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Chairman: Councillor R.V. Blaney
Vice-Chairman: Councillor D.J. Lloyd

Members of the Committee:

Councillor P.C. Duncan
Councillor R.J. Jackson
Councillor R.B. Laughton
Councillor D. Staples
Councillor Mrs A.A. Truswell (Opposition Spokesperson)

Substitute Members

Councillor Mrs C. Brooks
Councillor P. Peacock
Councillor A.C. Roberts
Councillor T. Wendels

MEETING: Policy and Finance Committee

DATE: Thursday 30 June 2016 at 6.00pm

VENUE: Room G21, Kelham Hall

**You are hereby requested to attend the above Meeting to be held at the time/place
and on the date mentioned above for the purpose of transacting the
business on the Agenda as overleaf.**

If you have any queries please contact Nigel Hill on 01636 655243.

AGENDA

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NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of the **POLICY & FINANCE COMMITTEE** held in Room G21, Kelham Hall, Newark on Thursday 24 March 2016 at 6.00pm.

PRESENT: Councillor R.V. Blaney (Chairman)
Councillor D.J. Lloyd (Vice- Chairman)

Councillors: R.J. Jackson and Mrs A.A. Truswell.

SUBSTITUTES: Councillors: P.C. Duncan for R.B. Laughton and Mrs Y. Woodhead for D. Staples.

101. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors R.B. Laughton, A.C. Roberts, D. Staples and T. Wendels who was due to act as substitute for Councillor A.C. Roberts.

102. DECLARATIONS OF INTERESTS BY MEMBERS AND OFFICERS AND AS TO THE PARTY WHIP

It was noted that all Members and Officers present had an interest in Agenda Item No. 10 – Moving Ahead Travel Update.

103. DECLARATIONS OF INTENTIONS TO RECORD THE MEETING

The Chairman advised that the proceedings were being audio recorded by the Council.

104. MINUTES FROM THE MEETING HELD ON 25 FEBRUARY 2016

The minutes from the meeting held on 25 February 2016 were agreed as a correct record and signed by the Chairman.

105. PROPOSAL FOR THE TRANSFER OF THE DISTRICT COUNCIL'S BUILDING CONTROL SERVICE TO EAST MIDLAND BUILDING CONSULTANCY

The Director - Communities presented a report regarding a proposal for the Council's Building Control service to be transferred to the East Midlands Building Consultancy (EMBC), a partnership which comprised South Kesteven District Council and Rushcliffe Borough Council.

Since October 2015 the Council had been in formal negotiations and discussion with the partnership which had resulted in a formal Deed of Agreement and a full business case being produced by the partnership for consideration by the Council. The advantages of a service delivered in partnership with EMBC were set out in the report. The EMBC was based in Grantham at the Headquarters of South Kesteven District Council as they were the lead authority with Building Control Officers working remotely and from home but with the Grantham offices acting as a 'hub' for the consultancy.

The EMBC had to date been managed by a Partnership Board consisting of senior officers from each Council. The Board had overseen the operations of the service and ensured that the interests of each individual Council were upheld. It was noted that the Partnership Board would continue but from 1 April 2016, Directors from this Council would sit on the Board as partners rather than observers as was currently the case. In addition to the Partnership Board a new Strategic Board had been developed to include the Chief Executive and a Director from each respective partner authority. The Terms of Reference for the Strategic Board were attached as an appendix to the report.

In relation to the draft Deed of Agreement the Director – Safety advised that a few drafting issues needed to be addressed in relation to permitted successors and permitted assigns to ensure that any future changes in terms of the partnership bodies required the specific approval of all three local authority partners.

AGREED (unanimously) that:

- (a) the proposal for the transfer of the District Council's Building Control Service to East Midlands Building Consultancy in partnership with Rushcliffe Borough Council and South Kesteven District Council be approved; and
- (b) delegated authority be given to the Director – Communities, following consultation with the Chairman, Vice-Chairman and Opposition Spokesperson of the Economic Development Committee, to enter into the legal agreement setting out the terms of the partnership shared service prior to the District Council formally entering the partnership on 1 April 2016.

Reason for Decision

To provide a sustainable, high quality Building Control service in partnership with neighbouring authorities.

106. HOUSING GROWTH

The Business Manager – Strategic Housing presented a report which sought to approve a capital contribution to the development of an extra care affordable housing scheme for older people at Bowbridge Road, Newark. The scheme would be in the ownership of the Council's Housing Revenue Account but delivered in partnership with Nottinghamshire County Council through a co-operation agreement and Newark & Sherwood Homes.

The proposed scheme would consist of 60 apartments which would be let at an affordable rent and managed by Newark & Sherwood Homes on behalf of the District Council, with the County Council providing extra care support to residents in 40 of the units. The remaining 20 units would be allocated by the District Council through its Allocation Scheme. Further to the recent announcement by the Homes & Communities Agency on the successful bid for funding the Committee needed to consider and approve its capital contribution towards the total scheme costs. All

partner percentage contributions were detailed in the report with the actual monetary values detailed in the confidential item on the agenda. The report also set out the financial modelling of the development proposal based on the total scheme costs and rental assumptions at the current point in time.

The report also referred to the uncertainty around the Government's proposal to cap the Local Housing Allowance which could impact upon the extra care delivery model, and it was proposed that an appropriate response be made to the Government's ongoing review of this policy.

AGREED (unanimously) that:

- (a) approval be given to the Council's capital contribution towards the total scheme costs of the extra care scheme, as identified in the table at paragraph 3.6 of the confidential item, for inclusion in the Council's capital programme;
- (b) the Committee note that the scheme delivery was still subject to planning permission approval and commitment from Nottinghamshire County Council on its capital contribution;
- (c) a 10% margin for an uplift in the Council's capital contribution towards the total scheme costs be approved;
- (d) delegated authority be given to the Director – Safety to accept the successful construction tender, following detailed analysis of this, and after consultation with the Chairman, Vice Chairman and Opposition Spokesperson; and
- (e) the District Council submit a response to the Governments 'Supported Housing' review highlighting the adverse impact of the proposed Local Housing Allowance cap and requirement to exempt supported housing.

Reason for Decision

The housing growth strategy, and the development of this extra care scheme, will contribute to the wider strategic priorities of the Council, meet the evidenced housing need across the district for all tenures and maintain a viable Housing Revenue Account Business Plan.

107. ANNUAL REVIEW OF THE EXEMPT REPORTS CONSIDERED BY THE POLICY & FINANCE COMMITTEE

The Business Manager – Democratic Services presented a report which detailed the exempt business considered by the Committee since 26 March 2015. It was noted that the view of report authors was that one report, concerning the proposals for the Visitor Information Centre, could now be released into the public domain.

AGREED (unanimously) that:

- (a) the report be noted; and
- (b) the report considered on 28 July 2015 - Visitor Information Centre – Palace Theatre, National Civil War Centre and Newark Tourist Information Centre Integration, be released into the public domain.

Reason for Decision

To advise Members of the exempt business considered by the Policy & Finance Committee for the period 26 March 2015 to date.

108. GENERAL FUND BUDGET PERFORMANCE REPORT TO 31 JANUARY 2016

The Assistant Business Manager – Financial Services presented a report which compared the General Fund Policy & Finance Committee net expenditure for the period ending 31 January 2016 with the profiled budget for the period. The appendices to the report detailed performance against budget for the period to 31 January 2016 for those budgets within the remit of the Policy & Finance Committee.

The total for direct service net expenditure showed an under spend of £1,284,738 against the profiled budget for the period to 31 January 2016. £863,000 of the apparent underspend related to demand led budgets for rent allowances and rent rebates and would be offset by reduced government grant at the end of the financial year, therefore the underspend can be reduced to £423,770. The detailed performance figures were given in Appendix A to the report and the variations from the profiled budget to 31 January 2016 were detailed.

AGREED (unanimously) that the overall position of the Policy & Finance Committee net expenditure compared to budget at 31 January 2016 be approved.

Reason for Decision

To advise Members of the draft outturn monitored against service budgets for the period ending 31 January 2016.

109. OVERALL GENERAL FUND BUDGET PERFORMANCE REPORT TO 31 JANUARY 2016

The Assistant Business Manager – Financial Services presented a report which compared the overall General Fund net expenditure for the period ending 31 January 2016 with the profiled budget for the period. The appendices to the report detailed performance against budget for the period to 31 January 2016 for all General Fund service budgets.

The total for direct service net expenditure showed an under spend of £2,082,846 against the profiled budget for the period to 31 January 2016 (£1,219,672 excluding the underspend on housing benefit payments which would be matched by reduced grant). The detailed performance figures were given in Appendix A to the report and the variations from the profiled budget to 31 January 2016 were detailed.

AGREED (unanimously) that the overall position of the General Fund net service expenditure compared to budget at 31 January 2016 be approved.

Reason for Decision

To advise Members of the current net expenditure compared to service budgets for the period ending 31 January 2016.

110. EXCLUSION OF THE PRESS AND PUBLIC

AGREED (unanimously) that under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting during discussion of the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraphs 3 and 4 of Schedule 12A of the Act and that the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

111. MOVING AHEAD UPDATE - TRAVEL

The Committee considered the exempt report presented by the Moving Ahead Programme Manager in relation to proposals for travelling to the new Council offices.

(Summary provided in accordance with 100C(2) of the Local Government Act 1972).

112. FORMER MUNICIPAL BUILDINGS, 20 BALDERTONGATE

The Committee considered the report presented by the Director – Safety in relation to the sale of 20 Baldertongate, Newark.

(Summary provided in accordance with 100C(2) of the Local Government Act 1972).

Meeting closed at 6.50pm.

Chairman

RECONSTITUTION OF WORKING PARTIES/TASK & FINISH GROUPS

1.0 Purpose of Report

1.1 To consider reconvening the Working Parties/Task & Finish Groups established by the Policy & Finance Committee.

2.0 Background Information

2.1 It is necessary to reconvene the Working Parties/Task & Finish Groups established by the Policy & Finance Committee that are still operational.

2.2 Details of these groups are attached as an **Appendix** to the report.

2.3 If Policy and Finance determine that the Working Party/Task & Finish Groups should be reconvened the membership of the Groups will require review.

3.0 Local Development Framework Task and Finish Group

3.1 In addition the Policy & Finance Committee has previously appointed a member to the Local Development Framework Task & Finish Group and the Committee are invited to appoint a representative in anticipation that the Group will be reconvened by the Economic Development Committee.

4.0 RECOMMENDATIONS that:

- (a) the Committee determine which Working Parties/Task & Finish Groups need to be reconvened and review the membership of those groups as required;**
- (b) the Committee appoint representatives to the reconvened bodies and also one representative to the Local Development Framework Task & Finish Group.**

Reason for Recommendations

To reconvene the appropriate Working Parties/Task & Finish Groups.

Background Papers

Nil.

For further information please contact Nigel Hill on Ext. 5243.

K.H. Cole
Deputy Chief Executive

WORKING PARTIES AND TASK & FINISH GROUPS

APPENDIX

Working Party/Task & Finish Group	Date First Established	Date of Last Meeting/ (Next Scheduled Meeting)	Previous Membership	Remit
Member Development and Training Working Party Kirsty Cole	18 th December 2006 (Policy Overview and Scrutiny Committee) 4 th June 2015 (Policy and Finance reconvened)	9 th September 2015 (To be arranged)	<ul style="list-style-type: none"> • Leaders of the three political groups on the Council • Additional 3 Members from the Conservative Group (Councillors Duncan, Mison and Rainbow) • Additional 2 Members from the Labour Group (Councillors Buttery and Peacock) 	<ul style="list-style-type: none"> • To review the Member Induction Programme • To produce a Member Training & Development Strategy for the life of the current Council • To consider the feasibility of pursuing the Member Development Charter
Non Domestic Discretionary Rate Relief Review Panel Nicola Lovely	7 th June 2007 (Cabinet) 4 th June 2015 (Policy and Finance reconvened)	30 th October 2012 (when required)	<ul style="list-style-type: none"> • Panel of three Members drawn from Policy & Finance Committee <p>Note: Local Ward Members to be invited to attend if considered appropriate</p>	<ul style="list-style-type: none"> • To hear appeals in respect of applications for Discretionary NNDR Relief
Strategic Housing Liaison Panel Karen White	4 th July 2013 (Policy Committee) 4 th June 2015 (Policy and Finance reconvened)	26 th May 2016 (To be arranged)	<ul style="list-style-type: none"> • Chairman, Vice-Chairman and Opposition Spokesman (Policy & Finance Committee) • Chairman & Opposition Spokesman (Homes & Communities Committee) 	<ul style="list-style-type: none"> • To strengthen the relationship, joint working and common purpose and understanding between the Council and its housing Company • To discuss the Council's longer term strategic view and direction for the Company; • To develop the forward Delivery Plan; Key Performance Indicators and outcomes; • To review progress against the Delivery Plan at a strategic level.

EQUALITIES UPDATE AND DRAFT EQUALITY AND DIVERSITY STRATEGY 2016 - 2020

1.0 Purpose of Report

1.1 This report will firstly provide Members with an update on the progress made over the last year towards the Council's corporate equalities objectives and, secondly, the report will propose an updated Equality and Diversity Strategy 2016 - 2020.

2.0 Background

2.1 In 2013, the Council adopted a new Equality & Diversity Strategy that updated our procedures and objectives and also took into account changes in legislative requirements following implementation of the Equality Act 2010. The Act defines 9 protected characteristics and specific duties for public authorities as outlined below in section 3 of this report. The Council's Strategy identifies the following 5 corporate equality objectives:

- Equality Objective 1: To improve our services by being better informed about the needs and diversity of our customers and employees
- Equality Objective 2: To advance equal opportunity for persons accessing Council services
- Equality Objective 3: To develop engagement with our communities in respect of equality issues
- Equality Objective 4: To develop equality through our commissioning activities
- Equality Objective 5: To create a working environment without barriers to advancement for all our employees

2.2 The Council also agreed that equalities be part of the audit regime for 2015/16 and the subsequent audit indicated a substantial level of assurance with considerable progress in the Council's commitment to mainstreaming equality duties within the Council.

3.0 The Equalities Act 2010

3.1 As a public authority, the Council is required to have due regard to the need to:

- Eliminate unlawful discrimination**, harassment and victimisation;
- Advance equality of opportunity** between persons who share a relevant protected characteristic and persons who do not share it; and
- Foster good relations** between persons who share a relevant protected characteristic and persons who do not share it.

3.2 The Equality duty replaced the 3 previous public sector equality duties – for race, disability and gender. The Equality duty covers the following protected characteristics:

- Age
- Disability
- Gender re-assignment
- Pregnancy and maternity

- Race – this includes ethnic or national origins, colour or nationality
- Religion or belief – this includes lack of belief
- Sex
- Sexual orientation

3.3 It also applies to marriage and civil partnership, but only in respect of the requirement to have due regard to the need to eliminate discrimination.

3.4 Having **due regard** means consciously thinking about the 3 aims of the Equality Duty as part of the process of decision-making. This means that consideration of equality issues must influence the decisions reached such as in:

- how we act as an employer;
- how we develop, evaluate and review policy;
- how we design, deliver and evaluate services; and
- how we commission and procure from others.

3.5 Having due regard to the need to **advance equality of opportunity** involves considering the need to:

- Remove or minimise disadvantages suffered by people due to their protected characteristics;
- Meet the needs of people with protected characteristics; and
- Encourage people with protected characteristics to participate in public life or in other activities where their participation is low.

Fostering good relations involves tackling prejudice and promoting understanding between people who share a protected characteristic and others.

3.6 As a local authority we also have a duty to collect and publish information on service users and our communities with regards to the protected characteristics, considering the impact of the decisions that we make on people with protected characteristics.

4.0 What the Council is doing:

4.1 The Council has a number of projects, initiatives and work streams that contribute to the Equality and Diversity Strategy, which are managed through a corporate equalities working group. The strategy has also been reviewed and informed by the LGA Equality Framework.

4.2 A summary of some of the key pieces of work over the last 12 months is as follows:

- **Internal Audit Of Equalities**
An audit was undertaken by Audit Lincolnshire to help inform future work including the development of the next Equality and Diversity Strategy and provide assurance that the Council is meeting its equality obligations.
- **Review of Equalities Strategy with Benchmarking Against the LGA Equality Framework**
This has been undertaken by the Equalities Officer in conjunction with the Equalities Working Group and is attached to this report.

- **Further promotion of equalities data collection proportionate to need**
This has been encouraged across all business units to ensure that they are meeting the needs of all their customers.
- Equality and Diversity action plan logged in Covalent to inform ongoing management.
- Website updated with equalities information and statistics
- Proportionate use of Equality Impact Assessments promoted to ensure that the Council can demonstrate due regard to its equality obligations.

5.0 Summary of Work Planned Over the Next 12 Months

5.1 To ensure ongoing compliance with the Equalities Act and understanding of how our services meet the Act, equalities work will continue to be actioned and reviewed. Along with the review of the current documentation, below is a summary of some of the major pieces of work planned:

- Develop a training strategy to include reference to and improve understanding of the Council's updated Equality and Diversity Strategy. This will include e-training.
- Ensuring Equality Impact Assessments are undertaken proportionately.
- Promotion of specific equality based days eg. Holocaust Memorial Day.
- Increasing Member awareness of equality and diversity issues with particular reference to the equality implications of committee reports and due regard to the Council's obligations.
- Reviewing and updating all Equality guidance documents.
- Consider consultation findings on the draft strategy and resultant actions determined by the Committee.

6.0 Draft Equality and Diversity Strategy 2016 - 2020

6.1 Under the duties of the Equality Act 2010 and the Public Sector Equality Duty, a local authority is required to set at least one equality objective for the organisation every four years. Newark and Sherwood District Council adopted equality objectives in its previous strategy. This draft strategy intends to refresh and replace those and reinforces our commitment to promoting and valuing fairness, equality and diversity in all that we do.

6.2 The objectives have been identified from an analysis of our services and will be the focus of our equality related work for the next four years.

6.3 Once adopted the strategy will set out Newark and Sherwood District Council's public commitment of how it plans to meet the duties placed upon it by the equality legislation.

6.4 The draft strategy is attached as an **Appendix**. It has been updated from the previous version to reflect the LGA Equality Framework, updated statistical information and greater explanatory information regarding the ways in which the equality objectives are delivered in practice. The purpose of the framework is to help organisations review and improve their performance for people with characteristics protected by the Equality Act 2010.

6.5 The proposed equality and diversity objectives for 2016-2020 are:

1. In delivering the Council's priorities and themes we will have due regard to equalities implications through leadership, partnership and organisational commitment.
2. To improve our services by better understanding our communities through the collection and analysis of information, and engaging with partners to share as appropriate.
3. To ensure services are accessible to meet the needs of our citizens.
4. As an employer promote an inclusive working environment to maintain and develop a modern and diverse workforce.

6.6 Equality and diversity issues are integral to the local authority's performance and strategic aims as well as ensuring that there is a strong vision and public commitment to equality across our services. Our key priorities are Prosperity, People, Place and Public Service with equalities cutting across all of them. The proposed Council priorities include a range of activities that will help address inequalities and support vulnerable groups.

6.7 By implementing our key priorities and adopting equality objectives we endeavour to embed equalities in how we allocate resources, comply with our public duties, undertake service planning, engage with our communities, plan and monitor services and in procurement.

6.8 Implementation of the equality and diversity strategy will be monitored by the corporate Equality Monitoring Group, through management reporting from Covalent and annual progress reports to Committee.

7.0 Proposed Consultation on the Draft Strategy

7.1 The strategy consultation is proposed as follows:

- Online survey for local residents and stakeholders such as community groups promoted via traditional media and social media.
- Online survey for council staff.
- Invitations to respond to local equality groups such as Newark and Sherwood Disability Voice and Access Group and the Ollerton and District Disability Action Team supported with officer attendance at meetings where required.

7.2 It is proposed that the consultation findings and draft strategy be considered by Policy and Finance Committee on 22 September 2016.

8.0 Equalities Implications

8.1 A full equalities impact assessment has been undertaken and is attached at Appendix B. By their nature, the draft objectives should have a positive impact on people with protected characteristics. However, part of the purpose of consultation is to identify if there are any gaps in our objectives and therefore we will have due regard to any feedback received during the consultation exercise.

9.0 Impact on Budget/Policy Framework

- 9.1 Resources for training are available within the corporate training budget, and some of the other work planned for the next twelve months will be contained within the revenue budget.
- 9.2 Funding for other elements of work to ensure ongoing compliance with the Equalities Act can be found from reserves.

10.0 RECOMMENDATIONS that:

- a) the report and the progress made against the Council's equality and diversity objectives be noted;**
- b) the Committee's comments be incorporated into the draft Equality and Diversity Strategy 2016 - 20 and proposed consultation activities; and**
- c) consultation findings and a final draft of the strategy are considered by the Committee at its meeting on 22 September 2016.**

Reason for Recommendations

To keep Members informed of progress with the Council's equalities obligations and refresh the equality and diversity strategy for the period 2016 - 2020.

Background Papers

Newark and Sherwood District Council Equality and Diversity Strategy 2012-2016
[LGA Equality Framework](#)

For further information please contact Ged Greaves on Ext 5231/John Bullock on Ext 5817.

Karen White
Director - Safety

NEWARK & SHERWOOD DISTRICT COUNCIL

EQUALITY & DIVERSITY STRATEGY
2016-2020**FOREWORD**

The duties for the Council, contained within the Equality Act 2010, present a challenge for us to continually examine our policies and practices to ensure that all our residents and customers are treated fairly and equally. We welcome this challenge and constantly strive to be more aware and knowledgeable about how age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion/belief, sex, and sexual orientation affect the experiences of our local communities, both individually and collectively. We also make every effort to raise the profile of equality and diversity issues across the District.

We recognise the importance of fair treatment and equal access to our services and employment opportunities and believe that all equality issues should be included within one document so that they can be mainstreamed into policy formation and service delivery.

We have had regard to the Equalities Framework for Local Government (published in September 2015) in revising the Council's Equality and Diversity Strategy. The Equalities Framework has been used to assist us in delivering our public sector equality duty with particular emphasis on the five key performance areas within the Framework, namely:

- Knowing our communities;
- Leadership, partnership and organisational commitment;
- Involving our communities;
- Responsive services and customer care; and
- A skilled and committed workforce.

This Strategy outlines how we will continue to deliver services in a manner which is fair for all sections of the community we serve and outlines our commitment to making this happen.

Councillor R V Blaney
Leader of the Council and
Chairman of Policy and Finance
Committee

Andrew Muter
Chief Executive

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4	Equality Objectives <ul style="list-style-type: none">• Our Equality Objectives<ul style="list-style-type: none">• Leadership, partnership and organisational commitment• Understanding our communities• Accessible services• Inclusive working environment to maintain and develop a modern and diverse workforce	
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1.0 INTRODUCTION

This Strategy is Newark and Sherwood District Council's latest public commitment of how it plans to meet the duties placed upon it by the equality legislation.

Under the duties of the Equality Act 2010 and the Public Sector Equality Duty, a local authority is required to set at least one equality objective for the organisation every four years. Newark and Sherwood District Council adopted five equality objectives in its previous strategy. This strategy replaces those and reinforces our commitment to promoting and valuing fairness, equality and diversity in all that we do.

This latest strategy includes refreshed and renewed equality objectives to help us meet our equality duties and to bring about positive change. The objectives have been identified from an analysis of our services and will be the focus of our equality related work for the next four years.

As a public authority, Newark & Sherwood District Council is required to have due regard to the need to:

- **Eliminate unlawful discrimination**, harassment and victimisation;
- **Advance equality of opportunity** between persons who share a relevant protected characteristic and persons who do not share it; and
- **Foster good relations** between persons who share a relevant protected characteristic and persons who do not share it.

The Equality duty covers the following protected characteristics:

- Age
- Disability
- Gender re-assignment
- Pregnancy and maternity
- Race – this includes ethnic or national origins, colour or nationality
- Religion or belief – this includes lack of belief
- Sex
- Sexual orientation

It also applies to marriage and civil partnership, but only in respect of the requirement to have due regard to the need to eliminate discrimination.

Having **due regard** means consciously thinking about the three aims of the Equality Duty as part of the process of decision-making. This means that consideration of equality issues must influence the decisions reached such as in:

- how we act as an employer;
- how we develop, evaluate and review policy;
- how we design, deliver and evaluate services; and
- how we commission and procure from others.

Having due regard to the need to **advance equality of opportunity** involves considering the need to:

- Remove or minimise disadvantages suffered by people due to their protected characteristics;
- Meet the needs of people with protected characteristics; and
- Encourage people with protected characteristics to participate in public life or in other activities where their participation is low.

Fostering good relations involves tackling prejudice and promoting understanding between people who share a protected characteristic and others.

2.0 A PICTURE OF NEWARK & SHERWOOD

2.1 The Council's Priorities

We reviewed our strategic priorities in 2016 and have continued our efforts around four corporate themes: **Prosperity, People, Place and Public Service**.

Detail on each of our priorities is set out in Appendix 1.

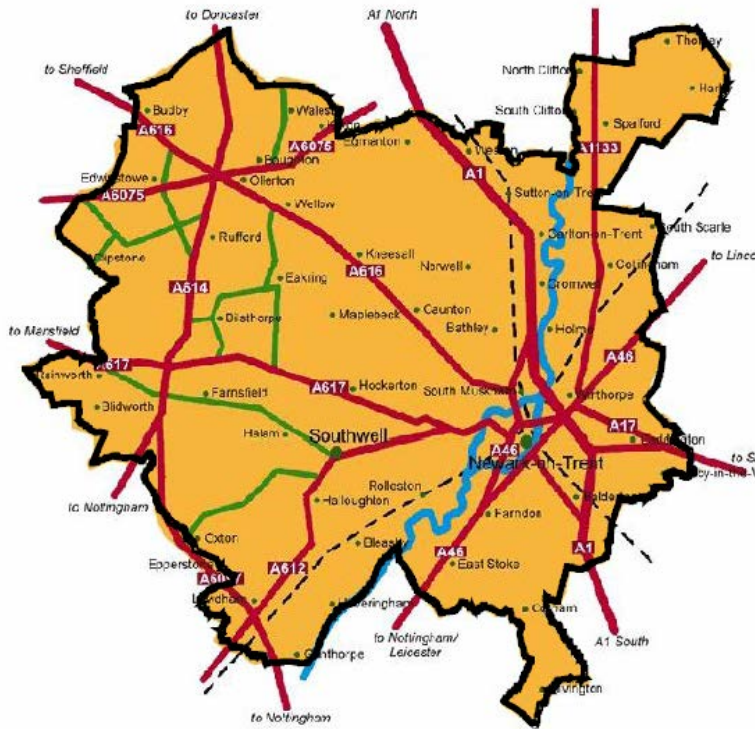
2.2 Demographic Picture of the District

DISTRICT PROFILE – The Geography of Newark and Sherwood

The District of Newark and Sherwood, at over 65,000 ha, is the largest in Nottinghamshire, covering nearly one third of the County. The District comprises much of the central and eastern parts of rural Nottinghamshire, with the more urbanised parts of the County, including the Nottingham and Mansfield conurbations, lying to the west. Lincolnshire adjoins the eastern boundary of the District, with Lincoln to the north-east and Grantham to the southeast.



The District is home to approximately 114,800 people. There is a dispersed pattern of settlement. Newark is the largest town but most of the settlements are small. Most of the District is open countryside in agricultural use.



Key data tables are shown in Appendix 2.

3.0 **STATISTICAL INFORMATION**

3.1 **Information sources**

2011 Census Key Statistics for Newark and Sherwood District, including reference tables and accompanying interactive data visualisations detailed below, can be found at:

<https://www.ons.gov.uk/census/2011census/2011censusdata/2011censusinteractive>

Socio-Economic information and statistics, also including population and age structure information, in Newark and Sherwood District can also be found at:

<http://www.newark-sherwooddc.gov.uk/business/economicinformationanddistrictprofile/>

3.2 **Particular equality groups**

Demographic information from the 2011 Census provides a breakdown of the district's population within particular equality groups. This includes, for example:

- Usual resident population – Newark and Sherwood has a usual resident population of approximately 114,800 people, of which 49.3% are male and 50.7% are female
- Age structure – 19% of the population are aged 65 or over and 20.6% are under 18
- Marital and civil partnership status – 51.7% of the districts population are married or in a registered same-sex civil partnership
- Dependent children, adults not in employment, those with disability and/or long-term health problems – 27.5% of households having one person with a long-term health problem or disability.
- A range of tables on ethnicity, national identity, country of birth, passports held, the percentage of households with English as a main language.
- Religion – 66.1% of local residents describe themselves as Christian and 25.6% state they have no religion.
- Health and provision of unpaid care
- A range of tables on economic activity, hours worked, industry and occupational characteristics each broken down by gender
- A range of tables on socio-economic classification, ethnic diversity, country of birth, year and age of arrival, length of residence in the UK, detailed religion.

The overall population of Newark and Sherwood is an ageing one, with people of 65 years and over making up nearly a fifth of the population. This contrasts with Nottinghamshire (18.2%), East Midlands (17%) and England (16.55%).

The wards with the largest proportions of 65 years and over are Balderton North (23.02%), Caunton (21.37%), Collingham and Meering (27.39%), Edwinstowe (22.90%), Farnsfield and Bilsthorpe (20.49%), Muskham (20.67%), Southwell East (24.13%), Southwell North (28.76%), Southwell West (21.59%), Sutton on Trent (20.79%), Trent (22.24%) and Winthorpe (21.18%).

There are also areas of the district where young people (under 16 years) represent more than a fifth of the population. These include Beacon (20.20%), Bridge (20.30%), Clipstone (23.07%) and Devon (22.28%) wards.

These are particular issues of consideration for the Council in service planning, development and delivery. Total population and age groups of Newark and Sherwood and comparator areas are shown in Appendix 2.

