

7 November 2008

Our ref: B&D Ctte/Nov08
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To: Members of the Baldock and District Committee of North Hertfordshire District Council

(Councillors M.R.M. Muir (Chairman), I.J. Knighton (Vice-Chairman), S.K. Jarvis, Marilyn Kirkland, M.E. Weeks and A.D. Young)

You are invited to attend a meeting of the

BALDOCK & DISTRICT COMMITTEE

to be held at

THE COMMUNITY CENTRE, SIMPSON DRIVE, BALDOCK

on

MONDAY 17 NOVEMBER 2008

at

7.30 p.m.

Yours sincerely,



David Miley
Democratic Services Manager

| | | |
|------------|--|---------------------|
| 9. | CHAMPION NEWS REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES <i>A summary of the activities undertaken by the Community Development Officer for Baldock since the meeting of the Committee held on 22 September 2008.</i> | 43 |
| 10. | BALDOCK & DISTRICT COMMITTEE DEVELOPMENT AND AREA VISIONING BUDGETS 2008/2009 REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT & CULTURAL SERVICES <i>To take the Members through the current budget balances for the Committee Development and Area Visioning Budgets and to consider the following grant application:</i> | 47 |
| | <ul style="list-style-type: none"> ▪ Appendix 1 - Spreadsheet of Committee Delegated Budgets 2008/9 ▪ Appendix 2 - NHDC Grounds Maintenance grant application. | <p>51</p> <p>56</p> |

The date of the next meeting of the Baldock & District Committee is:

Monday 12 January 2009.

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BALDOCK AND DISTRICT COMMITTEE
17th November 2008

***PART 1 – PUBLIC DOCUMENT**

AGENDA ITEM No.

6

TITLE OF REPORT : SECTION 106 AGREEMENT AND UNILATERAL UNDERTAKINGS
REPORT OF THE HEAD OF PLANNING & BUILDING CONTROL

1. SUMMARY

1.1 This report provides Members of the Area Committee with comprehensive details of the current Section 106 agreements and Unilateral Undertakings in their area and the attached spreadsheets focus upon the relevant planning permissions and provide the following details as presented as Appendix 1:-

- i) Yellow - Live contributions that need to be received/allocated and /or spent
- ii) Blue - Agreement fulfilled
- iii) Orange- Social housing
- iv) Green - Allocated to project –not spent
- v) Red - Contribution received from Unilateral Undertakings– not allocated
- vi) Light purple - Agreement not requiring NHDC input

The spreadsheets include non-financial contributions.

1.2 At the time of writing the report the information provided in respect of this Council is correct as of the 31st October 2008. The County Council figures are based on information supplied as of 31st March for libraries, 1st June for highways and 18th June for education, youth and childcare. It is understood that a further report is to be produced by HCC in December this year. Once this is received this Council's records will be updated.

2. FORWARD PLAN

2.1 This report does not contain a recommendation on a key decision and is not included within the Forward Plan.

3. BACKGROUND

3.1 The Authority adopted in November 2006 a Supplementary Planning Document (SPD) which regulates the preparation of Section 106 Agreements and Unilateral Undertakings in relation to development proposals.

3.2 In June this year a report was presented to PARC which provided Members with an overview of the current situation with regard to the implementation and management of the 106 Agreements and Unilateral Undertakings and included details of a recent Audit inspection, the county wide approach to agreements and the monitoring arrangements for the collection of the relevant funds.

3.3 In noting the report PARC further resolved :-

- That the Head of Planning and Building Control be requested to liaise with Hertfordshire County Council on the completion of a comprehensive list of Section 106 agreements for North Hertfordshire;
- That the Head of Planning and Building Control be requested to present a Section 106 update report to PARC at its meeting to be held on 11 December 2008 and at six monthly intervals thereafter, in respect of the details of the funds collected through Section 106 agreements and Unilateral Undertakings and on what projects/schemes were they utilised, together with details of those agreements subject to 'pay back' clauses.
- That during the November 2008 cycle of meetings, each of the Area Committees be provided with details of the amount of Section 106 monies available in their respective areas, to enable them to be proactive in advising on the utilisation of those monies.

4. CONSIDERATIONS

4.1 The main aim of the Section 106 SPD is to ensure that the additional demands upon infrastructure, services and facilities arising from new development are provided for and are put in place at the right time and contribute towards the Council's mission and strategic objectives as set out in the Corporate Plan.

4.2 The planning process in respect of obligations provides a mechanism by which some of the priorities can be addressed. The strategies and priorities of the Council form the basis for the allocation of funds which are not specific requirements identified in the agreement. Monies are allocated to capital and revenue schemes which are agreed by Members through the Corporate business planning process and the quarterly budget monitoring reported to Cabinet. In addition some developers may contribute commuted sums towards adopted open space.

4.3 The overall income levels associated with Section 106 monies for this Council from 2001/02 are included in the table below. The 2008/09 figure is to the 31st October 2008.

| Year | Receipts in year £ | Allocated in year £ | Interest accruing in year to General Fund £ |
|--------------|-----------------------|------------------------|---|
| 2001/2 | 17,729 | 2,000 | 192 |
| 2002/3 | 224,542 | 181,341 | 1,166 |
| 2003/4 | 5,000 | 0 | 3,076 |
| 2004/5 | 364,461 | 59,166 | 13,107 |
| 2005/6 | 76,900 | 62,119 | 20,957 |
| 2006/7 | 199,276 | 13,000 | 26,921 |
| 2007/8 | 226,016 | 83,782 | 42,253 |
| 2008/9 | 55,308 | 43,200 | 0 |
| Total | £1,169,232 | £444,608 | £107,673 |

Balance of S106 and unilateral undertakings receipts £731,623.

- 4.4 In the June cycle of meetings for 2009 it is proposed to provide a comprehensive updated spreadsheet which for highway purposes will include funds available from LTP, S106 monies, Growth Area Fund and other sources of money. This would enable all transport schemes to be better co-ordinated as initiated by the Joint Members Panel and agreed with County Officers.

5. LEGAL IMPLICATIONS

- 5.1 The Council requires Section 106 Agreements and Unilateral Undertakings where appropriate under the Town and Country Planning Acts where development involves matters which cannot be controlled by planning conditions. There are strict rules which govern the negotiation and implementation of matters covered by Section 106 Agreements and in essence, these need to relate to the development proposed both in scale and kind. The Section 106 SPD has been formulated with those principles in mind and the implementation of the SPD is being undertaken in a satisfactory manner.
- 5.2 The current Planning Bill introduces the concept of a Community Infrastructure Levy which may replace in part the use of Section 106 Agreements. The Planning Bill is currently before the House and when there is greater certainty about the future of that aspect of the Bill, it will be appropriate to review the Section 106 SPD. The review of the Section 106 SPD will need to be incorporated within the Council's Local Development Scheme.

6. FINANCIAL AND RISK IMPLICATIONS

- 6.1 The work associated with the implementation of the Section 106 SPD is currently contained within the existing work plans and resources. A review of the document will be needed to be incorporated within the programme for the Local Development Framework Team once there is greater certainty about its future.
- 6.2 Interest accruing on S106 receipts is pooled corporately and included in the total income arising from investments. This is the case with all of the Council's 'reserves' and investment interest is then used to contribute towards General Fund revenue expenditure. Risk arising from interest rate fluctuations is considered in the Corporate Business Planning process and is a consideration when setting the level of balances.

There may be occasions where the S106 agreement requires a refund with interest in the event that prescribed works are not acted upon.

- 6.3 The financial implications of a planning permission may be agreed but if the planning permission is not implemented the monies will not be received.
- 6.4 When negotiating monies for capital schemes there may be a delay in implementing those schemes which may result in a change of cost.

7. HUMAN RESOURCE AND EQUALITIES IMPLICATIONS

- 7.1 There are no financial resource or equalities implications arising from this report other than those associated with the implementation of Section 106 Agreements associated with developments and in particular, the increasing number of large developments that may be forthcoming as a result of the East of England Plan.

8. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS

- 8.1 The Section 106 SPD was subject to external consultation through its preparation and the implementation of this new area of work has been subject to consultation with developers and agents through the Planning and Building Control Customer Panel.

9. RECOMMENDATIONS

- 9.1 It is recommended that the Area Committee
- i) Note the contents of this Report
 - ii) Note the progress for the utilisation of the monies which will be included in the report to PARC on the 11th December
 - iii) That the Area Committee be presented with a report in the June 2009 cycle of meetings and on an annual basis thereafter.

10. REASONS FOR RECOMMENDATIONS

- 10.1 To ensure that there is a robust system for negotiating and managing Section 106 / Unilateral Undertakings.
- 10.2 To ensure that this is kept under constant review and that the risk associated with this activity is managed in an appropriate manner.

11. ALTERNATIVE OPTIONS CONSIDERED

- 11.1 No alternative options are considered appropriate at this stage.

12. APPENDIX

- 12.1 Appendix 1 - Monitoring Spreadsheet for Baldock and District.

13. CONTACT OFFICERS

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14. BACKGROUND PAPERS

- 14.1 Section 106 Supplementary Planning Document and Monitoring Spreadsheets.

