

Scrutiny committee

Date: Monday, 06 July 2015

Time: 16:30

Venue: Westwick room, City Hall, St Peters Street, Norwich, NR2 1NH

All group pre-meeting briefing – 16:00 Westwick Room

This is for members only and is not part of the formal scrutiny 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. The public will not be given access to the committee room before 16:30.

Committee members:

Councillors:

Wright (chair)
Maxwell (vice chair)
Bogelein
Coleshill
Grahame
Haynes
Manning
Packer
Peek
Raby
Ryan
Sands (S)
Schmierer

For further information please contact:

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Information for members of the public

Members of the public and the media have the right to attend meetings of full council, the cabinet and committees except where confidential information or exempt information is likely to be disclosed, and the meeting is therefore held in private.

For information about attending or speaking at meetings, please contact the committee officer above or refer to the council's website



If you would like this agenda in an alternative format, such as a larger or smaller font, audio or Braille, or in a different language, please contact the committee officer above.

AGENDA

- 1 Apologies**
To receive apologies for absence
- 2 Public questions/petitions**

To receive questions / petitions from the public (notice to be given to committee officer in advance of the meeting in accordance with appendix 1 of the council's constitution)
- 3 Declarations of interest**

(Please note that it is the responsibility of individual members to declare an interest prior to the item if they arrive late for the meeting)
- 4 Minutes** 9 - 12

To approve the accuracy of the minutes of the meeting held on 11 June 2015
- 5 Scrutiny committee work programme 2015 - 2016** 13 - 32

Purpose - To note the scrutiny work programme and agree any potential topic(s) that may be tested against the TOPIC analysis for future inclusion onto the programme. For the assistance of members, the cabinet forward agenda is also included.
- 6 Establishing a local housing company (report to follow)**

Purpose - To pre-scrutinise the report on establishing a local housing company going to cabinet on 8 July 2015
- 7 Quarter 4 2014-15 performance report** 33 - 76

Purpose - To identify any causes for concern and to note the successes arising from this look at performance monitoring data.
- 8 Norfolk health overview and scrutiny committee update 28 May 2015** 77 - 82

Purpose - to update members on the meeting of the Norfolk Health Overview and Scrutiny committee held on 28 May 2015
- 9 Exclusion of the public**
Purpose - Consideration of exclusion of the public.

Date of publication: **Friday, 26 June 2015**

- T** is this, the right **TIME** to review the issue and is there sufficient officer time and resource available?
- O** what would be the **OBJECTIVE** of the scrutiny?
- P** can **PERFORMANCE** in this area be improved by scrutiny input?
- I** what would be the public **INTEREST** in placing this topic onto the work programme?
- C** will any scrutiny activity on this matter contribute to the council's activities as agreed to in the **CORPORATE PLAN**?

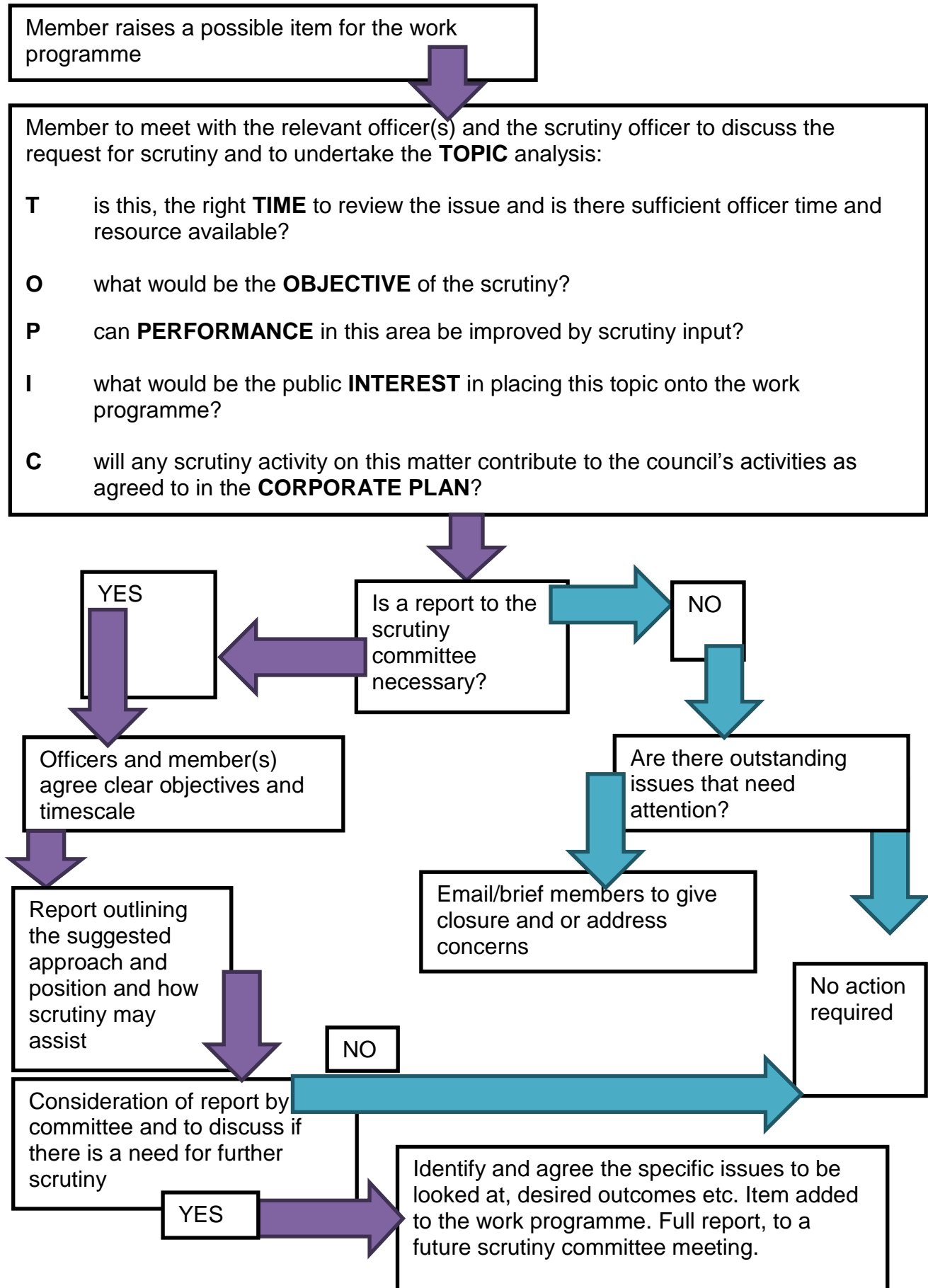
Once the TOPIC analysis has been undertaken, a joint decision should then be reached as to whether a report to the scrutiny committee is required. If it is decided that a report is not required, the issue will not be pursued any further. However, if there are outstanding issues, these could be picked up by agreeing that a briefing email to members be sent, or other appropriate action by the relevant officer.

If it is agreed that the scrutiny request topic should be explored further by the scrutiny committee a short report should be written for a future meeting of the scrutiny committee, to be taken under the standing work programme item, so that members are able to consider if they should place the item on to the work programme. This report should outline a suggested approach if the committee was minded to take on the topic and outline the purpose using the outcome of the consideration of the topic via the TOPIC analysis. Also the report should provide an overview of the current position with regard to the topic under consideration.

By using the flowchart, it is hoped that members and officers will be aided when giving consideration to whether or not the item should be added to the scrutiny committee work programme. This should help to ensure that the scope and purpose will be covered by any future report. The outcome of this should further assist the committee and the officers working with the committee to be able to produce informed outcomes that are credible, influential with SMART recommendations.

Specific, Measurable, Attainable, Relevant and Time-bound

Guidance flow chart for placing items onto the scrutiny committee work programme



Working style of the Scrutiny committee and a protocol for those attending scrutiny

- All scrutiny committee meetings will be carried out in a spirit of mutual trust and respect
- Members of the scrutiny committee will not be subject to whipping arrangements by party groups
- Scrutiny committee members will work together and will attempt to achieve evidence based consensus and recommendations
- Members of the committee will take the lead in the selection of topics for scrutiny
- The scrutiny committee operates as a critical friend and offers constructive challenge to decision makers to support improved outcomes
- Invited attendees will be advised of the time, date and location of the meeting to which they are invited to give evidence
- The invited attendee will be made aware of the reasons for the invitation and of any documents and information that the committee wish them to provide
- Reasonable notice will be given to the invited attendee of **all** of the committees requirements so that these can be provided for in full at the earliest opportunity (there should be no nasty surprises at committee)
- Whenever possible it is expected that members of the scrutiny committee will share and plan questioning with the rest of the committee in advance of the meeting
- The invited attendee will be provided with copies of **all relevant** reports, papers and background information
- Practical arrangements, such as facilities for presentations will be in place. The layout of the meeting room will be appropriate
- The chair of the committee will introduce themselves to the invited attendee before evidence is given and; all those attending will be treated with courtesy and respect. The chair of the committee will make sure that all questions put to the witness are made in a clear and orderly manner



SCRUTINY COMMITTEE

16:35 to 17:55

11 June 2015

Present: Councillors Wright (chair), Maxwell (vice chair), Bogelein, Grahame, Haynes, Herries (substitute for Coleshill), Jackson (substitute for Raby), Manning, Packer, Peek, Ryan, Schmierer and Woollard (substitute for Sands (S))

Apologies: Councillors Coleshill, Raby and Sands (S)

1. Appointment of vice chair

Councillors Haynes and Maxwell were moved as vice chair. After a vote it was:-

RESOLVED to appoint Councillor Maxwell as vice chair for the upcoming civic year.

2. Declarations of interest

There were no declarations of interest.

3. Minutes

RESOLVED to agree the accuracy of the minutes of the meeting held on 19 March 2015.

4. Appointment of representative and substitute for the Norfolk Health Overview Scrutiny Committee.

RESOLVED to:

- a) adopt the suggested protocol; and
- b) appoint Councillor Bogelein as the representative and Councillor Grahame as the substitute for the Norfolk Health Overview Scrutiny Committee.

5. Appointment of representative and substitute for the Norfolk Countywide Community Safety partnership Scrutiny sub panel

RESOLVED to:

- a) appoint Councillor Maxwell as the representative for the Norfolk Countywide Community Safety partnership Scrutiny sub panel; and
- b) speak to committee members who had given their apologies to identify a substitute.

(Councillor Jackson left the meeting at this point)

6. Setting of the scrutiny committee work programme for 2015 - 2016

The chair presented the report.

Members discussed the topics outlined in the report as well as topics suggested by members in advance of the meeting.

RESOLVED to:

- a) postpone the meeting of the scrutiny committee due to be held on 18 June to Monday 6 July at 16:30 in order to pre scrutinise the cabinet report on establishing a local housing company,
- b) ask the scrutiny officer to add the following topics to the tracker:
 - i. Verge issues to be placed onto the new tracker and a pre-scrutiny of the report that is planned for cabinet in February to be considered at the 25 February 2015 meeting of the scrutiny committee,
 - ii. Best practice in tackling transphobic hate crime with the head of neighbourhood services to provide an update and information as an email briefing to the scrutiny committee,
 - iii. A briefing paper circulated to members on the council's consultation process to gain an overview and understanding of the council's current work in this area. Councillor Bogelein offered to submit a paper via the chair of the scrutiny committee on options for consultation practices to feed into a future report; and
 - iv. The topic of 'communications approach of the scrutiny committee' be an ongoing piece of work with a view to make suggestions on how members advertise and publicise their work.

- c) add the following topics to the work programme:
- i. The meeting scheduled for the 16 July 2015 to deal with two topics
 - An overview of the Department of Work and Pensions (DWP) sanctions with particular emphasis on the effects for young people and homeless, and
 - Benefits processing times,with the policy and performance manager to invite representatives from the DWP, LGSS, MAP and Equal Lives.
 - ii. The meetings scheduled for 16 July 2015 and 15 October would cover implications arising from the new government's budget.
 - iii. Harnessing the co-operative agenda in local government for Norwich which would be scoped around looking at co-operative innovations and solutions and suggestions for how Norwich may benefit from these. This would possibly be added to the agenda for the meeting on 17 September 2015.
 - iv. The meeting scheduled for 17 March 2016 to cover academy chains and free schools; governance, financial management and community engagement. The chair offered to speak to the chair of the county council's children's and adult services committee to see what scope there may be for joint work.

CHAIR

DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE OFFICER, CABINET PORTFOLIO COUNCILLOR or ORGANISATION	SCOPE - REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT
6 July 2015	Quarter 4 performance monitoring (14/15)	Cllr Alan Waters, Russell O'Keefe and Phil Shreeve	Identification of any causes for concern and note successes arising from this 6 monthly review of performance monitoring data
6 July 2015	Establishing a local housing company	Cllr Bert Bremner and David Moorcroft	Pre-scrutiny of the report going to cabinet that outlines arrangements for the council towards establishing a local housing company to allow the council to take forward housing development in Norwich.
6 July 2015	Update from May meeting of the Norfolk county health overview and scrutiny committee	Steve Goddard	For the committee to note the work of NHOSC and comment on any implications for Norwich residents for the rep to take back to the next NHOSC meeting.
16 July 2015	Update of the rep for the Norfolk county health overview and scrutiny committee	Cllr Sandra Bogelein	A brief Oral update of the meeting of NHOSC that was held earlier in the day at county hall. (A written update will be available at the September meeting along with the September update)
16 July 2015	Overview of DWP sanctions	Phil Shreeve	(Subject to final agreement over scope) To look at how the council can work with partners to help those who may be affected with a particular focus on young people and the homeless.

DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE ORGANISATION OFFICER CABINET PORTFOLIO COUNCILLOR	SCOPE - REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT
16 July 2015	Benefits processing times	Anton Bull, LGSS and Cllr Alan Waters	(Subject to final agreement over scope) To address the performance levels towards improving the average processing time for new housing benefit and council tax reduction scheme claims.
17 September 2015	Update of the rep for the Norfolk county health overview and scrutiny committee (July & Sept report)	Cllr rep and Steve Goddard	For the committee to note the work of NHOSC and comment on any implications for Norwich residents for the rep to take back to the next meeting of NHOSC
17 September 2015	Looking at the co-operative agenda in local government	Cllr Alan Waters, Russell O'Keefe and Phil Shreeve	Looking at co-operative innovations and solutions and suggestions for how Norwich might benefit. (Subject to final agreement over scope)
15 October 2015	Assessment of the corporate plan against the programme of the new government	Cllr Alan Waters, Russell O'Keefe and Phil Shreeve	To gain an overview of the new governments programme and any implications this may have for the council's corporate plan
15 October 2015	Transformation programme for the Council	Cllr Alan Waters and Russell O'Keefe	For the scrutiny committee to comment on and make suggestions towards the development of the council's programme for transformation

DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE ORGANISATION OFFICER CABINET PORTFOLIO COUNCILLOR	SCOPE - REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT
12 November 2015	Quarter 2 performance monitoring (15/16)	Cllr Alan waters, Russell O'Keefe and Phil Shreeve	Identification of any causes for concern and note successes arising from this 6 monthly review of performance monitoring data
12 November 2015	Review of community space - update on progress	Cllr Keith Driver, Russell O'Keefe and Bob Cronk	A report back to the scrutiny committee on how work has progressed since the task and finish group.
12 November 2015	Update of the rep for the Norfolk county health overview and scrutiny committee (Oct report)	Councillor rep and Steve Goddard	For the committee to note the work of the HOSC and comment on any implications for Norwich residents for the residents for the rep to take back to NHOSC
12 November 2015	Update on the delivery of the work plan for the building social inclusion and capital in Norwich project	Cllr Keith Driver and Russell O'Keefe	For the committee to receive and note a briefing paper as an update on progress at this early stage in the work.
17 December 2015	Transformation programme for the Council	Cllr Alan Waters and Russell O'Keefe	Ongoing scrutiny to consider the development of the transformation programme.
17 December 2015	Annual equality information report	Cllr Vaughan Thomas and Phil Shreeve	Pre scrutiny of the report before it goes to cabinet

DATE OF MEETING	TOPIC FOR SCRUTINY	RESPONSIBLE ORGANISATION OFFICER CABINET PORTFOLIO COUNCILLOR	SCOPE - REASON FOR TOPIC REQUEST AND OUTCOME SOUGHT
17 December 2015	Update of the rep for the Norfolk county health overview and scrutiny committee (Dec report)	Councillor rep and Steve Goddard	For the committee to note the work of the NHOSC and comment on any implications for Norwich residents for the rep to take back to NHOSC
28 January 2016	Pre-scrutiny of the proposed policy and budget frame work	Cllr Alan Waters, Russell O'Keefe and Justine Hartley	To make suggestions to cabinet regarding the proposed budget's ability to deliver the council's overarching policy and look into how tenants can use communal areas
28 January 2016	(Environmental strategy) Yearly update on the progress statement	Cllr Bert Bremner, Richard Willson and David Moorcroft	Identification of any issues to consider and note successes and progress reported in the progress statement
25 February 2016	Verge and pavement issues	Cllr Bert Bremner, David Moorcroft and Andy Ellis	Pre- scrutiny of the cabinet report on a review of verge and pavement issues
25 February 2016	Update of the rep for the Norfolk county health overview and scrutiny committee	Councillor rep and Steve Goddard	For the committee to note the work of the NHOSC and comment on any implications for Norwich residents for the rep to take back to NHOSC

ITEM 5

17 March 2016	Annual review of scrutiny	Cllr James Wright and Steve Goddard	To agree the annual review of the scrutiny committee's work 2015 to 2016 and recommend it for adoption of the council
17 March 2015	Academies		(Subject to final agreement over scope)

Scrutiny committee tracker

2015 – 2016

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
11 June 2015	Verge and pavement issues	Andy Watt	For the scrutiny committee members to receive an update on progress regarding verge and pavement issues raised at earlier meetings.	Members received an email update from the head of city development services on 12 June reporting on the current position. The scrutiny committee will also be pre scrutinising a report that will cover the review of verge and pavement issues at the 25 February 2016 meeting.
11 June 2015	Best practice in tackling transphobic hate crimes	Bob Cronk	For the head of neighbourhood services to provide an update and information as an email briefing to the scrutiny committee	Ongoing
11 June 2015	The council's consultation process	Nikki Rotsos	For a briefing paper to be circulated, for scrutiny members to gain an overview and understanding of the council's current work in this area.	Ongoing

ITEM 5

Date	Topic	Responsible officer	Scrutiny request	Outcome(s) or current position
11 June 2015	The communications approach of the scrutiny committee	Chair of scrutiny and Nikki Rotsos	To make this an ongoing piece of work with a view to make suggestions on how members advertise and publicise their work.	Ongoing

FORWARD AGENDA: CABINET, COUNCIL, SCRUTINY AND AUDIT COMMITTEES and MEMBER BRIEFINGS 2015 – 2016

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
SCRUTINY 6 JULY 2015	Update from Norfolk County Health Overview and Scrutiny Committee	To update members on the meeting of the Norfolk County Health Overview and Scrutiny Committee meeting held on 28 May 2015.	Steve Goddard				
SCRUTINY 6 JULY 2015	Quarter 4 2014-15 performance report.	To identify any causes for concern and to note the success arising from this look at performance monitoring data.	Russell O'Keefe				
SCRUTINY 6 JULY 2015	Establishing a local housing company.	Pre-scrutiny of the report going to cabinet that outlines arrangements for the council towards establishing a local housing company to allow the council to take forward housing development in Norwich.	Dave Moorcroft				
CABINET 8 JULY 2015	Establishing a local housing company – KEY DECISION	To approve the establishment of a local housing company to allow the council to take forward development.	Portfolio holder for housing Andy Watt Head of city development services EXT 2691 Gwyn Jones City growth and development manager	24 Jun	Dave Moorcroft	PH	NO

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
CABINET 8 JULY 2015	Norwich and HCA Strategic Partnership business plan 2015-6 – KEY DECISION	To approve the 2015-6 business plan for the Norwich and HCA Strategic partnership	EXT 2364 Cllr Waters Gwyn Jones City Growth and Development Manager EXT 2364	24 Jun	Dave Moorcroft	PH	NO
CABINET 8 JULY 2015	CIL Business Plan 2016-17 – KEY DECISION	To approve the CIL Business Plan for 2016-17 and to agree some changes to the process for engaging local communities in decisions about spending neighbourhood CIL	Cllr Stonard Gwyn Jones City Growth and Development Manager EXT 2364	24 Jun	Dave Moorcroft	PH	NO
CABINET 8 JULY 2015	Sites to be developed for the affordable homes programme	To approve the disposal of the sites and to invite registered provider partners to bid for the package of sites which will be developed for affordable housing	Cllr Harris Debbie Gould Senior housing development officer EXT 2851 Andy Watt Head of city development services EXT 2691	24 Jun	Dave Moorcroft	PH	NO
CABINET 8 JULY 2015	NPS Norwich Ltd business plan 2015-16	To consider the business plan for NPS Norwich Ltd for 2015-16	Cllr Stonard Andy Watt Head of city development services	24 Jun	Dave Moorcroft	PH	NO

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
			EXT 2691 David Rogers Client property and parking manager EXT 2463 Ian Bromley- Derry, NPS TEL 01603 227901				
CABINET 8 JULY 2015	Managing assets (general fund)	To consider the disposal of assets in the general fund	Cllr Stonard Andy Watt Head of city development services EXT 2691 David Rogers Client property and parking manager EXT 2463 Ian Bromley- Derry NPS Norwich TEL 01603 227901 Charles Mason NPS Norwich TEL 01603 227968	24 Jun	Dave Moorcroft	PH	YES (Paragraph 3)

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
CABINET 8 JULY 2015	Use of right to buy one for one receipts	To consider the use of right to buy one for one receipts to support the provision of new homes by registered providers	Cllr Bremner Cllr Stonard Andy Watt Head of city development services EXT 2691 Andrew Turnbull senior development officer (enabling) EXT 2778 Justine Hartley Chief finance officer EXT 2440	24 Jun	Dave Moorcroft	PH	NO
CABINET 8 JULY 2015	Review of 2014-15 economic strategy action plan	To review the council's economic strategy action plan for the period 2014-15	Cllr Stonard Andy Watt Head of city development services EXT 2691 Ellen Tilney Economic development manager 07771 562069	24 Jun	Dave Moorcroft	PH	NO
CABINET 8 JULY	Revenues and benefits shared service	To approve the next phase of shared services for revenues and benefits.	Cllrs Waters, Stonard, Thomas	24 Jun	Anton Bull	PH	YES

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
2015	provision - KEY DECISION		Anton Bull Executive head of service business relationship management and democracy EXT 2326				
CABINET 8 JULY 2015	Compulsory purchase order	To authorise the promotion of a compulsory purchase order under Section 226 (1) (a) of the Town and Country Planning Act 1990, to facilitate development, redevelopment and improvement, on or in relation to land, that will promote or improve the economic, environmental or social well-being of Norwich.	Cllr Bremner Andy Watt Head of city development services EXT 2691 Andrew Turnbull senior development officer (enabling) EXT 277	24 Jun	Dave Moorcroft		YES (Paragraph 3)
CABINET 8 JULY 2015	Revenue outturn 2014-15	To update cabinet on the revenue outturn for the year 2013-14, and the consequent general fund and housing revenue account balances.	Cllr Stonard Justine Hartley Chief Finance Officer EXT 2440	24 Jun	Justine Hartley		NO
CABINET 8 JULY 2015	Capital outturn 2014-15	To update cabinet on the outturn of the housing and non-housing capital programmes.	Cllr Stonard Justine Hartley Chief Finance Officer EXT 2440	24 Jun	Justine Hartley		NO
CABINET 8 JULY	Revenue budget monitoring 2015-16:	To update cabinet on the financial position as at 31 May 2015, the	Cllr Stonard Justine Hartley	24 Jun	Justine Hartley		NO

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
2015	Period 02	forecast outturn for the year 2015-16, and the consequent forecast general fund and housing revenue account balances.	Chief Finance Officer EXT 2440				
CABINET 8 JULY 2015	Review of corporate risk register	To update members on the review by the corporate leadership team of key risks facing the council, and the associated mitigating actions as noted in the corporate risk register.	Cllr Stonard Steve Dowson EXT 2575 Neil Hunter 01223 715317	24 Jun	Justine Hartley		NO
SCRUTINY 16 JULY 2015	Overview of Department of Work and Pension sanctions	To look at how the council can work with partners to help those who may be affected with a particular focus on young people and the homeless.	Phil Shreeve Policy and performance manager		Russell O'Keefe		NO
SCRUTINY 16 JULY 2015	Benefits processing times	To address the performance levels towards improving the average processing time for new housing benefit and council tax reduction scheme claims.	Anton Bull Executive head of service business relationship management and democracy EXT 2326				NO
COUNCIL 21 JULY 2015							
CABINET 9 SEP 2015	Threescore phase 2 contractor – KEY DECISION	To appoint a contractor to construct the development of Threescore phase 2	Cllr Stonard Gwyn Jones City Growth and		Dave Moorcroft	PH	NO

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
			Development Manager EXT 2364				
CABINET 9 SEP 2015	Norwich economic strategy action plan 2015-16 and review of 2014-15 action plan	To consider the council's Economic strategy action plan for the period 2015 - 2016 for publication and review the action plan for the period 2014-15	Andy Watt Head of city development services EXT 2691 Ellen Tilney Economic development manager 07771 562069		Dave Moorcroft		NO
CABINET 9 SEP 2015	Adoption of the greater Norwich homelessness strategy 2015-20	To consider adoption of a homelessness strategy for greater Norwich, following public consultation	Cllr Harris Chris Hancock Housing strategy officer EXT 2852 Andy Watt Head of city development services EXT 2691		Dave Moorcroft	PH	NO
CABINET 9 SEP 2015	Procurement of works – for structural maintenance and improvement – structural repairs at Heathgate – phase 2	To inform cabinet of the procurement process for a large structural repair contract and to ask for approval to award the contract.	Cllr Harris Russell O'Keefe Gary Atkins Carol Marney		Russell O'Keefe	PH	NO

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
CABINET 9 SEP 2015	Procurement of thermodynamic hot water systems for social housing – KEY DECISION	To confirm previously agreed budget and authorise selected contractor.	SO=Gary Atkins, RA=Jay Warnes				NO
SCRUTINY 17 SEP 2015	Looking at the co-operative agenda in local government	Looking at co-operative innovations and solutions and suggestions for how Norwich might benefit.	Phil Shreeve Policy and performance manager		Russell O'Keefe		
COUNCIL 29 SEP 2015							
CABINET 7 OCT 2015							
SCRUTINY 15 OCT 2015	Assessment of the corporate plan against the programme of the new government	To gain an overview of the new governments programme and any implications this may have for the council's corporate plan	Phil Shreeve Policy and performance manager		Russell O'Keefe		NO
SCRUTINY 15 OCT 2015	Transformation programme for the Council	For the scrutiny committee to comment on and make suggestions towards the development of the council's programme for transformation	Russell O'Keefe		Russell O'Keefe		NO

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
CABINET 4 NOV 2015							
SCRUTINY 12 NOV 2015	Quarter 2 performance monitoring (15/16)	Identification of any causes for concern and note successes arising from this 6 monthly review of performance monitoring data	Phil Shreeve Policy and performance manager		Russell O'Keefe		NO
SCRUTINY 12 NOV 2015	Review of community space - update on progress	A report back to the scrutiny committee on how work has progressed since the task and finish group.	Bob Cronk Head of local neighbourhood services		Russell O'Keefe		NO
SCRUTINY 12 NOV 2015	Update on the delivery of the work plan for the building social inclusion and capital in Norwich project	For the committee to receive and note a briefing paper as an update on progress at this early stage in the work.	Cllr Keith Driver Russell O'Keefe		Russell O'Keefe		NO
COUNCIL 24 NOV 2015							
CABINET 9 DEC 2015							
SCRUTINY 17 DEC 2015	Transformation programme for the Council	Ongoing scrutiny to consider the development of the transformation programme.	Cllr Alan Waters Russell O'Keefe				

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
SCRUTINY 17 DEC 2015	Annual equality information report	Pre scrutiny of the report before it goes to cabinet	Cllr Vaughan Thomas Phil Shreeve Policy and performance manager		Russell O'Keefe		NO
CABINET 13 JAN 2016							
COUNCIL 26 JAN 2015							
SCRUTINY 28 JAN 2015	Pre-scrutiny of the proposed policy and budget frame work	To make suggestions to cabinet regarding the proposed budget's ability to deliver the council's overarching policy and look into how tenants can use communal areas	Cllr Alan Waters Justine Hartley Chief Finance Officer EXT 2440				
SCRUTINY 28 JAN 2015	(Environmental strategy) Yearly update on the progress statement	Identification of any issues to consider and note successes and progress reported in the progress statement	Cllr Bert Bremner Richard Willson Environmental strategy manager EXT 2312		David Moorcroft		NO
CABINET 3 FEB 2016							
COUNCIL							

ALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder + Senior Officer + Report author	Report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
16 FEB 2015							
SCRUTINY 25 FEB 2015	Verge and pavement issues	Pre- scrutiny of the cabinet report on a review of verge and pavement issues	Cllr Bert Bremner Andy Ellis		David Moorcroft		NO
CABINET 9 MAR 2016							
SCRUTINY 17 MAR 2015	Annual review of scrutiny	To agree the annual review of the scrutiny committee's work 2015 to 2016 and recommend it for adoption of the council	Cllr James Wright Steve Goddard Scrutiny officer EXT 2491		Russell O'Keefe		NO
COUNCIL 22 MAR 2015							

UNALLOCATED ITEMS							
Meeting	Report	Purpose	Portfolio holder Senior Officer	Report signed off by	Management clearance	Cabinet or portfolio holder briefing?	Exempt?
CABINET	Public art donation policy – KEY DECISION	To seek approval for a policy that determines how decisions will be made about when and under what circumstances the council will agree to the installation of public art on the highway or other land that it owns or manages.	Cllr Arthur Nikki Rotsos Executive head of service for communications, customers and culture EXT 2211 Ben Webster Design, conservation and landscape manager EXT 2518		Nikki Rotsos	PH	No
CABINET	Transatlantic trade and investment partnership	Follow up of council motion (22 July 2014) referring item to cabinet.					
CABINET	Private sector housing charging policy	Seeking approval of the revised policy	Cllr Bert Bremner Portfolio holder Emma Smith Housing Strategy Officer EXT: 2937		Dave Moorcroft	PH	No
CABINET	Mountergate West phase 2 – KEY DECISION	To approve the entering into collaboration agreement with the Great Hospital to take forwards the development of housing on the Mountergate West site.	Cllr Harris Andy Watt Head of city development services		Dave Moorcroft	PH	YES (Paragraph 3)

			EXT 2691 Gwyn Jones City growth and development manager EXT 2364				
CABINET	Contract award: Threescore Sales and Marketing – KEY DECISION	To appoint an agent to carry out sales and marketing work for Threescore phase 2	Cllr Harris Cllr Stonard Gwyn Jones City Growth and Development Manager EXT 2364		Dave Moorcroft	PH	NO
CABINET	Review of the council's constitution	To recommend to council adoption of the proposed amendments to the constitution.	Cllr Waters Andy Emms Democratic services manager EXT 2459		Anton Bull	PH	No

Norwich City Council
SCRUTINY COMMITTEE
ITEM 7

REPORT for meeting to be held on 6 July 2015

Quarter 4 2014-15 performance report

Summary:

The report sets out the council's performance against the Corporate Plan (2012-15) priorities for quarter 4 of 2014/15.

