NORWICH City Council

Scrutiny committee

Date: **Thursday, 19 June 2014**
Time: **16:30**
Venue: **Mancroft room**, **City Hall, St Peters Street, Norwich, NR2 1NH**

For further information please contact:

Scrutiny committee members
Councillor Wright (chair)
Councillor Barker
Councillor Bogelein
Councillor Carlo
Councillor Galvin
Councillor Haynes
Councillor Herries
Councillor Howard
Councillor Manning
Councillor Maxwell
Councillor Packer
Councillor Ryan
Councillor Woollard

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Committee pre-meeting at 16:00

There is a committee pre-meeting for members only at 16:00 in the Mancroft room. This is not part of the formal meeting which will follow at 16:30. The pre-meeting is an opportunity for the committee to make final preparations before the start of the scrutiny committee meeting.

Information for members of the public

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IN TRAN

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Agenda

1 Appointment of vice chair
Purpose - to appoint the vice chair for the ensuing civic year.

2 Apologies
To receive apologies for absence

3 Public Questions
To recieve questions / petitions from the public (notice to be given to committee officer by 10:00am on the day before the meeting

4 Declaration of interest
(Please note that it is the responsibility of individual members to declare any interest prior to the item if they arrive late for the meeting)

5 Minutes
To agree the accuracy of the minutes of the meeting held on 20 March 2014 and 8 April 2014

6 Appointment of representative and substitute for the Norfolk health overview scrutiny committee
Purpose - To appoint a of representative and substitute for the Norfolk health overview scrutiny committee.

7 Appointment of representative and substitute for the community safety scrutiny panel
Purpose - To appoint a representative and substitute for the community safety scrutiny panel

Scrutiny minutes 20 March 2014 **5 - 8**

Scrutiny minutes 8 April 2014 **9 - 12**

8 Norwich Annual Business Plan 2014-15 **13 - 38**
Purpose - Pre scrutiny of an annual Business plan for 2014/15 for strategic infrastructure projects to support planned growth in Norwich. The scrutiny committee is invited to consider and comment on this report which will be considered by cabinet at the meeting on 25 June 2014.

9 Quarter 4 2013-14 performance report **39 - 84**
Purpose - Identification of any causes for concern and note successes arising from this look at performance monitoring data.

Exempt items:

(During consideration of these items the meeting is not likely to be open to the press and the public.)

To consider whether the press and public should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part 1 of Schedule 12 A of the Local Government Act 1972 or it being confidential for the purposes of Section 100A(2) of that Act.

In each case, members are asked to decide whether, in all circumstances, the public interest in maintaining the exemption (and discussing the matter in private) outweighs the public interest in disclosing the information.

Date of publication**: Wednesday, 11 June 2014**

NORWICH City Council

MINUTES

SCRUTINY COMMITTEE

4.30pm to 6.20pm **20 March 2014**

Present: Councillors Stephenson (chair), Maxwell (vice chair), Bradford, Brimblecombe, Brociek-Coulton, Carlo, Galvin, Grenville, Howard, Lubbock, Sands (S) and Storie

Apologies: Councillor Manning

1. DECLARATION OF INTERESTS

There were no declarations of interest.

2. MINUTES

RESOLVED to approve the minutes of the meeting held on 27 February 2014.

3. HEALTHY CITY

Members were given a copy of the health profile for Norwich along with an explanation of the health care boundaries within Norfolk.

The leader of the council addressed the committee. She explained that in the early phase of the health and wellbeing board, Norwich decided that working with partners would be key. The locality board strengthened this working relationship.

The policy, performance and partnerships manager introduced the report. He made members aware of an error on page 22, paragraph four of the agenda in which the date should read 14 February 2013. He explained that the healthy cities initiative does not override any priorities set by individual organisations, it was about pinpointing areas in which work from different partners overlapped to identify opportunities for collaborative working.

Doctor Chris Price, head of the Norwich Clinical Commissioning Group (CCG) addressed the committee. He explained that much health work is opportunistic and had to take advantage of money available at the time. He said that the locality board was used to take forward ideas about public health and the CCG worked closely with Norwich City Council to ensure that projects were as effective as they could be.

He explained the structure of the Healthy Norwich steering group, of which he was chair and said that the group included council officers and representatives from other partner organisations. The policy, performance and partnerships manager said that the steering group's purpose was not to commission work but to look at work that other partners were undertaking to identify opportunities for shared resources. If a councillor had a piece of work that they would like to be progressed, the first step would be to take the item to a meeting of the locality board.

Members discussed the health profile for Norwich and asked questions. The topics that the committee covered in their discussions around the healthy cities initiative were:

- Sexually transmitted diseases and infertility
- Smoking
- Healthy eating and nutrition
- Resource intensive service users
- 20mph speed limits
- Mental health
- Alcohol
- The Young Commissioners
- The better care fund

Doctor Chris Price said that the correlation between the rate of sexually transmitted diseases and drug misuse was a particular problem for any urban area and reflected the younger demographic of Norwich. He said that the CCG was held to account but national measures were very limited. The policy, performance and partnerships manager reminded members that the commitment was to improve the health profile, not about measuring the state of health in the city. Some factors were more susceptible to an annual cycle of measurements, such as teenage pregnancy and smoking rates whereas other factors would be long term measurements.

In response to a question from a member, Doctor Chris Price said that the scrutiny committee may be interested in the CCG's annual report which was to include a section on mental health. This was to be published in June. He said that mental health was a priority of the CCG and they invest more money in this area annually than the national average. The CCG's five year strategy had an emphasis on working within localities in the city to ensure that there were links with work being undertaken by the council and that community assets were being used to make robust communities.

The leader of the council said that money received from the second homes project would be used to look closely at mental health and self-harm. The money would fund several projects to ensure that support groups were sustainable going forward.

A member suggested that the topic of 20pmh speed limits would contribute toward the healthy cities initiative. Doctor Chris Price agreed that it would help to encourage children to walk and cycle to school. He said that the CCG could not promise any money but if Norwich City Council developed a resources plan, the CCG would play a role in supporting this work. Members agreed that this would be an effective way for the council to have a positive impact on health within the city.

(Councillor Brociek-Coulton left the meeting at this point.)

RESOLVED to :

a) ask the scrutiny committee to review the Clinical Commissioning Group's healthy Norwich annual report,

b) include an item on the 2014 – 15 scrutiny work programme on 20mph speed limits; and

c) Include an item on nutrition in Norwich on the 2014-15 scrutiny work programme.

4. ANNUAL SCRUTINY REVIEW

The scrutiny officer presented the report. He said that the scrutiny committee had made a very positive contribution to the work of the council. Information on the mechanism in place for tenant inspectors to receive feedback from the council would be added to the tracker along with the points raised at the meeting of the scrutiny committee on 27 February 2014 surrounding housing knowledge. This would be completed before the report went to the next full council meeting.

Members agreed that the new TOPIC analysis for placing an item onto the scrutiny committee work programme was very useful and they would adhere to this procedure in the future. The scrutiny officer agreed to incorporate the TOPIC flowchart into the handbook for scrutiny members.

RESOLVED:

a) To ask council to accept the annual scrutiny review at their next full meeting,

b) That the scrutiny committee adopts the *Working style of the scrutiny committee and protocol for those attending scrutiny;* and

c) That the scrutiny committee adopts the guidance for placing items onto the scrutiny committee work programme.

5. WORK PROGRAMME

Members were reminded that the first meeting of the scrutiny committee in the new civic year would set the work programme for 2014-15.

RESOLVED to note the work programme**.**

CHAIR

NORWICH City Council

MINUTES

SCRUTINY COMMITTEE

5pm to 6.45pm **8 April 2014**

Present: Councillors Stephenson (chair), Maxwell (vice chair), Bradford, Brociek-Coulton, Carlo, Galvin, Howard, Manning, Sands (S) and Storie

Also present: Councillor Wright (signatory of the call in request) and Vicky Manthorpe of the Norwich Society (Councillors Boswell and Grahame, additional signatories of the call in request were not able to attend the meeting.)

Apologies: Councillor Brimblecombe

1. DECLARATION OF INTERESTS

Councillor Lubbock declared an interest as the chair of the Norwich Preservation Trust.

2. HERITAGE INVESTMENT STRATEGY – SCRUTINY CALL IN

The chair explained the process which would be followed for the call in meeting.

The councillors who requested the call in were invited to address the committee and explain their reasons for bringing the cabinet decision to the scrutiny committee. Councillor Galvin explained that the Heritage Investment Strategy was a very important piece of work and she was looking to make it as robust as possible. She has three areas of concern:

- Was there full consultation with heritage organisations and did they see a final draft of the strategy?
- Were enough checks and balances built into the strategy to ensure that assets were not sold without proper consultation?
- That ward councillor input be clearly defined in the strategy.

Councillor Wright agreed that it was an excellent strategy. He said that there was only one opportunity to get the strategy right and that it was important that scrutiny played a role in this.

Councillor Carlo agreed that the strategy was welcome and much needed as some of the city's heritage assets were in a state of disrepair. She was concerned about

the process followed for the consultation including the list of assets and why important buildings such as those in Elm Hill were not included as stewardship properties.

The chair read out comments received from Councillor Grahame who was unable to attend the meeting. Councillor Grahame supported the work on the strategy but had concerns about the checks and balances included in the strategy and the selection of the stewardship properties.

The leader of the council said that the *Heritage Investment Strategy* was instigated following scrutiny of the Asset Management Strategy. She gave a timeline of the project which began in the summer of 2012 and included two draft documents which were shown to key stakeholders for comment. Shadow portfolio holders were also made aware of the draft document by email in December 2012. A steering group led by the deputy leader of the council and senior officers addressed issues raised by stakeholders. The technical work to identify heritage assets and the consultation was delayed until after the elections. Councillors from all groups expressed interest in attending meetings discussing the strategy. Ward councillors were informed of proposed disposal following scrutiny of the overarching asset management strategy. She confirmed that the role of Norfolk Property Services (NPS) was as a professional advisor only and that cabinet would continue to make final decisions.

The cabinet member for Environment, development and transport said that two stakeholder meetings had taken place to discuss the strategy. The final document was for internal use and was intended in part to support bids for funding as part of the A*sset Management Strategy*. Checks and balances had been included as there was a process for acquiring and disposing of assets included in the overarching A*sset Management Strategy* so did not need to be repeated in the *Heritage Investment Strategy*. All decisions would have to be approved by cabinet, ward members would be informed and there was always the opportunity for decisions to be called in to scrutiny.

During discussion, officers responded to the comments from members signing the call in and questions from the scrutiny committee.

The Head of planning said that one of the main reasons for putting the strategy together was to have a comprehensive list of the city's heritage assets. He referred members to the key criteria for identifying stewardship properties and explained that housing assets did not tend to meet these criteria, which was why very few housing assets were included in the stewardship properties. The heritage investment strategy would allow income to be maximised to maintain the stewardship properties.

He said that he was not aware of any immediate deadlines which would be prejudiced by a failure to adopt the strategy immediately, although some trigger points within the strategy could need more resources to be completed in a shorter time frame which would have a financial impact. He reminded members that it was a working document and would be reviewed periodically.

The list of stewardship properties was available on the Norwich City Council website as an appendix to the *Heritage Investment Strategy* and the criteria for stewardship was discussed at stakeholder meetings. Although some stakeholders wished that the financial position of the council were different to enable more funding for heritage

assets, none had raised concerns that the balance of the stewardship and non-stewardship properties was not correct. Stakeholders had raised the possibility of a different approach being taken to areas where there were 'clusters' of historic buildings, such as Elm Hill. However, this was considered likely to complicate the strategy and the issue was addressed by the preparation of maps included in the appendix to draw attention to these clusters.
After the stakeholder meetings, some suggestions made had been incorporated, however, there was no significant change to the draft strategy. Notes were taken of the stakeholder meetings and were agreed by stakeholders. No final copy of the strategy was sent to the stakeholders; however, the item was on the cabinet forward agenda which was published on the council's website as part of the cabinet agenda papers. He said that stakeholders were partners in the in developing the strategy but the final content was for Norwich City Council to decide as the heritage assets belong to the city.

The deputy chief executive said that the biggest challenge to the council was resourcing the heritage assets and this was currently funded through revenue and capital budgets. A programmed approach to maintaining the assets had been adopted. The *Heritage Investment Strategy* helped to secure additional external funding for these assets and would make funds available for a wider range of repairs. The strategy for disposal of assets was to look at properties on a rolling basis so there was not a list of assets marked for disposal. When assets were identified for disposal, the ward members were made aware and the decision would have to be approved by cabinet. He reassured members that only a few assets were disposed of as the emphasis was to maintain properties.

Vicky Manthorpe, a representative of the Norwich Society was invited to address the committee and to answer questions. She said that the Norwich Society welcomed the heritage investment strategy and was pleased with the invitation to be a stakeholder. She said that she would have liked to have seen a more fundamental plan for the heritage maintenance. She had asked for written comments submitted by other stakeholders but did not receive these. She had been concerned that a clearer definition of the criteria for identifying stewardship properties was needed and would have liked to have input into the properties picked for stewardship. She confirmed that a final draft of the strategy had not been received by the society but if it had have been, final comments would have been submitted to the council. As this did not happen, she was not able to see if comments submitted by the Norwich Society had been taken on board for the final copy.

The leader of the council said that it was discourteous not to have sent out a final copy to stakeholders and apologised for this but reminded the committee that a final draft would have been for information only and not for further comment.

Councillor Bradford moved that a vote be taken on whether the strategy should be referred back to cabinet for further review and was seconded by Councillor Storie.

RESOLVED :

1) With nine voting in favour, not to refer the heritage investment strategy back to cabinet,

2) To ask officers to ensure that final versions of documents with stakeholder input were sent out to relevant organisations well in advance of meetings,

3) To ensure that Norwich City Council made the consultation process as clear as possible to all stakeholders so they are aware of how the council will conduct the process,

4) Ensure that stakeholders are aware at the beginning of the consultation process about their level of involvement and input; and

5) To thank all non-committee members for attending the meeting and for contributing to the meeting.

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CHAIR

Report to Cabinet

25th June 2014

Report of Deputy chief executive (operations)

Subject Norwich Annual Business Plan 2014-15

Purpose

To consider an annual Business plan for 2014/15 for strategic infrastructure projects to support planned growth in Norwich and recommend it to Council for approval. Following approval it is recommended that the attached business plan is presented to the Greater Norwich Growth Board for delivery in 2014/15 from pooled funding.

Recommendations

1. To recommend to Council the approval of the annual Business Plan for 2014-15 for strategic infrastructure projects to support planned growth in Norwich.

2. Subject to approval, to agree that the Business Plan for 14/15 is presented to the Greater Norwich Growth Board (GNGB) to form the Norwich element of the Greater Norwich Delivery Plan.

Corporate and service priorities

The report helps to meet the corporate priority prosperous city.

Financial implications

The council agreed in February 2014 to pool CIL income (not including the neighbourhood funding and administrative funding elements (i.e. excluding 20% or 30% depending on whether there is a neighbourhood plan). The report seeks £101,000 for 2014/5 from the pooled fund for projects in Norwich.

The total pooled amount for Greater Norwich is currently projected to be as follows:

	13/14 received	14/15 Projected	Cumulative total	Pooled Fund 70%
Total	**£93,000**	**£1,108,562**	**£1,201,562**	**£841,093**

Ward/s: All

Cabinet member: Councillor Brenda Arthur, leader of the council.

Contact officers

Jerry Massey, deputy chief executive (operations)	01603 212226
Gwyn Jones, city growth and development manager	01603 212364

Background documents:

None

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Background

1. In February 2014, Council approved the Greater Norwich Growth Board (GNGB) agreement and constitution. Council also agreed to pool its CIL income (not including the neighbourhood element or the proportion retained to cover its administrative costs) across greater Norwich. It was also agreed that the business plan setting out the priorities for investment from the pooled fund would be brought back to Cabinet and Council for approval.

Introduction

2. The adopted joint core strategy (JCS) identifies key infrastructure required to support the planned scale and distribution of growth in greater Norwich. The JCS has been developed with infrastructure delivery in mind and has a delivery plan. The greater Norwich local authorities have updated the delivery plan, now known as the Greater Norwich Infrastructure Plan (GNIP).

3. The GNIP identifies the relationship between growth pressures and infrastructure dependencies and seeks to capture all projects that have been identified arising from the planned growth across the greater Norwich districts.

City Deal

4. The Council has committed to delivering housing and jobs through the Greater Norwich City Deal in partnership with Broadland District Council, South Norfolk Council , Norfolk County Council and the Local Enterprise Partnership. The City Deal signed in December 2013 has a strong infrastructure theme.

5. Under the infrastructure theme, two programmes have been set up. A local infrastructure fund was launched on 12th May, offering finance for infrastructure required to unlock stalled development sites. The other programme is a strategic infrastructure programme. The programme is built up from the infrastructure requirements of the JCS and seeks to ensure strategic infrastructure delivery supports projected housing and jobs growth.

The Strategic Programme

6. Delivery of the strategic programme is vital to keep planned housing and jobs growth on track. Through the GNGB the authorities have agreed to pool CIL contributions to assist in delivery of the programme. The annual business plan promotes projects for delivery in 14/15 against this programme.

The 14/15 Business Plan

7. This is the first business plan (Appendix A) prepared to recommend projects to be delivered from pooled funding. The GNGB will consider the plans from the 3 districts at its meeting on 31st July 2014 so the 2014/15 business plan is not for the full financial year. Subsequent business plans will be prepared to tie in with the Council's budget setting cycle.

8. In section 7 the business plan sets out in more detail the relationship between the business plans the Greater Norwich growth board and the governance

arrangements to support delivery. This is explained in the governance diagram in Appendix B.

9. The Norwich business plan (Table 2 in Appendix A) promotes schemes to receive funding from pooled contributions for delivery in 14/15. Within this year the projects identified for delivery total £101,000:

- Marston Marsh
- Danby Wood
- Riverside Walk; improvement work to river banks, seating and interpretation
- Enhancement of Earlham Millennium Green for site users and wildlife.

10. In addition £160,000 of scheme development work is required for 3 transportation projects in the strategic programme to prepare for delivery in subsequent years:

- Golden Ball Street/ Westlegate,
- Guardian Road roundabout,
- Yellow pedalway.

The cost of this development work is to be met by the accountable body (Norfolk County Council).

Scrutiny

11. This report is due to be considered at Scrutiny Committee on 19 June 2014 and the outcome will be reported to the Cabinet meeting. Members are asked to consider any recommendations and comments from Scrutiny Committee before recommending the annual business plan to Council for approval.

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Integrated impact assessment	NORWICH City Council

Report author to complete	
Committee:	Cabinet
Committee date:	25 June 2014
Head of service:	Andy Watt
Report subject:	Norwich Annual Business Plan 2014-15
Date assessed:	2 June 2014
Description:	To consider an annual Business plan for 2014/15 for strategic infrastructure projects to support planned growth in Norwich and recommend it to Council for approval. Following approval it is recommended that the attached business plan is presented to the Greater Norwich Growth Board for delivery in 2014/15 from pooled funding.

Economic (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Finance (value for money)	☐	☒	☐	CIL income will allow delivery of projects in Norwich
Other departments and services e.g. office facilities, customer contact	☒	☐	☐	
ICT services	☒	☐	☐	

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Economic development	☐	☒	☐	CIL projects eg transportation and public realm make Norwich more attractive for investors
Financial inclusion	☐	☒	☐	Proposes support for transportation projects which include priority for non- car modes
Social (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Safeguarding children and adults	☒	☐	☐	
S17 crime and disorder act **1998**	☒	☐	☐	
Human Rights Act 1998	☒	☐	☐	
Health and well being	☐	☒	☐	Projects promote active lifestyles
Equality and diversity (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Relations between groups (cohesion)	☒	☐	☐	
Eliminating discrimination & harassment	☒	☐	☐	
Advancing equality of opportunity	☒	☐	☐	
Environmental (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Transportation	☐	☒	☐	Projects will improve transportation in Norwich
Natural and built environment	☐	☒	☐	Projects provide for improvements to strategic open space
Waste minimisation & resource use	☒	☐	☐	

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Pollution	☐	☒	☐	Sustainable transport projects will provide potential to reduce pollution through reduced car use.
Sustainable procurement	☒	☐	☐	
Energy and climate change	☐	☒	☐	Sustainable transport projects will provide potential to reduce energy consumption through reduced car use.
(Please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Risk management	☒	☐	☐	
Recommendations from impact assessment				
Positive				
The projects proposed will improve the quality of the environment and provide benefits for local people.				
Negative				
Neutral				
Issues				

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Annual Business Plan 2014-15

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1. Background

This Business Plan sets out investment required in 14/15 to support the delivery of planned growth across Norwich for which funding support is sought through the Greater Norwich Growth Board (GNGB).

