed period the YJB report on.

8.2. NYOS continues to make progress with many of the indicators and will continue to mitigate risks and promote continuous improvement within the service. The charts below provide KPI trend data from 2017-2022.

First-Time Entrants (FTE)

8.3. The table below shows a decline in the number of first-time entrants into the Youth Justice system over the last three years in Northamptonshire from 212 per 100,000 people in 2018 to 179 in 2021 and our performance comparative to more recent data shows a plateau, compared to England and Regional data. However, whilst we have seen a very positive decline, Northamptonshire remains above the family, regional and England average. The reduction of FTE is one of our priorities for 2022/2023.

First Time Entrants Local YOS Tracking

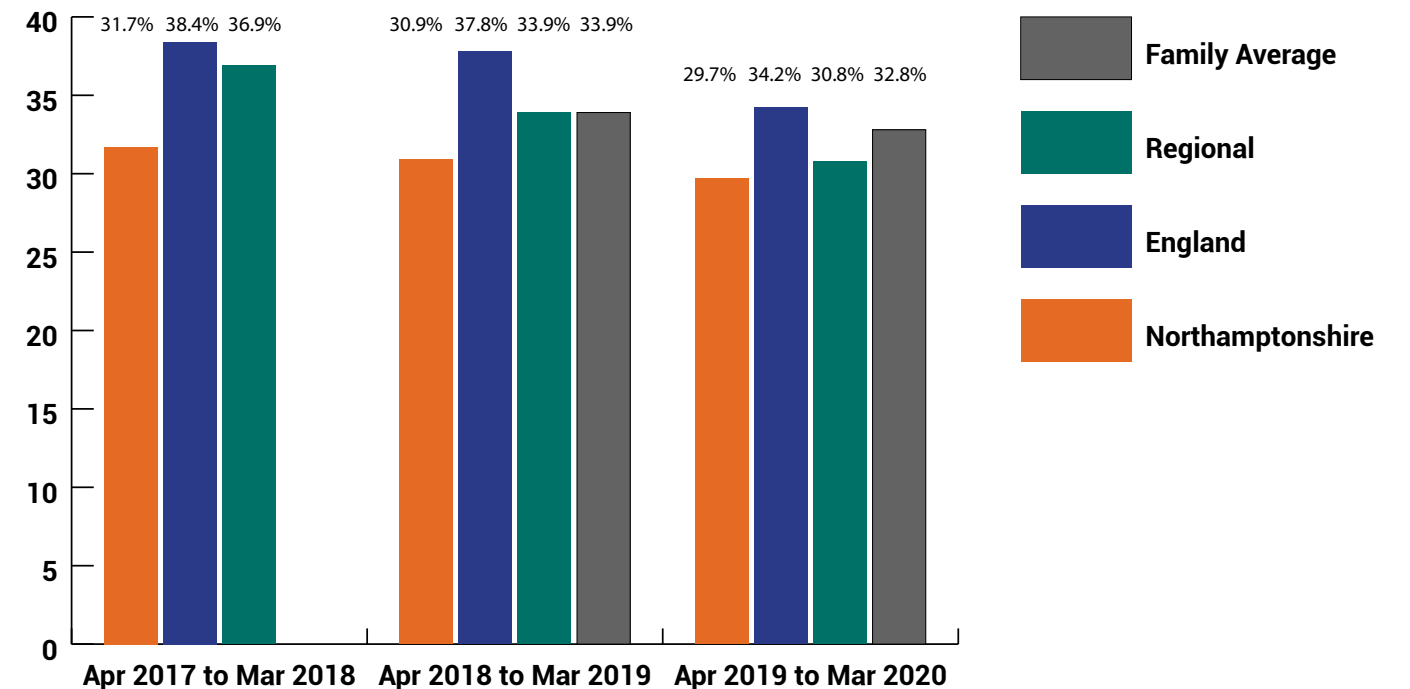


8.4. Wellingborough Pilot: NYOS are working in partnership with Northamptonshire's Police Intelligence Bureau utilising QLIK and reviewed 5 years FTE data (16/17 – 20/21). The aim of the Pilot is to reduce SYV and promote earlier intervention. The pilot uses existing referral pathways into CIRV to ensure efficiency and effectiveness. NYOS police officers will review weekly QLIK reports and identify those YP with relevant offending and no positive outcomes for referral. NYOS Police will liaise with the Officer in Charge with a view to offer a constructive outcome. We are also intending to maximise the use of Outcome 22 which enables interventions to be delivered in a more flexible manner.

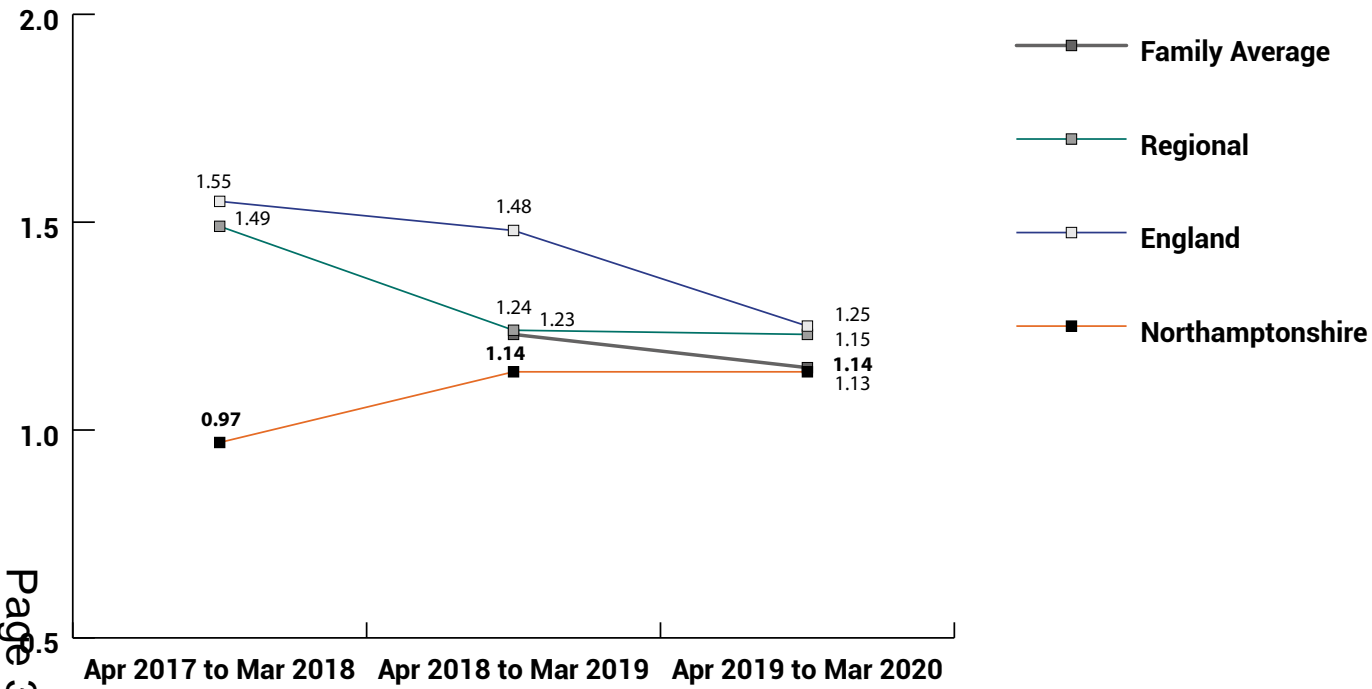
Re-Offending

- 8.5. Reoffending rates in NYOS have positively declined, the YJB data below demonstrates that Northamptonshire Re-Offending rate of 29.7% is lower than England and Wales average of 34.2% and below the regional figure of 30.8%.
- 8.6. Northamptonshire performance in terms of the percentage of Young People who re-offend is enhanced, as the young people are positively discouraged by NYOS caseworkers providing needs led interventions.
- 8.7. The Re-Offending frequency (average number of re-offences per offender) for Northamptonshire of 1.14 is also lower than England and Wales figure of 1.25 and slightly above the regional figure of 1.13. When this has been investigated further it has been found that Northamptonshire's most prolific re-offenders are showing more activity whilst those less frequent re-offenders have reduced their re-offending (as can be seen by the frequency of reoffences by reoffending data below). Earlier referral into the NYOS and therefore earlier intervention and engagement shows to have a bigger impact on preventing re-offending. This has been evidenced in work done with the Police.

Rate of Proven Reoffending by Youth People (Binary Rate)

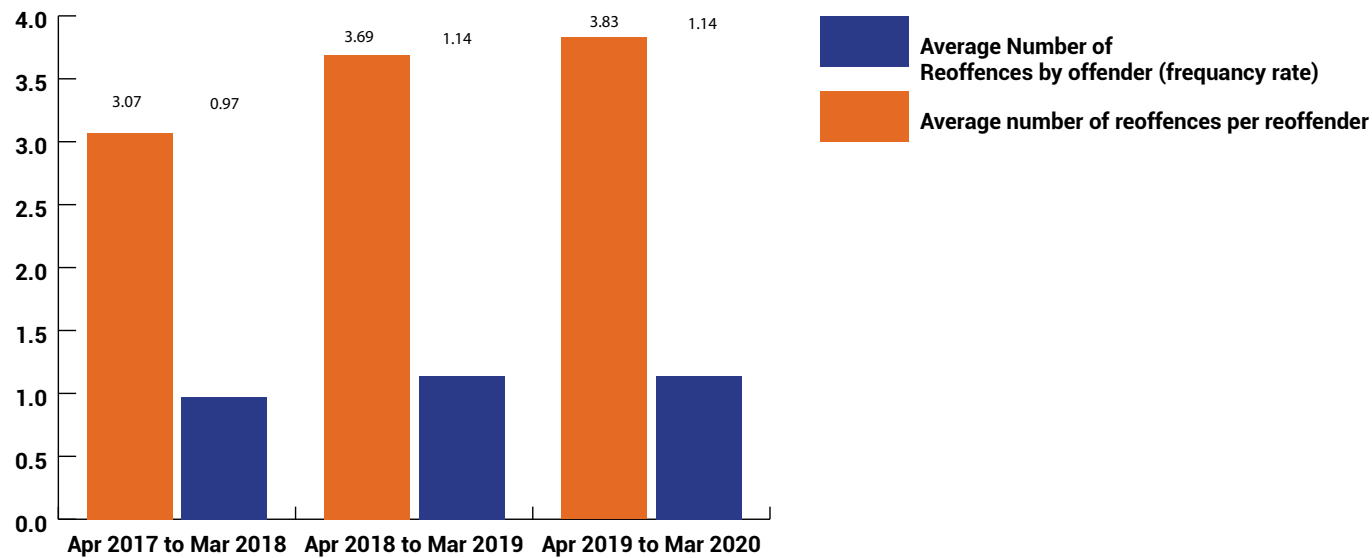


Northamptonshire Reoffering PNC Cohort Frequency Measures



Page 383

Northamptonshire Average Number of Reoffences by Reoffender



8.8. NYOS will continue to work closely with partners: Police, Northamptonshire Children's Trust, National Probation Service, and local providers to exchange information, reduce risk, monitor outcomes, and develop creative interventions to reduce reoffending. This work includes young people both within and on the edge of the criminal justice system. Our partnership work with Police via QLIK in 2022 has enabled us to review different and more recent timeframes with regards to re-offending/ occurrences for our Prevention and Diversion team. A Post 6-month review of PADS showed a 22% decrease in incidents/ occurrences reported from the Police and nearly 45% reduction specifically for suspect and offender occurrences – an excellent result which we can build upon. For example, we have recently been successful in securing funding via the Community Renewal fund for an employment initiative for our young people working in Partnership with Skill Mill.

6 months pre v 6 month post

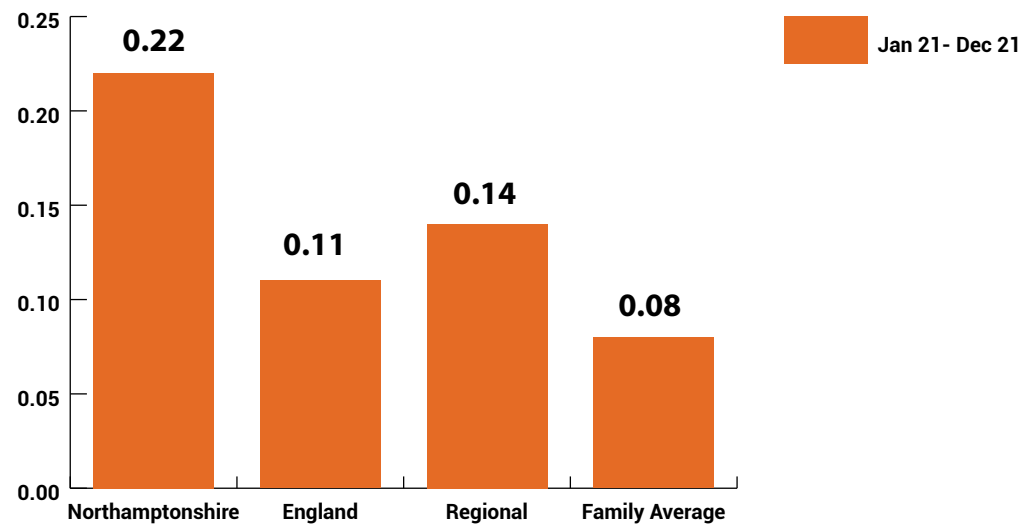
- 98 (37.4%) reduction in the number of people involved in occurrences
- 373 (22.8%) reduction in the volume of occurrences



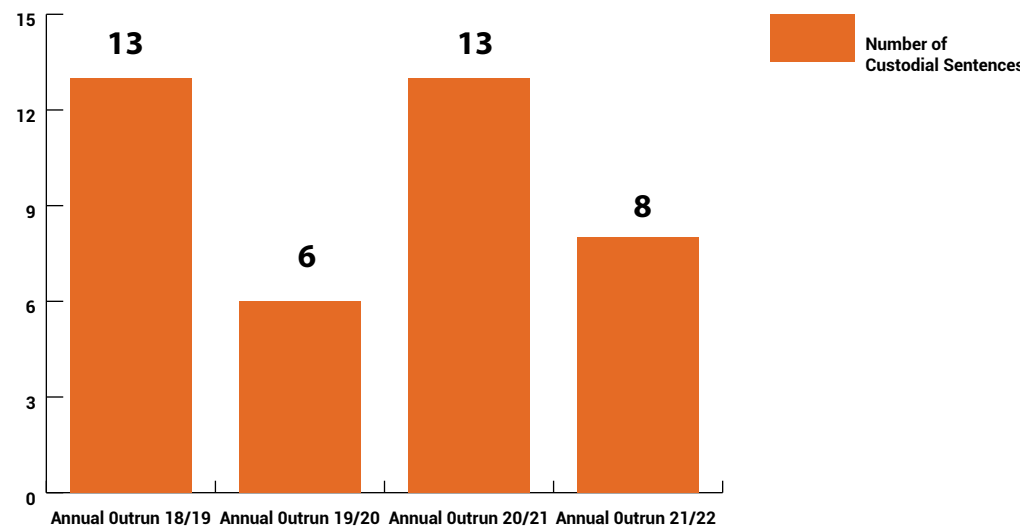
Custodial Sentence Analysis

8.9. For the period 2021/22 there were a total of 8 young people custodial sentenced. Although this shows a drop from 2020/21 these are still occurring due to relatively high levels of Serious Youth Violence (SYV) in Northamptonshire. This is above the national average for England, the regional average, and the Family average. Locally we have found multiple young people involved in SYV (often singular instances) receive a custodial sentence, thus increasing the rate. However, in 2022 there have been 0 custodial sentences, to note there are 2 remanded young people at this time who may be sentenced to custody in the future. As above these 2 Young People were both involved in a singular incident.

Custody Rate per 1000 population Comperator Groups



Number of Custodial Sentences

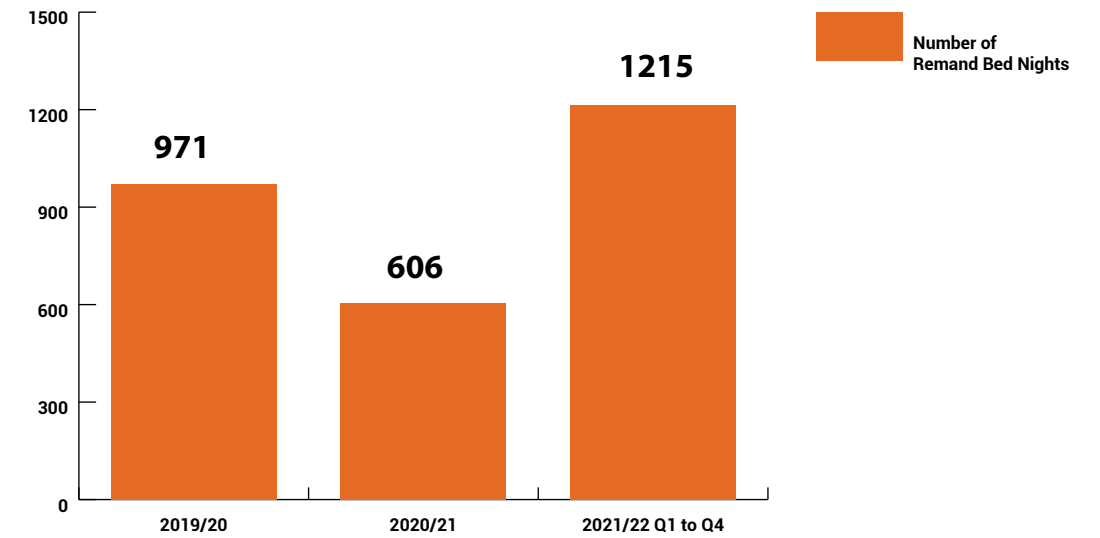


Page 384

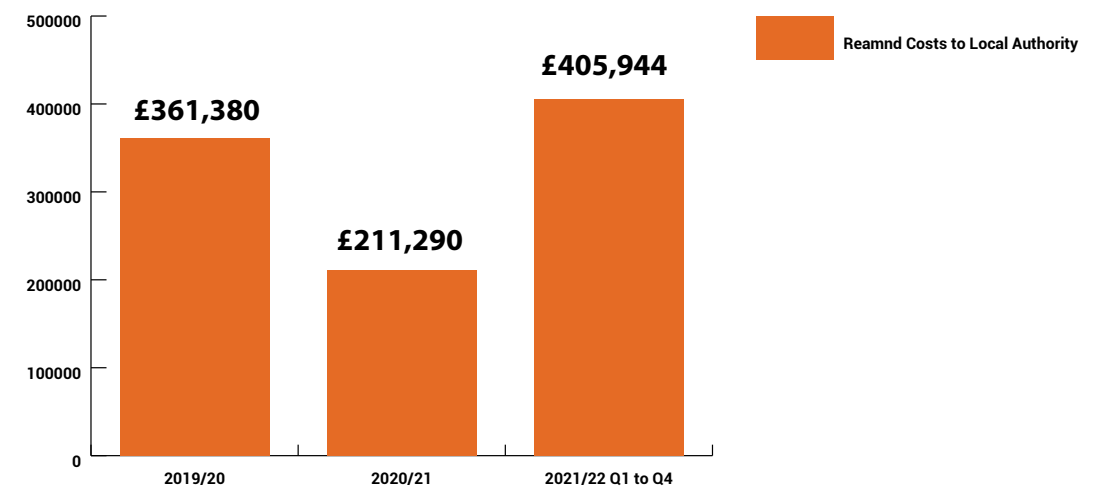
Remand to Custody

8.10. From the charts below it can be seen Remand to Custody Bed Nights in 2021/22 have doubled compared to the 2020/21 period. This has been due to the higher levels of Serious Youth Violence and the severity of offences. There have also been delays in Crown Court that have led to longer remand periods whilst awaiting trial. For example the 2 Young People currently on remand as of 11/05/22 have had their trials cancelled twice due to COVID reasons and have been on remand since the start of August 2021. This has been raised with the YJB and the regional HMCTS. The costs have also increased due to the above and the 2 Young People mentioned have been accommodated in Secure Children's Homes during the 2 trials which were cancelled at approx. £200 per night more than a Youth Offending Institution. The creation of the Alternative to Custody Panel and the Wellingborough Pilot aims to address concerns over serious offending and sentencing.