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 2014/15 alongside the budget monitoring (appendices B and C) 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:

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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 last quarterly performance report for the final year (2014/15) of 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 appendix A.

2. Headlines

- 2.1 Overall performance this quarter shows a mixed picture with four of the council's overall priorities showing as amber. There are some areas where the council is performing very highly and exceeding its targets. There are, however, a number of measures where performance has fallen below 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 appendix A.
- 2.2 The following areas of performance are brought to your attention:
 - a) 375 new jobs were created/ supported by council activity, this was aided by Norwich's City Deal and was above our target of 300.
 - b) 391 private households were assisted with energy efficiency measures for their homes against the target of 150.
 - c) Over the year, 94% of clients assisted by Norwich City Council supported debt advice said that debt issues had become more manageable following that advice. Our target was 56%.
 - d) This quarter, the average number of days taken to re-let council homes was 16 days in line with the target of 16 days. For the year as a whole the average was 14 days. This compares very well with other organisations across the

country and is in the top quarter of best performing social landlords.

- e) Resident satisfaction with the last service received from the council was above target at 95.4%. This compares with our target of 93% and continues a run of excellent results for this measure.
- f) The latest survey showed a marked improvement in council housing tenant satisfaction with the overall service provided. 82% of tenants were either very or fairly satisfied with the service, and whilst this was still below our challenging target of 85%, it had increased from 71% satisfaction rating in the last survey.
- g) Our work to prevent people becoming homeless has continued to produce excellent results. In the last year 596 individuals or families who have presented as homeless have been given advice that has resolved their situation. Our target was 300.
- h) Performance in relation to the time taken to give decisions for planning applications has remained on target this quarter with 83% of major applications and 93% of minor and other applications processed within set timescales.
- i) In our surveys of users at the Norman Centre, Riverside Swimming Centre and The Halls, 96% of respondents were satisfied with our leisure and cultural facilities.
- j) 98% of income owed to the council has been collected this year compared with the target of 96%.
- k) Our average processing time for new housing benefit and council tax reduction scheme claims was 23.7 days in the year as a whole. This was outside of our target of 21 days, however, it was the best annual performance for a number of years. Work continues to try and improve this performance.
- l) The number of new homes built in Norwich in 2014/15 was 252. This remained well below the target of 521.
- m) The number of serious accident casualties on Norwich roads was 64 in the last year, higher than the anticipated level of 43. A range of work is underway with Norfolk County Council to try and address this.



Summary

CP1 - Safe and Clean City

CP2 - Prosperous City

CP3 - Decent Housing for all

CP4 - City of Character and Culture

CP5 - Value for Money Services

Comments

Overall performance for this final quarterly report for 2014-15 and for the Corporate Plan 2012-2015 shows a mixed picture with four of our priorities showing as Amber.

This is slightly disappointing given that last quarter all of our priorities were Green but this drop in overall outturn results from final performance for a small number of measures being below the previous quarter.

As ever, there are areas where the council is performing very highly and exceeding its targets. Amongst those in this category are our performance in relation to: number of new jobs created or supported by council activity, numbers of private households helped to improve the energy efficiency of their homes, clients satisfied that debt has become more manageable following advice, the number of days taken to re-let council homes, speed of processing of planning applications, overall customer satisfaction and satisfaction with the council's leisure and cultural facilities.

Some of our performance has fallen just a little below what can be very challenging targets. Examples of this are attendance at our free or low cost events and overall tenant satisfaction with the housing service. The latter had improved from 71% satisfied to 82% satisfied but was just below our 85% target.

However, there are a small number of measures where performance is further below target. These are not always things we can completely control e.g. number of new homes built in the City.

Our new Corporate Plan for 2015-2020 was approved by Council in February this year and sets out the priorities for the Council going forward and the performance measures we will use to track how successful we are being. We will continue to work towards achieving excellent performance across all our service areas and with our partners in order to achieve those priorities.

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



	Safe and clean city	Prosperous city	Decent housing for all	City of character and culture	Value for money services	Corporate plan
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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: Recycling and composting rates reduced further below target in the three months to December 2014, despite the new recycling service changes on 1st October 2014. As a result of new advanced equipment being installed at the Materials Recycling Facility (MRF), the machinery is 'smarter' at picking out contamination, resulting in an increased contamination rate, which has affected the recycling rates. The residual waste tonnage has also fluctuated since October 2014. Early evidence suggests that collected recycling tonnages are now starting to increase which should help move towards the 40% target over the next 12 months.								
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)	64	43	▲	➡	64	43	▲
Comments: It is disappointing to see the number of killed and seriously injured on our city's road continue to increase. There are a number of work strands in place to try and reduce this number. These are focused on the two areas where there has been an increase in casualties; vulnerable road users (pedestrians and cyclist) and riders of powered two wheelers, particularly scooters. The road safety team at county hall are targeting training at for cyclists and motorcyclists, the casualty reduction team are identifying sites for local safety schemes to benefit pedestrians and cyclists in the urban area and the police have a focus on enforcement for both cycles and motorcycles. At the end of May the city council will be starting work on 2 junctions that have a particularly high rate of accidents for cyclists using funding from the city cycle ambition project. These are the junctions of The Avenues with Colman Road and George Borrow Road. The planned improvements should make both junctions safer for cyclists.								

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	93 %	94 %	●	➡	93 %	94 %	●
Comments: The final tranche of 2014-15 of surveying of streets for levels of litter and detritus has been completed. However, the data inputting required to produce the results of these surveys is not yet complete. Data presented here is for the previous period.								

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 %	75 %	★	➡	81 %	75 %	★
Comments: For the year to April 2014 to March 2015, 80% of respondents expressed satisfaction with waste and recycling services. In the last quarter (January - March) there was an insufficient number of responses to give reliable data for that quarter. Therefore, the result reported won't really reflect any change in satisfaction levels resulting from the new recycling service implemented at the beginning of October.								
To work effectively with the police to reduce antisocial behaviour, crime and the fear of crime	SCC4 % of people feeling safe	76 %	72 %	★	➡	78 %	72 %	★
Comments: The outturn at Q4 was 76% against a target of 72% which is very positive for an urban area and exceeds a similar indicator in the 2009 place survey. Whilst it is difficult to evidence this performance, it does suggest that the work undertaken by the council, police and other agencies is making a positive difference to how safe communities feel. An end of year assessment will be undertaken against a similar indicator in the British Crime Survey (BCS) which indicates that people's perception of crime does not always align with actual levels of crime. On a national basis, overall falls in crime do not always result in a fall in people's perceptions of crime. The continuing reductions in public sector funding including reductions in PCSOs in the Norfolk constabulary, may impact on how safe people feel either through changes in patterns of crime and ASB or how this is perceived and this may impact on performance over the next 12 months.								
To protect residents and visitors by maintaining the standards of food safety	SCC5 % of compliant food premises	92 %	90 %	★	➡	92 %	90 %	★
Comments: The hygiene standards of Norwich food premises have improved over the year, the Food and safety team have continued to assist poorly performing premises becoming broadly compliant premises using both education and support and through enforcement action.								



	Safe and clean city	Prosperous city	Decent housing for all	City of character and culture	Value for money services	Corporate plan
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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	252	521	▲	■	252	521	▲
Comments: While housing completions in Norwich have risen slightly from 210 in 2013/14 to 252 in 2014/15, they remain well below the housing target of over 500 dwellings. With planning permissions having been granted for more than 4,000 new houses and flats, current projections for the next two years are more promising and it seems likely that we will be closer to achieving the target as the housing market picks up.								
To support people on low incomes through advocacy and financial inclusion activities	PRC6 Ave days for processing new HB and CTRS - Q	26.3	21.0	▲	■	23.7	21.0	●
Comments: The pressure remains on processing new claims and Q4 saw significant work to try to reduce older claims ahead of the start of the new year leading to an increase in the average number of days for Q4. The annual performance whilst outside of target is the best performance in recent years. Whilst not yet satisfactory there have been significant improvements.								

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	62,105	67,000	●	■	313,270	363,000	▲
Comments: The annual total of 313,270 was down by 10.5% compared with the previous year. We are monitoring the trends as an increasing use of electronic forms of information is changing how and where we provide information and how people seek to access information.								

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	375	300	★	■	375	300	★
Comments: 375 new jobs were created / supported by Council activity this was as a result of the increased resources put into business support via Norwich's City Deal.								
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)	£2,612	£250	★	■	£2,612	£250	★
Comments: £2.612m of regeneration funding was received in 2014/15. This was funding from the DfT for the Push the Pedalways project.								
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	94 %	56 %	★	■	94 %	56 %	★
Comments: This result is from data collected by the Citizens' Advice Bureau (CAB) and the Money Advice and Budgeting Service (MABS). A variety of approaches have been adopted to assist clients with debt problems including debt write offs, bankruptcy or DRO's, as well as a more educative approach that involves working with clients over a period of time to improve their ability to manage their own finances. We continue to receive information back from the commissioned services about the types and nature of debt and money advice.								
To reduce fuel poverty through affordable-warmth activities	PRC7 No. of private households where council activity helped to improve energy efficiency YTD	391	150	★	■	391	150	★
Comments: In quarter 4, 186 private households were helped with energy efficiency measures for their homes. This constituted 35 completed boiler replacements or repairs, solid wall insulation, cavity wall insulation or loft insulation. Additionally, there were 20 small insulation measures, and 131 Green Deal and Energy Performance Certificate assessments were carried out through Cosy City and the green deal communities fund.								



	Safe and clean city	Prosperous city	Decent housing for all	City of character and culture	Value for money services	Corporate plan
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Key Action	Measure	Actual	Target	RAG Status	DoT	Actual YTD	Target YTD	RAG YTD
To develop new affordable housing	DHA4 New affordable homes delivered on council owned land - YTD	36	78	▲	▲	36	78	▲
Comments: Our original target for the year of 78 affordable dwellings on council owned land was set over 2 years ago based on forecast completions in 2014/15. The nature of development does mean that schemes will slip from year to year and clearly this impacts on our ability to meet annual targets. In the new Corporate Plan for 2015-20 our measure for affordable housing will have a target that is cumulative for the 5 year period which should reduce the impact of project slippage on performance.								

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"	92.0 %	97.0 %	●	▲	92.0 %	97.0 %	●
Comments: The Norwich standard is a 5 year programme with the target of 100% of council housing stock attaining the Norwich Standard at the end of 2016-17. Sometimes properties that have been scheduled for works in a particular year have to be put back and whilst works to other properties will be brought in to make up programme numbers, this can affect the hitting of annual targets. However, at present we remain confident that overall delivery of the Norwich Standard for 2016/17 remains on track								
Decent housing for our tenants	DHA3 % of tenants satisfied with the housing service	82	85	●	▲	82	85	●
Comments: The results of the latest STAR survey show overall satisfaction with the housing service has improved by 11 percentage points. Not only has satisfaction increased or remained the same for all questions asked within the survey, we are also performing well compared to our peers, showing that the work we have undertaken to assist tenants to maintain tenancies in the face of welfare reform, improve their homes and neighbourhoods and offer value for money services has been a great success.								
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	76	100	●	▲	76	100	●
Comments: The final outturn for the year was 76 privately owned homes made safe. Whilst below target this represents good performance given that there was a long-term staff vacancy within the team. The private sector housing team is now up to full complement and it is fully expected that the target for 2015-16 will be achieved.								

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	16	16	★	▲	14	16	★
Comments: Over the past year the council has re-let more than 1,000 homes taking, on average, just 14 days to re-let. This is the third year in a row that we have achieved our challenging target. This continued level of high performance means rentable homes are not left standing empty, new tenants can move in quicker, and we can collect more income to help fund improvements to homes.								
To prevent people from becoming homeless through providing advice and alternative housing options	DHA5 Number of households prevented from becoming homeless	124	80	★	▲	596	300	★
Comments: High performance has been maintained despite a difficult external environment. This is testament to the council's best practice homeless prevention model which ensures a focused, proactive and effective approach to preventing homelessness in Norwich.								
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	150	20	★	▲	150	20	★
Comments: The number of empty homes brought back into use this year was 150. This figure includes long term empty homes brought back in to use as a result of enforcement work carried out by our Private Sector Housing team, as well as from the 2014/15 empty homes review. The figure above shows the long term empty properties confirmed as occupied and where council tax will now be paid. Our target for the year to date was 20.								



	Safe and clean city	Prosperous city	Decent housing for all	City of character and culture	Value for money services	Corporate plan
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Key Action	▲ Measure	Actual	Target	RAG Status	DoT	Actual YTD	Target YTD	RAG YTD
To provide a range of cultural and leisure opportunities and events for people	CCC5 People attending free or low-cost events YTD	93,000	100,000	●	➡	93,000	100,000	●
Comments: During 2014/15, attendances at our free or low-cost events were estimated to be 93,000, a little below our target of 100,000. There were better than expected attendances at our autumn events - Halloween, Big Boom fireworks and Christmas lights switch on - due to mild weather. However, attendances at the Lord Mayor's Celebrations were below expected levels due to wet weather.								

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	83 %	80 %	★	➡	93 %	80 %	★
Comments: Planning performance this quarter, in terms of timeliness of processing applications, has been excellent. This is a result of both the close monitoring of internal processes to deal with all administrative stages promptly and a close working relationship with applicants to keep them informed and appraised of progress. The systems currently in place, with current resources and workload, should mean ongoing good performance.								
To manage the development of the city through effective planning and conservation management	CCC2 % of minor & other planning apps completed within target	93 %	85 %	★	➡	90 %	85 %	★
Comments: See comment above (for CCC1).								
To provide well-maintained parks and open spaces	CCC3 % satisfied with parks & open spaces	79 %	75 %	★	➡	79 %	75 %	★
Comments: Over the winter months we have completed numerous refurbishment and maintenance projects, which should help maintain the level of satisfaction with our parks for the coming year.								
To provide a range of cultural and leisure opportunities and events for people	CCC4 % satisfied with council leisure and cultural facilities	96 %	75 %	★	➡	96 %	75 %	★
Comments: Data for this measure is collected via six monthly surveys. The overall result for 2014/15 shows very high satisfaction levels with 96% 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.								