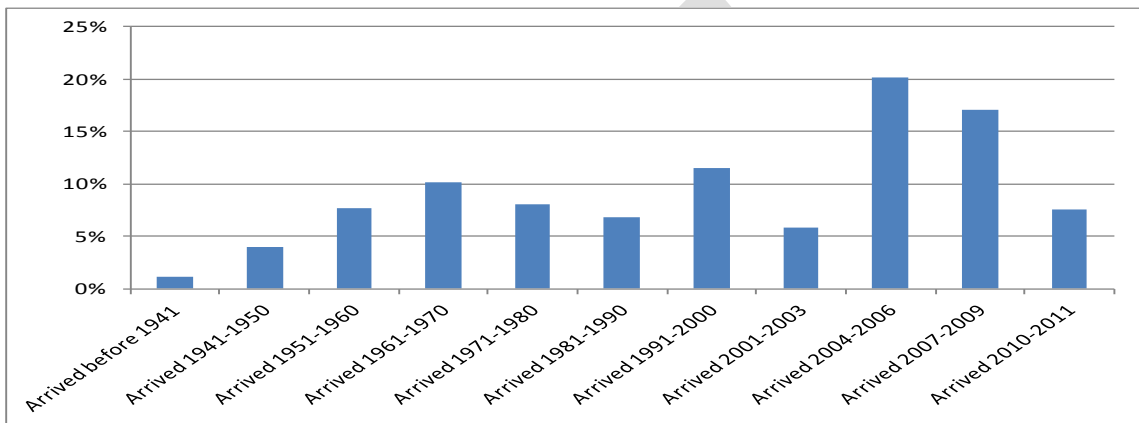
While there are concerns about how the district would cope with a growing population and changing demographic, there is also the need to recognise that increased population can also bring with it a more diverse community and more opportunities.

In considering the ethnicity of Newark and Sherwood's population, the 2011 census showed that just over 5.8% of the population originated from outside of the UK, a comparatively low level when compared to the East Midlands (14.6%) and England (20.2%) averages.

The ethnicity of Newark and Sherwood and comparator areas are shown in Appendix 3.

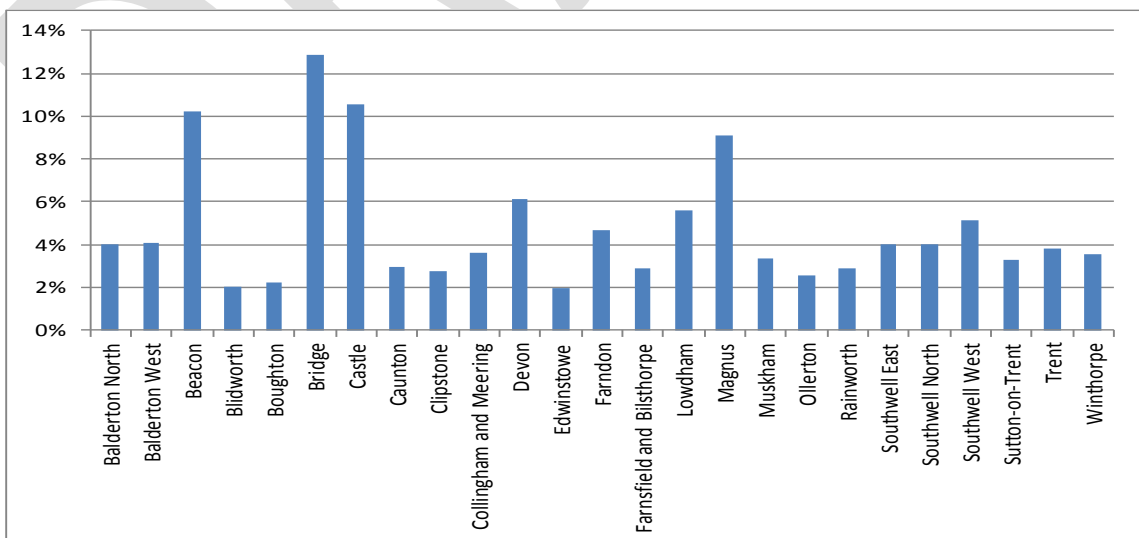
Since the 2001 Census there has been a 50% increase in the number of residents born outside of the UK, bringing the total number in Newark and Sherwood to 5,650 (5% of the population of Newark and Sherwood). Figure 1 shows the number of people born outside of the UK living in Newark and Sherwood as a percentage of the total people born outside of the UK by the year they arrived in the country (earlier years will be an underestimate of the number arriving due to a number of people born outside of the UK no longer being resident in Newark and Sherwood). There was an increase in immigration to Newark and Sherwood between 2004 and 2009. Twenty percent of those born outside the UK arrived in the country between 2004 and 2006, with a further 17% arriving between 2007 and 2009.

Figure 1



At a ward level, the percentage of the population born outside of the UK exceeds 10% in Beacon, Bridge and Castle wards (Figure 2).

Figure 2



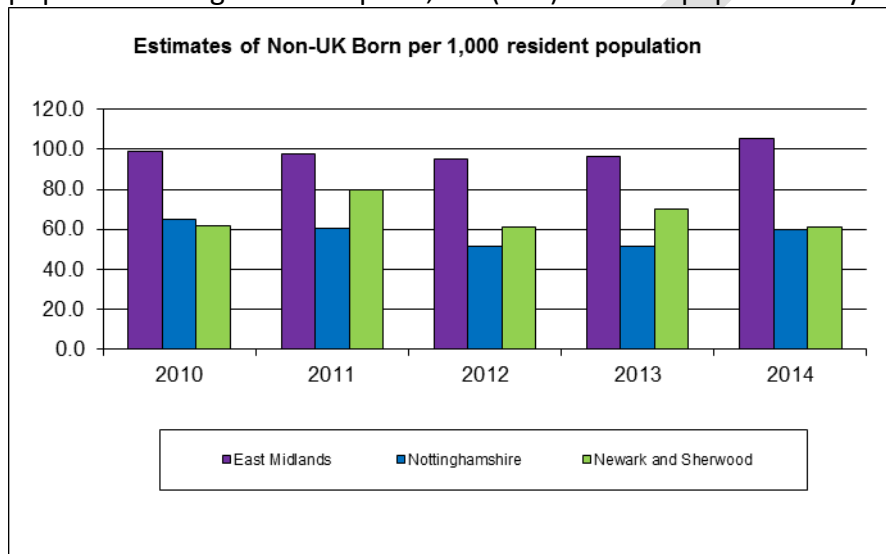
Although ethnic minority groups still remain relatively small in the district there have been some recent noticeable trends of international migration into the area that need to be measured and monitored in order to understand the impact on the local population and to address any change in the needs of local communities.

Although currently there is no single data source that provides comprehensive information on migration at national, regional and local levels, there are some sources that provide valuable insight into the situation.

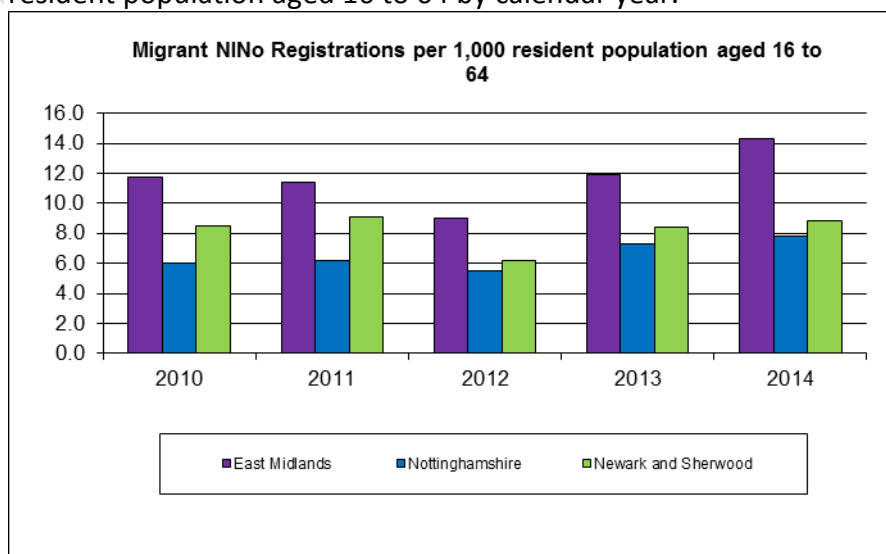
The Migration Indicators Tool enables comparison of data published by the Office for National Statistics (ONS), National Records of Scotland (NRS), Northern Ireland Statistics and Research Agency (NISRA), the Department for Work and Pensions (DWP) and Patient Register Data Services (PRDS) to gain an indication of migration at a local level. Appendix 4 lists data for the following four measures of migration:

Estimates of Non-UK Born per 1,000 resident population

Non-UK Born Population: Figures presented show the estimated non-UK born population living in the UK per 1,000 (APS) resident population by calendar year.



Migrant National Insurance Number (NINo) Registrations: Figures presented show the number of NINo allocations to adult overseas nationals entering the UK per 1,000 resident population aged 16 to 64 by calendar year.



The following are some of the benefits of this in-migration:

- Newark and Sherwood’s population is getting older, meaning that more working age people are needed to support the growing local economy.

- There is a current shortage of highly-skilled people in key sectors such as the NHS, public services and the IT industry which is partly being met by new migrant workers.
- As Newark and Sherwood's population becomes more highly skilled, educated and elderly there may be more jobs that people choose not to do because they are viewed as less attractive. Migrant labour is meeting some of this demand.

As Newark and Sherwood's population size and composition continues to change there is a need to be aware that community identity and cohesion can be challenged by more diversity in the population if new residents are not effectively welcomed into the area and become part of the new fabric of the community. There is a need to encourage social inclusion by enabling different groups of people to feel valued, have equality of opportunity and ensure they get on well together. An aspect of this process of inclusion is providing the necessary infrastructure and services needed by new residents for a good quality of life.

Overall there is the need to monitor the impacts of population growth that has already occurred in order to prevent some of the negative effects of future growth. Emphasis should be placed on holistic planning with local communities in Newark and Sherwood in order to efficiently and effectively address the social, economic, environmental and infrastructure needs of the present and future population.

Sexual orientation and Transgender data is often difficult to obtain at both national and district level. Obtaining detailed information and statistics on the transgender population is very difficult to collect as this has never been systematically done before and also because people are reluctant to identify as transgender for fear of discrimination. Further information may be available from national organisations that work on transgender issues including Stonewall, www.stonewall.org.uk The Gender Trust, www.gendertrust.org.uk and GIRES www.gires.org.uk/

3.3 Regular Consultees/Groups that Inform Service Delivery

The Council will use consultation with its customers, service users, and representative groups where appropriate to inform its service delivery and policy reviews and formulation.

3.4 How we have Consulted over Development of the Equality and Diversity Strategy

The Council's proposed equality objectives have been placed on the Council's website for consultation. They have also been made available in other reasonable formats for those who would prefer not to complete a response online. Specific groups representing persons with protected characteristics that the Council currently has engagement with have also been consulted. It is one of the Council's proposed equality objectives to develop our engagement with communities and representative groups in respect of equality issues.

4.0 OUR EQUALITY OBJECTIVES

- 4.1 We have chosen the following Equality Objectives to help us meet our equality duties and to bring about positive change. The Objectives have been identified from an analysis of our services and will be the focus of our equality related work for the next four years.

Equality Objective 1: In delivering the Council's priorities and themes we will have due regard to equalities implications through leadership, partnership and organisational commitment.

How we will deliver this:

Strategic leadership – both political and managerial – is key to establishing our vision for equality and improving equality outcomes. Councillors and senior managers in particular have a central role to play in ensuring that equality issues are integral to the local authority's performance and strategic aims, and that there is a strong vision and public commitment to equality across our services. Our key priorities are Prosperity, People, Place and Public Service with equalities cutting across all of them.

Partnership working with health, police, fire and rescue services, and the voluntary and community sector is key to our work. We can better address local inequalities and improve the life chances of different groups by pooling information, resources and action planning.

Our approach to equalities is embedded in how we allocate resources, comply with our public duties, engage with our communities, plan and monitor services and in procurement.

Equality Objective 2: To improve our services by better understanding our communities through the collection and analysis of information, and engaging with partners to share as appropriate.

How we will deliver this:

Services can be improved by informing policies, procedures and other actions through sound evidence and research around the needs of our communities. This principle also applies to our work to promote equality and diversity. Good equality analysis enables the Council to understand differences and identify where there are gaps in outcomes and opportunities for different communities, including those sharing the protected characteristics, in key areas of life.

We will endeavour to make use of national as well as local data and share evidence with other public sector bodies, where possible. Measuring the gaps in outcomes and opportunities is a foundation of identifying local priorities and provides an evidence base both for decisions about service policy and delivery and for monitoring the effects of these decisions on local communities. The proportionate and needs-based collection and analysis of equality-related data ensures that our work is factually informed rather than based on assumptions or stereotypes. To enable us to know our communities, we will endeavour to collect, analyse and use information and share information between partners including where council services are provided through different delivery vehicles such as partnership working and services delivered by other organisations.

Equality Objective 3: To ensure services are accessible to meet the needs of our citizens.

How we will deliver this:

Our services must meet the needs of a diverse range of local communities and individuals. The Census 2011 and other data show that the social and economic characteristics of our communities varies across the district and over-time. Our understanding of our communities together with our collaborative working enables us to proactively target resources to where they will be most effective, for example in meeting the needs of vulnerable people or communities and delivering good equality outcomes.

We are modernising our services through new and more appropriate facilities, digitizing services to improve our processes for our customers and co-locating with key partners.

Users of our services are treated with dignity and respect. Access and Human Rights considerations lie at the heart of our approach to customers and communities.

Equality Objective 4: As an employer promote an inclusive working environment to maintain and develop a modern and diverse workforce.

How we will deliver this:

Our work to promote equality and diversity also extends within our organisation through our role as an employer. We aim to ensure that our human resources (HR) policies and procedures reflect notable practice in equality and diversity, and that anyone who applies to the Council or who works for it feels confident that they are treated fairly.

Our approach to ensuring a modern, committed and diverse workforce includes:

- Workforce diversity
- Workforce strategy
- Workforce monitoring
- Equality analysis/impact assessment
- Staff engagement
- Promoting an inclusive working environment
- Equal pay
- Harassment and bullying
- Appraisal
- Learning and development
- Agile working.

5.0 RESPONSIBILITY, MONITORING & IMPLEMENTATION

5.1 Areas of Responsibility

Council Members have a central role to play in ensuring that equality issues are integral to the local authority's activities.

The Council's Corporate Management Team has responsibility for corporate policy on equality and diversity issues and monitoring performance against agreed targets.

Individual Business Units are responsible for undertaking Equality Impact Assessments for areas of policy and service delivery (where they are appropriate and necessary) and collecting and monitoring feedback from customers. Business Managers are responsible for ensuring their Business Units meet the Council's commitments under this Strategy.

All Committee reports contain reference to equalities and where it is appropriate or relevant to do so an EQIA will be carried out and its findings captured in the report. Within their role Council Members are expected to consider the equality implications associated with any relevant decisions that they take. Examples of relevant decisions include but are not restricted to introducing a new service, the cessation of a service or change of a council policy that has an impact on service users.

An annual report on equality issues will be made to the relevant Council committee and will be available to the public.

5.2 All employees of the District Council are expected to conduct their duties with the highest standards of integrity and with due regard for their responsibilities under the Equality legislation.

The Chief Executive, Deputy Chief Executive, Directors and Business Managers will have responsibility for ensuring:

- implementation of the Equality & Diversity Strategy;
- that due regard is given to the equality objectives and ensure their inclusion in service plans and service reviews where appropriate and relevant;
- that EQIAs are completed (where appropriate) in a timely manner and equality implications set out within reports (e.g. Committee/Council reports) to ensure that decision makers are appropriately informed;
- training all employees appropriately to raise and update their awareness of equality and diversity issues and to enable them to tailor services to the needs of all their customers;
- regular monitoring and evaluation of services provided to customers;
- information and publicity materials aimed at the public are clear and understandable, non-offensive in their use of language and images and available in other formats and whenever appropriate in other languages, including British Sign Language;
- all contractors and organisations providing services on behalf of the Council have equality policies covering both service delivery and employment;

- as far as is reasonably practicable that the Council's public buildings will be accessible to disabled people.

5.3 Use of Equality Impact Assessments

Equality Impact Assessments (EQIA) are tools which public bodies may use to make sure their policies and the way services are delivered are intended to and do meet the needs of everybody. They may not be necessary in all cases however, where relevant they provide a systematic way of assessing the effects of policies and practices in respect of persons who share relevant protected characteristics.

Where an EQIA is used it will assist in determining whether any mitigating action is necessary and will be taken. There are four possible outcomes which can arise from undertaking an EQIA:

- | | |
|-------------------------------|---|
| 1. No major changes | The Policy is robust and there is no potential for discrimination or an adverse effect. All opportunities to promote equality have been taken. |
| 2. Adjust the policy | The EQIA has identified potential problems or missed opportunities. Adjust the policy to remove barriers or better promote equality. |
| 3. Continue the policy | The EQIA identifies the potential for adverse impact or missed opportunities to promote equality. It clearly sets out the justification for continuing with it and this must be recorded in the EQIA and must be in line with the duty to have due regard. For the most important policies, compelling reasons must be given. |
| 4. Stop and remove the policy | The policy shows actual or potential unlawful discrimination. It must be stopped, removed or changed. |

Reference to equality implications should be made in each report submitted to a Committee or meeting of the Council to ensure that decision makers are appropriately informed of any such implications in advance of taking a decision.

Council Members will have regard to equality implications as part of their decision making process.

5.4 Customer Comments

If any customer considers that they have been the subject of unequal treatment, they may make a complaint using the Council's Customer Comments Procedure.

We will monitor customer comments (compliments, complaints and suggestions) to identify if they relate to equality issues. If they do, then the equality concern will be reported to the Council's Equalities Working Group.

The Council recognises that excellent customer services is at the heart of our business and is committed to providing this.

APPENDIX 1 – COUNCIL PRIORITIES, THEMES AND OBJECTIVES

The Council uses **People, Place, Prosperity and Public Service** as themes to frame its strategic priorities and these themes are of equal importance. These themes are used to illustrate the impact of four groups of strategic priorities:

- Homes
- The economy
- Safety and cleanliness
- Healthiness

Activities under the four groups of priorities are set out below:

Homes

- Develop more affordable housing by making maximum use of Section 106 contributions, by acquiring or developing new homes, by reducing the number of empty homes, by bringing forward brownfield land and by recognising that different models and definitions of ‘affordable housing’ could increase the scope and choice in housing
- Develop a mixed provision of affordable homes which includes starter homes serving the needs of younger people, families with young children and homes for older people
- Increase the availability of supported housing and extra care, ensuring that these choices are extended as widely as possible
- Establish a development company to act as a vehicle for new housing developments
- Develop our lettings policies to maximise support for local people
- Review the Council’s own stock and land to encourage appropriate growth and development
- Ensure that planning policies include scope for small-scale development in villages and smaller settlements where the community are in support
- Provide support and signposting to relevant support services and agencies
- Prevent homelessness wherever we can and support which help people manage and prevent indebtedness
- Review the way in which all council policies and services support the most vulnerable in our community

The Economy

- Facilitate events which improve access to jobs and apprenticeships for local people
- Directly engage with schools and colleges on training choices, careers advice and business brokerage
- Develop a scheme of business ambassadors
- Review of the Community Infrastructure Levy to ensure that jobs creation and economic investment are not deterred, including a review of the ‘123’ list and Infrastructure Development Plan
- Support inward investment activities, most especially ‘warm leads’ and consider direct investment to create appropriate step-up and incubator units
- Improve the promotion of tourism including the development of online and printed media - merge

- Stimulate the development (and coordination) of the Sherwood Forest Regional Park and major projects with the Sherwood Forest Trust and partners
- Support lobbying and feasibility studies to bring the Robin Hood Line into use
- Support and lobby for plans to improve the A46, the associated junctions and roundabouts and , the Newark Southern Link Road
- Support the creation of 'travel to work' solutions to connect people to employment opportunities
- Develop the role and impact of the National Civil War Centre
- Work to bring coherence to heritage and landscape strategies and forums for the Sherwood Forest area
- Review our strategies to promote tourism and the visitor economy so that they are integrated with heritage and landscape strategies and develop measures to retain and disperse visitors within the district
- Support the roll-out of broadband into all communities
- Work to secure a solution to bring forward the redevelopment of the Robin Hood Hotel in Newark and Ollerton Hall

Safety and Cleanliness

- Review the use, location and investment in CCTV
- Counter and reduce anti-social behaviour
- Carry out preventative work through Family Intervention Programmes to reduce the impact of costly and entrenched social problems
- Tackle fly-tipping and dog-fouling and encourage reporting and a robust approach to prosecuting offenders
- Encourage a greater engagement with Neighbourhood Watch, Community Contracts and Safer Neighbourhood Groups
- Actively support community litter-picks, reporting of litter nuisance and replace bins where this can help to reduce littering
- Roll-out a Garden Waste collection across the district
- Continue to devolve services to local communities and review residual service delivery options
- Review policies to ensure that S106 contributions are used effectively
- Support flood prevention schemes at a local level
- Develop a programme of Neighbourhood Studies to support community renewal
- Review Conservation Area Character Appraisals (CACAs) and Management Plans (CAMPs), and update where necessary

Healthiness

- Develop the district's leisure centres managed through Active4Today to encourage sustainable activity and increase leisure activity across the district
- Work to deliver the Playing Pitch Strategy across the District and develop a strategy to ensure there is adequate provision in all areas, including alternative activity provisions where necessary
- Ensure that Sports Hub proposals for the Newark area are linked to and complementary to all other sports and leisure provision
- Engage with and scrutinise the effectiveness of the Clinical Commissioning Groups and NHS Trusts which serve the District
- Support and participate in policy development to address improved public health and ensure that health promotion and illness prevention activities are supported

through the activities of the Council, Active4Today and Newark & Sherwood Homes

In addition, there are a number of corporate priorities which will shape the way in which the Council operates over the coming four years including:

- The commitment to the Community Covenant and specifically the way it shapes the Council's approach to priorities around our lettings policy and support, advice and sign-posting activities
- The need to review central and support services as some activities are reduced or moved into other delivery vehicles
- The ability to increase the range of digital service delivery
- The scope to increase collaboration with neighbouring councils.

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APPENDIX 2 – POPULATION TABLES

Total population and age groups of Newark and Sherwood and comparator areas are shown in the following tables:

Table: Census 2011 population summary				
	Newark and Sherwood	Notts	East Midlands	England
All people (2011)	114,817.0	785,802.0	4,533,222.0	53,012,456.0
Percentage change from 2001	8.0	5.0	8.7	7.9
Household residents (census) (2011)	112,526.0	774,338.0	4,442,192.0	52,059,931.0
Percentage change from 2001	7.4	4.9	8.5	7.9
All Males (2011)	56,556.0	386,722.0	2,234,493.0	26,069,148.0
Percentage change from 2001	9.1	5.6	9.1	9.0
All Females (2011)	58,261.0	399,080.0	2,298,729.0	26,943,308.0
Percentage change from 2001	7.0	4.4	8.3	6.9

Source: ONS, Census 2011

The table below shows the population by five year age bands. Figures are taken from the 2011 census. Data is shown as a percentage of total population. (Numbers are shown in brackets).

Table: Census 2011 population summary				
	Newark and Sherwood	Notts	East Midlands	England
People aged 0-4 (2011)	5.5 (6,317)	5.8	6.0	6.3
People aged 5-9 (2011)	5.5 (6,267)	5.3	5.5	5.6
People aged 10-14 (2011)	6.0 (6,872)	5.8	5.8	5.8
People aged 15-19 (2011)	6.1 (7,004)	6.1	6.5	6.3
People aged 20-24 (2011)	5.3 (6,061)	5.7	6.8	6.8
People aged 25-29 (2011)	5.2 (5,971)	5.6	6.2	6.9
People aged 30-34 (2011)	5.0 (5,785)	5.7	5.9	6.6
People aged 35-39 (2011)	6.3 (7,216)	6.4	6.4	6.7
People aged 40-44 (2011)	7.7 (8,857)	7.6	7.4	7.3
People aged 45-49 (2011)	7.8 (8,974)	7.9	7.5	7.3
People aged 50-54 (2011)	7.1 (8,143)	7.0	6.6	6.4
People aged 55-59 (2011)	6.4 (7,351)	6.3	6.0	5.7
People aged 60-64 (2011)	7.2 (8,214)	6.8	6.4	6.0
People aged 65-69 (2011)	5.9 (6,722)	5.5	5.1	4.7
People aged 70-74 (2011)	4.6 (5,251)	4.3	4.0	3.9
People aged 75-79 (2011)	3.5 (4,069)	3.5	3.2	3.2

Table: Census 2011 population summary				
	Newark and Sherwood	Notts	East Midlands	England
People aged 80-84 (2011)	2.6 (3,014)	2.5	2.4	2.4
People aged 85-89 (2011)	1.6 (1,804)	1.6	1.5	1.5
People aged 90 and over (2011)	0.8 (925)	0.8	0.8	0.8

Source: ONS, Census 2011

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APPENDIX 3 – ETHNICITY TABLES

Table: Census 2011 Ethnic Group				
	Newark and Sherwood	Notts	East Midlands	England
<u>White: English/Welsh/Scottish/Northern Irish/British</u>	94.2 (108,208)	92.6	85.4	79.8
<u>White: Irish</u>	0.6 (641)	0.5	0.6	1.0
<u>White: Gypsy or Irish Traveller</u>	0.2 (253)	0.1	0.1	0.1
<u>White: Other White</u>	2.5 (2,856)	2.3	3.2	4.6
<u>Mixed/multiple ethnic group: White and Black Caribbean</u>	0.4 (491)	0.7	0.9	0.8
<u>Mixed/multiple ethnic group: White and Black African</u>	0.1 (133)	0.1	0.2	0.3
<u>Mixed/multiple ethnic group: White and Asian</u>	0.3 (308)	0.4	0.5	0.6
<u>Mixed/multiple ethnic group: Other Mixed</u>	0.2 (228)	0.2	0.3	0.5
<u>Asian/Asian British: Indian</u>	0.3 (366)	0.9	3.7	2.6
<u>Asian/Asian British: Pakistani</u>	0.1 (145)	0.4	1.1	2.1
<u>Asian/Asian British: Bangladeshi</u>	0.1 (73)	0.1	0.3	0.8
<u>Asian/Asian British: Chinese</u>	0.2 (220)	0.4	0.5	0.7
<u>Asian/Asian British: Other Asian</u>	0.2 (232)	0.4	0.8	1.6
<u>Black/African/Caribbean/Black British: African</u>	0.2 (166)	0.2	0.9	1.8

Table: Census 2011 Ethnic Group				
	Newark and Sherwood	Notts	East Midlands	England
Black/African/Caribbean/Black British: Caribbean	0.2 (270)	0.4	0.6	1.1
Black/African/Caribbean/Black British: Other Black	0.1 (63)	0.1	0.2	0.5
Other ethnic group: Arab	0.0 (39)	0.1	0.2	0.4
Other ethnic group: Any other ethnic group	0.1 (125)	0.2	0.4	0.6

Source: ONS, Census 2011

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APPENDIX 4 – MIGRATION TABLES

Geography	Indicator	2010	2011	2012	2013	2014
East Midlands	Estimates of Non-UK Born per 1,000 resident population	98.7	97.8	94.9	96.2	105.3
	Estimates of Non-UK Born per 1,000 resident population	64.7	60.6	51.3	51.2	59.9
Nottinghamshire	Estimates of Non-UK Born per 1,000 resident population	61.9	79.6	61.4	70.2	60.9
Newark and Sherwood	Estimates of Non-UK Born per 1,000 resident population					

Geography	Indicator	2010	2011	2012	2013	2014
East Midlands	Migrant NINo Registrations per 1,000 resident population aged 16 to 64	11.7	11.4	9.0	11.9	14.3
	Migrant NINo Registrations per 1,000 resident population aged 16 to 64	6.0	6.2	5.5	7.3	7.8
Nottinghamshire	Migrant NINo Registrations per 1,000 resident population aged 16 to 64	8.5	9.1	6.2	8.4	8.8
Newark and Sherwood	Migrant NINo Registrations per 1,000 resident population aged 16 to 64					



**NEWARK &
SHERWOOD**
DISTRICT COUNCIL

Equality and Diversity Strategy 2016 - 2020

[EQUALITY IMPACT ASSESSMENT]

This document should be completed only after the Equalities Checklist has been completed and it has been determined that a full Equality Impact Assessment is required.

Service Area:

Council Wide.

Section/service delivery/policy covered by the assessment

All services provided by the Council including the employment of staff to undertake those services.

Stage 1 - what is being assessed?

Equality and Diversity Strategy.

Stage 2 - who is carrying out the assessment?

Members of the assessment team: Tracey Mellors and John Bullock.

Stage 3 - aims of the policy

Under the duties of the Equality Act 2010 and the Public Sector Equality Duty, a local authority is required to set at least one equality objective for the organisation every four years. Newark and Sherwood District Council adopted equality objectives in its previous strategy. This draft strategy intends to refresh and replace those and reinforces our commitment to promoting and valuing fairness, equality and diversity in all that we do.

The draft objectives have been identified from an analysis of our services and will be the focus of our equality related work for the next four years.

Once the strategy has been adopted it will set out Newark and Sherwood District Council's public commitment of how it plans to meet the duties placed upon it by the equality legislation.

Stage 4 - knowing our customers, communities and employees

List the main groups affected by, this policy:

Customers, staff, partner organisations, third sector provider organisations, elected members, citizens, service providers, businesses and any other individuals/entities that the Council come into contact with.

Stage 5 - background information

Demographic information from the 2011 Census provides a breakdown of the district's population within particular equality groups. This includes, for example:

- Usual resident population – Newark and Sherwood has a usual resident population of approximately 114,800 people, of which 49.3% are male and 50.7% are female;
- Age structure – 19% of the population are aged 65 or over and 20.6% are under 18;
- Marital and civil partnership status – 51.7% of the districts population are married or in a registered same-sex civil partnership
- Dependent children, adults not in employment, those with disability and/or long-term health problems – 27.5% of households having one person with a long-term health problem or disability;
- The census contains a range of tables on ethnicity, national identity, country of birth and passports held;
- Religion – 66.1% of local residents describe themselves as Christian and 25.6% state they have no religion;
- Health and provision of unpaid care;
- The census contains a range of tables on economic activity, hours worked, industry and occupational characteristics each broken down by gender;
- The census contains a range of tables on socio-economic classification, ethnic diversity, country of birth, year and age of arrival, length of residence in the UK, detailed religion.