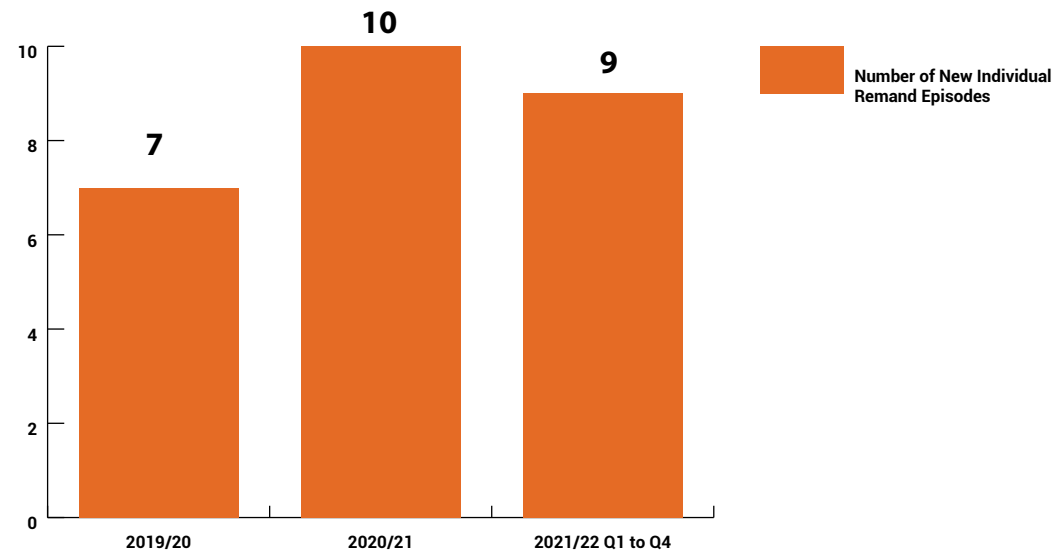
Number of Remand Bed Nights



Remand Costs to Local Authority



Number of New Individual Remand Episodes

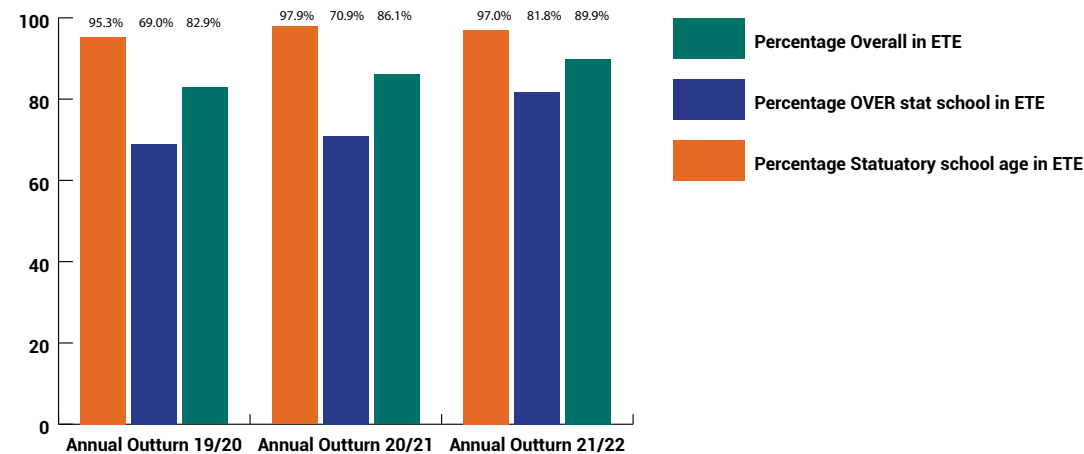


Page 385

Education

- 8.11. The number of young people in ETE at the end of their order has increased towards the end of 2021/22 which has been a trend continued from previous years. NYOS have recently revised their ETE Blueprint and action plan offering a more integrated approach to supporting ETE assessments and interventions across teams.
- 8.12. During 2020/21 schools were only open to all pupils for just over 4 months, meaning 50% could not attend their provision in person. We have in the below data the figures as if Covid was not occurring so that it is a comparable trend. The adjusted figure assumes that had the schools not closed, those people who were unable to attend school due to Covid19 would have been in education and allows for comparable figures when comparing against different years.
- 8.13. In the coming year it is a joint aspiration of the SEND services in Northamptonshire Council that NYOS and SEND develop closer links to ensure educational aspirations for young people are planned collaboratively with the young persons voice central to any plan, to ensure we have the right packages that will engage some of our most vulnerable young people."

ETE Outcomes



ETE Team

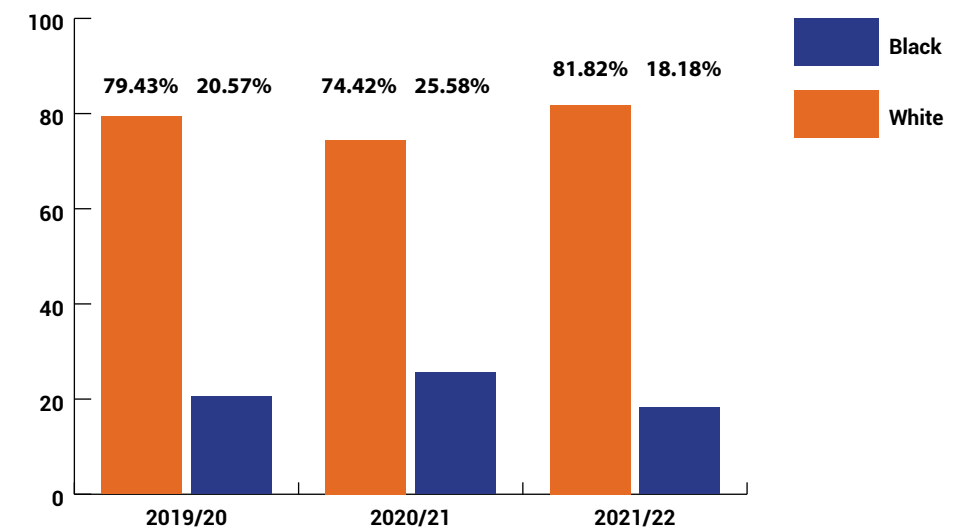
8.14. The ETE team have made good progress working with young People and partners. The results of this can be evidenced by the following:

- Colleagues are provided with accurate ETE information for asset completion, including EHC plans which are provided by our SEND team.
- ETE information is compiled for all young people engaged with the NYOS.
- A discussion takes place with the Case Manager to determine the level of involvement from the ETE Team. This follows a Signs of Safety format and is included by the case manager when formulating their intervention plan for that young person.
- There is a service level agreement with Northampton College to provide access to a tutor for two afternoons per week. This provides us with an additional resource for young people. 67% of young people attended these tutor appointments over a 12-month period which totalled 181 sessions. This contract is being renewed in 2022.
- Finalised Information sharing agreement with Prospects (previously Connexions). We have a good working relationship with the Choices advisors, and this ensures that our NEET post 16 young are well supported.

NYOS are particularly proud that in the coronavirus pandemic the following have been achieved:

- We have been able to maintain face to face work with some young people through use of space in other buildings and during home visits when safe to do so.
- Our tutors have been able to maintain work online with young people when they have access to laptops and support in the home environment.
- Educated young people are aware of apps that support their learning including Post 16 access to CSCS via smart phones for example.
- We have liaised with schools when our young people have been struggling with online work to request additional support.
- We have also continued to support NYOS colleagues who are working with young people to achieve ASDAN accreditation.

Percentage of Offending Young People White compared to Black, Asian and Minority Ethnic representation



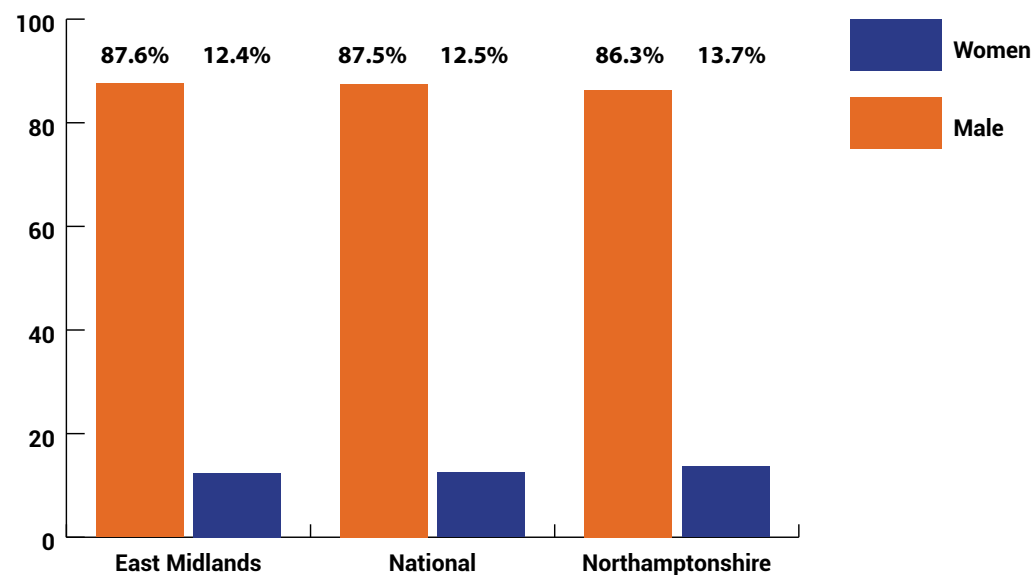
Ethnicity

- 8.15. From the above we can see the BAME community are still over-represented within Northamptonshire young people who offend. Although data shows this has reduced in 2021/22 to just over 18% compared to this community representing 11% of Northamptonshire 10-17 population. There are some unknown ethnicities recorded in the data and this is a focus to improve. This is being tackled through more shared data with other agencies as well as focussed training with workers to talk more openly about ethnicity with the young people they work with.
- 8.16. Alongside the above Northamptonshire NYOS are:
- Delivering their Over Representation Plan 2022/23 to the whole service and to the Board
 - Data sharing with Police, Supporting families and Prospects.
 - Involved in the Children and Young Persons Transformation Programme for Northamptonshire which involves all agencies' input into the plan for 2022/23.
 - Development of a specific questionnaire being used for members of the BAME community we work with to get a better insight from their voice into the barriers faced so we can better overcome them.
 - Tailored Diversity and Disproportionality training days for staff so they better understand the problems and challenges of the BAME community and are equipped with better tools to discuss and talk about these with the young people they work with.
 - Disproportionality and Diversity Steering groups with members from all areas of the NYOS meet bi-monthly to discuss progress of the plan and implement initiatives as well as reflect on data tracked over time.
 - All reporting done within the Youth Offending Service will include ethnicity, age, and gender as standard to ensure any patterns are analysed from all those perspectives.
 - Specific interventions have been created and continue to be created by the Diversity and Disproportionality Group members with input from young people and staff.

Gender

8.17. This is currently showing concerns in over representation in our offending cohort as can be seen below. The focus on female young people who offend has led us to revive a strategy from previously having a Girls Group to focus on bespoke work with female offending

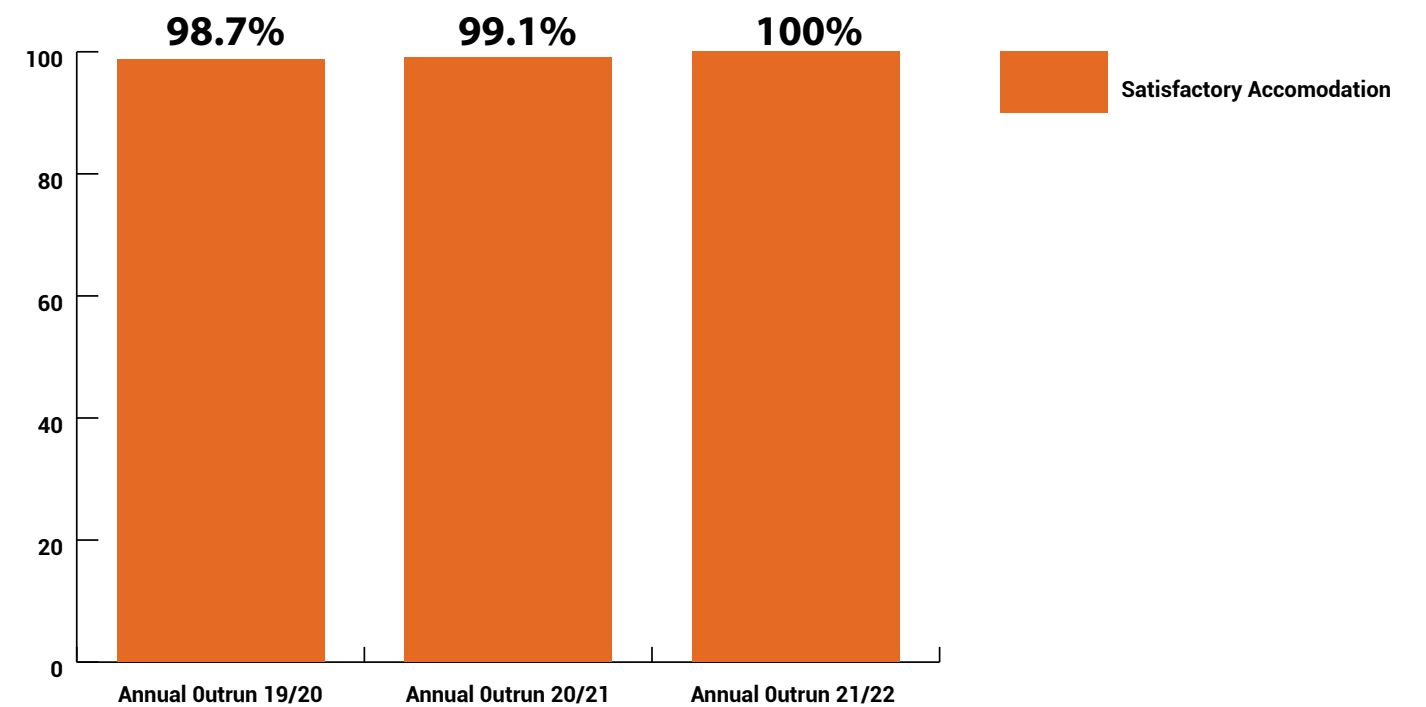
Gender Split Offending 2021/22



Accommodation

- 8.18. As can be seen below, over the past 3 years the number of young people in satisfactory accommodation at the end of their order has increased. Within the NYOS we have an accommodation team who work hard to ensure accommodation is prioritised for young people. The latest figures show that for the period 2021/22 100% of young people were in what is assessed as being suitable accommodation at the end of their order. As well as NYOS direct work with our young people and their clients, the team advocate and liaise with a wide range of partner agencies to secure the best outcomes for our young people and their families. This can involve:
- securing income maximization by undertaking Benefits audits to ensure people are getting what they are entitled to.
 - NYOS are actively involved in debt management and negotiation of affordable debt repayments.
 - NYOS also support and advocate for those in inadequate or unsafe accommodation. This has been an increasing element over the past few years with the development of gangs and grooming, families seeking to move to protect their children from being recruited or for their safety to avoid reprisals.

Accommodation Outcomes

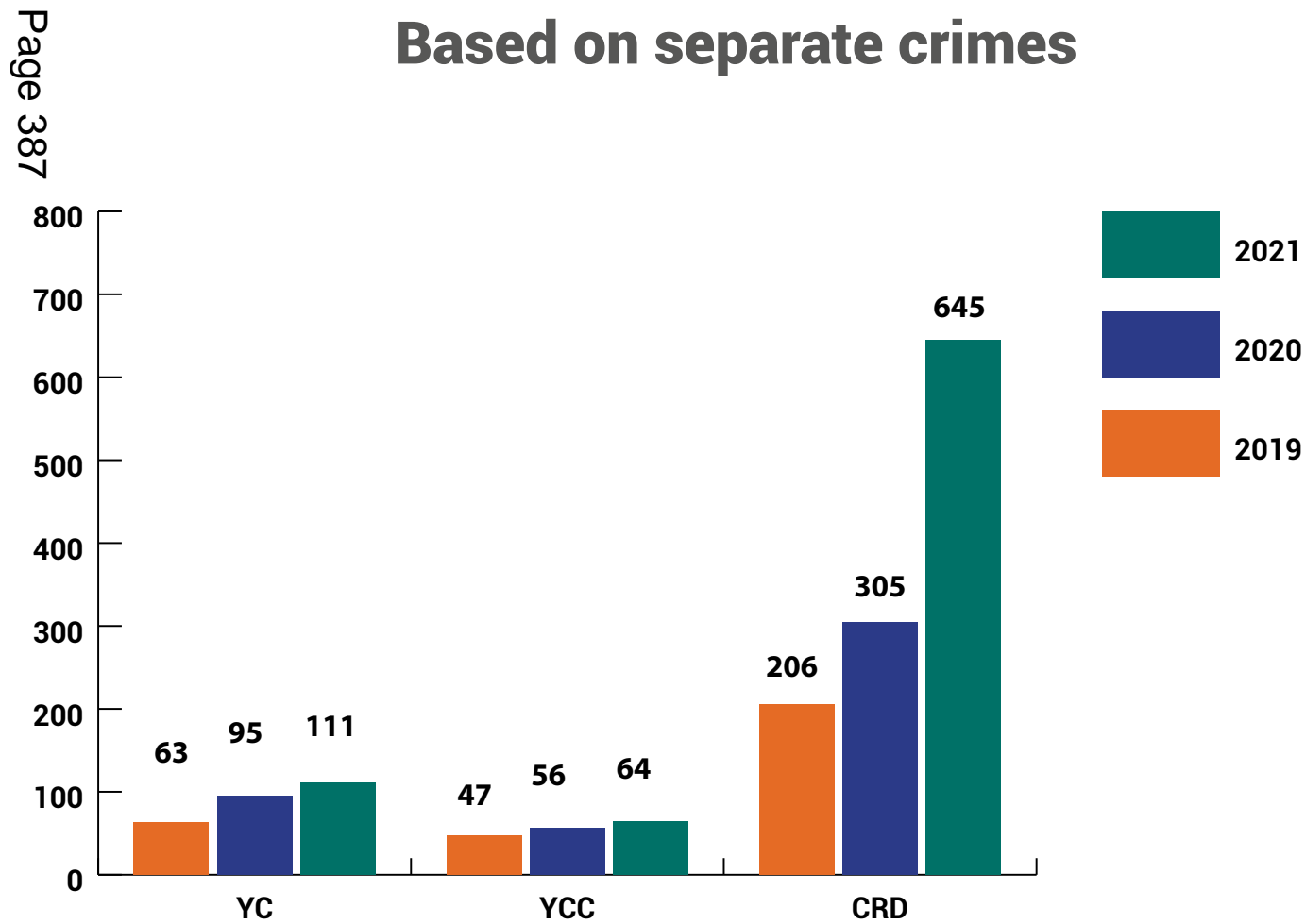


Prevention and Diversion

- 8.19. NYOS has worked closely with colleagues in the Police to consider and implement the use of a range of outcomes, allowing for children and young people to be worked with in the system without criminalising or stigmatising them, for example our current use of Outcome 21 and joint planning for the use of Outcome 22.
- 8.20. Working alongside the Police using their Qlik system, The YOS are now targeting young people who have had 3 or more encounters with the Police; this process has enhanced the number of CRDS issued by the Police and increased the use of youth cautions and youth conditional cautions.
- 8.21. The YOS and Police have analysed the data in relation to first time Entrants and have identified that there are a number of young people becoming first-time entrants but with no previous OCCD. This has highlighted to YOS the significant impact of First-time entrant rates. Consequently, YOS and the Police are proposing an expansion of the triage system to include all partners to ensure young people receive the appropriate outcome. Further analysis has demonstrated young people who have received a YC or YCC would have been eligible for a CRD. This would have a significant impact on the rate of FTEs.
- 8.22. See chart below demonstrating a significant increase in CRD's during 2021 (Police data)

Note: Since Jan 22 over 190 referrals into PADS /CIRV, compared to 434 for 2021.

Based on separate crimes



Page 387

- 8.23. 8.23 The prevention service currently works on a trauma informed model. This model allows children and young people to consider how their own experiences have influenced their offending behaviour. This approach leads to the identification of desistance factors which would seek to support young people from further offending.
- 8.24. All assessments and reports are audited with the YOS audit tool by OOCd supervisors and managers to ensure consistency and quality of the ASSET+ or Summary Asset that may be completed as part of OOCd work depending on the young person choosing to engage in this process voluntarily with us.

Mock Inspection

- 8.25. Over 50% of NYOS cases in both the North and West Unitaries are supervised by way of an Out of Court Disposal. We are committed to continuous improvement and since 2018 we have completed three Mock HMIP Inspections across the NYOS.
- 8.26. The results from 2018 to 2021 demonstrate we are consistently in the good category scoring between 75% to 81% overall.
- 8.27. In November/December 2021 we published our most mock recent inspection results which included a focus on areas for improvement identified from previous mock inspections and feedback. Areas such as strength-based practice, exit planning and pathway provision were examined in more detail.
- 8.28. The mock inspection involved all case manager staff having at least one West case audited. All operational managers were also involved in the auditing process and where possible we replicated the HMIP format. This enabled the Mock inspection to be as inclusive as possible. We published the overall results across the NYOS and have presented them to the Board. Overall, we assessed our OOCd work as 'Good' (71%).

Strengths

- Assessment sufficiently analyse how to support the YP's desistance
- Assessment focuses on keeping child or YP safe
- Planing focuses on keeping the child or YP safe
- Planning focuses on support the child or YP desistance
- YP not re-offending
- ETE asset update present
- Access to services needed either internally or externally

Areas for improvement

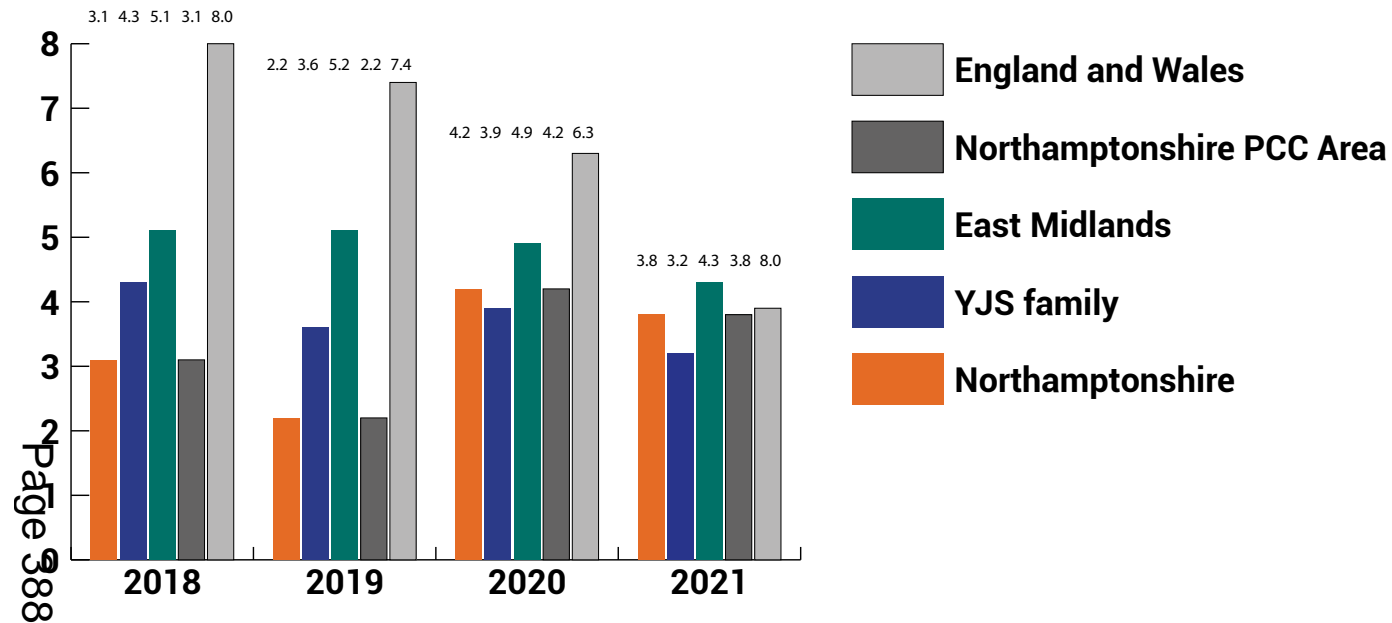
- Assessment focusing on the strenghts of the YP to promote constructive change
- Planning needs to cover keeping others safe
- Exit plan for YP to support future
- Strength based approach evidenced
- Substance misuse addresses
- ETE intervention evidenced
- Diversity needs addressed
- Implementation and delivery of services needs to support YP desistance effectively
- Efficte management oversight

- 8.29. Key actions to emerge from this audit relate to the revised PADS Strategy Document which incorporates many of the above improvements. Over the next 12 months we are focusing on strength-based practice, training has been delivered within the NYOS. We are building better links with Early Help to promote exit planning and better transition between services. Work on over-representation has been incorporated into the Strategy document to ensure we intervene early and effectively to reduce our First-Time entrants and subsequent risk escalation.