	Safe and clean city	Prosperous city	Decent housing for all	City of character and culture	Value for money services	Corporate plan
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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. Comments: This measure is an amalgamation of all the other performance measures in this report and shows the percentage of all those measures that are Green. Those performance measures that are areas of concern will be looked at by relevant Heads of Service with the aim of improving individual measures, giving better performance to our residents and contributing to a higher score on this combined measure.	VMS3 % of all council outcome performance measures on or above target	61 %	90 %	▲	🔴	61 %	90 %	▲
To improve the efficiency of the council's customer engagement and access channels. Comments: Despite focused work continuing during this quarter on high levels of avoidable contact the dip in performance for this quarter and the year is due to the high volume of abandoned phone calls for the council tax and benefit services which are classified as "premature closure". The measure for the coming year has been changed in order to better reflect what is really avoidable contact measure, so premature closure will be excluded in future.	VMS5 Avoidable contact	32.9 %	24.5 %	▲	🔴	28.3 %	24.5 %	●

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. Comments: This is an annual survey of key Council partners carried out in quarter 4 (January - March) each year. This showed a slight increase in the percentage of our key partners who were very satisfied or satisfied with opportunities to engage with the council compared with 78.2% satisfaction last year. 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.	VMS4 % of council partners satisfied with the opportunities to engage with the council	80.8	85.0	●	🔴	80.8	85.0	●
To reach the achieving-level of the equalities framework. Comments: The council has self-assessed against the standard and we believe we meet it. However, we have not progressed the external assessment at this stage due to the overall cost involved and the recent departure of key staff who would need to organise the external work. We will review the potential for this again in the future.	VMS7 Reach "achieving" level of equalities framework	1	2	●	➡	1	2	●

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. Comments: We successfully delivered a package of general fund savings of £3.2 million for 2014/15 against our target of £2.0 million.	VMS1 Council achieves savings target (£ thousands)	3,200	2,000	★	🟢	3,200	2,000	★
To improve the efficiency of the council's customer engagement and access channels. Comments: At 95.4%, this performance measure remains above target (93%). Additionally, annual performance at 95.3% showed a small increase against last year's performance (94.1%).	VMS2 % residents satisfied with service from council	95.4 %	93.0 %	★	🟢	95.3 %	93.0 %	★
To maximise council income through effective asset management, trading and collection activities. Comments: This is a combination of % council tax, NNDR, Housing Rent and Sundry Income collected. Overall collection for the year was 98.3% (£206.2m). This is made up of: Council Tax (£52.1m, 98.6% of "amount due"); NNDR (£77.7m, 100.4% of "amount due"); Housing Rent (£66.0m, 98.4% of the "amount due") and Sundry Income (£10.4m, 83.7% of the "amount due").	VMS6 % of income owed to the council collected	98 %	96 %	★	🟢	98 %	96 %	★
To reduce the council's carbon emissions through a carbon management programme. Comments: The target for reduction in overall (i.e. all scopes) CO2 emissions has been re-set to 40%, from a 2006/07 baseline following the completion of the first phase of the council's carbon management plan. This target exceeds the national target of a 34% reduction in carbon emissions by 2020. On completion of this report 26.6% of the 40% target has been achieved so far. The council has recently produced the second phase of its Carbon Management Plan which details opportunities across our assets and services where we can further reduce energy consumption.	VMS8 % CO2 reduction from local authority operations	5.38	2.00	★	🟢	5.38	2.00	★

Report to	Cabinet	Item
Report of	Chief finance officer	9
Subject	Revenue budget monitoring 2014-15 – Provisional period 12	

Purpose

To update cabinet on the provisional financial position as at 31 March 2015, the forecast outturn for the year 2014-15, and the consequent forecast of the general fund and housing revenue account balances.

Recommendation

To note the provisional financial position as at 31 March 2015.

Corporate and service priorities

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

Financial implications

The general fund budget is forecast to achieve an underspend of £1.314m. The housing revenue account budget is forecast to achieve an underspend of £2.483m.

The collection fund is in deficit on business rates for 2014-15. The forecast impact in 2014-15 of deficits arising in 2013-14 is £152k. The forecast impact in 2015-16 of deficits arising in 2013-14 and 2014-15 is £1.249m. Following council approval on 17th Feb 2015, s31 business rates relief grant has been transferred to an earmarked reserve to be offset against deficits in the years that they impact on the revenue accounts. For 2014-15, a transfer of £1.06m has been made from the General Fund revenue budget to the earmarked reserve. The forecast underspend above takes account of this transfer.

Ward/s: All wards

Cabinet member: Councillor Stonard – Resources and income generation

Contact officers

Justine Hartley - Chief finance officer
Neil Wright - Service accountant

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Background documents

None

Report

1. Council approved budgets for the 2014-15 financial year on 18 February 2014.
2. The attached appendices show the forecast outturn and year-to-date 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

General fund

3. Budgets reported include the resources financing the council's net budget requirement (which includes a contribution of £0.541m to balances as allowed for in the *Medium term financial strategy*) so that the net budget totals zero:

<i>Item</i>	<i>Approved budget £000s</i>
Net budget requirement	18,407
Non-domestic rates	(4,651)
Revenue support grant	(5,980)
Council tax precept	(7,776)
Total general fund budget	0

4. The general fund has been forecast to underspend by **£1.313m** at year end. This compares to a forecast underspend of **£1.066m** at the end of February but also now takes account of the transfer to the earmarked reserve of the s31 small business rates relief grant. Significant forecast overspends and underspends are explained below:

<i>Previous forecast over/(under) spend £000s</i>	<i>General fund service</i>	<i>Current forecast over/(under) spend £000s</i>	<i>Commentary</i>
60	Business relationship management	(752)	The underspend arises from: contingency not utilised of £356k, grant income higher than budgeted by £133k and corporate recharges being lower than budgeted.

<i>Previous forecast over/(under) spend £000s</i>	<i>General fund service</i>	<i>Current forecast over/(under) spend £000s</i>	<i>Commentary</i>
370	Finance	1,387	Overspend is as a result of: the unbudgeted transfer to the earmarked reserve of s31 grant for small business rates relief £1,064k; and an overspend on benefits subsidy due to adjustments to payments made by the DWP, LA error, and finalisation of the 13/14 audit.
(318)	Procurement and service improvement	294	Supplies and services spend lower than budgeted resulting in recharge income being lower than budgeted. Corporate and depreciation charges higher than budgeted on IT.
(72)	Communications and culture	(132)	Corporate recharges, gas and insurance for St Andrews less than budget; Riverside depreciation lower than budgeted and management income unbudgeted; Events spend less than budgeted.
(35)	Customer contact	137	Overspend on land charges due to refunds due and corporate recharges exceeding budget.
(296)	City development	(338)	Parking income higher than budgeted, capital recharges lower than budgeted.
(185)	Planning	(473)	Staff savings from extra recharges to capital (<i>Push the pedalways</i>), higher income than budgeted from planning applications £76k and lower corporate recharges than budgeted by £275k including pensions credit.
(66)	Citywide services	(531)	The variance is partly due to a Biffa rebate on cleansing contract, depreciation charges lower than expected for all but one of the codes and pensions credit unbudgeted for.
(88)	Neighbourhood housing	(574)	Homelessness underspend £156k, private sector leasing underspend £124k and depreciation on non HRA properties £205k lower than budgeted.
(109)	Neighbourhood services	(220)	Mainly due to lower than budgeted corporate recharges including pensions credit.
(70)	Strategy and programme management	(154)	Mainly due to additional grant funding.

Housing revenue account

5. The budgets reported include a £7.7m use of HRA balances, so that the net budget totals zero:

<i>Item</i>	<i>Approved budget £000s</i>
Gross HRA expenditure	80,827
Gross HRA income	(73,120)
Contribution from HRA balance	(7,707)
Total net HRA budget	0

6. The housing revenue account has been forecast to underspend by **£2.483m**. This compares to a forecast underspend of **£1.622m** at the end of February. Significant forecast overspends and underspends are explained below:-

<i>Previous forecast over/(under) spend £000s</i>	<i>HRA division of service</i>	<i>Current forecast over/(under) spend £000s</i>	<i>Commentary</i>
(322)	Repairs and maintenance	(602)	The repairs budget of £15.9m is expected to underspend by £602k. The main areas of underspend against budgets are landlord lighting £140k, security improvements £145k, water mains renewal £142k and balcony repair £158k.
365	Rents, rates and other property costs	218	Due to unbudgeted insurance costs £213k, offset by insurance underspend against HRA general management
(740)	General management	(1,483)	Main reasons for this underspend are: 1) £587k NPS property management; unrequired recharge budgets due to staff no longer working for NCC (£289k), unrequired professional fees budget (£179k) and lower than budgeted customer contact recharge (£124k), 2) £320k unbudgeted pension credits offset on depreciation and impairment line 3) £209k underspend on RTB insurance, offset by £213k overspend against rents, rates and other property costs 4) £100k unspent grant.

<i>Previous forecast over/(under) spend £000s</i>	<i>HRA division of service</i>	<i>Current forecast over/(under) spend £000s</i>	<i>Commentary</i>
(413)	Special services	(759)	Underspend as a result of: 1) £272k district heating and sheltered housing fuel underspend 2) £114k unbudgeted pensions credits 3) £167k sheltered housing underspend - salaries, gritting, furniture etc. 4) £83k NCAS call maintenance / group alarms underspend.
(1,348)	Depreciation and impairment	270	Underspend on capital financing costs of £1,150k offset by £1,478k pension costs credited to other service lines.
(701)	Provision for bad debts	(823)	Provision increased in anticipation of the effects of full implementation of bedroom tax and universal credit. Delayed implementation of universal credit and better than anticipated rent collection performance have delivered a lesser call on this provision.
244	Dwelling rents	303	Write-offs included within this figure, partially offsetting the underspend on the bad debt code.
(191)	Garage and other property rents	(271)	Lower than anticipated garage voids rate
602	Service Charges - General	618	Lower income than budgeted for (tenants), partially offset by underspend in special services (district heating). Also lower leasehold income than budgeted for.
715	Adjustments and financing items	113	£856k relating to profit / loss on sale of assets, offset by corresponding credit against depreciation and impairment

Risks

7. A risk-based review based on the size and volatility of budgets has identified a 'Top 10' of key budgets where inadequacy of monitoring and control systems could pose a significant threat to the council's overall financial position. These are shown in the following table.

8.

Key Risk Budgets	Budget £000s	Forecast Variance	Forecast Var %	Forecast RAG
Housing benefit payments - council tenants	36,254	-320	-1%	GREEN
Housing benefit subsidy - council tenants	-35,514	299	-1%	GREEN
Housing benefit payments - other tenants	32,280	-2,732	-8%	RED
Housing benefit subsidy - other tenants	-32,923	3,042	-9%	RED
HRA Repairs - tenanted properties	12,408	-565	-5%	AMBER
HRA Repairs - void properties	2,630	128	5%	AMBER
Multi-storey car parks	-3,015	-234	8%	RED
HRA rents - estate properties	-58,916	303	-1%	GREEN
Corporate management including contingency	-3,512	-143	4%	AMBER
Private sector leasing costs	2,570	-221	-9%	RED

9. The red/amber status of items in the forecast RAG column is explained below.

Key Risk Budgets	Comment
Housing benefit payments and subsidy - Other tenants:	Reduced value of payments than planned for. This is offset by reduced subsidy to fund these payments but see also comments in the table at paragraph 4 about the net overspend on benefits subsidy.
HRA repairs - Tenanted properties, multi-storey car parks, private sector leasing costs	Whilst red or amber in all cases these variances are underspends or higher levels of income than anticipated so do not pose a risk to delivery within budget.
Corporate management including contingency	Contingency budget not needed in full. Remaining balance will be transferred to reserves at year end. Budget has been reduced for 2015-16.
HRA Repairs - void properties	Costs higher than anticipated but more than offset by underspends on HRA repairs - tenanted properties .

10. The 2014-15 budgets approved by council were drawn up in the expectation of reduced resources as announced by the coalition government. There are risks to the current and medium term financial position from:

- Reductions in government grant – the localisation of business rates and of council tax reductions has increased the risks to the council's financial position arising from economic conditions and policy decisions.
- Changes in policy – if further 'empowerment' of local authorities is not matched by devolved resources
- Delivery of savings – the budget incorporates both savings measures already in place, and those planned for implementation during the year. If

these savings are not achievable in full, overspends will result. With appropriate approvals these may be mitigated through provision made in the corporate contingency, up to the level of that contingency

- Identification of further savings – work is continuing on developing proposals for additional savings to bridge the medium-term budget gap. If these proposals fall short, or are not implemented fully and in a timely manner, further budget shortfalls will result.

11. Forecast outturns are estimates based on management assessments, formulae and extrapolation. They may not adequately take account of variables such as:

- Bad debts – budget reports show gross debt, i.e. invoices raised. While allowance has been made in the budget for non-collections, the current economic climate may have an adverse influence on our ability to collect money owed. This may be reflected in higher provisions for bad debt, as may the impact of welfare reforms such as the so-called ‘Bedroom Tax’.
- Seasonal factors – if adverse weather conditions or a worsening economic climate depress levels of trade and leisure activities in the city, there may be a negative impact on parking and other income.
- Housing repairs and improvements – the rate of spend on void properties, though closely managed, is heavily influenced by void turnaround, since transfers can create a chain of voids involving significant repair costs.

Financial Planning

12. 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.

13. Net overspends and underspends will be consolidated into the general fund and housing revenue account balances carried forward to 2015-16. These are reflected in periodic updates to the *Medium term financial strategy* and *Housing revenue account business plan*.

Impact on balances

14. The prudent minimum level of general fund reserves has been assessed as £4.496m. The budgeted and forecast outturn's impact on the 2013-14 balance brought forward, is as follows:

<i>Item</i>	<i>£000s</i>
Balance at 1 April 2014	(8,313)
Budgeted contribution to balances 2014-15	(541)
Forecast outturn 2014-15 (after transfer of 2014-15 section 31 business rates relief grant to earmarked reserve)	(1,313)
Transfer of 2013-14 section 31 business rates relief grant to revenue for deficit arising in 2014-15 and balance to earmarked reserve.	600
= Forecast balance at 31 March 2015	(9,567)

15. The general fund balance is therefore expected to continue to exceed the prudent minimum.
16. The prudent minimum level of HRA reserves has been assessed as £3.067m. The budgeted and forecast outturn's impact on the 2013-14 balance brought forward, is as follows:

<i>Item</i>	<i>£000s</i>
Balance at 1 April 2014	(25,129)
Budgeted use of balances 2014-15	7,707
Forecast outturn 2014-15	(2,483)
= Forecast balance at 31 March 2015	(19,905)

17. The housing revenue account balance is therefore expected to continue to exceed the prudent minimum.

Collection fund

18. The collection fund is made up of three accounts – council tax, the business improvement district (BID) account, and national non-domestic rates (NNDR).
- Council tax is shared between the city, the county, and the police and crime commissioner based on an estimated tax base and the council tax rates agreed by each of the preceptors. Any surplus or deficit is shared in the following financial year.
 - The BID account is operated on behalf of the BID company to collect their income from the BID levy. Any surplus or deficit is passed on to the BID company.
 - NNDR income is shared between the city, the county, and central government. Since 'localisation', any surplus or deficit is also shared, rather than as formerly being borne wholly by the government.