The overall population of Newark and Sherwood is an ageing one, with people of 65 years and over making up nearly a fifth of the population. This contrasts with Nottinghamshire (18.2%), East Midlands (17%) and England (16.55%).

In considering the ethnicity of Newark and Sherwood's population, the 2011 census showed that just over 5.8% of the population originated from outside of the UK, a comparatively low level when compared to the East Midlands (14.6%) and England (20.2%) averages.

As an organisation we are aware that it is difficult to obtain data regarding sexual orientation and transgender matters and on that basis although the Council does not hold this information they will have regard to in the provision of services.

Stage 6 - this stage considers what groups the proposals may impact

Equality Area								
Age	Race	Gender	Disability	Sexual Orientation	Gender re-assignment	Marriage/ Civic partnership	Pregnancy/ Maternity	Religion or belief equality
√	√	√	√	√	√	√	√	√

Protected Characteristic	Positive Impact	Negative Impact	Measures to mitigate Comments
Age	Yes	None identified.	By their nature, the draft objectives should have a positive impact on people with protected characteristics. However, part of the purpose of consultation is to identify if there are any gaps in our objectives and therefore we will have due regard to any feedback received during the consultation exercise.
Race	Yes	As above.	As above.
Gender	Yes	As above.	As above.
Disability	Yes	As above.	As above.
Sexual orientation	Yes	As above.	As above.
Gender re-assignment	Yes	As above.	As above.

Marriage and Civil Partnership	Yes	As above.	As above.
Pregnancy/ Maternity	Yes	As above.	As above.
Religion or belief	Yes	As above.	As above.

Stage 7 - Action plan and Policy Review

From the previous section list the specific actions required to address any problems you have identified:

Action	Service Plan / Delivery Plan	Officers responsible	Timescale	Resources	Milestones, monitoring and review details
Review feedback received following close of consultation process around equality objectives.	Equality and Diversity Strategy	Equalities Working Group	End of August 2016	Staff time.	<ul style="list-style-type: none"> Issue consultation via appropriate media (July/August) Review feedback received from consultation exercise (August) Final report to be produced and submitted to Policy and Finance Committee (September)

**Date of next review –
31st August 2016**

Stage 8 – Outcome(s) of equality impact assessment:

No major change needed	Adjust the policy/proposal - N/A at this stage.	Adverse impact but continue	Stop and remove the policy and proposal
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		N/A.	N/A.
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Stage 9 – Confirmation and publish the results

I confirm that the actions set out above will be progressed and where appropriate adopted as everyday practice and if necessary incorporated into the Service Plan or Delivery Plan.

Signed by Lead officer : Tracey Mellors and John Bullock

Date: 06.06.2016

PROPOSALS FOR THE TRANSFER OF DISTRICT COUNCIL ASSETS TO SOUTHWELL TOWN COUNCIL

1.0 Purpose

- 1.1 To inform members of proposals for devolving the ownership and responsibility for the operation and maintenance of a range of assets and land currently owned and managed by the District Council to Southwell Town Council.

2.0 Information

- 2.1 A number of meetings have been held over the past months between officers of the District Council and Southwell Town Council (STC) to discuss proposals for the devolving of a range of assets, services and land to STC. The negotiations have been detailed and have resulted in a range of proposals and counter proposals being exchanged regarding the transfer of the Market Square and Market function, King St and Church St car parks and the library car park, the Public Toilets in Church St and several public open spaces of land.
- 2.2 Senior Members of the District Council have been briefed and kept up-dated by Officers on the proposals as negotiations have progressed which has resulted in a final offer to STC, which they have accepted subject to formal approval.
- 2.3 The details of the final proposal presented and accepted by STC are provided in section 3.0 below for Members' information and approval. These proposals have been presented to STC as a whole package and it has been made clear to, and accepted by STC that individual elements of the package are not available for transfer on their own.

3.0 Proposals

3.1 Southwell Market

The District Council will transfer the Market Square land and management of the market operation in Southwell with the following conditions:-

- A 99 year full repairing leasehold interest in the land currently identified as the Southwell Market Place to include 3 x 25 year break clauses.
- The lease to include the storage area and the three sheds/garages on this site adjacent to the Market Place – the lease to be structured with a differential series of break clauses giving the District Council flexibility should it wish to re-develop this land in the future. Should the storage area be reclaimed for development suitable alternative storage would be provided by the District Council.
- Ownership of all fixtures and fittings transferred to STC
- To assist the Town Council in the future maintenance of this asset N&SDC will transfer to STC the sum of £ 30,000 as an R & R contribution.
- A Service Level Agreement is agreed along the lines of the draft prepared by N&SDC, in particular with amendments to the 'specification' which requires payment of a management fee of £2,400 per annum to the District Council – this to be for a one year period initially with an option to re-negotiate.

3.2 Public Toilets

The proposal is that the Town Council will take ownership of the toilet block and land and be able to take decisions about the operation of public toilets with the following conditions:-

- Freehold interest of the toilet block and land on which it sits is transferred to Southwell Town Council subject to overage as set out in Heads of Agreement.

To assist the Town Council in the future maintenance of this asset NSDC transfers to STC the following:

- The sum of £ 13,300 in respect of an N&SDC contribution to running costs for one year; and
- The sum of £ 2,700 in respect of a repairs and maintenance fund.

Newark & Sherwood District Council notes, in determining this offer, significant recent expenditure which has brought the condition of the toilets up to a good standard.

3.3 Land

The District Council will transfer to the Town Council the ownership and management of the public open spaces identified on the list below with the following conditions:-

- Freehold interest of all land is transferred to Southwell Town Council to include an overage deed for each parcel of land with the exception of Hillcrest Spinney.
- All outstanding s106 funds held by NSDC for these areas are transferred to STC. This amounts to £45,256.
- NSDC do not hold any R&R provision for this land.

Site No.	Site Address		Anticipated S106 funds at April 16
1960	Hillcrest – Open Space		0
1961	Hillcrest – Spinney *		0
1962	Adams Row – Bramley Hollow		1,312
1965	Minster Grange- Hallam Rd		0
1968	Dudley Doy Rd – Open Space		5,783
1969	Humberstone Rd – Stream & Park		38,161
1972	Wakeling Close – the Green		0
1944	Farthingate		0
	Total		£45,256
	Norwood Garden play area **		

*A land search enquiry has indicated that Hillcrest Spinney is still owned by the developer who has been identified and contacted to determine if they wish to transfer the land. If a transfer is agreed STC are content to take on this land. If no transfer is agreed it is proposed that the District Council will no longer maintain this land.

**Norwood Garden play area is currently leased to STC and they are content to continue with this lease.

3.4 Car Parks

The transfer of ownership and management of the King's Street and Church Street Car Parks and the transfer of the management of Southwell Library Car park, subject to the agreement of Nottinghamshire County Council, on the following conditions:

Church Street Car Park

- A 99 year full repairing lease to include 3 x 25 year break clauses, the lease to include the existing licence agreements for access which two properties have over this car park
- Ownership of all fixtures, fittings and equipment or transfer of leases if applicable.

King Street Car Park

- A 99 year full repairing lease to include 3 x 25 year break clauses, the lease to include the existing licence agreements for access which three properties have over this car park and an NSDC tenant car parking space.
- Ownership of all fixtures, fittings and equipment or transfer of leases if applicable.
- The Kings Street Residents car parking scheme currently operated by NSDC to be transferred to STC.
- In addition to the above a service level agreement with N&SDC to retain them as the named partner in the Nottinghamshire Parking Partnership for on and off street parking enforcement until the contract renewal in 2017.

Southwell Library Car Park

- The transfer of the management of Southwell Library car park currently undertaken by NSDC, to STC subject to the agreement of the County Council.

In addition to the sums of money identified in section 3 above to be paid to STC, and following proposals from STC for additional funding that were turned down following consultation with senior elected members, an additional sum of £10,000 has been offered in the final proposal to the Town Council as a generic contribution towards the overall costs of these devolution proposals. This sum has been accepted by STC as part of concluding the devolution negotiations.

4.0 Financial Implications/Comments of Section 151 Officer

- 4.1 The transfer of these services and assets to Southwell Town Council will result in an annual budget saving of £21,961. The savings identified will contribute towards maintaining the Council's financial position in the current uncertain funding situation.
- 4.2 Recharge income of £20,671 will be received in accordance with the SLA's, contributing to the overall reduction in budget for the relevant service areas. If the SLA's do not continue beyond the initial period, this will reduce the annual savings. However, in light of growing customer expectations, and the government's aspiration for more community involvement, it is prudent to transfer these services.
- 4.3 Financial Services have been involved in the development of the figures for the devolution proposal, and I can confirm that the figures in the report are based on the latest information received from the relevant Business Managers.

5.0 Comments of Chief Legal Officer

- 5.1 An overarching Heads of Terms document has been prepared by the Councils Chief Legal Officer that includes details of all relevant land transfers, details of all relevant service level agreements agreed with STC including waste and cleansing, CCTV and civil car parking enforcement.
- 5.2 Advertisements have been placed in the Newark Advertiser as required under section 123 of the Local Government Act 1972 regarding the transfer of open spaces. Any written objections received will be reported to the committee.

6.0 RECOMMENDATION

That the devolution proposals for Southwell Town Council as outlined in Section 3.0 of the report be approved.

Reasons for Recommendation

To enable the transfer of the ownership and responsibility for the operation and maintenance of the assets, services and land to Southwell Town Council.

Background Papers

None

For Further information please contact Andy Statham ext. 5520

Andy Statham
Director Community

THINK BIG LOAN FUND

1.0 Purpose of Report

- 1.1 To provide the committee with recommendations from the Growth Investment Fund Policy group regarding the future direction of the Think BIG Loan fund.

2.0 Background Information

- 2.1 The loan fund was introduced in order to provide growth businesses in the district that could not access lending from traditional sources with another option. The loan has achieved this outcome, in terms of the loans approved and drawn down to date. Lending for businesses from traditional sources has improved, and enquiries for the Growth Investment Fund have considerably reduced. The loan fund has been successful in job creation and support of some high profile businesses in Newark and Sherwood. There are two applications that are in the pipeline at present.
- 2.2 Whilst the Think BIG Fund has provided fewer loans than expected, there has been a material impact with over 100 new jobs created and further new jobs are planned from loans approved. 15 loans have been approved, 12 loans drawn (1 loan offer not accepted by the company as it was for part of the amount requested pending the company demonstrating improvement; the other two loans will be drawn in 2016). A further loan agreed in principle has lapsed and continues under discussion to return for approval.
- 2.3 The Think BIG Loan fund has performed exceptionally well to date in comparison to National Grant and Loan schemes. The current cost of the Fund per job created is £10,164. This calculation is on actual jobs created to date and not anticipated or expected jobs and does not take into account capital and interest repaid to date. It does not include an estimate of potential positive impact on other businesses in the district as a result of supply chain or increased wealth.
- 2.4 Based on the net cost of the Think BIG Fund after repayments, interest, fees and expenses the cost per job is around £8000 and reducing as loans are repaid. The Regional Growth Fund (grant funding) National Audit Report for 2012 states that the expected cost per job varies considerably between projects, from under £4,000 per job to over £200,000 per job. If the Regional Growth Fund delivers the expected 41,000 extra jobs, then the average cost per job would be £33,000 which would be broadly similar to the average cost of jobs under past programmes with comparable objectives. It is notable that 2 businesses in the portfolio that had turnover in excess of £1m at the start of the loan have each created in excess of 30 jobs so far; those with turnover under £1m have created less than 10 jobs each so far.

3.0 Proposals

- 3.1 The report that follows contains research undertaken by the Business Analyst for the Loan Fund (Andy Shooter) and the Panel Chair (Steve Blount). The report is available as background reading and the recommendations are provided in this report for the Policy & Finance Committee.

3.2 Business Support/Mentoring

There is a need for business support and mentoring in the district whilst ensuring that Newark and Sherwood District Council are not funding something that is provided through any other source of funding. In order to help businesses survive and thrive, a combination of one to one or small group business advice and support is critical. As this was unavailable through any regional business support programme, a pilot programme was supported via Economic Growth for one to one support. This has been successful and will be reported on to the next Economic Development Committee.

NBV Enterprises have confirmed that as from the new financial year, support for pre start and start up businesses via one to many events and up to 12 hours mentoring support for trading businesses will be available for Newark and Sherwood businesses, as will access to a grant fund of up to £2,500. The new funding arrangements for this support via the Local Enterprise Partnership (D2N2) do mean that whereas in previous years, Newark and Sherwood businesses have not been able to receive support via funded routes, they will be eligible to access all aspects of this arrangement.

3.3 Updated financial position for the loan fund as at March 2016

A12506 Growth Investment Fund		2012/13	2013/14	2014/15	2015/16	Total
Think Big Fund Balance B/f		1,294,842.80	1,877,074.01	1,574,175.33	1,416,740.51	
Contribution to the fund						
From other balances		705,157.20	12,766.88			
Costs						
Professional Services		70,691.46	37,978.09	62,758.54	52,779.83	224,207.92
Internal Charges		6,502.84	2,456.46	2,705.28	1,504.59	13,169.17
Bank Charges from Streets			74.00	31.80	27.40	133.20
Total running costs of the scheme		77,194.30	40,508.55	65,495.62	54,311.82	237,510.29
Income						
Fees charged		-125.00	-6,575.00	-9,250.00	-9,989.00	-25,939.00
Interest		-799.88	-17,751.22	-33,207.38	-36,668.68	-88,427.16
Total Income		-924.88	-24,326.22	-42,457.38	-46,657.68	-114,366.16
NET Costs of the scheme		76,269.42	16,182.33	23,038.24	7,654.14	123,144.13
Loans						
Amounts loaned out		50,500.00	370,000.00	297,500.00	368,762.53	1,086,762.53
Principle Repaid		-3,843.43	-70,516.77	-163,103.42	-174,469.51	-411,933.13
NET Loan Balance		46,656.57	299,483.23	134,396.58	194,293.02	674,829.40
Balance c/f		1,877,074.01	1,574,175.33	1,416,740.51	1,214,793.35	

4.0 Equalities Implications

4.1 There are no negative equality implications as the loan fund has clear published guidelines and is available to businesses that meet the criteria and are based within the district.

5.0 Impact on Budget/Policy Framework

- 5.1 The original decision to set up a loans fund for established businesses with the potential for growth was taken by Cabinet in September 2012. That initial report provided that Members had a key role in setting the direction of the fund. Providing loans for start-up/early stage businesses is a change of direction for the fund with different and higher risks to the Council and, as such, the decision to do so would need to be made by Policy & Finance Committee. Both the underlying principles of the Think BIG fund, the loans criteria used, and the method of assessment of suitability would need to be reviewed and changed to suit any new proposals.
- 5.2 Providing advice to businesses to make them more able to attract bank funding could be more appropriately provided within the Economic Development budget. Once costed, funding should be drawn down from the ThinkBIG fund into the revenue budget to support this activity in 2016/17. In future years, consideration could be given to including funding within the Council's revenue budget, if circumstances allowed.

6.0 Financial Comments

- 6.1 As at 31 March 2016, the amount of principle outstanding stood at approximately £675k. The balance available for future loans at the same date was £1.2m
- 6.2 The ThinkBIG fund has been successful in providing funding for businesses unable to obtain it elsewhere, leading to growth in the District and supporting the Council's priority of prosperity. Given the job creation success of higher turnover businesses with the potential for growth, the ThinkBIG fund could change focus to offer more support this sector.
- 6.3 Earlier stage businesses will not be able to provide enough details of their performance history to assess whether they will be able to repay any loan, and assessment would therefore need to focus on market and product potential to determine their growth prospects, and to set milestones relating to drawdown of further loan funding. The required skills to undertake this type of assessment is not available in-house and would have to be bought in, which would lead to higher administration costs for these loans. A higher level of monitoring would also be necessary to ensure any problems are identified at an early stage. These costs could be met from the ThinkBIG fund but would reduce the amount available for loans.
- 6.4 Loans to earlier stage businesses would present a much higher risk to the Council, both financially and to the Council's reputation, should the business fail. The Council needs to consider stewardship of taxpayers funds. Any loans made to this sector should be of much smaller amounts to reduce the risk.
- 6.5 It is not appropriate to offer the same level of flexibility around loan repayments to early stage, higher risk businesses as is currently offered. Whilst some flexibility could be offered around interest roll-up, in the interests of protecting the Council's finances and reputation, deferred repayment of capital should not be offered until the business' performance is proven. Extending loan terms or deferring capital repayments both mean that the money set aside for the fund is unavailable for other use for a longer period of time, and indeed may never be recovered. It may therefore reduce the support that could be made available to other businesses with better growth and survival prospects.

6.6 Considering the much higher risks attached to loans to early stage businesses, the success and default rates of such loans should be reviewed on a regular basis, with a view to ending this facility should the risks outweigh the advantages.

7.0 RECOMMENDATIONS that:

- (a) it be noted that there is still a need for the Think BIG Fund to provide working capital for businesses that demonstrate growth potential and job creation and are unable to obtain bank or other funding;**
- (b) the continuation of funding businesses that have a turnover in excess of £1m where there is an opportunity to create higher number of jobs be approved;**
- (c) focus should be on providing gap funding, especially up to £100k, where other funders will not lend (the Fund can thereby make a difference in enabling investment and growth to happen);**
- (d) the Fund should be extended to earlier stage businesses that have been declined by other lenders and demonstrate good growth prospects, by providing a progressive model of increasing loans against achievement of milestones to evidence progress (such loans will increase the risk of loss to the Council; this would be the cost of encouraging a positive impact on the wider local economy and a limit would be placed on this of up to a total of £150,000 to be loaned under this area, with regular review by the Policy Monitoring Group); and**
- (e) funding by way of loan with repayments structured to capability to repay be continued (this could, under certain circumstances, involve interest roll up and capital repayment).**

Reason for Recommendations

To continue to provide support for businesses in the district through the re-focusing of the Loan Fund moving forwards.

Background Papers

Report to the Policy Monitoring Group

For further information please contact Julie Reader-Sullivan on ext 5258

Andy Statham
Director – Community

HOUSING GROWTH: REVISED HOUSING REVENUE ACCOUNT BUSINESS PLAN AND 5 YEAR DEVELOPMENT PROGRAMME

1.0 Purpose of Report

- 1.1 To consider the recommendations from the Strategic Housing Liaison Panel for a revised Housing Revenue Account Business Plan (HRA BP) and to seek approval from the Committee to take forward an initial 5 year Council housing (HRA) development programme, delivering an indicative 335 additional homes to meet the housing needs of local residents.

2.0 Background Information

Housing Growth

- 2.1 At the meeting of the Policy Committee on 3 July 2014 it was resolved to approve the report (*Agenda Item No.15*) which outlined the development of a housing growth strategy for the Council to deliver both new affordable and open market homes across the district, set against the background of maintaining a viable HRA BP.
- 2.2 The report appraised the key strategic context and financial considerations that need to be taken into account in determining the Council's strategy. It also detailed the financing options available and delivery mechanisms that could secure housing growth opportunities over a short, medium and long term development programme.
- 2.3 Over the last 5 years the Council has directly developed 111 new Council homes across the district with 60 apartments now under development at Bowbridge Road, Newark. The Council has also recently acquired 16 Section 106 affordable units at Ash Farm, Farnsfield and 8 Section 106 affordable units at Wellow Road, Ollerton have been transferred into the Company's ownership.
- 2.4 Further housing growth activity has been reported to this Committee, where approval has been given for a capital fund of £500,000 to prepare HRA sites for development, and confirmation of finance to enable the delivery of the extra care scheme at Bowbridge Road.

Strategic Priorities

- 2.5 The delivery of new affordable housing continues to be a strategic priority for the Council, with the need to develop a mixed provision of affordable homes to meet the requirements of younger people, families with young children and older people.
- 2.6 The delivery of affordable housing is set against the Council having a robust evidence base. The most recent district wide 'Housing Market and Needs Assessment' (2014) identified a total net affordable housing need of 677 units per annum and after deducting the annual supply of housing, the shortfall for the next 5 years is 221 homes per annum. There are currently 3919 applicants on the Council's housing register.

Strategic Housing Liaison Panel

2.7 In pursuance of the Council's housing growth agenda officers of the Council and Newark & Sherwood Homes (NSH) have worked collectively over the last five months to suggest options for updating and reviewing the assumptions underlying the HRA BP (much as a result of changes in Government policy and legislation) and draw up proposals for a medium term HRA housing development programme. This work has been carefully considered, reviewed and appraised by the Committee's Working Party, i.e. the Strategic Housing Liaison Panel (SHLP), at a series of meetings.

2.8 The following paragraphs provide an overview of the information that has been presented to the SHLP, together with the key outcomes and proposals being recommended by the working party for the Committee's consideration.

3.0 Housing Revenue Account Business Plan and Development Programme

3.1 A number of presentations have been made to the SHLP to ensure that Panel Members had a thorough understanding of the HRA BP, the Company's Business Plan and the wider policy agenda. This was done in order for the Panel to consider a review of the assumptions within the HRA BP and to then look at the possible development options. All these activities were completed in accordance with an agreed work plan, details of which can be found at **Appendix A**.

3.2 They key matters raised at each meeting are listed below for the Committee's consideration. (*Minutes of each meeting have been presented to this Committee and copies of the presentations can be found on the Members' extranet.*):

a) 19 January 2016

- An Understanding of the HRA Business Plan, including
 - Breakdown of HRA Account and NSH Management Fee
- NSH Business Plan Inputs
- HRA Outturn 2014/15 and Budget 2016/17 to 2020/21

b) 23 February 2016

- Consideration and analysis of the strengths and opportunities for the HRA Business Plan, including meeting the Council's wider strategic priorities
- Input by SHLP

c) 29 February 2016

- Consideration and analysis of the threats to and weaknesses of the HRA Business Plan
- Policy Briefing – Housing & Planning Bill, Welfare Reform and Work Bill, and Autumn Statement
- Input by SHLP

d) 14 March 2016

- NSH Financial Business Plan
- Other options that increase the existing affordable housing stock beyond direct development
- Property development cost information
- Options for housing growth delivery(+/-)

e) 11 April 2016

- Options to develop an updated HRA Financial Business Plan to deliver growth aspirations.
- Review of options, including an analysis of opportunities & risks:
 - Updating base inputs and assumptions in the HRA BP
 - Asset Management (*clarity provided on the Newark & Sherwood Decent Homes Standard*)
 - Responsive Repairs
 - Housing Management
 - Other Options
 - Speculative Options

*(The Committee should note that at this meeting SHLP put forward their preferences in terms of inputs and assumptions to formulate a revised Housing Revenue Account base at 2016 so to establish a five year HRA development programme. The minutes of this meeting are attached at **Appendix B.**)*

f) 18 April 2016

- Reviewed HRA BP based on financial modelling according to SHLP preferences
- Capacity to deliver growth within the HRA borrowing cap over the next 5-10 years
- Delivery vehicle options and issues for consideration

3.3 The final meeting of SHLP, for this particular work plan activity, was held on **26 May 2016** to form the recommendations to this Committee. The focus of the meeting was to recap on the HRA BP, appraise the 5 year housing (HRA) development programme and make proposals for its delivery.

Reviewed HRA Business Plan – Inputs & Assumptions

3.4 In terms of HRA BP the matters considered related to the updating of inputs and assumptions as detailed at **Appendix B**, the realignment of the asset investment programme realising an annual saving of £750k and a contingency headroom of £1m be maintained, which enables prudent housing development growth within the HRA BP.

3.5 The full revised list of inputs and assumptions proposed for the refreshed HRA BP can be found at **Appendix C**.

3.6 The Panel then appraised a range of financial modelling options to deliver the housing growth with the HRA BP, as set out at **Appendix D**, and considered option 4 as the most appropriate.

3.7 It was the opinion of the Panel that option 4 maintained a viable HRA BP that continued to provide the core housing services to tenants at a good level and at the same time deliver a prudent programme of housing development. The financial modelling covers the following core factors:

- HRA Revenue Position
- HRA Capital Programme
- HRA Debt Remaining
- Headroom

- Proposed new units
- Stock Levels

HRA Housing Development Programme

- 3.8 SHLP also considered the detail of the 5 year Council housing (HRA) development programme, with the proposal to provide an indicative target of 335 affordable units and 260 of these to be developed in the first 3 years aligned to funding availability.
- 3.9 Members of SHLP were informed that an extensive process had been undertaken to review all Council owned sites held within the HRA to identify their potential for development, deliverability and strategic fit to inform the indicative delivery target of 335 units. An outline of the geographical spread of the potential developments sites across the district can be found at **Appendix E. (The Committee has already approved a HRA capital fund of £500,000 to prepare sites for development)**
- 3.10 It should be noted that the majority of identified sites still require further due diligence work to confirm their suitability for development and will then be subject to planning.
- 3.11 The majority of these sites tend to be relatively small, often disused garage or infill sites and the aim of the review has been to maximise the number of affordable housing units that can reasonably and properly be provided on them in the context of the significant need that exists for affordable housing across the district. There will also be a need for flexibility within the development programme and sites may have to be swapped, as some will be able to be progressed for development and some will either be delayed or not suitable linked to further due diligence works
- 3.12 An indicative delivery timescale for the commencement of the development programme in early 2017/18 was also presented to SHLP, as set out below:
- | | |
|------------------------------------|---------|
| ○ Site investigations | July 16 |
| ○ Procurement of delivery partners | Oct 16 |
| ○ Procurement of engineers | July 16 |
| ○ Procurement of designers | July 16 |
| ○ Procurement of employer agent | July 16 |
| ○ Designs for early sites | Oct 16 |
| ○ Planning consent for early sites | Jan 17 |
| ○ Appoint delivery partner | Feb 17 |
| ○ On site | Apr 17 |

Procurement

- 3.13 Consideration was given by SHLP on the method of procurement and the preferred approach in order to:
- provide some resilience to the overall development programme;
 - meet the delivery timeframe;
 - promote value for money; and
 - deliver on the Council's wider strategic priorities (e.g. employment, skills, training, local labour)

was to adopt a partnership over the 5 year programme with 2 development/construction partners.

- 3.14 It is the intention for the sites to be packaged up geographically to ensure efficiencies around the scale and locations of the development, and to make them attractive to potential tenderers.
- 3.15 Further appraisal is required, which will be in consultation with the Business Manager – Procurement, to determine the most appropriate means to procure the overall development programme, from the range of professional services required to the actual build contract(s), in accordance with Council policy. This includes the need to ensure that costs remain competitive over the 5 year programme, inflationary factors are considered, and a comprehensive specification is provided.
- 3.16 SHLP also made it clear at the meeting that their key priorities in the delivery of the programme were: that it was delivered on time, on budget and met the Council's wider strategic priorities.

Good Quality Housing

- 3.17 Panel Members also commented on the importance of the development programme to deliver good quality housing that would both provide a sound base for long term asset management and deliver wider benefits to tenants, such energy efficiency measures, broadband connection and where appropriate implementing the life time home standard.

Site Disposals

- 3.18 Discussions were also held around those HRA sites that were not appropriate for development and the need to draw up a disposal process for these, that could both generate a receipt and remove an on-going maintenance/liability burden to the HRA BP.

Member Consultation

- 3.19 Following Committee approval, the Panel suggested that a series of consultations take place with relevant local ward members over the list of HRA sites within their areas where these are being put forward for development within the programme.

Resources Requirements

- 3.20 This is a significant housing development programme for both the Council and Company and the Committee should not underestimate the resources required to deliver this, in addition to the significant resources required to commission a range of professional services and the build contract(s).
- 3.21 The Company has already employed significant expertise around development/asset management and undertaken work to identify the resources required for the delivery of the proposed development programme. The Company is confident that this is achievable through efficiency, realigning resources and the project management fee to be charged for the overall development programme.

3.22 In terms of resource requirements for the Council, these will primarily impact on the following Business Units (BU); Strategic Housing, Finance, Legal, Procurement, Development Management, Planning Policy and Economic Growth. Further consideration is being given to this matter and the current intention is that the Strategic Housing BU will co-ordinate activities for each BU.

4.0 Housing Revenue Account - Finance

4.1 Set against the details of Section 2 of this report, the table at **Appendix F** provides an updated overview of the current resources available to support housing growth directly through the Council and Newark & Sherwood Homes via the HRA BP, showing the current borrowing headroom, anticipated resources and current commitments within the HRA BP to 2018/19.

4.2 The total available funding for the development programme, which includes the borrowing headroom, is £6,792,202. *(This factors in the contingency of £1,000,000 within the headroom to allow for future flexibility.)*

4.3 In addition to the above sum the Council has, at this point, collected £1,380,666 through Section 106 commuted sum payments designated for the delivery of additional affordable housing within particular locations of the district.

5.0 Risks and National Policy

5.1 As the Committee would expect in taking forward the proposals to revise the HRA BP and implement a 5 year housing (HRA) development programme these present a number of risks, which include:

- HRA BP inputs and assumptions
- HRA borrowing cap
- Funding availability
- National policy & finances
- Procurement:
 - Market interest in the development programme
 - Contract failure/non delivery
 - **Mitigation** through the proposal to procure two delivery partners.
- Council & Company capacity/resource to deliver the programme.
- Site availability (due diligence) and scale of development:
 - Risk if high number of unviable sites come forward, impacting on delivery of the programme.
 - **Mitigation Measures**
 - Flexibility of the proposed delivery programme to accommodate, swap to alternative sites.
 - The Council has already allocated £500k to enable sites to be ready for development
 - Visual site evaluation undertaken for over 170 sites to identify potential delivery risks and the programme has been formulated to take account of any issues identified which may delay the commencement of work.
- Planning/local issues
 - There will be an on-going dialogue with the Development Management BU to consider the programme and most appropriate way to manage the number of sites that will come forward.