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| | | Section 106 Agreements - All Areas | | Live contribution need to be received/ allocated and or spent | | | | | | | | | | | | | | | | | | | |
|-------------|--------------------------------------|--|-------------------|---|-----------------------|---|------------------------------|------------------------------|----------------------------------|-------------------------|----------------------------------|-------------------|------------------------------------|---------------------------|-------------------|---------------------------------------|---------------|---------------------------|--|--|----------------|--------------|--|
| | | | | Agreement fulfilled | | | | | | | | | | | | | | | | | | | |
| | | | | Allocated to project but not spent | | | | | | | | | | | | | | | | | | | |
| | | | | Contribution received but not allocated | | | | | | | | | | | | | | | | | | | |
| | | | | Social Housing | | | | | | | | | | | | | | | | | | | |
| | | | | Agreement not requiring NHDC involvement | | | | | | | | | | | | | | | | | | | |
| TOWN / AREA | NHDC/ HCC/ Parish recipient of funds | Details of Related Application - inc ref. No. proposal/address | Date of Agreement | Benefits Secured | Date Payment Received | Repayment Date (if part or whole of sum not repaid) | Amount Liabile if PP started | Amount Now Due ie PP started | Amount Received by others eg HCC | Amount Received by NHDC | Amount allocated to NHDC project | Sum/Date Paid Out | Balance remaining: to be allocated | Internal Interest applied | Balance in ledger | Live = funds still available/ need to | GL Code | code narrative | Type of contribution | Comments | Capital scheme | Capital code | |
| Baldock | HCC | 01/00370/1 - 6 flats, 15 houses, etc., - South Lodge, South Road, Baldock. (Applicant: Cala Homes (South) Limited) | 01/04/2002 | 1. Prior to the occupation of any dwelling the developer to pay to H.C.C. £37,500 (indexed) as a contribution towards the cost of providing additional primary education facilities in Baldock. | 19-May-05 | 7 years from completion of development. | | | £54,548 | | | | | | £0 | | | #N/A | | Funds to be pooled for future provision in Baldock or alternative proposal | | | |
| Baldock | HCC | 01/00370/1 - 6 flats, 15 houses, etc., - South Lodge, South Road, Baldock. (Applicant: Cala Homes (South) Limited) | 01/04/2002 | 2. Prior to the occupation of 10 dwellings the developer to pay H.C.C. £5,000 towards the cost of providing cycle routes in Baldock. | | 7 years from completion of development. | | | | | | | £0 | | £0 | Live | | #N/A | | Scheme to be designed as part of Baldock Urban Travel Plan | | | |
| Baldock | NHDC | 04/00931/1 - Conversion of building into 6 flats at rear of George and Dragon Hotel, Hitchin Street, Baldock. (Applicant: Rapid Development Construction Ltd.) UNILATERAL UNDERTAKING | 01/11/2004 | The applicant covenants to pay NHDC, within 14 days of the sale of the fourth of the six dwellings, a sum of £10,000 as a contribution towards the cost of replacing existing railings along both sides of Hitchin Street in the vicinity of the application property. | 3rd Feb 2005 | N/A | £10,000 | £10,000 | | £10,000 | £10,000 | £10,000 | £0 | | £0 | Live | 7127 703 0770 | Baldock Other | to provide railings at junction - check with stuart izzard. Railings in place Baldock TC Enhancements money used instead. Reallocated to TC improvement scheme | Baldock TC enhancement | 5210544 | | |
| Baldock | | 06/00335/1 - Erection of linked 2 and 3 storey block comprising 17 two bedroom and 1 one bedroom flats, 26 surface parking spaces, new 'T' junction access onto Weston Way, amenity area and ancillary works following demolition of existing dwellings as a variation of planning permission ref 05/00013/1 granted 21 July 2005. Site:191 & 193, Weston Way, Baldock, SG7 Applicant: Daniels Bros (Shefford) Ltd | 31/05/2006 | Implementation If the developer implements the above permission 05/00013/1, then the obligations are discharged. If the developer implements this planning permission then the obligations under the previous deed will be discharged and this agreement will apply. Notices The owner shall give the following 7 days prior notice to both Councils: a) Commencement b) Occupation (or any part thereof) c) That it will not developed or use the part of the land edged in blue as anything other than public highway (Plan attached to S106) d) That it dedicates the blue land as public highway. | N/A | | N/A | | | | | | | | £0 | | | #N/A | | | | | |
| Baldock | HCC | 06/00335/1 - Erection of linked 2 and 3 storey block comprising 17 two bedroom and 1 one bedroom flats, 26 surface parking spaces, new 'T' junction access onto Weston Way, amenity area and ancillary works following demolition of existing dwellings as a variation of planning permission ref 05/00013/1 granted 21 July 2005. Site:191 & 193, Weston Way, Baldock, SG7 Applicant: Daniels Bros (Shefford) Ltd | 31/05/2006 | The owner covenants with HCC: Transport Contribution £9,500 to be spent on parts of the network affected by traffic associated with the development. To be paid before commencement of development. Fire Hydrants Standard Clause Services Contribution £8,688 - Library, childcare and youth serving the locality of the development. To be paid before commencement of development. | | 10 years from receipt with interest. | | | | | | | | | £0 | | | #N/A | | Scheme to be design as part of Baldock Urban Transport Plan | | | |
| Baldock | NHDC | 06/00335/1 - Erection of linked 2 and 3 storey block comprising 17 two bedroom and 1 one bedroom flats, 26 surface parking spaces, new 'T' junction access onto Weston Way, amenity area and ancillary works following demolition of existing dwellings as a variation of planning permission ref 05/00013/1 granted 21 July 2005. Site:191 & 193, Weston Way, Baldock, SG7 Applicant: Daniels Bros (Shefford) Ltd | 31/05/2006 | Community Safety Measures £3,000 to be spent in Baldock as the Councils directors consider necessary. To be paid on the commencement of development. | | 10 years from receipt with interest. | £3,000 | £3,000 | | | | £3,000 | | | £0 | Live | | #N/A | | Community safety measures. Invoice for this contribution raised. | | | |
| Baldock | | 05/00013/1 - Erection of linked 2 and 3 storey block comprising 17 two bedroom and 1 one bedroom flats. Associated underground parking and new 'T' junction access onto Weston Way following demolition of existing dwelling. Site: 191 & 193, Weston Way, Baldock, SG7 Applicant: Daniels Bros (Shefford) Ltd | | Superseded by reference 06/00335/1 above | | | | | | | | | | | £0 | | | #N/A | | | | | |
| Baldock | NHDC | 07/01505/1 23-25 Whitehorse Street refunded | | | 10/08/2007 | | | | | | £0 | | £0 | | £0 | Live | 7127 103 0770 | Baldock Community Centres | | | | | |
| Baldock | NHDC | 07/01505/1 23-25 Whitehorse Street refunded | | | 10/08/2007 | | | | | | £0 | | £0 | | £0 | Live | 7127 203 0770 | Baldock Leisure | | | | | |
| Baldock | NHDC | 07/01505/1 23-25 Whitehorse Street refunded | | | 10/08/2007 | | | | | | £0 | | £0 | | £0 | Live | 7127 303 0770 | Baldock Open Space | | | | | |
| Baldock | NHDC | 07/01505/1 23-25 Whitehorse Street refunded | | | 10/08/2007 | | | | | | £0 | | £0 | | £0 | Live | 7127 403 0770 | Baldock Pitch Sports | | | | | |
| Baldock | NHDC | 07/01505/1 23-25 Whitehorse Street refunded | | | 10/08/2007 | | | | | | £0 | | £0 | | £0 | Live | 7127 503 0770 | Baldock Play Space | | | | | |
| Baldock | NHDC | 07/00530/1 Garthlands, Maiden Street, Weston | | | 30/01/2008 | | | | | £512 | | | £0 | | £512 | Live | 7127 105 0770 | Rural Community Centres | | | | | |
| Baldock | NHDC | 07/00530/1 Garthlands, Maiden Street, Weston | | | 30/01/2008 | | | | | £847 | | | £0 | | £847 | Live | 7127 205 0770 | Rural Leisure | | | | | |
| Baldock | NHDC | 07/00530/1 Garthlands, Maiden Street, Weston | | | 30/01/2008 | | | | | £425 | | | £0 | | £425 | Live | 7127 305 0770 | Rural Open Space | | | | | |
| Baldock | NHDC | 07/00530/1 Garthlands, Maiden Street, Weston | | | 30/01/2008 | | | | | £388 | | | £0 | | £388 | Live | 7127 405 0770 | Rural Pitch Sports | | | | | |
| Baldock | NHDC | 07/00530/1 Garthlands, Maiden Street, Weston | | | 30/01/2008 | | | | | £786 | | | £0 | | £786 | Live | 7127 505 0770 | Rural Play Space | | | | | |