19. There are particular risks attached to NNDR, which are:

- Appeals – the impact of any appeals will fall on the collection fund, and therefore in part on the city. The valuation office has cleared a large number of appeals which has adversely affected the council's business rates income levels. However, a backlog of appeals remains and the value of the appeals is not known, nor the likelihood of success, nor the timing of the appeal being determined.
- NNDR billable – changes in the NNDR billable, e.g. demolition or construction of new billable premises, will impact on the amount billable. Assumptions of growth may also be affected by changes in the larger economic environment.
- NNDR collectable – arrears and write-offs (e.g. where a business goes into administration) will also impact on the collection fund.

20. These risks are monitored and mitigated through normal revenues operations.

21. A summary of the collection fund is provided below:

<i>Approved budget £000s</i>	<i>Current budget £000s</i>	Collection fund summary	<i>Actual to date £000s</i>	<i>Forecast outturn £000s</i>	<i>Forecast variance £000s</i>
		Council tax			
53,797	53,797	Expenditure	55,591	55,591	1,794
(53,797)	(53,797)	Income	(55,594)	(55,594)	(1,797)
		Business improvement district			
656	656	Expenditure	755	99	99
(656)	(656)	Income	(646)	10	10
		National non-domestic rate			
77,698	77,698	Expenditure	81,599	81,599	3,901
(77,698)	(77,698)	Income	(81,596)	(81,596)	(3,898)
0	0	Total collection fund	109	109	109

22. On council tax, actual income is not posted from the council tax system into the finance system until year-end. The actual year-end surplus or deficit will be taken into account in considering distribution of balances between the preceptors (city, county, and police).

23. The council operates the BID account on behalf of the BID company, so no surplus or deficit will fall on the council's accounts.

24. The deficit reported on the NNDR account will roll forward and be distributed in the 2015-16 budget cycle. The forecast impact on the council in 2014-15 of

deficits arising in 2013-14 is £152k. The forecast impact in 2015-16 of deficits arising in 2013-14 and 2014-15 is £1.249m.

25. Additional (section 31) grant has been received in the general fund to offset all or part of any shortfall in business rate income due to additional reliefs granted by government. On 17 February, council approved the creation of an earmarked reserve for this section 31 business rate relief grant, and that all grant monies received since 2013-14 and going forwards be transferred to this earmarked reserve to be offset against deficits in the years that they impact on the revenue accounts. The associated transfer from revenue to the earmarked reserve for monies received in 2014-15, and from general fund reserve to the earmarked reserve for monies received in 2013-14 but not applied against deficits to date, is included in the reserve forecasts set out at paragraph 15 above.

Integrated impact assessment



NORWICH
City Council

Report author to complete

Committee:	Cabinet
Committee date:	
Head of service:	Chief Finance Officer
Report subject:	Revenue Budget Monitoring 2014-15
Date assessed:	22/05/15
Description:	This is the integrated impact assessment for the Revenue Budget Monitoring 2014-15 report to cabinet

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	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	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>S17 crime and disorder act 1998</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Health and well being	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Impact			
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Relations between groups (cohesion)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Eliminating discrimination and harassment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Advancing equality of opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Natural and built environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Waste minimisation and resource use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Risk management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The report demonstrates 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 should continue to monitor its budget performance in the context of the financial risk environment within which it operates.

Budget Monitoring Summary

Year: 2014-15

Period: 12 (March)

GENERAL FUND SERVICE SUMMARY

<i>Approved Budget</i>	<i>Current Budget</i>		<i>Budget To Date</i>	<i>Actual To Date</i>	<i>Variance To Date</i>	<i>Provisional Outturn</i>	<i>Provisional Variance</i>
Business Relationship Mgt and Democracy							
1,648,349	1,793,700	Business Relationship Management	1,793,700	358,227	(1,435,473)	1,041,271	(752,429)
303,787	229,444	Democratic Services	229,444	269,109	39,665	269,109	39,665
(20,196,083)	(20,181,053)	Finance	(20,181,053)	(10,323,594)	9,857,459	(18,793,723)	1,387,330
33,733	(294,218)	Procurement and Service Improvement	(294,218)	0	294,218	0	294,218
(18,210,214)	(18,452,127)	Total Business Relationship Management and Democracy	(18,452,127)	(9,696,258)	8,755,869	(17,483,343)	968,784
Chief Executive							
0	0	Chief Executive	0	(12)	(12)	(12)	(12)
0	0	Total Chief Executive	0	(12)	(12)	(12)	(12)
Customers, Comms and Culture							
2,525,619	2,325,357	Communications and Culture	2,325,357	2,193,286	(132,071)	2,193,286	(132,071)
(116,196)	(168,617)	Customer Contact	(168,617)	(31,304)	137,313	(31,304)	137,313
2,409,423	2,156,740	Total Customers, Comms and Culture	2,156,740	2,161,982	5,242	2,161,982	5,242
Regeneration and Growth							
(965,936)	(954,804)	City Development	(954,804)	(1,778,845)	(824,041)	(1,293,144)	(338,340)
(3)	(1)	Environmental Strategy	(1)	0	1	0	1
0	0	Executive Head of Regeneration and	0	(12)	(12)	(12)	(12)
1,743,316	1,743,036	Planning	1,743,036	1,203,777	(539,259)	1,269,939	(473,097)
125,419	252,319	Property Services	252,319	249,627	(2,692)	249,627	(2,692)
902,796	1,040,550	Total Regeneration and Growth	1,040,550	(325,453)	(1,366,003)	226,409	(814,141)
Strategy, People and Neighbourhoods							
9,978,887	10,006,606	Citywide Services	10,006,606	9,475,898	(530,708)	9,475,898	(530,708)
(4)	(5,100)	Human Resources	(5,100)	0	5,100	0	5,100
2,654,201	2,661,895	Neighbourhood Housing	2,661,895	2,087,972	(573,923)	2,087,972	(573,923)
2,229,016	2,435,505	Neighbourhood Services	2,435,505	2,215,831	(219,674)	2,215,831	(219,674)
35,895	153,885	Strategy and Programme Management	153,885	196	(153,690)	196	(153,690)
14,897,995	15,252,791	Total Strategy, People and Neighbourhoods	15,252,791	13,779,897	(1,472,894)	13,779,897	(1,472,894)
0	(2,046)	Total General Fund	(2,046)	5,920,156	5,922,202	(1,315,067)	(1,313,021)

GENERAL FUND SUBJECTIVE SUMMARY

<i>Forecast</i>	<i>Approved Budget</i>		<i>Current Budget</i>	<i>Budget To Date</i>	<i>Actual To Date</i>	<i>Provisional Outturn</i>	<i>Provisional Variance</i>
17,366,808	17,532,262	Employees	17,532,262	19,813,341	2,281,079	19,813,341	2,281,079
8,577,187	8,522,187	Premises	8,522,187	9,590,666	1,068,479	9,605,666	1,083,479
314,000	313,998	Transport	313,998	246,391	(67,607)	246,391	(67,607)
15,884,736	15,832,884	Supplies and Services	15,832,884	14,103,935	(1,728,949)	14,245,498	(1,587,386)
7,784,578	7,497,232	Third Party Payments	7,497,232	7,280,145	(217,087)	7,280,145	(217,087)
94,462,444	94,462,444	Transfer Payments	94,462,444	90,497,204	(3,965,240)	90,497,204	(3,965,240)
3,685,062	3,685,062	Capital Financing	3,685,062	7,283,218	3,598,156	(947,574)	(4,632,636)
0	15,030	Rev Contribs to Capital	15,030	0	(15,030)	0	(15,030)
(55,000)	0	Savings Proposals	0	0	0	0	0
(23,185,762)	(22,831,002)	Receipts	(22,831,002)	(23,406,034)	(575,032)	(23,037,728)	(206,726)
(118,033,744)	(118,117,443)	Government Grants	(118,117,443)	(113,742,921)	4,374,522	(113,272,220)	4,845,223
1,304,093	1,304,093	Centrally Managed	1,304,093	1,351,485	47,392	1,351,485	47,392
17,496,584	17,552,192	Recharge Expenditure	17,552,192	15,786,962	(1,765,230)	16,258,574	(1,293,618)
(25,600,986)	(25,770,985)	Recharge Income	(25,770,985)	(22,884,236)	2,886,749	(23,355,848)	2,415,137
0	(2,046)	Total General Fund	(2,046)	5,920,156	5,922,202	(1,315,067)	(1,313,021)

Budget Monitoring Report

Year: 2014-15

Period: 12 (March)

HOUSING REVENUE ACCOUNT STATUTORY SUMMARY

<i>Approved Budget</i>	<i>Current Budget</i>		<i>Budget To Date</i>	<i>Actual To Date</i>	<i>Variance To Date</i>	<i>Provisional Outturn</i>	<i>Provisional Variance</i>
15,923,170	15,923,170	Repairs and Maintenance	15,923,170	15,320,903	(602,267)	15,320,903	(602,267)
6,178,443	6,178,443	Rents, Rates, and Other Property Costs	6,178,443	6,396,926	218,483	6,396,926	218,483
11,382,720	11,372,054	General Management	11,372,054	9,889,356	(1,482,698)	9,889,356	(1,482,698)
5,628,948	5,718,660	Special Services	5,718,660	4,959,614	(759,046)	4,959,614	(759,046)
21,924,793	21,924,793	Depreciation and Impairment	21,924,793	13,422,205	(8,502,588)	22,194,478	269,685
941,000	941,000	Provision for Bad Debts	941,000	118,197	(822,803)	118,197	(822,803)
(58,915,983)	(58,915,983)	Dwelling Rents	(58,915,983)	(58,613,469)	302,514	(58,613,469)	302,514
(1,951,186)	(1,951,186)	Garage and Other Property Rents	(1,951,186)	(2,222,400)	(271,214)	(2,222,400)	(271,214)
(9,643,814)	(9,643,814)	Service Charges - General	(9,643,814)	(9,025,552)	618,262	(9,025,552)	618,262
0	0	Miscellaneous Income	0	(80,738)	(80,738)	(80,738)	(80,738)
9,382,073	9,305,073	Adjustments and Financing Items	9,305,073	166,849	(9,138,224)	9,417,922	112,849
(700,164)	(700,164)	Amenities shared by whole community	(700,164)	(686,597)	13,567	(686,597)	13,567
(150,000)	(150,000)	Interest Received	(150,000)	0	150,000	(150,000)	0
0	2,046	Total Housing Revenue Account	2,046	(20,354,708)	(20,356,754)	(2,481,362)	(2,483,408)

HOUSING REVENUE ACCOUNT SUBJECTIVE SUMMARY

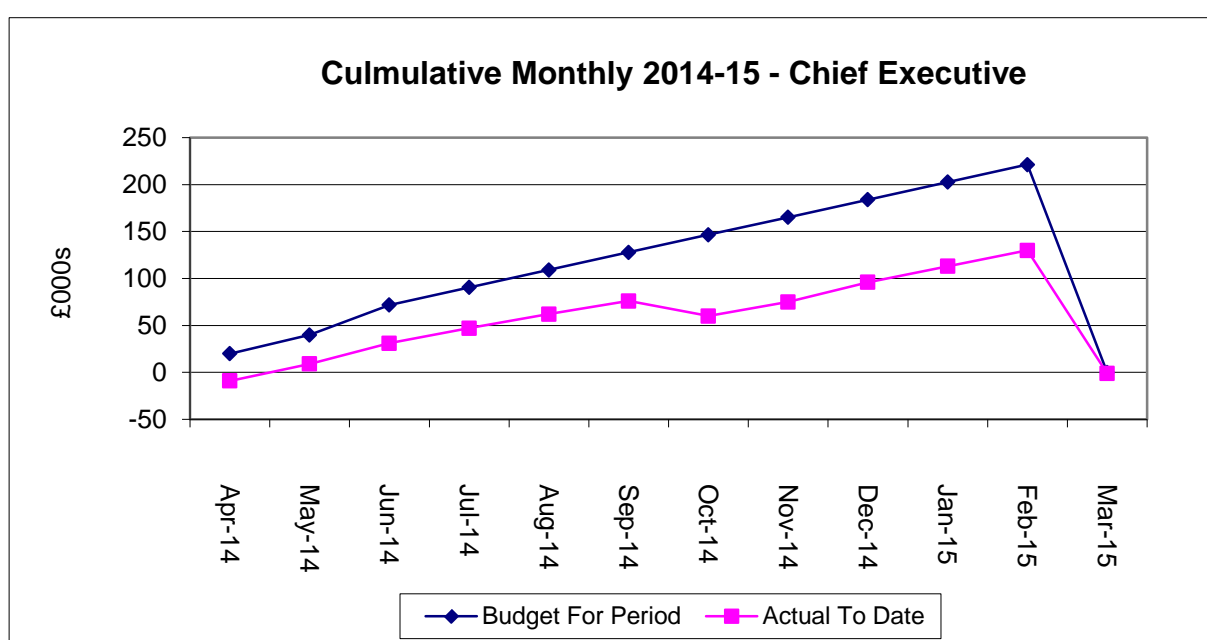
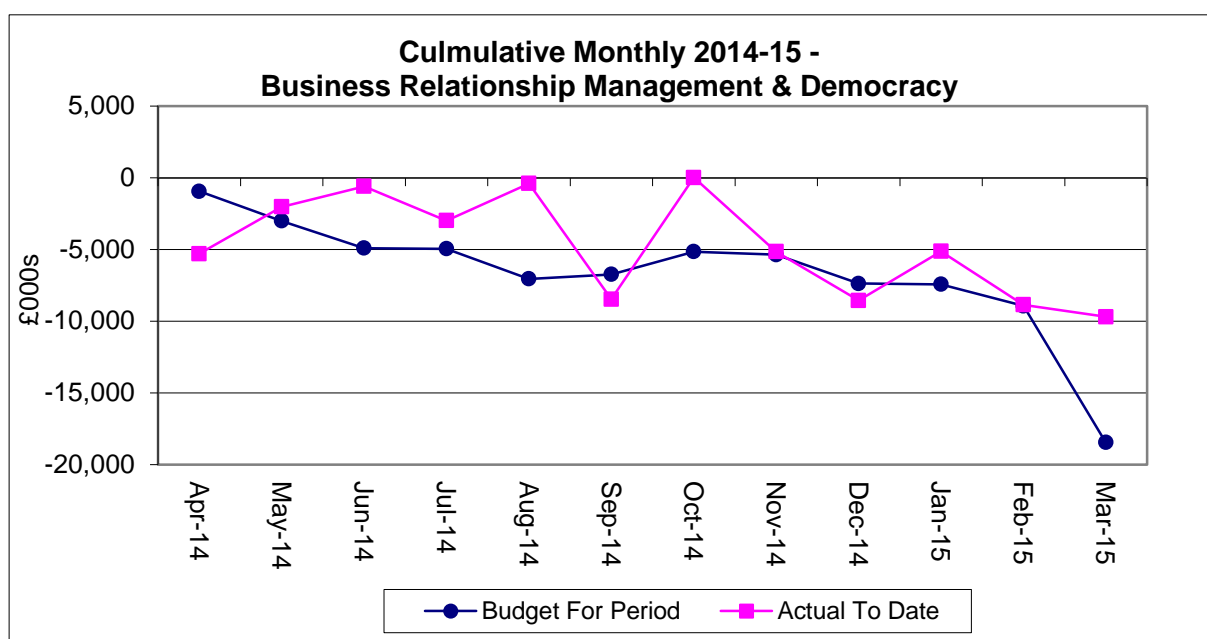
<i>Approved Budget</i>	<i>Current Budget</i>		<i>Budget To Date</i>	<i>Actual To Date</i>	<i>Variance To Date</i>	<i>Provisional Outturn</i>	<i>Provisional Variance</i>
6,467,099	6,472,099	Employees	6,472,099	7,182,287	710,188	7,182,287	710,188
25,086,833	25,163,833	Premises	25,163,833	23,974,700	(1,189,133)	23,974,700	(1,189,133)
122,263	122,263	Transport	122,263	129,261	6,998	129,261	6,998
3,997,007	3,925,114	Supplies and Services	3,925,114	2,454,788	(1,470,326)	2,454,788	(1,470,326)
348,001	350,047	Third Party Payments	350,047	318,881	(31,166)	318,881	(31,166)
5,847,385	5,914,278	Recharge Expenditure	5,914,278	5,701,019	(213,259)	5,701,019	(213,259)
1,167,846	1,167,846	Capital Financing	1,167,846	(971,519)	(2,139,365)	93,827	(1,074,019)
(71,877,097)	(71,877,097)	Receipts	(71,877,097)	(71,214,732)	662,365	(71,364,732)	512,365
(221,256)	(221,256)	Government Grants	(221,256)	(150,500)	70,756	(150,500)	70,756
(1,021,221)	(1,021,221)	Recharge Income	(1,021,221)	(1,001,553)	19,668	(1,001,553)	19,668
17,035,000	16,958,000	Rev Contribs to Capital	16,958,000	0	(16,958,000)	16,958,000	0
13,048,140	13,048,140	Capital Financing	13,048,140	13,222,660	174,520	13,222,660	174,520
0	2,046	Total Housing Revenue Account	2,046	(20,354,708)	(20,356,754)	(2,481,362)	(2,483,408)