- Impact on the wider approaches to deliver additional affordable housing, e.g. in partnership with Registered Providers.
- 5.2 The Council and Company have and continue to consider these in order to introduce measures to either mitigate or minimise each identified risk. Risks will also change over the period of the development programme.
- 5.3 Subject to Committee approval the development programme will become a corporate project risk and monitored/reviewed on a regular basis through the Council's performance management system, Covalent.

National Policy

- 5.4 The positive impact the proposed housing (HRA) development programme will have in delivering additional affordable housing across the district should be set against national policy.
- 5.5 The Housing & Planning Act, which received Royal Assent in May 2106, could have a detrimental impact on the total number of affordable housing units in the district through depletion of the existing stock and reduction in new build delivery. The reasons for this are cited in the following paragraphs.
- 5.6 The Act (<http://services.parliament.uk/bills/2015-16/housingandplanning.html>) will enable the following policies to be introduced with the details of these to be set out in regulation:
- Pay to Stay – expected implementation April 2017
 - Higher Value Council houses - expected implementation April 2017
 - Ending of life time tenancies - expected implementation April 2017
 - Introduction of voluntary Right to Buy to Housing Association properties – currently being trailed in 5 pilot Associations.
 - Starter Homes New homes available for first time buyers between 23 - 40, homes to be at least 20 per cent less than the market value, with an initial price cap at £450,000 in London and £250,000 outside, which after 5 years can be sold at full market value.
 - Potential change in the Planning definition of affordable housing to include a wider range of low cost home ownership products.
- 5.7 Additional policies introduced through the Welfare Reform & Work Act also impact on the viability of the HRA BP and have been considered in drawing up the housing (HRA) development programme, which are:
- 4 year 1% rent reduction – Implementation April 2016
 - LHA cap at social rent - Implementation April 2017 (*currently under review*)
- 5.8 The Department for Communities and Local Government has also now updated the Planning Practice Guidance in relation to the requirement for affordable housing on sites of 10 or less units, further to a recent Court of Appeal decision. This means that the current policy within the districts' Local Plan requiring an affordable housing contribution 'on all housing proposals of 5 or more dwellings' will be deleted.

- 5.9 The HCA's recently introduced national affordable homes programme for 2016 - 2021 will now focus on supporting the delivery of shared ownership units rather than affordable rented units. This is something the Council will need to consider as it progresses with its development programme.
- 5.10 In light of the HCA's programme, Registered Providers operating in the district are currently reporting that through their revised Business Planning processes their ability to deliver affordable rented products and acquire Section 106 affordable units may diminish and their focus could switch to delivery of low cost home ownership products. Again this is something the Council will need to consider as it progresses with its development programme, primarily in terms of its on-going relationship with Registered Providers and future opportunities that may be presented to acquire further Section 106 affordable housing units.
- 5.11 As Members will expect, a great amount of uncertainty on the wider delivery of affordable housing by all partners in the district has been generated by current national policy direction, along with considering the impact on residents in housing need and the wider housing market in the district.
- 5.12 There is still a lack of clarity on the specific details of the policies and implementation frameworks. Officers continue to monitor these matters, with initial scenarios being assessed, and future reports will be presented to the relevant Committees once the full detail has been provided.

6.0 Proposals

- 6.1 The Strategic Housing Liaison Panel, at the conclusion of its work on this matter, made the following recommendations to be considered by this Committee in order to deliver the Council's housing growth priorities:
- a) To approve the revised HRA BP inputs & assumptions, detailed at **Appendix C**, and the financial model 'option 4', set out at **Appendix D**, to deliver an initial 5 year housing (HRA) development programme within the HRA borrowing cap.
 - b) That the Council and Newark & Sherwood Homes work in partnership to deliver the indicative housing (HRA) development programme of 335 units over five years, with 260 units in the first three years in accordance with the groupings of HRA sites identified for development, with the requirement for flexibility in the grouping of sites for delivery. The time frame for the commencement of the programme is set out at paragraph 3.11.
 - c) That the procurement for the delivery of the development programme is best pursued through a long term partnership arrangement enhancing deliverability at best cost and to maximise the opportunity to deliver against some of the Council's wider strategic priorities.
 - d) That the Homes & Communities Committee is charged with monitoring the delivery of the HRA development programme
 - e) That a series of consultations take place over the coming months with relevant local ward members on the list of HRA sites within their areas, where these are being put forward for development within the programme.
 - f) A programme of disposal is implemented for those HRA sites deemed unviable for development and incur a financial burden on the HRA BP.

- 6.2 By taking this strategic approach it will allow the Council to develop a planned housing growth programme with more certainty and less risk to the viability of the HRA BP. It will also ensure a more efficient use of resources and put the Council in a better position to respond to external funding opportunities, for example through the HCA's Affordable Homes Programme.
- 6.3 The Committee should also note that officers are appraising a longer term strategy for HRA housing development beyond this 5 year programme and over the 30 year life span of the HRA BP to ensure its long term viability and to meet local housing need across the district.
- 6.4 In approving the proposals set out the Council also needs to maintain the range of approaches it has adopted to secure the delivery of additional affordable housing in the district, through working in partnership with Newark & Sherwood Homes, Registered Providers (housing associations) and developers.

7.0 Equalities Implications

- 7.1 In taking forward the housing (HRA) development programme under the Council's growth agenda, equality implications will be considered and assessed against the delivery of additional housing to ensure the evidenced housing need across all tenures and communities is addressed.

8.0 Impact on Budget/Policy Framework

- 8.1 Within the contents of the main report all the budgetary and policy framework requirements have been considered.

9.0 Comments: Business Manager and Chief Financial Officer – Financial Services

- 9.1 As mentioned in the report the Policy & Finance Committee has previously approved £500,000 to be included in the capital programme for the preparation of HRA sites to allow the development work to commence.
- 9.2 Paragraphs 4.1 and 4.2, along with the detail at **Appendix F**, identify the current sources of available funds for HRA capital projects.
- 9.3 The HRA Capital Finance Requirement at 31st March 2016 was £104,203,067. Of this, external borrowing is £88,141,910 with a further £16,061,157 being borrowed from internal resources in the General Fund. Any new borrowing is likely to be raised through the PWLB.
- 9.4 The Strategic Housing Liaison Panel have recommended that the existing HRA Asset Investment Programme should be reviewed and realigned in order to release funding for growth, but without having a detrimental effect on the current housing stock and ensuring sound asset management.
- 9.5 The Panel also recommended that a contingency of £1,000,000 should remain in the headroom below the borrowing cap to allow for future flexibility if necessary.

- 9.6 Consideration will need to be given to the significant additional (*staffing – i.e. housing, legal, finance, procurement, and consultancy, etc.*) resources which will be required to deliver the programme of growth.
- 9.7 At all times, the viability of the HRA business plan must be maintained.

10.0 Comments - Business Manager Economic Growth

- 10.1 There is clearly a need for the proposed housing within the district, given income levels and house prices within the district. The accepted calculation is that for every £1 million construction spend, 22 jobs are created. These can be short term or within the supply chain of the main contractor so may not be visible.
- 10.2 It will be important within the procurement process to consider the environmental footprint and local apprenticeship, work experience and full employment opportunities as well as links with the local area. This is an excellent opportunity to create skilled job opportunities. It can also engender 'buy in' to projects through the involvement of people through employment or training, who are either local to the scheme or potential residents for the scheme.
- 10.3 There is also an opportunity to work with the main contractor(s) in order to support as many local businesses as possible through sub-contracting and local purchase of goods and services. These opportunities should be identified prior to commencement of the contract and evaluated throughout the life of the development.

11.0 Comments - Business Manager – Planning Policy

- 11.1 The Planning Policy Business Unit has been working closely with the Strategic Housing Business Unit in identifying and bringing forward potential sites for development, indeed some of the potential sites have already been allocated in the Council's Allocations & Development Management Development Plan Document.
- 11.2 In order to ensure that the Council's wider planning strategy is delivered we need to see development on the ground which provides appropriate affordable and market housing. The District Council and Newark & Sherwood Homes have consistently delivered new homes over what has been a difficult period for house building generally and therefore the identification of a potential 335 additional dwellings is welcomed.

12.0 RECOMMENDATION:

That approval be given to the proposals as set out at paragraph 6.1 of the report.

Reason for Recommendation

The housing (HRA) development programme will contribute to the Council's housing growth agenda and wider strategic priorities, meeting the evidenced housing need across the district for all tenures and maintain a viable Housing Revenue Account Business Plan.

Background Papers

Minutes of the Strategic Housing Liaison Panel

For further information please contact Rob Main (5930), Amanda Wasilewski (5331), or Karen White (5240).

Karen White
Director – Safety

STRATEGIC HOUSING LIAISON PANEL

WORK PLAN (updated 23 February 2016) - Schedule of Meetings and Proposed Areas

<u>Meeting Date</u>	<u>Area(s) to be Covered</u>
19 January 2016	<ol style="list-style-type: none"> 1. Consider and agree plan of work for SHLP and schedule of additional meetings. 2. Explanation of HRA covering self- financing, HRA structure and its various elements <p>Objective: to get a good understanding of the HRA and how it works</p>
23 February 2016 29 February 2016	<ol style="list-style-type: none"> 1. A consideration of the current changes that will impact upon the HRA BP i.e. reduced rental income, CPI changes, National Government policy impact and Risks to be considered over the next two meetings – firstly by considering the strengths and opportunities for the HRA BP 2. Secondly to consider the threats to and weaknesses of the HRA BP <p>Objective: increased knowledge of the various changes and an understanding of how these taken together are likely to impact upon the assumptions and forecasts within the HRA BP</p>
14 March 2016	<ol style="list-style-type: none"> 1. Look at Company’s business plan 2. Property Development Cost Information – then take this when considering delivery mechanisms under 4 below.
11 April 2016	<p>Consider the options/choices available in the context of the Council’s priorities and make proposals for the way forward. This will incorporate debate and consideration of the options and risks concerning the following:</p> <ul style="list-style-type: none"> ▪ Asset Management; ▪ Responsive Repairs; ▪ Housing Management; ▪ Development aspirations; ▪ Debt Repayment; and ▪ Other considerations? <p>Objective to discuss, test out and debate the parameters for, and balance between, these competing options to enable officers to model what it would mean for the HRA BP going forward. This should then illustrate the capacity for ‘growth’.</p>
18 April 2016	<ol style="list-style-type: none"> 1. Consider modelling that has been done as a result of the previous meeting’s discussion. <p>This will also involve stress testing (both negative and positive) and monitoring.</p>

	<p>2. Consider development aspirations within the available resources identified by the work under 1 above and the various delivery mechanisms available.</p> <p>Objective: To develop clear proposals about development levels year on year over the next 5 years within the HRA BP whilst sustaining its viability, and establishing monitoring mechanisms, all for consideration and approval by the Council.</p>
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NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the meeting of the **Strategic Housing Liaison Panel** held in Room G23, Kelham Hall on Monday, 11 April 2016 at 4.00pm.

PRESENT: Council Panel Members:
Councillors: R.V. Blaney (Chairman), Mrs C. Brooks, R.B. Laughton and D.J. Lloyd.

Company Panel Members:
Board Members: Lynn Clayton, Jean Clark, Peter Duncan and Kenneth Sutton.

Officers in Attendance: Rob Main (Business Manager - Strategic Housing) NSDC
Karen White (Director – Safety) NSDC
Rebecca Rance (Chief Executive – Newark and Sherwood Homes)
Stephen Feast (Director – Newark and Sherwood Homes)
Amanda Wasilewski (Assistant Manager- Financial Services) NSDC
Suzanne Williamson (Assistant Director - Income and Resources Services- Newark and Sherwood Homes)
Cara Clarkson (Business Planning, Strategy and Policy Officer- Newark and Sherwood Homes)
Andy Dewberry (Assistant Director, Asset and Development Services- Newark and Sherwood Homes)

35. APOLOGIES FOR ABSENCE

Apologies for absence was received from Councillor G.P. Handley

36. DECLARATIONS OF INTERESTS BY MEMBERS AND OFFICERS

There were no declarations of interest by Members or officers.

37. MINUTES OF THE MEETING HELD ON 14 MARCH 2016

The Panel considered and agreed the minutes of the meeting held on Monday, 14 March 2016 as a correct record.

38. CONSIDERATION OF OPTIONS AVAILABLE

The Director – Safety advised the Panel that its current work plan of reviewing the inputs and assumptions to form a new Housing Revenue Account base at 2016 and recommending proposals for development levels year on year over the next 5 years was nearing completion. It was anticipated that at the next meeting of the Panel consideration would be given to forming recommendations to the Policy & Finance Committee that would set out the development programme for 5 years and how this would be delivered.

The Panel received a joint presentation from Officers of the Council and Newark and Sherwood Homes, the purpose of which was to discuss the input choices/assumptions for the HRA BP to support the development of an updated base HRA Financial Business Plan to deliver growth aspirations.

The Panel considered the information presented which covered statistics within the 2011/12 HRA Financial Business Plan together with a review of options including: updating base inputs and assumptions; asset management; responsive repairs; housing management; other options; and speculative options.

In relation to inflation and rent levels, following discussion it was agreed use the figure of 2% for inflation, and after the statutory 1% rent reduction period to increase rent levels by CPI plus 1%.

Following discussions held in relation to bad debt, it was agreed that the proposed figure of 4% was too high for the whole of the BP period. Therefore it was agreed to hold this at 6% for 2 years, then reduce it to 4% for 1 year and thereafter reduce it to 2% for the remainder of the BP period.

In relation to asset management, the Panel discussed options put forward by officers for the review and realignment of the capital programme in the areas of energy and environment improvements in order to release funding for growth, whilst maintaining focus on delivery of legislative standards, sustaining HRA Business Plan and tenant priorities. Officers estimated that between £500k and £750k could be released through these options. The adverse implications and risks involved of increasing the number of years for kitchen and bathroom replacements was discussed. It was agreed to maintain the Newark and Sherwood Standard as it currently was.

The Panel also discussed the possible implications of the reduction in standards and or frequency of services such as grounds maintenance; and communal area cleaning and inspections. It was noted that some of the suggestions formed part of the speculative options but that these had not been costed to-date. Specifically in relation to any reduction in repairs, both standards and/or frequency, it was agreed that any change must be carefully managed as it would be easy to lose the trust of the tenants and ultimately suffer reputational damage. It was also agreed that whilst automated technical solutions were to be promoted, the user of such a service must be able to book a repair on line and not just leave a message for someone to return their call. It was felt that these should not be progressed at present. It was agreed however that the speculative options be developed for consideration at a later date.

Discussion took place in relation to the use of delivering additional affordable housing using subsidy generated through different housing products e.g. market sale or shared ownership. The Panel were presented with a scenario of the building of a 12 unit site with market sales and affordable rent housing which would enable additional affordable housing at nil cost to the authority. The Panel agreed that a flexible approach to maximise the number of affordable homes within the district was to be welcomed and that every opportunity for housing growth should be considered. It was suggested that consideration be given to the release of land; developer agreements; and site size.

AGREED that:

- (a) the HRA BP be reviewed based on the financial modelling in accordance with the preferences expressed by the Panel, and that this form the basis for the report and presentation for the next meeting together with consideration of the capacity to deliver growth within the HRA borrowing cap over the next 5 – 10 years (to include property numbers);

In addition to this the following matters be considered at the next meeting:

- (b) options/appetite for delivery beyond the borrowing cap;
- (c) recommendations to be formulated for the next Policy and Finance Committee; and
- (d) future strategic work areas for the Panel.

39. DATE OF NEXT MEETING

Monday 18 April 2016, 4pm, G21

Possible additional meeting prior to Policy & Finance Committee on 30 June 2016.

The meeting closed at 6.20pm

APPENDIX C

Newark and Sherwood HRA Business Plan – Revised Assumptions Summary Base Year 2015/16

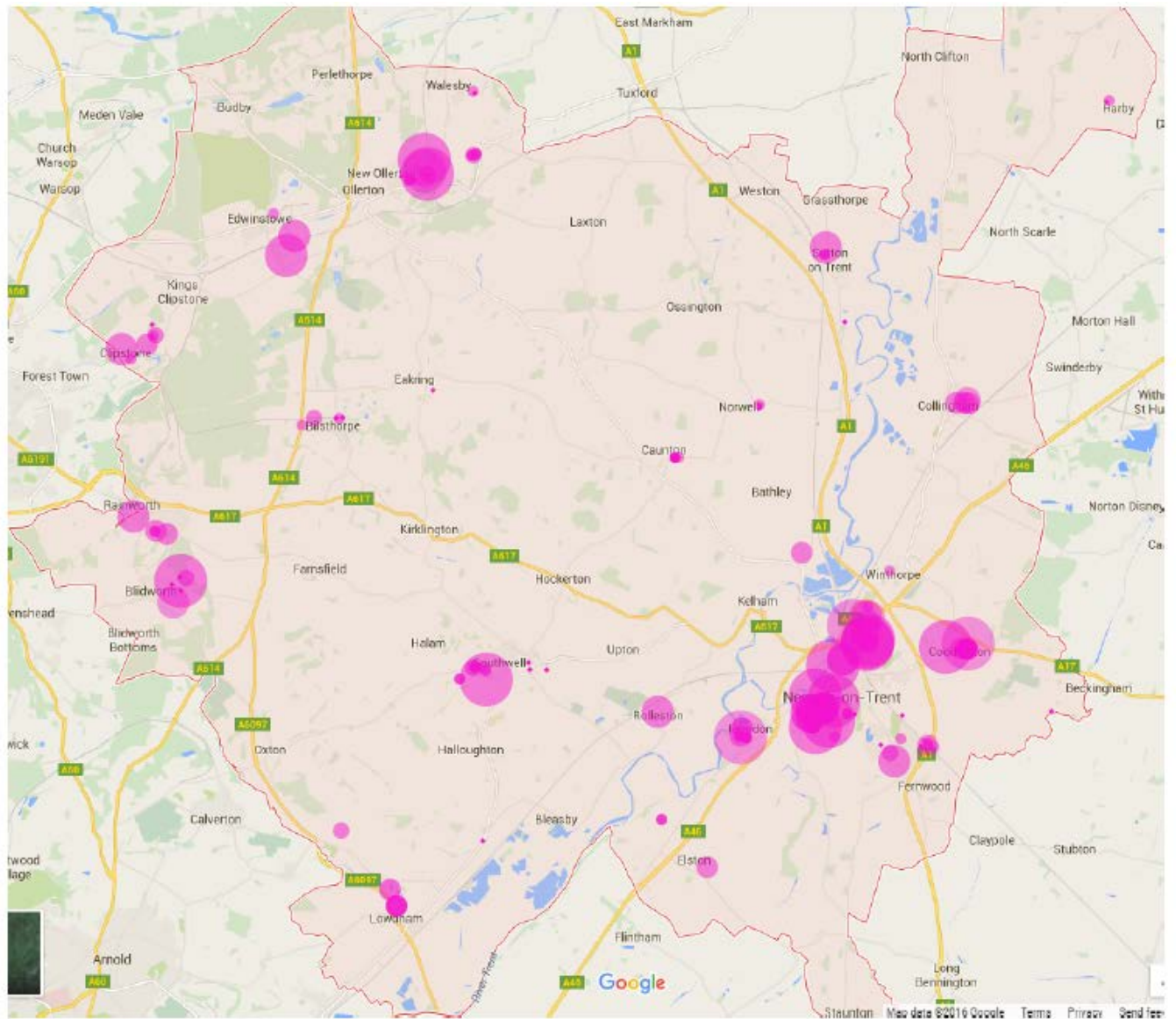
1	RPI From Year: 2 2.0% 3 2.0% 4 2.0% 5 2.0%	2	CPI From Year: 2 2.0% 3 2.0% 4 2.0% 5 2.0%
3	Opening Dwellings Tenanted 5,400 Shared Ownership 0 Leasehold 149	4	Rents Average Rent £76.24 Number of Rent Weeks 52
5	Void Allowance: From Year: 1 1.0% 2 1.0% 3 1.0% 4 1.0% 5 1.0%	6	Allowance for Bad Debts: From Year: 1 3.0% 2 4.0% 3 6.0% 4 6.0% 5 4.0%
7	Other Income: Non Dwelling Rents £302,484 Charges for Services & Facilities £405,300 Contributions towards expenditure £102,470		
8	Right to Buy Sales: Year 1 25 Year 2 25 Year 3 25 Year 4 25 Year 5 25 Years 6 to 30 625	9	Average RTB Value £111,525 Average Discount £57,272 RTB Admin per Sale £1,300 HRA Use of LA Assumed Income 100% HRA Use of Receipts for Replacement Homes 100%
10	Other Stock Changes: Year 1 0 Year 2 0 Year 3 0 Year 4 0 Year 5 0 Years 6 to 30 0	11	Management Costs: Tenanted: £4,653,960

12	Real Growth on Salaries From Year: 2 0.0% 3 0.0% 4 0.0% 5 0.0%	13	Real Growth on Other Costs From Year: 2 0.0% 3 0.0% 4 0.0% 5 0.0%
14	Service Costs Tenanted: Fixed Costs £0 Variable Cost per Unit £0	15	Real Growth in Costs From Year: 2 0.0% 3 0.0% 4 0.0% 5 0.0%
16	Other Expenditure Other Revenue Spend £0 Miscellaneous Expenditure £0	17	Rent Rebates: Percentage of Rent Rebated 58% Limit Rent £78.79
18	Depreciation Depreciation per Unit £497.85		
19	Revenue Repairs & Maintenance Year 1 £3,890,040 Year 2 £3,890,040 Year 3 £3,890,040 Year 4 £3,890,040 Year 5 £3,890,040 Years 6 to 30 £97,251,000 Total £116,701,200	20	Major Repairs & Improvements Year 1 £5,035,000 Year 2 £5,135,000 Year 3 £5,135,000 Year 4 £4,835,000 Year 5 £4,835,000 Years 6 to 30 £133,500,000 Total £158,475,000
21	Opening Balances Revenue Reserves £2,000,000 Major Repairs Reserve £5,980,000	22	HRA Capital Financing Requirement £97,444,291 Capital Receipts Set Aside for Debt Repayment £0 HRA RTB Receipts for Replacement Homes £472,000 External Loans Outstanding £90,159,167
23	Borrowing & Interest Rates Borrowing Cap £112,475,000 Average interest Rate on Borrowing Year 1 4.30% Year 2 4.26% Year 3 4.27% Year 4 4.29% Year 5 4.29%	24	Average interest Rate on Investments 1 0.30% 2 0.30% 3 0.30% 4 0.30% 5 0.30%

Summary of all Options

REF		A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
	Version	Revenue Position			Capital Position			HRA Debt Remaining			Headroom			Cumulative New Units						Stock	Other Finance		
		Year 5 £m	Year 10 £m	Year 30 £m	Year 5 £m	Year 10 £m	Year 30 £m	Year 5 £m	Year 10 £m	Year 30 £m	Year 5 £m	Year 10 £m	Year 30 £m	Year 5	Year 10	Year 15	Year 20	Year 25	Year 30	Numbers Year 30	Year 5 £m	Year 10 £m	Year 30 £m
1	Base Position 16-17	12.3	23.6	101.5	0.0	0.0	0.0	97.3	97.1	96.9	15.2	15.4	15.6	60	60	60	60	60	60	#REF!			
2	Base Position 16-17 Plus maximum prudent growth - maintaining a contingency of £1M of headroom.	2.5	2.7	2.0	0.0	0.0	0.0	111.3	111.1	110.8	1.2	1.4	1.7	305	440	558	745	1,035	1,515	6,197			
3	Base Position 16-17 plus realignment of the capital programme of £500k per annum plus maximum prudent growth - maintaining a contingency headroom of £1M	2.2	2.1	2.4	0.0	0.0	0.0	111.4	111.2	110.9	1.1	1.3	1.6	330	500	653	888	1,235	1,790	6,472			
4	Base Position 16-17 plus a realignment of the capital programme of £750k per annum plus maximum prudent growth - maintaining a contingency headroom of £1M	2.6	2.6	2.4	0.0	0.0	0.0	111.4	111.2	110.9	1.1	1.3	1.6	338	525	698	955	1,330	1,925	6,607			
5	Base Position 16-17 plus a realignment in the capital programme of £750k per annum plus maximum prudent growth plus utilising revenue to fund borrowing in addition to the HRA whilst maintaining a contingency headroom of £1M	2.3	2.4	2.2	0.0	0.0	0.0	111.3	111.1	110.8	1.2	1.4	1.7	415	595	763	1,020	1,395	1,995	6,677	7.8	7.6	7.3

District Wide Grouping of HRA Sites



CURRENT HRA CAPITAL FUNDING AND COMMITMENTS

<u>AFFORDABLE HOUSING FUNDING/COMMITMENTS - BY FUNDING STREAM</u>			
	Funding	Committed	Balance
Resources available:			
HRA Borrowing CAP			112,475,000
HRA CFR - 31.03.16 - (See WP247)			103,913,542
Housing Revenue Account – Borrowing Headroom (PWLb rates)			8,561,458
Major Repairs Reserve (MRR) available for new build			
Funding Agreed	2,540,800		
MRR Committed			
Scheme 1 - Acquisition (pending notification)		330,000	
Scheme 2 - Section 106 Acquisition		1,176,000	
HRA site Development		500,000	
MRR Balance Remaining	2,540,800	2,006,000	534,800
HRA Right to Buy			
Capital Receipts as at 01.04.16	2,364,057		
Right to Buy Committed			
Coronation Street/Grove View Rd, Balderton (Balance)		188,820	
HRA Right to Buy Remaining	2,364,057	188,820	2,175,237
Affordable Housing - Non right to buy Capital receipts			
Capital Receipts as at 01.04.16	392,380		
Non Right to buy committed			
Affordable Rural Housing Grant (Walesby/Caunton)		110,000	
Site A - Wolfit Avenue, Balderton		29,326	
Site B - Wolfit Avenue, Balderton		28,229	
Second Avenue, Edwinstowe		73,974	
Affordable Housing - Non right to buy Capital receipts remaining	392,380	241,529	150,851
NSH contributions - Affordable Housing			
Funding Agreed	625,000		
Funding carried forward	45,150		
Funding carried forward	51,589		
NSH contributions committed			
Second Avenue, Edwinstowe		51,589	
25 Supported dwellings - Bilsthope		45,150	
Bowbridge Road		625,000	
NSH contributions remaining	721,739	721,739	0
HCA grant - Affordable Housing			
Funding Agreed	1,500,000		
HCA grant committed			
Bowbridge Road		1,500,000	
HCA grant remaining	1,500,000	1,500,000	0
NCC contributions - Affordable Housing			
Funding Agreed	3,200,000		
NCC contributions committed			
Bowbridge Road		3,200,000	
NCC contributions remaining	3,200,000	3,200,000	0
Additional MRR commitments			
Lilac Close		59,522	
25 supported dwellings - Bilsthorpe		53,888	
Bowbridge Road		3,516,734	
Totals Additional required funding MRR	0	3,630,144	-3,630,144
Available Funding for future projects (Including headroom)			7,792,202

FACILITATING DEVELOPMENT AT LAND SOUTH OF NEWARK – ADOPTION OF DRAINAGE FEATURES

1.0 Purpose of Report

- 1.1 To seek approval from the Committee for the District Council to adopt a ribbon pond drainage on land South of Newark to help facilitate phase 1 of the development.

2.0 Background Information

- 2.1 Land South of Newark is one of the three strategic sites included within the Newark & Sherwood Core Strategy, which aims to provide a significant element of the growth in Newark & Sherwood over the next twenty five years. Outline planning permission was granted to Catesby Estates (Residential) Ltd in November 2011 for the development and the proposal included provision for 3150 dwellings, two local centres, two primary schools, community buildings, 50 hectares of commercial development, open space, access roads including the Southern Link Road (SLR). Subsequently in January 2014 a number of variations were made to the earlier permission which sought to address various phasing and delivery issues.
- 2.2 As part of the 2014 variations the development was rephrased to begin at the eastern end. This meant that construction work would begin on the SLR at the A1 end and be developed through to a realigned Bowbridge Road. This constituted phase 1 of the SLR and would effectively open up phase 1 of the residential development. As part of this work the drainage feature – a (balancing) ribbon pond - required to service phase 1 of the SLR and housing development would be constructed. At this point Catesby Estates raised with the District Council the problem of the ribbon pond and its future maintenance. Whilst Catesby had assumed that the ribbon pond would be taken on as part of the SLR because it takes on drainage from the housing development the Highways Authority were not in a position to take on the feature. Catesby Estates were very concerned that if they were not able to explain to potential development partners how the drainage feature was going to be dealt with that they would have difficulties in marketing the scheme.
- 2.3 Catesby Estates proposed that the District Council take on the feature and maintain it, with assistance from the Trent Valley Internal Drainage Board (TVIDB), who would already be taking on the drain that links the feature to the Middle Beck. Catesby would be prepared to pay a consolidated maintenance fee for the upkeep of various elements.
- 2.4 Initial discussions were held with the District Council and the TVIDB and a number of issues were identified as needing to be resolved before either authority could consider taking on the feature; namely that the precise details of the design and maintenance regime would need to be finalised to enable the authorities to determine the level of maintenance fee that they would be expecting Catesby to provide. These details were never finalised and subsequently Catesby Estates were bought by Urban & Civic.

2.5 As the Committee is no doubt aware phase 1 of the SLR is now under construction and Urban & Civic want to come to an agreement with the District Council and the TVIDB. The District Council, the TVIDB and Urban & Civic are now in discussion regarding the details of the proposal.

3.0 Proposals

3.1 At the time that Land South of Newark was consented the District Council agreed to take on the public open space as part of new development, something which it does not now normally do. However given that the Council will be taking on the open space immediately to the north of the balancing pond there would appear to be logic in the District Council also taking on this feature.

3.2 In order to ensure that the Council will be able to properly maintain the feature the securing of a maintenance fee and the agreement of assistance from the TVIDB is vital. Similarly given the nature of the ribbon pond it will be important to ensure that the feature handed over to the District Council is fit for purpose. Therefore the Council will need to seek professional advice from an appropriate drainage engineer/hydrologist. It should also be noted that the TVIDB will be able to provide an assessment of the suitability of the proposed structure. Furthermore to ensure that if subsequently if problems emerge with the structure any legal agreement will need to require Urban & Civic to remedy them.