Serious Youth Violence

8.30. Serious Youth Violence levels in Northamptonshire have remained below the East Midlands consistently over the past 4 years and remain under the national rate for 2021, as can be seen in the graph below:

Rate of SYV offences per 10,000 of the general 10-17 population



8.31. We have seen gang groups develop within Northamptonshire in the main towns of Northampton, Wellingborough, Kettering, and Corby. The gang activity young people are involved in has led to serious incidents that have occurred and contribute to the level of violent crime that is seen across the region. Three of these crimes have been murder charges and have included multiple young people in one incident. It is also evident that Serious Youth Violence incidents are overrepresented by the Black and Mixed ethnicities in Northamptonshire.

8.32. The following have been implemented to decrease the numbers of violent crime within Northamptonshire:

- Ongoing work with Police systems (QLIK) to identify those suspect/ offender young people that may not come to the YOS's attention early enough. This has led to a large increase in referrals into our Prevention and Diversion teams who can then offer to work with young people earlier before they potentially become more entrenched.
- Prevent Partnership data and analysis subgroup has begun in 2022/23 to better understand if there are terrorist/ extremist links into the serious youth violence occurrences and identify vulnerability factors for this involvement. This is proposed to be taken over by Special Branch as they alone have access to some specific data that is required.
- Young People involved in serious youth violence have had their individual data analysed to identify key indicators (e.g.: Child in Care, Domestic Abuse experienced or witnessed, absent parent, pattern of offending, gang links, substance misuse, mental health factors). This will help us engage earlier on key desistance factors where we see potential similar circumstances to those committing serious violence offences.
- The Diversity and Over Representation Steering Group has been developed and the members meet to work on cultural identities and work with young people to address any cultural influences affecting offending. This is a key component of our over representation strategy.
- Knife Crime intervention mandatory with all Young People known to NYOS.
- Resettlement specialist to assist post sentence for those in custodial outcomes to support reintegration into community with as many protective factors put in place to discourage reoffending.

Restorative Justice and Support for Victims

8.33. Following mock inspections we have prioritised an area for improvement engagement is effective with victims so that they can provide information to the NYOS. Information is then shared with case managers and used to inform work with children and young people who have offended. Following Mock inspections NYOS have implemented the following to ensure there is effective engagement with victims so that they can provide information to the NYOS. Information is then shared with case managers and used to inform work with children and young people who have offended.

Progress made:

- Ongoing file auditing reviews all assessments for Asset quality and victim information.
- The NYOS Victim Worker and operational manager are reviewed to check victim information
- RJ training has been introduced to all members of staff and volunteers to support culture of restorative practice in all work within NYOS.
- Victim Safety is imbedded into RMP and Panel processes
- Victim information is clearly identified in QA templates
- Victim feedback questionnaire has been designed and implemented 2022.

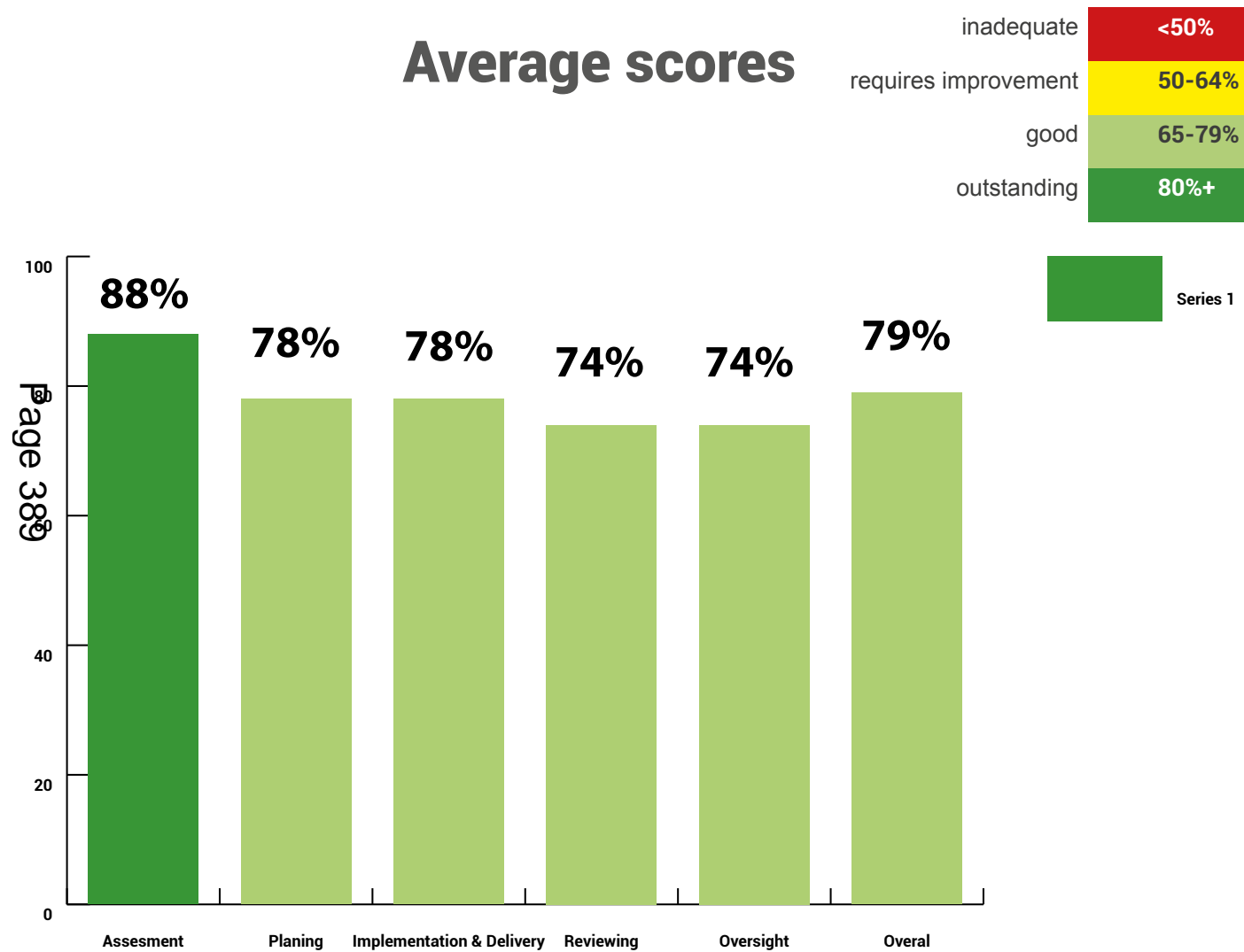
8.34. Restorative approaches underpin NYOS' core values both in relation to our work with young people and the victims of their offences. Approaches are embedded internally as a team and with all external colleagues we work alongside.

Quality of Post Court Supervision

8.35. Just under 50% of NYOS YP in both the North and the West of the county are supervised under post court supervision. We are committed to continuous improvement and since 2018 we have completed three Mock type HMIP Inspections across the NYOS. Results from 2018 and 2019 have progressed from requires improvement to Good (54% to 70).

Post Court Mock Inspection

8.36. The results from our most recent Mock Inspection in July 2021 are below (Average Scores), overall 79% of Post Court work was assessed as sufficient, this equates to a good rating.



8.37. The high-level Post Court Inspection Action Plan, outlined below, highlights key areas for development. Early parts of our interactions with young people were good, however we need to significantly improve resettlement planning and the reviewing phases of supervision (see Appendix 7).

9. National standards (Page 14 of the Guidance)

9.1. The Youth Justice Board released new National Standards in 2019, thus replacing the old National Standards from 2013. Our last NSA Inspection was completed in 2021. The overriding theme is greater autonomy and flexibility of decision making.

How would we score based on our recent assessment?

National standard	Strategic score	Operational score
Out of court	TBC	53%
At court	TBC	40%
In community	TBC	58%
In secure accommodation	TBC	55%
On transition & resettlement	TBC	81%
Overall result would be:		54%

Northamptonshire Youth Offending Service (NYOS) - National Standards Self-Assessment

- 9.2. On our latest self-assessment to the Youth Justice Board (YJB) in February 2021 we received notification that they found our self-assessment offered an 'evidenced reflection of the judgements against service standards'.
- 9.3. In total NYOS audited 73 cases, although some of them 'hit' more than one standard. To gather the evidence, we broke this down into the operational and strategic elements of the self-assessment as designated in the guidance.
- 9.4. In relation to the operational element, we used several management tools to gather the evidence, primarily a National Standards audit tool which we have been using for some time, that incorporates the weighting to areas as outlined in the guidance. This was then mapped where the answers would fit into the final tool. A formula was then developed to populate those answers and generate rating linked to the criteria given to us by the YJB.

The self-assessment identified the following areas:

Strength

Improvement Required for 2022

Building trusting relationships with our young people in relation to both our pre- and post-court offer, promoting equality in access to services and engagement, delivering effective interventions that are co-ordinated with other agencies/services and supervising orders in line with the YJB assessment framework.

We need to continue to monitor and update our Over Representation action plan – this is in place for 2022.

Compliance with the Youth Custody Service (YCS) in relation to our submission of Post Court reports and working with parents at court following their child being sentenced.

Assessment timeliness: During 2021 / 2022 we have focussed on timeliness of assessments and have consistently achieved good results– see 5.1 and 5.4 for data and detail.

Work with the secure estate to ensure safeguarding procedures are followed and there is a plan in place where risk of harm or safety & wellbeing concerns are identified in custody.

Involvement of ETE and Health in assessments needs to be more robust to ensure these key areas are fully integrated into a young person's plan. Our ETE Blueprint and improved Health offer ensures we are incorporating these areas into our work.

Tailored transition planning, primarily relating to those young people transitioning to Probation

Resettlement and wider transitions to ensure that these important milestones for our young people are as smooth and co-ordinated as possible between services and to create a robust plan at the earliest opportunity for all agencies involved to maintain. During 2022 we have introduced our Constructive Resettlement policy to ensure we meet the needs of our young people both entering and exiting custody.

At final release or point of transition in all its forms there is sufficient preparation and support at key points before, at transition and post transition.

10. Challenges, risks and issues (Page 14 of the Guidance)

Challenges

- 10.1. Serious Youth Crime (SYC) - NYOS is aware of the concern around Serious Youth Violence, safety and wellbeing, particularly in certain areas of Northamptonshire. NYOS continues to engage with local partners to develop cross partner initiatives to address and deal with exploitation trends and risks.
- 10.2. Locally NYOS is involved in Community Safety Meetings, NSCP, Exploitation Meetings, Missing, Exploited and Trafficked meetings, and the newly implemented strategic group to implement the new violence duty as well as attending Tactical Planning Meetings. NYOS were also a key partner in the planning and execution of the Knife Angel visit to Northamptonshire in April 2022. Workshops were led by NYOS practitioners to parents and carers in relation to the dangers of knife crime.
- 10.3. The NYOS Head of Service has been a key contributor to the Safeguarding reviews of the 3 murders that took place over the last 2 years. The learning from these serious case reviews has been disseminated across NYOS and the learning will be embedded into practice.
- 10.4. The above demonstrates that NYOS and its strategic partners commitment to respond to the growing and concerning risks to children, victims, and communities. As previously outlined, the NYOS in partnership with the police have identified more effective ways of monitoring children at risk of Serious Youth Violence who may be involved in exploitative behaviour. This will continue to be a priority in the forthcoming year.
- 10.5. Police, Crime Sentencing and Courts Bill has the potential to reduce the use of remand and custodial sentences but propose to increase the restrictions available in the community with a proposed maximum of 365 days Intensive Supervision and Surveillance program. NYOS welcomes the aim of reducing custodial sentences the additional impact of community sentences needs to be considered. This includes the need to ensure young people on this order have at least 25 hours education a week. Education is an area of continued focus for NYOS and partners. There will also be a requirement for more resource on a 365-day basis to monitor and provide intervention to young people who are eligible for this order. The service review will consider these changes to ensure we can implement the changes.
- 10.6. Over representation – NYOS have implemented the Over representation Protocol in response to our findings of disproportionality of certain groups of young people in the system. To ensure the protocol action plan is successful partners will use this to look at over representation within their own areas of work to ensure a collaborative effort across Northamptonshire is achieved.
- 10.7. Children in Care - NYOS have identified that reoffending rates are high for a small but complex cohort of children who are cared for by Northamptonshire Children's Services, our planned approach to work in collaboration with the Children in Care team will see improvements and prevent further offending. This will include working with Local Care Homes to embed a restorative approach to challenging behaviour.
- 10.8. Health Inequalities of Young People – NYOS has direct access to some public health funding for substance misuse workers. However, an ongoing challenge is access to NHFT and we have identified an increase in the numbers of young people with significant mental health issues which are currently seeking support and unable to access this. There is over presentation of young woman in the criminal justice system with mental health issues. Work has been completed with the Assistant Director in partnership with the Judiciary to ensure a robust process is in place for court directed Hospital Orders.

Risks

Key risks to achieving the improvement priorities:	Action	Success Criteria	Owner
Inability to deliver effective services through budget reductions or partner agencies reduction in commitment.	Develop robust SLAs for future commitment in all priority areas	Resourcing in kind or financial evidence in service delivery.	Head of NYOS
Priority Performance reduction.	Robust performance monitoring		
	Management Board Scrutiny recommendations	Performance improvements	
	Liaise with partners to assist performance Deep dive analysis on casework related performance QA work increased in themed areas	Staff training and development in key areas. Partner agency contribution to performance priorities evidenced in management board minutes.	Head of NYOS
Increase in first time entrants.	Monitor performance and referrals to Out of Court Disposals interventions. Liaise closely with Police colleagues. Report to NYOS Management Board.	Data performance demonstrates successful trajectory	Head of NYOS
Increase in re-offending frequency.	Deep dive analysis of top 15 reoffenders. Profile reoffenders and target training needs. Support partners to understand alternative approaches using RJ Multiagency plans on each YP reoffending to increase intensity of support. Children in Care Focus.	Data performance demonstrates successful trajectory	Head of NYOS

Key risks to achieving the improvement priorities:	Action	Success Criteria	Owner
Access to education, training and employment reduces.	Undertake a full review of the ETE provision in NYOS and partners delivering.	ETE reports to Management Board and data performance demonstrates more detailed analysis to engagement	Head of NYOS
	Partnership working increased with Schools and Colleges. Develop employment opportunities with business links, apprentices and training experiences		
Loss of experienced staff, and subsequent difficulties in recruiting specialists.	Workforce development programme		Head of NYOS
	Culture of kindness, respect and support		
	Use of reflective supervision PADP for all staff yearly and reviewed recruitment and retention focus Review induction processes	Specialist staff retained. Recruitment effective.	

Service improvement plan (Page 14 of the Guidance)

Strategic Priority 1 - Prevent Youth Crime to reduce First Time Entrants

What we aim to achieve	What will we do	Measure of success
Continue to reduce the number of First Time Entrants in Northamptonshire	Develop a Partnership decision-making panel whilst ensuring those in need of help are referred to appropriate services timely.	Reduction in FTE
Partnership awareness of the Youth Justice Plan and NYOS priorities that they all will contribute too.	Develop Communication Plan to share widely. Provide briefing sessions using good practice case examples of multiagency support plans to prevent offending and re-offending	Partnership engagement and feedback
Page 392 continued key focus on disproportionality and racial disparity.	The NYOS Management Board will consider the issue from their individual areas.	Management Board feedback
	Use Partnership data to inform themselves and ensure that the issue is being addressed at all levels both strategically and operationally	Performance data
Improved emotional health and wellbeing providing easy and natural access to services	Strengthen Service Level agreements with Health partners to continue to resource Emotional Health and Wellbeing services within the service and prioritise access.	Young people feedback at end of NYOS involvement in respect of their emotional health and wellbeing measures. Longer term SLA
Speech and Language assessment	S&L assessment completed means that all staff working with the child can be as effective as possible by taking the guidance from the S&L therapist into account when interacting with the child. Further other agencies, such as the police and the Courts, can also be advised as to how to communicate most effectively with the child concerned.	All children open to the service should be screened to a Speech and Language therapist.
Improved participation in education, training, and employment.	NYOS to work with education colleagues to explore how they might complement the offer to schools regarding supporting young people at risk of exclusion to maintain their education within a mainstream setting or suitable alternative and improve attendance.	Maintain positive ETE measures.

What we aim to achieve	What will we do	Measure of success
Analyse FTE and trends in offending.	Expand analysis and Access to QLIK police Data system. To be shared with NYOS and partners to promote understanding and us.	Data analysis readily available to info targets.
Increase and strengthen the participation and voices of our children and families in the NYOS	Implement participation and consultation events with our children and families Include family and young people feedback into the YJS QA/Audit process	Young people's voices to actively impact how we deliver our service. Young People at the management Board as representatives.
To understand and respond to the potentially changing nature of youth crime e.g., criminal exploitation, extremism and radicalisation, child-sexual exploitation and gang associated drug dealing expanding along 'County Lines'.	Develop an Up-stream pilot to address / reduce SYV, FTE ROR, this has been implemented and is the Violence referral scheme (Wellingborough pilot) in place, working with Police to identify early trends in violence / offending and refer to appropriate agencies i.e. PADS.	Service redesign to support capacity to engage those most vulnerable young people.
Reduce those that fast track to custody before any YOT intervention can take place.	We will review Out of Court Disposals (OCD) where a decision for no further action has been applied on more than 2 occasions.	Reduction in FTE and re-offending data performance.
	We will review 'no further actions' undertaken to ensure those children do not have other risks areas meaning the likelihood of re-offending or FTE is not increased.	
	Expand the use of voluntary police interviews with prior notification given to the NYOS. Consider use of Police Bail conditions to engage the services of the PADS team	

Strategic Priority 2 – Reduce re-offending

What we aim to achieve	What will we do	Measure of success
To reduce re-offending by young people in Northamptonshire with a particular focus on the relatively small proportion of young people who commit a disproportionate amount of crime in Northamptonshire.	<p>The Northamptonshire Youth Justice Board will monitor and apply scrutiny (of the partnership endeavour) to reduce re-offending.</p> <p>Present at NRBB and request partners look at collective resources to reduce escalation and frequency of offending.</p> <p>Implementation of the NYOS over-representation plan.</p> <p>Better use of data from Asset+ / Core+</p> <p>Start running the re-offending toolkit.</p>	Reduction in re-offending identified in Data performance trends.
Page 39 develop high quality and evidence-based interventions that contribute to reducing re-offending and maintain the confidence of partner agencies, the courts, and the public.	The youth justice service will review the effectiveness of current 1-1 and group work approaches and interventions to reducing re-offending, particularly those aimed at the most prolifically offending young people, and will develop and re-design accordingly, with a greater focus on how safeguarding and over representation needs (e.g. communication and learning styles) are being met whilst working with Northamptonshire Speech and Language worker. This should involve co-production with young people.	Reduction in re-offending identified in Data performance trends.
Strengthen the relationship with operational policing through CIRV, LCSJB and Trauma informed custody and Northamptonshire task force.	Violence referral scheme (Wellingborough pilot) in place, working with Police to identify early trends in violence / offending and refer to appropriate agencies i.e., PADS.	Reduction in re-offending identified in Data performance trends.

What we aim to achieve	What will we do	Measure of success
Ensure the highest quality though care and resettlement planning are available Working closely with the designated resettlement leads and relevant social workers (and do this earlier in the child's plan).	<p>Revised approach to Custody and improve resettlement process including embedding new policy and procedures</p> <p>Promote constructive alternatives to Custody</p> <p>Amend risk panel process to include Risk of re-offending thereby introducing a multi-agency approach</p> <p>Alternative to Custody Panels introduced</p> <p>The youth justice service and the National Probation Service will continue to jointly manage cases in transition ensuring consistency in delivery, relationships, and minimising transfers.</p>	<p>Resettlement quality assurance theme will evidence success of the resettlement protocol.</p> <p>All young people will have resettlement plans at the point of entry of custody which will form part of their resettlement plan.</p> <p>Accommodation will be used to determine success of resettlement planning</p>

Strategic Priority 3 – Protect the public from harm decrease in serious Violence

What we aim to achieve	What will we do	Measure of success
To ensure that children and young people who pose a risk of harm to others are appropriately assessed and effectively supervised to promote a reduction in that risk.	Maintain an accurate NYOS risk register that details all those young people known to the service deemed to present a high risk of harm to others. Strong management oversight of the register will be undertaken through the NYOS risk panel	
	Develop data analysis around violence reduction and re-offending	Reduction in serious violence incidents reported.
To recognise that serious harmful behaviour to others is often a symptom of significant distress and vulnerability, which needs to be addressed through a safeguarding approach for that risk to reduce.	Embed Violence referral scheme (Wellingborough pilot) in place, working with Police to identify early trends in violence / offending and refer to appropriate agencies i.e. PADS.	Reduction of offences related to serious violence
	Undertake Rapid Learning Reviews on previous serious incidents in relation to knife crime and gang related activity.	
To minimise the potential for a 'transition gap' between youth and adult services where risk of harm to others is relevant.	Make appropriate referrals to safeguard self and others.	
	Quality assurance framework we will ensure that practice in relation to risk of harm to others is robust and meets the expected standards of HMIP	Appropriate onward referrals made to safeguarding services.
	We will seek to improve the early identification of and response to safeguarding issues associated with young people who have offended or come to the notice of the police and children's services as potential victims by improving links between the Children's Services, the Adolescent Service, MASH and NYOS Police and partnership panel.	
	The youth justice service and the National Probation Service will continue to jointly manage cases in transition ensuring consistency in delivery, relationships, and minimising transfers	Seamless protocol for case transfers in place.