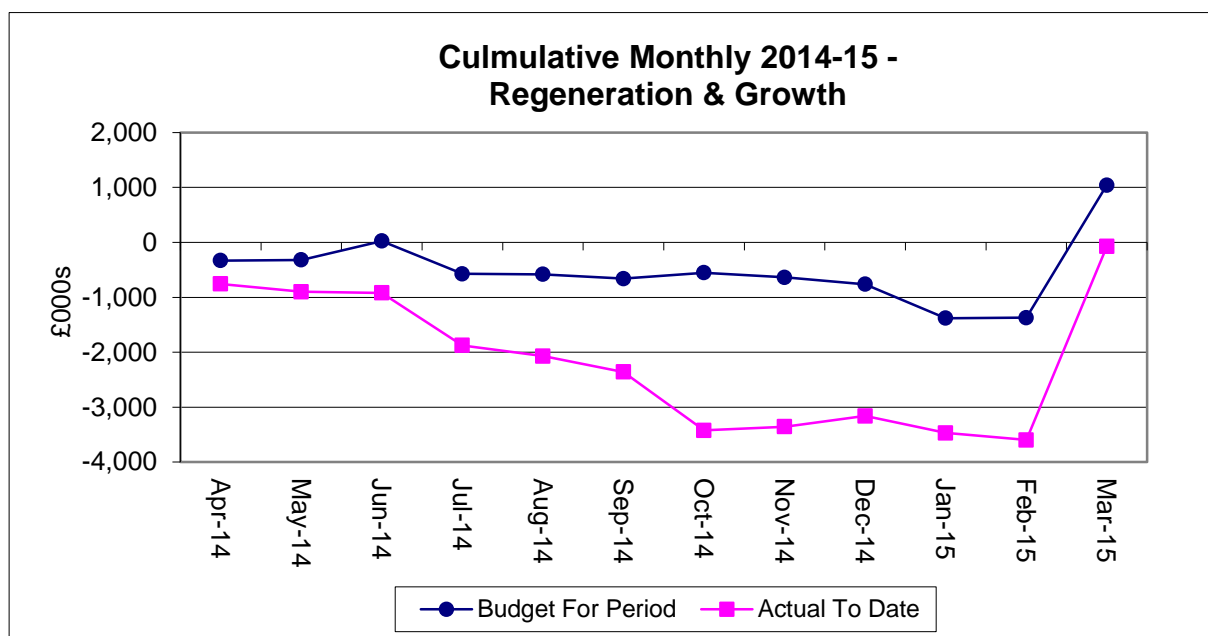
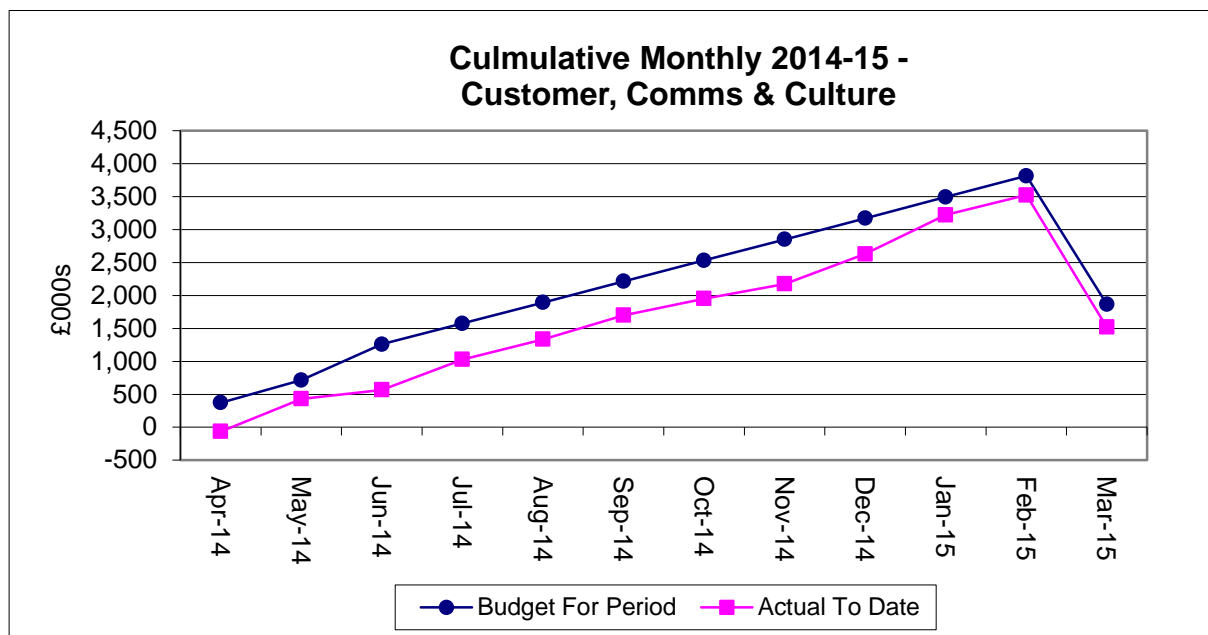
Budget and Expenditure – Monthly by Service Graphs

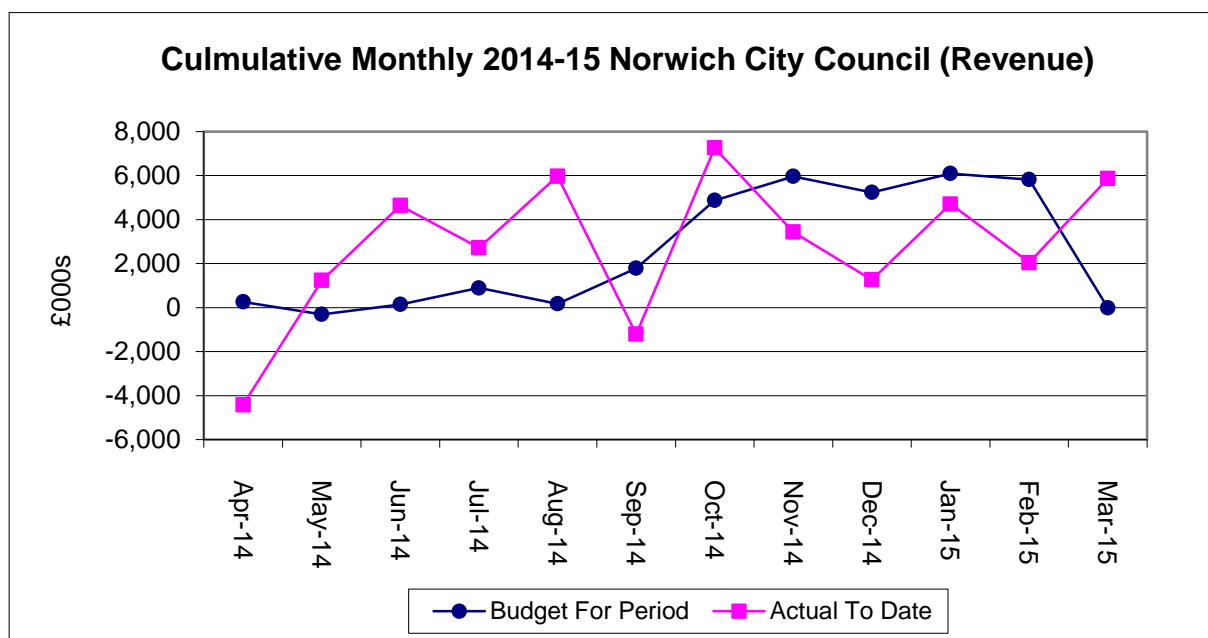
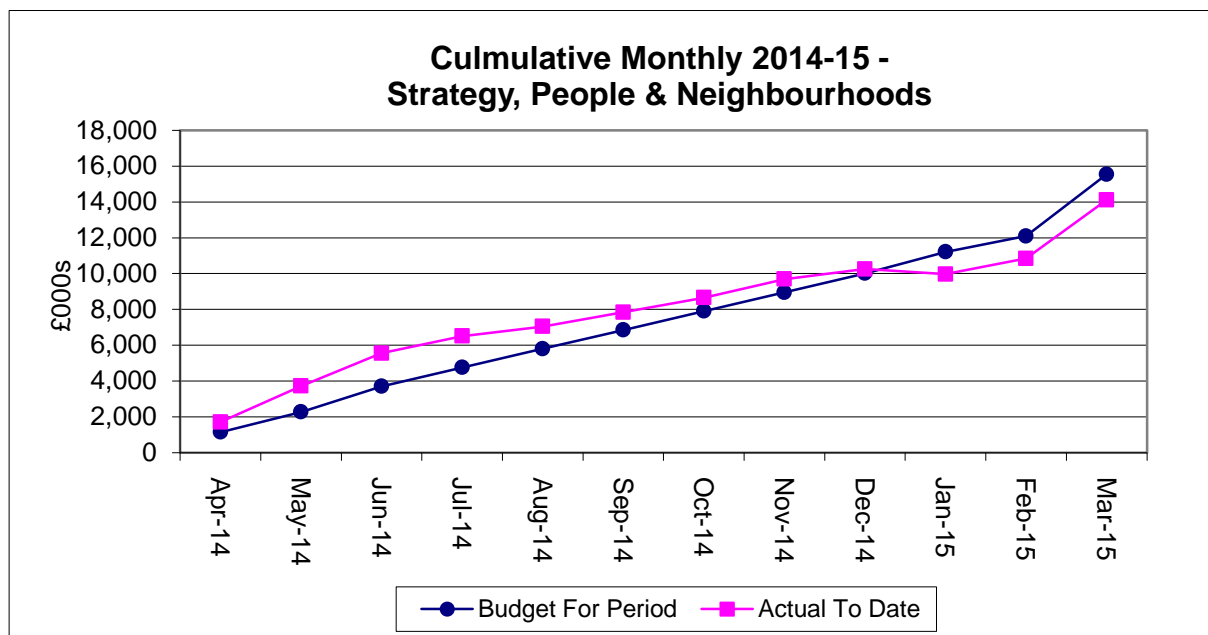
The following graphs show the monthly budget profile and income/expenditure to date for each service (both General Fund and Housing Revenue Account) for the financial year.

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 and expenditure, and will be refined and improved during the course of the financial year.







Report to Cabinet
10 June 2015
Report of Chief finance officer
Subject Capital budget monitoring 2014-15 – Provisional outturn

Item

10

Purpose

To update cabinet on the financial position of the capital programmes as at 31 March 2015, provisional capital outturns for the year 2014-15, and the estimated carry-forwards to 2015-16.

Recommendations

To:

- (1) note the provisional outturns of the 2014-15 housing and non-housing capital programme budgets and estimated carry-forwards to 2015-16.
- (2) delegate to the executive head of regeneration and development, executive head of strategy, people and neighbourhoods and chief finance officer, in consultation with the portfolio holder for resources and income generation, approval of carry-forward of unspent 2014-15 capital budgets still required to the 2015-16 capital programme.

Corporate and service priorities

The report helps to meet the corporate priorities to provide value for money services and to make Norwich a healthy city with good housing.

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 Stonard – resources and income generation

Contact officers

Justine Hartley, chief finance officer 01603 212440

Shaun Flaxman, group accountant 01603 212805

Background documents

None

Report

1. The housing and non-housing capital programmes for 2014-15 were approved by cabinet and council on 5 and 18 February 2014 respectively.
2. The carry-forward of unspent 2013-14 capital budgets to the 2014-15 capital programme was approved following delegation to the deputy chief executive (operations) and chief finance officer, in consultation with the portfolio holder for resources, by cabinet on 25 June 2014.
3. This report reflects the position as at the end of March 2015. 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.
4. The estimated carry-forwards within this report will, once confirmed, be additional to the approved 2015-16 programmes.

Non-housing capital programme

5. The financial position of the non-housing capital programme is set out in detail in appendix 1 and summarised with commentary in the following paragraphs.