3.3 It is proposed that:

- The District Council take on the ownership of the balancing pond which services phase 1 of the Land South of Newark development as set out in Map 1
- A maintenance fee will be paid by Urban & Civic to the District Council. This fee will be made up of two parts, the first part will be the amount which the District Council will require to maintain the 'dry' elements of the balancing pond (the banks and the fence), the second part will be the amount that the TVIDB will require to maintain the 'wet' elements of the feature (the pond, any planting within it and the outflow from the pond to the drainage ditch).
- The fee will be calculated by the current maintenance contributions which the District Council and the TVIDB would charge for the maintenance of such features based on a 100 year period.
- The District Council will seek independent professional advice on the risks associated with adopting the asset and whether it is 'fit for purpose'
- The District Council will sign a Service Level Agreement with TVIDB to maintain the 'wet' elements on its behalf.
- It should be noted that not included within this maintenance fee are the inflows from the residential development and the SLR, they will be maintained by Severn Trent Water and Nottinghamshire County Council respectively.

3.4 Discussions are currently underway on the details of what is set out in 3.3 above but if the committee are satisfied with the general approach it is proposed that the Deputy Chief Executive be given delegated authority to finalise the legal agreements with Urban & Civic and TVIDB.

4.0 Equalities Implications

4.1 None identified.

5.0 Impact on Budget/Policy Framework

Comments of the Business Manager – Financial Services & Chief Financial Officer

5.1 As proposed in 3.3 above the District Council will receive a significant contribution towards the ongoing maintenance of the scheme for a 100 year period. The contribution will ensure that there is no overall cost to the Council over the period for which it is provided, and will facilitate the development of the site, which will result in future additional income to the Council in the form of Council Tax and Business Rates.

5.2 Advice regarding risks and level of insurance is being sought from the Council's insurers.

6.0 Comments of Director

Comments of the Chief Legal Officer

6.1 It is proposed that the Council takes a transfer of the site of the balancing pond shown on Map 1. The transfer would be subject to the rights of others such as the County Council as Highway Authority and Severn Trent Water to enter and carry out inspections, maintenance and repair. The Council would be acquiring part of a site subject to planning obligations and to avoid any doubt, a declaration would be required in the transfer to the effect that the Council shall not in any way be liable to contribute to any such obligations on the Site. It is proposed that, at the same time as the transfer, the Council would enter into a service level agreement with the IDB for a period of 100 years' maintenance. The cost of such maintenance is to be paid by Urban and Civic.

6.2 Ideally the Council would obtain a collateral warranty from the engineering contractor (backed up by professional indemnity insurance) to the effect that (having used all the reasonable skill, care and diligence to expected of a qualified and experienced member of the consultants profession undertaking works in relation to projects of similar size, scope, complexity and character as the attenuation ponds) the attenuation pond and any ancillary apparatus have been designed to cope with all foreseeable flows of water over an agreed period and that the pond will not flood so as to cause damage or injury to third parties. The length of the warranty period and the amount of insurance cover would be a matter for negotiation, but contractors would not normally wish to warrant for more than 12 years. It would not be unreasonable to also ask for a defects liability provision to the effect that the contractor would remedy any defects (measured against the contract specification) found within a defined period, say 24 months. It is accepted that any defects might well not become apparent within this timescale but it is likely that the contractor would resist being liable for anything like 60 years. It is also considered that the Council would be unlikely to get an open-ended commitment to remedy any problems which might arise in the future.

6.3 It might be prudent to check that our insurers do not regard this as an unusual risk and that they have no special requirements as regards the pond. Unless this can be done in-house, it would also be prudent to commission a consultant to advise on what sort of risks might result from ownership of the land.

7.0 RECOMMENDATIONS that:

- a) the transfer of the ribbon pond drainage feature from Urban & Civic to the District Council in the manner set out in paragraph 3.3 of the report be approved; and
- b) the Deputy Chief Executive be given delegated authority to finalise the legal agreements with Urban & Civic and the Trent Valley Internal Drainage Board.

Reason for Recommendations

To support the delivery of new development on the Land South of Newark Strategic Site in line with the Council's Core Strategy.

Background Papers

Nil

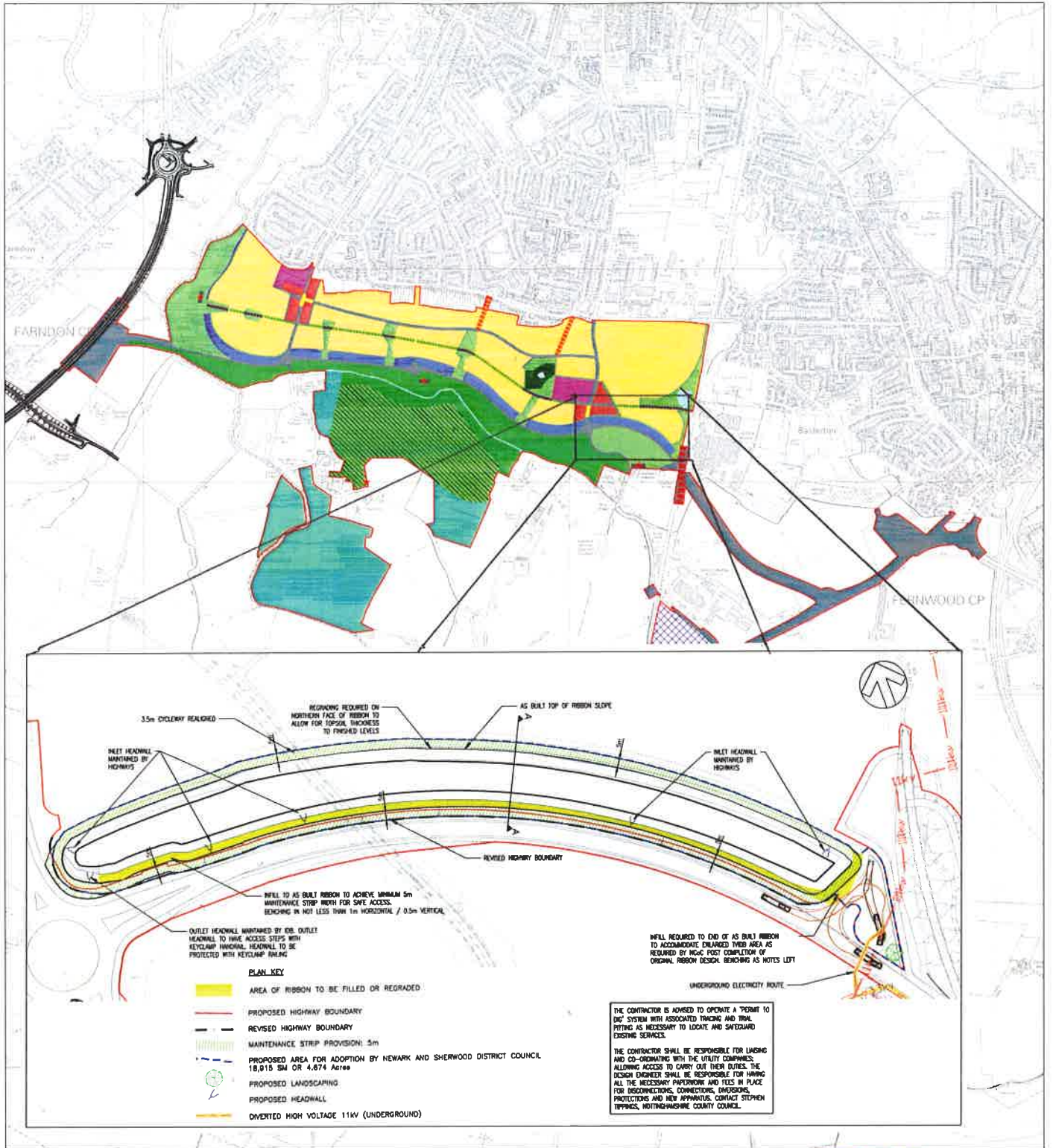
For further information please contact Matthew Norton on Ext 5852, Matt Lamb on 5842 or Martin Russell on 5837.

Kirsty Cole
Deputy Chief Executive

MAP 1 (Produced from drawings by Barton Willmore & WSP)

The scaling of this drawing cannot be assured

Revision	Date	Dm	Ckd
Q	Amended ped/cycle bridge over SLR.	12.11.14	MS JG
R	Realigned Bowbridge Lane Access N & S.	22.12.14	ALC JG



- Legend**
- Application site boundary
 - Residential
 - Local Centres
 - School
 - Employment
 - Main Infrastructure (including SLR)
 - Car park
 - Proposed pedestrian / cycle / equestrian bridge over SLR along Sustrans route

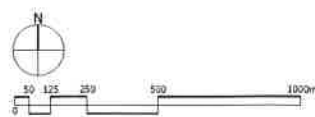
- Squares
- Nature Conservation / informal open space
- Proposed SUDs
- Nature Conservation - Wetland
- SINC
- Existing watercourses
- Open space (including informal and formal play)

- Areas for flood compensation with potential for future agricultural use
- Greenway within open space
- Greenway within development
- A46 alignment
- Green street Link

FIGURE 4.1A
Project
Newark Future

Drawing Title
PARAMETERS PLANS
Land Use Plan

Date	Scale	Drawn by	Check by
06.04.11	1:12,500@A2	BD/M.D./TPS	JG
Project No	Drawing No	Revision	
14058	3017	R	



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CAPITAL PROGRAMME OUTTURN AND FINANCING 2015/16

1.0 Purpose of Report

1.1 To complete the overall capital programme cycle by linking the actual performance achieved with the Council's Key Objectives. This is in line with the Council's Corporate Capital Strategy that the focus will be on performance monitoring and measurement to see what improvements have been made in the way that the Council manages its assets.

2.0 Overall Performance 2015/16

2.1 A review of completed schemes is attached at **Appendix A**.

2.2 A detailed breakdown of the outturn for all the projects undertaken in the course of the year measured against the latest budget approved by Council on 10 March 2016 is attached at **Appendix B**.

2.3 A breakdown of the year-end financing arrangements is attached at **Appendix C**.

3.0 Further Information

3.1 In order to comply with the Local Government Act 2003 certain matters have to be determined before 30 September 2016 in relation to the financing of the 2015/16 Capital Programme. These concern the use of capital receipts and contributions from third parties and the amount set aside from revenue as a prudent provision for the repayment of debt (the Minimum Revenue Provision or MRP).

3.2 Changes to the Capital Programme since the budget was approved on 10 March 2016 is attached at **Appendix D**. Summary of changes for approval along with explanations are attached in **Appendix E** along with the financing of the current and proposed programme included within **Appendix F**.

4.0 RECOMMENDATIONS that:

- a) the outturn position as shown in Appendix B be accepted;
- b) the following determinations be approved in accordance with the Local Government Act 2003:
 - i) £5,058,270 of the Council's useable capital receipts be applied to meet expenditure incurred for capital purposes as shown in Appendix C;
 - ii) £5,302,692 of expenditure for capital purposes be met out of money produced by other persons as shown in Appendix C;
 - iii) A total of £717,687 be set aside from the revenue account to meet credit liabilities;
- c) the Project Variations as detailed in Appendix D and summarised in Appendix E and F be approved.

Reason for Recommendations

To ensure that the Council complies with the Local Government Act 2003 and to complete the overall capital cycle for 2015/16.

Background Papers

Nil

For further information please contact Mike Marriott on extension 5327.

Nicky Lovely
Business Manager and Chief Financial Officer – Financial Services

Review of General Fund Completed Capital Schemes 2015/16

<p>Newark Castle Essential Works Ph I</p>	<p>Total scheme cost £322k. Partnership funding £108k. This scheme resulted in significant repairs to the fabric of Newark Castle, the requirement for which was identified in a condition survey undertaken by Cliveden Conservation. During the work additional works were identified and, due to the cost of erecting additional scaffolding at a later date, these were undertaken, with the use of additional Capital Programme funding. The scheme delivered the following outputs, as identified in the Capital Appraisal form:</p> <ul style="list-style-type: none"> • 52 separate areas of the castle repaired • Maintenance of public access to castle walls – 150,000 visitors to Castle in 2014/15 • Green Flag award for Newark Castle and Gardens in 2014/15.
<p>Sconce & Devon Park Restoration Ph II</p>	<p>Total scheme cost £1.61million. Partnership funding £1.3million. This scheme, predominantly funded by the Heritage Lottery Fund, has transformed Sconce & Devon Park with the addition of a new visitor centre, surfaced footpaths, a bridged access to the Queen’s Sconce and significant new soft landscaping, signage and interpretation. Visitor numbers have greatly increased, the park has become a major events space and a Green Flag award has been achieved every year since 2010. Links have been made with the National Civil War Centre and the park is now a significant element in Newark’s tourism offer.</p>

Review of HRA Completed Capital Schemes 2015/16 (managed by NSH)

<p>Roof Replacements</p>	<p>160 properties had new roofs/flat roofs fitted.</p>
<p>Kitchen & Bathroom Conversions</p>	<p>610 Properties had kitchen and / or Bathroom replacement throughout the district.</p>
<p>External Fabric</p>	<p>932 properties benefitted from external repairs and painting</p>
<p>Doors & Windows</p>	<p>444 Properties benefitted from the installation of Composite doors.</p>
<p>Other Structural</p>	<p>96 solid wall properties had external wall insulation installed.</p>
<p>Electrical</p>	<p>389 rewires were completed across the district.</p>
<p>Heating</p>	<p>245 properties benefitted from the installation of new boilers and or full heating distribution systems</p>
<p>Energy Efficiency</p>	<p>Installation of Energy Efficient Boilers at 86 properties LED lights in communal areas at Rookwood Close Blidworth, Trent House Farndon, Kings Court Southwell and Dorwood Court Balderton. 36 properties received cavity wall and or Loft insulation. 300 properties had energy efficient external doors fitted.</p>
<p>Garage Forecourts</p>	<p>Resurfacing works were carried out in Wellow , Boughton Lowdham, Bilsthorpe and Newark.</p>

Environmental Works	Examples include Boundary/Retaining Walls Greenfield Crescent Ollerton and Henton Road Edwinstowe. Environmental schemes completed at Walesby, Ollerton and Balderton. Security gated access system renewed at Cleveland Square/Carswell Close Newark.
Asbestos	Asbestos removal work and survey's completed throughout the district.
Fire Safety	Major project to replace fire doors at Kings Court Southwell.
DDA Improvements	General improvements to disabled access at Rookwood Close Blidworth and Eastfield Close Clipstone.
Disabled Adaptations	Adaptations needed as a result of care plans and OT1's for residents put forward by Social Services and other agencies. 613 properties benefitted from major or minor adaptation works.

CAPITAL PROGRAMME 2015-16 ACTUAL SPEND

SCHEME	2015/16			Slippage and Under/((Over) spends			
	Actuals - 2015-16	Final Budget - 10.03.16	DIFF.	Projects Stage	Underspends	Budget 16-17 adjustments - Slippage	
HOUSING REVENUE ACCOUNT							
PROPERTY INVESTMENT PROGRAMME							
S91100	ROOF REPLACEMENTS	0	670	(670)	Completed	670	0
S91107	Cemetery Cottage Re-Roof	7,964	7,970	(6)	Completed	6	0
S91108	Roofing 2015/16	313,912	302,400	11,512	Completed	(11,512)	0
S91109	Dorwood Court Roofing 2015/16	80,719	81,000	(281)	Completed	281	0
S91110	Flat Roofing Renewals 15/16	146,897	147,960	(1,063)	Completed	1,063	0
S711	ROOF REPLACEMENTS	549,493	540,000	9,493		(9,493)	0
S91200	KITCHEN & BATHROOM CONVERSIONS	0	0	0	Completed	0	0
S91213	Kitchen and Bathrooms 15/16	1,343,730	1,296,000	47,730	Completed	(47,730)	0
S91214	Kitchen and Bathrooms 15/16 Materials	246,706	324,000	(77,294)	Completed	77,294	0
S712	KITCHEN & BATHROOM CONVERSIONS	1,590,436	1,620,000	(29,564)		29,564	0
S91300	EXTERNAL FABRIC	0	0	0	Completed	0	0
S91314	External Wall Insulation	0	0	0	Completed	0	0
S91327	Ext Fab & Paint 15/16 Area1	187,552	189,000	(1,448)	Completed	1,448	0
S91328	Ext Fab & Paint 15/16 Area2	186,308	189,000	(2,692)	Completed	2,692	0
S91329	External Wall Insulation 2015/16	283,022	270,000	13,022	Completed	(13,022)	0
S713	EXTERNAL FABRIC	656,883	648,000	8,883		(8,883)	0
S91400	DOORS & WINDOWS	0	0	0	Completed	0	0
S91410	Doors & Windows 15/16	183,600	183,600	0	Completed	(0)	0

S714	DOORS & WINDOWS	183,600	183,600	0		(0)	0
S91500	OTHER STRUCTURAL	0	1,660	(1,660)	Completed	1,660	0
S91510	DPM Works 2015/16	4,238	5,400	(1,162)	Completed	1,162	0
S91511	Walls Re-Rendering	0	0	0	Completed	0	0
S91512	14/16 Churchill Drive major structural works	4,095	4,100	(5)	Completed	5	0
S91513	Pump Station Fencing	20,328	22,680	(2,352)	Completed	2,352	0
S91514	Pump Station Blower Renewals	4,042	4,210	(168)	Completed	168	0
S91515	Delacy Court Door Panel Renewals	1,928	1,930	(2)	Completed	2	0
S91516	Finlock Gutters Devon Rd	8,510	8,530	(20)	Completed	20	0
S91517	Potwell Close Cill Repairs	923	960	(37)	Completed	37	0
S91518	33 Norwood Gardens	0	1,830	(1,830)	Completed	1,830	0
S91519	35 Warwick Road	1,847	2,700	(853)	Completed	853	0
S715	OTHER STRUCTURAL	45,911	54,000	(8,089)		8,089	0
S93100	ELECTRICAL	0	0	0	Completed	0	0
S93109	Rewires 15/16	594,133	594,000	133	Completed	(133)	0
S93110	Disturbance Allowance 15/16	102,628	86,400	16,228	Completed	(16,228)	0
S731	ELECTRICAL	696,761	680,400	16,361		(16,361)	0
S93200	SMOKE ALARMS	0	0	0	Completed	0	0
S93205	Carbon Monoxide Detectors	0	0	0	Completed	0	0
S732	SMOKE ALARMS	0	0	0		0	0
S93300	PASSENGER LIFTS	0			Completed	0	0
S733	PASSENGER LIFTS	0	0	0		0	0
S93500	HEATING	0	0	0	Completed	0	0

S93507	Heating/Boilers 15/16	594,824	594,000	824	Completed	(824)	0
S735	HEATING	594,824	594,000	824		(824)	0
S93600	ENERGY EFFICIENCY	0	14,130	(14,130)	Completed	14,130	0
S93610	EE Boiler Replacements 2015/16	201,139	194,400	6,739	Completed	(6,739)	0
S93611	Voltage Optimisation	33,631	32,400	1,231	Completed	(1,231)	0
S93612	Energy Efficient Doors 2015/16	143,677	162,000	(18,323)	Completed	18,323	0
S93613	Community Centre Heating	14,014	14,040	(26)	Completed	26	0
S93614	LED Schemes Trent & Dorwood	19,301	19,300	1	Completed	(1)	0
S93615	LED Phase 2	48,839	48,600	239	Completed	(239)	0
S93616	LED Street Lamp Cleveland Square	0	5,780	(5,780)	Completed	5,780	0
S93617	Air Source Heat Pump - 13 Forge Close	0	11,470	(11,470)	Completed	11,470	0
S736	ENERGY EFFICIENCY	460,602	502,120	(41,518)		41,518	0
S95100	GARAGE FORECOURTS	0	0	0	Completed	0	0
S95109	Garages	27,526	27,540	(14)	Completed	14	0
S95111	2015/16 RE SURFACING WORKS	107,803	108,000	(197)	Completed	197	0
S751	GARAGE FORECOURTS	135,329	135,540	(211)		211	0
S95200	ENVIRONMENTAL WORKS	0	215	(215)	Completed	215	0
S95233	Howes Court	1,897	0	1,897	Completed	(1,897)	0
S95250	Communal Lighting	21,669	21,680	(11)	Completed	11	0
S95252	Flood Defence Systems	0	0	0	Completed	0	0
S95253	Play Areas	14,215	27,000	(12,785)	Completed	12,785	0
S95254	Estate Remodelling	129,661	160,920	(31,259)	Completed	31,259	0
S95268	Boundary Walls Greenfield Cres Ollerton	34,616	37,800	(3,184)	Completed	3,184	0
S95269	H462 Wolfit Avenue Fencing	5,991	6,070	(79)	Completed	79	0
S95270	Env Imp Harby and Ollerton	103,431	115,560	(12,129)	Completed	12,129	0
S95271	Burton Court Office	11,152	11,880	(728)	Completed	728	0
S95272	H498 Boundary Walls Henton Road	35,675	37,800	(2,125)	Completed	2,125	0

S95273	H517 The Circle, Clipstone	39,462	38,880	582	Completed	(582)	0
S95274	Holles Close Pump Station	7,397	10,845	(3,448)	Completed	3,448	0
S95275	William Bailey Major heating repairs	5,011	5,010	1	Completed	(1)	0
S752	ENVIRONMENTAL WORKS	410,178	473,660	(63,482)		63,482	0
S97100	ASBESTOS	0	0	0	Completed	0	0
S97109	Asbestos Surveys 2015/16	32,360	32,400	(40)	Completed	40	0
S97110	Asbestos Removal 2015/16	73,267	75,600	(2,333)	Completed	2,333	0
S771	ASBESTOS	105,628	108,000	(2,373)		2,373	0
S97200	FIRE SAFETY	0	160	(160)	Completed	160	0
S97212	Fire Doors Kings Court	33,566	37,800	(4,234)	Completed	4,234	0
S97213	Fire Alarm Replacement	894	920	(26)	Completed	26	0
S97214	Vale View Auto Louvres	29,160	29,160	0	Completed	0	0
S772	FIRE SAFETY	63,620	68,040	(4,420)		4,420	0
S97300	DDA IMPROVEMENTS	0	0	0	Completed	0	0
S97306	DDA 15/16 Rookwood,Eastfield,Wm Bailey	26,780	27,000	(220)	Completed	220	0
S773	DDA IMPROVEMENTS	26,780	27,000	(220)		220	0
S97400	DISABLED ADAPTATIONS	0	0	0	Completed	0	0
S97409	Care Plans 15/16	569,091	507,600	61,491	Completed	(61,491)	0
S97410	OT'1s 15/16	37,928	33,480	4,448	Completed	(4,448)	0
S774	DISABLED ADAPTATIONS	607,018	541,080	65,938		(65,938)	0
S97500	LEGIONELLA	0	0	0	Completed	0	0
S97501	Legionella 2015/16	43,162	56,160	(12,998)	Completed	12,998	0

S791	UNALLOCATED FUNDING	43,162	56,160	(12,998)		12,998	0
S99100	UNALLOCATED FUNDING	284,608	284,608	0	Completed	0	0
S99101	Grant Income	-284,608	-127,683	(156,925)	Ongoing	0	156,925
S791	UNALLOCATED FUNDING	0	156,925	(156,925)		0	156,925
SUB TOTAL PROPERTY INVESTMENT		6,170,224	6,388,525	(218,301)		61,376	156,925
AFFORDABLE HOUSING							
SA1013	25 supported dwellings - Bilsthorpe	-53,888	45,150	(99,038)	Ongoing	0	99,038
SA1015	Affordable Rural Housing Grant	150,000	260,000	(110,000)	Ongoing	0	110,000
SA1016	Site A - Wolfit Avenue, Balderton	275,785	273,777	2,008	Ongoing	0	-2,008
SA1017	Site B - Wolfit Avenue, Balderton	321,185	313,619	7,566	Ongoing	0	-7,566
SA1018	Coronation Street/Grove View Rd, Balderton	519,132	645,999	(126,867)	Ongoing	0	126,867
SA1019	Lilac Close	673,817	658,585	15,232	Ongoing	0	-15,232
SA1020	Second Avenue, Edwinstowe	351,109	427,969	(76,860)	Ongoing	0	76,860
SA1021	Ash Farm Farnsfield	4,831	1,176,000	(1,171,169)	Ongoing	0	1,171,169
SA1022	St Leonards Hospital Trust	0	330,000	(330,000)	Ongoing	0	330,000
SA1023	Bowbridge Road	95,387	0	95,387	Ongoing	0	-95,387
SA1030	HRA Site Development	3,440	150,000	(146,560)	Ongoing	0	146,560
		2,340,799	4,281,099	(1,940,300)		0	1,940,300
SUB TOTAL HOUSING REVENUE ACCOUNT		8,511,023	10,669,624	(2,158,601)		61,376	2,097,225
HOUSING GENERAL FUND							
TF6011	Private Sector Disabled Facilities Grants	373,643	469,695	(96,052)	Ongoing	0	96,052
		373,643	469,695	(96,052)		0	96,052
TOTAL HOUSING REVENUE ACCOUNT		8,884,665	11,139,319	(2,254,653)		61,376	2,193,277

GENERAL FUND							
TA1211	Newark, New Leisure Centre	6,742,935	7,251,659	(508,724)	Ongoing	0	508,724
TA1214	Leisure Centre Access Road Enhancement	1,125	197,025	(195,900)	Ongoing	0	195,900
TA3050	National Civil War Centre	917,682	954,880	(37,198)	Ongoing	0	37,198
TA3050	NCWC other NCC funded Expenditure	288,313	300,000	(11,687)	Ongoing	0	11,687
TA3051	Newark Civil War Town Trail	64,828	64,893	(65)	Ongoing	0	65
TA3052	Palace Theatre/Museum Integration	1,322,623	1,555,238	(232,615)	Ongoing	0	232,615
TA3053	Museum Improvements	66,387	155,000	(88,613)	Ongoing	0	88,613
TA3054	Palace Boiler Replace	98,000	98,000	0	completed	0	0
TA3286	Information Technology Investment	83,212	166,290	(83,078)	Ongoing	0	83,078
TA	CUSTOMERS	9,585,104	10,742,985	(1,157,881)		0	1,157,881
TB2250	Vehicles & Plant (NSH)	0	0	0	Ongoing	0	0
TB2253	Vehicles & Plant (NSDC)	1,401,170	2,178,815	(777,645)	Ongoing	34,041	743,604
TB3057	Maun Valley Phase II	0	2,774	(2,774)	Ongoing	0	2,774
TB3154	Castle Gatehouse Project	0	60,000	(60,000)	Ongoing	0	60,000
TB3158	Hawtonville School Playing Field	0	23,123	(23,123)	Ongoing	0	23,123
TB3159	Humberstone Road Open Space, Southwell	0	575	(575)	completed	575	0
TB3252	Newark Castle Essential Works Ph I	15,540	9,132	6,408	completed	(6,408)	0
TB3263	Sconce & Devon Park Restoration Ph II	30,074	29,967	107	completed	(107)	0
TB3264	Barnby Road Open Space	-1,799	0	(1,799)	completed	1,799	0
TB6145	Grant to Farndon Sports Pavilion	0	14,650	(14,650)	Ongoing	0	14,650
TB6147	Contribution to Cycle Route Improvements	0	7,634	(7,634)	completed	7,634	0
TB	COMMUNITY	1,444,984	2,326,670	(881,686)		37,535	844,151
TC1000	New Council Offices	482,341	2,221,925	(1,739,584)	Ongoing	0	1,739,584
TC2280	Ollerton Hall acquisition and works	29,113	288,081	(258,968)	Ongoing	0	258,968
TC3017	Workshop Frontage Improvements	1,160	1,160	0	Ongoing	0	0
TC3132	20 Baldertongate Repairs	14,538	14,800	(262)	Ongoing	0	262
TC	RESOURCES	527,152	2,525,966	(1,998,814)		0	1,998,814

TE3110	Newark Signage Strategy	108,624	108,624	(0)	Ongoing	0	0
TE3266	Growth Point (Grant Funded)	0	0	0	Ongoing	0	0
TE3266	Growth Point (Internally Funded)	0	449,121	(449,121)	Ongoing	0	449,121
TE3267	Rural Broadband Provision	165,000	165,000	0	Ongoing	0	0
TE3268	Southern Link Road Contribution	19,215	2,500,000	(2,480,785)	Ongoing	0	2,480,785
TE	GROWTH	292,839	3,222,745	(2,929,906)		0	2,929,906
TF3161	Balderton land drainage	0	9,105	(9,105)	Ongoing	0	9,105
TF3220	Major Flood Alleviation	0	150,000	(150,000)	Ongoing	0	150,000
TF3222	Works to Wellow Green Hostel	10,383	68,056	(57,673)	Ongoing	0	57,673
TF	SAFETY	10,383	227,161	(216,778)		0	216,778
TOTAL GENERAL FUND		11,860,463	19,045,527	(7,185,064)	0	37,535	7,147,530
TOTAL PROGRAMME		20,745,128	30,184,846	(9,439,718)	0	98,911	9,340,807

APPENDIX C

CAPITAL PROGRAMME 2015-16 FINANCING SUMMARY

	2015/16		
	Actual spend 2015-16	Final Budget 10.03.16	DIFF.
COMMITTED SCHEMES EXPENDITURE			
Housing Services	8,884,665	10,854,711	(1,970,046)
Other Services	11,860,463	19,045,527	(7,185,064)
Total Expenditure	20,745,128	29,900,238	(9,155,110)
CAPITAL EXPENDITURE FINANCING			
Net Internal and External Borrowing Approval	2,183,751	3,282,299	(1,098,548)
Government Grants	2,797,286	5,086,048	(2,288,762)
Contributions from Third Parties	2,505,406	3,148,946	(643,540)
Community Infrastructure Levy	0	0	0
Capital Receipts	5,058,270	6,070,240	(1,011,970)
Capital Reserve	1,868,736	4,380,461	(2,511,725)
Revenue Support	6,331,679	7,932,244	(1,600,565)
Total Resources Available	20,745,128	29,900,238	(9,155,110)