| TOWN / AREA | NHDC/HCC/ Parish recipient of funds | Details of Related Application - inc ref. No. proposal/address | Date of Agreement | Benefits Secured | Date Payment Received | Repayment Date (if part or whole of sum not spent) | Amount Liabile if PP started | Amount Now Due ie PP started | Amount Received by others eg HCC | Amount Received by NHDC | Amount allocated to NHDC project | Sum/Date Paid Out | Balance remaining: to be allocated | Internal Interest applied | Balance in ledger | Live = funds still available/ need to | GL Code | code narrative | Type of contribution | Comments | Capital scheme | Capital code |
|-------------|-------------------------------------|---|-------------------|--|-----------------------|--|------------------------------|------------------------------|----------------------------------|-------------------------|----------------------------------|-------------------|------------------------------------|---------------------------|-------------------|---------------------------------------|---------------|---------------------------|----------------------|--|----------------|--------------|
| Baldock | NHDC | 07/00530/1 Garthlands, Maiden Street, Weston | | | 30/01/2008 | | | | | £1,101 | | | £0 | | £1,101 | Live | 7127 805 0770 | Rural Transport | | Schemes to be allocated as part of relevant urban or village transport plan | | |
| Baldock | NHDC | 08/00004/1 23-25 Whitehorse Street, Baldock | | | 27/02/2008 | | | | | £261 | | | £0 | | £261 | Live | 7127 103 0770 | Baldock Community Centres | | | | |
| Baldock | NHDC | 08/00004/1 23-25 Whitehorse Street, Baldock | | | 27/02/2008 | | | | | £432 | | | £0 | | £432 | Live | 7127 203 0770 | Baldock Leisure | | | | |
| Baldock | NHDC | 08/00004/1 23-25 Whitehorse Street, Baldock | | | 27/02/2008 | | | | | £213 | | | £0 | | £213 | Live | 7127 303 0770 | Baldock Open Space | | | | |
| Baldock | NHDC | 08/00004/1 23-25 Whitehorse Street, Baldock | | | 27/02/2008 | | | | | £194 | | | £0 | | £194 | Live | 7127 403 0770 | Baldock Pitch Sports | | | | |
| Baldock | NHDC | 08/00004/1 23-25 Whitehorse Street, Baldock | | | 27/02/2008 | | | | | £393 | | | £0 | | £393 | Live | 7127 503 0770 | Baldock Play Space | | | | |
| Baldock | Social Housing | 04/01846/1 Tower Clothiers Site, Maiden St, Weston Erection of 19 dwellings, associated garaging and car parking, new access from Maiden Street following demolition of existing factory buildings - resubmission of earlier application following appeal decision reference APP/X1925/A/04/1150193 | 20/09/2006 | Affordable Housing - 6 units | | | | | | | | | | | | | | #N/A | | Four (all rented) of the six proposed units at the above were completed and handed over to the Housing Association, Howard Cottage in May 2007. The two equity share properties could not be delivered as it couldn't be made to stack up financially therefore accepted a commuted sum of £80,325 from the developer in lieu of the properties. | | |
| Baldock | HCC | 04/01846/1 Tower Clothiers Site, Maiden St, Weston Erection of 19 dwellings, associated garaging and car parking, new access from Maiden Street following demolition of existing factory buildings - resubmission of earlier application following appeal decision reference APP/X1925/A/04/1150193 | 20/09/2006 | Weston Village Travel Plan Highway Works Payment Index linked by reference to the Price Adjustment Formula for Construction Contracts in Monthly Bulletin of indices published by HMSO in accordance with SPONS Constructed Civil Engineering Cost Index from 24/01/05 until date of payment | | | £20,000 | | | | | | | | | | | | | | | |
| Baldock | NHDC | 07/00530/1 Garthlands, Weston | | Community Centres | 30/01/2008 | | | | | £512 | | | | | | | | #N/A | | | | |
| Baldock | NHDC | 07/00530/1 Garthlands, Weston | | Leisure | 30/01/2008 | | | | | £847 | | | | | | | | #N/A | | | | |
| Baldock | NHDC | 07/00530/1 Garthlands, Weston | | Informal Open Space | 30/01/2008 | | | | | £425 | | | | | | | | #N/A | | | | |
| Baldock | NHDC | 07/00530/1 Garthlands, Weston | | Pitch Sports | 30/01/2008 | | | | | £388 | | | | | | | | #N/A | | | | |
| Baldock | NHDC | 07/00530/1 Garthlands, Weston | | Play Space | 30/01/2008 | | | | | £786 | | | | | | | | #N/A | | | | |
| Baldock | NHDC | 07/00530/1 Garthlands, Weston | | Sustainable Transport - residential | 30/01/2008 | | | | | £1,101 | | | | | | | | #N/A | | Schemes to be allocated as part of relevant urban or village transport plan | | |
| Baldock | NHDC | 07/00530/1 Garthlands, Weston | | Waste | 30/01/2008 | | | | | £75 | | | | | | | | #N/A | | | | |
| Baldock | NHDC | 07/02170 31a Hitchin St and The Maltings, Park St, Baldock | | Community Centres - Index B from first quarter 2006 | | | £3,012 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 07/02170 31a Hitchin St and The Maltings, Park St, Baldock | | Leisure Contribution - Index B from first quarter 2006 | | | £4,982 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 07/02170 31a Hitchin St and The Maltings, Park St, Baldock | | Informal Open Space - Index A from first quarter 2006 | | | £2,563 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 07/02170 31a Hitchin St and The Maltings, Park St, Baldock | | Pitch Sports - Index A from first quarter 2006 | | | £2,339 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 07/02170 31a Hitchin St and The Maltings, Park St, Baldock | | Play Space - Index A from first quarter 2006 | | | £4,742 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 07/02170 31a Hitchin St and The Maltings, Park St, Baldock | | Sustainable Transport - residential - Index C from first quarter 2006 | | | £5,500 | | | | | | £0 | | £0 | Live | | #N/A | | Schemes to be allocated as part of relevant urban or village transport plan | | |
| Baldock | NHDC | 07/02170 31a Hitchin St and The Maltings, Park St, Baldock | | Waste - Index A from first quarter 2006 | | | £346 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 08/00949/1 Tranters Yard, Whitehorse St, Baldock | | Community Centres - Index B from first quarter 2006 | | | £2,677 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 08/00949/1 Tranters Yard, Whitehorse St, Baldock | | Leisure Contribution - Index B from first quarter 2006 | | | £4,429 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 08/00949/1 Tranters Yard, Whitehorse St, Baldock | | Informal Open Space - Index A from first quarter 2006 | | | £2,278 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 08/00949/1 Tranters Yard, Whitehorse St, Baldock | | Pitch Sports - Index A from first quarter 2006 | | | £2,079 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 08/00949/1 Tranters Yard, Whitehorse St, Baldock | | Play Space - Index A from first quarter 2006 | | | £4,215 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 08/00949/1 Tranters Yard, Whitehorse St, Baldock | | Sustainable Transport - residential - Index C from first quarter 2006 | | | £4,000 | | | | | | £0 | | £0 | Live | | #N/A | | Schemes to be allocated as part of relevant urban or village transport plan | | |
| Baldock | NHDC | 08/00949/1 Tranters Yard, Whitehorse St, Baldock | | Waste - Index A from first quarter 2006 | | | £568 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 08/00949/1 Tranters Yard, Whitehorse St, Baldock | | Primary Education - Index B from second quarter 2006 (NHDC to collect for County) | | | £1,544 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 08/00949/1 Tranters Yard, Whitehorse St, Baldock | | Second Education - Index B from second quarter 2006 (NHDC to collect for County) | | | £7,912 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 08/00949/1 Tranters Yard, Whitehorse St, Baldock | | Youth Contribution - Index B from second quarter 2006 (NHDC to collect for County) | | | £160 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 08/00949/1 Tranters Yard, Whitehorse St, Baldock | | Childcare - Index B from second quarter 2006 (NHDC to collect for County) | | | £640 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 08/00949/1 Tranters Yard, Whitehorse St, Baldock | | Library - Index B from second quarter 2006 (NHDC to collect for County) | | | £1,224 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 07/00837/1 19 Hitchin Road, Weston | | Community Centres - Index B from first quarter 2006 | | | £472 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 07/00837/1 19 Hitchin Road, Weston | | Leisure Contribution - Index B from first quarter 2006 | | | £781 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 07/00837/1 19 Hitchin Road, Weston | | Informal Open Space - Index A from first quarter 2006 | | | £402 | | | | | | £0 | | £0 | Live | | #N/A | | | | |

| TOWN / AREA | NHDC/ HCC/ Parish recipient of funds | Details of Related Application - inc ref. No. proposal/address | Date of Agreement | Benefits Secured | Date Payment Received | Repayment Date (if part or whole of sum not spent) | Amount Liabile if PP started | Amount Now Due ie PP started | Amount Received by others eg HCC | Amount Received by NHDC | Amount allocated to NHDC project | Sum/Date Paid Out | Balance remaining: to be allocated | Internal Interest applied | Balance in ledger | Live = funds still available/ need to | GL Code | code narrative | Type of contribution | Comments | Capital scheme | Capital code |
|-------------|--------------------------------------|--|-------------------|---|-----------------------|--|------------------------------|------------------------------|----------------------------------|-------------------------|----------------------------------|-------------------|------------------------------------|---------------------------|-------------------|---------------------------------------|---------|----------------|----------------------|---|----------------|--------------|
| Baldock | NHDC | 07/00837/1 19 Hitchin Road, Weston | | Pitch Sports - Index A from first quarter 2006 | | | £366 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 07/00837/1 19 Hitchin Road, Weston | | Play Space - Index A from first quarter 2006 | | | £743 | | | | | | £0 | | £0 | Live | | #N/A | | | | |
| Baldock | NHDC | 07/00837/1 19 Hitchin Road, Weston | | Sustainable Transport - residential - Index C from first quarter 2006 | | | £1,000 | | | | | | £0 | | £0 | Live | | #N/A | | Schemes to be allocated as part of relevant urban or village transport plan | | |
| Baldock | NHDC | 07/00837/1 19 Hitchin Road, Weston | | Waste - Index A from first quarter 2006 | | | £71 | | | | | | £0 | | £0 | Live | | #N/A | | | | |

TITLE OF REPORT: CORPORATE BUSINESS PLANNING 2009 - 2014 – EFFICIENCIES AND INVESTMENTS

REPORT OF THE STRATEGIC DIRECTOR OF FINANCIAL & REGULATORY SERVICES

1. PURPOSE OF REPORT

- 1.1 To inform the Committee on the budget pressures and required efficiencies target if the Council is to keep within the financial parameters set out in its Medium Term Financial Strategy for 2009-2014.
- 1.2 To present to Committee the list of efficiency and investment items submitted by officers for 2009/10 to 2013/14 that were presented to Cabinet on the 21st October and then forwarded for consultation to Council Members at the Budget Workshops held on 4th and 6th November.
- 1.3 To seek the Committee's views on the provisional efficiency and investment items as part of the consultation process on Corporate Business Planning (CBP) for 2009/10 onwards.

2. FORWARD PLAN

- 2.1 This report contains a recommendation on a key decision that was first notified to the public in the Forward Plan on the 1st July 2008.

3. BACKGROUND

- 3.1 At the Cabinet meeting on 21st October, Members were informed that the 2009/10 efficiency target of £951K remained the same Gershon target as reported to Cabinet in June, however the budget projections incorporate changes to General Fund spend as identified as part of the quarterly budget monitoring process. The target includes an allowance of £427K for investment proposals and a Council tax level of 4.5%.
- 3.2 It was explained to Cabinet that the figures produced were based on the best available information and may be subject to further change before the final budget is set in February 2009.
- 3.3 The efficiency and investment proposals are vetted and sensitivity testing carried out before Challenge Board agree in consultation with the Finance Portfolio holder, the options to be presented to Cabinet and to Members at the Member workshops.
- 3.4 At the Cabinet meeting on the 21st October Members agreed that the following items be removed from the lists of Efficiencies and Investment Proposals for 2009/10:

- RI/11 – Signage – brand reinforcement (with the proviso that this item would be re-considered as part of the 2010/11 CBP process);
- RE/3 – Area Committee Development Budgets – reduction of expenditure on highways;

In addition, Cabinet agreed that the following items be retained in the lists of Efficiencies and Investment Proposals for 2009/10, but that further discussion and investigation be undertaken on these items:

- RI/2 – Works identified in the Allotment Strategy;
- RI/4 – Customer profiling – Purchase of an Experian mosaic licence;
- RE/8 – Reducing print, collation and postage costs on resourcing for RAG and LSP meetings by using e-mail to despatch Agenda and meeting papers etc.;
- CI/5 – Server Strategy (IT reserve funding);
- CI/6 – Purchase of Disk Storage Array hardware (IT reserve funding);
- CI/7 – Upgrade of Microsoft Licences (IT reserve funding);

3.5 Key dates for the remainder of the CBP process are:-

- November/December consultation with Area Committees, LSP, Business groups etc.
- 16th December 2008 Cabinet receive comments from workshops and Area Committees, partners etc. and consider the draft budget.
- 27th January 2009 – Cabinet recommend final budget.

4. FINANCIAL STRATEGY

4.1 The Council's Medium Term Financial Strategy (MTFS) was presented to Cabinet on the 24th June 2008 and the accompanying report outlined the following:

- the financial background to the CBP process for the period 2009 to 2014.
- the known funding pressures which the Council will face in that period and the Council's medium term financial forecast.
- the strategy for dealing with any funding gap.