Provisional outturn

The following table shows expenditure to date, the provisional outturn for expenditure and estimated carry forwards:

Programme group	Original budget £000's	Current budget £000's	Provisional outturn £000's	Forecast variance £000's	Estimated carry forward £000's
Asset improvement	360	716	263	(454)	144
Asset investment	10,735	10,969	293	(10,676)	51
Asset maintenance	1,290	2,054	405	(1,650)	1,356
Push the pedalways (CCA)	3,726	4,802	1,836	(2,966)	2,545
Initiatives funding	50	1,215	516	(698)	484
Regeneration	10,519	10,943	1,470	(9,473)	8,881
Section 106	157	840	115	(685)	706
Subtotal GNDP	0	180	132	(48)	48
CIL	0	0	141	141	0
Total non-housing	26,837	31,720	5,171	(26,509)	14,215

Programme Group	Original Budget £000's	Current Budget £000's	Provisional Outturn £000's	Forecast Variance £000's	Estimated Carry Forward £000's
Asset Improvement	360	716	263	(454)	144
Asset Investment	10,735	10,969	293	(10,676)	51
Asset Maintenance	1,290	2,054	405	(1,650)	1,356
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Regeneration	10,519	10,943	1,470	(9,473)	8,881
Section 106	157	840	115	(685)	706
Subtotal GNDP	0	180	132	(48)	48
CIL	0	0	141	141	0
Total Non-Housing	26,837	31,720	5,171	(26,509)	14,215

6. The provisional out-turn as at 31 March 2015 is £5.17m, which results in an underspend of £26.51m. The significant variance is largely due to the re-profiling of planned expenditure against specific significant schemes: Rose Lane MSCP construction (£6.5m), St Andrews MSCP repairs (£1.1m), Cycle City Ambition (CCA) (£3m), Threescore (£1.7m) Section 106 schemes (£0.7m) and the deferment of the Strategic Asset Investment scheme (£10.7m).
7. Based on the provisional outturn of £5.17m, budget managers are expected to request a total of £14.2m in carry forwards.
8. 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.
9. 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 2015-16.
10. Asset maintenance expenditure covers provision for major repairs and upgrades (including works to St Andrews car park) and investment to reduce asset liabilities.
11. Initiative funds cover the community capital fund and the eco-investment fund, as well as the IT investment fund.
12. Regeneration and growth covers the Norwich and Homes and Communities Agency Strategic Partnership (NaHCASP)-funded Bowthorpe/Threescore 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 continued investment.
13. Further detail regarding non-housing capital expenditure is shown in appendix 1

Non housing capital resources

14. The following table shows the approved sources and application of non-housing capital resources, and receipts.

	Original Approved £000s	Approved Brought Forward £000s	Approved Adjustments £000s	Total Approved Budget £000s	Provisional Outturn £000s
Non-housing capital plan					
CIL balances	0	(75)		(75)	(75)
CIL resources arising	0		0	0	(219)
Subtotal CIL resources	0	(75)	0	(75)	(294)
CIL resources utilised (Strategic Pool)	0	0	0	0	141
CIL resources redirected (Neighbourhood retention)	0	0	0	0	44
CIL resources redirected (Administration costs)	0	0	0	0	15
Subtotal CIL balance				(75)	(94)
CIL Neighbourhood balances	0	(11)		(11)	(11)
CIL Neighbourhood resources arising			(33)	(33)	(33)
Subtotal CIL Neighbourhood resources	0	(11)	(33)	(44)	(44)
CIL Neighbourhood resources utilised	0	0	0	0	0
Subtotal CIL Neighbourhood balance				(44)	(44)
GNGP Balances	0	0		0	0
GNGP resources arising			(161)	(161)	(161)
Subtotal GNGP resources	0	0	(161)	(161)	(161)
GNGP resources utilised	0	0	161	161	122
Subtotal GNGP balance				0	(39)
S106 Balances	(1,138)	(1,429)		(1,429)	(1,429)
S106 resources arising			0	(164)	(191)
Subtotal S106 resources	(1,138)	(1,429)	0	(1,593)	(1,620)
S106 resources utilised				859	237
Subtotal S106 balance				(734)	(1,383)
Other non-housing balances	(5,250)	(7,114)		(7,114)	(7,114)
Other non-housing resources arising			(746)	(23,716)	(5,207)
Subtotal other non-housing resources	(5,250)	(7,114)	(746)	(30,830)	(12,321)
Other non-housing resources utilised				30,700	4,671
Subtotal other non-housing balance				(130)	(7,649)
Total non-housing capital resources	(6,388)	(8,629)	(940)	(32,703)	(14,439)
Total non-housing capital resources utilised				31,720	5,171
Total non-housing capital plan balance				(983)	(9,210)

Housing capital programme

15. The financial position of the housing capital programme is set out in detail in appendix 2 and summarised with commentary in the following paragraphs.

Provisional outturn

16. The following table shows expenditure to date, the provisional outturn for expenditure and estimated carry forwards:

Programme Group	Original Budget £000's	Current Budget £000's	Provisional Outturn £000's	Forecast Variance £000's	Estimated Carry Forward £000's
Housing Investment	10,911	12,044	1,584	(10,460)	3,643
Neighbourhood Housing	30,070	36,215	30,076	(6,139)	2,625
Strategic Housing	1,570	1,964	1,081	(883)	69
Total Housing	42,551	50,223	32,741	(17,482)	6,336

17. The provisional out-turn as at 31 March 2015 is £32.74m which would result in an underspend of £17.48m. The variance is largely due to projected delays in the redevelopment of a sheltered housing scheme (£3.6m), completion of structural projects (£2.1m), boiler replacements (£1.5m), the re-profiling of planned expenditure on new build social housing (£6.4m), and lower than anticipated demand for private sector grants (£0.4m).

18. Based on the provisional outturn of £32.74m, budget managers are expected to request a total of £6.34m in carry forwards.

Housing capital resources

19. The following table shows the approved sources and application of housing capital resources, and receipts.

Housing capital plan	Approved £000s	Brought Forward £000s	Approved Adjustments £000s	Total Approved Budget £000s	Provisional Outturn £000s
Housing resources brought forward	0	(17,845)		(17,845)	(17,845)
Housing capital grants	(408)			(408)	(495)
HRA Major Repairs Reserve	(16,611)			(16,611)	(12,653)
HRA Revenue Contribution to Capital	(19,885)			(19,885)	(16,958)
HRA Leaseholders contributions to major works	(250)			(250)	(110)
Capital receipts arising from RTB sales	(2,583)			(2,583)	(3,021)
Retained "one for one" RTB Receipts	(2,013)			(2,013)	(3,394)
Capital receipts arising from non-RTB sales	(802)			(802)	(1,326)
Gross housing resources	(42,551)	(17,845)	0	(60,396)	(55,801)
Provisional resources utilised	42,551	7,672		50,223	32,741
Total housing capital plan	0	(10,173)	0	(10,173)	(23,059)

20. The excess of balances brought forward, includes the approved carried forward budgets from 2013-14.

Carry forwards

21. 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.

22. 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 2014-15 accounts.
23. 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 still required be delegated to the executive head of regeneration and development, executive head of strategy, people and neighbourhoods and chief finance officer, in consultation with the portfolio holder for resources and income generation. Carry forwards approved will be reported to cabinet in the first quarterly capital monitoring report of 2015-16.
24. Such approvals would be within the usual parameters of being limited to the amounts underspent on each budget in 2014-15, and being for the purpose(s) for which the existing approval was given.

References

Budget Reports (Council 18 February 2014)

Integrated impact assessment



NORWICH
City Council

The IIA should assess **the impact of the recommendation** being made by the report

Detailed guidance to help with completing the assessment can be found [here](#). Delete this row after completion

Report author to complete

Committee:	Cabinet
Committee date:	
Head of service:	Justine Hartley, Chief Finance Officer
Report subject:	Capital budget monitoring 2014-15 – Provisional outturn
Date assessed:	
Description:	To update Cabinet on the financial position of the capital programmes as at 31 March 2015, provisional capital outturns for the year 2014-15, and the estimated carry-forwards to 2015-16.

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Report demonstrates efficient, effective, and economic delivery of capital works
Other departments and services e.g. office facilities, customer contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>S17 crime and disorder act 1998</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Health and well being	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Impact			
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Relations between groups (cohesion)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Eliminating discrimination and harassment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Advancing equality of opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Natural and built environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Waste minimisation and resource use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments

	Impact			
Risk management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Report demonstrates awareness of risks to delivery of planned capital works and mitigating actions

Recommendations from impact assessment	
Positive	
None	
Negative	
None	
Neutral	
None	
Issues	
None	

Non-Housing Capital Programme

Approved Budget	Current Budget		Provisional Outturn	Forecast Variance	Estimated Carry Forward
0	0	2987 UCR (Moueshold) Ring fence	18,001	18,001	0
0	10,000	5926 Eaton Park Changing Rooms	10,715	715	0
0	5,000	5927 Eaton Park Path	5,582	582	0
0	7,000	5928 Eaton Park Fish Pond	7,964	964	0
0	30,000	5929 Harford Park MUGA	28,648	(1,352)	1,352
0	45,000	5930 Lea Bridges MUGA	47,623	2,623	0
0	0	5279 St Annes Wharf Bridge	113	113	0
0	47,736	5294 Eaton Park Tennis Development	1,961	(45,775)	45,775
0	0	5334 Eaton Park Cricket Pitch	15,000	15,000	0
0	180,483	5299 City Hall Refurbishment Phase 1	2,475	(178,008)	0
250,000	250,000	5324 City Hall 2nd Floor	66,170	(183,830)	0
110,000	110,000	5326 Earlham Park access imps	12,711	(97,289)	97,289
0	31,180	5331 St Andrews Hall Lighting	45,605	14,425	0
360,000	716,399	Subtotal Asset Improvement	262,568	(453,831)	144,416
0	43,700	5310 22 Hurricane way - asbestos	45,564	1,864	0
0	0	5311 Townsend House	(17,205)	(17,205)	0
0	60,000	5312 Yacht Station Repairs	34,247	(25,753)	25,753
0	0	5530 IFRS Unapp Cap Grant: SSCF	51,804	51,804	0
0	70,000	5925 Replacement of PandD Payment	69,591	(409)	0
0	0	5957 Cemetery Management system	7,670	7,670	0
0	0	5958 Person to Person radio	11,968	11,968	0
900,000	960,000	5315 Asset investment for income (other	59,832	(900,168)	0
9,750,000	9,750,000	5330 Strategic Investment	19,000	(9,731,000)	0
30,000	30,000	8807 New Build - Airport	10,130	(19,870)	0
30,000	30,000	8808 New Build - Cambridge Street	0	(30,000)	0
25,100	25,100	8812 New Build - 10-14 Ber Street	0	(25,100)	25,100
10,735,100	10,968,800	Subtotal Asset Investment	292,601	(10,676,199)	50,853
0	132,390	5006 Major Repairs Programme	27,291	(105,099)	0
0	0	5245 Memorial Gardens temporary works	682	682	0
0	156,554	5293 Millar Hall - Norman Centre	164,506	7,952	0
550,000	1,095,413	5308 St Andrews MSCP repair	52,659	(1,042,755)	1,042,755
36,000	36,000	5900 Bedford St 19/21 fire alarm	26,778	(9,222)	0
25,000	25,000	5901 Castle Museum 12/12A roof	53,708	28,708	0
25,000	25,000	5902 Castle Museum 18A roof	0	(25,000)	0
30,000	30,000	5903 City Cemetery asphalt works	31,370	1,370	0
15,000	15,000	5904 Rosary Cemetery Chapel works	25,862	10,862	0
80,000	80,000	5905 Norman Centre gym refurbishment	10,613	(69,387)	0
75,000	75,000	5906 Hurricane Way 6-12 enabling works	1,510	(73,490)	73,490
60,000	60,000	5907 Meteor Close 21 void refurbishment	0	(60,000)	60,000
10,000	10,000	5908 Halls - fire alarm upgrade	0	(10,000)	0
15,000	15,000	5909 Halls - floor works	0	(15,000)	5,000
15,000	15,000	5910 Halls - WC works	0	(15,000)	15,000
5,000	5,000	5911 St Barts Church flint and brick works	5,397	397	0
4,000	4,000	5912 St Edmunds churchyard works	0	(4,000)	0
100,000	100,000	5913 Swanton Rd - Astra TC works	3,333	(96,667)	75,000
25,000	25,000	5914 Guildhall stone and flint works	0	(25,000)	25,000
50,000	50,000	5915 District Lighting upgrade	899	(49,101)	0
60,000	60,000	5916 Waterloo Pavilion prom roof	0	(60,000)	60,000
40,000	40,000	5917 Riverside Leisure Centre works	0	(40,000)	0
70,000	0	5918 St Andrews MSCP CCTV	0	0	0
1,290,000	2,054,357	Subtotal Asset Maintenance	404,608	(1,649,750)	1,356,245

Approved Budget	Current Budget		Provisional Outturn	Forecast Variance	Estimated Carry Forward
0	42,373	5101 Norfolk and Norwich Hospital hub	34,140	(8,233)	0
0	13,477	5102 North Park Avenue - UEA zebra	11,013	(2,464)	0
0	19,800	5103 UEA Hub	0	(19,800)	0
585,000	787,537	5104 The Avenues	113,261	(674,276)	674,276
423,000	0	5105 Earlham Road (Gypsy Lane -	(79)	(79)	0
0	12,608	5106 Adelaide Street health centre link	2,921	(9,687)	0
0	0	5107 Alexandra Road - Park Lane (via	1,037	1,037	0
90,000	148,963	5108 Park Lane - Vauxhall Street	34,243	(114,720)	114,720
739,899	888,917	5109 Vauxhall Street - Bethel Street	470,617	(418,300)	0
0	30,832	5110 Market hub	16,558	(14,274)	0
218,637	226,681	5111 Magdalen Street and Cowgate	225,946	(735)	0
0	9,160	5112 St Andrew's Plain hub	(2,339)	(11,499)	0
291,390	794,723	5113 Tombland & Palace Street	78,454	(716,269)	716,269
0	36,000	5114 Gilders Way - Cannell Green	16,420	(19,580)	0
459,000	546,751	5115 Heathgate - Valley Drive	237,847	(308,904)	308,904
0	109,244	5116 Laundry Lane - St Williams Way	9,847	(99,397)	99,397
0	76,302	5117 Munnings Road - Greenborough	128,224	51,922	0
165,000	162,915	5118 Salhouse Road (Hammond Way -	36,530	(126,385)	126,385
276,772	409,987	5119 20 mph areas	62,072	(347,915)	347,915
50,000	0	5120 Simplify cycling and loading in	2,962	2,962	0
59,928	209,165	5121 Directional signage and clutter	75,716	(133,449)	133,449
0	27,000	5122 Automatic cycle counters	3,509	(23,491)	23,491
367,000	249,860	5123 Cycle City Ambition Project	277,264	27,404	0
3,725,626	4,802,295	Subtotal Cycle City Ambition	1,836,163	(2,966,132)	2,544,806
0	31,000	5328 Citizen Gateway Permits	10,798	(20,203)	20,200
50,000	154,337	5305 Eco-Investment Fund	12,556	(141,781)	(141,781)
0	23,246	5306 Community Capital Fund	20,873	(2,373)	2,373
0	520,236	5317 IT Investment Fund	332,784	(187,452)	187,452
0	0	5587 GPF Airport Development	69,144	69,144	0
0	50,000	6049 Municipal Bonds Agency	50,000	0	0
0	436,017	0000 Green Deal	20,240	(415,777)	415,777
50,000	1,214,836	Subtotal Initiatives Funding	516,395	(698,442)	484,021
0	0	5300 Norwich Connect 2	(5,602)	(5,602)	0
0	181,700	5318 Vacant Sites Regeneration	0	(181,700)	0
158,500	136,294	5325 Mountergate Phase 2	0	(136,294)	136,294
265,000	168,000	5327 Park Depots demolition	1,413	(166,587)	166,587
2,385,165	2,322,855	5512 NaHCASP Threescore	652,449	(1,670,406)	1,670,406
300,000	370,206	8805 New Build - Threescore 2	303,667	(66,539)	0
260,000	520,000	5322 Riverside Walk	2,879	(517,121)	257,121
150,000	244,142	5314 Ass Inv - Mile Cross Depot	15,210	(228,932)	151,000
7,000,000	7,000,000	5320 Rose Lane MSCP Construction	500,186	(6,499,814)	6,499,814
10,518,665	10,943,197	Subtotal Regeneration	1,470,202	(9,472,995)	8,881,222
0	35,000	5919 Danby Wood GNDP	25,337	(9,663)	9,663
0	30,000	5920 Marston Marsh GNGP	23,805	(6,195)	6,195
0	15,000	5921 Earlham Millenium Green	3,160	(11,840)	11,840
0	40,000	5922 Riverside Walk GNDP	27,534	(12,466)	12,466
0	60,000	5923 Marriotts Way GNDP	52,432	(7,568)	7,568
0	180,000	Subtotal GNGP	132,268	(47,732)	47,732