What we aim to achieve	What will we do	Measure of success
Ensure that the risks are understood and employed within the Multi-Agency Public Protection Arrangements (MAPPA).	Implement the MAPPA protocol.	Workforce development feedback
Protect the public from harm decrease in serious violence.	Deliver a multi-agency audit programme (creating a critical friend in quality assurance).	
	Provide support and co-ordinate events with Knife Angel touring Northampton Knife Crime Workshops as part of the Knife Angel Campaign.	Learning events delivered to workforce and partners.

11. Evidence-based Practice and Innovation (Page 15 of the Guidance)

- 11.1. NYOS have introduced a monthly development day which centres on a particular area that has been identified for improvement through quality assurance processes and results from mock inspections these are:

2022	Development item
Jan	Enforcement and Engagement.
Feb	Resettlement/ custody/ YJAF
March	Assessment and Intervention planning
May	Exploitation, gangs and countylines
June	Report writing, formal meeting prep and case presentation
July	Prevention and Diversion
Aug	Trauma and ACEs
Sept	ETE
Oct	SMU
Nov	RJ + Victims
Dec	Health, emotional wellbeing and mental health

- 11.2. NYOS have further enhanced this by ensuring all staff have been trained in Aim 3 training, motivational interviewing, unconscious bias, cultural identity and trauma informed practice as well as Signs of Safety.
- 11.3. Our priority for the coming year is to review Referral order panel training. The development days will continue for 2022, specifically working with victims, training for communication passports as part of speech and language development, ongoing training of Mind of my Own application as well as individualised training plans for staff progression. In the next year we also will ensure that the collation of our current Staff survey is fully analysed and changes or processes adapted if need be.
- 11.4. Aim 3 supervision has been introduced with a focus of development of staff skills. NYOS will continue with more staff training in relation to culture, over representation and approaching conversations around diversity.

- 11.5. The NYOS Management Board have experienced a change in membership including the introduction of a new Chair of the Board. In response to this and the introduction of the YJB guidance for management boards to ensure that Youth justice management boards and partnerships prioritise Child First, trauma informed principles and other child focused approaches are embedded strategically and operationally, NYOS will be reviewing and implementing a new Terms of Reference and Induction pack for new members. To support this the Chair of the Board has commissioned development Board training for current members from the YJB regional representative. In the next year the Board will be engaging in task and finish groups that drive the priorities of NYOS. Through the improvements made, Board Members will drive forward the priorities of the plan in to their relevant areas. NYOS are also committed to having Children/ young people represented on the board to ensure their voices and experiences are heard and understood.

Areas of innovation

- 11.6. NYOS are an incredibly innovative and creative service. Areas we are particularly proud of and have been recognised as good practice are:
- Alternative to Custody Panel [ACP]
Introduced in 2021 the YOS Manager chairs a multi-agency group, reporting to the YOS Partnership Board, which works to ensure that as few young people as possible are detained in custody and to limit the duration of youth custody detentions. We know that our concordance rate between PSR proposal and court outcome is above 60%, we are hoping to improve upon this during 2022 and ACPs are part of the solution.
 - Northamptonshire Youth Order Review Panel
Northamptonshire Youth Offending Service (NYOS) and the Northamptonshire Youth Panel have been operating out-of-court reviews of Youth Rehabilitation Orders (YROs). Magistrates are invited to attend reviews at the NYOS office, along with the children, their parents or carers, and any professionals with a significant role to play in the management of the child's order. The meetings are chaired by NYOS front line managers and, whilst being conducted in an informal and child-friendly manner, they are held to account in the style that is most accessible to the child. The meetings review progress against the interventions that were proposed to the original sentencing Court in the Pre-Sentence Report. A report on the impact and the effectiveness of these panels is currently being undertaken by the Ministry of Justice at the request of the Minister of Justice. At this time we have not received the report.
 - Rose of Northamptonshire
In January 2021 this culminated in the YOS winning the Rose of Northamptonshire Award for 'dedication and continued hard work to keep visiting young people who are vulnerable to offending, at risk of hidden harm and criminalisation during COV-19'. We are proud of this achievement awarded to us by the Lord-Lieutenant of Northamptonshire.
 - Resettlement
Based on our post court Inspection results (2021) we have re-visited our resettlement policy with best practice and an evidence base in mind. There was a need for improvement where we place the young person at the centre of the process and aim for seamless planning. The new policy has 5 core principles.
 1. Constructive – discussions about and planning for resettlement are useful and intended to be helpful to the child and their parents/carers with a focus on their future.
 2. Co-created – plans produced from collaboration with the child, their parents/carers, and their network.
 3. Customised – a bespoke plan made with the child and their family/carers.
 4. Consistent – the continuous planning for resettlement that starts immediately and continues throughout the duration of custody.
 5. Co-ordinated – working in partnership with the network, parents/carers, and the child.
- 11.7. NYOS has invested in the process, allocating resettlement leads to each YP in custody. We have also developed a Resettlement tracking tool which will ensure we are meeting the young person's needs and have relevant provision against each of the pathways. The new model went live in January 2022 and has been successfully rolled out across the YOS.

Going forward NYOS are committed to:

- The roll out of the Serious Youth Violence pilot
- Implementation of a multi-agency triage for pre court referrals
- Refinement of the NYOS Education offer
- Creating a team that meets the needs of the young people's offending and complex profiles ensuring access to more resource at the frontline of the service.
- In Partnership with Public Health we will carry out a Holistic Health needs assessment: specifically looking at the physical and mental/emotional health of young people known to NYOS.

Looking forward (Page 15 of the Guidance)

11.8. On the 24th of February the Youth Justice Board wrote to the Chair of the Board, Head of Service and Assistant Director to inform us Northamptonshire has been designated a YJB Stage One Priority service due to concerns relating to key performance data, levels of over-represented children and increases in serious violence. YJB Stage One Priority status is one of diagnostics and light touch engagement to consider, brokering support where appropriate. In response we have focused our Service improvement plan on the areas highlighted by the YJB.

11.9. NYOS YJB plan specifically covers the YJB priority one areas [see priorities below]

Strategic Priority 1 - Reduce the number of First Time Entrants into the Criminal justice system

11.10. Crime and Disorder Act s.37: (1) It shall be the principal aim of the youth justice system to prevent offending by children and young person's, intervening earlier to address risk and vulnerability factors and build upon strengths, prevents young people identified as at risk of offending from going on to become established offenders thereby improving their life chances and reducing the harm caused to others. The factors associated with persistent offending can be recognised and addressed before they lead to patterns of behaviour which will be harmful for the young person and others. To be effective in this area, we need to apply a whole system approach to ensure those at risk receive support at the earliest opportunity. For the youth justice partnership service, we need to identify and intervene earlier with those young people whose vulnerability and safeguarding risks are identified through highly effective Out of Court Disposals processes.

Strategic Priority 2 – Reduce re-offending

11.11. Reducing re-offending is one of three national indicators for youth justice and the number one priority for the national Youth Justice Board Reducing re-offending by young people can significantly improve their life course outcomes. Breaking the cycle of re-offending, particularly where this offending has become prolific and contributes to a disproportionate amount of total youth crime, means that our communities will be safer and there will be fewer victims of crime. The savings from reduced reoffending and the need for formal, acute youth justice intervention also enables a shift of resource towards prevention of offending.

Strategic Priority 3 – Protect the public from harm decrease in serious Violence

11.12. It is the first responsibility of all criminal justice agencies to protect the public. Effective risk assessment and management practices that seek to protect the public from harm and reduce the impact of offending on the local community are crucial in meeting this priority and are more likely to be achieved through an integrated, multi-agency partnership approach. There are relatively few young people in Northamptonshire whose offending presents a significant risk of serious harm to the public but where this is present management of the risk must be prioritised.

12. Sign off, Submission and Approval (Page 16 of the Guidance)

Chair of YJS Board -
AnnMarie Dodds

Signature

Date

13. Appendices

Appendix 1 – Voice of The Child

Questionnaires Overview When and Who?

Month	QTY of Q's
Mar-21	8
Apr-21	8
May-21	3
Jun-21	2
Jul-21	7
Aug-21	1
Sep-21	7
Oct-21	6
Nov-21	2
Dec-21	6
Jan-22	5
Feb-22	7
Mar-22	7
Grand Total	69

Age bracket	No of YP
10-12	3
13-15	33
16+	32
not completed	1
Grand Total	69

Gender	No of YP
Male	48
Female	21
Grand Total	69

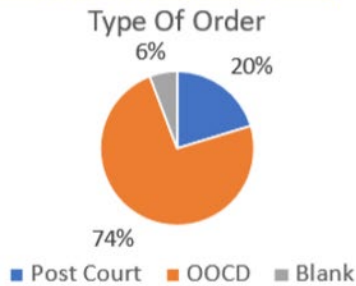
Ethnicity	No of YP
Black	3
Mixed	4
Other	2
White	58
(blank)	2
Grand Total	69



Page 397

Outcomes, where I Live, Social Care Involvement?

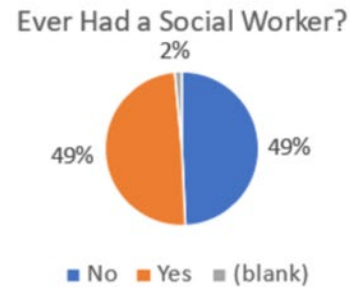
Order Type	No of YP
CIRV	6
CRD	21
Outcome 22	1
Referral Order	11
YC	10
YCC	13
YRO	3
(blank)	4
Grand Total	69



Where do I live?	No of YP
In a children/young peoples home	6
On my Own	1
Somewhere else	2
Somewhere Else -SGO	1
Grandparents	1
With a carer	5
With a parent	54
Grand Total	69



Ever had a Social Worker?	No of YP
No	34
Yes	34
(blank)	1
Grand Total	69

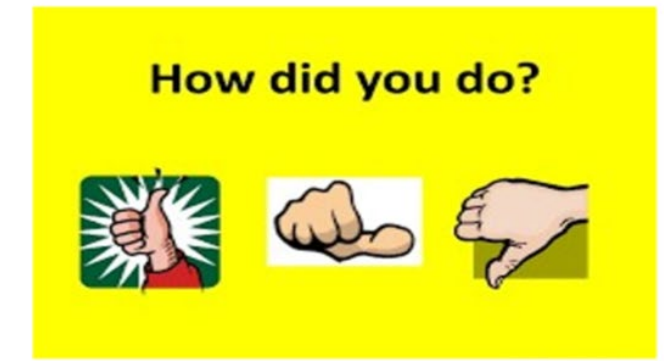


Case Manager Feedback

My Case Worker was.....	No of YP
Mostly Supportive	4
Totally	1
Very Supportive	57
(blank)	7
Grand Total	69

Do you feel case manager did what they said they would?	No of YP
Quite a bit	16
Totally	52
(blank)	1
Grand Total	69

1-10 rating for case manager	No of YP
1	1
6	1
7	2
8	15
8.5	1
9	3
10	35
no score indicated	1
(blank)	10
Grand Total	69



YOS Performance

Do you feel working with the YOS has helped you?	No of YP
Only a Little	3
Quite a bit	21
Somewhat	9
Totally	35
(blank)	1
Grand Total	69

Have you committed any further offences since working with the yos?	No of YP
No	59
Yes	7
(blank)	3
Grand Total	69



Other Staff



Any other workers you wish to comment on?	No of YP
No	46
no comment	1
Yes	13
(blank)	9
Grand Total	69

Feedback about other workers
Adolescent team
Debbie Gave me the information I needed about cannabis
Karen-supported me with my assessments
Cherly- only spoke to her once but haven't heard anything else from her
Gary who I had as a case manager before. I liked him as well, can't really say why but I person. (Gary Sykes)
Good at his job (no name)
Karen helped me get into college she was helpful too
Matt helped a lot as he discussed things
My mum though the police officer that delivered the YCC was very professional and he he was talking about (Richard Bathe)
Panel was really good and supportive and worker. They listen and understand and praise encourage me to do good.
Really pleased worked with Chris and the YOS football team, would like to continue the
Rhian was nice and very quiet
Sally she was soundthe most helpful
Doreen- she was funnylike her but order wouldn't have neded as well as I wans't rea
Deb- I remember telling her I would never work with her, she caught me on a bad d
Seeing things from a different view, having discussions rather than just being told. Bei on a level rather than being treated like a criminal
Wilky Alright, helpful

Page 398

Do you still need help?

Do you still need help with anything?	No of YP
No	51
no comment	1
Yes	10
(blank)	7
Grand Total	69

If you said you still need help with something what is it?
Accomodation
ADHD and Anger
Anger
Help with anger and how I express
I didn't get to do my Tik Tok due to covid! Seriously, I worry that I don't have the same supp me and the ongoing stuff with the police
Its more want than need, but I want someone to talk to help with my emotions when I feel mental health
Sexual heath support Rise accepted but not had any contact from them yet want to keep Rachael longer as she got us all this support
Would still like the support from CAHMS



Name one good thing about YOS.....

Asked the right questions and put them in a way I understand effort levels case manager had similar experiences so knew about it
 BECOMING A BETTER PERSON AND LEARNING NEW THINGS TO NOT MAKE THE SAME MISTAKES AGAIN being very supportive and helping realise the effect of the crime
 can handle situations better Changed how I make decisions, stay out of trouble Didn't get on my nerves
 didn't do it by choice, did learn though It was nice to have someone to talk to who understands me
 Good that they are willing to help- I do have friends that think selling drugs is the only option they have Gets me out of trouble
 I think about whether I am going to get in trouble or not I never felt judged and it didn't even feel like work as I enjoyed it Helpful
 I liked working with my case manager Home visits having Nic as a worker/helper It does actually help people
 Helped explain things in a way I understand, especially w ith knives and fighting HELPED WITH LOTS INCLUDING EDUCATION Helped me with a lot
 Helping me not to get into trouble with the police friendly case manager it was good to have someone to talk to
 Nice and helpful Open conversations nothing good about the service It helps and its not that boring
 MY CASE MANAGER IS REALLY NICE It was fun Mental health Keep me happy Taught me to think before I do something
 Reminded to think before doing something support from Rachael speaking to talk to someone
 Speaking to Police Officer was helpful in changing my mind about the police really helped me turn my life around
 Rachael - she always listened to me and spoken to me and believed in me Talking about my anger the people are nice
 Put me off committing offences Supportive and positive THE HELP IT PROVIDES she followed things up Someone to talk to
 We went for a walk to talk away from parents NO COMMENT I DON'T KNOW they helped me with my understanding
 Understanding YOT Worker they was very helpful and helped me to understand situations and what to do in the future
 This improves you as a person They have helped me with a lot They never gave up on me They're Nice
 The workers I don't really know They are nice very nice person You learn things Very Supportive

Name one thing you would change about YOS...

Some of the workers but not Chelsy she needs a pay rise can't think of any to have them longer
 being able to see my case manager more
 Reparation no comment (x2) How long it was! Early appointments
 Don't know, possibly nothing talking about myself
 having to go back to court if I breach have my order longer
 Not sure Less appointments I don't know
 I Don't Know (x3) the time limit they have
 Genuinely nothing Nothing (x22) not taking up my time
 there isnt anything if police force had communicated better after the arrest
 Don't know (x3) NO Not change case manager all the time
 cant think of anything having to do it May be that the visits were virtual
 Would tell me not to do things, that I didn't know were bad
 keep Rachael longer Did not physically meet my case manager It doesnt need to be more or anything less than it is



Appendix 2 - Addressing Over Representation Plan 2022-2023

[Document - Click here](#)

Appendix 3 - Management Board

Management Board Members

(Chair) Director of Children's Services, North Northamptonshire Council

Assistant Director, Northamptonshire Children's Trust, Children & Family Support & Youth Offending Service

Chief Executive, Northamptonshire Children's Trust

Head of Service, Northamptonshire Youth Offending Service

Non-Executive Director, (Northamptonshire Children's Trust) Board Member

Area Manager, Northamptonshire Youth Offending Service

Senior Performance & Systems Analyst, Northamptonshire Youth Offending Service

Director of Children's Services, West Northamptonshire Council, Children, Families & Education

Councillor, Lead Member for Children's Services, West Northamptonshire Council

Councillor, Lead Member for Children's Services, North Northamptonshire Council

Head of Innovation and Engagement (Midlands), Youth Justice Board

Public Health Principals, North & West Northamptonshire Council

Director for Early Intervention, Office of Northamptonshire Police, Fire & Crime Commissioner

Prevention and Intervention Superintendent, Northamptonshire Police

Strategic Delivery Manager, Northamptonshire Police

Deputy Chair of County Youth Panel, Northamptonshire Magistracy

Head of Service, Northamptonshire Probation Delivery Unit, East of England Probation Service

Assistant Director, Criminal Justice Mental Health, Northamptonshire Healthcare NHS Foundation Trust

Assistant Director, Children & Young People, Northamptonshire Healthcare NHS Foundation Trust

Interim Head of Community Safety West Northants Vicky Rockall

Head of Specialist Children's Services, Northamptonshire Healthcare NHS Foundation Trust

Service Manager for Youth Offending Services Northamptonshire Healthcare NHS Foundation Trust

Appendix 4 – Attendance Register

2021 / 2022 YOS Management Board Meetings Register of Attendance / Apologies

Name of Board Member	Meeting	Attended / Apologies	Meeting	Attended / Apologies	Meeting	Attended / Apologies	Meeting	Attended / Apologies	Meeting	Attended / Apologies	Meeting	Attended / Apologies
AnnMarie Dodds (Chair) Director of Children's Services, North Northamptonshire Council	21/04/2021	Not Chair of Board on 21/04/21	04/08/2021	Not Chair of Board on 04/08/21	03/11/2021	Not Chair of Board on 03/11/21	07/12/2021 ExtraOrdry	Not Chair of Board on 07/12/21	24/02/2022	Tentative due to Full Council Meeting	05/04/2022 Extraordinary	Attended
Cathi Hadley (Chair) Director of Children's Services, North Northamptonshire Council	21/04/2021	Attended as Chair	04/08/2021	Attended	03/11/2021	Apologies	07/12/2021 ExtraOrdry	Attended	24/02/2022	No Longer Attends	05/04/2022 ExtraOrdry	No Longer Attends
Debbie Lloyd, (Chair / Member), Assistant Director, NCT Children & Family Support & Youth Offending Service	21/04/2021	Attended as Member	04/08/2021	Attended as Member	03/11/2021	Attended as Chair	07/12/2021 ExtraOrdry	Attended as Member	24/02/2022	Attended as Chair	05/04/2022 ExtraOrdry	Attended as Member
Carolyn Sanders (Minutes) (NCT)	21/04/2021	Attended	04/08/2021	Attended	03/11/2021	Attended	07/12/2021 ExtraOrdry	Apologies	24/02/2022	Attended	05/04/2022 ExtraOrdry	Attended
Diana Beldeanu (Minutes) (NCT)	21/04/2021	Apologies	04/08/2021	Apologies	03/11/2021	Apologies	07/12/2021 ExtraOrdry	Attended	24/02/2022	No Longer Attends	05/04/2022 ExtraOrdry	No Longer Attends
Odudu Mohiddin, Public Health Principal, North Northamptonshire Council	21/04/2021	Not a member on 21/04/21	04/08/2021	Not a member on 04/08/21	03/11/2021	Apologies	07/12/2021 ExtraOrdry	Attended	24/02/2022	Apologies	05/04/2022 ExtraOrdry	Attended
Adam Smith, Assistant Director, Criminal Justice Mental Health, NHFT	21/04/2021	Apologies	04/08/2021	Apologies	03/11/2021	Attended	07/12/2021 ExtraOrdry	Apologies	24/02/2022	Apologies	05/04/2022 ExtraOrdry	Apologies
Amanda Robinson, Deputy Chair of County Youth Panel, Northamptonshire Magistracy	21/04/2021	Not a member on 21/04/21	04/08/2021	Not a member on 04/08/21	03/11/2021	Not a member on 03/11/21	07/12/2021 ExtraOrdry	Not a member on 07/12/21	24/02/2022	Attended	05/04/2022 ExtraOrdry	Attended
Barbara Kewn, North Northamptonshire Council	21/04/2021	Not a member on 21/04/21	04/08/2021	Not a member on 04/08/21	03/11/2021	Apologies	07/12/2021 ExtraOrdry	Apologies	24/02/2022	Apologies	05/04/2022 ExtraOrdry	Apologies
Chris Kiernan, Interim DCS, WNC, Children, Families & Education	21/04/2021	Not a member on 21/04/21	04/08/2021	Not a member on 04/08/21	03/11/2021	Not a member on 03/11/21	07/12/2021 ExtraOrdry	Not a member on 07/12/21	24/02/2022	Attended	05/04/2022 ExtraOrdry	Apologies
Claire Gibson, Head of Specialist Children's Services, NHFT	21/04/2021	Apologies	04/08/2021	Apologies	03/11/2021	Apologies	07/12/2021 ExtraOrdry	Apologies	24/02/2022	Attended	05/04/2022 ExtraOrdry	Attended
Claire O'Keeffe, Head of Service, Youth Offending Service	21/04/2021	Attended	04/08/2021	Attended	03/11/2021	Attended	07/12/2021 ExtraOrdry	Attended	24/02/2022	Attended	05/04/2022 ExtraOrdry	Attended
Cllr Fiona Baker, Lead Member for Children's Services, West Northamptonshire Council	21/04/2021	Attended	04/08/2021	Apologies	03/11/2021	Attended	07/12/2021 ExtraOrdry	Attended	24/02/2022	Attended	05/04/2022 ExtraOrdry	Attended
Cllr Scott Edwards, Lead Member for Children's Services, North Northamptonshire Council	21/04/2021	Not a member on 21/04/21	04/08/2021	Not a member on 04/08/21	03/11/2021	Attended	07/12/2021 ExtraOrdry	Apologies	24/02/2022	Apologies	05/04/2022 ExtraOrdry	Attended
Colin Cross, NCT Board Member	21/04/2021	Not a member on 21/04/21	04/08/2021	Not a member on 04/08/21	03/11/2021	Not a member on 03/11/21	07/12/2021 ExtraOrdry	Not a member on 07/12/21	24/02/2022	Apologies	05/04/2022 ExtraOrdry	Apologies