The investment supports delivery of the Joint Core Strategy (JCS), adopted in January 2014. The Joint Core Strategy included an outline Implementation Plan that sets out high level picture of the infrastructure required to support the planned growth.

Work on infrastructure delivery has continued alongside the work to adopt the JCS and the Community Infrastructure Levy (CIL). The latest position on infrastructure delivery is set out in the Greater Norwich Infrastructure Plan (GNIP), formerly known as the Local Infrastructure Plan and Programme (was the LIPP). The GNIP is focussed on infrastructure to support delivery and has been streamlined to reflect the fact the JCS is adopted and adoption of the Site Allocation development plan document is anticipated in autumn 2014. These set out the housing trajectory that triggers the need for investment in infrastructure and details the infrastructure linking back to the high level picture presented in the adopted JCS. An updated version will be published June 2014.

City Deal

The four local authorities of Broadland, Norwich City, South Norfolk and Norfolk county council, together with the New Anglia Local Enterprise Partnership signed a City Deal for Greater Norwich with central Government in December 2013.

The City Deal has 3 themes, enterprise, skills and infrastructure.

The infrastructure theme puts in place mechanisms and creates opportunities to progress infrastructure delivery. The city deal assists delivery through

- Support from HM Treasury for reduced rate PWLB if required to support acceleration of Infrastructure delivery to bring forward Growth
- £60m for Authorities (NCC Accountable Body)
- plus £20m for Local Infrastructure Fund for loans for Developers (NCC Accountable Body)
- a commitment to collaborative working from central government departments and delivery agencies.

New Anglia Strategic Economic Plan

The Growth objectives of the JCS, the infrastructure requirement and the City deal commitments have been reinforced in the New Anglia Strategic Economic Plan (SEP) submitted to Government in December 2013. The SEP sets out the 10 year plan for economic growth and is key to receiving funding from Government for infrastructure investment through the New Anglia Growth Deal which is expected to be agreed with Government in summer 2014.

2. Purpose of the Annual Business Plan

The schemes captured in the Annual Business Plan have been identified from the Joint Core Strategy and the Greater Norwich Infrastructure Plan.

The Annual Business Plan will allow year on year decisions to be made on infrastructure prioritisation, funding and delivery to be made in the context of up and coming infrastructure needs over the next 5 years. This provides a wider context to prioritise annual spend and decisions on the use of CIL and preferential rate borrowing.

The Annual Business Plan identifies the timeline for delivery and secured funding of the identified infrastructure regardless of type to promote balanced infrastructure delivery to support the planned housing trajectory.

The Annual Business Plan sets out the financial implications for income and expenditure for the forthcoming year; the cumulative financial impact of funding decisions on the Programme given funding and borrowing commitment from earlier years; and after Year 1 will take account of the long-term financial implications for the end of the programme period i.e. 2026.

This business plan has been prepared by officers of Norwich City Council for approval by the Council. It will then be presented to the Greater Norwich Growth Board who will put together a Greater Norwich Growth Programme from the individual plans submitted to the Board

The GNGB will prepare the Greater Norwich Growth Programme annually; the Programme will be published on its website (in development). The Board will provide strategic direction, monitoring and coordination of both the City Deal and wider growth programme for the Greater Norwich area. It will have representation on, and links with, the New Anglia Enterprise and Innovation Board, the New Anglia Business Growth Programme Operational Board and the Employment and Skills Strategy Board and the New Anglia Local Transport Body.

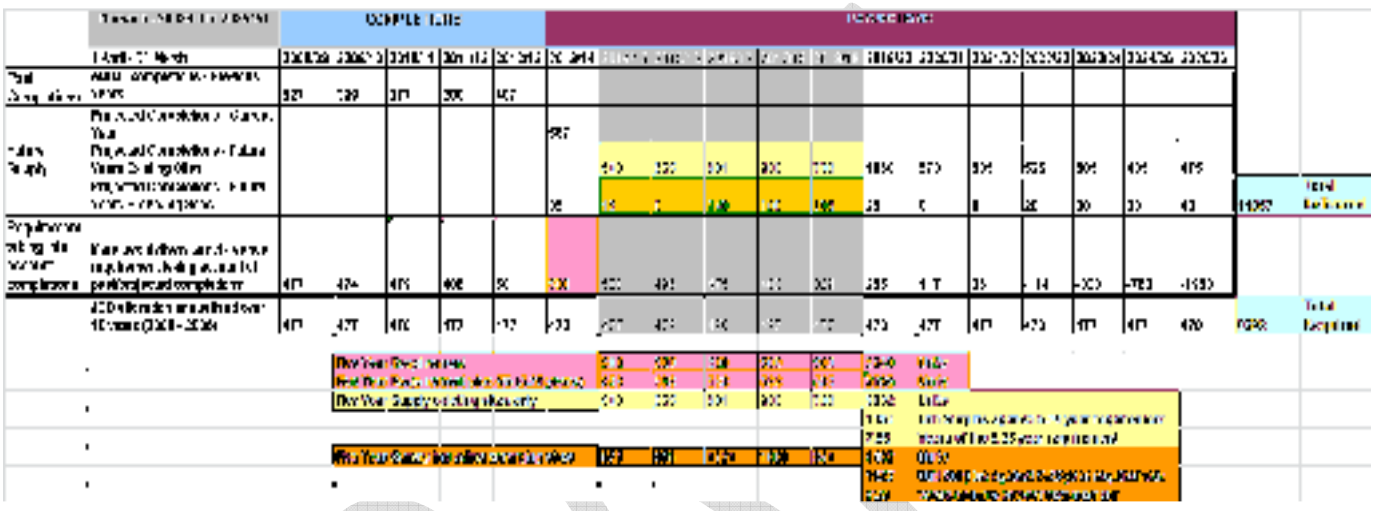
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3. Infrastructure projects and the housing trajectory

The context for investment in this year (14/15) considers the medium term projected growth and infrastructure delivery to 2021.

Table 1: Five Year Housing Delivery

Projected housing delivery is



Infrastructure

The GNIP identifies an infrastructure programme to 2026. To inform business plan decision making an extract of the GNIP is included to give information on up and coming projects. The GNIP extract includes an overview of the infrastructure projects that will be delivered in Norwich (Appendix 1). These schemes will be funded from a wider variety of sources such as mainstream funding, Community Infrastructure Levy receipts, Section 106 agreement payments and other funding, such as ad hoc bids.

Appendices 2 and 3 shows the projects that will be delivered through existing S106 agreements to give the whole picture of infrastructure delivery in Norwich

4. Infrastructure Projects in Norwich

The GNIP identifies a number of projects for delivery in Norwich over the next five years, summarised below.

- City Centre NATS schemes
  - Rose Lane and Prince of Wales Road
  - Tombland public realm
  - Golden Ball St and Westlegate
- BRT Thorpe Marriott to City Centre (Fakenham Rd)
- BRT Longwater to City centre (Dereham Rd)
- Dereham Road BRT - Guardian Road roundabout
- BRT Broadland Business Parks to City centre
- BRT – Yarmouth Road – Phase I
- BRT – Yarmouth Road – Phase II
- BRT Rackheath to City Centre (Salhouse Rd Gurney Rd) incl. cycling
- BRT Airport to City centre (A140)
- Strategic Bus route via Hethersett Lane, NNUH, NRP, UEA, City Centre
- Strategic bus route via B1172
- New primary provision in Norwich - new school in central Norwich
- Riverside Walk Improvement work to river banks, seating and interpretation
- Marston Marsh footpath and access works and habitat improvement
- Bowthorpe 3 Score
- Danby Wood
- Earlham Millennium Green - Enhancement of Earlham Millennium Green for site users and wildlife

Four projects are identified for delivery in 2014/15 that require funding support through the business plan, as set out below in Table 2.

Table 2: 14/15 Projects

Project	Type	Status	Total cost	Secured funding	Source	Funding gap	14/15 Business Plan Need
Marston Marsh	Green Infrastructure	Ready to commence	30,000	0		30,000	30,000
Danby Wood	Green Infrastructure	Ready to commence	35,000	0		35,000	35,000
Riverside Walk; improvement work to river banks,	Green infrastructure	Ready to start design/ implementation	70,000	19,000	s.106	51,000	21,000

seating and interpretation							
Earlham Millennium Green - Enhancement of Earlham Millennium Green for site users and wildlife	Green infrastructure	Ready to start design/ implementation	15,000	0		15,000	15,000
Total (£)				**19,000**			**101,000**

In addition to the schemes for delivery a number of schemes have been identified for development this year to meet delivery dates over the next few years. The table below sets out the schemes that need to be developed with funding required for 14/15. These schemes are not seeking funding from pooled funding but require the delivery body to commit to development this year to meet the overall infrastructure programme, set out in table 3 below:

Table 3: Feasibility work in 2014/15

Project	Type	Status	Total cost	Secured funding	Source	Funding gap	14/15 Business Plan Need
Golden Ball St and Westlegate	Transport (NATS)	Scheme development	2,500,000	0		2,500,000	**60,000**
Guardian Road roundabout	Transport		3,000,000			3,000,000	**50,000**
Yellow Pedalway	Cycle Network (NATS)	Ready to commence design	3,000,000	119,000 (19,000 15/16)	S106	2,881,000	**50,000**
Total (£)				**19,000**			**160,000**

5. Cash flow and spending plan

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The Greater Norwich City Deal included a commitment from the authorities to pool funding to deliver the infrastructure programme and in return flexibility in the CIL reporting arrangements has been granted. The CIL charging and collecting Authorities have agreed the pooling of CIL income (excluding the neighbourhood funding and administration elements) to deliver infrastructure across Greater Norwich . Through the business planning process the Local Authorities will identify the call on pooled CIL to support the projects promoted for that year. Table 4 shows CIL income to the end of 14/15 across the three collecting authorities. The cumulative pooled position is based on a conservative estimate of 70% of predicted CIL income.

Table 4: CIL Income projection for the Greater Norwich area

2013/14 - Received	2014/15 Projected	Projected Total Cumulative CIL	**Cumulative Pooled CIL (70% of Total) (£)**
£93,000	£1,108,562	£1,201,562	**£841,093**

6. Annual Proposal

There are no pre commitments on the expected pooled CIL and the proposed schemes for Norwich total £101,000 and can be met from projected income. It is proposed that the schemes in Table 1 are supported for submission to the Greater Norwich Growth Board for inclusion in the Greater Norwich Annual Delivery Plan

DRAFT

7. Implementation and monitoring

Reporting Structure

The Greater Norwich Annual Delivery Plan will be put together by the Greater Norwich Growth Board and the Greater Norwich Growth Board will receive half yearly updates on delivery of the infrastructure programme.

The Infrastructure Delivery Board will be responsible for managing the delivery of the Greater Norwich Annual Delivery Plan. That group will meet monthly to consider progress on the programme and the individual schemes.

The scheme promoters will be responsible for informing the Infrastructure Delivery Board of progress on individual schemes.

DRAFT

Appendix 1: Extract from the Greater Norwich Infrastructure Plan – Norwich City Projects

Ref	District	Project/ Scheme description	Status	Total estimated project cost (£'000)	Total estimated scheme cost (£'000)	Contributory funding (£'000)	Source	Funding need (£'000)	Funding requirement £'000											
									2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
T7	Norwich	City Centre NATS schemes		14,000					60	200	3,340	2,900	1,000	950	950	950	950	950	950	800
T7.1	Norwich	Rose Lane and Prince of Wales Road	Feasibility required		2,000	2,000	Pre-committed LGF			100	1,000	900								
T7.2	Norwich	Tombland public realm	Feasibility required		3,000			3,000			1,000	1,000	1,000							
T7.3	Norwich	Golden Ball St and Westlegate	Needs scheme development		2,500			2,500	60	100	1,340	1,000								
T7.4	Norwich	Exchange St closure	Feasibility required		750			750												
T8	Broadland Norwich	BRT Thorpe Marriott to City Centre (Fakenham Rd)	Needs scheme development	10,000			CIL and other	10,000		500	500	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
T9	Norwich South Norfolk	BRT Longwater to City centre (Dereham Rd)	Needs scheme development		7,800						1,000	2,000	2,000	1,000	1,000	800				
T9.1	Norwich	Dereham Road BRT - Guardian Road roundabout	Feasibility required.		3,000			3,000	50	100	1,510	1,340								
T10	Broadland Norwich	BRT Broadland Business Parks to City centre		10,000							2,000	2,000	2,000						2,000	2,000
T10.1	Broadland Norwich	BRT – Yarmouth Road – Phase I	Needs scheme development		4,000		0	4,000			2,000	2,000								
T10.2	Broadland Norwich	BRT – Yarmouth Road – Phase II	Needs scheme development		6,000		0	6,000					2,000						2,000	2,000
T11	Broadland Norwich	BRT Rackheath to City Centre (Salhouse Rd Gurney Rd) incl. cycling		5,000			CIL and other	5,000	30	970	800	1,000	1,000	600		6,000				

Ref	District	Project/ Scheme description	Status	Total estimated project cost (£'000)	Total estimated scheme cost (£'000)	Contributory funding (£'000)	Source	Funding need (£'000)	Funding requirement £'000											
									2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
T12	Broadland Norwich	BRT Airport to City centre (A140)		10,000			CIL and other	10,000					500	500	500	1,000	1,000	2,000	2,000	2,500
T13	Norwich South Norfolk	Core Bus route via Hethersett Lane, NNUH, NRP, UEA, City Centre	Needs scheme development	2,700			CIL and other	2,700			700	2,000								
T14	Norwich South Norfolk	Core bus route via B1172	Needs scheme development	1,700			CIL and other	1,700			1,700									
ED5	Norwich	New primary provision in Norwich - new school in central Norwich	Site allocation (Garden Street)	5,140			CIL and Children's Services						5,140							
GI 16	Broadland Norwich	Primary Corridor - Norwich to The Broads (Mousehold Heath through the NEGT to the Broads)					CIL and other													
GI 17	Broadland Norwich	Primary Corridor - Thorpe Ridge via North Burlingham to The Broads					CIL and other													
GI N	Norwich	Norwich																		
GI N.1.1	Norwich	Riverside Walk Improvement work to river banks, seating and interpretation	Ready to start design / implementation		70	19	S106	51	40	30										
GI NFS	Norwich South Norfolk	Norwich Fringe South	TBA																	

Ref	District	Project/ Scheme description	Status	Total estimated project cost (£'000)	Total estimated scheme cost (£'000)	Contributory funding (£'000)	Source	Funding need (£'000)	Funding requirement £'000											
									2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
GI NFS.1.4	Norwich	Marston Marsh footpath and access works and habitat improvement	Delivery 2014-15	30		30	Heritage Lottery Fund		30											
GI NFS.1.8	Norwich	Earlham Millennium Green Path improvements	Ready to start design / implementation		62			62	15	47										
GI NFS.6	Norwich	Danby Wood	Ready to commence. Delivery 2014-15	35				35	35											

Appendix 2: Infrastructure delivered through existing S106 agreements or other funding

Ref	District	Project/Scheme description	Status	Total estimated project / scheme cost (£,000)	Funding identified (£,000)	Source	Commencement	Funding requirement £'000											
								2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
T7	Norwich	Making room St Stephen's	Some design work required, but approved	1,500	1,500	LTP, S106	N/A	750	750										
T7	Norwich	Grapes Hill bus lane	Under construction	900	900	Better Bus Ambition	N/A	900											
T7	Norwich	St Augustines Street (by Sussex Street) zebra crossing		35	35	LTP	N/A	35											
	Norwich South Norfolk	Core Bus Route via Bracondale and A146	Needs scheme development																
	Broadland Norwich	Pink Pedalway	Design, consultation and construction commenced	5,600	5,600	Cycle City Ambition	2014	x	x										
	Broadland Norwich	Green Pedalway - St Williams Way to Laundry Lane	Brief Issued, design work underway	113	113	Cycle City Ambition	2014	x											
	Norwich	Yellow Pedalway	Feasibility required	3,000	119	S106	2014	50	69										
	Norwich	Numerous specific projects to improve route connecting Airport - City centre - Harford P&R. These will arise from feasibility work	Feasibility underway, Ready to commence design. Delivery 2015-18																
	Norwich	Other Pedalway TBC		3,000	0		2018												
	Norwich	Airport Industrial Estate access to Aeropark		2,700	2,700	LIF bid													
	Norwich	Threescore infrastructure	Commencing August 2014	2,000	2,000	LIF bid													
	Norwich	Deal Ground / Utilites supporting infrastructure	Detailed design work required, approved	3,000	3,000	LIF bid													
	Norwich	Fifers Lane - Stirling Road bus/cycle link	Design required as part of site development	50	50	S106	TBA												
	Norwich	Martineau Lane bus stop signalled crossing	LTP unlikely to fund in short-term	120	0	LTP +	2015		120										
	Norwich	Mousehold Lane (Wroxham Road Roundabout) Signalled Crossing	LTP unlikely to wholly fund in short-term	150	0	LTP +	2015		150										
	Norwich	Newmarket Road (by Unthank Road) signalled crossing	LTP unlikely to wholly fund in short-term	150	0	LTP +	2015		150										

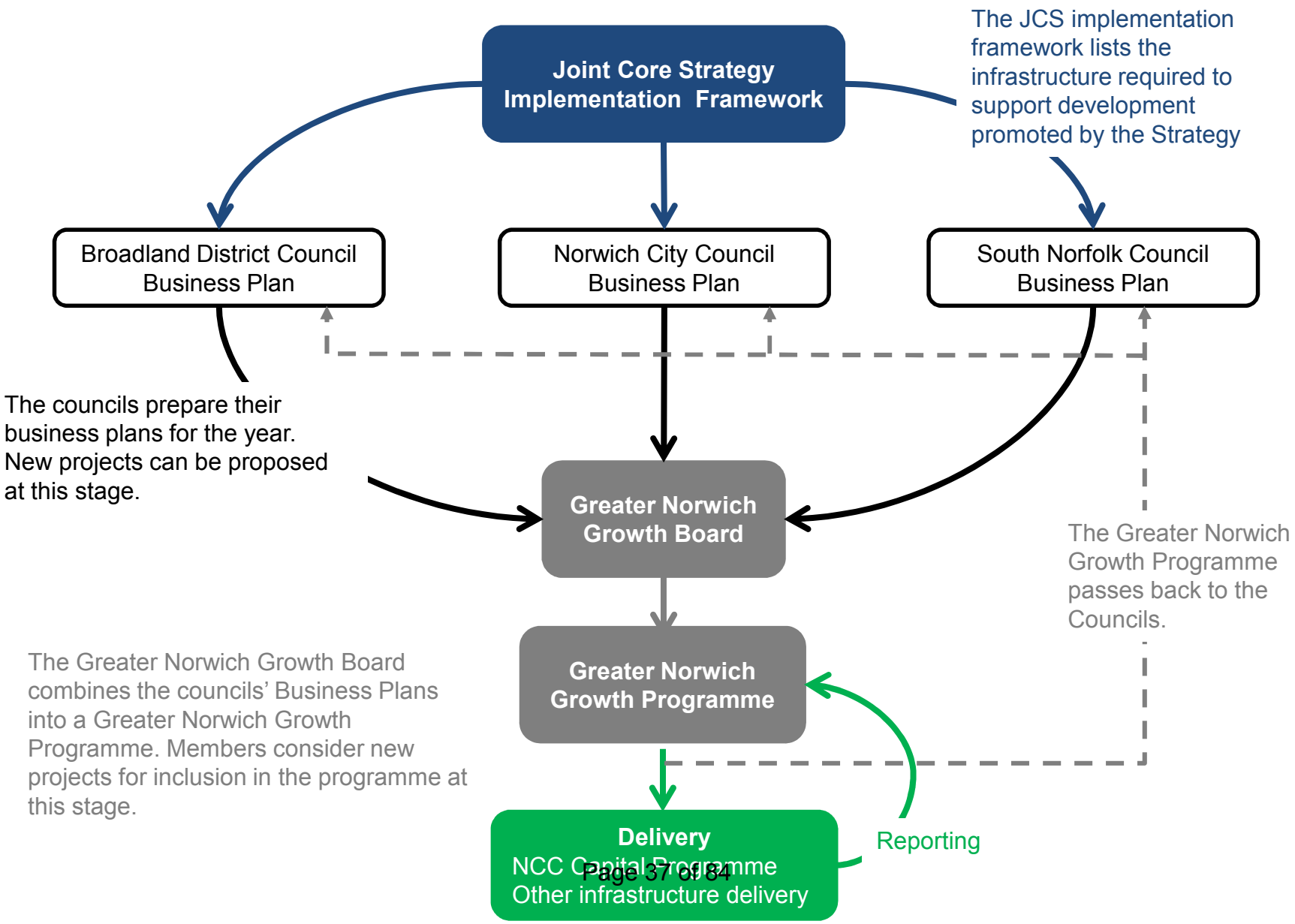
Ref	District	Project/Scheme description	Status	Total estimated project / scheme cost (£,000)	Funding identified (£,000)	Source	Commencement	Funding requirement £'000											
								2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
	Norwich	Unthank Road/ Christchurch Road signals signalled junction upgrade	LTP unlikely to wholly fund in short-term	350	0	LTP +	2015		350										
	Norwich	Aylsham Road (south of Buxton Road) pedestrian refuge	LTP	30	30	LTP	TBA												
	Norwich	Grove Road outside shops zebra crossing	Future LTP bid	35	35	Future LTP bid	TBA												
	Norwich	Mousehold Lane (by War Memorial) cottages refuge	Future LTP bid	25	25	Future LTP bid	TBA												
	Norwich	Unthank Road (by Leopold Road) zebra crossing	Future LTP bid	35	35	Future LTP bid	TBA												
	Norwich	Drayton Road (north of St Martins Road) zebra crossing	Future LTP bid	35	35	Future LTP bid	TBA												
	Norwich	Mile Cross Road/ Waterworks Road junction upgrade	???	350	0		2015		350										
CF2.7	Norwich	Expansion/enhancement of Norwich libraries (various)	Awaiting developer contributions once development proceeds	3,060	3,060	S106/CIL	2015		1,080			540							1,440
	Norwich	Playing pitch / facilities strategy	Pending review of sports / community facilities	2,000	2,000		2020							2,000					