CAPITAL PROGRAMME 2016/17 - 2020/21

SCHEME	2016/17			16/17 Diff Explanation		2017/18			2018/19			2019/20			2020/21		
	REVISED - Post Slippage	Final Budget 10.03.16	DIFF.	Slippage from 2015-16	Non Slippage changes	REVISED	Final Budget 10.03.16	DIFF.	REVISED	Final Budget 10.03.16	DIFF.	REVISED	Final Budget 10.03.16	DIFF.	REVISED	Final Budget 10.03.16	DIFF.
HOUSING REVENUE ACCOUNT																	
PROPERTY INVESTMENT PROGRAMME																	
S91100 ROOF REPLACEMENTS	540,000	540,000	0	0	0	540,000	540,000	0	540,000	540,000	0	540,000	540,000	0	540,000	540,000	0
S711 ROOF REPLACEMENTS	540,000	540,000	0	0	0	540,000	540,000	0	540,000	540,000	0	540,000	540,000	0	540,000	540,000	0
S91200 KITCHEN & BATHROOM CONVERSIONS	1,620,000	1,620,000	0	0	0	1,620,000	1,620,000	0	1,620,000	1,620,000	0	1,620,000	1,620,000	0	1,620,000	1,620,000	0
S712 KITCHEN & BATHROOM CONVERSIONS	1,620,000	1,620,000	0	0	0	1,620,000	1,620,000	0	1,620,000	1,620,000	0	1,620,000	1,620,000	0	1,620,000	1,620,000	0
S91300 EXTERNAL FABRIC	378,000	378,000	0	0	0	378,000	378,000	0	378,000	378,000	0	378,000	378,000	0	378,000	378,000	0
S713 EXTERNAL FABRIC	378,000	378,000	0	0	0	378,000	378,000	0	378,000	378,000	0	378,000	378,000	0	378,000	378,000	0
S91400 DOORS & WINDOWS	183,600	183,600	0	0	0	183,600	183,600	0	183,600	183,600	0	183,600	183,600	0	183,600	183,600	0
S714 DOORS & WINDOWS	183,600	183,600	0	0	0	183,600	183,600	0	183,600	183,600	0	183,600	183,600	0	183,600	183,600	0
S91500 OTHER STRUCTURAL	54,000	54,000	0	0	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0
S91511 Walls Re-Rendering	54,000	54,000	0	0	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0
S715 OTHER STRUCTURAL	108,000	108,000	0	0	0	108,000	108,000	0	108,000	108,000	0	108,000	108,000	0	108,000	108,000	0
S93100 ELECTRICAL	680,400	680,400	0	0	0	680,400	680,400	0	680,400	680,400	0	680,400	680,400	0	680,400	680,400	0
S731 ELECTRICAL	680,400	680,400	0	0	0	680,400	680,400	0	680,400	680,400	0	680,400	680,400	0	680,400	680,400	0
S93205 Carbon Monoxide Detectors	0	270,000	(270,000)	0	(270,000)	270,000	270,000	0	270,000		+270,000	0		0		0	
S732 SMOKE ALARMS	0	270,000	(270,000)	0	(270,000)	270,000	270,000	0	270,000	0	+270,000	0	0	0	0	0	
S93500 HEATING	594,000	594,000	0	0	0	594,000	594,000	0	594,000	594,000	0	594,000	594,000	0	594,000	594,000	0
S735 HEATING	594,000	594,000	0	0	0	594,000	594,000	0	594,000	594,000	0	594,000	594,000	0	594,000	594,000	0
S93600 ENERGY EFFICIENCY	502,200	502,200	0	0	0	502,200	502,200	0	502,200	502,200	0	502,200	502,200	0	270,000	270,000	0
S736 ENERGY EFFICIENCY	502,200	502,200	0	0	0	502,200	502,200	0	502,200	502,200	0	502,200	502,200	0	270,000	270,000	0
S95100 GARAGE FORECOURTS	108,000	108,000	0	0	0	108,000	108,000	0	108,000	108,000	0	108,000	108,000	0	108,000	108,000	0
S95109 Garages	27,000	0	27,000	0	27,000	27,000	0	+27,000	27,000	0	+27,000	27,000	0	+27,000	27,000	0	
S751 GARAGE FORECOURTS	135,000	108,000	27,000	0	27,000	135,000	108,000	+27,000	135,000	108,000	+27,000	135,000	108,000	+27,000	135,000	135,000	0

S95200	ENVIRONMENTAL WORKS	313,200	340,200	(27,000)	0	(27,000)	313,200	340,200	-27,000	313,200	340,200	-27,000	313,200	340,200	-27,000	313,200	313,200	0
S95250	Communal Lighting	21,600	21,600	0	0	0	21,600	21,600	0	21,600	21,600	0	21,600	21,600	0	21,600	21,600	0
S95252	Flood Defence Systems	10,800	10,800	0	0	0	10,800	10,800	0	10,800	10,800	0	10,800	10,800	0	10,800	10,800	0
S95253	Play Areas	27,000	27,000	0	0	0	27,000	27,000	0	27,000	27,000	0	27,000	27,000	0	27,000	27,000	0
S95254	Estate Remodelling	162,000	162,000	0	0	0	162,000	162,000	0	162,000	162,000	0	162,000	162,000	0	162,000	162,000	0
S752	ENVIRONMENTAL WORKS	534,600	561,600	(27,000)	0	(27,000)	534,600	561,600	-27,000	534,600	561,600	-27,000	534,600	561,600	-27,000	534,600	534,600	0
S97100	ASBESTOS	108,000	108,000	0	0	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0
S771	ASBESTOS	108,000	108,000	0	0	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0
S97200	FIRE SAFETY	54,000	54,000	0	0	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0
S772	FIRE SAFETY	54,000	54,000	0	0	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0
S97300	DDA IMPROVEMENTS	21,600	21,600	0	0	0	21,600	21,600	0	21,600	21,600	0	21,600	21,600	0	21,600	21,600	0
S773	DDA IMPROVEMENTS	21,600	21,600	0	0	0	21,600	21,600	0	21,600	21,600	0	21,600	21,600	0	21,600	21,600	0
S97400	DISABLED ADAPTATIONS	432,000	432,000	0	0	0	432,000	432,000	0	432,000	432,000	0	432,000	432,000	0	432,000	432,000	0
S774	DISABLED ADAPTATIONS	432,000	432,000	0	0	0	432,000	432,000	0	432,000	432,000	0	432,000	432,000	0	432,000	432,000	0
S97500	LEGIONELLA	32,400	32,400	0	0	0	32,400	32,400	0	32,400	32,400	0	32,400	32,400	0	32,400	32,400	0
S791	UNALLOCATED FUNDING	32,400	32,400	0	0	0	32,400	32,400	0	32,400	32,400	0	32,400	32,400	0	32,400	32,400	0
S99100	UNALLOCATED FUNDING	54,000	54,000	0	0	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0
S99101	Grant Income	0	0	0	156,925	(156,925)	0	0	0	0	0	0	0	0	0	0	0	0
S791	UNALLOCATED FUNDING	54,000	54,000	0	156,925	(156,925)	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0	54,000	54,000	0
SUB TOTAL PROPERTY INVESTMENT		5,977,800	6,247,800	(270,000)	156,925	(426,925)	6,193,800	6,193,800	0	6,193,800	5,923,800	+270,000	5,923,800	5,923,800	0	+5,691,600	5,691,600	0
AFFORDABLE HOUSING																		
SA1013	25 supported dwellings - Bilsthorpe	99,038	0	99,038	99,038	0												
SA1015	Affordable Rural Housing Grant	110,000	0	110,000	110,000	0												
SA1016	Site A - Wolfit Avenue, Balderton	29,326	31,334	(2,008)	(2,008)	0												
SA1017	Site B - Wolfit Avenue, Balderton	28,229	35,795	(7,566)	(7,566)	0												
SA1018	Coronation Street/Grove View Rd, Balderton	188,820	61,953	126,867	126,867	0												
SA1019	Lilac Close	59,522	74,754	(15,232)	(15,232)	0												
SA1020	Second Avenue, Edwinstowe	125,563	48,703	76,860	76,860	0												
SA1021	Ash Farm Farnsfield	1,171,169	0	1,171,169	1,171,169	0												
SA1022	St Leonards Hospital Trust	330,000	0	330,000	330,000	0												
SA1023	Bowbridge Road	2,947,234	0	2,947,234	(95,387)	3,042,621	5,894,500	0	5,894,500									
SA1030	HRA Site Development	296,560	150,000	146,560	146,560	0	200,000	200,000	0									
		5,385,460	402,539	4,982,921	1,940,300	3,042,621	6,094,500	200,000	+5,894,500	0	0	0	0	0	0	0	0	0
SUB TOTAL HOUSING REVENUE ACCOUNT		11,363,260	6,650,339	4,712,921	2,097,225	2,615,696	12,288,300	6,393,800	+5,894,500	6,193,800	5,923,800	+270,000	5,923,800	5,923,800	0	5,691,600	5,691,600	0
HOUSING GENERAL FUND																		
TF6011	Private Sector Disabled Facilities Grants	561,052	465,000	96,052	96,052	0	465,000	465,000	0	465,000	465,000	0	465,000	465,000	0	465,000	465,000	0

	561,052	465,000	96,052	96,052	0	465,000	465,000	0	465,000	465,000	0	465,000	465,000	0	465,000	465,000	0
TOTAL HOUSING REVENUE ACCOUNT	11,924,313	7,115,339	4,808,974	2,193,277	2,615,696	12,753,300	6,858,800	+5,894,500	6,658,800	6,388,800	+270,000	6,388,800	6,388,800	0	6,156,600	6,156,600	0

Summary of proposed changes post Full Council - 10.03.16

Explanation of changes	2016/17		
	Revised / proposed	Full Council - 10.03.16	Difference
	27,328,527	14,499,277	12,829,250
Slippage and Reprofiting			
Slippage from 2015-16 (numerous schemes - See Appendix D for detail)			9,340,807
Intruduction of Bowbridge Road scheme - Affordable Housing			3,042,621
New Council Offices - Reprofile of in year funding to match cash forecast			-151,800
Reprofilng of Carbon Monoxide Detectors as per NSH Business Plan			-270,000
NSH projects - retentions carried forward/Grant Income			-156,925
Additions - (Reduction)			
Southern Link Road - additional funding received			1,000,000
ICT requirements for Members			14,700
Revenue contribution to roof works - Palace/NCWC			9,847
Total Explanation - Proposed changes for 2016-17			12,829,250

Explanation of changes	2017/18		
	Revised / proposed	Full Council - 10.03.16	Difference
	14,256,320	8,361,820	5,894,500
Additions - (Reduction)			
Introduction of Bowbridge Road scheme - Affordable Housing			5,894,500
Total Explanation - Proposed changes for 2017-18			5,894,500

Explanation of changes	2018/19		
	Revised / proposed	Full Council - 10.03.16	Difference
	7,697,600	7,275,800	421,800
Reprofilng			
New Council Offices - Reprofile of in year funding to match cash forecast			151,800
Reprofilng of Carbon Monoxide Detectors as per NSH Business Plan			270,000
Total Explanation - Proposed changes for 2018-19			421,800

CAPITAL PROGRAMME SUMMARY - 2016/17 TO 2020/21

	2016/17			2017/18			2018/19			2019/20			2020/21		
	REVISED	Full Council 10.03.16	DIFF.	REVISED	Full Council 10.03.16	DIFF.	REVISED	Full Council 10.03.16	DIFF.	REVISED	Full Council 10.03.16	DIFF.	REVISED	Full Council 10.03.16	DIFF.
COMMITTED SCHEMES EXPENDITURE															
Housing Services	11,924,313	7,115,339	+4,808,974	12,753,300	6,858,800	+5,894,500	6,658,800	6,388,800	+270,000	6,388,800	6,388,800	0	6,156,600	6,156,600	0
Other Services	15,404,215	7,383,938	+8,020,277	1,503,020	1,503,020	0	1,038,800	887,000	+151,800	1,193,595	1,193,595	0	713,000	713,000	0
Total Expenditure	27,328,527	14,499,277	+12,829,250	14,256,320	8,361,820	+5,894,500	7,697,600	7,275,800	+421,800	7,582,395	7,582,395	0	6,869,600	6,869,600	0
CAPITAL EXPENDITURE FINANCING															
Net Internal and External Borrowing Approval	7,290,438	5,783,303	+1,507,135	1,225,020	1,225,020	0	151,800	0	+151,800	1,188,595	1,188,595	0	708,000	708,000	0
Government Grants	4,567,214	465,000	+4,102,214	1,215,000	465,000	+750,000	465,000	465,000	0	465,000	465,000	0	465,000	465,000	0
Contributions from Third Parties	2,322,915	0	+2,322,915	1,912,500	0	+1,912,500	0	0	0	0	0	0	0	0	0
Community Infrastructure Levy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Capital Receipts	1,030,349	252,539	+777,810	273,000	273,000	0	882,000	882,000	0	0	0	0	0	0	0
Capital Reserve	3,947,439	1,604,135	+2,343,304	8,500	8,500	0	8,500	8,500	0	8,500	8,500	0	8,500	8,500	0
Revenue Support	8,170,172	6,394,300	+1,775,872	9,622,300	6,390,300	+3,232,000	6,190,300	5,920,300	+270,000	5,920,300	5,920,300	0	5,688,100	5,688,100	0
Total Resources Available	27,328,527	14,499,277	+12,829,250	14,256,320	8,361,820	+5,894,500	7,697,600	7,275,800	+421,800	7,582,395	7,582,395	0	6,869,600	6,869,600	0

DEVELOPMENT FUNDING

1.0 Purpose of Report

- 1.1 To propose that an allocation of funding arising from previous year underspends be retained within the Policy & Finance Committee budget to support the development of the Council's new strategic priorities.

2.0 Background Information

- 2.1 It is not uncommon for situations to arise where funding is being sought for issues that have not been included in the current year's budget. These issues may emerge from the work of different business units or through discussions within the Council's Committees. The recent review of the Council's strategic priorities will make the likelihood of unforeseen budget requirements greater.
- 2.2 Under current arrangements if there is no capacity within the revenue budget, all such funding requires the approval of the S151 officer for draw down from reserves, even for relatively small amounts.

3.0 Proposals

- 3.1 It is proposed to set aside £300,000 as a fund which can be used to support new activity or feasibility work for the new strategic priorities of the Council. This money would come from the previous year's underspends.
- 3.2 Funding allocations must be made with reference to the following guidance:
- All proposed projects should fall within the remit of one of the Council's Committees and should support the Council's strategic priorities;
 - Proposals arising from Business Managers should be considered initially by the corporate management team
 - Proposals arising from discussions in Committees should be raised by the Chairman of the Committee with a member of the corporate management team.
 - All proposals should be fully costed and any legal or other implications should be identified;
 - Costs must be checked by Financial Services;
 - Proposals should be not have ongoing financial commitments unless there is clarity about how they can be funded
 - All proposals will be considered for decision by Policy & Finance Committee.

4.0 Equalities Implications

- 4.1 Equalities implications will be addressed within each report submitted to Policy & Finance Committee.

5.0 Impact on Budget/Policy Framework

- 5.1 The money to fund this proposal is to be set aside as a separate reserve, so will have no direct impact on the revenue budget. The requirement for S151 Officer comments on reports will ensure any future budget implications are considered.
- 5.2 This proposal relates to the 2016/17 financial year and use of the fund and its effectiveness can be evaluated by the Committee at the end of the year.

6.0 RECOMMENDATION

That the allocation of £300,000 to be used to fund projects within the guidelines set out at paragraph 3.2 of the report be approved.

Reason for Recommendation

To give the Council flexibility to fund projects that will help address its new strategic priorities.

Background Papers

Nil.

For further information please contact Nicky Lovely on Ext 5317.

Nicky Lovely
Business Manager and Chief Financial Officer – Financial Services

PERFORMANCE MANAGEMENT UPDATE - YEAR END UPDATE 2015/16

1.0 Purpose of Report

1.1 This report will provide Members with a selection of performance information falling under the remit of the Policy and Finance Committee.

2.0 Background

2.1 The Council's performance management framework is administered using Covalent, the performance management system. Each business unit has a selection of performance indicators which are used to inform its management.

2.2 Where performance indicators are measured against a target, their status is reflected by a colour as follows:

	Green status - P.I.'s performing at or above target
	Amber status - P.I.'s performing at minimum level of service delivery
	Red status - P.I.'s performing below minimum level of service delivery

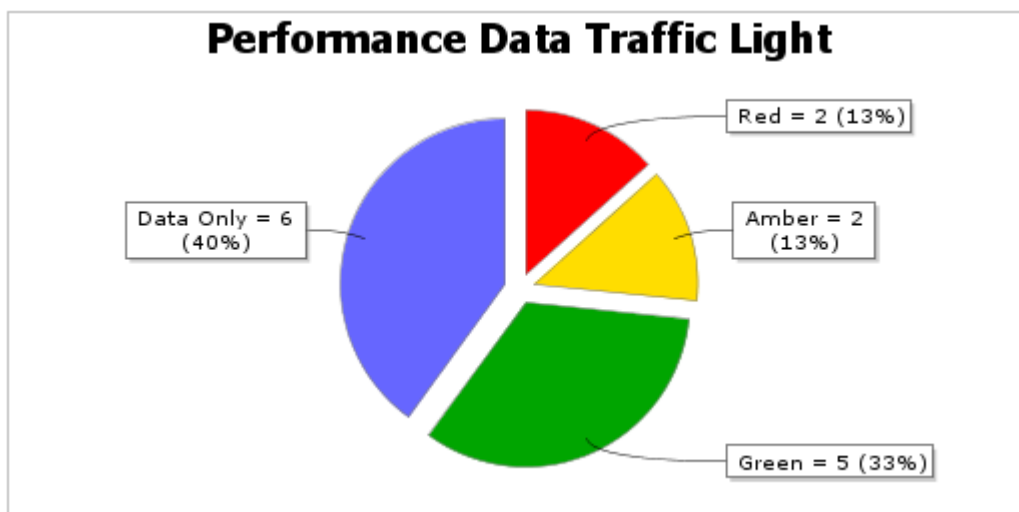
2.3 Targets for all key performance indicators are agreed with Business Managers and their Directors at the start of each financial year.

2.4 Data only performance indicators are not measured against a target.

3.0 Performance Information

3.1 A selection of detailed Business Unit performance data is attached at **Appendix A** for information. An overview of their mid-year performance is reflected in the pie chart below.

Overview of Performance Indicator Status



- 3.2 The Councillors Commission on 31 May 2016 considered ways to improve the way in which performance management information is reported to Members. Performance management information will in future be published quarterly on the intranet and the Members' Extranet. Members will be notified that the information has been published and may, if they notify the appropriate officer not less than 48 hours in advance, ask that an item be referred to committee for discussion.
- 3.3 The report which is to be published on the intranet and Members' Extranet will highlight any issues of note, for example why performance has failed to reach a target indicator and should therefore address any obvious issues without members needing to raise additional questions.

4.0 Equalities Implications

- 4.1 There are no direct equalities implications of the report itself as the report is for information only. However, there may be some implications relating to the individual performance indicators included in the report appendix.

5.0 Impact on Budget/Policy Framework

- 5.1 There are no direct budget/policy framework implications of the report itself as the report is for information only. However, the Committee could take any of the financial performance into account when considering its budget.

6.0 RECOMMENDATION

That the report be noted.

Reason for Recommendation

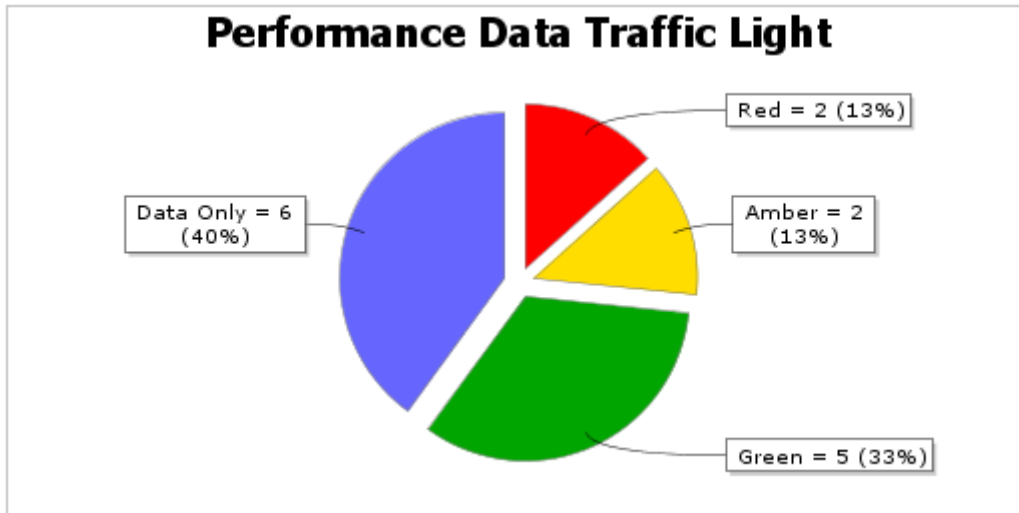
This report is to keep Members informed of the latest performance information relating to the Policy and Finance Committee so there are no recommendations requiring action.

Background Papers

Nil.

For further information please contact Ged Greaves on Ext 5231.

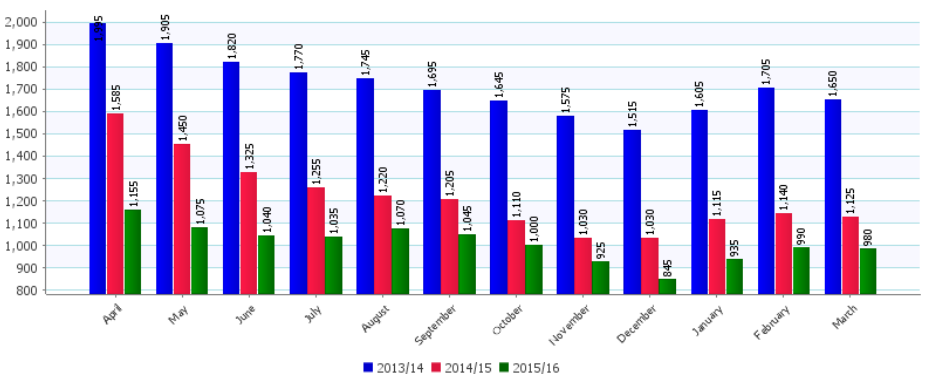
Kirsty Cole
Deputy Chief Executive



No. of JSA claimants for Newark & Sherwood

Actual for Period

Latest result for 2015/16 as of March 2016
980

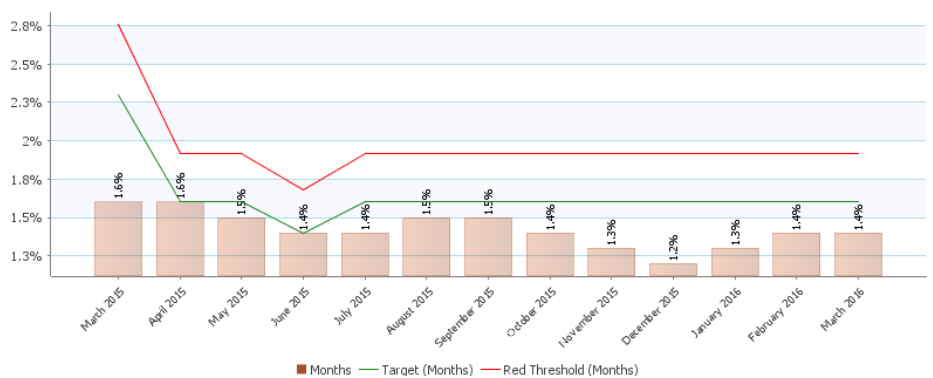
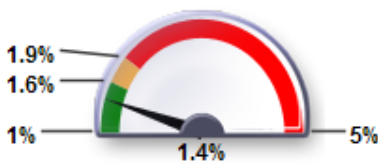


Commentary: Economic Growth Business Manager: Deemed no additional commentary necessary.

% of total JSA Claimants within the District

Rolling / Snapshot Outturn

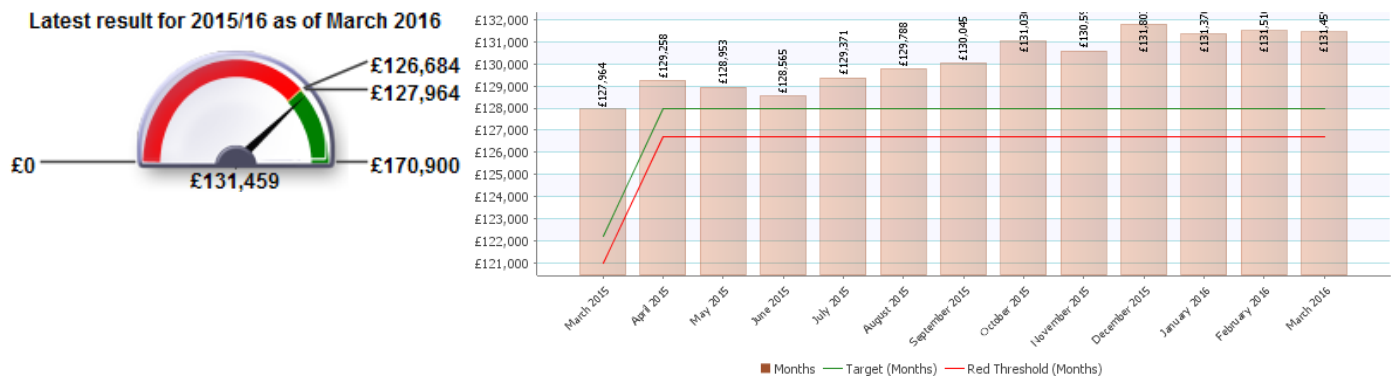
Latest result for 2015/16 as of March 2016



Commentary: Policy & Commissioning Business Manager: Deemed no additional commentary necessary.

Average House Price (Nottinghamshire)

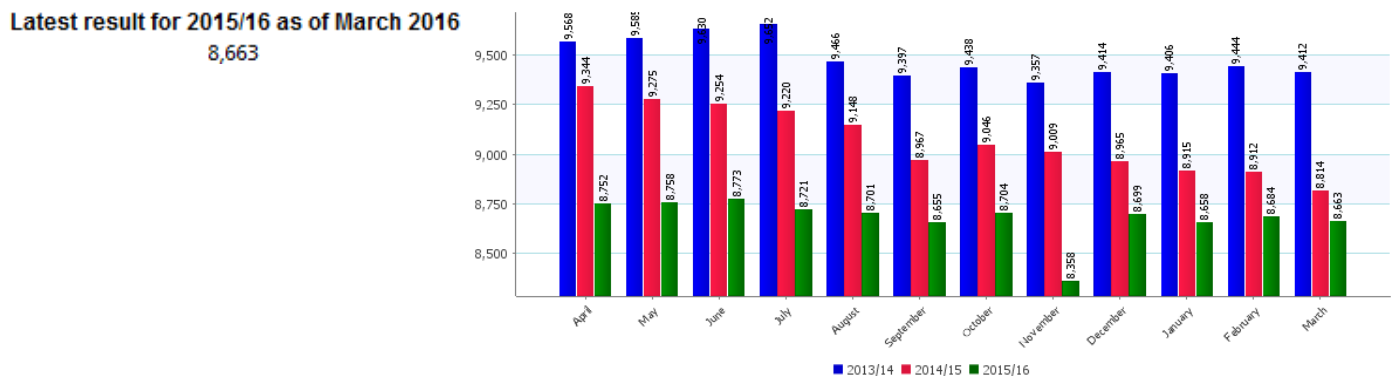
Rolling / Snapshot
Outturn



Commentary: Policy & Commissioning Business Manager: Deemed no additional commentary necessary.

No. of active Housing / Council Tax Benefit claims (individual months)

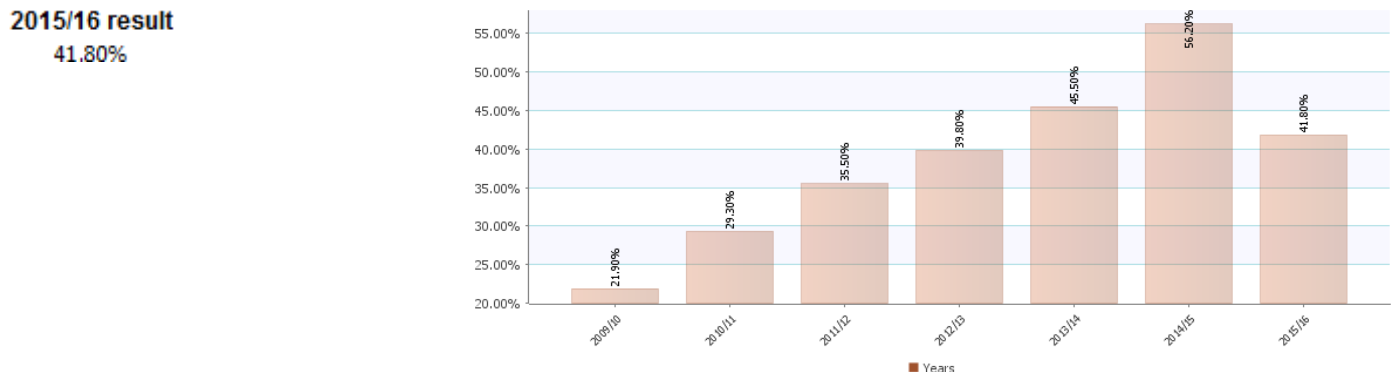
Rolling / Snapshot
Outturn



Commentary: Revenue & Benefits Business Manager: The caseload has remained fairly stable at around 8,600 however the churn is fairly high due to more changes in circumstances

Spend with Local Suppliers as a % of total third party spend (CO1 & CO2) (All NG and LN postcodes) Excl Public Sector, Energy & Fuel Spend

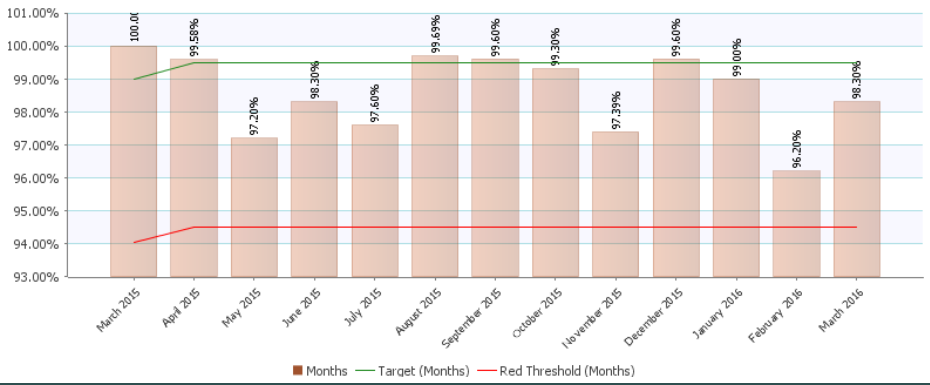
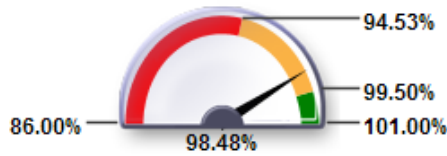
Actual for Period



Commentary: Procurement Business Manager : The Council's spend with R G Carter in 2015/16 for construction of the new Leisure Centre and the Visitors Hub is not included because invoices were payable to their Head Office which has a King's Lynn postcode (PE34 3AH). The proportion of 'local' spend would increase from 41.8% to 68.6% if this spend were included (£7,575k).