2021 / 2022 YOS Management Board Meetings Register of Attendance / Apologies

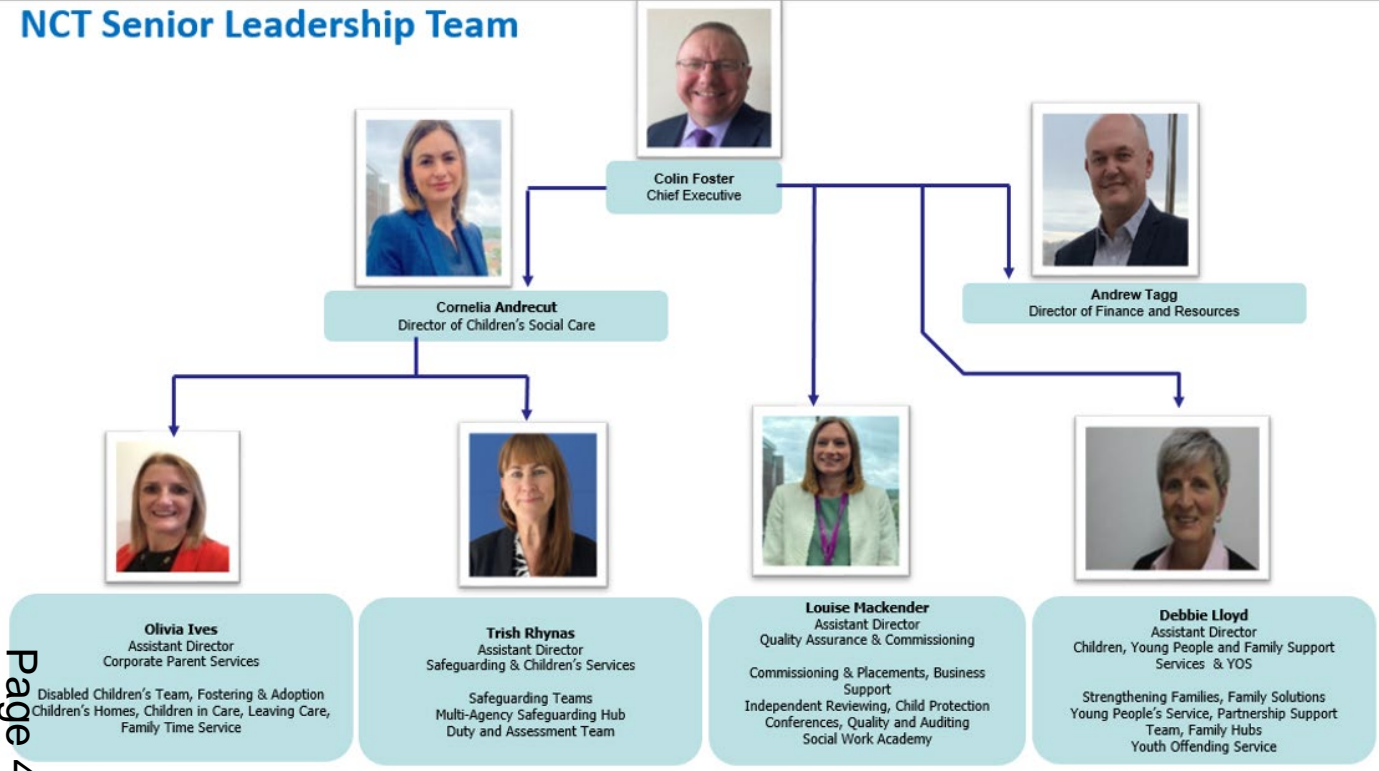
Colin Foster, Chief Executive, NCT	21/04/2021	Not a member on 21/04/21	04/08/2021	Apologies	03/11/2021	Apologies	07/12/2021 ExtraOrdry	Apologies	24/02/2022	Apologies	05/04/2022 ExtraOrdry	Apologies
Daniel Knight, Senior Performance & Systems Analyst, Youth Offending Service	21/04/2021	Apologies	04/08/2021	Attended	03/11/2021	Apologies	07/12/2021 ExtraOrdry	Apologies	24/02/2022	Attended	05/04/2022 ExtraOrdry	Apologies
Danielle Mill (representing Kate North, Probation Service)	21/04/2021	Not a member on 21/04/21	04/08/2021	Not a member on 04/08/21	03/11/2021	Attended	07/12/2021 ExtraOrdry	Apologies	24/02/2022	Apologies	05/04/2022 ExtraOrdry	Apologies
Dave Lawson, Supt, Northamptonshire Police	21/04/2021	Attended	04/08/2021	Attended	03/11/2021	Apologies	07/12/2021 ExtraOrdry	No Longer Attends	24/02/2022	No Longer Attends	05/04/2022 ExtraOrdry	No Longer Attends
Douglas Charlton, Head of Northamptonshire Local Delivery Unit, National Probation Service (Southeast and Eastern Division)	21/04/2021	Apologies	04/08/2021	No Longer Attends	03/11/2021	No Longer Attends	07/12/2021 ExtraOrdry	No Longer Attends	24/02/2022	No Longer Attends	05/04/2022 ExtraOrdry	No Longer Attends
John Baker, Chair of County Youth Panel, Northamptonshire Magistracy	21/04/2021	Attended	04/08/2021	Attended	03/11/2021	Attended	07/12/2021 ExtraOrdry	Attended	24/02/2022	Attended	05/04/2022 ExtraOrdry	No Longer Attends
Kate North, Head of Service, Northamptonshire PDU, East of England Probation Service	21/04/2021	Attended	04/08/2021	Apologies	03/11/2021	Apologies	07/12/2021 ExtraOrdry	Attended	24/02/2022	Apologies	05/04/2022 ExtraOrdry	Attended
Leanne Tomlinson, Area Manager, Youth Offending Service	21/04/2021	Apologies	04/08/2021	Apologies	03/11/2021	Attended	07/12/2021 ExtraOrdry	Apologies	24/02/2022	Attended	05/04/2022 ExtraOrdry	Attended
Lisa Griffiths, Named Nurse for Children in Care, Service Manager for YOS NHFT	21/04/2021	Not a member on 21/04/21	04/08/2021	Attended	03/11/2021	Attended	07/12/2021 ExtraOrdry	Apologies	24/02/2022	Attended	05/04/2022 ExtraOrdry	Apologies
Mamps Gill, Head of Innovation and Engagement (Midlands), Youth Justice Board	21/04/2021	Not a member on 21/04/21	04/08/2021	Not a member on 04/08/21	03/11/2021	Not a member on 03/11/21	07/12/2021 ExtraOrdry	Not a member on 07/12/21	24/02/2022	Attended	05/04/2022 ExtraOrdry	Attended
Marie Peden, Deputy Director, Beds, Northants, Cambs & Herts Community, Rehab Co Ltd, (Bench CRC)	21/04/2021	Apologies	04/08/2021	No Longer Attends	03/11/2021	No Longer Attends	07/12/2021 ExtraOrdry	No Longer Attends	24/02/2022	No Longer Attends	05/04/2022 ExtraOrdry	No Longer Attends
Mark Johnstone, Area Manager, Youth Offending Service	21/04/2021	Attended	04/08/2021	Attended	03/11/2021	Attended	07/12/2021 ExtraOrdry	Apologies	24/02/2022	Attended	05/04/2022 ExtraOrdry	Apologies
Nicci Marzec, Director for Early Intervention, Office of Northamptonshire Police & Crime Commissioner	21/04/2021	Attended	04/08/2021	Attended	03/11/2021	Attended	07/12/2021 ExtraOrdry	Attended	24/02/2022	Attended	05/04/2022 ExtraOrdry	Apologies
Patsy Richards, Public Health Principal, North & West Northamptonshire Council	21/04/2021	Apologies	04/08/2021	Attended	03/11/2021	Apologies	07/12/2021 ExtraOrdry	Attended	24/02/2022	Attended	05/04/2022 ExtraOrdry	Apologies
Rachel Hicklin, NHFT	21/04/2021	Apologies	04/08/2021	Apologies	03/11/2021	No Longer Attends	07/12/2021 ExtraOrdry	No Longer Attends	24/02/2022	No Longer Attends	05/04/2022 ExtraOrdry	No Longer Attends
Sarah Johnson, Prevention and Intervention Superintendent, Northamptonshire Police	21/04/2021	Not a member on 21/04/21	04/08/2021	Not a member on 04/08/21	03/11/2021	Not a member on 03/11/21	07/12/2021 ExtraOrdry	Not a member on 07/12/21	24/02/2022	Not a member on 24/02/22	05/04/2022 ExtraOrdry	Attended

2021 / 2022 YOS Management Board Meetings Register of Attendance / Apologies

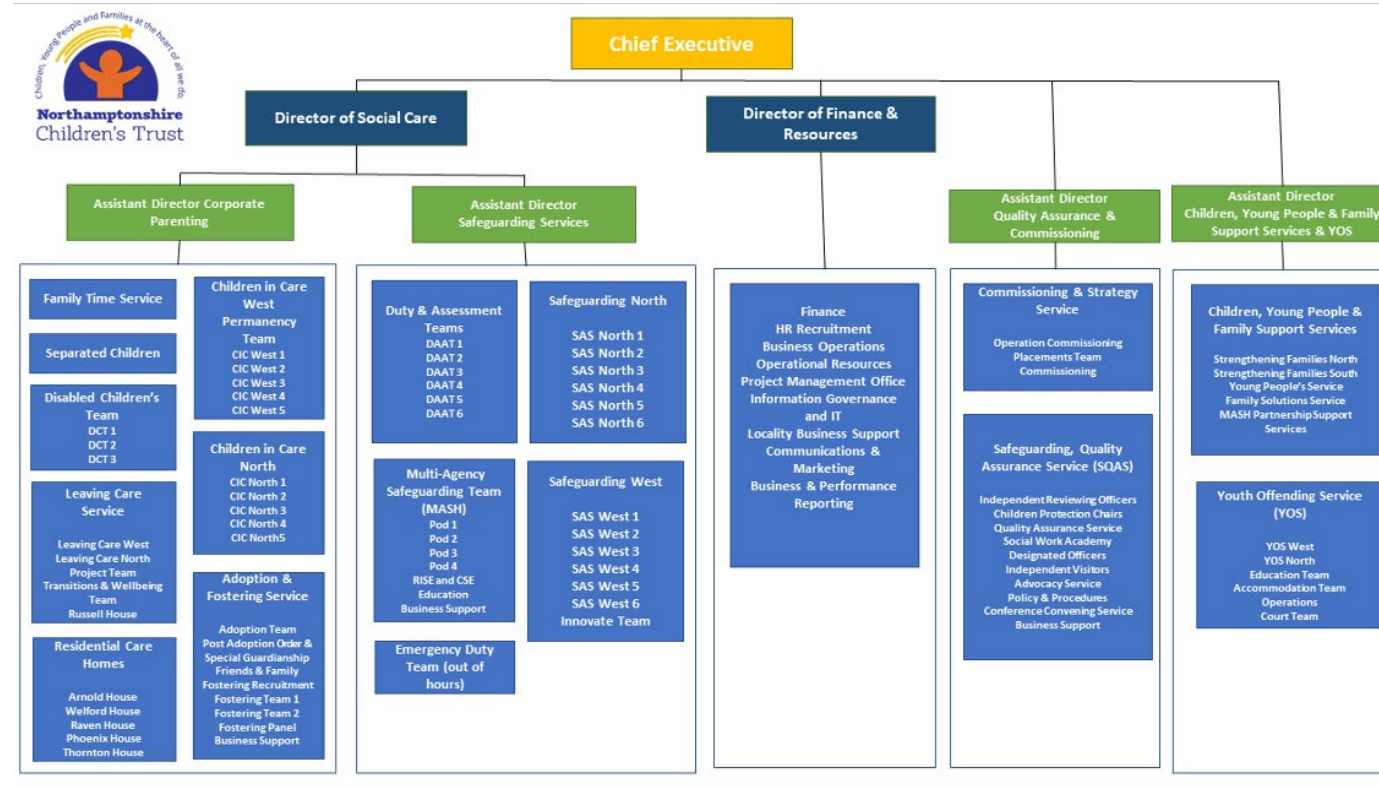
Sean Scannell, Strategic Delivery Manager, Northamptonshire Police	21/04/2021	Apologies	04/08/2021	Apologies	03/11/2021	Attended	07/12/2021 ExtraOrdry	Attended	24/02/2022	Attended	05/04/2022 ExtraOrdry	Attended
Sharon Robson, Assistant Director, Children & Young People, NHFT	21/04/2021	Attended	04/08/2021	Attended	03/11/2021	Apologies	07/12/2021 ExtraOrdry	Attended	24/02/2022	Apologies	05/04/2022 ExtraOrdry	Apologies

Appendix 5 – Service Structure Charts

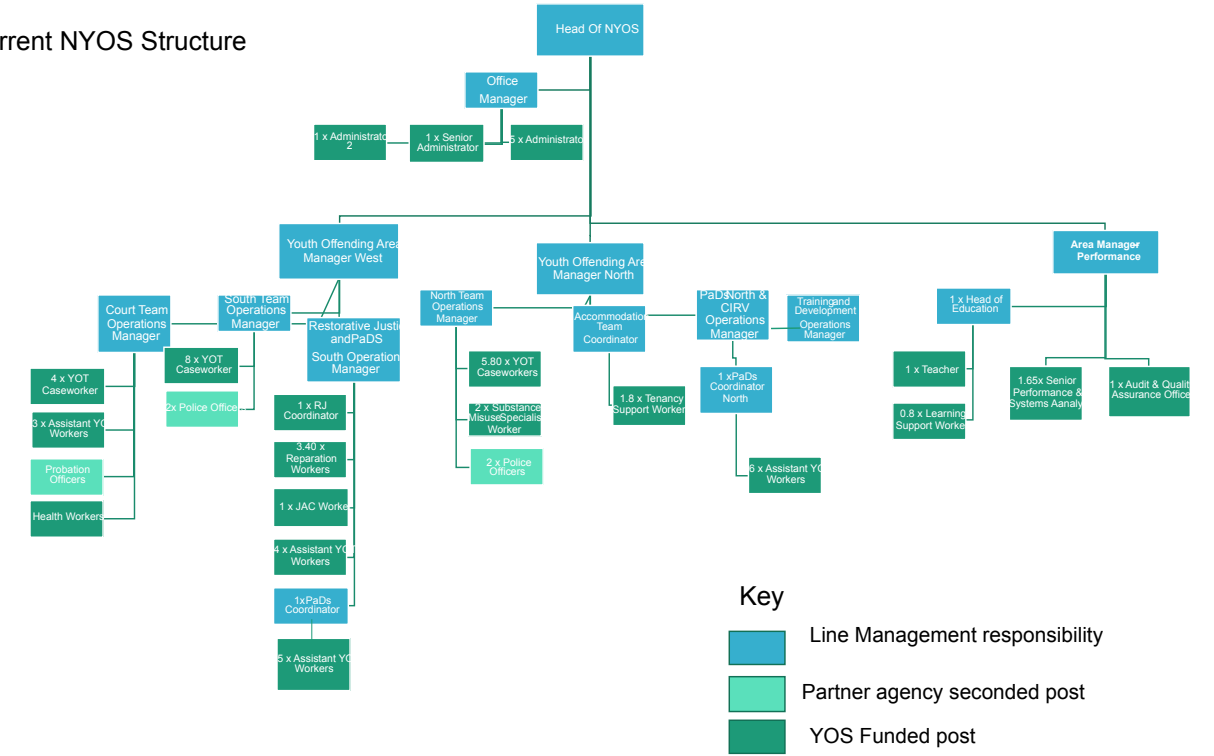
NCT Senior Leadership Team



Page 403



Current NYOS Structure



Key

- Line Management responsibility
- Partner agency seconded post
- YOS Funded post

Appendix 6 - Northamptonshire Record of Ethnicity & Preferred Gender of Staff

Ethnicity/ Gender	Managers Strategic managers		Operational managers		Practitioners		Administrative		Student		Volunteers		Total	
	F	M	F	M	F	M	F	M	F	M	F	M	F	M
Gender														
Asian					3	1							3	1
White	2		3	2	7	12	3	1	1		10	5	25	15
Black					3						1	1	4	1
Mixed					2	1							2	1
Other	2				2	2							2	2
Not Known														
													36	20

Page 4 of 4

Appendix 7 – Post Court Mock Inspection Action Plan

August 2021 Post Court Mock Inspection Action Plan			
Ref:	Areas Requiring Improvement	Actions	June 2022 Update
1)	For Custody / Resettlement cases only: Is there sufficient planning and provision from custody to community with accommodation and ETE?	Review and revise Resettlement policy (priority area). Development of a specialist / lead role and Ops Manager to support allocated case managers for all Resettlement work.	A revised Resettlement policy (constructive resettlement) was introduced January 2022. Training to all staff has been delivered. Lead role introduced January 2022.
2)	Implementation and Delivery: Does the implementation and delivery of services sufficiently support the safety of other people?	Ensure services are utilised and referenced when implemented and delivered. Review staffing levels around victim's work.	Referral routes for Substance misuse services have been revised and communicated across the NYOS. Processes and management oversight has been re-visited for the ETE Blueprint. NYOS is working closely with NHFT colleagues to develop an integrated approach for our young people. A new victim worker is being actively recruited.
3)	Reviewing: Does reviewing focus sufficiently on keeping the young person safe?	Record clearly on Core+. Ensure CSE/Gang/self-assessment is reviewed at timely intervals (not just at change of circumstances). To review and revise CSE/Gang screening tool. Consider training options.	A new exploitation screening tool has been piloted within the NYOS and is now being rolled out. A 12-month training / development package for all staff is in place to upskill practitioners with a focus on trauma, ACE's, exploitation, disproportionality, and better engagement.

August 2021 Post Court Mock Inspection Action Plan

Ref:	Areas Requiring Improvement	Actions	June 2022 Update
4)	Reviewing: Does reviewing focus sufficiently on keeping other people safe?	Ensure CSE/Gang screening is reviewed at timely intervals (not just at change of circumstances). Strategic work with Police to enhance risk assessment. Consider training options.	As part of the training package we have included compliance and enforcement. We have also revised our intervention planning process to be more child friendly to ensure young people understand their commitments, possible consequences, and goals. NYOS are working with Police to enhance our risk assessments and promote timely intervention with QLIK software. Data exchanges are taking place.
5)	Oversight: Was there effective management oversight of case work?	Ensure management conversations are recorded on Core+ in a timely manner, including supervision sessions. Auditing changes will ensure support is more focussed.	We have made changes to our supervision and auditing processes i.e. a more targeted approach. This enables qualitative analysis and better feedback.

Appendix 8 - Common Youth Justice Terms

ACE	Adverse childhood experience. Events in the child's life that can have negative, long-lasting impact on the child's health, and life choices
AIM 2 and 3	Assessment, intervention and moving on, an assessment tool and framework for children who have instigated harmful sexual behaviour
ASB	Anti-social behaviour
AssetPlus	Assessment tool to be used for children who have been involved in offending behaviour
CAMHS	Child and adolescent mental health services
CCE	Child Criminal exploitation, where a child is forced, through threats of violence, or manipulated to take part in criminal activity
Children	We define a child as anyone who has not yet reached their 18th birthday. This is in line with the United Nations Convention on the Rights of the Child and civil legislation in England and Wales. The fact that a child has reached 16 years of age, is living independently or is in further education, is a member of the armed forces, is in hospital or in custody in the secure estate, does not change their status or entitlements to services or protection.
Child First	A system wide approach to working with children in the youth justice system. There are four tenants to this approach, it should be: developmentally informed, strength based, promote participation, and encourage diversion
Child looked-after	Child Looked After, where a child is looked after by the local authority
CME	Child Missing Education
Constructive resettlement	The principle of encouraging and supporting a child's positive identity development from pro-offending to pro-social
Contextual safeguarding	An approach to safeguarding children which considers the wider community and peer influences on a child's safety
Community resolution	Community resolution, an informal disposal, administered by the police, for low level offending where there has been an admission of guilt
EHCP	Education and health care plan, a plan outlining the education, health and social care needs of a child with additional needs
ETE	Education, training or employment

EHE	Electively home educated, children who are formally recorded as being educated at home and do not attend school
EOTAS	Education other than at school, children who receive their education away from a mainstream school setting
FTE	First Time Entrant. A child who receives a statutory criminal justice outcome for the first time (youth caution, youth conditional caution, or court disposal)
HMIP	Her Majesty Inspectorate of Probation. An independent arms-length body who inspect Youth Justice services and probation services
HSB	Harmful sexual behaviour, developmentally inappropriate sexual behaviour by children, which is harmful to another child or adult, or themselves
JAC	Junior Attendance Centre
MAPPA	Multi-agency public protection arrangements
MFH	Missing from Home
NRM	National Referral Mechanism. The national framework for identifying and referring potential victims of modern slavery in order to gain help to support and protect them
OOCD	Out-of-court disposal. All recorded disposals where a crime is recorded, an outcome delivered but the matter is not sent to court
Outcome 22/21	An informal disposal, available where the child does not admit the offence, but they undertake intervention to build strengths to minimise the possibility of further offending
Over-represented children	Appearing in higher numbers than the local or national average
RHI	Return home Interviews. These are interviews completed after a child has been reported missing
SLCN	Speech, Language and communication needs
STC	Secure training centre
SCH	Secure children's home
Young adult	We define a young adult as someone who is 18 or over. For example, when a young adult is transferring to the adult probation service.
YJS	Youth Justice Service. This is now the preferred title for services working with children in the youth justice system. This reflects the move to a child first approach
YOI	Young offender institution

EXECUTIVE 15th September 2022

Report Title	Local Government and Social Care Ombudsman Annual Report 2021-22
Report Author	Lisa Hyde, Director of Transformation
Lead Member	Councillor Jason Smithers, Leader of the Council

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

1. Purpose of Report

- 1.1 The Local Government and Social Care Ombudsman (LGSCO) provides the final stage for complaints about Councils and social care after the Council's own complaints procedure has been exhausted. Each year the LGSCO issues an annual letter to all Councils individually that covers complaints that have been received relating to their own Council and their outcome.
- 1.2 This report shows the LGSCO's findings in respect of North Northamptonshire Council (NNC) for the year 2021-22. As many of the LGSCO's investigations take much time, this report also includes cases emanating from predecessor authorities.