4.2 In identifying the likely Council Tax requirement, the report focussed on the pressures on expenditure and assumed a neutral position with regard to income. The strategy was based on the following assumptions:

- Year on year spend is adjusted to take account of cyclical variations in expenditure
- Investment income falls in accordance with the cash flow/investment projections to take account of the reducing balance of capital receipts and assumptions regarding interest rates.
- Assumed average base rate of 4.875% for 2009/10 and then 4.75% for subsequent years.
- Any approved one-off increase in expenditure or carry-forward budgets for 2008/09 have been removed from the base figures in subsequent years.
- Government support will increase in real cash terms year on year by 1%.
- Contract inflation in accordance with individual contractual terms.
- Pay inflation at 2.5%
- Pay increments due in 2009/10

- Superannuation contribution of 22.6% for the next 10 years following the revaluation of the pension fund and the impact of the Capital contribution of £1.9m agreed in 2007/08 (previously contributions were estimated to peak at 34% in 2010/11 before falling back to 26.4%)
 - General inflation of 4.2% on expenditure and 4.2% on fees and charges income
 - Use of the general fund special reserve (previously the proceeds of the Housing Revenue Account) will happen on a phased basis to prevent erratic movements in Council Tax increase.
 - The Council tax base figure will rise by 1% per annum.
 - The minimum General Fund balance should be 5% of net expenditure plus an allowance for identified risks.
 - Allowance for Statutory and political priority decisions of £250k per annum
 - Any growth in Area Committee budgets to reflect additional responsibilities will be offset by reductions in Directorate budgets.
 - Vacancy control target set at 3% of salary budget to yield in the region of £440k towards the efficiency target.
- 4.3 The MTFs is an integral part of the CBP process, providing the financial analysis to complement the objectives in the Corporate Plan.
- 4.4 The MTFs recommended a continuation of a phased use of balances over this and the next three years to bring the amount held in balances and reserves back to the 5% of net General Fund expenditure plus an allowance of £400k for known risks.
- 4.5 The CBP process set a cashable savings target for 2009/10 at £0.951million in order to meet the Gershon efficiency target and enable the expenditure requirement to be managed. An allowance of £0.250million was made for investment for statutory and Government led and political priority decisions.
- 4.6 The CBP Process starts from the draft Corporate Plan and seeks to ensure that the identified policies and priorities of the Council drive the budget allocations. To assist in the analysis of how our budget links with the six Strategic Objectives and the three immediate priorities, Heads of Service were asked to complete four items in advance of individual Challenge Sessions scheduled throughout September. These were as follows:
- Review the current service and answer the question: “How do I meet the three immediate priorities (Town Centres, Green Issues and Sustainable Development) now and how could I meet them in the future?”
 - Review the Service profile value for money proforma and ensure that it contains relevant and correct information
 - Be prepared to indicate which elements of service could be de-prioritised and hence where efficiencies could be made
 - Produce a preliminary list of potential efficiencies and investments
- 4.7 Part of the CBP process involves the Challenge Board, comprising the Chief Executive, the two Strategic Directors and the Accountancy Manager scrutinising the Council’s budgets for potential areas of efficiency. The process included the Heads of Service group who peer challenged the efficiencies and investment proposals and fed back comments to Challenge Board.

- 4.8 The list of potential efficiencies and investments were subjected to challenge at individual sessions by Challenge Board. As a result of discussion and fact finding at this forum some of the preliminary proposals were dropped, further budget efficiencies extracted and further information was sought on other areas that could be explored.
- 4.9 As a result of Challenge Board scrutiny a number of proposals were accepted as efficiencies that do not have any direct impact on service provision; they are 'good housekeeping' measures reflecting the changing priorities. These are labelled as 'Challenge Board Scrutiny' and are not itemised in this document, total £301K.

5. ISSUES

Medium Term Financial Forecast

- 5.1 Since the meeting in June, the base budget figures have been reviewed in the light of known changes and Appendix 1 presents the position at September 2008. The 2008/09 and onwards base figures includes the items agreed as on-going growth when setting the current year's budget and known changes following the closure of 2007/08 accounts and the 1st quarter budget monitoring review. Any further changes to the anticipated 2008/09 outturn position will be reported at the December Cabinet meeting when the draft budget recommendations will be made.
- 5.2 As well as the base figures, the parameters contained with the financial management strategy have been reviewed and the revised position is also summarised in Appendix 1, the following changes have been made to the forecast:

- Contract inflation at an average of 5.61%
- General inflation of 4.8% (RPI for August)

- 5.3 The financial management strategy includes an efficiency target of £951K for 2009/10. As a result of a surplus of efficiencies achieved in previous years and a reduction in employer's superannuation contributions, the balance of efficiencies required in 2009/10 is £464k. The total efficiencies identified in Appendix 3 & 4 are £702K. Although the identified efficiencies are above the target Members should be aware of the following issues:

- The 2010/11 efficiencies target of £954K could be reduced if additional efficiencies were identified in 2009/10 and likewise would need to be increased if the target in 2009/10 was not achieved.
- The figures produced are based on the best available information and may be subject to further change before the final budget is set in February 2009. There are, for instance, a number of items which are still subject to negotiation such as Concessionary Bus Fares (see paragraph 4.4).
- There may be further changes to the 2008/09 General Fund budget in the 2nd quarter monitoring report to the December Cabinet.

Transport

- 5.4 The budget strategy includes an inflation based increase in car parking income of £141k as a result of an increase in parking fees for 2009/10. Members will recall that the 1st quarter budget monitoring reported a downturn in income from car-parking. This may in part be linked to "learned behaviour" where fine income is reducing as motorists seek to avoid enforcement activity, compounded by the national economic situation which has seen a marked decline in turnover for town centre retailers too. The increase in the ability to travel further, to other towns, on the concessionary bus pass scheme,

has been recognised by retailers to have had an additional impact, not only on those who would have previously shopped locally, but also who would have used their car to do so. The Transport FSR refers to the fact that on-street parking which is supposed to run at break-even is in fact costing the Council money and is being subsidised by the off street car parks, see Table 1 below.

Table 1: Net Income / Expenditure of On street / off street parking services

| Actual 2007/08 | Off street Parking £ | On Street Parking £ | Residents Parking £ |
|--------------------------|---------------------------------|--------------------------------|--------------------------------|
| Gross Expenditure | 921,986 | 422,138 | 121,003 |
| Gross Income | (1,568,279) | (191,223) | (51,966) |
| Net (Income)/Expenditure | (646,293) | 230,915 | 69,037 |

5.5 The recommendations from the Transport FSR may have further implications on car parking proposals; the plan was presented to PARC on 8th October, and it has been agreed further analysis of the potential implications of the proposals will be made and reported in due course. The draft action plan, however, does not make any proposals at this stage that would impact on the £141k income increase proposed and makes recommendations that further work is undertaken during 2009/10 with a view to inclusion of any financial impact in the 2010/11 corporate business planning process.

5.6 There is no budgeted increase in expenditure with regards to concessionary bus fares. A claim from bus operators for a higher settlement could be expected, for increased take up and fuel price inflation (21%) and is likely to be higher than the 2.8% increase in the Government Grant received. Negotiations with the bus operators are scheduled for November 2008.

The current economic situation

5.7 With the current volatility in the market, prediction of future inflation and investment interest rates over the next 15 months will be difficult. Current inflation at 4.8% could impact significantly upon pay and price over 2009/10, note the FMS is based on pay inflation of 2.5% and contract inflation is 5.61%. The recent interest rate reduction of 0.5% will have no impact upon the Council's investment interest as long as market uncertainty persists but future interest rate reductions will eventually impact significantly upon the investment interest we receive but their timing will be difficult to predict.

Income

5.8 The FMS aligns all increases for fees and charges to the annual inflation rate, currently 4.8%. Increases above or below the RPI requires budget approval. The income increases put forward for consideration relate to new charges. The Council offers concessions against the full price of a number of the services for which a charge is raised and the policy on concessions will be reviewed, not only in terms of financial implications, but also for compliance with the latest age/gender/cultural requirements, before fees and charges are set for 2009/10. It is anticipated that any revision of concessions would be cost neutral.

Council tax

- 5.9 Members are aware that the Financial Management Strategy (FMS) maintains the policy of containing council tax increases to no higher than two percentage points above inflation and to stay within the government's council tax capping limit. RPI currently stands at 4.8%(August) and capping still at 5%. Appendix 1 is based on a 4.5% increase year on year from 2009/10 to 2013/14. The same calculation using an annual increase of 4.9% would result in an additional Council precept over the 5 year period of £643k.

Investment and Efficiency Proposals

- 5.10 The Revenue Budget 2009/10 efficiency proposals for discussion total £140k and there are also additional income increases identified of £261k and Challenge Board scrutiny identified a further £301k of efficiencies giving total efficiencies of £702k. Against this, investment proposals totalling £427k have been identified. Table 2 gives a summary of the proposals by year. All proposals are detailed in Appendices 2 to 5.

Table 2: Summary of Investment & Efficiency Proposals 2009/10

| | 2009/10 £'000 | 2010/11 £'000 | 2011/12 £'000 | 2012/13 £'000 | 2013/14 £'000 |
|--|------------------|------------------|------------------|------------------|------------------|
| Revenue Investment Proposals | 427 | 512 | 467 | 360 | 360 |
| Investment Allowance in Budget Strategy | 250 | 250 | 250 | 250 | 250 |
| Investment Proposals above Allowance in Strategy | +177 | +262 | +217 | +110 | +110 |
| Efficiency Proposals: | | | | | |
| Challenge Board | -301 | -271 | -271 | -271 | -271 |
| Expenditure Efficiencies | -140 | -140 | -140 | -140 | -140 |
| Income Increases | -261 | -261 | -261 | -261 | -261 |
| Total Efficiency & Income Proposals | -702 | -672 | -672 | -672 | -672 |
| Gershon Efficiencies Required | -951 | -954 | | | |
| Less; | | | | | |
| - surplus on prior year's target | 229 | 258 | | | |
| - reduction in employer superannuation contributions | 258 | | | | |
| Revised Gershon Efficiency Target | -464 | -696 | | | |
| Efficiencies above (-) / below (+) target in Strategy | -238 | +24 | | | |
| Capital Proposals | | | | | |
| Funded by Capital Receipts | 180 | 250 | | | |
| Funded by IT Reserve | 450 | 190 | | | |
| Total Capital Investment Proposals | 630 | 440 | | | |

- 5.11 Challenge Board considered a number of proposals for additional staffing and reductions in staffing with a resultant net increase in cost. These are not presented to Members at this stage as officers aim to maintain any restructure arrangements within existing budgets. Over the last five years (2004/2009) staff levels have reduced by 83 full time equivalents, (18%).

Investment proposals

- 5.12 Directorates have been asked to put forward investment items which meet one or more of the following criteria;
- Assist the Council in meeting the three immediate priorities of; Town Centres, Green Issues and Sustainable Development
 - Are an absolute statutory requirement
 - Are invest to save items
- 5.13 Members will recall that an allowance of £250K for investment is included in the MTFS. Revenue investment proposals totalling £427K were included at Appendix 2 and Capital investment proposals of £630K were included in Appendix 5.
- 5.14 An investment for an improvement in brand image and public relations was included as proposal RI /11. Cabinet was asked to consider the option to invest in signage of public facilities and on major transport routes when entering the district to improve NHDC's visibility as a major provider of services and infrastructure. This also reflects a recommendation arising from the IDeA Corporate Peer Review action plan in early 2008
- 5.15 Proposals RI / 6 & 7 relate to investment for the maintenance of street furniture. Members specifically asked that officers investigate this area. In addition proposal RI / 10 details the investment required for support of the town centre BIDs which has already received agreement in principle from Cabinet on 9th September.