Appendix 3: Identified Schemes not currently in the Strategic Infrastructure Programme

Ref	District	Project/Scheme description	Status	Total estimated project / scheme cost (£,000)	Funding identified (£,000)	Source	Commencement	Funding profile £'000											
								2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
GI P2.1	Broadland Norwich	Norwich fringe (Thorpe) wooded ridge - Tree Planting & management of existing street, garden, boundary and woodland trees.	Project brief to deliver part of GI P2 and connection to GI P1.	250		Norwich fringe Project	2014	5											
GI N.1	Norwich	Wensum Valley Parkway (City and SNDC)	Feasibility	410	0	S106/CIL													
GI N.1.2	Norwich	Riverside Walk Missing Link at Playhouse	Feasibility	250	0	Potential S106													
GI N.2	Norwich	Replacement/enhancement of Urban Street Trees	Pending review of green infrastructure																
GI N.3	Norwich	Various open space / play projects within the Norwich Urban Area	Status review of open space / play projects is required (total may reduce)	2,266	1,243	S106 - various pots													
GI NFS.1	Norwich	Norwich Fringe South, The Yare Valley Linear Park (Norwich and SNDC)	Feasibility 2015-19			Parts have been funded													
GI NFS.1.1	Norwich	Lakenham Common and Yare Valley connections	Feasibility - Plans drawn up by Norwich City previously, need to be revised.	15	0														
GI NFS.1.6	Norwich	Norwich Crossing & Bridges – Whitlingham (Phase 1)	Planning consent in place. Concurrent with delivery of site 2016-19	1.75M (GIDP)	0														
GI NFS.1.7	Norwich	UEA to Eaton Boardwalk extension	Feasibility required. May be delivered by development 2015-8	100,000 (GIDP)	0		2015												
GI NFS.1.9	Norwich	Earlham Millennium Green Path Boardwalk	Delivery 2014-15	19	19	Norwich Fringe Project	2014	19											
GI NFS.2	Norwich	Yare and Wensum Valleys Link (Norwich, Broadland and SNDC)	Needs scheme development	200	0														

Ref	District	Project/Scheme description	Status	Total estimated project / scheme cost (£,000)	Funding identified (£,000)	Source	Commencement	Funding profile £'000											
								2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
GI NFS.4	Norwich	Bowthorpe 3 Score	Some further project development required.	813		Funding required in addition to S106													
GI NFS.7	Norwich	Bowthorpe open space investment plan	Review of green infrastructure to commence. Delivery 2014-18																

Greater Norwich Growth Programme Process



Norwich City Council

SCRUTINY COMMITTEE

REPORT for meeting to be held on 19 June 2014

Quarter 4 2013-14 performance report

Summary: The report sets out the council's performance against the corporate plan priorities for quarter 4 of 2013/14.

The council's budget monitoring report for this period is also included as previously requested by scrutiny.

The report, therefore, provides scrutiny with an opportunity to consider overall council performance in quarter 4 of 2013/14 alongside the budget monitoring for the period and to identify successes and any areas of concern.

Conclusions: The report should enable the scrutiny committee to determine any areas of performance they would wish to review or monitor in the future.

Recommendation: To consider the quarter 4 performance report, alongside the budget monitoring report for the period, and in particular to identify:

- Successes and any areas of concern.
- Any specific areas that scrutiny would wish to review in more detail as part of their future work programme.
- Any trends that scrutiny may wish to be monitored and reported on when they receive the next performance report.

Contact Officer: Russell O'Keefe, Executive head of strategy, people and democracy
Phone: 01603 212908
Email: russello'keefe@norwich.gov.uk

1. Introduction

1.1 This report sets out progress against the key performance measures that are designed to track delivery of the council's corporate plan priorities. This is the final performance report for 2013/14 against the Corporate Plan 2012-2015.

1.2 The Corporate Plan 2012 - 15 established five priorities. Progress with achieving these is tracked by 35 key performance measures. It is these performance measures which form the basis of this report. Most of the performance measures are available quarterly while some are reported six monthly or annually to show general outcomes for residents.

1.3 Performance status for each of the performance measures is then combined for each priority to show at a glance high level performance. This should enable members to see where performance is improving or falling.

1.4 Performance is based around a traffic light concept where green is on target, red is at a point where intervention may be necessary and amber a point in between these two.

1.5 A copy of the full performance report can be found at annex A.

2. Headlines

2.1 Overall performance this quarter shows continuing improvement with four of the council's overall priorities showing as green. There are some areas where the council is performing very highly and exceeding its targets. There are a number of measures where performance has been marginally below target. Also, there are a small number of areas where performance has been further from target and work continues to address these. For each of the performance measures where performance is below target, reasons for this are provided within the relevant section of the performance report at annex A.

2.2 The following areas of performance are brought to your attention:

a) Satisfaction with waste and recycling collection was 80%, well above our target of 70%.

b) 381 new jobs were created/ supported by council activity, better than our target for the year of 300 jobs.

c) Our average processing time for new housing benefit and council tax reduction scheme claims was 17 days this quarter continuing the improvement over the year and better than our target of 21 days.

d) Our work to prevent people becoming homeless has continued to produce excellent results. In the year as a whole 623 individuals or families who have presented as homeless have been given advice that has resolved their situation. Our target was 300.

e) 40 new affordable homes were completed on council owned land compared with our target of 31.

f) In our 6 monthly surveys of users at the Norman Centre, Riverside Swimming Centre and The Halls, 97% of respondents were satisfied with our leisure and cultural facilities.

g) The proportion of contact with the council that is classified as "avoidable" showed notable improvement this quarter falling from 32.5% to 24.2%, and is now better than our target of 24.5%.

h) Resident satisfaction with the last service received from the council was above target at just under 97%. This is the highest we have ever achieved for this measure and a significant achievement for the council.

i) However, the proportion of household waste sent for re-use, recycling or composting was 35.5% (quarter 3 data) a slight fall compared with the previous quarter and below our target of 43%. When the new materials recycling facility contract comes into effect in October this will enable residents to recycle more materials which we expect to result in improvement in these figures.

j) 53 people were killed or seriously injured on our roads in the year to the end of March. This had fallen compared with 3 months earlier but remains above the anticipated level of 45. Norfolk County Council will be continuing to work with partners including ourselves and the Police to achieve a reduction through education and enforcement as well as engineering measures.

k) In the final quarter of 2013/14 the time taken to re-let council homes had increased to an average of 20 days, though the average for the year as a whole remained on target at 16 days which compares very well with other organisations across the country. The last quarter had been affected by an increase in properties requiring significant works before they could be re-let. We, therefore, expect performance to improve again.

Report to	Cabinet 25 June 2014	**Item**
Report of	Chief finance officer	X
Subject	Provisional Capital Outturn 2013/14	

Purpose

To update Cabinet on the financial position of the capital programmes as at 31 March 2014, provisional capital outturns for the year 2013/14, and the estimated carry-forwards to 2014/15.

Recommendation

1. To note the provisional capital outturns of the housing and non-housing capital and estimated carry-forwards to 2014/15.

2. To delegate to the Deputy Chief Executive (Operations) and Chief Finance Officer, in consultation with the portfolio holder for resources, approval of carry-forward of unspent 2013/14 capital budgets to the 2014/15 capital programme.

Corporate and service priorities

The report helps to meet the corporate priority value for money services and the service plan priority to provide accurate, relevant and timely financial information.

Financial implications

The housing and non-housing capital programmes are being delivered within currently available resources, and forecast expenditure will remain within anticipated resources.

The detailed financial implications of this report are set out in the text.

Ward/s: All wards

Cabinet member: Councillor Waters – Deputy leader and resources

Contact officers

Mark Smith, Finance Control Manager (LGSS)	01603 212561
Chris Rayner, Property Services (NPS)	01603 213208

Background documents

Capital Plan & Programme Reports

1. Introduction

1.1 The capital budgets shown below were approved by Cabinet and Council on 13 and 18 February 2013 respectively, and reflect the expenditure plans for both the housing and non-housing capital programmes.

1.2 This report reflects the position as at the end of March 2014. The report does not include the accounting adjustments necessary to reflect the financing of the housing and non-housing capital programmes, which will be incorporated into the capital outturn and financial statements.

1.3 The estimated carry-forwards within this report will, once confirmed, be additional to the approved 2014/15 programmes.

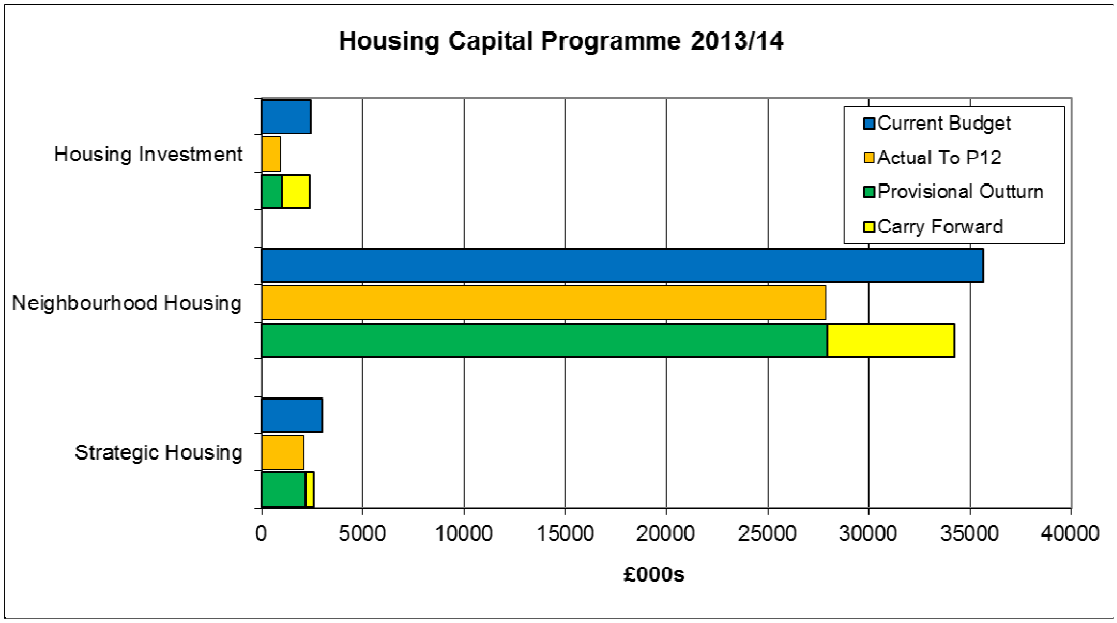
2. Housing Capital Programme

2.1 The housing capital programme for the year to date, provisional outturn, and estimated carry-forward requests are summarised below:

Original Budget £000s	Current Budget £000s	Item	Actual YTD £000s	Provisional Outturn £000s	Provisional Variance £000s	Estimated Carry Fwd £000s
3,391	2,404	Housing Investment	945	1,004	-1,399	1,386
29,625	35,646	Neighbourhood Housing	27,736	27,826	-7,820	6,266
1,850	2,989	Strategic Housing	2,098	2,166	-823	387
34,866	**41,038**	**Total Housing Capital**	**30,779**	**30,996**	**-10,042**	**8,040**

2.2 The 2013/14 current budget of £41.038m includes £3.467m of carry-forward from 2012/13 and £2.705m of in-year additions to the programme.

2.3 Expenditure in this financial year up to the end of March 2014 totals £30.779m. The provisional outturn of £30.996m is £10.042m short of the budget of £41.038m. Budget managers are expected to request a total of £8.040m in carry-forwards, leaving a £2.002m surplus.



2.4 Further detail regarding housing capital expenditure may be found in Appendix 1.

3. Housing Capital Resources

3.1 Planned available housing capital resources total £43.140m, plus £11.565m of resources brought forward. The current forecast is for an outturn of £47.154m, which after funding the 2013/14 anticipated expenditure of £30.996m, would leave surplus resources of £16.158m available to be carried forward into 2014/15.

Housing capital plan	Approved £000s	Brought Forward £000s	Year to date £000s	Balance to date £000s	Provisional Outturn £000s
Housing resources brought forward	(8,275)	(11,565)	0	(11,565)	(11,565)
Housing capital grants	(394)	0	(574)	(574)	(574)
HRA Major Repairs Reserve	(17,574)	0	(12,440)	(12,440)	(12,440)
HRA Revenue Contribution to Capital	(15,019)	0	0	0	(15,159)
HRA Leaseholders contrib's to major works	(250)	0	(117)	(117)	(117)
Capital receipts arising from RTB sales	(806)	0	(5,912)	(5,912)	(5,912)
Capital receipts arising from non-RTB sales	(822)	0	(1,387)	(1,387)	(1,387)
Gross housing resources	**(43,140)**	**(11,565)**	**(20,430)**	**(31,995)**	**(47,154)**
Forecast resources utilised	34,866	0	30,779	30,779	30,996
Total housing capital plan	**(8,274)**	**(11,565)**	**10,349**	**(1,217)**	**(16,158)**

3.2 Carry forward requests will reduce the uncommitted balance of resources as follows:

Total housing capital resources carried forward	(16,158)
Less housing capital programme carry forward requests	8,040
Total uncommitted housing capital resources 2014/15	(8,118)

3.3 The total uncommitted housing capital resources carried forward to 2014/15 of £8.118 is £0.156m below the estimate of £8.274m required by the housing capital plan to finance the 2014/15 capital programme. This shortfall is expected to be covered from underspends within the programme.

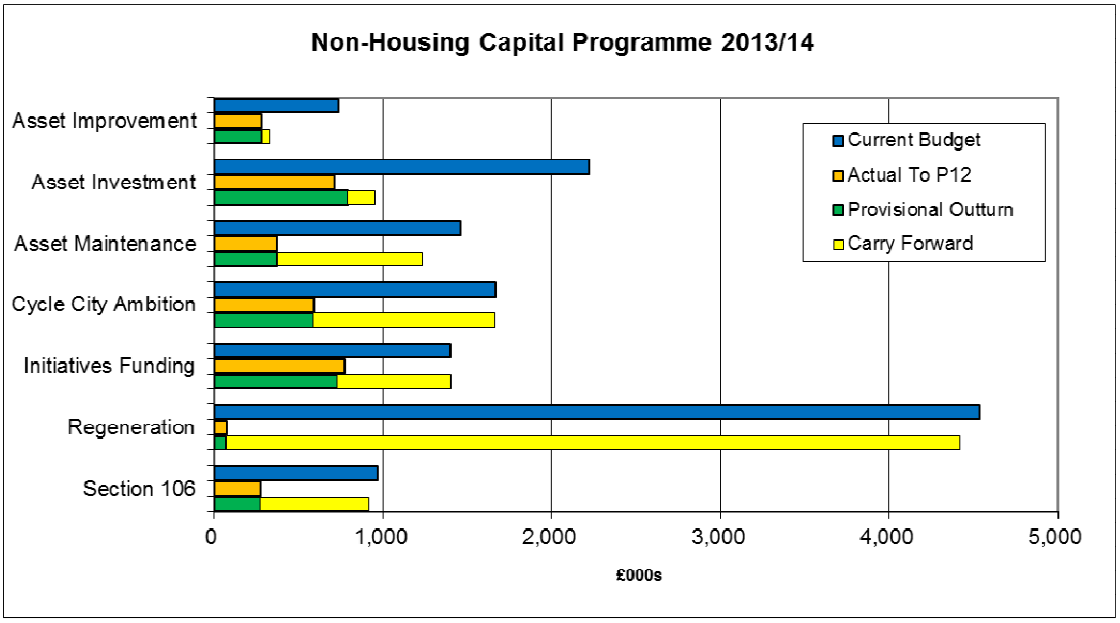
4. Non-Housing Capital Programme

4.1 The housing capital programme for the year to date, provisional outturn, and estimated carry-forward requests are summarised below:

Original Budget £000s	Current Budget £000s	Item	Actual YTD £000s	Provisional Outturn £000s	Provisional Variance £000s	Estimated Carry Fwd £000s
250	736	Asset Improvement	279	281	-455	47
2,144	2,219	Asset Investment	714	788	-1,431	164
1,300	1,457	Asset Maintenance	373	373	-1,084	860
0	1,664	City Cycle Ambition	588	588	-1,076	1,077
425	1,400	Initiative Funds	774	730	-670	670
0	0	N'hood Housing	124	124	124	0
2,747	4,537	Regen & Growth	71	70	-4,467	4,348
301	967	S106 & CIL	272	272	-696	645
7,167	**12,980**	**Total**	**3,195**	**3,224**	**-9,756**	**7,809**

4.2 Original expenditure budgets of £7.167m have been supplemented by £2.409m of brought forward work, the majority of which relates to S106 schemes, and £3.404m of in-year additions to the programme, principally Push The Pedalways funding.

4.3 Expenditure in this financial year up to the end of March 2014 totals £3.195m. The provisional outturn of £3.224m is £9.756m short of the budget of £12.980m. Budget managers are expected to request a total of £7.809m in carry-forwards, leaving a £1.947m surplus.



4.4 Asset Improvement covers reconfiguration and major repairs to City Hall as part of the delivery of the office accommodation strategy, and Investment in existing assets.

4.5 Asset Investment covers the acquisition of new investment property as part of the delivery of the asset management plan. Opportunities are identified and assessed with the support of the council's advisers, NPS Norwich Ltd. The carry-forward shown will allow the continuation of this delivery in 2014/15.

4.6 Asset maintenance expenditure covers provision for major repairs and upgrades (including works to St Andrews car park) and investment to reduce asset liabilities

4.7 Initiative funds cover the community capital fund and the eco-investment fund, as well as the IT investment fund.

4.8 Regeneration and Growth covers the Norwich And Homes & Communities Agency Strategic Partnership (NAHCASP)-funded Bowthorpe/Three Score site development and enabling, together with a development fund for vacant buildings and sites. The balance of NAHCASP resources (including approval for additional borrowing by the council) will be carried forward for imminent investment.

4.9 Further detail regarding non-housing capital expenditure is shown in Appendix 2.

5. Non-Housing Capital Resources

5.1 Planned available non-housing capital resources total £8.842m, plus £8.603m of resources brought forward. The current forecast is for an outturn of £12.701m, which after funding the 2013/14 anticipated expenditure of £4.158m, would leave surplus resources of £8.542m available to be carried forward into 2014/15

Non-housing capital plan	Approved £000s	Brought Forward £000s	Year to date £000s	Balance to date £000s	Provisional Outturn £000s
CIL Balances b/f	0	0	0	0	0
CIL resources arising	0	0	(71)	(71)	(71)
CIL resources utilised	0	0	60	60	60
Subtotal CIL resources	***0***	***0***	***(11)***	***(11)***	***(11)***
S106 Balances b/f	(498)	(1,697)	0	(1,697)	(1,697)
S106 resources arising	(160)	0	(107)	(107)	(107)
S106 resources utilised	301	0	272	272	272
Subtotal S106 resources	***(357)***	***(1,697)***	***164***	***(1,532)***	***(1,532)***
Other non-housing balances b/f	(6,459)	(6,907)	0	(6,907)	(6,907)
Other non-housing resources arising	(1,725)	0	(4,291)	(4,291)	(4,291)
Other non-housing resources utilised	6,866	0	2,924	2,924	2,953
Subtotal other non-housing resources	***(1,318)***	***(6,907)***	***(1,367)***	***(8,274)***	***(8,245)***
Total non-housing capital plan	**(1,675)**	**(8,603)**	**(1,214)**	**(9,817)**	**(9,788)**

5.2 Carry forward requests of £7.809m will reduce the uncommitted balance of resources as follows:

Total non-housing capital resources carried forward	(9,788)
Total non-housing capital programme carry forward requests	7,809
Total uncommitted non-housing capital resources 2014/15	(1,979)

5.3 The total uncommitted housing capital resources carried forward to 2014/15 of £1.979m is £0.304m in excess of the minimum of £1.675m required by the non-housing capital plan to finance the 2014/15 capital programme, though the plan also requires significant capital receipts in 2014/15 from an accelerated disposal programme.