2. Executive Summary

- 2.1 The LGSCO received 55 complaints in respect of NNC in 2021-22, compared to 91 in respect of the predecessor authorities the previous year.
- 2.2 Overall, the following numbers of complaints received by the LGSCO had were broken down by service area as below:-

Service area	Number
Adult Care Services	6
Benefits & Tax	8
Education & Childrens Services	16
Environmental Services & Public Protection & Regulation	5
Highways & Transport	3
Housing	8
Planning & Development	9
Total	55

3. Recommendations

3.1 It is recommended that:

- a) Executive notes the content and recommendations of the LGSCO's annual review letter, and the outcomes of its investigations completed in 2021-22 that relate to the Council.

3.2 Reason for Recommendation: To appraise the Executive of the annual review letter and relevant information.

3.3 Alternative Options Considered: It would not be considered good practice to not provide the annual Ombudsman report to the Executive and as such there are no alternative options to be considered.

4. Report Background

4.1 This report sets out the LGSCO's annual report into cases relating to NNC that it investigated in 2021-22.

4.2 In 2021-22 the LGSCO investigated cases that relate to NNC in its own right as well as concluded investigations into complaints that were made in previous years that related to the four former Borough and District Councils as well as Northamptonshire County Council.

4.3 Section 5 of this report examines the cases determined by the LGSCO in more detail.

5. Issues and Choices

5.1 In reviewing complaints for last year nationally, the LGSCO made several observations about the national picture:

-
- The LGSCO has directed more improvements to be made by Councils.
- It is important to focus on making wide-ranging service improvement recommendations that go beyond the specific cases in question.
- 99.7% of all recommendations made were complied with by Councils.

5.2 Mike King, the LGSCO said that

“One complaint can have immense power to change things for the better, and we’re increasingly focusing on to how we, and the local authorities we investigate, take the learning from those complaints, and improve service provision.

The vast majority of councils agree to the recommendations we make and see them as common-sense ways of providing better services for people in their area. However this can only happen when councils act swiftly when they have committed to do so.

Unfortunately, we are seeing some councils taking longer to make those changes, which put them at risk of making the same mistakes again. In 18% of cases we found compliance was late.

While I welcome the professional way in which the majority of councils continue to work with us, I would urge those authorities who are having problems to pay close attention to this final, but crucial, step in the complaints process.”

- 5.3 The LGSCO noted that, both for NNC and West Northamptonshire Council there were some delays in responding to enquiries made by them to the Councils. In many cases, this was a result of confusion between responsibilities when the new unitary authorities were established in Northamptonshire.
- 5.4 In light of this, officers are taking steps to ensure that enquiries are responded to in a timelier manner from now onwards by closer working between those officers coordinating the response to the LGSCO and those tasked with gathering the relevant information.
- 5.5 The table below shows comparative data for the number of cases investigated by the LGSCO in 2021-22 in respect both NNC and any outstanding cases that relate to the sovereign authorities in North Northamptonshire and their outcomes:-

	North Northamptonshire Council	Northamptonshire County Council	Corby Borough Council	East Northamptonshire District Council	Kettering Borough Council	Wellingborough Borough Council
2021-22						
Complaints received by LGSCO	55					
Cases investigated by LGSCO	3	7	3	0	1	2
Above cases of which upheld	2	7	2	0	1	1
Above cases of which upheld	67%	100%	67%	N/a	100%	50%

Average of cases upheld for similar authorities	64%	71%	51%	N/a	51%	51%
Comparison for 2020-21						
Complaints received by LGSCO	N/a	61*	6	6	11	7
Cases investigated by LGSCO	N/a	23*	1	3	1	1
Above cases of which upheld	N/a	15*	1	0	1	0
Above cases of which upheld	N/a	65%	100%	0%	100%	0%
Average of cases upheld for similar authorities		71%	53%	53%	53%	53%

*This is for the whole of the Council, it is not possible to split between current North and West Northants Councils

5.6 The following tables summarise the cases upheld by the LGSCO in respect of the individual sovereign councils in North Northamptonshire:-

Cases for North Northamptonshire Council		
LGSCO ref	Summary	Outcome
21 008 400	<u>Benefits and Tax – Covid19</u> There was no fault in how the Council considered the complainant's application for a discretionary COVID-19 business restart grant. The Council was at fault because it did not explore the complainant's requests for reasonable adjustments, but this did not cause him an injustice. It is not the Council's fault that the various COVID-19 support schemes can be difficult to understand, and it has taken appropriate steps to mitigate this. We have therefore completed our investigation.	The investigation was completed with a finding of fault which did not cause injustice.
21 006 915	<u>Benefits and Tax – covid19</u> Mrs X complained the Council did not properly manage the rates account for her business, Company E, and handled her complaints poorly, causing distress, time, and trouble. We found the Council at fault in how it decided on rates' liability and how it handled Mrs X's complaints. We recommended it provide Mrs X with an apology, payments for time,	The Council: Provided Mrs X with a written apology, paid Mrs X £150 for time and trouble and £150 for distress and uncertainty. Reminded staff of the need to gather and take account of relevant information before reaching decisions on business rates liability.

	trouble and distress and act to prevent recurrence.	Provided relevant staff with training on effective complaint handling. The Council has accepted all recommendations.
--	---	---

Cases for Corby Borough Council		
LGSCO ref	Summary	Outcome
20 013 903	<u>Benefits and Tax – Covid19</u> Mrs X complained the Council wrongly refused her a business grant, withdrew a business rates credit in error and handled her complaints poorly. She said she suffered financial loss, distress, time, and trouble. We found the Council at fault. We recommended the Council provide Mrs X with an apology, £150 for time and trouble, £150 for distress, £10,000 for the missed grant and act to prevent recurrence.	To remedy the injustice set out above the Council carried out the following actions: Provided Mrs X with a written apology. Paid Mrs X £150 for time and trouble and £150 for distress/ Pay Company B £10,000 for the missed grant. Reminded staff of the need to offer service users a right of review to its decisions. Provide relevant staff with training on effective complaint handling. The Council accepted all recommendations.
20 001 807	<u>Benefits and Tax - Council Tax</u> Ms X complained the Council applied Council Tax to an annex on her house despite the annex being exempt. Ms X complained the Council sent the Council Tax charges to debt collection agencies causing additional debt collection charges. The Council has admitted fault for charging Council Tax and has refunded Ms X the overpayments she made. The Ombudsman found the Council was at fault for charging council tax despite having the relevant information to know the property was exempt and the subsequent debt collection activity. The Council agreed to the Ombudsman recommendations to refunds any debt collection charges and provide Ms X with an apology and £900 for the avoidable distress, frustration, and financial hardship it caused.	The Council: Transferred the remaining £177.80 of Ms X's payments to the annex council tax account onto the council tax account for Ms X's main residence. Refunded debt collection charges applied to Ms X's main residence account applied from 1 April 2016 to 8 May 2019, if applicable. Apologised and paid Ms X a goodwill gesture of £900 for the severe and prolonged distress, frustration, and financial hardship it caused by charging council tax on an exempt property for three years and the relating debt collection activity.

Cases for East Northamptonshire District Council

There were no cases investigated during 2021-22.

Cases for Kettering Borough Council

LGSCO ref	Summary	Outcome
20 011 625	<u>Benefits and Tax - Council Tax</u> Mr X complained about how the Council dealt with the council tax on a property he jointly owned with his mother. He said the Council incorrectly informed him that the property was exempt from council tax. The Council was at fault because it did not properly check who owned the property. It also failed to communicate effectively with Mr X. This caused Mr X frustration. The Council has already made procedural changes to prevent recurrence of the fault. It will also apologise to Mr X and pay him £100 for the time and trouble the matter caused him.	The Council apologised to Mr X and paid him £100 to acknowledge the time, trouble, and frustration this matter caused him.

Cases for Northamptonshire County Council

(only cases relating to North Northamptonshire Council are shown)

LGSCO ref	Summary	Outcome
20 010 011	<u>Adult care services - charging</u> Mr B complained that the Council overcharged his late mother for her domiciliary and residential care. The Ombudsman considered that there were errors in the financial assessment for Mr B's mother's residential care and, as a result, she should have been charged more for her care. The Ombudsman considered the Council agreeing to write off the additional charges is a suitable remedy.	The Ombudsman considered the Council's agreement to write off the additional charges to be a suitable remedy for the errors in calculating Mrs C's financial contributions to her care.
20 010 941	<u>Adult care services – assessment and care plan</u> Mrs X and Miss P complained about the delay in making arrangements to assess and provide support to Mrs X. It was found the Council was at fault. To remedy the injustice caused, the Council has agreed to apologise,	The Council took the following action: Sent a written apology to Miss P and made a payment of £7919. Reviewed procedures to ensure the delays experienced by Miss P in carrying out assessments do not recur. The Council explained to the Ombudsman

Cases for Northamptonshire County Council

(only cases relating to North Northamptonshire Council are shown)

LGSCO ref	Summary	Outcome
	make a payment to Miss P in recognition of the financial losses she incurred whilst providing care for Mrs X and review its practices.	the action taken to improve its practice in this area.
20 001 023	<u>Education – school transport</u> Mrs B complained that the Council did not properly consider her application for school transport for her son D, who has Special Educational Needs. The Ombudsman found fault in the way the Council considered D's application. The Council already exercised discretion to provide transport from the start of the calendar year. It also agreed to the Ombudsman's recommendation that it reimburse Mrs B's transport costs for D from the start of the school year, amend its policy and remind officers of the correct test for deciding whether to provide transport.	The Council agreed to the Ombudsman's recommendations that: It reimbursed the costs that Mrs B incurred in getting D to school in the autumn term. Reviewed its policy to ensure that it refers to the correct test when considering its statutory duty to provide transport in the case of children with SEN; and reminded officers and panel members of the correct test.
20 004 256	<u>Adult care services – charging</u> Mr B complained that the Council provided an inaccurate redemption statement for his mother's Deferred Payment Agreement for care home charges and delayed in issuing an invoice for an overpayment of Direct Payments for home care. The Ombudsman considered that some of the information provided was unclear and there was delay in issuing the Direct Payment invoice. The Council's offer to write off the debt apart from the outstanding care home fees of £2,804.12 was a suitable remedy for any injustice caused to the family.	The Council agreed not to recover the Direct Payment overpayment of £2,891.97 but only the outstanding care home fees of £2,804.12. It issued updated invoices to confirm this. It also agreed to review the wording on its DPA redemption letters to make it clear that there may be separate invoices for interim charges, interest or fees which may not be included in the stated redemption figure.
20 003 586	<u>Adult care services – charging</u> Mrs E complained about the Council's demand that she pay £40,805.15 for her late husband's care home charges, and about the lack of advice provided to her. The	In addition to cancelling the £40,805.15 care home charge, the Council also agreed to: Apologise to Mrs E for failing to consider the repayment properly with regard to the Care Act

Cases for Northamptonshire County Council

(only cases relating to North Northamptonshire Council are shown)

LGSCO ref	Summary	Outcome
	<p>Ombudsman considered the Council was wrong to seek to recover this sum, did not advise her properly about her husband's Personal Expenses Allowance or carry out annual reviews of her husband's care. The Council agreed to cancel the £40,805.15 care home charge, apologise to her, pay her £1,120 in recognition of the distress caused and costs unnecessarily incurred, and review its procedures.</p>	<p>Guidance, the failure to carry out annual reviews of Mr E's care and to provide the appropriate support and advice. Pay Mrs E £300 for the distress she unnecessarily experienced at the prospect of having to sell her home following the recent loss of her husband. Pay Mrs E £320 (£20 x 16 months) towards the cost of petrol and parking. Pay Mrs E £500 in acknowledgment of the of the distress and hardship she experienced as a result of her unnecessarily incurring the full cost of providing for her late husband's incontinence care. Confirm that it has arrangements in place such that annual reviews are undertaken both within and outside the Council's area. Ensure that officers are familiar with the relevant sections of the Care Act Guidance and the Charging Regulations in respect of deprivation of assets and how this should be considered. Ensure that officers are also familiar with the need to consider whether adjustment to the PEA may be appropriate when undertaking assessments of care charges and that they are reminded to provide appropriate advice on this.</p>
20 011 094	<p><u>Adult care services – charging</u> The Ombudsman found fault with the Council for not adequately explaining an assessed contribution towards the costs of a care home placement and for giving wrong calculations of the outstanding amount. This caused the complainant significant distress and confusion. The Ombudsman also found fault with the Council for</p>	<p>The Council agreed to: Write to Ms B and Mrs A and apologise for how it has handled the issue of payment amounts and complaint handling. Pay £200 to Ms B in recognition of the distress it has caused her. Discuss and set up a payment plan with Ms B for the amount agreed in the decision dated June 2020 for £19,013.77.</p>

Cases for Northamptonshire County Council (only cases relating to North Northamptonshire Council are shown)		
LGSCO ref	Summary	Outcome
	poor complaint handling. The Council agreed to set up a payment plan for the amount agreed in its final decision and pay a financial remedy to the complainant in recognition of the distress caused.	Review how it communicates about assessed contributions for care costs, ensuring decisions are communicated in writing. Review how it quality checks calculations for care costs, and how this is communicated to service users, including how decisions are communicated in writing rather than via telephone, and how records are maintained in this area. Review how it responds to complaints about care fees, and how it quality checks information being given to complainants about amounts outstanding.
20 005 888	<u>Adult care services – assessment and care plan</u> Mrs D complained the Council delayed providing her with a copy of her late husband's care and support plan and that the Council failed to provide her with adequate information on direct payments, unreasonably sought repayment of the remaining direct payments funds and failed to facilitate care to enable her late husband to be discharged from hospital. We find the Council delayed providing Mrs D with a copy of her late husband's care and support plan. The Council has agreed to our recommendations to address the injustice caused by fault.	To address the injustice caused by fault the Council agreed to: Make a further apology to Mrs D. Pay her £200 for the upset and frustration caused. Issue written reminders to relevant staff to ensure they are aware they should provide care and support plans to customers and their relatives without unnecessary delay.

Cases for Wellingborough Borough Council		
LGSCO ref	Summary	Outcome
20 011 300	<u>Adult care services – disabled facilities grants</u> Mrs B says the Council delayed considering her application for a disabled facilities grant, failed to communicate properly with her about the application, ignored recommendations from the occupational therapist, suggested	The Council agreed to: Send a memo to officers dealing with disabled facilities grant applications to remind them of the need to issue a formal decision on the application, particularly where only some of the works have been approved.

	<p>an alternative which would create secondary hazards and offered a cash alternative without providing details. The Council delayed telling Mrs B about its decision in relation to part of the grant application. There is no fault by the Council in the other issues raised. An apology and reminder to officers is satisfactory remedy for the area where the Council was at fault.</p>	
--	--	--

6. Implications (including financial implications)

6.1 Resources, Financial and Transformation

6.1.1 Although there are no direct implications from this report, it should be noted that where LGSCO upholds complaints this can cause the authority Officer time, resource, and financial costs to resolve as well as there being damage to the authority's reputation.

6.2 Legal and Governance

6.2.1 The Local Government Ombudsman's powers are defined by the Local Government Act 1974 as amended by the Local Government and Public Involvement in Health Act 2007.

6.3 Risk

6.3.1 There are no significant risks arising from the recommendations in this report.

6.4 Consultation

6.4.1 No consultation is applicable in respect of this report.

6.5 Consideration by Scrutiny

6.5.1 This matter has not been considered by the Scrutiny Commission.

6.6 Climate and Environment Impact

6.6.1 There is no climate impact from this report.

6.7 **Community Impact**

6.7.1 There is no community impact from this report.

6.8 **Crime and Disorder Impact**

6.8.1 There is no crime and disorder impact from this report

7. **Background Papers**

7.1 [The LGSCO published information about Council performance on its website.](#)

7.2 [The LGSCO published the annual review letter relating to North Northamptonshire Council on its website.](#)

This page is intentionally left blank

EXECUTIVE 15th September 2022

Report Title	Capital Programme Update 2022/23
Report Authors	Janice Gotts, Executive Director of Finance Janice.gotts@northnorthants.gov.uk
Lead Member	Councillor Lloyd Bunday, Executive Member for Finance and Transformation

Key Decision	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number for exemption from publication under Schedule 12A Local Government Act 1974	

1 Purpose of Report

- 1.1 The purpose of this report is to request approval for capital schemes that have 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 relating to the inclusion of the Disabled Facilities Grant, Kingswood Urban Development and the Housing Stores project. Each of these programmes/projects has completed a business case setting out the changes requested to the Capital Programme which sets out the purpose of the spend, the expected outcomes and the financial implications including funding routes.

3 Recommendations

3.1 It is recommended that Executive:

- i) approve the following changes to the capital programme:
 - a. Disabled Facilities Grant – to increase the capital budget available in 2022/23 for associated works and services to £2,561,759 in accordance with the grant award. An indicative sum of £1.9m was already included in the budget assumptions for 2022/23 and, therefore, this represents an increase of £0.662m.
 - b. Kingswood Urban Development - £86,900 increase to the capital budget funded through external contributions.
 - c. Housing Stores Project – virement of £162,820 to this scheme – funded from an existing capital budget underspend within the Housing Revenue Account (HRA) capital budget.
 - d. Cannock Road Housing Development – virement of £454,000 to this scheme – funded from existing capital budget within the HRA capital budget.
- ii) recommend to Council to approve the additional virement in support of the Cannock Road housing development as the total virement requested for this scheme, including previous transfers, exceeds £0.5m.

3.2 Reasons for the recommendation are set out in greater detail within section 5 of the report, but can be summarised as:

- To expand the capital budget available to support disabled facilities within homes.
- To replace and improve the skate park as part of Kingswood Urban Development.
- To improve the stores arrangements at Corby and Kettering depots through a new single system designed to hold appropriate stock levels to meet housing repair needs.
- To improve and expand the housing provision in North Northamptonshire.

3.3 Alternative Options Considered:

- For external funding (DSG and Kingswood Urban Development) - use of the funding is in line with the agreements, there is no alternative option proposed.
- By not approving the stores recommendation the Council would not be able to improve productivity in respect of housing repairs.
- There is not an alternative option for the Cannock Road housing development. This is an approved scheme that is already in progress.

4 Report Background

- 4.1 The Capital Programme is the Council's plan for investing in assets to efficiently deliver its statutory services, and to improve 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 Funding for the Council's Capital Programme 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 at its meeting on 24th 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

- 5.1 **Disabled Facilities Grant (DFG) – budget increase to £2,561,759.** Each year ring-fenced DFG grant funding is received by Local Authorities. This funding can be used to support a range of work that will enable changes to a home so that it is suitable for a disabled person, and includes work such as:
- Widening doors or installing ramps
 - Installing a stair lift so there is better access to a bathroom, kitchen, or bedroom
 - Improving or installing a heating system which is suitable for the disabled person
 - Adapting heating or lighting controls so that they are easier to use by a disabled person
- 5.2 Notification of the Council's grant award for 2022/23 was received after the budget was set in February 2022 and, therefore, the capital budget must now be increased from the original estimate of £1.900m to £2.562m to recognise the confirmed level of funding to support the DFG programme.
- 5.3 It is proposed to use this funding for critical service requirements which include:
- All services/costs of works relating to Disabled Facilities Grants.
 - Providing the necessary staffing support to facilitate the assessment, allocation and implementation of any aids and adaptations in accordance with the grant

- Costs associated with the Dynamic Purchasing System for managing DFG contractors.
- 5.4 **Kingswood Urban Development - budget approval for £86,900 –** Kingswood Neighbourhood Centre creates a central hub for the community and is managed/leased by Linwood Community Co-Operative Ltd. The centre provides a range of community activities and accommodates a youth club and nursery. The centre is surrounded by green space which already has a skate park and outdoor fitness area. The skate park which is owned and maintained by the council was well used when it was first installed but has now become out of date and in much need of replacement. In addition, the fitness area would benefit from additional calisthenics equipment identified through user consultation.
- 5.5 Linwood Community Co-operative are the successful applicant for Reaching Communities lottery funding to update the facilities and have requested that the Council deliver the capital side of the project including the skate park installation. The council assisted with the funding application and has given officer support during the project conception, consultation process and procurement of the main capital construction company.
- 5.6 The Council is responsible for the inspection and maintenance of the current skate park and gym equipment at Kingswood Neighbourhood Centre. As the inspections will be maintained by the council it is important that the council is involved in the replacement of the skate park and installation of the additional fitness equipment to ensure that it meets required standards.
- 5.7 External funding has been confirmed for the three-year project to the total value of £248,096 (revenue and capital) within which £119,900 has been allocated for capital works (including £10,900 contingency). This sum is made up of a £10,000 contribution from KHL Big Local, £10,000 contribution from Linwood Community Co-Operative and £99,900 from TNL Community Fund.
- 5.8 Of the total sum £86,900 will be transferred to the Council from Linwood Community Co-operative for the skate park capital works including a sum for contingency. Should there be any costs in addition to this, there is a further £10,000 contingency available which can be drawn down if necessary. The remaining capital works will be met directly by Linwood Community Co-operative.
- 5.9 The capital spend/installation would be expected to be completed by December 2022 with a funding deadline of February 2023, which will allow for any slippage. Procurement of works has been progressed to determine costs and design, therefore works could commence once contracts are in place. Retention funding for the Skate Park will be kept for 12 months by the Council to ensure that any snagging issues are resolved before the final payment.
- 5.10 Linwood has requested that the Council delivers the capital element of the project and would transfer the funding to cover all capital expenditure on this project. There will be no cost to the Council other than officer time. Linwood

Community Co-Operative have employed a project manager to oversee the capital works.