Efficiencies and Income Proposals

- 5.16 Appendix 3 lists the efficiency proposals totalling £441K and Appendix 4 lists the income increase options totalling £261K giving total efficiency proposals of £702K presented to Cabinet.
- 5.17 A total of £92,330 was identified as efficiency proposals with respect to Member's expenditure but Challenge Board did not consider these appropriate for further consideration. These included items on Members allowances and Chairman's reception. In addition the option to establish whole Council elections was discussed and a potential efficiency of £92k was identified. This would be a longer term efficiency and if implemented would not achieve an efficiency until 2012/13. Early consideration of this option is, however, necessary should we wish to pursue this.
- 5.18 A proposal to reduce the Member Development budget from £19k to £14k has been accepted by Challenge Board on the basis that this budget has been consistently underspent in recent years and a £5k reduction would bring it more in line with actual spend.

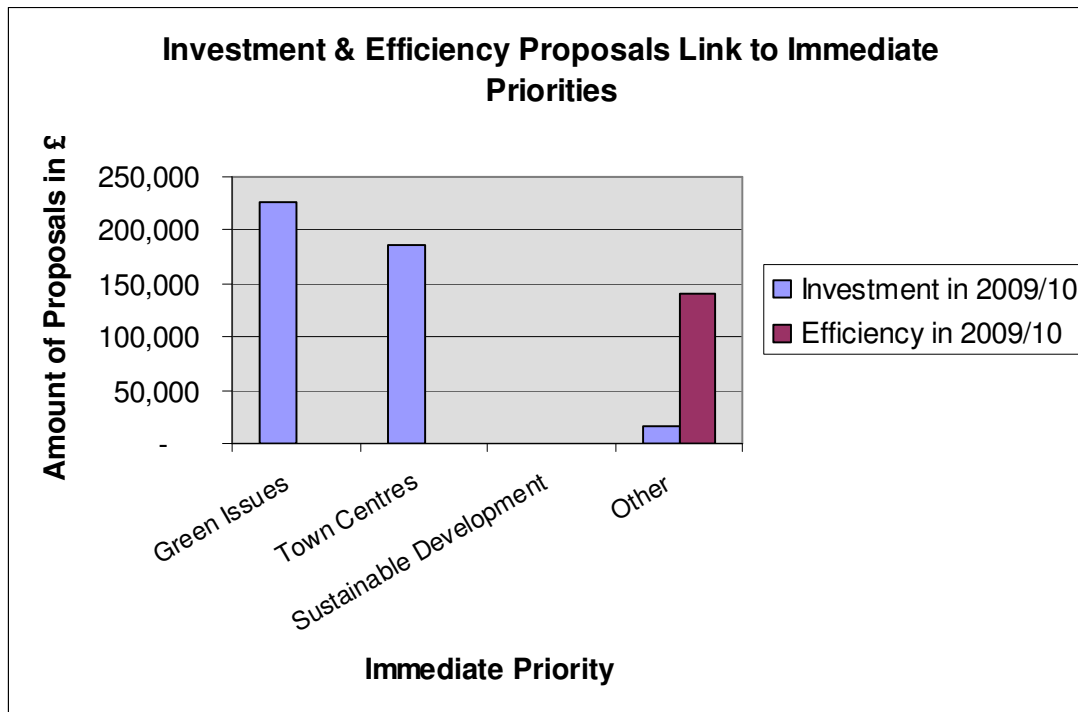
Summary of Investment and Efficiency Proposals

- 5.19 Revenue Investment proposals will add £226K to the immediate priority of Green Issues and £185K to the immediate priority of Town Centres. Table 3 and Chart 1 illustrate the spread of investment and efficiency proposals over the priorities with 'other' encompassing investment or efficiencies that do not fall within these categories.

Table 3: Linking of Proposals to the Council's Immediate Priorities

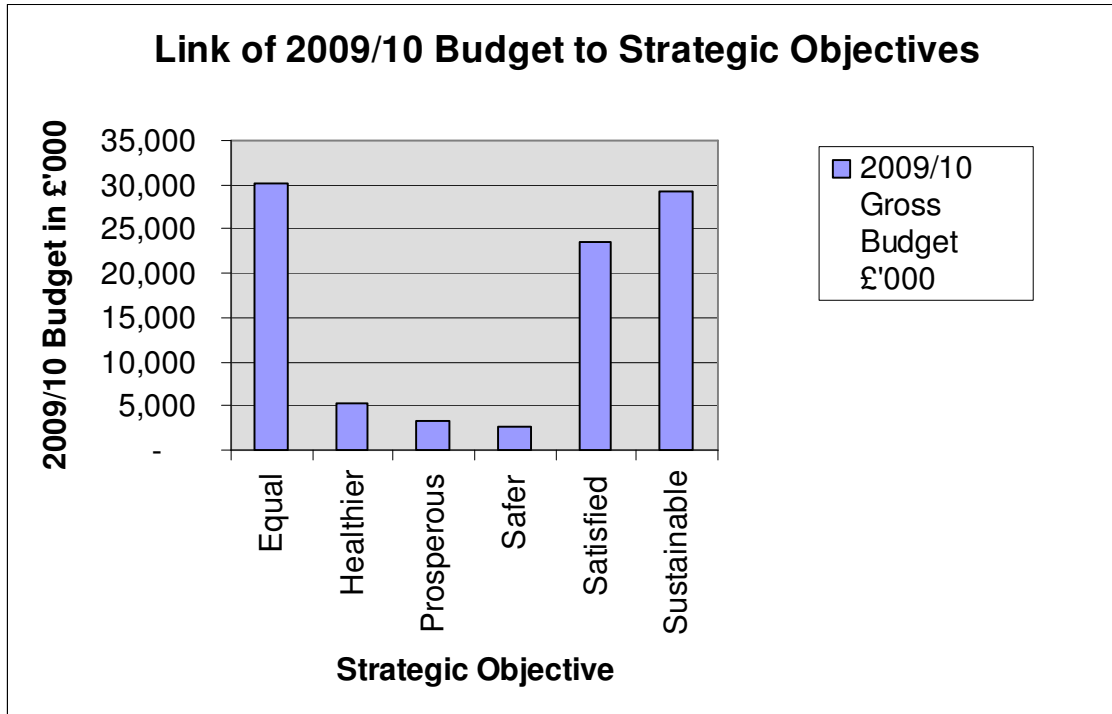
| Immediate Priority | Investment in 2009/10 £ | Efficiency in 2009/10 £ |
|-------------------------|----------------------------|----------------------------|
| Green Issues | 225,500 | 0 |
| Town Centres | 185,460 | 0 |
| Sustainable Development | 0 | 0 |
| Other | 16,330 | 140,070 |
| Grand Total | 427,290 | 140,070 |

Chart 1: Linking of Proposals to the Council's Immediate Priorities



5.20 Although there are no investment proposals in 2009/10 for the third priority (Sustainable Development), Members are reminded of the investment already within the base budget on this priority. Chart 2 demonstrates the spread of the gross 2009/10 base budget over the Council's six strategic objectives. The column relating to 'Equal' appears high, but includes the Council's payment of benefits.

Chart 2: Linking of 2009/10 Gross Base Budget to the Council's Strategic Objectives



5.21 The efficiency and income proposals do not relate to the Council's immediate priorities. This is because officers are constantly looking for efficiencies across the Council's budgets and the options put forward aim to reduce service cost without impacting on service outputs, i.e. demonstrating value for money.

Scoring System for Efficiencies and Investment Proposals

5.22 In preparing these proposals, officers have sought to ensure the immediate priorities are driving the budget process. Both efficiencies and investment proposals are scored as the CBP Process provides a cyclical framework by which the Council determines its priorities; it aligns both resources and finances to achieve these, in line with our short, medium and long term commitments determined in the Corporate Plan. To assist in the prioritisation process the scoring system has been developed further for 2009/10, an improvement arising from our recent Efficiency FSR..

5.23 The Council's Revenue & Capital Strategies require that revenue investment and efficiency options, and capital projects submitted by services are classified against ten key factors, as outlined in table 4 below. The scoring has been applied to all considerations of both revenue and capital investment in order to determine the risk and effect of growth, reduction or complete removal of a service.

Table 4: Capital & Revenue Investment Key Factors

| | Capital | Revenue | Points Score |
|----|----------------------------------|----------------------------------|--------------|
| 1 | Strategic objectives | Strategic objectives | 4 |
| 2 | Immediate Priorities* | Immediate Priorities* | 5 |
| 3 | Statutory pressures | Statutory pressures | 4 |
| 4 | Health & Safety | Health & Safety | 5 |
| 5 | Contractually inescapable | Contractually inescapable | 5 |
| 6 | Adverse impact on service | Risk Management | 4 |
| 7 | Consultation/Opinion Poll survey | Consultation/Opinion Poll survey | 2 |
| 8 | Condition survey | Condition survey | 1 |
| 9 | Best Value FSR & Service review | Best Value FSR & Service review | 3 |
| 10 | Invest to save | Invest to save | 3 |

* Immediate priorities include the 3 priorities of green issues, sustainable development and town centres identified in the North Hertfordshire District Council Corporate Plan.

- 5.24 Efficiencies are scored in a similar manner, taking account of the negative impact of removal from the Corporate Programme, adverse effect on service and evidence of public opinion in the form of an existing survey. This will assist in the establishment of ranking in terms of overall impact as decisions are taken. Scoring for savings is applied against six key factors, as outlined in the table below 5 below:

Table 5: Revenue Efficiencies Key Factors

| Revenue Savings | Points Score |
|----------------------------------|--------------|
| Strategic objectives | 4 |
| Risk Management | 4 |
| Consultation/Opinion Poll survey | 2 |
| Condition survey | 1 |
| Best Value FSR & Service review | 3 |
| Invest to save/VfM | 3 |

- 5.25 Following the scoring of all efficiencies and investment proposals based on the points in the above tables, the total score for each proposal has been ranked in order, highest score meeting more of the key factors.
- 5.26 Only those proposals which commence in 2009/10 are included in the appendices to this report. Officers have identified longer term efficiencies and investment proposals and are currently working on these proposals to ascertain how viable they are and when they could be implemented. Members will be updated as part of the Corporate Business Planning process.

Outcomes from Budget Workshops

- 5.27 Members have had the opportunity to raise any queries on the suggestions in informal meetings held on the 4th and 6th November and to express a view on the items contained in the lists. Members' comments will help to inform Cabinet's decision on which items to maintain in the list for further consideration.

6. LEGAL IMPLICATIONS

- 6.1 There are no specific legal implications arising from this report. Members are reminded of the duty to set a balanced budget.