6. Carry Forwards

6.1 The carrying forward of capital budget approvals from one year to the next allows for the continuation of schemes across the year-end without the need to seek re-approval of capital budgets through the new year's capital programme. This facility caters for schemes starting later than planned, schemes where the expenditure profile is different from that originally envisaged, and packaged schemes of small capital projects.

6.2 The tables above summarise, and the appendices detail, where carry-forwards have been requested by capital budget managers. Some of these requests may still be amended during the remaining process of closing the 2013/14 accounts.

6.3 To allow flexibility in dealing with any such amendments, and to provide continuity of budget approval, it is recommended that the approval of capital carry-forwards be delegated to the Deputy Chief Executive (Operations) and Chief Finance Officer, in consultation with the portfolio holder for resources.

6.4 Such approvals would be within the usual parameters of being limited to the amounts underspent on each budget in 2013/14, and being for the purpose(s) for which the existing approval was given.

Integrated impact assessment

NORWICH City Council

Report author to complete	
Committee:	Cabinet
Committee date:	25 June 2014
Head of service:	Chief Finance Officer
Report subject:	Provisional capital outturn 2013/14
Date assessed:	19 May 2014
Description:	This is the integrated impact assessment for the provisional capital outturn 2013/14 report to cabinet

	Impact			
Economic (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Finance (value for money)	☐	☒	☐	The report shows that the council monitors its budgets, considers risks to achieving its budget objectives, reviews its balances position, and is therefore able to maintain its financial standing
Other departments and services e.g. office facilities, customer contact	☒	☐	☐	
ICT services	☒	☐	☐	
Economic development	☒	☐	☐	
Financial inclusion	☒	☐	☐	
Social (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Safeguarding children and adults	☒	☐	☐	
S17 crime and disorder act 1998	☒	☐	☐	
Human Rights Act 1998	☒	☐	☐	
Health and well being	☐	☒	☐	Managing the capital bugdets ensures that the council is able to best deliver its objectives and improve the living conditions of tenants and residents
Equality and diversity (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Relations between groups (cohesion)	☒	☐	☐	

	Impact			
Eliminating discrimination & harassment	☒	☐	☐	
Advancing equality of opportunity	☒	☐	☐	
Environmental (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Transportation	☒	☐	☐	
Natural and built environment	☐	☒	☐	Asset management and investment ensures that the built environment is maintained and improved
Waste minimisation & resource use	☒	☐	☐	
Pollution	☒	☐	☐	
Sustainable procurement	☐	☒	☐	All works contracts are procured sustainably
Energy and climate change	☐	☒	☐	All works are designed to maximise the energy efficiency of the assets
(Please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Risk management	☐	☒	☐	Periodic capital budget monitoring reports demonstrate that the council is aware of and monitors risks to the achievement of its financial strategy.

Recommendations from impact assessment
Positive
None
Negative

None
Neutral
None
Issues
The council will continue to monitor its capital budget performance in the context of the financial risk environment within which it operates.

HOUSING CAPITAL PROGRAMME

Approved Budget	Current Budget		Budget To Date	Actual To Date	Variance To Date	Forecast Outturn	Forecast Variance	Carry Forward
1,351,000	333,541	7170 Solar Thermal & Photovoltaic	333,541	4,050	-329,491	4,050	-329,491	329,491
500,000	525,000	7460 Sheltered Housing Redevelopment	525,000	466,488	-58,512	466,488	-58,512	58,511
100,000	105,000	7620 Sheltered Housing Access & Security	105,000	194	-104,806	194	-104,806	0
250,000	250,000	7930 Capital Buybacks	250,000	342,000	92,000	342,000	92,000	0
390,000	390,000	8800 New Build - Riley Close	390,000	0	-390,000	0	-390,000	390,000
800,000	800,000	8801 New Build - Pointers Field	800,000	126,816	-673,184	191,515	-608,485	608,485
0	0	8802 New Build - Goldsmith Street	0	5,000	5,000	0	0	0
3,391,000	**2,403,541**	**Subtotal Housing Investment**	**2,403,541**	**944,548**	**-1,458,993**	**1,004,247**	**-1,399,294**	**1,386,487**
1,211,000	1,241,275	7010 Electrical - Internal	1,241,275	1,250,463	9,188	1,250,463	9,188	0
260,000	1,032,310	7040 Whole House Improvements	1,032,310	795,356	-236,954	795,356	-236,954	236,954
6,906,000	7,475,060	7070 Kitchen Upgrades	7,475,060	7,474,917	-143	7,474,917	-143	0
2,288,000	2,410,880	7080 Bathroom Upgrades	2,410,880	2,413,265	2,385	2,413,265	2,385	0
350,000	120,750	7100 Boilers - Communal	120,750	95,767	-24,983	95,767	-24,983	24,983
3,592,000	4,541,880	7110 Boilers - Domestic	4,541,880	4,563,990	22,110	4,563,990	22,110	0
820,000	1,156,875	7150 Insulation	1,156,875	1,039,471	-117,405	1,039,471	-117,405	117,404
3,000,000	3,022,262	7200 Windows - Programme	3,022,262	1,766,179	-1,256,083	1,766,179	-1,256,083	1,256,083
458,000	1,404,582	7280 Composite Doors	1,404,582	1,069,894	-334,688	1,069,894	-334,688	334,688
250,000	251,000	7300 Comm Safe - DES	251,000	25,884	-225,116	25,884	-225,116	0
900,000	1,723,284	7520 Planned Maint - Roofing	1,723,284	954,859	-768,425	954,859	-768,425	768,424
1,200,000	1,560,547	7530 Boundary Walls & Access Gates	1,560,547	906,583	-653,964	906,583	-653,964	400,000
6,000,000	6,676,000	7540 Planned Maint - Structural	6,676,000	3,335,385	-3,340,615	3,413,347	-3,262,653	2,500,000
100,000	104,000	7550 Vehicle Hardstanding	104,000	2,896	-101,104	2,896	-101,104	100,000
250,000	325,000	7580 Planned Maint - Lifts	325,000	147,766	-177,234	147,766	-177,234	0
250,000	253,750	7590 Concrete footpaths, rams, etc.	253,750	0	-253,750	0	-253,750	200,000
1,000,000	1,014,352	7600 Dis Ad - Misc	1,014,352	964,753	-49,599	976,045	-38,307	0

Approved Budget	Current Budget		Budget To Date	Actual To Date	Variance To Date	Forecast Outturn	Forecast Variance	Carry Forward
200,000	210,000	7630 Dis Ad - Stairlifts	210,000	173,178	-36,822	173,178	-36,822	0
40,000	42,000	7670 Housing SIL Scooter Stores	42,000	0	-42,000	0	-42,000	0
0	0	7680 Dis Ad - Comms	0	3,424	3,424	3,424	3,424	0
550,000	1,080,245	7950 Other - Communal Bin Stores	1,080,245	752,301	-327,944	752,301	-327,944	327,944
29,625,000	**35,646,052**	**Subtotal Neighbourhood Housing**	**35,646,052**	**27,736,331**	**-7,909,722**	**27,825,585**	**-7,820,468**	**6,266,480**
0	0	6003 Private Sector - General	0	20	20	0	0	0
640,000	640,000	6011 Minor Works Grant	640,000	2,963	-637,037	2,963	-637,037	0
100,000	168,606	6012 Empty Homes Grant	168,606	0	-168,606	0	-168,606	168,606
0	0	6015 Agency Fees	0	56,362	56,362	56,362	56,362	0
500,000	570,246	6018 Disabled Facilities Grant	570,246	625,805	55,559	625,805	55,559	0
360,000	360,000	6019 Capital Grants to Housing	360,000	326,264	-33,736	326,264	-33,736	0
0	0	6029 Small Adaptation Grants	0	38717	38,717	38,717	38,717	0
0	0	6030 Home Improvement Loans	0	0	0	63464	63,464	0
0	0	6031 Survey Costs	0	28,254	28,254	28254	28,254	0
0	1,000,000	6039 Local Authority Mortgage Scheme	1,000,000	1,000,000	0	1,000,000	0	0
250,000	250,000	7960 Demolition & Site Maintenance	250,000	19,392	-230,608	24,392	-225,608	218,278
1,850,000	**2,988,852**	**Subtotal Strategic Housing**	**2,988,852**	**2,097,777**	**-891,075**	**2,166,221**	**-822,631**	**386,884**
34,866,000	**41,038,445**	**Total Housing Capital Programme**	**41,038,445**	**30,778,656**	**-10,259,790**	**30,996,053**	**-10,042,393**	**8,039,851**

NON-HOUSING CAPITAL PROGRAMME

Approved Budget	Current Budget		Budget To Date	Actual To Date	Variance To Date	Forecast Outturn	Forecast Variance	Carry Forward
0	0	5246 City Hall Reception and Waiting	0	50	50	50	50	0
0	0	5279 St Annes Wharf Bridge	0	2,090	2,090	2,090	2,090	0
0	59,255	5294 Eaton Park Tennis Development	59,255	11,518	-47,737	11,518	-47,737	46,876
250,000	416,813	5299 City Hall Refurbishment Phase 1	416,813	236,330	-180,483	236,330	-180,483	0
0	0	5301 Welcome to Norwich signs	0	28,680	28,680	28,680	28,680	0
0	260,000	5322 Riverside Walk (adj NCFC)	260,000	805	-259,195	2,082	-257,918	0
250,000	**736,068**	**Subtotal Asset Improvement**	**736,068**	**279,473**	**-456,595**	**280,750**	**-455,318**	**46,876**
-25,000	75,000	5307 Car Park Handheld Units	75,000	0	-75,000	73,547	-1,453	0
50,000	50,000	5310 22 Hurricane way - asbestos	50,000	6,300	-43,700	6,300	-43,700	43,700
575,000	650,000	5311 Townsend House	650,000	649,996	-4	649,996	-4	0
60,000	60,000	5312 Yacht Station Repairs	60,000	0	-60,000	0	-60,000	60,000
284,000	284,000	5313 Riverside Leisure Centre Eqpt.	284,000	0	-284,000	0	-284,000	0
100,000	100,000	5314 Ass Inv - Mile Cross Depot	100,000	5,858	-94,142	5,858	-94,142	0
900,000	400,000	5315 Asset investment for income (other	400,000	0	-400,000	0	-400,000	60,000
200,000	100,000	5316 Bacon House Lease Surrender	100,000	0	-100,000	0	-100,000	0
0	500,000	5320 Rose Lane MSCP Construction	500,000	52,127	-447,873	52,127	-447,873	0
2,144,000	**2,219,000**	**Subtotal Asset Investment**	**2,219,000**	**714,281**	**-1,504,719**	**787,828**	**-1,431,172**	**163,700**
500,000	496,000	5006 Major Repairs Programme	496,000	363,610	-132,390	363,610	-132,390	157,599
0	0	5245 Memorial Gardens temporary works	0	211	211	211	211	0
0	161,000	5293 Millar Hall - Norman Centre	161,000	4,444	-156,556	4,444	-156,556	156,556
550,000	550,000	5308 St Andrews MSCP repair	550,000	4,588	-545,413	4,588	-545,413	545,412
250,000	250,000	5309 Property liabilities and investment	250,000	0	-250,000	0	-250,000	0
1,300,000	**1,457,000**	**Subtotal Asset Maintenance**	**1,457,000**	**372,853**	**-1,084,148**	**372,853**	**-1,084,148**	**859,567**
0	50,400	5101 Norfolk and Norwich Hospital hub	50,400	27	-50,373	27	-50,373	50,373
0	70,000	5102 North Park Avenue - UEA zebra	70,000	32,523	-37,477	32,523	-37,477	37,477
0	19,800	5103 UEA Hub	19,800	0	-19,800	0	-19,800	19,800

Approved Budget	Current Budget		Budget To Date	Actual To Date	Variance To Date	Forecast Outturn	Forecast Variance	Carry Forward
0	180,000	5104 The Avenues	180,000	41,463	-138,537	41,463	-138,537	138,537
0	72,000	5105 Earlham Road (Gypsy Lane -	72,000	545	-71,455	545	-71,455	71,455
0	13,500	5106 Adelaide Street health centre link	13,500	892	-12,608	892	-12,608	12,608
0	27,000	5107 Alexandra Road - Park Lane (via	27,000	27,217	217	27,217	217	0
0	90,000	5108 Park Lane - Vauxhall Street	90,000	31,037	-58,963	31,037	-58,963	58,963
0	140,400	5109 Vauxhall Street - Bethel Street	140,400	80,382	-60,018	80,382	-60,018	60,018
0	45,000	5110 Market hub	45,000	23,168	-21,832	23,168	-21,832	21,832
0	36,000	5111 Magdalen Street and Cowgate	36,000	27,956	-8,044	27,956	-8,044	8,044
0	27,000	5112 St Andrew's Plain hub	27,000	17,840	-9,160	17,840	-9,160	9,160
0	72,000	5113 Tombland & Palace Street	72,000	8,122	-63,878	8,122	-63,878	63,878
0	36,000	5114 Gilders Way - Cannell Green	36,000	0	-36,000	0	-36,000	36,000
0	108,000	5115 Heathgate - Valley Drive	108,000	20,249	-87,751	20,249	-87,751	87,751
0	112,500	5116 Laundry Lane - St Williams Way	112,500	3,256	-109,244	3,256	-109,244	109,244
0	85,500	5117 Munnings Road - Greenborough	85,500	9,198	-76,302	9,198	-76,302	76,302
0	0	5118 Salhouse Road (Hammond Way -	0	2,085	2,085	2,085	2,085	-2,085
0	135,000	5119 20 mph areas	135,000	1,785	-133,215	1,785	-133,215	133,215
0	157,500	5121 Directional signage and clutter	157,500	72,263	-85,237	72,263	-85,237	85,237
0	27,000	5122 Automatic cycle counters	27,000	0	-27,000	0	-27,000	27,000
0	159,400	5123 Cycle City Ambition Project	159,400	187,540	28,140	187,540	28,140	-28,140
0	**1,664,000**	**Subtotal Cycle City Ambition**	**1,664,000**	**587,548**	**-1,076,452**	**587,548**	**-1,076,452**	**1,076,669**
0	150,000	5305 Eco-Investment Fund	150,000	385	-149,615	29,513	-120,487	120,487
25,000	50,000	5306 Community Capital Fund	50,000	20,284	-29,716	20,284	-29,716	29,716
400,000	1,200,000	5317 IT Investment Fund	1,200,000	753,311	-446,689	679,764	-520,236	520,000
425,000	**1,400,000**	**Subtotal Initiatives Funding**	**1,400,000**	**773,980**	**-626,020**	**729,561**	**-670,439**	**670,203**
0	0	5296 Housing Communal Bins	0	124,373	124,373	124,373	124,373	0
0	**0**	**Subtotal Neighbourhood Housing**	**0**	**124,373**	**124,373**	**124,373**	**124,373**	**0**
0	0	5271 Memorial Garden Scheme	0	2,478	2,478	2,478	2,478	0
0	0	5300 Norwich Connect 2	0	60,778	60,778	60,778	60,778	0

Approved Budget	Current Budget		Budget To Date	Actual To Date	Variance To Date	Forecast Outturn	Forecast Variance	Carry Forward
190,000	190,000	5318 Vacant Sites Regeneration	190,000	7,300	-182,700	7,300	-182,700	0
0	0	5319 Riverside Path Work	0	1,277	1,277	0	0	0
0	0	5500 NaHCASP Memorial gardens	0	-2,119	-2,119	-2,119	-2,119	2,119
2,557,000	364,835	5504 NaHCASP Strategic Priorities	364,835	1,307	-363,528	1,307	-363,528	363,528
0	3,982,000	5512 NaHCASP Threescore	3,982,000	0	-3,982,000	0	-3,982,000	3,982,000
2,747,000	**4,536,835**	**Subtotal Regeneration**	**4,536,835**	**71,021**	**-4,465,814**	**69,744**	**-4,467,091**	**4,347,647**
0	0	5302 Riverside/King St Signs	0	6,351	6,351	6,351	6,351	0
0	13,747	5701 s106 Chapelfield Gardens Play	13,747	7,728	-6,019	7,728	-6,019	6,019
17,000	105,156	5703 s106 Jenny Lind/Eagle Walk	105,156	105,265	109	105,265	109	0
59,000	89,000	5705 s106 The Runnel Play Provision	89,000	0	-89,000	0	-89,000	89,000
0	0	5715 s106 Marion Road Play Provision	0	3,514	3,514	3,514	3,514	0
0	22,000	5717 s106 Wensum Comm Centre Play	22,000	0	-22,000	0	-22,000	22,000
0	0	5719 NCCAAP Play Projects	0	1,870	1,870	1,870	1,870	0
0	16,712	5722 S106 Fiddlewood Play Project	16,712	17,626	914	17,626	914	0
0	0	5723 Pointers Field Playbuilder Capital	0	764	764	764	764	0
0	110785	5725 S106 Pilling Park Improvements	110,785	96,042	-14,743	96,042	-14,743	14,743
0	28,000	5728 S106 Mile Cross Gardens Play	28,000	0	-28,000	0	-28,000	28,000
0	0	5729 s106 Eagle Baths Play Project	0	536	536	536	536	0
0	7000	5730 S106 Midland Street Open Space	7,000	0	-7,000	0	-7,000	7,000
0	28,768	5731 s106 Wooded Ridge project	28,768	15,508	-13,260	15,508	-13,260	13,260
13000	13,000	5732 s106 Wensum View Play	13,000	0	-13,000	0	-13,000	13,000
43,000	43,000	5733 s106 Sarah Williman Close	43,000	162	-42,838	162	-42,838	42,838
8,000	0	5734 s106 Kerrison Road Play	0	0	0	0	0	0
81,000	81000	5735 s106 Castle Green Play	81,000	0	-81,000	0	-81,000	81,000
9,000	9,000	5736 s106 Castle Gardens Play	9,000	0	-9,000	0	-9,000	9,000
0	50,000	5801 s106 Hurricane Way Bus Link	50,000	0	-50,000	0	-50,000	50,000
0	22,000	5806 Threescore, Bowthorpe - sustainable	22,000	0	-22,000	0	-22,000	22,000
0	11,256	5812 S106 Flood Alleviation project	11,256	10,465	-792	10,465	-792	0

Approved Budget	Current Budget		Budget To Date	Actual To Date	Variance To Date	Forecast Outturn	Forecast Variance	Carry Forward
19000	80,885	5813 S106 Green Infrastructure Imps	80,885	0	-80,885	0	-80,885	29,929
0	0	5815 S106 St James Churchyard	0	427	427	427	427	0
29,000	0	5818 S106 Chapelfield & Westlegate	0	0	0	0	0	0
0	14,000	5819 S106 Edward St Bus Interchange	14,000	0	-14,000	0	-14,000	0
0	119,000	5821 S106 Livestock Mkt Cycle/Walkway	119,000	0	-119,000	0	-119,000	119,000
7,000	87,000	5823 BRT & Cycle Route Measures	87,000	0	-87,000	0	-87,000	87,000
0	0	5825 Sustainable Transport Car Club	0	104	104	104	104	0
16,000	16,000	5826 Goals Soccer Centre Ped Refuse	16,000	5,193	-10,807	5,193	-10,807	10,807
301,000	**967,309**	**Subtotal Section 106**	**967,309**	**271,555**	**-695,755**	**271,555**	**-695,755**	**644,596**
7,167,000	**12,980,212**	**Total Non-Housing Capital Programme**	**12,980,212**	**3,195,084**	**-9,785,130**	**3,224,212**	**-9,756,002**	**7,809,258**

Report to Cabinet **Item**

Report of Chief finance officer

Subject Provisional Revenue Outturn 2013/14

Purpose

To update Cabinet on the provisional revenue outturn for the year 2013/14, and the consequent provisional General Fund and Housing Revenue Account balances.

The provisional revenue outturn does not include accounting adjustments required by International Financial Reporting Standards (IFRS) to be included in the council's statutory financial accounts.

Recommendations

1. To note the provisional revenue outturn 2013/14;

Corporate and service priorities

The report helps to meet the corporate priority value for money services and the service plan priority to provide accurate, relevant and timely financial information.