- 5.11 There has been substantial consultation with residents. The idea of the Skateable facilities initially came through community engagement in the co-design of the KHL Big Local Action Plan for the area and as a result in 2018 consultation on the Skate Park facility was followed up through a community survey and engagement event. The results of this consultation was a total of 103 surveys completed and 100% indicated would like to see improvements to the skate/BMX park areas at both Kingswood and Hazelwood. In addition, this has been further supported by an online survey through social media in 2021 which saw 79 responses; 86% of which confirmed they would use the new development on a regular basis.
- 5.12 Alongside this, it is extremely important to gain young people's views and consultation over the last three years has shown a strong demand for this area to be modernised and introduce a new skateable space. The suggestion of a new skate park installation has been positively received, especially in 2021 having seen the profile of this activity increase through Olympic performances.
- 5.13 Free access to the skate park and fitness area will be provided which will also help to support greater participation.
- 5.14 **Merged Supply and distribution chain for Housing Property Services (Property Stores Project) – budget approval for a virement of £162,820 from underspend against existing capital budgets.** Historically, Corby and Kettering manage their own housing stock, and each has their own Housing Property Services operating two different systems for the delivery of their repairs and maintenance service. The two teams are in the process of joining together and are seeking to implement a solution to mitigate the impacts of running two separate processes for providing parts and materials to both the Corby and Kettering areas.
- 5.15 Kettering operates a Stores system which stocks over 1,000 products and materials used for carrying out repairs to Kettering's housing stock. The team places bulk stock orders with local suppliers who deliver direct to the depot. Should the Stores not hold a specific item in stock, and the part is required urgently, the Stores team will visit a local supplier, to collect the required part/material.
- 5.16 Operating a stores system maximises trade operatives time on site through efficient delivery/collection process for parts and materials. It provides a supply chain resilience as key stock items are always available in the store, enabling the Council to deliver a planned repairs service.
- 5.17 Currently Corby do not have a stores arrangement at the Fleming Road depot, they operate through a direct supplier contract for parts and materials. This process relies on the availability of parts direct from a supplier and can impact on repair times should a part not be available. There is also additional administrative work involved in this process as bulk ordering is not possible.

- 5.18 Therefore, this project is seeking to create a stores system at the Corby depot, as there is in Kettering. This would create a joined-up approach, allowing Corby and Kettering to work as one team. It will allow for better control of payments to suppliers, greater purchasing power with suppliers, resulting in better prices. Higher stock levels will allow the Council to deliver a more efficient and consistent service to council tenants across North Northamptonshire.
- 5.19 The depot at Corby has space available within the existing building which is suitable to be converted into an additional store, of similar size to that at Kettering, with the removal of an existing non-load bearing wall and the addition of a counter. IT connections are already in place, only requirement being a Wi-Fi upgrade to the system in the depot as a whole and the addition of a Stores module to their existing Housing IT system.
- 5.20 In addition to the creation of Stores in Corby, it is proposed that the racking system at the Kettering Stores is also updated to improve the capacity to stock products.
- 5.21 The project will also require alterations to Corby's Housing Management system (QL). This will include amendments to the inventory module to allow the operation of the Stores. All stock will be managed and processed through the system. This will also enable the Business Support team to raise and goods receipt orders on a single system, with the addition of invoice information being submitted to ERP in bulk for payment. Work has already been started with the supplier of QL to improve processes.
- 5.22 **Cannock Road Housing Development – Virement of £454,000 within the Housing Revenue Account (HRA) Capital Programme.** The site on Cannock Road consists of a detached single storey commercial building with car park. Previously used as a gym, the property had become vacant and difficult to let. As the building was in a residential area, a project was designed to convert it into residential use. Planning permission was obtained for a scheme consisting of 2 x 1 bed, 2 x 2 bed and 1 x 3 bed ground floor homes. Each home will have its own front door and private rear garden. The new homes will incorporate energy saving features including solar panels and air source heat pumps. Two of the properties are designed to be fully wheelchair accessible.
- 5.23 The original approval for the scheme was through Corby Borough Council in October 2019. This was further updated following tender and then subsequent to the original contractor going into liquidation. However, following the appointment of a new Strategic Lead and a further review of the Council's housing development projects it was identified that the cost plan required additional funding to recognise specific risks and inflationary pressures,
- 5.24 The current cost plan identifies a need for an overall budget of £1,490,000 and this includes all previous spend to date, professional fees, design fees, surveys, costed risk allowances and inflation allowance. This is an increase of £454,000 to the original approved budget and will be met through a virement from within the HRA capital budget. As the virement is further to the original virement of

£189,000 requested in September 2021, this takes the total virement request for the scheme to exceed £0.5m in cumulative terms and, therefore, this will be subject to Council approval in accordance with the Council's constitution.

5.25 A report elsewhere on this agenda sets out the further details on this scheme.

6 Next Steps

6.1 The Kingswood Urban Development skate park project and the Property Stores project will move to the next stages of procurement and implementation in accordance with the planned timeline of works and led by the project manager for each scheme.

6.2 For the Disabled Facilities Grant, as in previous years, the use of the funding will be subject to individual applications and allocations. In accordance with the grant conditions the changes must be necessary to meet a person's needs and the work must be "reasonable and practical".

6.3 The stores project will move to procurement and implementation once approved.

6.4 The Cannock Road scheme will progress in line with the agreed programme of development. Currently projecting a start date on site in January 2023 with an estimated 52 week build programme, however the precise programme will be established through the tender and subsequent contract.

7 Implications (including financial implications)

7.1 Resources, Finance and Transformation

7.1.1 The increase to the programme for the Disabled Facilities Grant allocation is funded through grant; Kingswood Urban Development is funded through external contributions and the Corby and Kettering Property Stores project is funded through a virement from within HRA resources.

7.1.2 These investments will:

- help to improve homes, including creating a place where disabled people can live better lives through improved facilities,
- create leisure facilities that are free to access which will enhance the health and well-being of participants and
- improve the efficiency of the housing property repairs services within Corby and Kettering.

7.2 Legal

7.2.1 The council must utilise funding and deliver schemes in line with the restrictions and requirements as set out in the agreements linked to that funding and the

requirements as set out in the Council's Constitution, in particular the budget setting and policy framework and the financial regulations. In this regard, where relevant, any new borrowing must be approved by Council.

7.2.2 The cumulative virement request for the Cannock Road housing development exceeds £0.5m and will be recommended to Council for approval in accordance with the Council's Constitution.

7.3 Risk

7.3.1 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.

7.3.2 If any overspends or emerging pressures are identified during the year, then mitigating actions will be sought and management interventions undertaken. Contingencies are established within the projects overall funding envelope.

7.3.3 With most capital projects there is a risk that delays and cost increases may arise as a result of the impact of inflation. Generally, this relates to the supply and price of materials with projects requiring increased lead in times. Whilst every attempt is made to cost these implications into the project, the risks remain. It is be recognised that, at present, the level of inflation is much higher than in previous periods and 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.

7.3.4 Where funding is secured from, or payable to, third parties including grants appropriate agreements must be entered into to ensure that the spend is in accordance with any criteria stipulated by the funder, both the nature of the spend and the timing (where a deadline applies).

7.4 Relevant Policies and Plans

7.4.1 The schemes provide a strategic fit with the Councils priorities as set out within the Corporate Plan.

7.5 Consultation

7.5.1 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 24th February 2022 and was subject to consultation from 23rd December 2021 to 28th January 2022. These changes are in addition to the approved programme.

7.6 **Consideration by the Executive Advisory Panel**

7.6.1 Not applicable.

7.7 **Consideration by Scrutiny**

7.7.1 The schemes recommended in this report have not been considered by Scrutiny. However, monitoring against the programme is subject to Scrutiny.

7.8 **Equality Implications**

7.8.1 Nothing specific within this report.

7.9 **Climate and Environmental Impact**

7.9.1 The climate impact of each capital project will be considered and managed within the relevant scheme.

7.10 **Community Impact**

7.10.1 These proposals can be considered to have a positive impact on the community as the Capital Programme delivers the infrastructure to support and connect communities.

7.11 **Crime and Disorder Impact**

7.11.1 Nothing specific within this report.

8. Background Documents

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

Capital Programme Budget 2022/23, North Northamptonshire Council, 24th February 2022.

https://northnorthants.moderngov.co.uk/documents/s5799/Capital_report.pdf [cover](#)

This page is intentionally left blank

EXECUTIVE 15th September 2022

Report Title	Budget Forecast 2022/23 as at Period 4
Report Authors	Janice Gotts, Executive Director of Finance Janice.gotts@northnorthants.gov.uk
Lead Member	Councillor Lloyd Bunday, Executive Member for Finance and Transformation

Key Decision	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in by Scrutiny?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there public sector equality duty implications?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information (whether in appendices or not)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicable paragraph number for exemption from publication under Schedule 12A Local Government Act 1974	

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 24th February 2022. The purpose of this report is to set out the forecast outturn position 2022/23 for the Council for the General Fund and the Housing Revenue Account.
- 1.2. This monitoring report sets out the material financial issues identified since the 2022/23 budget was set, based on the income and expenditure as at end of July 2022 (Period 4) and reflects the views of the budget managers within the Directorates.
- 1.3. As part of the ongoing monitoring process, work will continue to examine income and expenditure and activity data, against the available budgets to support the position presented and also help to shape the medium-term financial plan.
- 1.4. Some areas remain unchanged from the previous report, however, the detail of these variances is included within the report for completeness.

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 4 (July 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	Completed	Draft Accounts	Draft accounts for 2020/21 issued.
East Northamptonshire	Completed	Draft Accounts	Draft Accounts were approved by the Audit and Governance Committee on 5 th September. The final sign off is subject to the conclusion of the audit and that there are no material adjustments that impact on the Council's usable reserves.

- 2.4 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

- 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 in Section 5 and Section 6 of the report.
- b) Note the assessment of the current deliverability of the 2022/23 savings proposals in **Appendix A**.
- 3.2 Reason for Recommendations – to note the forecast financial position for 2022/23 as at Period 4 and consider the impact on this year and future years budgets.
- 3.3 Alternative Options Considered: The report focuses on the forecast revenue outturn against budget for 2022/23 and makes recommendations for the Executive to note the current budgetary position as such there are no specific choices within the report.

4. Report Background

General Fund

- 4.1 The Council's Revenue Budget for 2022/23 was set at the Council meeting on 24th February 2022. The overall outturn forecast for the General Fund for 2022/23, as at Period 4 is a forecast overspend of £4.608m against the approved budget of £300.075m. This is summarised in the table below

General Fund Forecast Outturn 2022/23			
	Net Budget £000	Forecast Position at 31/03/2023 £000	Forecast Variance £000
Net Available Resources	300,075	300,075	0
Total Corporate Budgets	26,994	26,994	0
Children and Education	64,024	66,806	2,782
Adults, Communities and Wellbeing Services	116,679	116,684	5
Place and Economy	58,469	60,923	2,454
Enabling and Support Services	33,909	33,276	(633)
Total Directorate Budgets	273,081	277,689	4,608
Total Budget	300,075	304,683	4,608
Net Position	(0)	4,608	4,608

Note – Favourable variances are shown in brackets

- 4.2 The net budget was increased by £4.168m from £295.907m in Period 2 to £300.075m in Period 3. This reflects the use of earmarked reserves of £3.938m which was approved by the Executive at the meeting on 14th July 2022, this was 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. The Executive also approved 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.

- 4.3 The forecast position at Period 4 is an overspend of £4.608m this is an adverse movement of £331k since the last report to Executive (Period 3) where an overspend of £4.277m was reported. The following table summarises the movement.

	Report Ref	Net Budget	P3 Forecast Variance	Movement in Forecast	P4 Forecast Variance
		£000	£000	£000	£000
Children and Education		64,024	2,703	79	2,782
Assistant Director of Education	5.8	6,318	(712)	347	(365)
Commissioning and Partnerships	5.16	57,706	3,415	(268)	3,147
Adults, Communities and Wellbeing Services		116,679	95	(90)	5
Adult Services	5.28	89,796	0	(90)	(90)
Safeguarding and Wellbeing	5.28	10,383	0	0	0
Commissioning and Performance	5.28	6,378	0	0	0
Public Health	5.39	138	0	0	0
Housing and Community Services	5.41	9,984	95	0	95
Place and Economy		58,469	1,921	533	2,454
Assets and Environment	5.46	1,791	639	397	1,036
Growth and Regeneration	5.49	3,891	(155)	111	(44)
Highways and Waste	5.51	50,057	1,220	25	1,245
Regulatory Services	5.54	2,109	217	0	217
Directorate Management	5.56	621	0	0	0
Enabling and Support Services		60,903	(442)	(191)	(633)
Finance and Corporate	5.3, 5.57	37,796	(273)	0	(273)
Chief Executive	5.60	1,998	(24)	20	(4)
HR, Legal and Democratic Services	5.61	8,591	(11)	(57)	(68)
Transformation	5.65	12,518	(134)	(154)	(288)
Total		300,075	4,277	331	4,608

Housing Revenue Account

- 4.4 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.

4.5 Within North Northamptonshire prior to 1st April 2021 there were two HRA accounts, covering the sovereign Councils of Kettering and Corby respectively. As part of the move to a single unitary council for North Northamptonshire, there was a statutory requirement to create a single HRA for the area. Whilst North Northamptonshire Council must only operate one HRA it will, for a period of time, operate two separate Neighbourhood Accounts, these being:

- the Corby Neighbourhood Account - responsible for the stock that was managed by Corby Borough Council and
- the Kettering Neighbourhood Account - responsible for the stock that was managed by Kettering Borough Council.

4.6 The Council's overall outturn forecast for the Housing Revenue Account as at Period 4, is a forecast underspend of £335k (Period 3 £320k Underspend) 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				
Directorate	Budget			P4 Forecast Variance at 31/03/23
	Expenditure	Income	Net	
	£'000	£'000	£'000	
Corby Neighbourhood Account	20,141	(20,141)	0	(236)
Kettering Neighbourhood Account	16,129	(16,129)	0	(99)
Net Position 2022/23 (under)/over	36,270	(36,270)	0	(335)

National Context

4.7 The national, and indeed the global, economy is seeing significant inflationary pressures that could not have been foreseen at this scale only a few months ago.

4.8 In the Bank of England's financial stability report, released in July 2022, inflation was forecast to rise to over 11% by the end of the year. The Bank of England also warned that the UK will enter a recession (two successive quarters of negative growth) later this year.

4.9 There are conflicting views on the likely position for 2023, with some commentators believing that it may rise up to 18%¹ and beyond in early 2023.

4.10 Central banks across the world have responded to inflationary pressures by tightening monetary policy or signalling their intention to do so. Market interest rates have risen sharply, reflecting expectations of further policy tightening in response to renewed risks of more persistent, higher inflation and increasing

¹ Citi Bank Forecast reported 23rd August 2022.

credit risk. In the UK, the market-implied path for the Bank Rate has also risen materially, suggesting that it will reach around 2.8% by end-2022 and peak at 3.3% in 2023.

- 4.11 Councils like most organisations are seeing the impact of price rises, particularly around fuel and energy costs (for example, the street lighting PFI). A number of services are provided under contract, and it is likely that the Authority will experience some pressure from suppliers regarding current arrangements and any new contracts entered in to. As part of the budget setting for 2022/23, the Council included growth to address forecast inflationary increases in light of the position known at the time. However, the significant and continuing increase in the rate of inflation has added further risk to the 2022/23 position and likely future costs into the Medium-Term Financial Plan. The authority holds £0.5m in contingency in 2022/23 to help offset further costs but it is anticipated that additional support may be required, for which mitigation elsewhere will be sought.
- 4.12 Further risk to Local Government funding comes from the high street as the Country potentially enters a recession and individuals have less disposal income. This poses a risk for the Council's future income generation from business rates should businesses cease to trade. It may also see more people seeking to access Council Tax Support and other financial support which could reduce the overall Council Tax yield.
- 4.13 Alongside this there is a recognition that the demand for services may increase in areas such as housing and homelessness and social care and the Council will review its service offer in all areas as part of future financial and service planning.
- 4.14 The context of the national and global economy along with potential changes to the local government financial landscape in the future through reforms of funding mechanisms and Social Care are key considerations for the Council as it continues to deliver its services for 2022/23 and considers the 2023/24 draft budget proposals as part of its Medium-Term Financial Plan over the coming months.

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 July 2022 38.70% of Council Tax had been collected (July 2021 – 38.16%). Business Rates collection is 37.44% at the end of July 2022 (July 2021 – 30.20%). It should be noted that in 2021/22 there were technical changes to the collectable debit owing to how COVID Retail Relief was applied. Initially reliefs for the period April 2021 to March 2022 were granted at 100% and then in July 21 the reliefs were adjusted to 50% for the period July 21 to March 22 in line with the requirements of the scheme, this meant that where businesses had received retail relief, bills for the year were reissued in July and in effect businesses commenced payments from this point rather than April giving rise to a lower collection rate in July 2021 compared to July 2022.

Therefore, the figures are not directly comparable, the current collection rate for 2022/23 remains strong.

- 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 £26.994m 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 4 the balance is £2.950m which is unchanged to that reported in Period 3.
- 5.5 At this stage the contingency budget is currently being assumed to be used in full during the year. This will include inflationary and demand pressures as well as helping to offset the potential additional cost of the pay award. Based on the current offer from the employers which, for the majority of staff, is a flat rate of £1,925 per employee, the pay award will be significantly higher than the 3% budgeted.

Directorate Budgets

- 5.6 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 4.3.

Children's Services Directorate

- 5.7 The budget for Children's and Education Services includes the Commissioning and Partnerships including Northamptonshire Children's Trust and Education Services not funded by the Dedicated Schools Grant (DSG).
- 5.8 The net forecast position for Period 4 for Children's and Education Services is an overspend of £2.782m (Period 3 - £2.703m). The forecast outturn position consists of a net underspend of £365k (Period 3 - £712k) in Education Services and an overspend of £3.147m (Period 3 - £3.415m) in Commissioning and Partnerships, which also includes the Northamptonshire Children's Trust contract sum.

Education

Assistant Director of Education	£'000
Expenditure	11,367
Income	(5,048)
Net Budget	6,319
Forecast	5,954
Variance	(365)

- 5.9 The forecast underspend relating to Education Services comprises of the following variances.
- 5.10 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 is £1.109m, however following a further review, the cost to the North was revised to £0.834m. This resulted in a forecast underspend of £275k, which is unchanged from Period 3.
- 5.11 The Teachers' Pension strain is funded from DSG and the amount of DSG funding was previously understated, resulting in additional DSG income of £462k. In addition, a further £20k of DSG income is being used to fund the Specialist Support Service resulting in an overall net benefit of £482k (Period 3 - £380k)
- 5.12 The School Improvement Monitoring and Brokering Grant was budgeted at £226k this grant should have been disaggregated between the North and West, but the full grant was reflected in the North. The actual grant is being phased out and 2022/23 is the final year that this grant will be paid – the amount that will be received has reduced to £50k in 2022/23 resulting in a pressure of £176k.
- 5.13 There are a number of vacant posts across the service which are currently being filled by agency staff, which is forecast to result in a net pressure of £107k.
- 5.14 The Teachers' Pension is funded via the DSG, with the exception of those teachers who were employed post 2013. The budget for this amounted to £236k and the forecast is £270k resulting in a pressure of £34k.
- 5.15 Schools Effectiveness is forecasting a reduced income of £47k, there are other minor pressures across the service which result in an adverse variance of £28k.

Commissioning and Partnerships

- 5.16 The net revenue budget for Commissioning and Partnerships is set out in the table below, this includes the Northamptonshire Children's Trust.

Commissioning and Partnerships	£'000
Expenditure	63,028
Income	(5,322)
Net Budget	57,706
Forecast	60,853
Variance	3,147

- 5.17 Commissioning and Partnerships is forecasting a pressure of £3.147m (Period 4 - £3.415m). The main reason for the forecast overspend relates to pressures at the Children's Trust where the forecast overspend is £7.930m – this is unchanged from Period 3. This poses a financial risk to the Council in the event the Trust cannot find the financial measures to mitigate the pressure. The cost to NNC based on an overspend at NCT of £7.930m is £3.489m, this reflects how the contract sum is split between North Northamptonshire Council (44%) and West Northamptonshire Council (56%).

- 5.18 The main pressure within the Children’s Trust relates to placements for children in care – this amounts to £7.643m. The market and availability of placements remains challenging. The placements budget will continue to remain under pressure as it remains extremely volatile both locally and nationally. The Trust is working on how these pressures can be mitigated in the current and in future years. The following table provides further detail around the pressure from placements.