7. FINANCIAL AND RISK IMPLICATIONS

- 7.1 The financial implications arising from this report are outlined in the main body of the report.
- 7.2 Given the pressures identified in this report, in order to balance the budget and achieve a Council Tax figure in accordance with the agreed strategy, it will be necessary to find an acceptable balance between reducing expenditure, increasing income from fees and charges, using balances and increasing the Council tax. The final decision on the District Council Tax level for 2009/2010 will be made at Council on 26th February 2009.
- 7.3 Risks relating to the achievement of efficiency targets and investment approvals are managed by a combination of implementation plans, regular monitoring reports and maintenance of adequate revenue reserves. An update on 2008/09 efficiency proposals will be given at the December Cabinet as part of the 2nd quarter monitoring report.

8. HUMAN RESOURCE AND EQUALITY IMPLICATIONS

- 8.1 Human resource and equality implications that may arise from proposed efficiencies and investment proposals are outlined in the 'anticipated impact' column of the proposal forms.

9. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS

- 9.1 As part of the Corporate Business Planning process, consultation on the efficiency and investment proposals will be carried out from November to December. As in previous years, Member workshops were held on the 4th and 6th November. This is in addition to seeking the views of Area Committees, Scrutiny, the LSP and business ratepayers.

10. RECOMMENDATIONS

- 10.1 That the Committee gives its views on any changes to the efficiency and investment proposals.

11. REASONS FOR RECOMMENDATIONS

- 11.1 To ensure that all Members are consulted on the proposed savings and growth bids and afforded the opportunity to comment before Cabinet sets the draft budget on 16th December 2008.

- 11.2 To ensure that the Council is able to adjust its base expenditure downwards to narrow the gap between our 20010/11 District Requirement figure, as adjusted for anticipated capping limits, and our service spending requirements.

12. ALTERNATIVE OPTIONS CONSIDERED

- 12.1 Not applicable.

13. APPENDICES

Appendix 1-Medium Term 5 Year Forecast (General Fund Estimates)
Appendix 2 – Investment proposals
Appendix 3 – Efficiency proposals
Appendix 4 – Income increase proposals
Appendix 5 – Capital investment proposals

14. CONTACT OFFICERS

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15. BACKGROUND PAPERS

Budget working papers 2009/10
1st Quarter Monitoring Report 2008/09
CSR07

| | NOTE | Actual | 1st Qtr Projected | Updated from Estimate Book | | | | |
|---|------|-------------------|-------------------|---|-------------------|-------------------|-------------------|-------------------|
| | | 2007/08 | 2008/09 | 2009/10 | 2010/11 | 2011/12 | 2012/13 | 2013/14 |
| Total Net Spend | | 16,620,625 | 18,772,080 | 17,923,810 | 18,789,049 | 18,856,691 | 18,930,333 | 18,811,975 |
| Add: | | | | | | | | |
| Base Budget adjustments from 0809 1st qtr monitoring | 8 | | | 311,000 | | | -311,000 | |
| Year on year superannuation increase | 1 | | | -0.50% | 0.00% | 0.00% | 0.00% | 0.00% |
| Superannuation charge per year | | | | 22.60% | 22.60% | 22.60% | 22.60% | 22.60% |
| Salary Estimates Superannuation increase | | | | -258,000 | 0 | 0 | 0 | 0 |
| Pay Inflation | | | | 554,642 | 554,642 | 554,642 | 554,642 | 554,642 |
| Other Inflation | 2 | | | 688,307 | 400,000 | 400,000 | 400,000 | 400,000 |
| | | | | 984,949 | 954,642 | 954,642 | 954,642 | 954,642 |
| Income Increases on discretionary income | 3 | | | -100,000 | -100,000 | -100,000 | -100,000 | -100,000 |
| Efficiencies: | | | | | | | | |
| 2009/10 Onwards Gershon Efficiencies Required | 4 | | | -951,000 | -716,000 | -1,015,000 | -1,015,000 | -1,015,000 |
| Gershon Efficiencies already achieved | 9 | | | 487,000 | | | | |
| Additional Efficiencies required to maintain the GF Balance | | | | | -361,000 | -90,000 | | |
| Revised Gershon Efficiencies to be achieved | | | | -464,000 | -1,077,000 | -1,105,000 | -1,015,000 | -1,015,000 |
| 2009/10 Efficiencies proposed above those required | | | | -238,000 | | | | |
| Car Parking Income Increases | | | | -141,000 | | | -141,000 | |
| Investment Proposals: | | | | | | | | |
| 2009/10 Onwards Investment Proposals | 5 | | | 427,290 | 250,000 | 250,000 | 250,000 | 250,000 |
| 2009/10 Onwards Contributions to Capital | 6 | | | 0 | 0 | 0 | 400,000 | 500,000 |
| Total Expenditure | | 16,620,625 | 18,772,080 | 18,704,049 | 18,816,691 | 18,856,333 | 19,278,975 | 19,401,617 |
| Government Support | | -7,559,423 | -7,741,901 | -7,886,191 | -8,069,703 | -8,150,400 | -8,231,904 | -8,314,223 |
| Use of Balances (-) / Contribution to Balances (+) | | -438,947 | -1,919,459 | -1,201,915 | -597,957 | 6,001 | 258,959 | 845,917 |
| Transfer to/from Collection Fund | | 17,867 | 0 | 0 | 0 | 0 | 0 | 0 |
| District Precept | | 8,640,122 | 9,110,720 | 9,615,943 | 10,149,031 | 10,711,934 | 11,306,030 | 11,933,311 |
| Average Band D Council Tax | | 178.38 | 186.41 | 194.79 | 203.56 | 212.72 | 222.30 | 232.31 |
| Council Tax increase | | 4.90% | 4.50% | 4.50% | 4.50% | 4.50% | 4.50% | 4.50% |
| Tax base | | 48,433 | 48,876 | 49,365 | 49,858 | 50,357 | 50,860 | 51,369 |
| Revised Balances at 31 March each year: | | | | | | | | |
| GF Balance -cr | 7 | 2,550,158 | 1,358,700 | 1,355,202 | 1,380,835 | 1,402,817 | 1,443,949 | 1,470,081 |
| GF Special Reserve -cr | | 2,569,164 | 1,841,164 | 642,746 | 19,157 | 3,175 | 221,002 | 1,040,787 |
| Total Balances | | 5,119,322 | 3,199,864 | 1,997,949 | 1,399,992 | 1,405,992 | 1,664,951 | 2,510,867 |
| | | | | - = income/reduction in net expenditure | | | | |
| Estimate of budget risk | 7 | | | 420,000 | 440,000 | 460,000 | 480,000 | 500,000 |
| 1% on Council Tax equals | | | | 92,018 | 97,121 | 102,505 | 108,191 | 114,191 |

Notes

- 1 Superannuation percentages are based on the 2007 valuation with a 10 year impact from the special repayment of £1.9 million
- 2 Inflation based on RPI 4.8% (further updates required)
- 3 Increases in discretionary income based on August 2008 RPI of 4.8% (further updates required)
- 4 Gershon target for three years (2009/10 to 2011/12), set at 3% of combined revenue & capital expenditure.
- 5 The objective of Gershon efficiencies is in part to transfer investment to the Council's key objectives, hence the investment target of £250K per annum could increase if the efficiencies can be achieved.
- 6 Contribution towards depleted capital reserves following disposal of Council assets.
- 7 General Fund Balance & Budget Risk - Risk element calculated on key budget risks and is additional to the required working balance, e.g. 2009/10 (£914K + £420K)
- 8 Base adjustment mainly a projected down turn in land charges income £200K and car park fees £100k.
- 9 Consists of surplus achieved in 2008/09 of £229k and superannuation decrease of £258K

INVESTMENT PROPOSALS

| Ref No | Description of Proposal | Link to Immediate Priorities - Town Centres / Green Issues / Sustainable Development | Actual 2007/8 £ | Budget 2008/9 £ | Proposed Budget 2009/10 £ | Investment in 2009/10 £ | Investment in 2010/11 £ | Investment in 2011/12 £ | Ongoing (Y/N) or No of further years available | Statutory Function (Y/N) | Anticipated Impact of Proposal (on Public/ Customers/ Staff/ Members/ Reputation etc) |
|--------|---|--|--------------------|--------------------|------------------------------|----------------------------|----------------------------|----------------------------|--|--------------------------|---|
| RI/1 | Closure of the North Herts land fill at Ickleford and redirection to an alternative site at Ware. | Green - (Sustainable Communities) Score 14 Rank 1 | 3,698,266 | 3,839,780 | 4,059,780 | 220,000 | 330,000 | 330,000 | Y | Y | Maintaining the current level of service provision. Final cost is an approximation and subject to contract negotiations with Veolia. |
| RI/2 | Works identified in the Allotment Strategy | Green - (Healthy Communities) Score 10 Rank 5 | 13,133 | 8,050 | 13,550 | 5,500 | 0 | 0 | N | Y | Completion of the following work programme, in accordance with adopted Allotment Strategy; a) A £500 sign at Prior Way, Letchworth, b) A £500 gate at Norton, Letchworth, c) £2,000 of fencing at Pirton Road, Hitchin, d) £2,500 of fencing & a gate at Burford Way, Hitchin |
| RI/3 | Car Park resurfacing and re-lining | Town centres - (Sustainable Communities) Score 13 Rank =2 | 77,240 | 25,160 | 75,160 | 50,000 | 50,000 | 15,000 | Y | N | The Council's car parks are currently in a poor state and will require a programme of resurfacing. The improved quality of the car parks should lead to a reduction in the number of challenges to Penalty Charge Notices (PCNs) and an increase in the volume of cars which can be accommodated within the car parks. This may increase income generation by the parking service and provide better quality parking facilities. |
| RI/4 | Customer Profiling - Purchase of an Experian mosaic license | Other - (Satisfied Communities) Score 4 Rank =7 | 0 | 0 | 6,830 | 6,830 | 6,830 | 6,830 | Y | N | In order to best serve an individual customer we need to know which services they use and how they prefer to contact us. An Experian licence will enable us to use the esd-toolkit which can take details of our transactions from any source and identify the profile type of the customer for any transaction. Reports and charts show us the customer profile of our services by channel and also allow us to compare service profile with that of other local authorities. The toolkit allows us to record unit costs for providing services across different channels. Analysis tools give us the capability of identifying savings which could be made if you were able to 'shift' customers to alternative channels. |