Financial implications

The provisional revenue outturn for the General Fund for the year 2013/14 is a surplus of £2.819m, which after the planned contribution to reserves of £1.587m, gives rise to an underspend of £1.232m against budget.

The provisional revenue outturn for the Housing Revenue Account for the year 2013/14 is a deficit of £2.761m which after the planned use of reserves of £5.541m, gives rise to an underspend of £2.780m against budget.

The provisional balances on both funds will remain above the prudent minima.

Ward/s: All wards

Cabinet member: Councillor Waters – Deputy leader and resources

Contact officers

Caroline Ryba, Chief Finance Officer 01223 699292
Mark Smith, Finance Control Manager 01603 212561

Background documents

Budget Reports (Council 21 February 2012)

Report

1. Council approved budgets for the 2013/14 financial year on 19 February 2013.

2. The attached appendices show the provisional revenue outturn positions for the General Fund and the Housing Revenue Account:

   - Appendix 1 shows the General Fund by Corporate Leadership Team responsibilities, and by Subjective Group
   - Appendix 2 shows the Housing Revenue Account in (near) statutory format, and by Subjective Group
   - Appendix 3 shows budget and expenditure for the year to date in graphical format
   - Appendix 4 [BMG only] shows budget info at service & cost centre level.
   - Appendix 5 [BMG only] shows budget information relating to Contingencies
   - Appendix 6 [BMG only] shows budget information for the Collection Fund

3. The amounts reported show both actual expenditure and income to date, and the forecast (provisional outturn) which includes entries not yet posted but for which budgets are included within the management accounts. These include:
   - Revenue financing for housing and non-housing capital programmes
   - Interest charges allocated from the General Fund to the Housing Revenue Account
   - Depreciation of assets (wear & tear)
   - Provision for Highways and HCA partnership surplus & deficit transfers

4. The financial accounts include adjustments required by IFRS which are not budgeted for and included in the provisional revenue outturn, including:
   - Provision for holiday & flexitime owed to/owed by employees
   - Provision for movement in pension fund assets & liabilities
   - Impairment of assets (loss of value)

General Fund

5. Budgets reported include the resources financing the council's net budget requirement (which includes a £1.587m contribution to balances as called for by the Medium Term Financial Strategy) so that the net budget totals zero:

Item	*Approved Budget £000s*
Net Budget Requirement	20,617
Non-Domestic Rates	(5,194)
Revenue Support Grant	(7,861)
Council Tax precept	(7,562)
Total General Fund budget	**0**

6. The General Fund provisional outturn of £2.819m represents a budget surplus of £1.232m:

Item	*2013/14 £000s*
General Fund Period 12	5,744
Outstanding budgeted entries	(8,563)
Provisional Outturn	**(2,819)**
Budgeted contribution to balances	1,587
Budget (surplus)/deficit	**(1,232)**

7. Estimated outstanding budgeted entries include:
   - Housing Benefit & Subsidy (£1m)
   - Share of Business Rate Deficit & Levy £0.5m
   - Interest charge to HRA (£9m)

8. A summary of provisional variances (compared to the previous period) is set out below with brief commentary. Details are shown in Appendix 1.

General Fund Service	*Forecast Variance P11 £000s*	*Provisional Outturn Variance £000s*	*Change £000s*	*Commentary*
Business Relationship Management	454	1,371	916	Unbudgeted Minimum Revenue Provision less LGSS shared services savings plus share of NNDR deficit & NNDR levy
Chief Executive & Corporate	(1,931)	(1,484)	447	Uncommitted GF Contingency & grants
Customers, Comms & Culture	(82)	(566)	(484)	£70k Halls works underspend, £120k unexpected grant income, £110 Riverside costs recovered
Operations:				
City Development	(249)	(571)	(322)	Surplus on parking income, underspends on integrated waste management budgets
Citywide Services	49	156	107	
Deputy Chief Executive	(8)	0	9	
Neighbourhood Housing	69	137	69	
Neighbourhood Services	(65)	19	84	
Planning	89	(190)	(278)	Income from Landscape & Conservation design fees charged to capital projects
Property Services	(17)	190	207	Overheads to be recharged to services
Strategy, People & Democracy	(269)	(296)	(26)	£100k pension recharges to be allocated to services, £150k Environmental Strategy recharge to services
Contribution to balances	-	(1,587)	(1,587)	As Medium Term Financial Strategy
Total General Fund	**(1,961)**	**(2,819)**	**(858)**	

Housing Revenue Account

9. The budgets reported include a £15m contribution from HRA balances towards the Housing capital programme 2013/14, and a £6m use of HRA balances, so that the net budget totals zero:

Item	*Approved Budget £000s*
Gross HRA Expenditure	61,881
Gross HRA Income	(55,715)
Contribution from HRA Balance	(6,166)
Total net HRA budget	**0**

10. The Housing Revenue Account provisional outturn shows, in summary, a budget surplus of £2.780m:

Item	*2013/14 £000s*
Housing Revenue Account Period 12	**(35,770)**
Outstanding budgeted entries	38,531
Provisional Outturn	**2,761**
Revised budgeted contribution from balances	(5,541)
Budget (surplus)/deficit	**(2,780)**

11. Estimated outstanding budgeted entries include:
    - Interest on HRA Borrowing £9m
    - Depreciation £13m
    - Revenue Contribution to Capital £15m
    - Dwelling Rents £1m

12. A summary of provisional variances (compared to the previous period) are set out below with brief commentary. Details are shown in Appendix 2.

HRA Division of Service	*Forecast Variance P11 £000s*	*Provisional Outturn Variance £000s*	*Change £000s*	*Commentary*
Repairs & Maintenance	(938)	(985)	(47)	Savings on responsive repairs & voids
Rents, Rates, & Other Property Costs	(353)	(60)	293	Provision for outstanding water rates
General Management	(697)	(1,319)	(622)	Underspends against HRA Contingency, Hardship Fund, leasehold property insurance, and corporate overheads
Special Services	(432)	(499)	(67)	Savings & Supporting People income in excess of budget
Depreciation & Impairment	(727)	(695)	32	Receipts from sales (removed below)
Provision for Bad Debts	-	(745)	(745)	Arrears increase less than budgeted

HRA Division of Service	*Forecast Variance P11 £000s*	*Provisional Outturn Variance £000s*	*Change £000s*	*Commentary*
Dwelling Rents	(18)	(15)	3	
Garage & Other Property Rents	(18)	41	59	
Service Charges - General	932	718	(214)	Lower costs passed on to tenants & leaseholders
Miscellaneous Income	(44)	(45)	(2)	
Adjustments & Financing Items	612	675	63	Removal of receipts from sales (as above)
Interest Received	-	150	150	Awaiting calculation
Contribution from balances	0	5,541	5,541	As HRA 30-Year Business Plan
Total Housing Revenue Account	**(1,682)**	**2,761**	**4,444**	

Financial Planning

13. Overall levels of overspend and underspend will have an ongoing impact on the budget for following years and the size and urgency of savings requirements

14. Net overspends and underspends will be consolidated into the General Fund and Housing Revenue Account balances carried forward to 2014/15.

15. These are reflected in periodic updates to the Medium Term Financial Strategy and Housing Revenue Account Business Plan.

Impact on Balances

16. The prudent minimum level of General Fund reserves has been assessed as £4.496m for 2014/15. The provisional outturn position is as follows:

Item	*£000s*
Balance at 1 April 2013	(5,195)
Budgeted contribution to balances 2013/14	(1,587)
Provisional budget deficit/(surplus) 2013/14	(1,232)
= Provisional balance at 31 March 2014	(8,014)

17. The General Fund balance is therefore expected to continue to exceed the prudent minimum.

18. The Medium Term Financial Strategy calls for General Fund balances to increase in early years in order to provide resources to “smooth” savings requirements in later years, and the level of provisional balance shown above is consistent with that requirement.

19. The prudent minimum level of HRA reserves has been assessed as £3.067m for 2014/15. The provisional outturn position is as follows:

Item	*£000s*
Balance at 1 April 2013	(27,788)
Budgeted use of balances 2013/14	5,541
Provisional budget deficit/(surplus) 2013/14	(2,780)
= Provisional balance at 31 March 2014	(25,027)

20. The Housing Revenue Account balance is therefore expected to continue to exceed the prudent minimum.

21. The Housing Revenue Account Business Plan utilises HRA balances to support housing capital expenditure in the medium term, and the level of provisional balance shown above is consistent with that requirement.

Integrated impact assessment

NORWICH City Council

Report author to complete	
Committee:	Cabinet
Committee date:	**Error! Reference source not found.**
Head of service:	Chief Finance Officer
Report subject:	Provisional Revenue Outturn 2013/14
Date assessed:	21 May 2014
Description:	This is the integrated impact assessment for the provisional revenue outturn 2013/14 report to cabinet

	Impact			
Economic (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Finance (value for money)	☐	☒	☐	The report shows that the council monitors its budgets, considers risks to achieving its budget objectives, reviews its balances position, and is therefore able to maintain its financial standing
Other departments and services e.g. office facilities, customer contact	☒	☐	☐	
ICT services	☒	☐	☐	
Economic development	☒	☐	☐	
Financial inclusion	☒	☐	☐	
Social (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Safeguarding children and adults	☒	☐	☐	
S17 crime and disorder act 1998	☒	☐	☐	
Human Rights Act 1998	☒	☐	☐	
Health and well being	☒	☐	☐	

	Impact			
Equality and diversity (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Relations between groups (cohesion)	☒	☐	☐	
Eliminating discrimination & harassment	☒	☐	☐	
Advancing equality of opportunity	☒	☐	☐	
Environmental (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Transportation	☒	☐	☐	
Natural and built environment	☒	☐	☐	
Waste minimisation & resource use	☒	☐	☐	
Pollution	☒	☐	☐	
Sustainable procurement	☒	☐	☐	
Energy and climate change	☒	☐	☐	
(Please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**

	Impact			
Risk management	☐	☒	☐	The report demonstrates that the council is aware of and monitors risks to the achievement of its financial strategy, including emerging risks such as from the localisation of Business Rates.

Recommendations from impact assessment
Positive
None
Negative
None
Neutral
None
Issues
The council should continue to monitor its budget performance in the context of the financial risk environment within which it operates.

Budget Monitoring Summary Year: 2013/14 Period: 12 (Mar)

GENERAL FUND SERVICE SUMMARY

Approved Budget	Current Budget		Budget To Date	Actual To Date	Variance To Date	Provisional Outturn	Provisional Variance
		Business Relationship Management					
2,597,949	2,614,897	Business Relationship Management	2,614,897	2,950,874	335,977	2,673,674	58,777
(23,602,085)	(23,599,085)	Finance	(23,599,085)	(9,744,741)	13,854,344	(22,280,767)	1,318,318
(3,997)	11,035	Procurement & Service Improvement	11,035	4,537	(6,498)	4,537	(6,498)
(21,008,133)	**(20,973,153)**	**Total Business Relationship Management**	**(20,973,153)**	**(6,789,331)**	**14,183,822**	**(19,602,556)**	**1,370,597**
		Chief Executive & Corporate					
(140)	(140)	Chief Executive	(140)	144	284	144	284
2,467,131	1,902,330	Corporate Management	1,902,330	(1,168,920)	(3,071,250)	(1,168,920)	(3,071,250)
2,466,991	**1,902,190**	**Total Chief Executive & Corporate**	**1,902,190**	**(1,168,776)**	**(3,070,966)**	**(1,168,776)**	**(3,070,966)**
		Customers, Comms & Culture					
2,484,221	2,572,176	Communications & Culture	2,572,176	1,799,550	(772,626)	2,077,758	(494,418)
(101,033)	20,689	Customer Contact	20,689	(50,874)	(71,563)	(50,874)	(71,563)
2,383,188	**2,592,865**	**Total Customers, Comms & Culture**	**2,592,865**	**1,748,677**	**(844,188)**	**2,026,884**	**(565,981)**
		Operations					
(446,178)	(422,040)	City Development	(422,040)	(3,111,208)	(2,689,168)	(992,806)	(570,766)
9,635,875	9,622,116	Citywide Services	9,622,116	8,939,437	(682,679)	9,778,536	156,420
(140)	(140)	Deputy Chief Executive	(140)	144	284	144	284
2,322,140	2,333,347	Neighbourhood Housing	2,333,347	1,871,679	(461,668)	2,470,764	137,417
2,406,508	2,382,801	Neighbourhood Services	2,382,801	2,262,770	(120,031)	2,401,725	18,924
1,726,030	1,742,661	Planning	1,742,661	1,549,978	(192,683)	1,553,076	(189,585)
109,732	333,799	Property Services	333,799	247,731	(86,068)	524,146	190,347
15,753,967	**15,992,544**	**Total Operations**	**15,992,544**	**11,760,531**	**(4,232,013)**	**15,735,585**	**(256,959)**
		Strategy, People & Democracy					
242,457	262,134	Democratic Services	262,134	404,339	142,205	284,339	22,205
15,608	32,398	Human Resources	32,398	(97,977)	(130,375)	(97,977)	(130,375)
145,922	191,022	Strategy & Programme Management	191,022	(113,334)	(304,356)	3,491	(187,531)
403,987	**485,554**	**Total Strategy, People & Democracy**	**485,554**	**193,028**	**(292,526)**	**189,852**	**(295,702)**
0	**0**	**Total General Fund**	**0**	**5,744,128**	**5,744,128**	**(2,819,011)**	**(2,819,011)**

GENERAL FUND SUBJECTIVE SUMMARY

Approved Budget	Current Budget		Budget To Date	Actual To Date	Variance To Date	Provisional Outturn	Provisional Variance
17,944,197	17,054,552	Employees	17,054,552	16,808,758	(245,794)	16,808,758	(245,794)
9,004,053	8,504,501	Premises	8,504,501	8,620,986	116,485	8,738,360	233,859
304,809	304,809	Transport	304,809	215,756	(89,053)	215,756	(89,053)
14,580,752	16,329,517	Supplies & Services	16,329,517	15,481,229	(848,288)	15,631,352	(698,165)
8,125,351	7,982,002	Third Party Payments	7,982,002	6,631,828	(1,350,174)	6,631,828	(1,350,174)
63,260,654	95,737,508	Transfer Payments	95,737,508	91,952,935	(3,784,573)	91,395,461	(4,342,047)
3,271,443	3,271,443	Capital Financing	3,271,443	11,000,756	7,729,313	2,416,985	(854,458)
(22,298,418)	(22,240,229)	Receipts	(22,240,229)	(22,191,567)	48,662	(22,007,215)	233,014
(87,934,587)	(120,706,541)	Government Grants	(120,706,541)	(117,036,618)	3,669,923	(116,943,438)	3,763,103
1,551,696	1,551,696	Centrally Managed	1,551,696	1,516,229	(35,467)	1,317,719	(233,977)
16,315,252	17,108,013	Recharge Expenditure	17,108,013	14,732,632	(2,375,381)	15,475,282	(1,632,731)
(24,125,202)	(24,897,271)	Recharge Income	(24,897,271)	(21,988,795)	2,908,476	(22,499,858)	2,397,413
0	**0**	**Total General Fund**	**0**	**5,744,128**	**5,744,128**	**(2,819,011)**	**(2,819,011)**

Budget Monitoring Report Year: 2013/14 Period: 12 (Mar)

HOUSING REVENUE ACCOUNT STATUTORY SUMMARY

Approved Budget	*Current Budget*		*Budget To Date*	*Actual To Date*	*Variance To Date*	*Provisional Outturn*	*Provisional Variance*
15,384,339	15,084,110	Repairs & Maintenance	15,084,110	14,098,810	(985,300)	14,098,810	(985,300)
6,655,661	6,555,617	Rents, Rates, & Other Property Costs	6,555,617	6,495,206	(60,411)	6,495,206	(60,411)
11,285,925	11,114,002	General Management	11,114,002	9,804,944	(1,309,058)	9,794,933	(1,319,069)
5,536,370	5,486,457	Special Services	5,486,457	4,987,705	(498,752)	4,987,705	(498,752)
22,077,640	22,077,640	Depreciation & Impairment	22,077,640	(591,917)	(22,669,557)	21,383,083	(694,557)
941,000	941,000	Provision for Bad Debts	941,000	195,811	(745,189)	195,811	(745,189)
(58,596,560)	(58,596,560)	Dwelling Rents	(58,596,560)	(59,571,308)	(974,748)	(58,611,859)	(15,299)
(2,193,735)	(2,193,735)	Garage & Other Property Rents	(2,193,735)	(2,152,680)	41,055	(2,152,680)	41,055
(10,026,307)	(10,026,307)	Service Charges - General	(10,026,307)	(9,308,159)	718,148	(9,308,159)	718,148
0	0	Miscellaneous Income	0	(45,464)	(45,464)	(45,464)	(45,464)
9,817,561	10,439,671	Adjustments & Financing Items	10,439,671	732,305	(9,707,366)	16,655,305	6,215,634
(731,895)	(731,895)	Amenities shared by whole community	(731,895)	(415,318)	316,577	(731,418)	477
(150,000)	(150,000)	Interest Received	(150,000)	0	150,000	0	150,000
(1)	**0**	**Total Housing Revenue Account**	**0**	**(35,770,064)**	**(35,770,064)**	**2,761,273**	**2,761,273**

HOUSING REVENUE ACCOUNT SUBJECTIVE SUMMARY

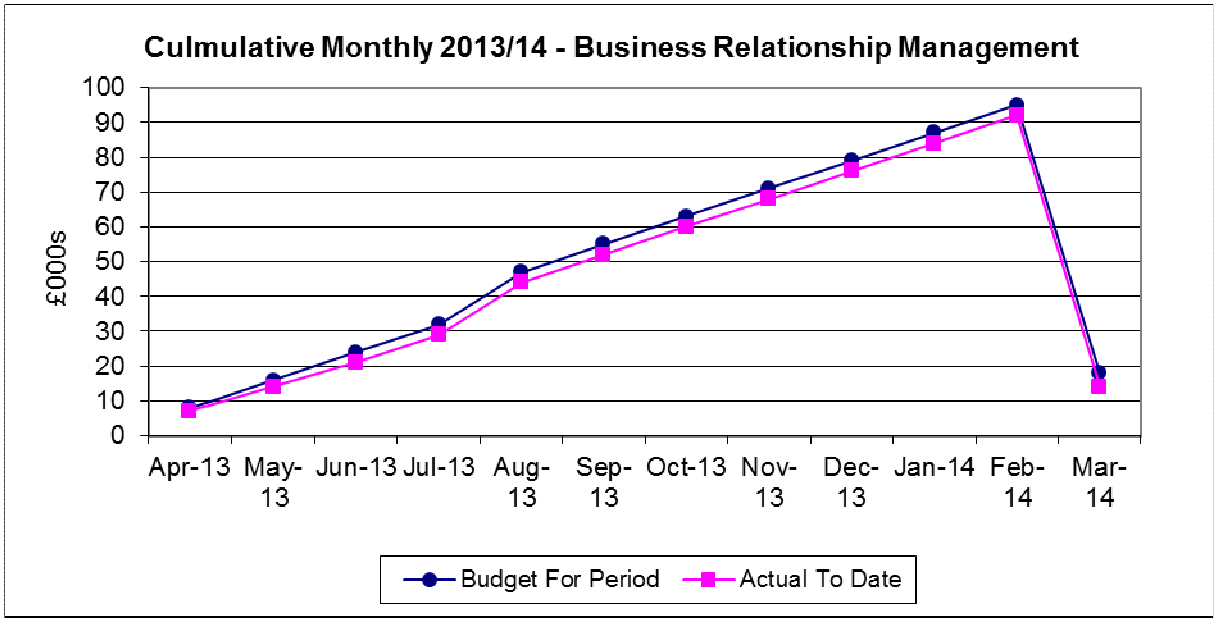
Approved Budget	*Current Budget*		*Budget To Date*	*Actual To Date*	*Variance To Date*	*Provisional Outturn*	*Provisional Variance*
6,280,077	6,333,477	Employees	6,333,477	6,084,830	(248,647)	6,084,830	(248,647)
26,425,447	24,582,247	Premises	24,582,247	22,890,628	(1,691,619)	22,890,628	(1,691,619)
117,214	118,474	Transport	118,474	145,085	26,611	145,085	26,611
4,166,356	4,075,491	Supplies & Services	4,075,491	2,441,755	(1,633,736)	2,441,755	(1,633,736)
347,169	347,169	Third Party Payments	347,169	111,866	(235,303)	315,366	(31,803)
5,350,612	5,538,671	Recharge Expenditure	5,538,671	5,699,619	160,948	5,720,174	181,503
3,628,341	3,346,041	Capital Financing	3,346,041	204,961	(3,141,080)	9,131,961	5,785,920
(72,041,452)	(72,041,452)	Receipts	(72,041,452)	(72,341,653)	(300,201)	(71,382,205)	659,247
(239,476)	(239,476)	Government Grants	(239,476)	(542,065)	(302,589)	(542,065)	(302,589)
(2,101,429)	(1,032,192)	Recharge Income	(1,032,192)	(465,090)	567,102	(1,015,256)	16,936
15,019,000	15,923,410	Rev Contribs to Capital	15,923,410	0	(15,923,410)	15,923,000	(410)
13,048,140	13,048,140	Capital Financing	13,048,140	0	(13,048,140)	13,048,000	(140)
(1)	**0**	**Total Housing Revenue Account**	**0**	**(35,770,064)**	**(35,770,064)**	**2,761,273**	**2,761,273**