Avg % of invoices for commercial goods & services paid within 30 days - Whole Council Actual for Period
(excl NSH)

Average result for 2015/16 as of March 2016

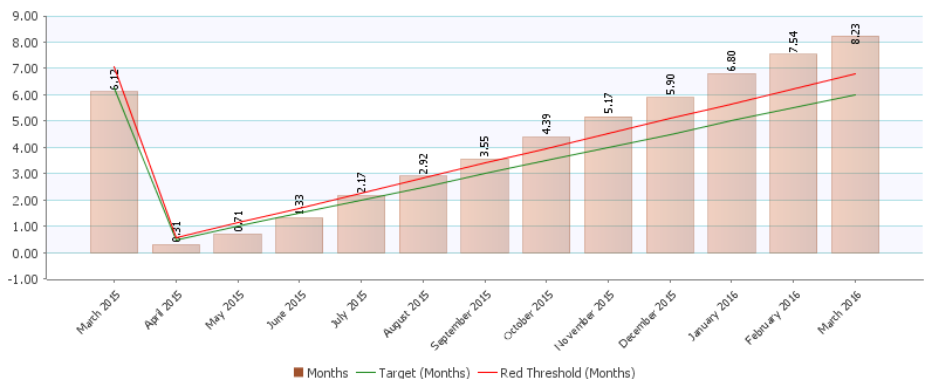
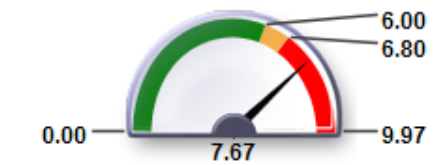


Commentary: Financial Services Business Manager: The performance relating to this PI is not something that I have control over. Business Managers are regularly reminded of the need to process invoices quickly.
The graph is showing the actual result for each month. The gauge is displaying the average result for the year to date.

Average No. of Sick days per FTE - Whole Council

Accumulating Data (Month1 +2=2)

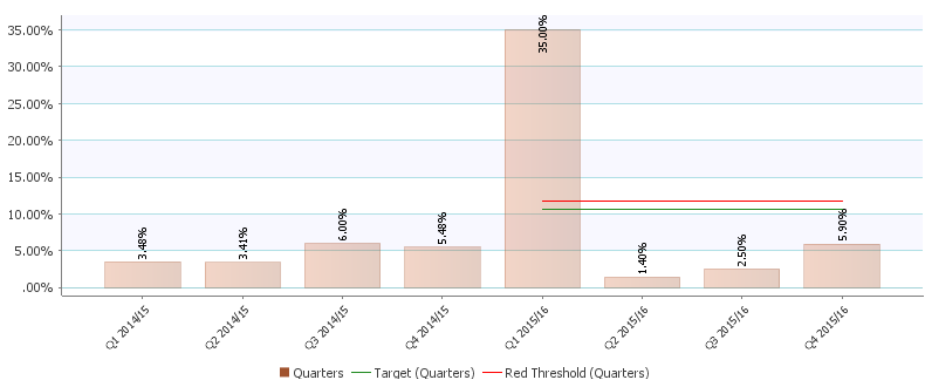
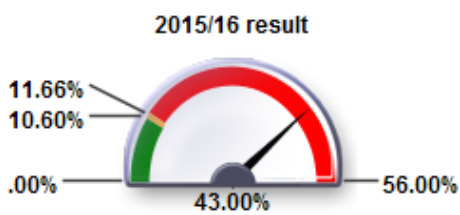
Latest result for 2015/16 as of March 2016



Commentary: HR & Legal Business Manager: Deemed no additional commentary necessary.
The Gauge is showing the Audited Figure and the graph showing the pre-audited figure.

% of staff turnover

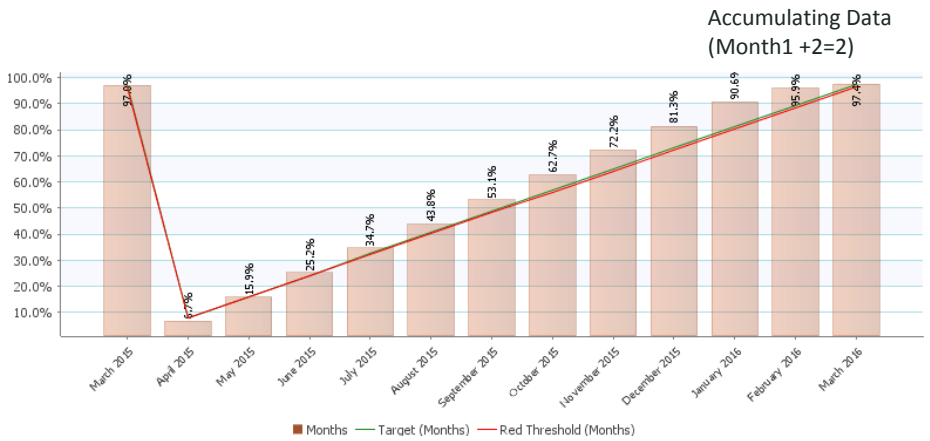
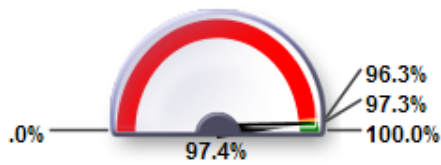
Rolling / Snapshot Outturn



Commentary: HR & Legal Business Manager: Deemed no additional commentary necessary.
The gauge is showing the cumulative position over the year.

% of Council Tax collected

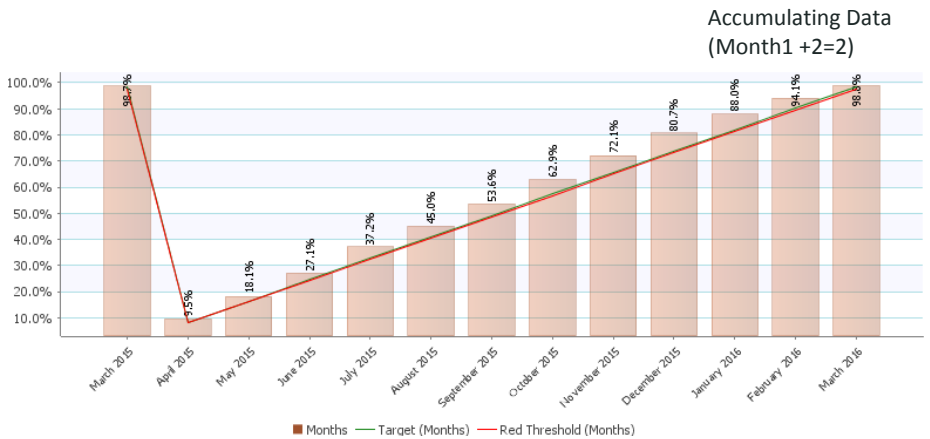
Latest result for 2015/16 as of March 2016



Commentary: Revenue & Benefits Business Manager: The council tax collection rate has shown a big improvement compared to last year and is the highest since localised council tax support was introduced 3 years ago

% of Business Rates collected

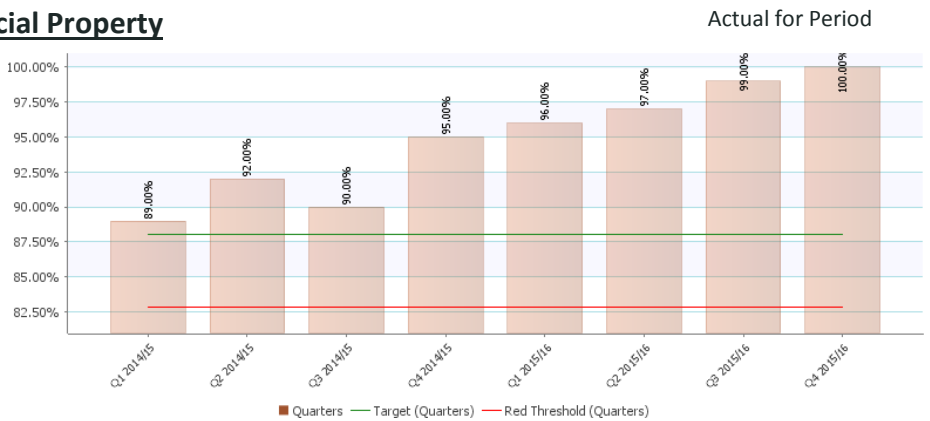
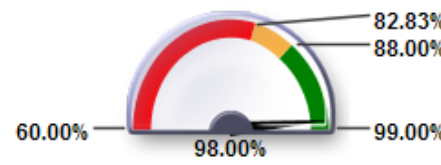
Latest result for 2015/16 as of March 2016



Commentary: Revenue & Benefits Business Manager: Deemed no additional commentary necessary.

Avg % of units occupied - Commercial Property

Average result for 2015/16 as of Q4 2015/16

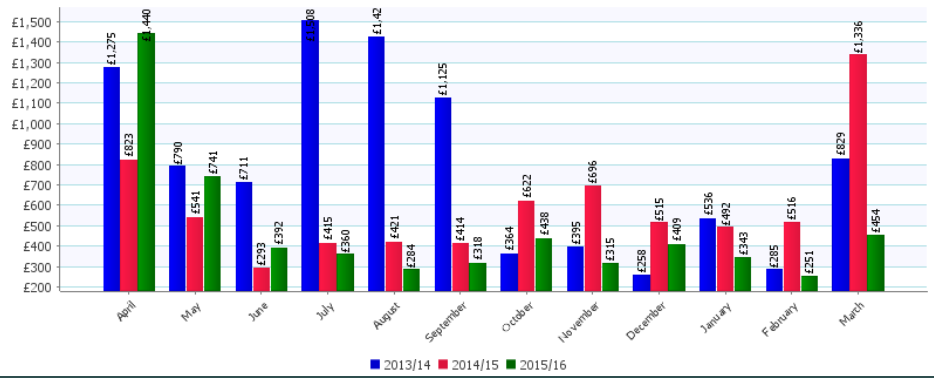


Commentary: Asset Management Business Manager: Deemed no additional commentary necessary.
The graph is showing the actual result for each quarter. The gauge is displaying the average result for the year to date.

Value of savings by using Clean Mail

Actual for Period

Cumulative result for 2015/16 as of March 2016
£5,745



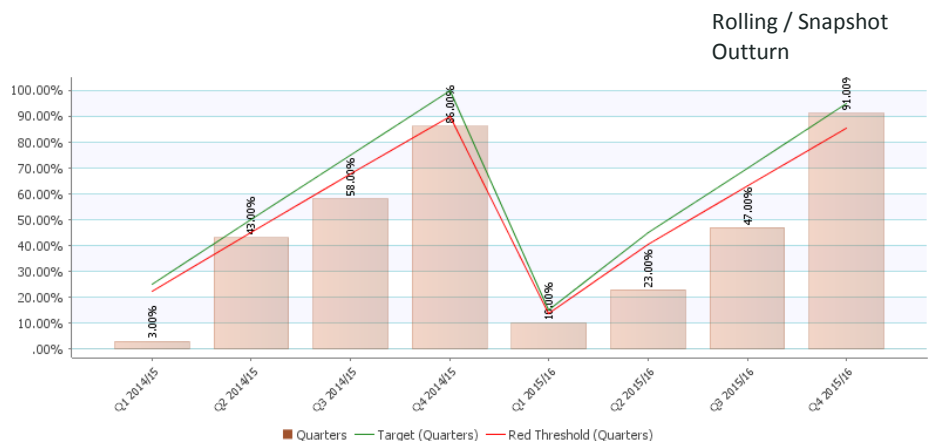
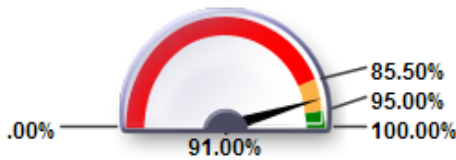
Commentary:

Administration Business Manager: Clean mail savings have decreased in 2015/16 due to more post being sent via hybrid mail and possibly due to an increase in the use of electronic mail.

The graph is showing the actual result for each month. The gauge is displaying the cumulative result for the year to date.

% of Audit plan completed

Latest result for 2015/16 as of Q4 2015/16



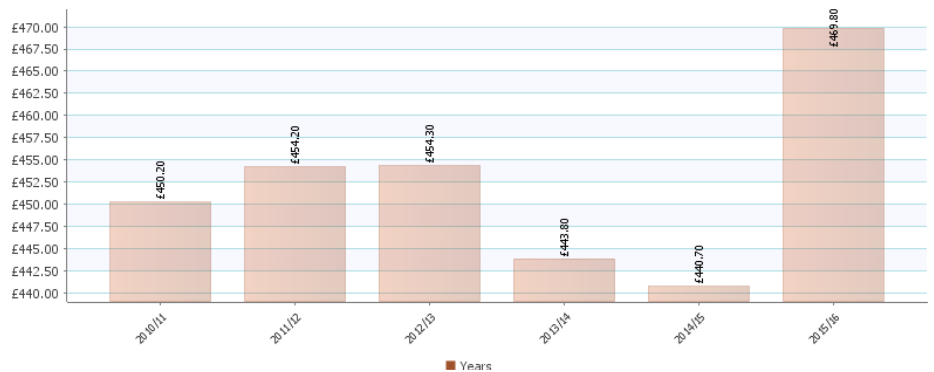
Commentary:

Financial Services Business Manager: Performance has improved over that achieved by quarter 4 last year, despite resourcing issues in Q2 and Q3. All audits except one had been completed or were at draft report stage by 31st March.

Earnings by Residence - Gross Weekly Pay - All Full Time Workers (N&S)

Rolling / Snapshot Outturn

2015/16 result
£469.80



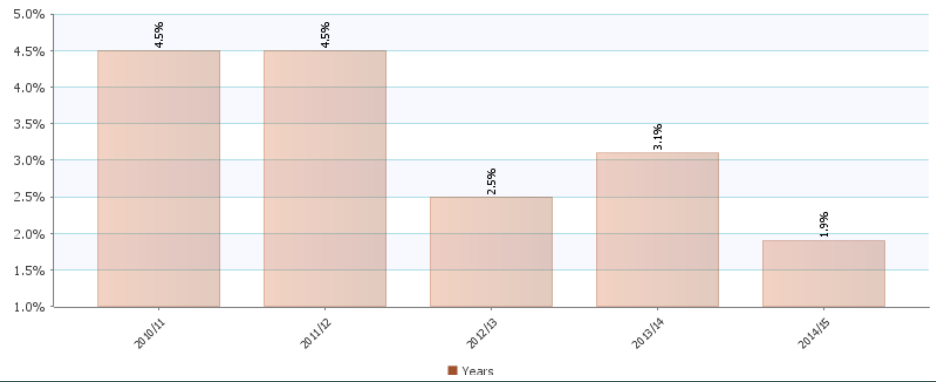
Commentary:

Policy & Commissioning Business Manager: Deemed no additional commentary necessary.

% NEETS (Nottinghamshire)

Rolling / Snapshot
Outturn

2014/15 result
1.9%



Commentary:	Policy & Commissioning Business Manager: Deemed no additional commentary necessary.
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OLLERTON HALL

1.0 Purpose of Report

1.1 To inform Members of the repurchase of Ollerton Hall by the Council, which took place on 7 June 2016.

2.0 Background Information

2.1 Members will be aware of the attempts to agree the repurchase of the Hall from the current owner. In order to bring this long standing and ongoing matter to a conclusion and secure the transfer of the Hall to the Council, thereby avoiding further legal costs of litigation required to enforce the arbitrator's award, it was agreed to enter into a mediation with Mr Pullan.

2.2 The mediation process took place on 7 June 2016 and agreement was reached between the parties to transfer the Hall back to the Council. The terms of the agreement are confidential to the parties. Breach of the confidentiality clause within the Agreement by either party would have serious and adverse consequences for the party in breach.

3.0 Next Steps

3.1 Now that the Council is the owner of the Hall the following matters require immediate attention:

- **The building to be inspected and assessed in terms of health and safety** - *The building was re-secured immediately following the repurchase and regular inspections will be carried out to ensure that it remains secure. The poor internal state of the Hall is such that access to all parts of the building is not possible and is unsafe;*
- **Appropriate insurance cover arranged** - *This has been put in place;*
- **There are 'part built structures' within the grounds which were erected in breach of planning permission** - *These are considered to be a potential safety hazard and it is recommended that these be demolished and removed together with clearing the fire damaged containers that remain within the grounds.*

3.2 The Council needs to consider the various options available to ensure that this important listed building is brought back into a good state of repair and beneficial use. It is therefore recommended that officers bring a report to the next meeting of the committee setting out the options for how this might be most realistically achieved.

4.0 Equalities Implications

4.1 There are no equalities implications arising from the subject matter of this report.

5.0 Finance Comments

5.1 There are adequate funds within the Capital Programme and other uncommitted capital budgets to cover the acquisition of Ollerton Hall and associated works to remove the unauthorised extension structures within the grounds.

6.0 RECOMMENDATIONS that:

- (a) the progress report be noted; and**
- (b) a further report be submitted to the Committee for its consideration once officers have had the opportunity to undertake feasibility work around the options to secure bringing this important listed building back into a good state of repair and use.**

Reason for Recommendations

To keep Members updated on the current situation concerning Ollerton Hall.

Background Papers

Nil

For further information please contact Karen white on Ext. 5240.

Karen White
Director – Safety

CORPORATE PEER CHALLENGE

1.0 Purpose of Report

- 1.1 To inform the Committee of the forthcoming Corporate Peer Challenge for Newark & Sherwood District Council which will take place from 19 to 21 July 2016.

2.0 Background

- 2.1 The Local Government Association offers all Councils a free Corporate Peer Challenge. The purpose of a Corporate Peer Challenge is to seek a reflection from our Local Government Peers as to how well the Council is doing and, where relevant, to identify areas for development or improvement.

3.0 Introduction

- 3.1 A Peer Review Team will carry out a series of conversations and workshop sessions with Officers, Members and external Stakeholders over the three days in which the Peer Review is scheduled to take place.
- 3.2 There will be a feedback session on their initial conclusions on the afternoon of Thursday 21 July, when the Peer Team have concluded their review and further details of the time and venue will be forwarded in due course.
- 3.3 The Peer Review Team will comprise a Chief Executive who will lead the Peer Review and who has been confirmed as Stephen Baker the Chief Executive of Suffolk Coastal and Waveney District Council. He will be joined by Jacqui Smith Director of Environmental & Customer Services at South Staffordshire District Council and Vega Sturgess the Strategic Director Operations & Customer Focus, South Somerset District Council together with a Conservative Peer, Andrew Proctor the Leader of Broadland District Council and a Labour Peer, Peter Rankin the Leader of Preston Borough Council. All will bring different skills, experience and reflections to the review. An officer from the LGA will support the Peer Review Team.
- 3.4 The Peer Challenge will include the following core components:-
- Understanding of the local place and priority setting: Does the Council understand its local context and place and use that to inform a clear vision and set of priorities?
 - Leadership of place: Does the Council provide effective leadership of place including the wider place eg economic and other partnerships beyond the district boundaries and the wider place eg Nottinghamshire, attempts to arrange a devolution deal, the region, the Midlands Engine through its elected members, officers and constructive relationships and partnerships with external stakeholders?
 - Financial planning and viability: Does the Council have a financial plan in place to ensure long term viability and is there evidence that it is being implemented successfully?

- Organisational leadership and governance: Is there effective political and managerial leadership supported by good governance and decision making arrangements that respond to key challenges and enable change and transformation to be implemented?
- Capacity to deliver: Is organisational capacity aligned with priorities and does the Council influence, enable and lead external capacity to focus on agreed outcomes?

3.5 The Peer Review Team will explore the Councils transformation journey and offer constructive views and challenge on what the Council has identified as its future journey. They will also consider whether the Council is organised in an effective way and has capacity to delivery its aims. In this context it is likely to explore whether our current governance arrangements are enabling and driving positive change and helping the Council and district make the most of its opportunities, both alone and in collaboration with others.

3.6 Work is currently ongoing on drawing up a detailed work programme and timetable for the Peer Review Team, including a series of both one to one interviews and workshop sessions and individual members will be notified as and when they may be requested to assist in the process.

4.0 RECOMMENDATION

That the report be noted.

Reason for Recommendation

To keep Members informed of the Corporate Peer Challenge which will take place from 19 to 21 July 2016.

Background Papers

None

For further information please contact Kirsty Cole on Extension 5210.

Kirsty Cole
Deputy Chief Executive

URGENCY ITEMS - MINUTE OF DECISION

Delegation arrangements for dealing with matters of urgency

Paragraph 7.2.1 of the Council's Constitution provides that Chief Officers may take urgent decisions if they are of the opinion that circumstances exist which make it necessary for action to be taken by the Council prior to the time when such action could be approved through normal Council Procedures. They shall, where practicable, first consult with the Leader and Chairman (or in their absence the Vice Chairman) and the Opposition Spokesperson of the appropriate committee (Constitution incorporating a scheme of delegation approved by the Council on 14th May 2013)

Subject: Asset Management Capacity to Support the Office Move

Appropriate Committee: Policy & Finance

Details of Item (including reason(s) for use of urgency procedure):

Background Information

Following the departure of the Council's Asset Manager, the Council appointed a consultant to provide both capability and capacity in developing plans for the new office accommodation. When appointed, it was reasonably believed that the appointment would not exceed £50,000, which is the threshold at which the Council's Contract Procedure Rules state that a full tender process is necessary for expenditure on goods or services. However, due to a number of issues, including the sickness absence of the Director who provided line management, the amount spent on the consultant has significantly exceeded the £50,000 threshold.

Proposal

Given the financial and reputational importance of the successful delivery of the new office accommodation, it is deemed critical that the appointment continues until practical completion of the building and the fit-out of all fixtures, fitting and equipment, which is on programme for the end of July 2016. The consultant has built up intimate knowledge of the scheme and relationships with the contractor and design team and it would be prudent to ensure these continue through the build programme.

Comments of S151 Officer

Due to the significant capital projects the Council is currently involved in, it is necessary to utilise external expertise in managing elements of these projects. It is often difficult to ascertain the full cost of this, due to the many unknowns that can occur in sizeable construction projects. The importance of the new offices project and the need to deliver it within a set time frame means that it is prudent to maintain continuity in the provision of crucial advice.

Funding for the cost of the consultant is included within the budget.

Comments of the Business Manager – Human Resources and Legal

In recognition of the fact that on occasions the Council will need to bring in additional resource to support key projects reference has been made in the Council's Pay Policy Statement for off – payroll arrangements. As part of the review other options for engagement have been considered but are not deemed appropriate on this occasion given the necessity to retain the particular individual in questions for the reasons set out above.

Decision

That the continued employment of the consultant until July 2017 for the reasons set out above be approved.

Members Consulted:

Cllr RV Blaney
Cllr Mrs A Truswell

A handwritten signature in black ink, appearing to read 'M. Finch', followed by a period.

Signed
Director - Matthew Finch

Date: 3 May 2016

URGENCY ITEMS - MINUTE OF DECISION

Delegation arrangements for dealing with matters of urgency

Paragraph 7.2.1 of the Council's Constitution provides that Chief Officers may take urgent decisions if they are of the opinion that circumstances exist which make it necessary for action to be taken by the Council prior to the time when such action could be approved through normal Council Procedures. They shall, where practicable, first consult with the Leader and Chairman (or in their absence the Vice Chairman) and the Opposition Spokesperson of the appropriate committee (Constitution incorporating a scheme of delegation approved by the Council on 14th May 2013)

Subject: Management Development Masters Programme

Appropriate Committee: Policy & Finance

Details of Item (including reason(s) for use of urgency procedure):

Background Information

The Council entered into a contract with the University of Birmingham to provide a Management Development Masters Programme for two cohorts of participants with scope for the contract to be further extended.

There is a wish to continue the existing arrangement with the University of Birmingham for a variety of reasons which are fully set out in the attached report, which was prepared for presentation to the Policy & Finance Committee at its meeting on 30 June 2016.

It is, however, intended to run a further cohort of students in September 2016. An urgent decision is therefore required on whether the Council should continue its existing relationship with the University of Birmingham, in order to allow sufficient time to attract participants to the course and to enable Birmingham University to prepare the course content.

The intention would be that Newark and Sherwood District Council would enable up to five participants to take part in the September 2016 programme, with additional participants coming from Rushcliffe Borough Council, Gedling Borough Council and Broxtowe Borough Council who participated in the initial two cohorts of the programme and from other public authorities in Nottinghamshire and potentially Derbyshire.

The reason why approval is needed to enter into a further arrangement with the University of Birmingham is in order to obtain an exemption from the contract procedure rules which would otherwise require that, given the value of the contract, a tender process be undertaken.

Proposal

The proposal is to continue with existing arrangements with Birmingham University, subject to Birmingham University requiring an increase in the price per participant to participate in the programme. The University will provide the programme for two further cohorts of students on the basis of a 20% discount from their normal rate with an additional 25% discount where there are 15 or more participants at the commencement of the programme. This would work out at a price of £7,840 per student for up to 14 participants and £7,350 per participant if there were 15 or more.

In all other respects the contract terms would remain as existing.

Comments of S151 Officer and Business Manager – Human Resources & Legal

The comments of the S151 Officer and Business Manager – Human Resources & Legal are set out in the attached document.

Decision

That Newark and Sherwood District Council enter into a contractual relationship with the University of Birmingham to provide a Management Development Masters Programme for up to two further cohorts of participants commencing in September 2016 and September 2017 on the terms set out in the attached documentation or otherwise as set out in the existing contract between the parties, with the District Council enabling up to five participants from Newark and Sherwood District Council to participate in each cohort and invitations being extended to other public authorities across Nottinghamshire and potentially Derbyshire to participate in the programme.

Members Consulted:

Cllr R V Blaney
Cllr Mrs A Truswell

Signed *Kirstin H Cole*
Deputy Chief Executive

Date: 24.5.16

MANAGEMENT DEVELOPMENT MASTERS PROGRAMME

1. Purpose of Report

- 1.1 To seek approval from the Policy & Finance Committee to grant an exemption from the Contract Procedure Rules under paragraph 4.3 of those Rules to enable the Council to extend its existing contract with the University of Birmingham to provide a Management Development Masters Programme with the intention that the first intake would be September 2016. The extension would enable two further cohorts to participate in the programme. The proposed revisions to the original contract are set out in the body of the report. All other terms and conditions will be as existing.

2. Background

- 2.1 Paragraph 4.3 of the Contract Procedure Rules enables the Policy & Finance Committee, in exceptional circumstances, to waive any requirements of the Contract Procedure Rules, other than strict legal requirements, for specific projects. Any decision to do so must follow the presentation of a detailed report setting out the basis for the recommendation and the report should include the comments of the S151 Officer and Business Manager - Human Resources & Legal.
- 2.2 There is a wish to look to a continuation of the existing contract with the University of Birmingham not only because of the excellent relationship which has been enjoyed to date and the overall satisfaction of participants with the programme but also, if it is intended to run with a further cohort of students in September 2016, because it would not be possible within the remaining timeframe to go through a full procurement exercise to identify a successor provider.

3. Introduction

- 3.1 In this case Newark & Sherwood District Council wishes to continue its existing relationship with the University of Birmingham to provide a Management Development Masters Programme.
- 3.2 The terms of existing contact provide that the programme will be provided not only to Newark & Sherwood District Council but can be opened to participants from any public authority from across Nottinghamshire and Derbyshire.
- 3.3 Newark & Sherwood District Council, Rushcliffe Borough Council and Gedling Borough Council participated in the initial two cohorts of the Programme. It is anticipated that, if the contract is extended, participants will come from across public authorities within Nottinghamshire and possibly Derbyshire in addition to the 3 authorities participating in the original programme.