INVESTMENT PROPOSALS

| Ref No | Description of Proposal | Link to Immediate Priorities - Town Centres / Green Issues / Sustainable Development | Actual 2007/8 £ | Budget 2008/9 £ | Proposed Budget 2009/10 £ | Investment in 2009/10 £ | Investment in 2010/11 £ | Investment in 2011/12 £ | Ongoing (Y/N) or No of further years available | Statutory Function (Y/N) | Anticipated Impact of Proposal (on Public/ Customers/ Staff/ Members/ Reputation etc) |
|--------|---|--|--------------------|--------------------|------------------------------|----------------------------|----------------------------|----------------------------|--|--------------------------|---|
| RI/5 | Second hand folding and collating equipment for the Document Centre to allow more work to be retained in house. The payback is demonstrated by an income increase (IE / 1) as more work is performed in house. | Other - (Satisfied Communities) Score 7 Rank 6 | 0 | 0 | 9,500 | 9,500 | 0 | 0 | N | N | A payback period of 18 months on the purchase of updated equipment is expected and 99% of current work outsourced for folding and collating can be brought back in house. |
| RI/6 | Enhanced Town Centre Maintenance - Hitchin and Royston | Town centres - (Sustainable Communities) Score 13 Rank =2 | 8,790 | 8,000 | 53,000 | 45,000 | 30,000 | 15,000 | Y | N | Additional funding for the maintenance of Hitchin and Royston town centres. Such funding would be complementary to the BIDS initiatives and would be ongoing maintenance of street scene furniture. A catch up is needed following a period of low investment in maintenance and hence the higher investment in 2009/10 of £45,000. Letchworth Town centre is subject of a refurbishment scheme by LGCHF where they are entering into agreements with HCC over on going maintenance. Letchworth is, therefore, excluded from this initiative at this stage. |
| RI/7 | Planned Maintenance Baldock town centre street scene. | Town centres - (Sustainable Communities) Score 12 Rank =3 | 0 | 0 | 5,000 | 5,000 | 10,000 | 15,000 | Y | N | Enable a planned maintenance programme of the newly refurbished town centre in Baldock. Through the formulation of the specification there are detailed asset schedules and funding would seek to maintain the scheme in good condition. |
| RI/8 | Implementation of Area Based TROs | Town centres - (Sustainable Communities) Score 12 Rank =3 | 4,000 | 0 | 65,000 | 65,000 | 65,000 | 65,000 | Y | N | Currently there is no budget for the implementation of CPZ schemes or TROs to control parking. Arguably this is an HCC function and is therefore a provision of subsidy to the County. If the Council wishes to undertake this service then it needs to be funded and the emerging conclusions of the transport FSR indicate that a town area based approach will reduce the displacement affect of TROs/CPZs. CPZs are very expensive to implement and do not meet their full costs. TROs would provide a more cost effective solution although the full cost of implementation is difficult to accurately assess. |

INVESTMENT PROPOSALS

| Ref No | Description of Proposal | Link to Immediate Priorities - Town Centres / Green Issues / Sustainable Development | Actual 2007/8 £ | Budget 2008/9 £ | Proposed Budget 2009/10 £ | Investment in 2009/10 £ | Investment in 2010/11 £ | Investment in 2011/12 £ | Ongoing (Y/N) or No of further years available | Statutory Function (Y/N) | Anticipated Impact of Proposal (on Public/ Customers/ Staff/ Members/ Reputation etc) |
|--|---|--|--|--------------------|------------------------------|----------------------------|----------------------------|----------------------------|--|---|--|
| RI/9 | Planned maintenance - lines & signs on street parking. | Town centres - (Sustainable Communities) Score 13 rank =2 | 25,374 | 0 | 12,000 | 12,000 | 12,000 | 12,000 | Y | N | There is currently no budget for the planned maintenance of lines & signs. Work has been undertaken to ensure that in the most heavily used areas they are checked and maintained however in the longer term there needs to be a clear maintenance plan. |
| RI/10 | Revenue costs to support the Hitchin & Royston BIDs including the Council's projected BID Levy charge | Town centres - (Prosperous Communities) Score 11 Rank 4 | 0 | 0 | 8,460 | 8,460 | 8,460 | 8,460 | Y | Y | Annual costs of administering BIDS and the Council's own BID Levy. It supports the Council's immediate priority to promote & improve our Town Centres. |
| RI/11 | Signage - brand reinforcement | Other - (Satisfied Communities) Score 4 rank =7 | Proposal of £30,000 investment in 2009/10 only removed by Cabinet on 21 October 2008 | | | | | | N | One of the recommendations of the recent Peer review was a need to:- Review the brand of the council and the impact it has in the community to ensure a visible connection between the successful programmes the council delivers and how the community recognises these, creating a greater sense of place and purpose. An increase in branding used is expected to have a significant impact upon the public's understanding of where their money goes and hence their perception of the value for money NHDC delivers. This is also referred to in the Communication Strategy | |
| TOTAL REVENUE INVESTMENT OPTIONS IDENTIFIED | | | 3,826,803 | 3,880,990 | 4,308,280 | 427,290 | 512,290 | 467,290 | | | |

EFFICIENCY PROPOSALS

| Ref No | Description of Proposal | Link to Immediate Priorities - Town Centres / Green Issues / Sustainable Development | Actual 2007/8 £ | Budget 2008/9 £ | Proposed Budget 2009/10 £ | Efficiencies in 2009/10 £ | Efficiencies in 2010/11 £ | Efficiencies in 2011/12 £ | Ongoing (Y/N) or No of further years available | Statutory Function (Y/N) | Anticipated Impact of Proposal (on Public/ Customers/ Staff/ Members/ Reputation etc) |
|---------------------------------|---|--|--|----------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|--|--------------------------|---|
| CHALLENGE BOARD SCRUTINY | | | | | | 300,940 | 270,610 | 270,610 | | | |
| RE/1 | Part of the Disposal Authority's efficiency as a consequence of sending less waste to landfill. | Other - (Satisfied Communities) Score -10 Rank = 1 | nil | nil | 180,000 | 70,000 | 70,000 | 70,000 | Y | N | Impact is minimal. The saving is ongoing providing NHDC continues to meet its targets for a reduction in landfill.. |
| RE/2 | Negotiate a new stationery supply contract. | Other - (Satisfied Communities) Score -10 Rank = 1 | 53,721 | 55,260 | 40,260 | 15,000 | 15,000 | 15,000 | Y | N | No adverse impact on service provision. |
| RE/3 | Area Committee Development budgets - reduction of expenditure on highways | Other - (Satisfied Communities) Score +2 Rank 4 | Proposal of £20,000 ongoing efficiency removed by Cabinet on 21 October 2008 | | | | | | | N | Highways are a County Council responsibility and it is NHDC policy not to subsidize work of other Authorities. Consequently, there no longer needs to be an allocation within the Area Committee budgets for this expenditure. The efficiency savings identified reflect the indicative allocations given by Area Committees in 2008/9 for Highways work which should be provided by HCC. |
| RE/4 | Cease Use of 5 blackberries amongst IT maintenance officers | Other - (Satisfied Communities) Score -5 Rank = 3 | £2,946 including mobile phones | £3,000 (including mobile phones) | 1,670 | 1,330 | 1,330 | 1,330 | Y | N | Rationalisation of mobile technology. Blackberries cost approximately £80 per quarter. Citrix access at home for adhoc or full time home workers negates the need for Blackberry technology. No capability of reading emails, viewing calendars or arranging meetings when out of the office. |
| RE/5 | Take out 3 year warranty agreements on Dell equipment instead of the current 5 year agreements | Other - (Satisfied Communities) Score -7 Rank =2 | | | | 20,790 | 20,790 | 20,790 | Y | N | No adverse impact on service provision. |
| RE/6 | Cease use of the Sunrise Helpdesk Pro software. | Other - (Satisfied Communities) Score -7 Rank =2 | 3,677 | 3,670 | 0 | 3,670 | 3,670 | 3,670 | Y | N | The helpdesk function has been transferred to the Customer Service Centre utilising the LAGAN package. Impact is minimal. |
| RE/7 | Cease planning advertisements in local papers. | Other - (Satisfied Communities) Score -5 Rank = 3 | 42,562 | 27,830 | 0 | 27,830 | 27,830 | 27,830 | Y | Y | Proposed changes to the Planning Regulations indicate that placing advertisements in local papers will no longer be required from April 2009. There is little 'value' to the local community now from such adverts as most interested parties use the web or other communication channels to ascertain such information. On the basis that this change takes place the total budget is offered as a saving. |

EFFICIENCY PROPOSALS

| Ref No | Description of Proposal | Link to Immediate Priorities - Town Centres / Green Issues / Sustainable Development | Actual 2007/8 £ | Budget 2008/9 £ | Proposed Budget 2009/10 £ | Efficiencies in 2009/10 £ | Efficiencies in 2010/11 £ | Efficiencies in 2011/12 £ | Ongoing (Y/N) or No of further years available | Statutory Function (Y/N) | Anticipated Impact of Proposal (on Public/ Customers/ Staff/ Members/ Reputation etc) |
|--|---|--|--------------------|--------------------|------------------------------|------------------------------|------------------------------|------------------------------|--|--------------------------|---|
| RE/8 | Reducing print, collation and postage costs on resourcing for RAG and LSP partnership meetings by using email to despatch Agenda and meeting papers etc | Other - (Satisfied Communities) Score -5 Rank = 3 | 2,650 | 5,300 | 3,850 | 1,450 | 1,450 | 1,450 | Y | Y (RAG) | The intention is to switch to electronic despatch of meeting papers for statutory partners in the RAG and LSP, in order to reduce not only print and paper costs, but also the collation time spent by officers in the PPP team throughout the year. The Voluntary or community sector partners could be adversely impacted by such a proposal since they are less likely to have sufficient IT/printer capacity. It is estimated that the cost of continuing to provide traditional hard copies in the post to the voluntary and community sector partners is £450 and as a consequence the efficiency achieved in 2009/10 would be reduced to £1,000. |
| EFFICIENCY OPTIONS | | | 102,610 | 92,060 | 225,780 | 140,070 | 140,070 | 140,070 | | | |
| TOTAL EFFICIENCY OPTIONS & SCRUTINY | | | 102,610 | 92,060 | 225,780 | 441,010 | 410,680 | 410,680 | | | |

INCOME INCREASE PROPOSALS

| Ref No | Description of Income Proposal | Link to Immediate Priorities - Town Centres / Green Issues / Sustainable Development | Actual 2007/8 | Budget 2008/9 | Proposed Budget 2009/10 | Efficiencies in 2009/10 | Efficiencies in 2010/11 | Efficiencies in 2011/12 | Ongoing (Y/N) or No of further years available | Statutory Function (Y/N) | Anticipated Impact of Proposal (on Public/ Customers/ Staff/ Members/ Reputation etc) |
|--------|--------------------------------|--|---------------|---------------|-------------------------|-------------------------|-------------------------|-------------------------|--|--------------------------|---|
| | | | £ | £ | £ | £ | £ | £ | | | |