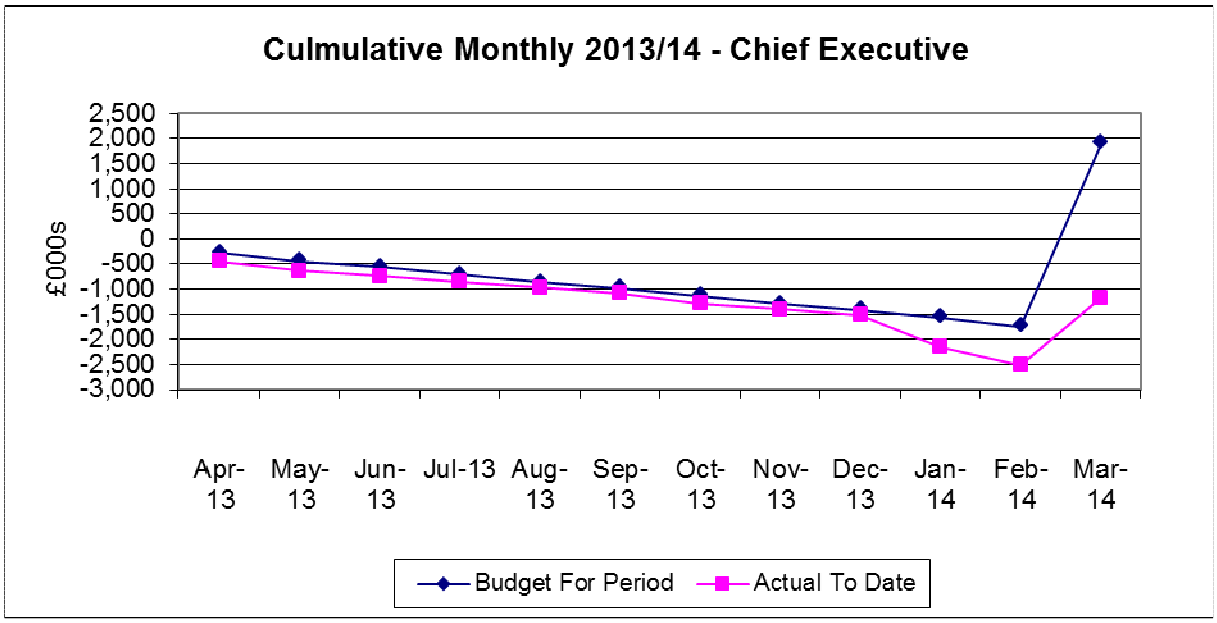
Budget & Expenditure – Monthly by Service Graphs

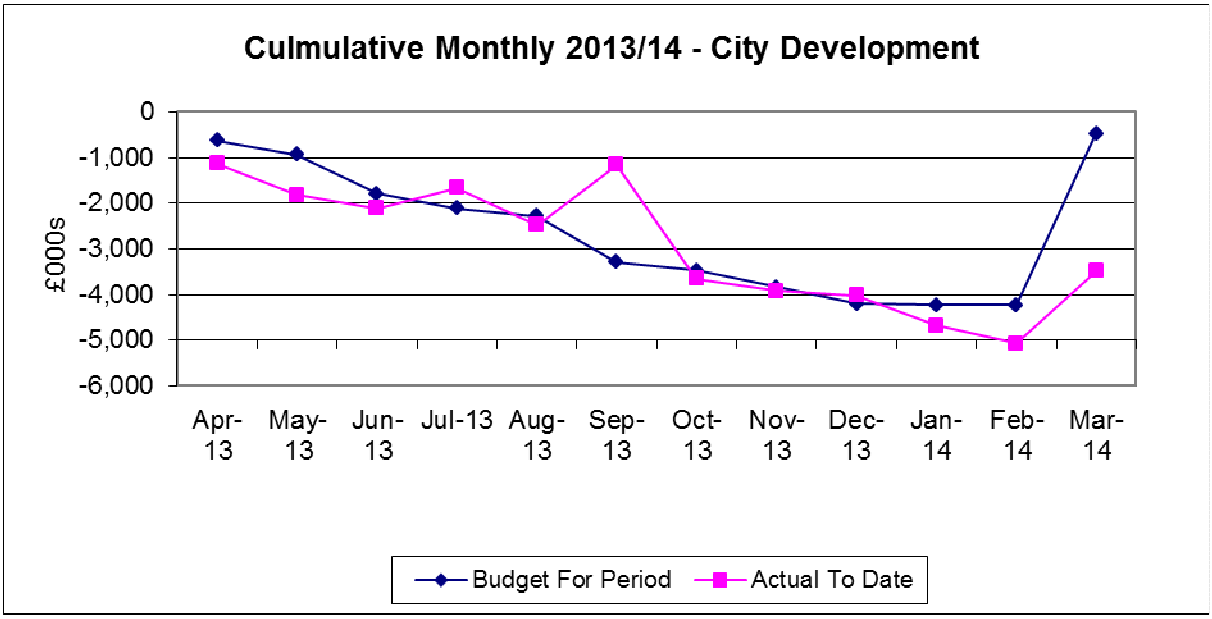
The following graphs show the monthly budget profile and income/expenditure to date for each service (both General Fund and Housing Revenue Account) for the financial year.

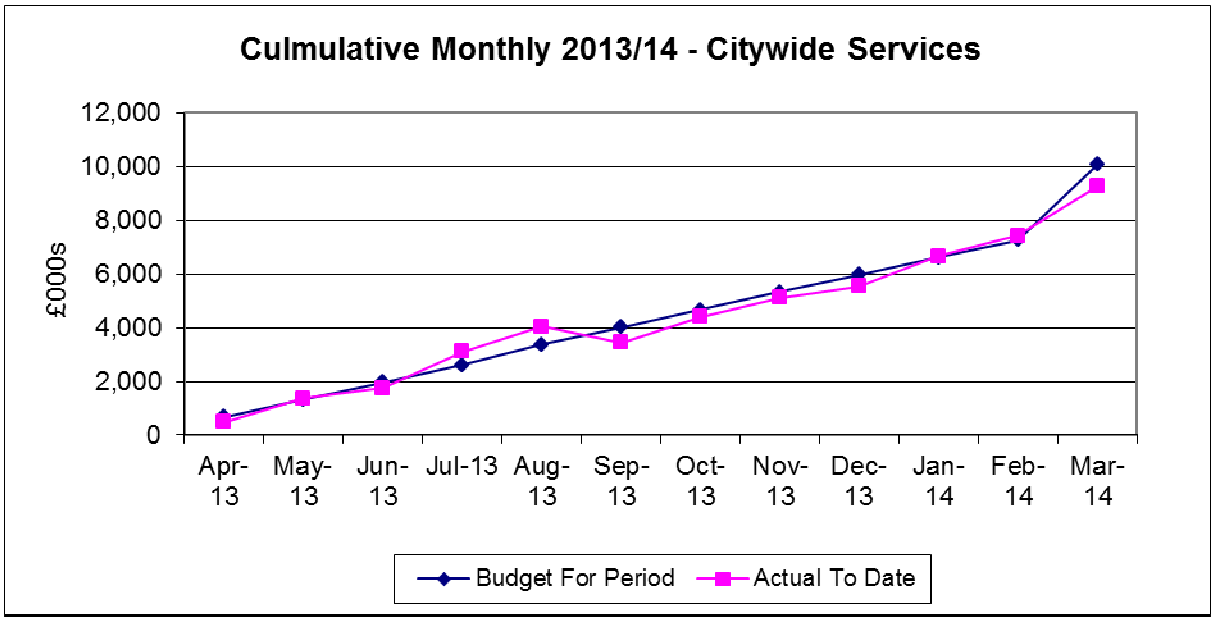
The actual income/expenditure reported is influenced by accrual provisions brought forward from the previous financial year, and by any delays in invoicing and/or payment.

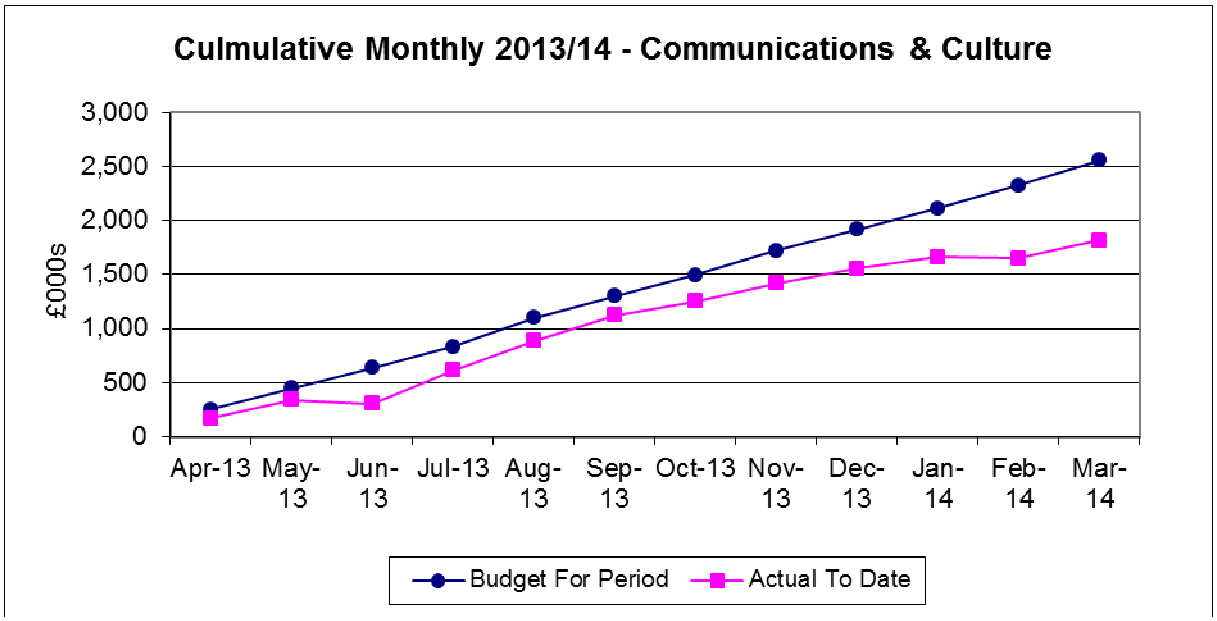
Budgets are profiled to show the expected pattern of income & expenditure, and will be refined and improved during the course of the financial year.

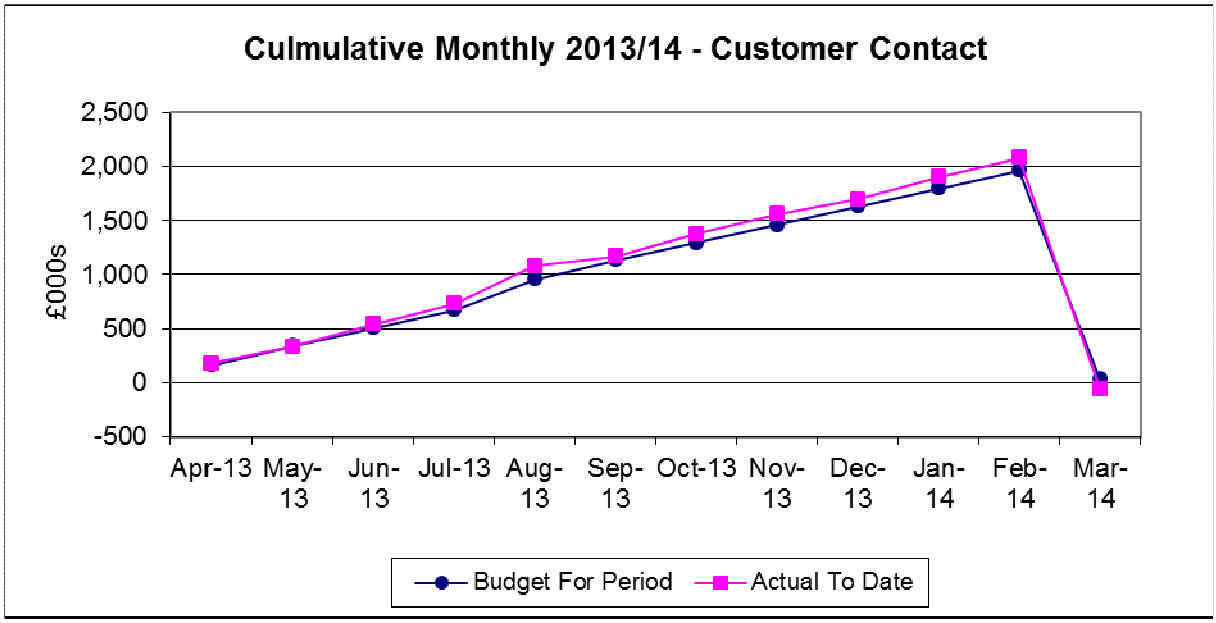


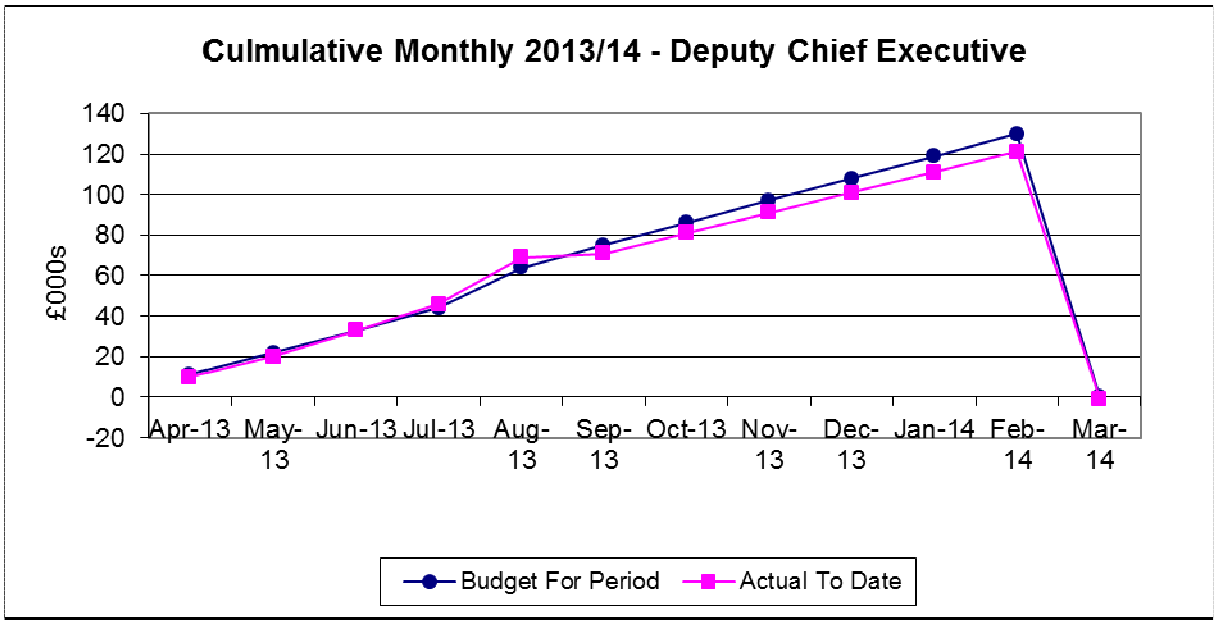


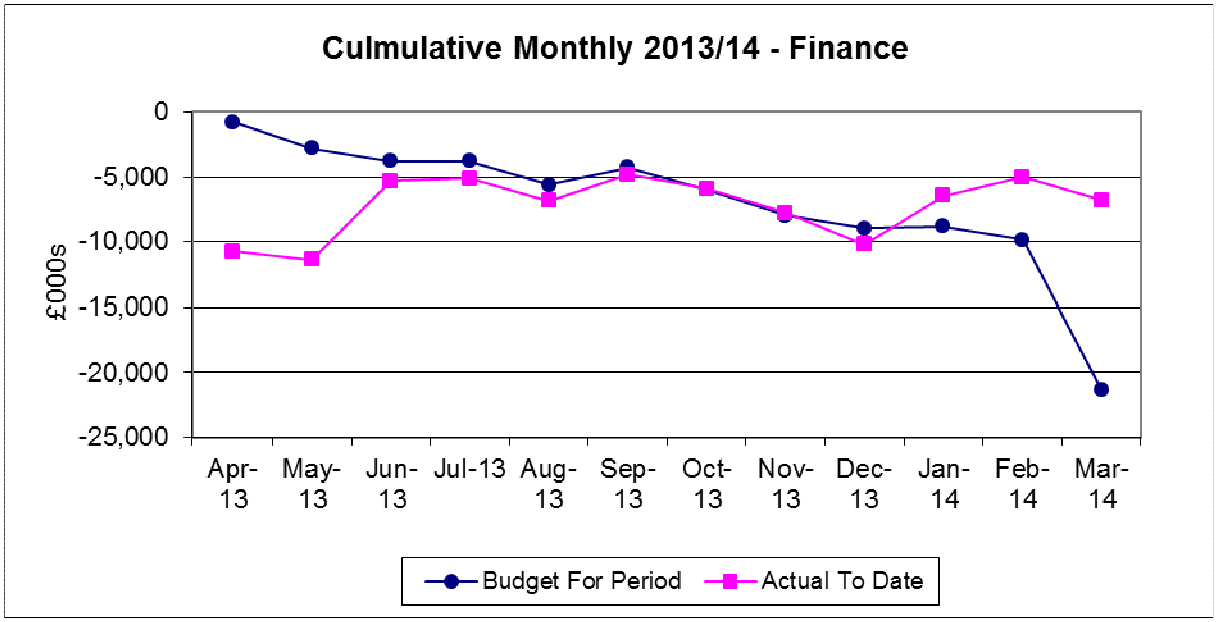

Culmulative Monthly 2013/14 - City Development
£000s
0
-1,000
-2,000
-3,000
-4,000
-5,000
-6,000
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date

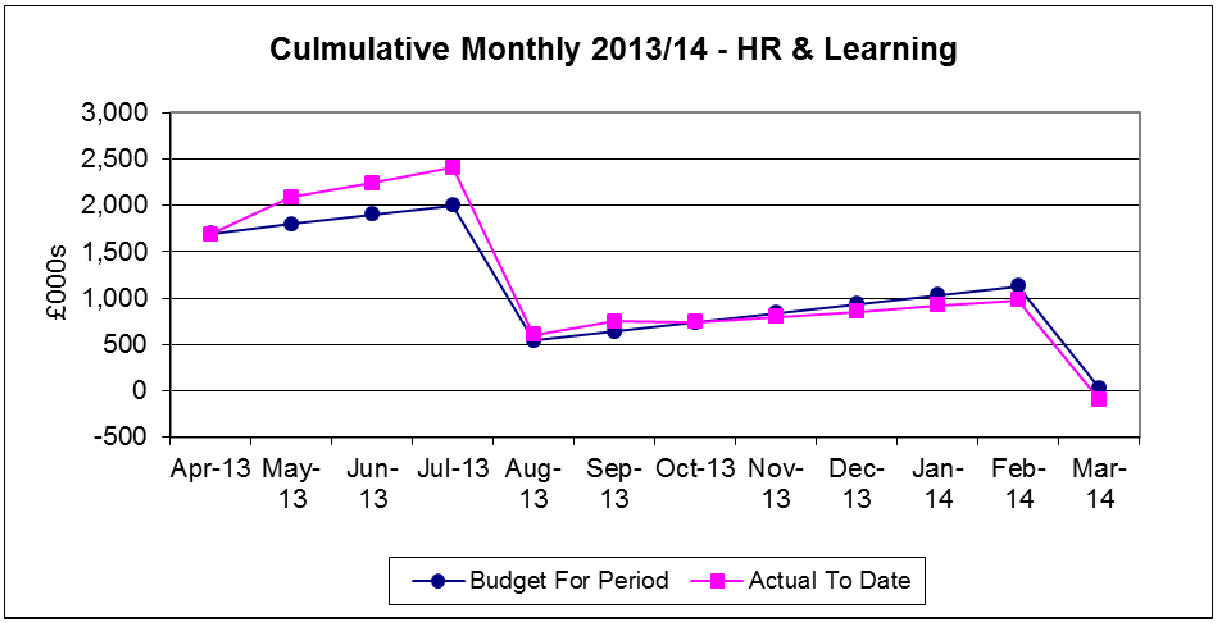

Culmulative Monthly 2013/14 - Citywide Services
£000s
12,000
10,000
8,000
6,000
4,000
2,000
0
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date