Approved Budget	Current Budget		Provisional Outturn	Forecast Variance	Estimated Carry Forward
6,164	6,164	4176 S106 Fire Station Bethel St cycle	0	(6,164)	0
0	6,019	5701 s106 Chapelfield Gardens Play	0	(6,019)	6,019
0	0	5703 s106 Jenny Lind/Eagle Walk	14,478	14,478	0
0	89,000	5705 s106 The Runnel Play Provision	0	(89,000)	89,000
22,194	0	5708 s106 Waldergrave/Clover Hill Play	0	0	0
0	22,000	5717 s106 Wensum Comm Centre Play	1,477	(20,523)	3,511
0	0	5719 NCCAAP Play Projects	722	722	0
0	22,194	5723 Pointers Field Playbuilder Capital	3,709	(18,485)	18,485
3,753	16,668	5725 S106 Pilling Park Improvements	15,923	(745)	0
60,194	88,194	5728 S106 Mile Cross Gardens Play	0	(88,194)	88,194
0	7,000	5730 S106 Midland Street Open Space	0	(7,000)	7,000
0	13,260	5731 s106 Wooded Ridge project	3,407	(9,853)	9,853
0	13,000	5732 s106 Wensum View Play	84	(12,916)	12,916
0	42,838	5733 s106 Sarah Williman Close	118	(42,720)	42,720
0	81,000	5735 s106 Castle Green Play	0	(81,000)	81,000
0	9,000	5736 s106 Castle Gardens Play	0	(9,000)	0
40,367	40,367	5737 S106 Heartsease Play Area	929	(39,438)	39,438
24,775	24,775	5738 S106 Mousehold Heath environs	24,504	(271)	0
0	35,000	5739 Lakenham Rec Bowls Green Fencing	35,805	35,805	0
0	50,000	5801 s106 Hurricane Way Bus Link	0	(50,000)	50,000
0	22,000	5806 Threescore, Bowthorpe - sustainable	0	(22,000)	22,000
0	0	5812 S106 Flood Alleviation project	0	0	0
0	29,929	5813 S106 Green Infrastructure Imps	0	(29,929)	29,929
0	0	5815 S106 St James Churchyard	0	0	0
0	119,000	5821 S106 Livestock Mkt Cycle/Walkway	0	(119,000)	119,000
0	87,000	5823 BRT & Cycle Route Measures	0	(87,000)	87,000
0	0	5825 Sustainable Transport Car Club	756	756	0
0	10,807	5826 Goals Soccer Centre Ped Refuse	7,548	(3,259)	0
0	5,000	5828 s106 Plumstead Road	5,000	5,000	0
0	0	5711 S106 schemes	901	901	0
157,447	840,215	Subtotal Section 106	115,361	(684,854)	706,065
0	0	5580 CIL Contribution Strategic	140,782	140,782	0
0	0	Subtotal CIL	140,782	140,782	0
26,836,838	31,720,099	Total Non-Housing Capital Programme	5,170,948	(26,509,153)	14,215,360

Housing Capital Programme

Approved Budget	Current Budget		Provisional Outturn	Forecast Variance	Estimated Carry Forward
3,750,000	3,815,898	7460 Sheltered Housing Redevelopment	173,271	(3,642,627)	3,642,627
500,000	568,400	7930 Capital Buybacks	122,850	(445,550)	0
0	390,000	8800 New Build - Riley Close	0	(390,000)	0
0	608,485	8801 New Build - Pointers Field	539,195	(69,290)	0
1,500,000	1,500,000	8802 New Build - Goldsmith Street	375,012	(1,124,988)	0
1,591,250	1,591,250	8803 New Build - Brazengate	190,213	(1,401,037)	0
765,000	765,000	8804 New Build - Hansard Close	27,370	(737,630)	0
200,000	211,103	8805 New Build - Threescore 2	150,976	(60,127)	0
78,000	66,897	8806 New Build - Mountergate	0	(66,897)	0
250,000	250,000	8807 New Build - Airport	4,990	(245,010)	0
110,000	110,000	8808 New Build - Cambridge Street	0	(110,000)	0
395,000	395,000	8809 New Build - Hassett Close	0	(395,000)	0
480,000	480,000	8810 New Build - Northfields	0	(480,000)	0
280,000	280,000	8811 New Build - Rye Avenue	0	(280,000)	0
116,600	116,600	8812 New Build - 10-14 Ber Street	0	(116,600)	0
50,000	50,000	8813 New Build - Earlham west	0	(50,000)	0
20,000	20,000	8814 New Build - Bowers Avenue	0	(20,000)	0
300,000	300,000	8815 New Build - Jewson Road	0	(300,000)	0
50,000	50,000	8816 New Build - Fourways	0	(50,000)	0
225,000	225,000	8817 New Build - Palmer Road	0	(225,000)	0
100,000	100,000	8818 New Build - Supple Close	0	(100,000)	0
150,000	150,000	8819 New Build - Wild Road	0	(150,000)	0
10,910,850	12,043,633	Subtotal Housing Investment	1,583,877	(10,459,756)	3,642,627
1,380,000	1,417,150	7010 Electrical - Internal	1,589,393	172,243	0
480,000	854,958	7040 Whole House Improvements	613,261	(241,697)	66,908
8,260,000	8,323,100	7070 Kitchen Upgrades	7,878,316	(444,784)	0
3,980,000	4,816,000	7080 Bathroom Upgrades	3,934,047	(881,953)	600,000
300,000	1,084,711	7100 Boilers - Communal	183,802	(900,909)	884,711
4,230,000	3,946,100	7110 Boilers - Domestic	3,387,533	(558,567)	80,000
950,000	976,100	7150 Insulation	904,243	(71,857)	71,857
200,000	200,000	7170 Solar Thermal & Photovoltaic	173,273	(26,727)	25,000
1,100,000	2,385,176	7200 Windows - Programme	2,055,924	(329,252)	99,710
1,610,000	1,846,334	7280 Composite Doors	2,274,909	428,575	0
180,000	80,000	7300 Comm Safe - DES	17,130	(62,870)	0
20,000	20,000	7470 Sheltered Housing Comm Facilities	0	(20,000)	0
250,000	250,000	7480 Sheltered Housing Redevelopment	369,861	119,861	0
880,000	1,624,880	7520 Planned Maint - Roofing	1,224,014	(400,866)	296,730
0	508,200	7530 Boundary Walls & Access Gates	377,583	(130,617)	0
4,500,000	5,514,244	7540 Planned Maint - Structural	3,371,002	(2,143,242)	500,000
0	11,550	7550 Vehicle Hardstanding	85,819	74,269	0
250,000	73,550	7580 Planned Maint - Lifts	30,968	(42,582)	0
200,000	453,750	7590 Concrete footpaths, rams, etc.	202,991	(250,759)	0
1,000,000	1,080,900	7600 Dis Ad - Misc	756,009	(324,891)	0
200,000	200,000	7630 Dis Ad - Stairlifts	135,627	(64,373)	0
0	4,450	7680 Dis Ad - Comms	0	(4,450)	0
100,000	544,099	7950 Other - Communal Bin Stores	510,435	(33,664)	0
30,070,000	36,215,252	Subtotal Neighbourhood Housing	30,076,140	(6,139,112)	2,624,916

Approved Budget	Current Budget		Provisional Outturn	Forecast Variance	Estimated Carry Forward
0	0	6003 Private Sector - General	0	0	0
1,140,000	440,000	6011 Minor Works Grant	2,718	(437,283)	0
0	168,606	6012 Empty Homes Grant	0	(168,606)	68,606
0	700,000	6018 Disabled Facilities Grant	816,190	116,190	0
180,000	180,000	6019 Capital Grants to Housing	198,668	18,668	0
0	0	6029 Small Adaptation Grants	17,963	17,963	0
0	0	6030 Home Improvement Loans	0	0	0
0	0	6031 Survey Costs	13,776	13,776	0
0	0	6044 Works in Default	24,899	24,899	0
0	0	6047 DFG Recovered from Residents	7,127	7,127	0
250,000	475,605	7960 Demolition & Site Maintenance	0	(475,605)	0
1,570,000	1,964,211	Subtotal Strategic Housing	1,081,341	(882,871)	68,606
42,550,850	50,223,096	Total Housing Capital Programme	32,741,358	(17,481,739)	6,336,149

Norwich City Council
SCRUTINY COMMITTEE

Item No 8

REPORT for meeting to be held on 6 July 2015

Norfolk health overview and scrutiny committee update 28 May 2015

Summary:

Members agreed, at the March meeting of the scrutiny committee, to receive regular updates from the Norfolk Overview and Health Scrutiny Committee (NHOSC). At the time of the NHOSC meeting the scrutiny committee had not made appointments to NHOSC. However a brief report outlining outcomes from the meeting are provided by this report.

Conclusions:

There are areas of the work carried out by the Norfolk health overview and scrutiny committee that relate to Norwich while others are more county specific.

At future meetings, the representative of the scrutiny committee will be able to provide some brief feedback as per the agreed protocol arrangements adopted at the last meeting.

Recommendation:

To note the attached paper; outcomes and actions of the Norfolk health overview and scrutiny committee on 28 May 2015.

Contact Officer:

Steve Goddard – Scrutiny officer

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Outcomes and Actions
Norfolk Health Overview and Scrutiny Committee (NHOSC)
28 May 2015

Agenda Item Number	Report Title	Outcomes and Actions	Action By Whom
1.	Election of Chairman & Vice Chairman	Cllr Michael Carttiss was elected Chairman Cllr Nigel Legg was elected Vice Chairman	
3.	Minutes	Check the accuracy of minute 6.3 bullet point 12 – case load of mental health staff in the King’s Lynn area.	Tim Shaw
6.	Chairman’s announcements	An induction session for all new members & substitute members of NHOSC will be held at 2.00pm on Thursday 2 July 2015 in the Conference Room, South Wing, County Hall. The session is also open to any other members of NHOSC who wish to attend for a refresher and to all other members of the County Council.	Maureen Orr
7.	System-wide review of health services in West Norfolk	The West Norfolk Clinical Commissioning Group confirmed that it is not expecting there will be any proposals for major service reconfiguration in west Norfolk at this stage and that it will consult with NHOSC on any such proposals that may arise in future. The committee confirmed that it does not expect the CCG to attend with further reports about the system-wide review unless a ‘substantial variation’ in service is proposed.	Dr Sue Crossman
8.	Continuing Health Care	NHOSC agreed that, subject to the CCGs’ timetable, a consultation document on Continuing Health Care could be circulated to members of the committee for 16 July 2015 but that the item would not be included on the committee’s agenda on that date. ‘Continuing Health	Dr Anoop Dhesi Amanda Cousins

		<p>Care' would be on the agenda on 3 September 2015 at which time representatives of the CCG & Commissioning Support Unit would attend. Representations from other interested parties could also be heard at that meeting. The committee would agree its response to the CCGs on 3 September.</p> <p>The following request from a Continuing Healthcare Patient and Norwich Independent Living Group Member to be reported back to the CCGs:-</p> <p style="padding-left: 40px;">That the Harwood Care & Support Charter card should be used to open meaningful discussions with those who require help.</p> <p>Benchmarking data showing where the Norfolk CCGs' current spending on Continuing Health Care stands in comparison to other CCGs to be provided (in response to a request from a representative of Equal Lives).</p>	<p>Amanda Cousins</p> <p>Amanda Cousins</p>
9.	NHOSC appointments	<p>The following appointments were agreed:-</p> <p><u>Great Yarmouth & Waveney Joint Health Scrutiny Committee</u> Mr M Carttiss Mr C Aldred Great Yarmouth and Waveney Borough Council appointee to NHOSC (yet to be nominated by the Borough Council).</p> <p><u>Formal links with CCGs:-</u> North Norfolk CCG – M Chenery of Horsbrugh South Norfolk CCG – Dr N Legg Great Yarmouth & Waveney CCG – Mrs J Chamberlin West Norfolk – M Chenery of Horsbrugh Norwich – Mr B Bremner & substitute Mrs M Somerville</p>	Maureen Orr

		<p><u>Formal links with NHS Provider Trusts</u> Queen Elizabeth Hospital NHS Foundation Trust – substitute link – M Chenery of Horsbrugh Norfolk and Suffolk NHS Foundation Trust – M Chenery of Horsbrugh Norfolk and Norwich University Hospitals NHS Foundation Trust – Dr N Legg; substitute Mrs M Somerville James Paget University Hospitals NHS Foundation Trust – Mr C Aldred; substitute Mrs M Somerville Norfolk Community Health and Care NHS Trust – substitute link – Mrs M Somerville</p> <p>NHOSC agreed to make the remaining appointments at its next meeting on 16 July 2015:-</p> <p>Formal links for:- Norfolk Community Health & Care NHS Trust Queen Elizabeth Hospital NHS Foundation Trust</p> <p>Substitute links for:- North Norfolk CCG South Norfolk CCG Great Yarmouth and Waveney CCG West Norfolk CCG Norfolk and Suffolk NHS Foundation Trust</p>	
8.	Forward work programme	<p>The forward work programme was agreed with the following amendment:-</p> <p>‘Continuing Health Care’ to be removed from 16 July 2015 agenda.</p> <p>The committee noted that ‘Development of dementia services in West Norfolk’ on 16 July agenda was expected to be a consultation from the</p>	Maureen Orr

		<p>CCG regarding permanent changes following the trial period in March 2015.</p> <p>Maureen Orr to find out more details about reports that members have heard about a medical practice moving in Cromer.</p>	
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Copied to:-

Representatives attending the NHOSC meeting for NHS / other organisations
 District Council Members of NHOSC
 Member Support Officer - Christine Byles
 CCG engagement contacts (x5)
 Health and Wellbeing Board support officer – Linda Bainton
 Healthwatch Norfolk – Chris MacDonald