- 3.4 A contract was originally entered into between Newark & Sherwood District Council and the University of Birmingham on 7 April 2014 following a competitive process in which a number of learning institutions were asked to put forward proposals to provide a Management Development Masters Programme.
- 3.5 The University of Birmingham were selected as the preferred provider both in consideration of the cost and the quality of the service offered. In particular the University of Birmingham have specifically designed some of the programme content to address the needs and demands of the participating authorities thereby bringing added value to both the case participants and their employing authorities. The University have also provided input to senior management conferences across the 3 authorities, thus benefitting the wider management cohort of participating councils as well as course participants. The University also provide a high level of tutoring support.
- 3.6 There is a wish on the part of both Newark & Sherwood District Council and the University of Birmingham to extend the original contract in order to allow for a further two cohorts of students to participate in the programme as set out above. However, the University of Birmingham are not prepared to offer the programme in accordance with the original pricing schedule and have put forward revised rates.
- 3.7 In all other respects the terms and conditions of the original contract would remain unchanged.
- 3.8 Under the original contract terms the price for up to 12 participants is £4,935 per student to proceed to Masters level. This drops where there are 15 or more participants to £4,310 per student and where there are more than 20 participants to £3,550 per student.
- 3.9 The University of Birmingham's normal rate to provide this Programme is £9,800 per student.
- 3.10 The University have offered to provide the programme on the basis of a 20% discount from their normal rate with an additional 25% discount where there are 15 or more participants at the commencement of the programme. This would be inclusive of all costs including the validation cost and expenses. This would work out at a price of £7,840 per student for up to 14 participants and £7,350 per participant if there were 15 or more.
- 3.11 Whilst this is a significant increase on the price paid under the original contract it is still considered that it would be in the interests of the Council to extend the existing contract with the University of Birmingham on the revised terms given its existing relationship with the University and the overall satisfaction of participants who have taken part in the programme to date with the quality of the service provided. (See paragraph 3.5 ante).
- 3.12 The University of Birmingham have suggested that in order to give greater flexibility the programme could be offered on a "blending learning" basis with a mixture of online (not more than 50% of the total content of the programme) and face to face learning. There are benefits in continuing the relationship with the University of Birmingham in that participants in a potential cohort 3 and cohort 4 can share learning and experiences from those who have already participated in the programme. Moreover, if any of the participants in programme 1 or 2 should choose to leave the programme at the completion of a relevant stage (the programme is divided into 3 stages namely a Post Graduate Certificate, (stage 1) a Post Graduate Diploma (stage 2) and a Masters Level (stage3), they would have the ability to join cohorts 3 or 4 at a later date.

- 3.13 Looking at the tenders which were received when the provision of the programme was put out to competition over two years ago, it is fair to say that bids were received from another provider which were lower than the price now being offered by the University of Birmingham. At that time the alternative provider quoted a total cost of £6,466.67 per student, based on 15 participants and the University of Birmingham are now quoting £7,350 based on 15 participants. Given that the University of Birmingham have a proven track record in delivering the programme and the “added value” being offered, it is considered that it is still in the best interests of the Council to continue its relationship with the University of Birmingham.
- 3.14 It is significant that the contract was awarded to the University of Birmingham not just on cost but also on the quality of the service being provided. Moreover, it is likely that the costs of the alternative provider might have increased significantly were the service to be retendered.
- 3.15 An additional factor is that if we were to look to take a further cohort in September 2016, there would be a very tight window in which to undertake a competitive process and secure the engagement of other participating authorities across Nottinghamshire. Indeed it would be unlikely that any institution would be able to get the necessary design work or paperwork completed to offer a course starting in September 2016.
- 3.16 Although Newark & Sherwood District Council would be acting as lead contracting authority in terms of the relationship with the University of Birmingham, the Council would not look to place more than 5 participants on each of the two cohorts which would potentially result in a total cost to the Council of a maximum of £78,400 (it is anticipated that there would be an optimum number of 15 participants on each of the two cohorts). The remaining places would be offered to other public authorities across Nottinghamshire and potentially Derbyshire and indications show that there is a significant level of interest.
- 3.17 The offer from the University of Birmingham would continue to provide, in addition, “added value” in that they would offer up to two “hot topic sessions” per year which would be open to senior management from any of the participating authorities/bodies. They would also provide two weekend residentials each year with a mix of master classes, networking, tutoring and learning/researching skills support. These would be free apart from modest accommodation costs.

4. Comments of Section 151 Officer

- 4.1 The Council’s Contract Procedure Rules are in place to ensure that Value for Money and compliance with all legislation is achieved in all purchasing exercises. The original tendering exercise in early 2014 took these requirements into account. An extension to the original contract can be approved by Policy & Finance Committee if Members are happy that these requirements will still be achieved.
- 4.2 Value for Money is not solely about cost – the Council’s experience with the existing programme and the satisfaction of the participants, needs to be taken into account when determining whether or not the contract with the University of Birmingham has achieved it, and will continue to do so.

- 4.3 There is no guarantee that a new tender exercise would achieve cheaper rates than those being offered by the University of Birmingham, and a tender exercise in itself consumes time and resources.
- 4.4 If the maximum of five participants in each new cohort is achieved, the total cost for the full contract period, including the two existing cohorts, will not exceed the current EU procurement threshold.

5. Comments of Business Manager - Human Resources & Legal

- 5.1 The programme currently provided by the University of Birmingham is deemed to be fit for purpose from both an organisational and participant perspective. During the course of the contract the Council has developed a strong working relationship with the University of Birmingham and regularly meets with the programme leader to ensure that content is aligned to strategic priorities for partner organisations. As well as continuity from a relationship perspective an extension of the existing offer will allow existing participants to take a break as required eg maternity leave and complete outstanding modules at a later date.

6. RECOMMENDATION

That the contract with the University of Birmingham to provide a Management Development Masters Programme be extended to allow for a further 2 cohorts of students subject to the variation to the existing contract set out above, namely an increase in the pricing schedule with all other terms and conditions remaining as existing.

For further information please contact Kirsty Cole on Extension 5210.

Kirsty Cole
Deputy Chief Executive

GENERAL FUND BUDGET PERFORMANCE REPORT TO 31 MARCH 2016

1.0 Purpose of Report

- 1.1 This report compares the General Fund Policy & Finance Committee net expenditure for the period ending 31 March 2016 with the profiled budget for the period.

2.0 Background Information

- 2.1 The Council's Constitution states that the Section 151 Officer shall present to the Policy & Finance Committee, at least twice in each financial year, budgetary control statements showing performance against the approved estimates of revenue expenditure and income. The appropriate Chief Officer will report on any major variances from planned budget performance.
- 2.2 It also states that budget performance monitoring information shall be provided to the appropriate Committee on a quarterly basis.
- 2.3 Where it appears that the amount included under any head of the approved budget is likely to be exceeded or the budgeted amount of income under any head is unlikely to be reached then budget officers are required to find savings elsewhere in their budget. In circumstances where savings cannot be identified it will be necessary to consult with the Section 151 Officer and ultimately take a report to the Policy & Finance Committee.

3.0 Proposals

- 3.1 The attached appendices detail performance against budget for the period to 31 March 2016 for those budgets within the remit of the Policy & Finance Committee. This report considers the costs of providing services rather than 'below the line' costs such as borrowing costs and interest, contributions to and from reserves, government grants and income from Council Tax and retained Non Domestic Rates.
- 3.2 The format of the report identifies direct expenditure, i.e. employee costs and running expenses, both of which can be controlled by the budget officer, however central recharges and capital charges, are not reported as they are largely outside their control. Income is shown separately. The figures do not include recharges for support services (either income or expenditure). A significant number of transactions take place 'below the line', i.e. shown in the General Fund account rather than identified to a particular service. This is in line with the CIPFA Code of Practice and includes such things as transfers to and from reserves.
- 3.3 Under the Accounting Code of Practice Local Authorities are required to show capital charges for the use of their assets based on the current market value. These amounts are included within the estimates to show the true cost of delivering local services however they are reversed 'below the line' in the overall cost of services therefore not impacting on the Council Tax payer. Variations on 'capital charges' are therefore not an area for concern.

- 3.4 The introduction of International Financial Reporting Standards (IFRS) for the financial year 2010/2011 has resulted in a change in the way the Council accounts for grants received from third parties. These changes mean that income and expenditure is charged direct to the service accounts and, at the year end, any under spend is transferred to reserves and any overspend is transferred from reserves. The base budget does not include grant funded expenditure or income, although at the year end these are included in the profiled budget and actual figures.
- 3.5 Support services (e.g. HR, Financial Services, Business Unit management – such as Leisure Centres) are charged to individual budget heads at the end of the financial year and are reported here for noting only. The direct costs of providing those services are scrutinised as part of the relevant Committee.
- 3.6 Capital charges are applied to accounts at the end of the financial year and are reversed 'below the line' so have no impact on the Council Tax payer. These are reported here for noting only.

4.0 Performance Comments

- 4.1 The total for direct service net expenditure shows an under spend of £698.159 against the profiled budget for the period to 31st March 2016. All managers are very aware of the current financial environment and challenges facing local government in the future and are ensuring that only essential expenditure is incurred. Officers from Financial Services are working with service managers to examine savings achieved in 2015/16 and where it is agreed that they are long term savings, future budgets will be amended to exclude these costs. It should be noted that the base budget for 2015/16 included a full year estimate for leisure centre operation & management, but the profile budget reflects the transfer of responsibility for this to Active4Today with effect from 1st June 2016. The detailed performance figures are shown at Appendix A.
- 4.2 Variations from the profiled budget to 31st March 2016 are itemised below:
- 4.2.1 Employee Costs –
- Savings from vacant posts on Policy & Commissioning and Performance business units are partly offset by redundancy costs. There will be a long term saving as both units now report to one business manager. There are also savings in Administration Services and Revenues & Benefits although use is made of agency staff in Housing Benefits Admin.
- 4.2.2 Premises –
- Net underspends on repairs and utilities at Kelham Hall are offset by reduced recharges to the leaseholder.
 - The Change Management budget is underspent by £85,000 – the Section 151 officer has been asked to approve the transfer of this underspend to the Change Management Reserve.
- 4.2.3 Supplies and Services –
- There are savings on professional services (£20k) and contractual services (£19k) however the majority of the apparent saving is made up of small underspends across a large range of budgets.

- Unbudgeted expenditure of £43,000 for agency staff offsets savings against employee costs.
- Bank charges are £21,000 over budget as a result of customers changing how they pay the council – in the long term this channel shift will result in an overall reduction in expenditure.

4.2.4 Transfer Payments –

- These are the budgets for Rent allowances and Council Housing benefits. They are demand led are met almost in full by subsidy payments from the Department for Works and Pensions. The reduction in grant of £1,268,123 partly reflects the reduction of benefits paid out of £1,389,047. Overall this saves £121,000 against original budget.

4.2.5 Income –

- Charges have been made to Active4Today (£84k) for provision of support services. This is now shown as external income and contributes to the overall saving achieved by setting up the company.
- Legal costs of £19,000 have been paid to the Council however this offsets costs elsewhere in the budget.
- There was uncertainty about the continued new burdens grant for individual electoral registration when the budget was prepared, however an amount of £34,523 was received from the DWP in April 2015.

5.0 **RECOMMENDATION**

That the overall position of the Policy & Finance Committee net expenditure compared to budget at 31 March 2016 be approved.

Reason for Recommendation

To advise Members of the draft outturn monitored against service budgets for the period ending 31st March 2016.

Background Papers

Nil.

For further information please contact Amanda Wasilewski on Ext 5738

Nicky Lovely
Business Manager and Chief Financial Officer – Financial Services

PERFORMANCE REPORT FOR THE PERIOD ENDING 31st March 2016

	<u>Base Budget 2015/16</u>	<u>Profile Budget 31-Mar-16</u>	<u>Actual Expenditure 31-Mar-16</u>	<u>Variance</u>	<u>Budget Officer Comments</u>
EMPLOYEES	3,933,000	2,636,901	2,503,347	(133,553)	The main savings are as a result of vacant posts in Policy & Commissioning and Performance business units, offset by a redundancy payment. There is an ongoing saving in future years as the 2 units now report to one business manager. There are also savings in Administration Services and Revenues & Benefits, although use is made of agency staff in Housing Benefit Admin.
PREMISES	499,670	480,371	377,908	(102,463)	
<i>General</i>	373,960	354,661	256,770	(97,891)	£85k change management budget - the nature of this budget makes it difficult to profile expenditure. The S151 officer has been asked to approve a transfer into the Change Management Reserve. There is an underspend of £8k on repairs & maintenance at Kelham Hall. Other
<i>Electricity</i>	77,030	77,030	79,558	2,528	
<i>Gas</i>	48,680	48,680	41,579	(7,101)	
TRANSPORT	37,090	37,102	33,078	(4,023)	
SUPPLIES AND SERVICES	1,784,270	2,044,382	1,913,560	(130,822)	£19k underspend on contractual services and £20k Professional services. Significant savings on printing and postage costs. Other underspends comprise small savings on a large number of budgets. Unbudgeted expenditure of £43k for agency staff offsets savings on employee costs. Increase in bank charges of £21k as customers change the way they pay the Council - in the long term this channel shift will save money.
TRANSFER PAYMENTS	27,919,440	27,919,440	26,530,393	(1,389,047)	Rent allowances (£688k underspend), rent rebates (£688k underspend) and discretionary housing payments (£14k underspend) are all demand led budgets and will be reflected by a reduction in grant income at the end of the financial year.
TOTAL EXPENDITURE	34,173,470	33,118,195	31,358,287	(1,759,908)	
INCOME	(29,566,460)	(29,712,880)	(28,651,131)	1,061,749	
<i>General</i>	(1,728,460)	(1,874,880)	(2,080,552)	(205,671)	Unbudgeted new burdens grant for electoral registration (£35k) Legal costs recovered (£19k) Income from 3rd parties (Policy & Commissioning Team) (£12k) and adjustment re 14/15 credits overstated (£16k). The remainder of the additional income represents charges to Active4Today, and Newark & Sherwood Homes
<i>Workshop Rents</i>	(50,000)	(50,000)	(50,703)	(703)	
<i>Markets</i>	0	0	0	0	
<i>Culture</i>	0	0	0	0	
<i>Housing Benefits</i>	(27,788,000)	(27,788,000)	(26,519,877)	1,268,123	There is a reduction in grant income offsetting reduced benefits paid out.
TOTAL INCOME	(29,566,460)	(29,712,880)	(28,651,131)	1,061,749	
NET EXPENDITURE	4,607,010	3,405,314	2,707,156	(698,159)	
MEMORANDUM ITEMS					
<i>Support</i>	3,343,650	0	0	0	Support services are charged to budget heads at the end of the financial year. The direct costs of providing central services are scrutinised in the relevant portfolio.
<i>Capital</i>	104,940	0	0	0	Capital charges are applied to accounts at the end of the financial year and reversed 'below the line' so have no impact on the Council Tax payer.
<i>Recharged Support Services</i>	(4,879,120)	0	0	0	
TOTAL PER BUDGET BOOK	3,176,480				
Grant Funded Expenditure	0	45,329	45,329	0	For noting only

OVERALL GENERAL FUND BUDGET PERFORMANCE REPORT TO 31 MARCH 2016

1.0 Purpose of Report

- 1.1 This report compares the overall General Fund net expenditure for the period ending 31 March 2016 with the profiled budget for the period.

2.0 Background Information

- 2.1 The Council's Constitution states that the Section 151 Officer shall present to the Policy & Finance Committee, at least twice in each financial year, budgetary control statements showing performance against the approved estimates of revenue expenditure and income. The appropriate Chief Officer will report on any major variances from planned budget performance.
- 2.2 It also states that budget performance monitoring information shall be provided to the appropriate Committee on a quarterly basis.
- 2.3 Where it appears that the amount included under any head of the approved budget is likely to be exceeded or the budgeted amount of income under any head is unlikely to be reached then budget officers are required to find savings elsewhere in their budget. In circumstances where savings cannot be identified it will be necessary to consult with the Section 151 Officer and ultimately take a report to the Policy & Finance Committee.

3.0 Proposals

- 3.1 The attached appendices detail performance against budget for the period to 31 March 2016 for all General Fund service budgets. This report considers the costs of providing services rather than 'below the line' costs such as borrowing costs and interest, contributions to and from reserves, government grants and income from Council Tax and retained Non Domestic Rates.
- 3.2 The format of the report identifies direct expenditure, i.e. employee costs and running expenses, both of which can be controlled by the budget officer, however central recharges and capital charges, are not reported as they are largely outside their control. Income is shown separately. The figures do not include recharges for support services (either income or expenditure). A significant number of transactions take place 'below the line', i.e. shown in the General Fund account rather than identified to a particular service. This is in line with the CIPFA Code of Practice and includes such things as transfers to and from reserves.
- 3.3 Under the Accounting Code of Practice Local Authorities are required to show capital charges for the use of their assets based on the current market value. These amounts are included within the estimates to show the true cost of delivering local services however they are reversed 'below the line' in the overall cost of services therefore not impacting on the Council Tax payer. Variations on 'capital charges' are therefore not an area for concern.

3.4 The introduction of International Financial Reporting Standards (IFRS) for the financial year 2010/2011 has resulted in a change in the way the Council accounts for grants received from third parties. These changes mean that income and expenditure is charged direct to the service accounts and, at the year end, any under spend is transferred to reserves and any overspend is transferred from reserves.

4.0 Performance Comments

4.1 The total for direct service net expenditure shows an under spend of £1,931,448 against the profiled budget for the period to 31 March. This apparent underspend does not include any transactions on capital charges and recharged support services, nor does it take account of 'below the line' transactions, such as transfers to reserves etc. The final position for 2015/16 will be reported to Audit and Accounts Committee in July 2016. All managers are very aware of the current financial environment and challenges facing local government in the future and are ensuring that only essential expenditure is incurred. The year-end position may change as accruals will be made for outstanding invoices and adjustments will be made as part of the close down procedures.

4.2 Variations from the profiled budget to 31 March 2016 are itemised below:

4.2.1 Employee Costs –

- The savings have accrued largely from vacant posts across the authority. In the long term savings will be achieved by efficiencies in the Policy & Commissioning and Performance teams who now report to one business manager.
- Capacity fund grant has been used to fund Development Management staff which has resulted in savings of (£109k) against the existing budget.
- Other savings have been achieved in Administration and Revenues & Benefits business units although some use is made of agency staff within Housing Benefit Administration.

4.2.2 Premises –

- There are savings on NDR in respect of the new tourism hub and on workshops throughout the district, the latter as a result of high occupation rates.
- The Change Management budget is currently showing a £85k underspend which has been transferred to the reserve 'below the line'.
- The additional cost of electricity is due to the usage at the NCWC/Palace Theatre during the integration works.
- Savings on gas are due to the unusually mild autumn and winter.

4.2.3 Transport –

- The budget for fuel was prepared including an allowance for inflation however prices have remained steady during the financial year.
- A number of vehicles have been replaced over the last year resulting in a fleet which is more fuel efficient.
- The waste transfer station has now opened in Brunel Drive and will result in savings on fuel and repairs and maintenance. Fuel savings have been taken into account in the preparation of the 2016/17 budget.
- The base budget for 2015/16 included costs for vehicle leasing however the Council continues to purchase new vehicles from capital as this is the most cost effective arrangement. The revenue costs of this are shown 'below the line'.

4.2.4 Supplies and Services –

- Overall, the outturn on the large number of account codes reported under Supplies & Services represents a saving of 6% against base budget. Due to the large number of budgets it is difficult to accurately predict the requirement for spend, however each year, following the closure of the accounts, the Financial Services team work with business managers to reduce budgets by underspends where those savings can be seen to be sustainable.
- Savings in 2015/16 have been achieved by reductions in contractual Services (£148k) and Professional Services (£149k) across a range of cost centres. Some of the savings will be transferred to reserves 'below the line' for example professional services relating to the Local Development Framework.
- Other savings include (£51k) for items for resale and bar/cafe provisions at the NCWC/Palace Theatre, both of which are offset by a reduction in income in these areas.
- There are a significant number of savings, and indeed overspends under £10k on budgets within Supplies and Services, and whilst these are scrutinised, they are not reported here.
- Some items offset the savings in other areas - for example across the Council there is £80k unbudgeted expenditure on agency staff, however this is funded by savings on direct employee expenses.
- There is a charge for management and administration provided to Southwell Leisure Centre by Active4Today - this is not an increase on future years, but was previously a central recharge and is now shown as a payment to a third party.

4.2.5 Transfer Payments –

- Rent allowances (£688k underspend), rent rebates (£688k underspend) and discretionary housing payments (£14k underspend) are all demand led budgets and are reflected by a reduction in grant income at the end of the financial year.

4.2.6 Income –

- The audit of the cattle market accounts for 2014/15 has been completed and therefore the NSDC invoice to the Cattle Market has been finalised and raised. This shows additional income of (£168k). Other additional income has been received from New Burdens Grant for Electoral Registration (£35k), legal costs recovered (£19k), Policy & Commissioning - income from third parties (£12k). The remainder of the additional income reflects charges for services to Active4Today, which were formerly internal recharges.
- The Business Manager, Development welcomes the additional fee income, which continues to be a reflection of major planning application increases. Income for the next financial year has been increased to have regard for the continuing trend and this will continue to be monitored. However this will also need to be off-set against increased salary costs given that additional resource is required to meet the upturn in planning application numbers. The Business Manager, Development is currently looking to introduce more permanent resource in discussion with the Deputy Chief Executive, Human Resources, and Finance.
- The Building Control service has now transferred to South Kesteven District Council. The figure in the report includes £108K receipts in advance, and is offset by a reduction of £40k in other inspection fees. All building control income and expenditure will be transferred to reserves 'below the line' at the end of the financial year showing a nil balance on the annual accounts.

- Rental Income at the workshops has over achieved. Occupancy levels are currently running at 97%. The income budget has been increased to reflect a more realistic occupancy level in 2016/17 budget. This is primarily made up of an over achievement of £60k at the BIC as well as Boughton Workshops and advance factory accounting for a further £21k. Also other smaller over achievements across the work shop rents service
- Car park income is over achieved by £59k. The Business manager for Car Parks states that the increased usage of the Newark car parks on the back of improved economic activity in the town is resulting in a higher than anticipated income - The Business Manager for Car Parks does suggest caution as recent trend shows possible reduction of over target income. In addition, income from the cashless transaction arrangement at the lorry park is above target. The voluntary car parking charge at Sconce and Devon Park has not yet been implemented.
- As a result of the ongoing building works throughout the summer the number of visitors to the museum has not met the initial projections in the annual budget, resulting in a shortfall in admission fees and sales income. New visitor attractions are being developed and the integrated reception and cafe area is now open to the public.

4.2.7 Major income streams - At the meeting of the Budget Working party on 18th July 2012, it was agreed that future performance reports should highlight any areas where there were significant differences between anticipated and actual major income streams. Details of all income streams are included above and at this stage in the financial year all major income streams are on target with the exception of the museum.

5.0 **RECOMMENDATION**

That the overall position of the General Fund net service expenditure compared to budget at 31 March 2016 be approved.

Reason for Recommendation

To advise Members of the current net expenditure compared to service budgets for the period ending 31 March 2016.

Background Papers

Nil

For further information please contact Amanda Wasilewski on Ext 5738

Nicky Lovely
Business Manager and Chief Financial Officer – Financial Services

OVERALL GENERAL FUND PERFORMANCE REPORT
PERFORMANCE REPORT FOR THE PERIOD ENDING 31st MARCH 2016

	Base Budget 15/16	Profile Budget 31-Mar-16	Actual Expenditure 31-Mar-16	Variance	Budget Officer Comments
EMPLOYEES	12,331,630	10,446,221	10,132,553	(313,668)	The main savings are as a result of vacant posts in Policy & Commissioning and Performance business units, offset by a redundancy payment. There is an ongoing saving in future years as the 2 units now report to one business manager. Savings on staffing in Development Management as Capacity Fund Grant has been used to fund staff in 2015/16 (£109k). Other savings have been achieved in Administration and Revenues & Benefits although use is made of agency staff in Housing Benefit Administration.
PREMISES	2,164,400	1,592,672	1,421,711	(170,961)	
<i>General</i>	1,677,660	1,256,760	1,102,243	(154,517)	There are savings on NDR in respect of the new tourism hub and on workshops throughout the district, the latter as a result of high occupation rates. The Change Management budget is currently showing a £85k underspend which has been transferred to the reserve 'below the line'.
<i>Electricity</i>	303,960	223,922	239,283	15,361	Increased usage at NCWC as a result of construction works
<i>Gas</i>	182,780	111,990	80,185	(31,805)	The underspend is due to an unusually mild autumn and winter.
TRANSPORT	1,466,770	1,339,272	1,033,812	(305,460)	Mainly due to fuel prices remaining steady and not increasing as originally estimated. Also due to newer vehicle fleet being more fuel efficient. The new waste transfer station is now open in Brunel Drive which has contributed to the annual saving in fuel costs and repairs. Savings on fuel have been taken into account in the preparation of the 2016/17 budget but it is difficult to predict savings on repairs and tyres for the full year based on a few month's usage. The original budget also included £207k for leasing charges, however new vehicles continue to be purchased outright from capital as this is the most cost effective way of providing the vehicle fleet. Costs of this are incurred 'below the line'.
SUPPLIES AND SERVICES	6,412,340	7,521,568	7,128,761	(392,807)	Overall, the outturn on the large number of account codes reported under Supplies & Services represents a saving of 6% against base budget. Due to the large number of budgets it is difficult to accurately predict the requirement for spend, however each year, following the closure of the accounts, the Financial Services team work with business managers to reduce budgets by underspends where those savings can be seen to be sustainable. Savings in 2015/16 have been achieved by reductions in contractual Services (£148k) and Professional Services (£149k) across a range of cost centres. Some of the savings will be transferred to reserves 'below the line' for example professional services relating to the Local Development Framework. Other savings include (£51k) for items for resale and bar/cafe provisions at the NCWC/Palace Theatre, both of which are offset by a reduction in income in these areas. There are a significant number of savings, and indeed overspends under £10k on budgets within Supplies and Services, and whilst these are scrutinised, they are not reported here. Some items offset the savings in other areas - for example across the Council there is £80k unbudgeted expenditure on agency staff, however this is funded by savings on direct employee expenses. There is also a charge for management and administration provided to Southwell Leisure Centre by Active4Today - this is not an increase on future years, but was previously a central recharge and is now shown as a payment to a third party.
TRANSFER PAYMENTS	27,979,660	27,979,660	26,603,454	(1,376,206)	Rent allowances (£688k underspend), rent rebates (£688k underspend) and discretionary housing payments (£14k underspend) are all demand led budgets and are reflected by a reduction in grant income at the end of the financial year.
TOTAL EXPENDITURE	50,354,800	48,879,393	46,320,291	(2,559,102)	
INCOME	(38,956,430)	(37,954,599)	(37,326,945)	627,654	
<i>General</i>	(4,428,430)	(4,664,060)	(5,138,717)	(474,657)	The audit of the cattle market accounts for 2014/15 has been completed and therefore the NSDC invoice to the Cattle Market has been finalised and raised. This shows additional income of (£168k). Other additional income has been received from New Burdens Grant for Electoral Registration (£35k), legal costs recovered (£19k), Policy & Commissioning - income from third parties (£12k). The remainder of the additional income reflects charges for services to Active4Today, which were formerly internal recharges.
<i>Planning</i>	(655,250)	(883,490)	(895,172)	(11,682)	The Business Manager, Development welcomes the additional fee income, which continues to be a reflection of major planning application increases. Income for the next financial year has been increased to have regard for the continuing trend and this will continue to be monitored. However this will also need to be off-set against increased salary costs given that additional resource is required to meet the upturn in planning application numbers. The Business Manager, Development is currently looking to introduce more permanent resource in discussion with the Deputy Chief Executive, Human Resources, and Finance.
<i>Building Control</i>	(252,000)	(252,000)	(320,103)	(68,103)	The Building Control service has now transferred to South Kesteven District Council. The figure here includes £108k receipts in advance, and is offset by a reduction of £40k in other inspection fees. All building control income and expenditure will be transferred to reserves 'below the line' at the end of the financial year showing a nil balance on the annual accounts.
<i>Leisure Centres</i>	(1,895,830)	(294,940)	(315,807)	(20,867)	The management & operation of the leisure centres transferred to Active4Today with effect from 1st June 2015.
<i>Refuse</i>	(811,860)	(851,860)	(860,415)	(8,555)	
<i>Licensing</i>	(164,080)	(164,980)	(172,337)	(7,357)	
<i>Workshop Rents</i>	(906,270)	(949,705)	(1,033,138)	(83,433)	Rental income at the workshops has over achieved. Occupancy levels are currently running at 97%. The income budget has been increased to reflect a more realistic occupancy level in 2016/17 budget. This is primarily made up of an over achievement of £60k at the BIC as well as Boughton Workshops and advance factory accounting for a further £21k. Also other smaller over achievements across the workshop rents service.
<i>Car Parks</i>	(980,810)	(1,109,614)	(1,165,763)	(56,149)	Car park income is over achieved by £59k. The Business manager for Car Parks states that the increased usage of the Newark car parks on the back of improved economic activity in the town is resulting in a higher than anticipated income. The Business Manager for Car Parks does suggest caution as recent trend shows possible reduction of over target income. In addition income from the cashless transaction arrangement at the lorry park is above target. The voluntary car parking charge at Sconce and Devon Park has not yet been implemented.
<i>Markets</i>	(347,000)	(31,000)	(39,061)	(8,061)	
<i>Culture</i>	(726,900)	(964,950)	(866,555)	98,395	As a result of the ongoing building works throughout the summer the number of visitors to the museum has not met the initial projections in the annual budget, resulting in a shortfall in admission fees and sales income. New visitor attractions are being developed and the integrated reception and cafe area is now open to the public.
<i>Housing Benefits</i>	(27,788,000)	(27,788,000)	(26,519,877)	1,268,123	There is a reduction in grant income offsetting reduced benefits paid out.
TOTAL INCOME	(38,956,430)	(37,954,599)	(37,326,945)	627,654	
NET EXPENDITURE	11,398,370	10,924,794	8,993,346	(1,931,448)	
MEMORANDUM ITEMS					
<i>Support</i>	8,085,040	0	0	0	Support services are charged to budget heads at the end of the financial year. The direct costs of providing central services are scrutinised in the relevant portfolio.
<i>Capital</i>	1,453,250	0	0	0	Capital charges are applied to accounts at the end of the financial year and reversed 'below the line' so have no impact on the Council Tax payer.
<i>Recharged Support Services</i>	(8,637,350)	0	0	0	
TOTAL PER BUDGET BOOK	12,299,310				