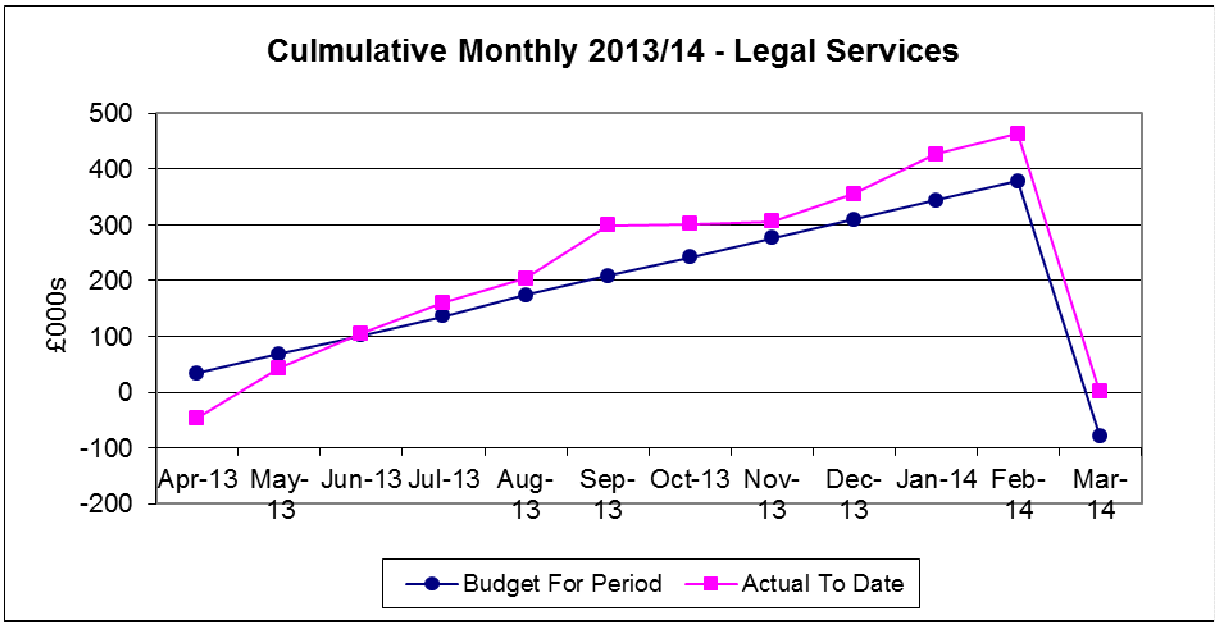

Culmulative Monthly 2013/14 - Communications & Culture
£000s
3,000
2,500
2,000
1,500
1,000
500
0
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date

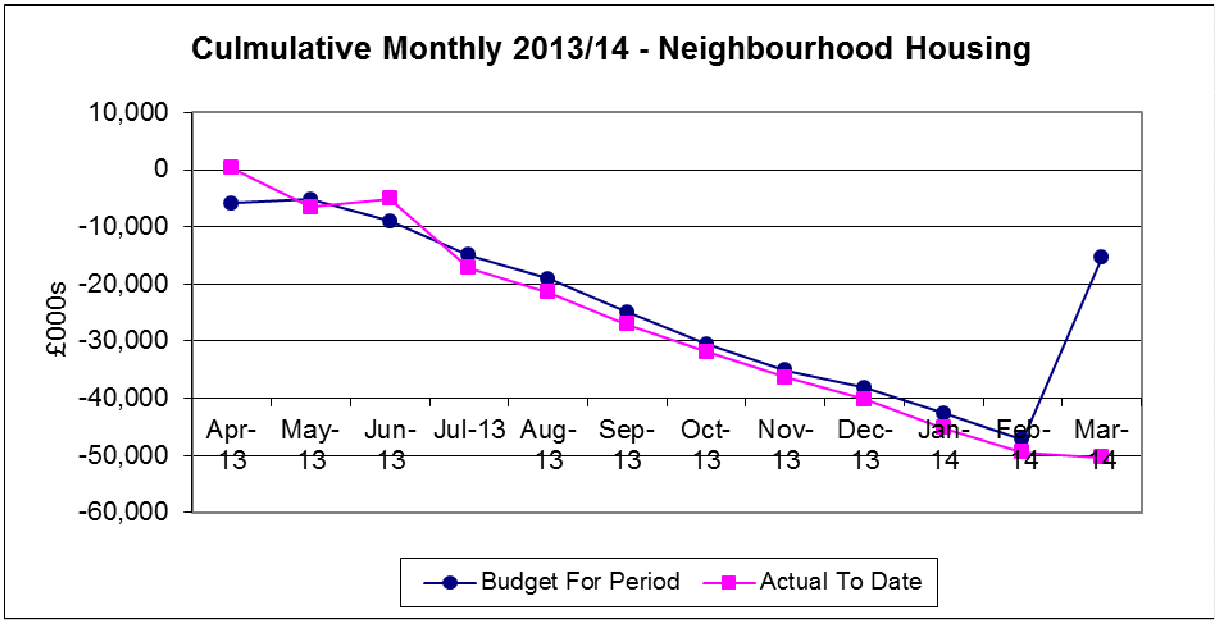

Culmulative Monthly 2013/14 - Customer Contact
2,500
2,000
1,500
1,000
500
0
-500
£000s
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date

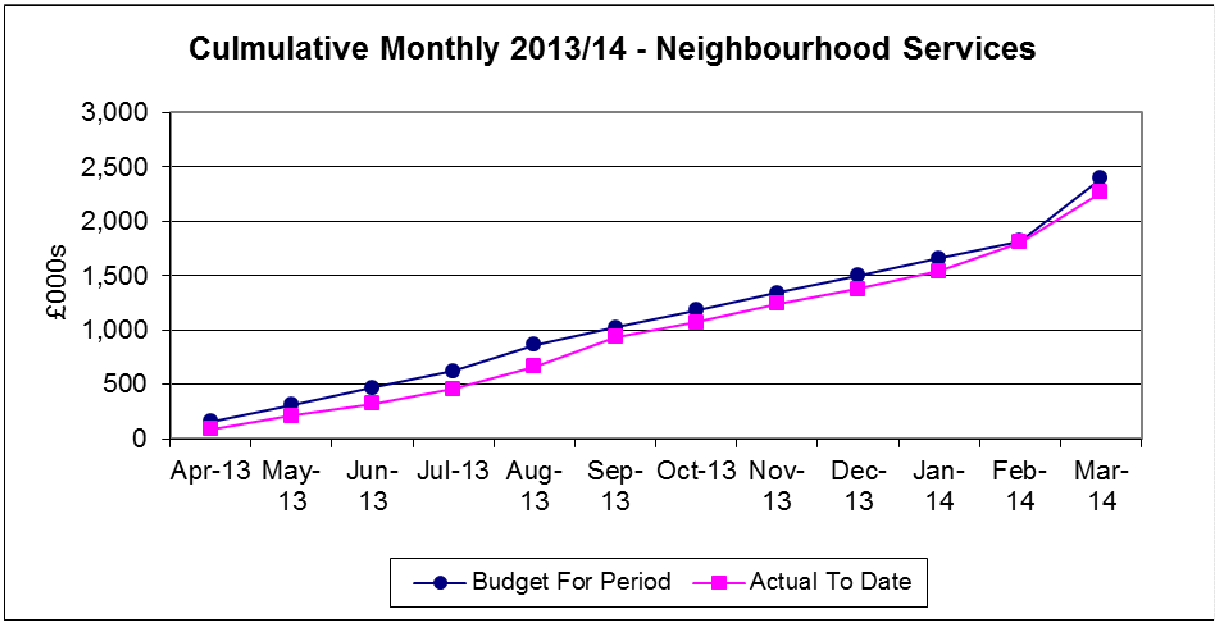

Culmulative Monthly 2013/14 - Deputy Chief Executive
140
120
100
80
60
40
20
0
-20
£000s
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date

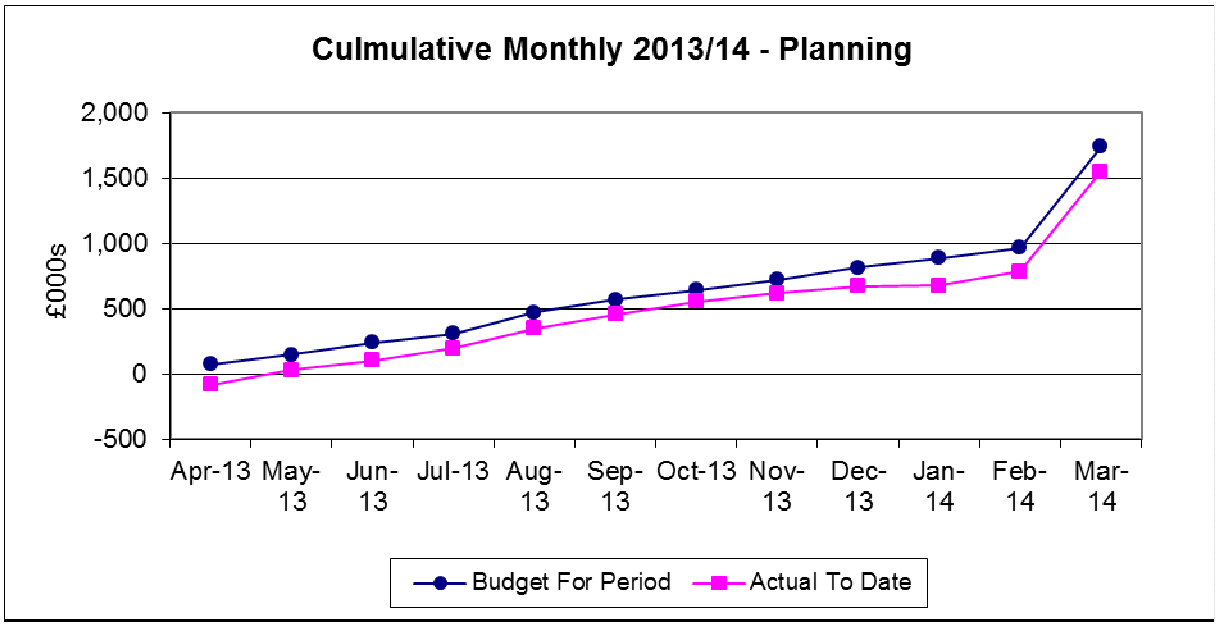

Culmulative Monthly 2013/14 - Finance
0
-5,000
-10,000
-15,000
-20,000
-25,000
£000s
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date

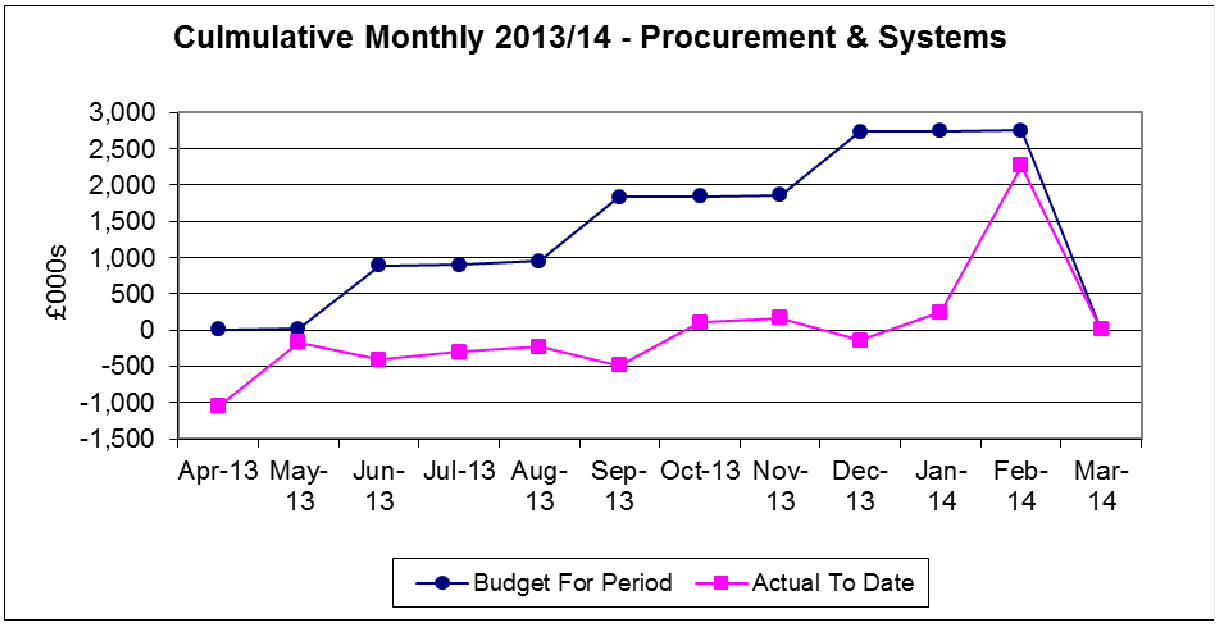

Culmulative Monthly 2013/14 - HR & Learning
3,000
2,500
2,000
1,500
1,000
500
0
-500
£000s
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date

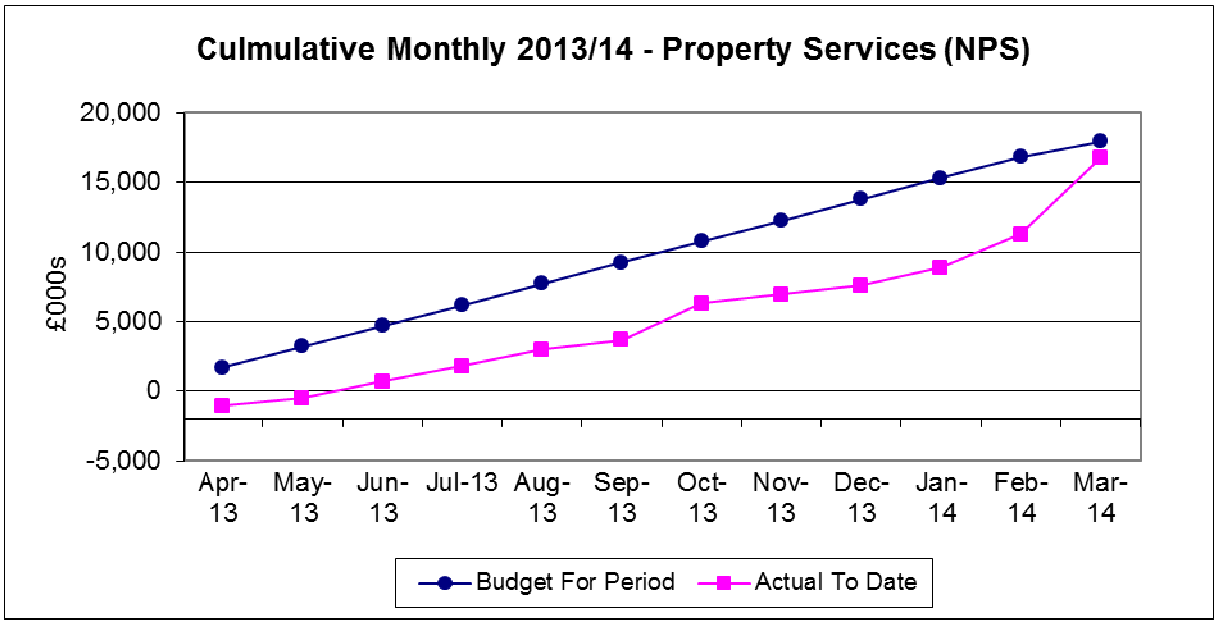

Culmulative Monthly 2013/14 - Legal Services
500
400
300
200
100
0
-100
-200
£000s
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date

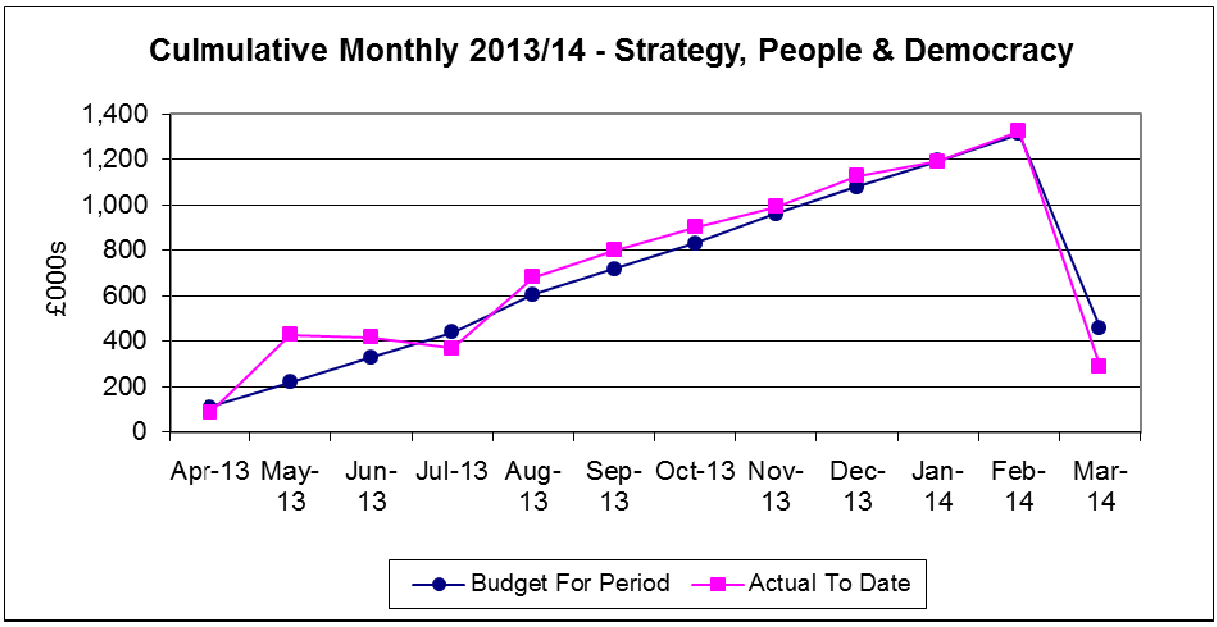

Culmulative Monthly 2013/14 - Neighbourhood Housing
10,000
0
-10,000
-20,000
-30,000
-40,000
-50,000
-60,000
£000s
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date

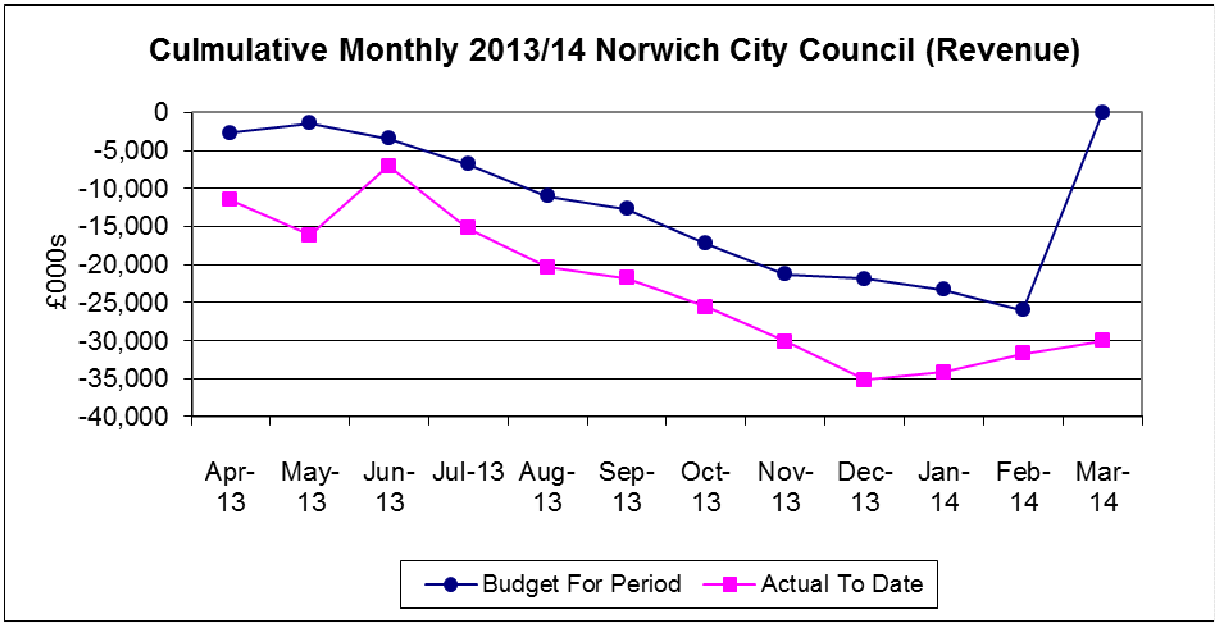

Culmulative Monthly 2013/14 - Neighbourhood Services
3,000
2,500
2,000
1,500
1,000
500
0
£000s
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date


Culmulative Monthly 2013/14 - Planning
2,000
1,500
1,000
500
0
-500
£000s
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date


Culmulative Monthly 2013/14 - Procurement & Systems
3,000
2,500
2,000
1,500
1,000
500
0
-500
-1,000
-1,500
£000s
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date


Culmulative Monthly 2013/14 - Property Services (NPS)
20,000
15,000
10,000
5,000
0
-5,000
£000s
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date


Culmulative Monthly 2013/14 - Strategy, People & Democracy
1,400
1,200
1,000
800
600
400
200
0
£000s
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date

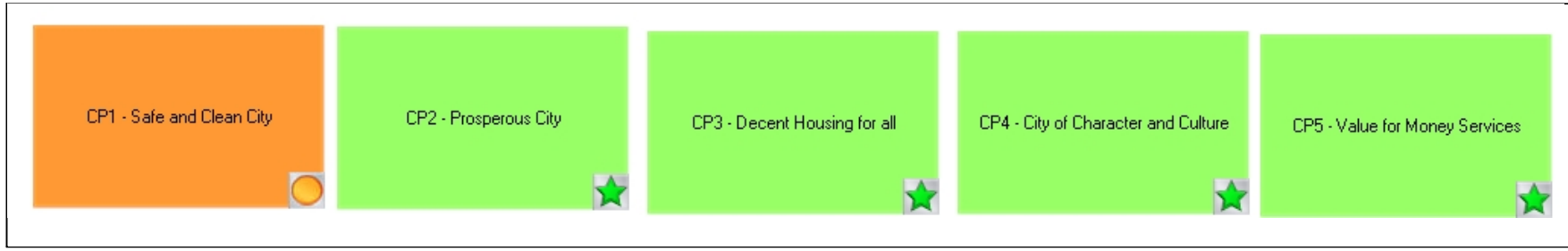

Culmulative Monthly 2013/14 Norwich City Council (Revenue)
0
-5,000
-10,000
-15,000
-20,000
-25,000
-30,000
-35,000
-40,000
£000s
Apr-13
May-13
Jun-13
Jul-13
Aug-13
Sep-13
Oct-13
Nov-13
Dec-13
Jan-14
Feb-14
Mar-14
Budget For Period
Actual To Date

NORWICH City Council

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Summary



Commentary

Overall performance for this final quarterly report of 2013-14 against the priorities in the Corporate Plan 2012-2015 shows an improving picture. Performance in relation to four of our corporate priorities is showing as green this quarter.