Placement Type	Net Budget £’000	Projected Outturn £’000	Variance £’000
In House Fostering	8,542	8,342	(200)
Agency Foster Care Placements	14,924	16,507	1,583
Residential Placements	17,216	20,120	2,904
Supported Accommodation	3,312	6,348	3,036
18+ Agency Placements	4,806	5,540	734
Welfare Secure	308	310	2
Disabled Children’s Placements	3,814	3,432	(382)
UASC	4,569	4,794	225
Remand Secure	274	15	(259)
Total	57,765	65,408	7,643

- 5.19 There are also pressures on transport costs of £558k, this is as a result of an increase in fuel costs. There is a risk that the inflation on transport costs could be above current levels and the recent increase in covid infections, may reduce the opportunities to reduce demand.
- 5.20 The current staffing budget across the Trust is projected to be £271k less than budget. Pressures exist within the Prevention and Safeguarding and Corporate Parenting services and in the agency market. These are offset by vacancies across the service.
- 5.21 There is a significant risk with staffing budgets for the Trust, the forecast incorporates an allowance for a 2% pay award, as provided in the contract sum. National announcements on the current pay offer will have an impact on projections, these discussions are currently ongoing nationally, once agreed the forecasts will be amended to reflect this.
- 5.22 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

- 5.23 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 North and West Northamptonshire, 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, it is anticipated that the Council will provide less support services and this will be in line with those provided in the previous year. This will in effect reduce the Council's income to £1.258m, resulting in a pressure of £500k – this is unchanged from Period 3.
- 5.24 There is budgetary provision of £691k which was to meet any unforeseen pressures within the Commissioning Service, this will be used in full to mitigate the financial pressures being forecast and this position is unchanged from Period 3.
- 5.25 There is a favourable variance of £172k which relates to the budget provision being higher than the contract with NCT this is a favourable movement of £172k from that reported in Period 3.
- 5.26 There are other minor budget pressures which amount to £21k.
- 5.27 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

- 5.28 The revenue budget covers Adult Social Services, Community Services and Public Health and Wellbeing. The details of the forecast outturn position are set out in the paragraphs which follow.

Adults, Communities and Wellbeing Directorate

Adult Social Care, Safeguarding and Wellbeing and Commissioning and Performance Services

Adult Services	£'000
Expenditure	106,937
Income	(17,141)
Net Budget	89,796
Forecast	89,706
Variance	(90)

Safeguarding and Wellbeing	£'000
Expenditure	16,536
Income	(6,153)
Net Budget	10,383
Forecast	10,383
Variance	0

Commissioning and Performance	£'000
Expenditure	14,503
Income	(8,124)

Net Budget	6,378
Forecast	6,378
Variance	0

- 5.29 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.
- 5.30 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.
- 5.31 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.
- 5.32 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 people 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.
- 5.33 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
- 5.34 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 approved the inclusion of this funding and additional expenditure at the July Executive meeting.
- 5.35 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.
- Other savings include the increased use of PPP block purchased beds (£0.932m) this will involve reducing the spend within the independent market and increase the use of the beds for hospital discharges.

5.36 The current forecast is an underspend of £90k (Period 3 - £0k), the forecast assumes that the savings detailed in 5.35 are achieved in year. These savings will continue to be tracked, and any impact of the achievability will form part of future reports. The 2021/22 trends have been used to monitor this year's budget; however, this has limitations as there is only one year's data and this was significantly impacted by the Covid pandemic. The trends of spend and activity will continue to be updated to support future forecasts.

5.37 Similar to the previous month, the current monitoring identifies a number of pressures within working aged adults, this is being offset by savings within services for older people, work is ongoing to realign these budgets and to understand the potential risks to the forecast, particularly in light of inflation and changes in demand.

5.38 Such examples of potential pressures include an unexpected increase in demand during the winter period, e.g., an increase in flu and other respiratory diseases, unexpected provider failures, additional pressures from acute hospitals, changes in caselaw and adverse weather. Mitigations would be sought to manage these pressures including, in exceptional circumstances, the use of reserves. This is an area the Council will continue to monitor closely.

Public Health

5.39 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.

5.40 The base budget of £138k relates to the Adult Learning service it is being explored to see if grants can be maximised to release this budget as a saving.

Public Health	£'000
Expenditure	19,956
Income	(19,818)
Net Budget	138
Forecast	138
Variance	0

Housing and Community Services

5.41 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.

Housing and Community Services	£'000
Expenditure	15,744
Income	(6,262)
Net Budget	9,482
Forecast	9,577
Variance	95

5.42 The forecast includes a pressure of £95k (Period 3 - £95k) relating to the under achievement of income at the Lodge Park Sports Centre in Corby; this has not yet recovered to pre pandemic levels.

5.43 The forecast also includes a pressure of £200k (Period 3 - £200k) on the electricity and gas budgets for the Corby International Pool. This reflects an increase of around 70% due to the current market conditions where utility costs have increased significantly.

5.44 These pressures are partially offset by additional revenue of £200k (Period 3 - £200k) for temporary accommodation within the homelessness service where housing policies have been harmonised.

Place and Economy

5.45 The Place and Economy budget covers the following four functional areas plus Management Costs:

- Assets and Environment
- Growth and Regeneration
- Highways and Waste
- Regulatory Services

Assets and Environment

- 5.46 Assets and Environment, includes Facilities Management, Property Estate Management, Energy and Fleet Management, Grounds Maintenance, Parks and Open Spaces and On and Off-street parking enforcement. It also includes Asset and Capital Management of the Council's corporate assets and capital programmes, together with the effective management of the Council's strategic assets and landholdings. Key income and cost drivers include 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.

Assets and Environment	£'000
Expenditure	22,340
Income	(20,579)
Net Budget	1,791
Forecast	2,827
Variance	1,036

- 5.47 The Assets and Environment Service is forecasting a pressure £1.036m (Period 3 - £639k). The main variances within the Service are outlined below. Officers are looking to mitigate the in-year pressures detailed below including some specific actions linked to Knuston Hall and Fleet Vehicles detailed below:

- **Country Parks and Outdoor Learning** (£159k Pressure – Period 3 £159k).
This relates to a projected pressure of £95k resulting from additional security and insurance costs at Knuston Hall following the current temporary closure of this facility. There is a projected pressure of £67k within Country Parks relating to salaries and repairs and maintenance and minor savings of £3k. A separate paper on the future of Knuston Hall is to be considered by the Executive to help to mitigate the current financial pressure.
- **Car Parks (Corby)** – (£138k Pressure – Period 3 £62k)
The relates to the cost of Business Rates (£62k) for which no budgetary provision had been included within the legacy authority. There is a forecast pressure of £76k due to a reduction in car parking income as this has not returned to pre-pandemic levels and remains under budget.
- **Public Realm** (£63k Pressure – Period 3 £63k)
Public Realm additional staffing costs for works relating to the Corby Town Investment Plan.
- **Facilities Management-** (£54k Pressure – Period 3 £54k)
Additional pressures for the running costs of the Council's Depot (£161k). This has been partial offset by additional income following a number of favourable rent reviews (£107k).
- **Fleet Vehicles** – (£364k Pressure – Period 3 £240k)

This relates to an estimated increase in the cost of fuel (£275k) and leasing costs (£85k). A separate paper on the leasing of fleet vehicles for the Wellingborough area was recently considered by Executive which will help to mitigate the current in year pressure.

- **Parking (Wellingborough Bus Lane Enforcement)-** (£272k Pressure – Period 3 £0k)
There is a reduction in income from bus lane enforcement with the forecast variance being £272k.
- **Minor variances** for Assets and Environment amount to a saving of £14k (Period 3 Pressure £61k).

5.48 The Period 2 Monitoring report included pressures relating to Wellingborough NORSE (£932k) and Knuston Hall (£614k). The Executive at the meeting on 14th July agreed to underwrite these pressures through the use of reserves. This provides the capacity to enable a longer-term approach to be established which will form part of the future budget strategy and this has been reflected in the forecasts from Period 3.

Growth and Regeneration

5.49 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.

Growth and Regeneration	£'000
Expenditure	7,307
Income	(3,416)
Net Budget	3,891
Forecast	3,847
Variance	(44)

5.50 The Growth and Regeneration Service is forecasting a saving of £44k (Period 3 – £155k saving). The main variances within the Service are outlined below

- **Planning Policy** – (£19k Pressure – Period 3 £25k Favourable)
This comprises of a salary underspend of £88k due to staff vacancies and is partially offset by increased agency staff costs of £45k, resulting in a net saving of £43k. There is a reduction in income of £62k due to income no longer being received from the Joint Planning Unit, resulting in an overall pressure of £19k.
- **Development Management** – (£127k Pressure – Period 3 £95k)
There is a net pressure of £134k from salaries, agency costs and legal fees. These pressures are partially offset by minor savings of £7k.

- **Economic Development** – (£56k Underspend – Period 3 £51k)
This comprises of a salary underspend of £106k due to staff vacancies and is partially offset by a reduction in income of £50k which relates to a grant which is no longer received.
- **Environment Planning, Transport Management and Climate** – (£134k Underspend – Period 3 £174k)
There is a net underspend of £174k which relates to a legacy budget which is no longer required. This is offset by additional costs of agency staff of £40k.

Highways and Waste

- 5.51 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.

Highways and Waste	£'000
Expenditure	55,796
Income	(5,740)
Net Budget	50,057
Forecast	51,302
Variance	1,245

- 5.52 The Highways and Waste Service is forecasting a pressure of £1.245m (Period 3 £1.220m). Officers are looking to mitigate the in-year pressures detailed below through a number of means. Detailed discussions continue on Home to School Transport to explore how the increased costs can be mitigated for the remainder of 2022/23. The variances within the Service are outlined below:

- **Highways and Traffic Management** – (£1.178m Pressure – Period 3 £1.178m)
There is a forecast pressure of £1.033m for streetlighting and a further £185k on Netcom (traffic signals, these are both as a result of increasing energy costs. There are also minor savings amounting to £40k. Officers are looking at how to mitigate the streetlighting pressure through investment in LED lighting, therefore reducing the energy usage and costs. This work continues.
- **Waste Management** – (£99k Pressure – Period 3 £100k)
This relates to a pressure of £480k on domestic waste disposal and assumes the same tonnages in 2022/23 as 2021/22 and reflects an increase in price per tonne of £8.89. This is partially offset by additional income of

£253k relating to a one-off performance payment from the contractor relating to the diversion of tonnages from land fill and a saving of £128k on the Household Waste Recycling Centre (HWRC) resulting from:

- £14k saving from HWRC specialist waste disposal.
- £33k saving on HWRC land fill tax.
- £81k staffing and other efficiency savings.

- **Refuse and Recycling** – (£170k Pressure – Period 3 £145k)
There is a reduction in income of £145k from the Commercial Trade Waste Service within the Wellingborough area following the NORSE contract coming to an end and a pressure on the Kettering and Corby supplies and services budget of £25k.
- **Transport and Contract Management** – (£202k Saving – Period 3 £203k)
This relates to a £46k salary saving. In addition, there is a £156k saving on concessionary fares as we are paying operators a fixed annual rate based on pre-Covid levels (i.e., an average for the actual number of journeys in the winter months prior to the COVID-19 outbreak - December 2019 to February 2020 – as per the current methodology set by the Department for Transport (DFT)). The Executive on 22 April 2022 agreed to reimburse bus operators for concessionary travel at 100% of pre-Covid levels until 30th September 2022 and then at 90% of pre-Covid levels until 31st March 2023. The government are currently reviewing the guidance for 2023/24.

5.53 The Period 2 Monitoring report included pressures relating to Transport and Contract Management of £2.392m. The Executive at the meeting on 14th July agreed to underwrite these pressures through the use of reserves. This provides the capacity to enable a longer-term approach to be established which will form part of the future budget strategy and this has been reflected in forecasts from P3.

Regulatory Services

5.54 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.

Regulatory Services	£'000
Expenditure	9,847
Income	(7,739)
Net Budget	2,108
Forecast	2,325
Variance	217

5.55 Regulatory services is forecasting a pressure of £217k (Period 3 – £217k Pressure) The variances within the Service, are outlined below:

- **Building Control** (£30k Pressure – Period 3 £30k)
This is made up of a projected salary underspend of £181k due to vacancies, offset by the cost of employing agency staff to cover a number of these vacancies (£170k). There is projected loss of income of £41k relating to Building Control and Local Land charges.
- **Environmental Health** (£95k Saving – Period 3 £95k)
Relates to a salary underspend due to vacancies (£100k) offset in part by a minor overspend of £5k on the supplies and services budgets.
- **Licencing** (£95k Saving – Period 3 £95k)
Relating to salary underspend due to vacant posts of £182k, offset by the cost of employing agency staff to cover vacancies of £106k and a £19k savings on professional fees.
- **Resilience** (£21k Saving – Period 3 £21k)
Minor variances netting off to £21k.
- **Trading Standards** (£50k Pressure – Period 3 £50k)
Net overspends relating to the employment of a CX Database Consultant after offsetting against salary underspends.
- **Bereavement Services** (£308k Pressure – Period 3 £308k)
Relates to projected loss of income in the service at Wellingborough and Kettering - this is an area that is currently being reviewed.
- **Highways and Private Sewers and Countywide Travellers Unit** (£40k Pressure – Period 3 £40k)
Relates to pressures on Street Lighting and electricity based on current costs.

Place and Economy Management

- 5.56 This area includes the management costs for the Place and Economy Directorate and is forecast to be on budget and is unchanged from Period 3.

Directorate Management	£'000
Expenditure	621
Income	0
Net Budget	621
Forecast	621
Variance	0

Enabling and Support Services

- 5.57 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
- Chief Executive – Policy, Performance and Communications

- Human Resources and Governance
- Transformation, ICT and Customer Services

Finance, Procurement and Revenues and Benefits Service

Finance and Corporate	£'000
Expenditure	81,460
Income	(70,658)
Net Budget	10,802
Forecast	10,529
Variance	(273)

- 5.58 There is a pressure of £277k relating to the Lead Authority finance operations functions following changes to service levels within shared services as a result of LGR and service redesigns due to growing demand now starting to be implemented, this is offset by an underspend of £450k in relation to the disaggregation of legacy pension budgets. This position is unchanged from Period 3.
- 5.59 There is a forecast saving in relation to borrowing costs of £100k due to lower levels of external borrowing than originally forecast. This position is unchanged from Period 3.

Chief Executive's Office

Chief Executive	£'000
Expenditure	2,037
Income	(39)
Net Budget	1,998
Forecast	1,994
Variance	(4)

- 5.60 There is a forecast net underspend of £4k (Period 3 - £24k), there are staff savings through vacancies which amount to £33k which are partially offset by a pressure of £21k in the communications team budget relating to a historic income target which is not considered achievable, and which arose from disaggregation and minor pressures of £8k.

HR, Legal and Democratic Services

HR, Legal and Democratic Services	£'000
Expenditure	11,022
Income	(2,429)
Net Budget	8,593
Forecast	8,525
Variance	(68)

- 5.61 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. This has in part been

offset by additional income of £34k relating to one-off workforce development work. Resulting in a net pressure of £81k. This position is unchanged from Period 3.

- 5.62 There are savings of £56k (Period 3 - £56k) relating to lower costs within supplies and services and there are further minor favourable variances that amount to £36k (Period 3 - £46k).
- 5.63 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 and is unchanged from Period 3.
- 5.64 There are anticipated savings within Election Services of £147k (Period 3 – 70k) related to staffing and further minor favourable variances that amount to £10k (Period 3 - £20k).

Transformation

Transformation	£'000
Expenditure	12,806
Income	(289)
Net Budget	12,518
Forecast	12,230
Variance	(288)

- 5.65 There is a forecast pressure of £70k within the Customer Services team arising from the issuing of blue badges, this remains unchanged from Period 3. This was as a result of the disaggregation of the County Council's budget.
- 5.66 There is anticipated underspend on Customer Services salaries of £106k (Period 3 - £0k) due to vacant posts.
- 5.67 There is an anticipated underspend of £636k 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 £271k is reflected as a saving (Period 3 - £242k)
- 5.68 There are other small anticipated pressures across the Directorate totalling £19k, (Period 3 - £38k) arising mainly from software licences and staff training.

6. Housing Revenue Account

- 6.1 Within North Northamptonshire prior to 1st April 2021 there were two HRA accounts, covering the sovereign Councils of Kettering and Corby respectively. As part of the move to a single unitary council for North Northamptonshire, there was a statutory requirement to create a single HRA for the area. Whilst North Northamptonshire Council must only operate one HRA it will, for a period of time, operate two separate Neighbourhood Accounts (Corby Neighbourhood Account and the Kettering Neighbourhood Account).

Corby Neighbourhood Account

- 6.2 The forecast position for the Corby Neighbourhood Account at the end of Period 4 shows an underspend of £236k (Period 3 - £262k) This is summarised in the following Table;

Corby Neighbourhood Account	Current Budget 2022/23	Projection P4 2022/23	Variance
	£000	£000	£000
INCOME			
Rents - Dwellings Only	19,480	19,429	51
Service Charges	641	654	(13)
HRA Investment Income	20	20	0
Total Income	20,141	20,103	38
EXPENDITURE			
Repairs and Maintenance	5,676	5,644	(32)
General Management	5,275	5,111	(164)
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	685	(78)
Other	454	454	0
Total Expenditure	20,141	19,867	(274)
Net Operating Expenditure	0	(236)	(236)

- 6.2 The forecast position for rental income from dwellings at Period 4 is £51k less income than budget – this is a result of the Right to Buy Sales being 12 higher than the budgeted amount of 40 in 2021/22, resulting in a lower number of dwellings as at 1st 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 50 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. This pressure is partial off-set by additional Service Charge Income of £13k.
- 6.3 The savings within Repairs and Maintenance, General Management and Special Services amounts to £274k which primarily reflects a £300k reduction in the cost of the insurance premium due to increasing the amount of insurance excess. These savings are partially offset by increases in utility costs of £23k and other minor pressure of £3k.

Kettering Neighbourhood Account

- 6.4 The forecast position for the Kettering Neighbourhood Account at the end of Period 4 shows an underspend of £99k (Period 3 - £58k). This is summarised in the following Table;

Kettering Neighbourhood Account			
	Current Budget 2022/23	P4 Projection 2022/23	Variance
	£000	£000	£000
INCOME			
Rents - Dwellings Only	15,679	15,688	(9)
Service Charges	443	446	(3)
HRA Investment Income	7	7	0
Total Income	16,129	16,141	(12)
EXPENDITURE			
Repairs and Maintenance	4,025	3,938	(87)
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
Total Expenditure	16,129	16,042	(87)
Net Operating Expenditure	0	(99)	(99)

6.5 The forecast position for rental income from dwellings at Period 4 is £9k higher than budget – there is additional rental income of £36k as a result of the Right to Buy Sales being eight lower than the budgeted amount of 30 in 2021/22, resulting in a higher number of dwellings than budgeted at 1st 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 £27k. 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. There is a minor favourable variance on service charge income of £3k resulting in income being £12k higher than budget.

6.6 The forecast position on expenditure is £87k less than budget. This reflects lower spend on Repairs and Maintenance (£92k) and subcontractors (£123k) due to some services being brought back in-house. There are also savings on services (£61k) and minor savings of £23k. The savings are partially off-set by an increase in stocks and materials (£212k) which reflects inflationary pressures.

Pay award

6.7 Negotiations regarding the 2022/23 pay award are still ongoing. The latest offer is a flat rate increase of £1,925 per employee. If this were agreed the pay award would be significantly higher than the 3% budgeted. This could be mitigated through the forecast underspends, the use of the contingency budgets and the use of reserves (if further mitigations are not identified).

7. Conclusions

- 7.1 The forecast for 2022/23 is an overspend of £4.608m based on the position as at the end of Period 4 (Period 3 - £4.277m). This is a comparatively early indication of the pressures for the financial year and Service Directors will be working to mitigate these pressures in-year, including those of the Children's Trust. The Council does hold a contingency budget which, as yet, is not fully committed, however, this will likely be required to help offset pay and other inflationary pressures. The Council also holds earmarked reserves which may be used to underwrite the current pressures while Service Directors work to address them.
- 7.2 The key risks which are set out in the report will continue to be monitored and actions sought as required throughout 2022/23. The achievement of the approved savings targets is also integral to this process and will continue to be monitored and reported.

8. Implications (including financial implications)

8.1 Resources, Financial and Transformation

- 8.1.1 The financial implications are set out in this report. The current forecast position for the General Fund is an overspend of £4.608m (Period 3 - £4.277m) and the Housing Revenue Account is forecasting an underspend of £335k (Period 3 - £320k). This position is prior to settlement of the pay award for 2022/23, which is expected to have a significant impact on the forecast financial outturn. A contingency is held to help offset potential costs that were not known at the time of budget setting. Currently £2.9m of the contingency is available, of which £0.5m was initially set aside for inflationary pressures.

8.2 Legal and Governance

- 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 Relevant Policies and Plans

- 8.3.1 The budget provides the financial resources to enable the Council to deliver on its plans and meet corporate priorities as set out in the Council's Corporate Plan.

8.4 Risk

- 8.4.1 The deliverability of the 2022/23 Revenue Budget is monitored by Budget Managers and Assistant Directors. Where any variances or emerging pressures

are identified during the year then mitigating actions will be sought and management interventions undertaken.

8.4.2 Details of pressures, risks and mitigating actions implemented will be provided as part of the finance monitoring reports as the year progresses. The main risks identified include demand led services such as Adult Social Care, children's services and home to school transport together with the impact of high levels of inflation.

8.4.3 Whilst services will work hard to offset pressures, the Council holds a contingency and a number of reserves to help safeguard against the risks inherent within the budget for 2022/23.

8.5 Consultation

8.5.1 The 2022/23 budget was subject to consultation prior to approval by Council in February 2022.

8.6 Consideration by Executive Advisory Panel

8.6.1 Not applicable.

8.7 Consideration by Scrutiny

8.7.1 The budget monitoring reports are presented to the Finance and Resources Scrutiny Committee for review after they have been presented to the Executive Committee.

8.8 Equality Implications

8.8.1 There are no specific issues as a result of this report.

8.9 Climate and Environment Impact

8.9.1 Among the new Council's priorities will be putting in place plans to improve the local environment and tackle the ongoing climate emergency. Where these have a financial impact then it will be reflected in the budget.

8.10 Community Impact

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

8.11 Crime and Disorder Impact

8.11.1 There are no specific issues arising from this report.

9 Issues and Choices

- 9.1 The report focuses on the forecast revenue outturn against budget for 2022/23 and makes recommendations for the Executive to note the current budgetary position and as such there are no specific choices within the report.

10 Background Papers

- 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, 24th February 2022.

Monthly Budget Forecast Reports to the Executive.

This page is intentionally left blank

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

This page is intentionally left blank

Agenda Item 19

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank

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

Document is Restricted

This page is intentionally left blank