There has been excellent performance across a range of key areas and this has contributed to our highest ever satisfaction rating (just under 97% satisfied) from users of our services.

The highlighted measures below are examples where we are performing very highly and exceeding targets:

Value for money services – 98% of income due collected; the level of contact with the Council that is avoidable back on target this quarter;

Character and culture – processing times for major planning applications on target; 97% satisfaction with our leisure and cultural facilities;

Decent housing for all – numbers of households prevented from becoming homeless and new affordable homes completed exceeding target;

Prosperous city – 381 new jobs were supported by council activity; households helped to improve their energy efficiency above target; the average number of days that we are now taking to process Housing Benefit and Council Tax Reduction Scheme claims is now on target and at an average of 17 days which compares favourably with top performance elsewhere.

Safe and Clean city – on average, 79% of residents in our surveys report as feeling safe in their local area; 80% of residents are satisfied with our waste collection services.

There are, however, some measures that remain below target. We will continue to do all we can as a Council working with our partners to improve performance in relation to the above and other performance measures that underpin the priorities in our Corporate Plan.

Green is on target, amber between target and cause for concern and red is cause for concern.

For more information please contact the Policy, Performance and Partnerships team on ext 2535 or email performance@norwich.gov.uk

Key to tables (following pages) :
RAG - Red, Amber, Green; **DoT** - Direction of Travel: a green upward arrow signifies an improvement in performance compared with the previous reporting period, a red downward arrow shows a drop in performance and a blue horizontal arrow shows no change. **YTD** - data shown is for the (financial) year to date

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Safe & Clean City

Key Action	Measure	Actual	Target	RAG Status	DoT	Actual YTD	Target YTD	RAG YTD	...
To provide efficient and effective waste services and increase the amount of recycling	SCC2 % waste recycled/ composted	35	43	▲	▲	36	43	▲	
Comments: The recycling and composting rate stands at 35.5% for Q3 (remaining below target). Compared with the same period last year waste going to landfill decreased by 285 tonnes. Correspondingly there was a fall of 465 tonnes in material collected for recycling and composting. Overall there was a decrease in the total waste stream (i.e. recycling and landfill added together) of 750 tonnes. The council continues to work towards implementing the new materials recycling facility contract which will come into effect on the 1st October 2014 and will enable residents to recycle more materials. Additionally, the council continues with its education programme to encourage residents to recycle more.									
To maintain a safe highway network and reduce road casualties including seeking to achieve the introduction of 20mph zones across the city.	SCC6 Reducing the number of people killed or seriously injured on our roads (rolling year)	53	45	▲	▲	53	45	▲	
Comments: The number of people killed or seriously injured on Norwich roads in the year to March has remained above the anticipated level of 45, but has come down to 53 in the year to March. A reduction of 8 from the December total of 61. Reducing this figure is not something that the City Council can achieve by itself. This trend for increased KSI numbers is reflected across the whole of Norfolk and the County Council is looking at how it works with partner organisations such as ourselves, the police and public health to achieve a reduction through education and enforcement as well as traditional engineering. The City Council will play a key role in this partnership work moving forward.									

Key Action	Measure	Actual	Target	RAG Status	DoT	Actual YTD	Target YTD	RAG YTD	...
To maintain street and area cleanliness	SCC1 % streets found clean on inspection	91	93	●	▲	92	93	●	
Comments: The areas of land with the highest percentage of littering were other highways e.g. alleyways, cycle paths, walkways between properties (17.65%), industry and warehousing (10.29%) and on other retail and commercial areas (14.71%) Much of the retail related littering relates to shop fronts which get a daily litter pick anyway. These areas will be monitored closely over the next few weeks to establish if any changes in the current cleansing regime are required. The areas with highest percentage of detritus were residential areas with a lot of on street parking (23.5%). This figure has reduced from 26.5% from the last survey in November 2013. The deep clean programme will be targeted towards these areas over the coming months thereby improving the standard of street cleansing.									
To protect residents and visitors by maintaining the standards of food safety	SCC5 % of compliant food premises	91	95	●	▲	91	95	●	
Comments: The figure has continued to improve since Q2. However officers will continue to target the non broadly compliant premises with a higher level of interventions, including revisits, advice and training, and we expect this work to be reflected in an improved compliance score at the next inspection and thus a continued increase in broad compliance.									

Key Action	Measure	Actual	Target	RAG Status	DoT	Actual YTD	Target YTD	RAG YTD	...
To provide efficient and effective waste services and increase the amount of recycling	SCC3 % of people satisfied with waste collection services	80	70	★	▲	80	70	★	
Comments: In Q4, 80% of surveyed residents expressed satisfaction with our waste collection service compared with the target of 70%. The annual satisfaction figure for 2013/14 was also 80%.									
To work effectively with the police to reduce antisocial behaviour, crime and the fear of crime	SCC4 % of people feeling safe	79.1	70.0	★	■	79.5	70.0	★	
Comments: Performance has remained above target for all four quarters. Given that the most recent quarter coincides with the winter evenings, this is a positive out turn. An analysis of performance will now be undertaken in conjunction with the Police to explore what the results might be indicating.									

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Prosperous City

Key Action	Measure	Actual	Target	RAG Status	DoT	Actual YTD	Target YTD	RAG YTD	...
To support the development of the local economy and bring in inward investment through economic development and regeneration activities	PRC3 No. of new homes built - Q	1	213	▲	▬	210	513	▬	

Comments: Whilst there are now clear signs that house building is starting to rise in Norwich e.g. some housebuilders starting on site shortly after being granted planning permission such as in the case of the former Aviva car park at Brazengate, last year's housing completions do not reflect this upturn. The figure of 200 dwellings completed is the lowest since 1998/99 (181 dwellings). The reduction from the 2012-13 completions of 407 reflects not only the fact that the private development market had not emerged from recession, but also that the 2012/13 figure was raised due to the significant number of homes built with public sector funding in that year.

Key Action	Measure	Actual	Target	RAG Status	DoT	Actual YTD	Target YTD	RAG YTD	...
To encourage visitors and tourists to Norwich through effective promotion of the city	PRC4 number of people accessing info via TIC	64,786	67,000	●	▬	350,048	365,000	●	

Comments: For 2013/14, the number of people accessing information via the Tourist Information Centre (TIC) was approximately 4% below target, but this still meant a small increase on the previous year. Factors affecting the lower numbers were largely due to a very wet and cold Easter holidays in 2013, which had a negative impact on April visitor numbers. Email enquiries were down over the year as the two main websites feeding enquiries to us were both revamped, impacting on the total number of emails received.

Key Action	Measure	Actual	Target	RAG Status	DoT	Actual YTD	Target YTD	RAG YTD	...
To support the development of the local economy and bring in inward investment through economic development and regeneration activities	PRC1 No. of new jobs created/ supported by council activity	381	300	★	▲	381	300	★	

Comments: 381 new jobs were created/ supported by council activity. This figure comprises new jobs created by new businesses moving into the area that have received support directly from the economic development team including jobs that have been created/ supported via Enterprise Norfolk/ Norwich Enterprise Centre in new business start-ups. Our target was 300 jobs.

To support the development of the local economy and bring in inward investment through economic development and regeneration activities	PRC2 Amount of funding secured for regeneration activity (£ thousands)	1,112	250	★	▶	1,112	250	★	

Comments: As part of our successful bid for funding for the Cycle City Ambition grant, we will receive £1,112,000 of regeneration funding in 2013/14. Our target for the year was £250,000.

To support people on low incomes through advocacy and financial inclusion activities	PRC5 % people saying that debt issues had become manageable following face to face advice	69	53	★	▲	64	53	★	

Comments: Results from the surveys of people who had received debt advice from organisations supported by Norwich City Council showed that 69% of respondents thought debt issues had become more manageable following face to face advice. The organisations involved are MABS (Money Advice and Budgeting Service) and the CAB (Citizens' Advice Bureau).

To support people on low incomes through advocacy and financial inclusion activities	PRC6 Ave days for processing new HB and CTRS - Q	17.3	21.0	★	▲	29.4	21.0	▬	

Comments: Following the clearing of a significant backlog of housing benefit and council tax reduction scheme claims performance has now been better than target for the last 5 months.

To reduce fuel poverty through affordable-warmth activities	PRC7 No. of private households where council activity helped to improve energy efficiency YTD	150	75	★	▲	150	75	★	

Comments: In 2013/14 we assisted residents in the following ways: 150 low level insulation measures were provided to residents at risk of excess winter death (EWD) and/or in fuel poverty. Also, 100 winter wellbeing packs were distributed to those who are vulnerable to EWD and the fuel poor. To reach these residents thecouncil worked in partnership with a range of different public and voluntary partners.
12 portable radiators were lent to residents who were in need of urgent heating. 4 people were helped by the benevolent fund in regards to insulation in their homes and boiler replacements. 600 people took up our "Switch and Save" offer.
The council has also launched a green deal service called Cosy City which we hope will increase take up of energy efficiency measures in private households.

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Decent Housing

Key Action	Measure	Actual	Target	RAG Status	DoT	Actual YTD	Target YTD	RAG YTD	...
To improve the letting of council homes so we make the best use of existing affordable housing resources	DHA1 Ave days to re-let council housing - Q	20	16			16	16		
Comments: The average time taken to re-let council homes has increased during this quarter to 20 days. This follows a number of challenges including an increased number of properties requiring significant work such as asbestos clearance and upgrades to kitchens, heating and other facilities. Despite the recent increase performance is still well above average. Information from CORE lettings (funded by the Department of Communities and Local Government) shows that the average re-let time across the entire social housing sector for the calendar year 2013 was 33 days. The performance for the year as a whole was an average of 16 days. This is the third successive year in which a challenging target has been achieved.									
	DHA3 % of tenants satisfied with the housing service	71	85			71	85		
Comments: The key performance measure DHA3 % of tenants satisfied with the housing service is based on a survey that is carried out every two years. The result shown is from spring 2012 and won't change until the survey is undertaken again in 2014/15.									

Key Action	Measure	Actual	Target	RAG Status	DoT	Actual YTD	Target YTD	RAG YTD	...
To improve the council's housing stock through a programme of upgrades and maintenance including new kitchens, windows and doors	DHA2 % council homes meeting the "Norwich standard"	96.0	96.0		?	96.0	96.0		...
Comments: 1,471 new kitchens and 676 bathrooms were fitted during 2013/14. In addition to this 3,546 other programmed works were completed which contributed towards bringing homes up to the "Norwich standard" including new heating systems, front or back doors and rewires. 14,831 council homes met the standard at 31st March.									
To develop new affordable housing	DHA4 New affordable homes delivered on council owned land - YTD	40	31			40	31		
Comments: 40 new affordable homes were completed on council owned land during 2013/14 compared with our target/ forecast of 31.									
To prevent people from becoming homeless through providing advice and alternative housing options	DHA5 Number of households prevented from becoming homeless	161	80			623	300		...
Comments: The housing options department is structured to provide specialist housing advice at the first point of contact in order to prevent homelessness and crisis situations for our clients. This successful approach is based on the accessibility of expert advice and support, and the provision of a range of housing options to resolve our clients' housing issues. Despite the challenging external environment and increased pressure on the service, the figures demonstrate the continuing success of this proactive approach to preventing homelessness.									
To bring empty homes back into use and improve the standard of private sector housing through advice, grants and enforcement	DHA6 Empty homes brought back into use	142	20			142	20		
Comments: The number of empty homes brought back into use in the year was 142. The majority of these (124) resulted from a major empty homes review with the remainder resulting from enforcement work carried out by our private sector housing team.									
To bring empty homes back into use and improve the standard of private sector housing through advice, grants and enforcement	DHA7 Privately owned homes made safe	102	100			102	100		
Comments: 102 privately owned homes were made safe as a result of our work against a target of 100.									

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Character & Culture

Key Action	Measure	Actual	Target	RAG Status	DoT	Actual YTD	Target YTD	RAG YTD	...
To manage the development of the city through effective planning and conservation management	CCC2 % of minor & other planning apps completed within target	84.0	85.0			84.7	85.0		

Comments: The performance figures for this quarter are slightly below the 3rd quarter and are below the target by approximately 6% (minors) and 4% (others).
Performance was affected by significant problems with the public access IT system which was out of action and faulty for many weeks from late quarter 3. This diverted officer time and necessitated the time period for external comments to be extended in many cases with consequential effects on deadlines for committee and decisions. In addition, the performance in the final quarter of the year is normally lower than the 3rd quarter because of the impact of the 8 day Christmas closure on decisions issued in January and February.
It should also be noted that the workload is on an upward trajectory. This has continued into April with the numbers being at the highest level for 10 months.

To provide a range of cultural and leisure opportunities and events for people	CCC5 People attending free or low-cost events YTD	96,000	100,000			96,000	100,000		

Comments: The year to date total for people attending our free or low cost events was 96,000, slightly below our annual target of 100,000.

Key Action	Measure	Actual	Target	RAG Status	DoT	Actual YTD	Target YTD	RAG YTD	...
To manage the development of the city through effective planning and conservation management	CCC1 % of major planning apps completed within target - Q	100.0	80.0			74.5	80.0		

Comments: Some major applications are now not counted as they fall under the simplified "prior approval" regime. Following bedding in of this aspect of the planning process, performance has been 100% in the last 6 months.

To provide well-maintained parks and open spaces	CCC3 % satisfied with parks & open spaces	70	70		?	70	70		

Comments: Working with our neighbourhood teams, our partners, including Norwich Norse Environmental) Ltd, and our friends of groups we are continuously looking to improve the service delivered across all parks and open spaces. Issues raised by the survey include investment into the parks and dealing with anti-social behaviour issues. Our work plan for the coming year seeks to address these issues and build upon the successes already achieved such as improving the provision of tennis facilities, improved standards of grounds maintenance and improved relationships with park users.

To provide a range of cultural and leisure opportunities and events for people	CCC4 % satisfied with council leisure and cultural facilities	97	70			97	70		

Comments: The data for % satisfied with council leisure and cultural facilities is collected via six monthly surveys. The first surveys for 2013/14 show very high satisfaction levels with 97% of respondents to our surveys at the Norman Centre, Riverside Leisure Centre and The Halls satisfied with the council's leisure and cultural facilities.

To maximise the opportunities provided by the 2012 Olympics	CCC6 People engaged with Olympic torch relay activities	56,000	30,000			56,000	30,000		

Comments: Achieved.

To become England's first UNESCO City of Literature	CCC7 City becomes England's first UNESCO City of Literature	1	1			1	1		

Comments: Norwich was the first English city to be a UNESCO City of Literature. Achieved in quarter 1, 2012-13.

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Value for Money

Key Action	Measure	Actual	Target	RAG Status	DoT	Actual YTD	Target YTD	RAG YTD	...
To continue to reshape the way the council works to realise our savings targets, protecting and improving services wherever possible and working effectively with partners, through a transformation programme.	VMS3 % of all council outcome performance measures on or above target	59	85			59	85		
Comments: Our overall measure of performance indicators on or above target is 59% compared with our very challenging target of 85%. Most performance measures that were not on target were close to target with only 4 (12%) showing as Red.									
To continue to reshape the way the council works to realise our savings targets, protecting and improving services wherever possible and working effectively with partners, through a transformation programme.	VMS4 % of council partners satisfied with the opportunities to engage with the council	78.2	80.0			78.2	80.0		...
Comments: Our survey of our key partners on their satisfaction with opportunities to engage with the council showed an increase in the number very satisfied and a decrease in the number dissatisfied. However there was an increase in the number expressing a neutral view resulting in a slight drop in the overall satisfaction rate to 78.2% from 82.5%. There were some very positive comments on engagement. However where areas for improvement have been raised they will be considered and where possible built into future engagement work at both service and council wide level.									
To reach the achieving-level of the equalities framework.	VMS7 Reach "achieving" level of equalities framework	1	2			1	2		
Comments: We have a project plan in place to attain the achieving level by April 2015. A project team will be responsible for driving and reporting progress. Current activities include pulling together evidence for the self-assessment, and undertaking the local government mental health challenge.									
To reduce the council's carbon emissions through a carbon management programme.	VMS8 % CO2 reduction from local authority operations	3.75	6.00			3.75	6.00		
Comments: Data shown is for 2012/13. 2013/14 outturn will be available approx. July 2014. Phase 1 of the council's carbon management plan ended in 2013 and over the lifetime of the plan from 2008-2013 the council made carbon savings of 24% (non-weather corrected data) or 29% (weather corrected). Phase 2 of the Carbon Management Plan has been agreed and between 2013 to 2018 the target is to save a further 11%, bringing the total up to 40% (weather corrected) by 2018, or 2.2% per year.									
To continue to reshape the way the council works to realise our savings targets, protecting and improving services wherever possible and working effectively with partners, through a transformation programme.	VMS1 Council achieves savings target (£ thousands)	2,500	2,000			2,500	2,000		
Comments: We successfully delivered a package of general fund savings of £2.5 million for 2013/14 against our target of £2.0 million.									
To improve the efficiency of the council's customer engagement and access channels.	VMS2 % residents satisfied with service from council	96.6	93.0			94.1	93.0		
Comments: The Q4 survey result showed satisfaction with the service received was 96.6%. The highest we have ever achieved.									
To improve the efficiency of the council's customer engagement and access channels.	VMS5 Avoidable contact	24.2	24.5			29.5	24.5		
Comments: : Avoidable contact for this quarter was 24.2% and within target. Avoidable contact had been outside of target during August to November mainly as a result of work to clear the backlogs in our revenues and benefits service but has shown consistent improvement from December onwards as backlogs were reduced. We also undertook a piece of work to identify specific letters that were creating avoidable contact. This will be used to understand the major causes of demand and then to work with services to improve this.									
To maximise council income through effective asset management, trading and collection activities.	VMS6 % of income owed to the council collected	98.35	96.00			98.35	96.00		
Comments: Income collection has held up well in spite of the continuing pressure on household budgets. In the final quarter of 2013/14 income collected had fallen very slightly from 98.46% to 98.35%.									