REVENUE INCOME INCREASES

| | | | | | | | | | | | |
|-----------------------------|---|--|----------------|----------------|----------------|----------------|----------------|----------------|---|---|--|
| IE/1 | Linked to Investment in second hand folding and collating equipment for the document centre. 99% of this work currently out sourced can be retained if second hand machinery is purchased. Pay back period 18 months,. Equipment life expected to be minimum of 5 years. (see RI/5) | Other (Satisfied Communities) Score -7 Rank =2 | 0 | 0 | 6,000 | 6,000 | 6,000 | 6,000 | Y | N | NHDC Document Centre would be able to keep more work in house . Allowing it to generate extra income to contribute to overhead recovery and better control over work loads. The purchase of quality, second hand technology in itself contributes further to our 'green' agenda. |
| IE/2 | Introduction of charges for non statutory diversions under the Planning Acts. | Other - (Satisfied Communities) Score -5 Rank = 3 | 0 | 0 | 2,000 | 2,000 | 2,000 | 2,000 | Y | N | Levy a charge to recoup costs where requests are made for non statutory diversions of rights of way. |
| IE/3 | Provide external training to other Local Authorities on the consultation software, SNAP, and charge a consultancy fee | Other - (Satisfied Communities) Score -7 Rank =2 | 0 | 0 | 3,000 | 3,000 | 3,000 | 3,000 | Y | N | A SNAP (consultation) training course was provided to staff at Hertsmere Borough in June 2008. There is potential to offer this service to other Authorities. The aspiration that authorities provide such joint working opportunities is part of new statutory guidance coming into place in 2009, and forms part of our CAA assessment from April 2009. The evidence that we can achieve additional income can be used to demonstrate VFM. |
| IE/4 | New paper recycling contract | Other - (Satisfied Communities) Score -10 Rank = 1 | 256,758 | 270,360 | 520,360 | 250,000 | 250,000 | 250,000 | Y | Y | The current contract for selling the paper that NHDC recycles is coming to an end. The new contract is part of a Hertfordshire wide consortium, supported by the Hertfordshire Waste Partnership, and as a result income will significantly increase. This also contributes further to our 'green' agenda, and provides increased evidence of joint partnership working plus the financial benefits of doing so, required from April 2009. |
| TOTAL INCOME OPTIONS | | | 256,758 | 270,360 | 531,360 | 261,000 | 261,000 | 261,000 | | | |

CORPORATE PLANNING 2009/10
CAPITAL INVESTMENT PROPOSALS

APPENDIX 5

| Ref No | Description of Proposal | Link to Immediate Priorities - Town Centres / Green Issues / Sustainable Development | Actual 2007/8 | Budget 2008/9 | Proposed Budget 2009/10 | Investment in 2009/10 | Investment in 2010/11 | Investment in 2011/12 | Statutory Function (Y/N) | Anticipated Impact of Proposal (on Public/ Customers/ Staff/ Members/ Reputation etc) |
|--------|-------------------------|--|---------------|---------------|-------------------------|-----------------------|-----------------------|-----------------------|--------------------------|---|
| | | | £ | £ | £ | £ | £ | £ | | |

Immediate Priorities

| | | | | | | | | | | |
|------|---|---|---|---|---------|---------|---------|---|---|---|
| CI/1 | Replace pay and display car parking machines | Town centres - (Sustainable Communities) Score 13 Rank 1 | 0 | 0 | 50,000 | 50,000 | 250,000 | 0 | N | This is a proposal that forms part of the outcome from the Transport FSR and implementation plan. The anticipated impact of replacing machines will be to increase security and hence reduce money stolen from machines, reduce the cost of maintenance of old machines and improve the collection of good data and information for future policy decisions. |
| CI/2 | Contribution towards Community use Artificial Turf Pitch, Meridian School, Royston | Other - (Healthy Communities) Score 7 Rank 4 | 0 | 0 | 50,000 | 50,000 | 0 | 0 | N | Councils adopted a Sports Pitch Strategy which identified a need for provision in Baldock and £50,000 was contributed towards the Baldock scheme. Royston have secured £150,000 external funding and require a £50,000 contribution from NHDC. |
| CI/3 | Refurbishment of Cadwell Lane Sports Pavilion and Pitch enhancements. | Other - (Healthy Communities) Score 8 Rank = 3 | 0 | 0 | 40,000 | 40,000 | 0 | 0 | N | Councils adopted Sports Pitch Strategy has identified need for refurbishment of pavilion and works to pitches to improve safety of playing surface. |
| CI/4 | Refurbishment of Play Area, Jackmans Playing Fields, Letchworth (next to the Pavillion) | Other - (Healthy Communities) Score 8 Rank = 3 | 0 | 0 | 40,000 | 40,000 | 0 | 0 | N | The Council's adopted Play Area Strategy has identified the need for refurbishment of the play area at Jackmans Playing Fields. All play area refurbishments are being completed in line with the strategy. |
| CI/5 | Server Strategy (IT reserve funding) | Other - (Satisfied Communities) Score 9 Rank = 2 | 0 | 0 | 150,000 | 150,000 | 90,000 | 0 | N | The Council currently has 40 servers which will need replacing , a programme of replacing 25 in 2009/10 and 15 in 2010/11 has been proposed, this will allow improvements in capacity, speed and resilience and disaster recovery. A number of the servers will be more than 5 years old in 2009/10 and will be at the end of their life cycle. Consideration will be given to alternatives as part of the business case and consultation with Anite is currently ongoing to look at virtualisation. Subject to a satisfactory business case the preferred option will be funded from the IT reserve. |

CORPORATE PLANNING 2009/10
CAPITAL INVESTMENT PROPOSALS

APPENDIX 5

| Ref No | Description of Proposal | Link to Immediate Priorities - Town Centres / Green Issues / Sustainable Development | Actual 2007/8 | Budget 2008/9 | Proposed Budget 2009/10 | Investment in 2009/10 | Investment in 2010/11 | Investment in 2011/12 | Statutory Function (Y/N) | Anticipated Impact of Proposal (on Public/ Customers/ Staff/ Members/ Reputation etc) |
|---|--|--|---------------|---------------|-------------------------|-----------------------|-----------------------|-----------------------|--------------------------|---|
| | | | £ | £ | £ | £ | £ | £ | | |
| CI/6 | Purchase of Disk Storage Array hardware (IT reserve funding) | Other - (Satisfied Communities) Score 9 Rank = 2 | 0 | 50,000 | 50,000 | 50,000 | 100,000 | 0 | N | This hardware is required to consolidate the core technology SQL/Oracle to support the infrastructure programmes. The current hardware, purchased in 2004 is now unable to cope with the volume of data and the formatting is incompatible with new systems. Subject to a satisfactory business case the preferred option will be funded from the IT reserve. |
| CI/7 | Upgrade of Microsoft Licences. (IT reserve funding) | Other - (Satisfied Communities) Score 8 Rank = 3 | 0 | 0 | 250,000 | 250,000 | 0 | 0 | N | This is the cost of upgrading from Microsoft Office 2003 to 2007 and upgrading SQL server licences. There is a need to upgrade to remain compatible with third party systems i.e. DIP/security releases. There is a risk that 2003 will become unsupported by 2009/10. The business case will cover licences for a new exchange, Citrix and the combination of how licences for home and mobile will be covered. Consideration is given to acquiring open source (free) software and is used where possible. However, open source software is restrictive, limited in capability and often incompatible with existing systems. Subject to a satisfactory business case the preferred option will be funded from the IT reserve. |
| TOTAL STRATEGIC PRIORITIES | | | 0 | 0 | 630,000 | 630,000 | 440,000 | 0 | | |
| TOTAL OF CAPITAL INVESTMENT OPTIONS IDENTIFIED | | | 0 | 0 | 630,000 | 630,000 | 440,000 | 0 | | |

TITLE OF REPORT: AREA COMMITTEE SERVICE LEVEL AGREEMENTS – REVIEW OF 2006 - 09 AND PROPOSALS FOR 2009 – 2012

REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES

1. SUMMARY

- 1.1 The report invites Area Committees to consider their preferred approach to the provision of locally focussed Service Level Agreements (SLA) for the period 2009-12.
- 1.2 Any decision taken needs to be made within the context of the strategic approach to the development of the next phase of SLA for the period April 2009 – March 2012 that was agreed by Cabinet at its meeting on October 21st 2008.

2. FORWARD PLAN

- 2.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

3. BACKGROUND

- 3.1 Cabinet approved a new three year (2009-12) strategy for financial assistance to voluntary and community organisations at its meeting on 21st October 2008.
- 3.2 The report included the following comments specifically about Area Committee SLA:

Area Committee Service Level Agreements

In addition to the main, centrally funded SLA, Area Committees have increasingly funded smaller SLA with those local organisations with whom a longer term service relationship has been deemed appropriate and beneficial.

Each Area Committee has been advised of those SLA that fall within its remit and has been asked to consider which it would wish to continue to support and at what level.

This work will be concluded later this autumn and will include the balance of funding between the Area Committee and the central SLA funds.

- 3.3 At its meeting on July 21, the Area Committee resolved:
 - 1) That the Baldock and District Committee note the review of the local Service Level Agreement (SLA) arrangements for 2007/08 as set out in Appendix 2 to the Report of the Head of Community Development and Cultural Services;
 - 2) That the Baldock and District Committee note that a rebalancing of the funding of SLA is proposed to better reflect the district wide/local area focus;

- 3) That the Baldock and District Committee determine the approach to be adopted for any further tranche of SLA to be funded through Area Committees for 2009/12;
- 4) That the Baldock and District Committee confirm that the detailed negotiations with individual projects will be conducted by relevant officers, in consultation with the Portfolio Holder for Community Engagement and Rural Affairs (for major and minor funded projects), and Area Committee Chairmen;
- 5) That the Baldock and District Committee note the proposed timescale for implementing the new SLA;
- 6) That the Baldock and District Committee receive a further report on SLA outcomes later in the year 2008/09, as part of the Corporate Business Planning Process.

4. ISSUES - PROPOSALS FOR 2009-12

Strategic Objectives for the Council

- 4.1 All current SLA should be compliant with the LSP's district-wide Vision, the Council's Mission and Strategic Objectives.
 - 4.2 The Sustainable Community Strategy that has recently been drafted has also identified a number of key priorities for the District to 2021 and it is evident that funding the voluntary and community sector is an efficient and effective way of achieving a number of its ambitions and aspirations. The use of Local Area Agreement reward grant funding via the Local Strategic Partnership to fund voluntary and community projects will also require formal corporate governance, using an SLA.
 - 4.3 The Council is currently preparing the revision of its Corporate Plan 2005-2015, including three new priorities of work for 2009/10 and beyond, which are:
 - Town Centres
 - Green Issues
 - Sustainable Development
- The detail of these priorities has been incorporated into the new draft Corporate Business Planning programme for the Council which is presently under consideration.
- 4.4 The alignment and ownership of actions to be undertaken on the Council's behalf by the voluntary and community sector contributing to these priorities will be included in future SLA. All organisations will be required to demonstrate how they can contribute not only to the new priorities, but also the Council's six strategic objectives and the Sustainable Community Strategy.
 - 4.5 As part of the review of both the Major and Minor SLA (centrally funded), consideration will be given to those organisations which clearly have a local rather than a district wide focus to be administered, funded, monitored and evaluated through Area Committees.

Future Proposals for Area Committee Service Level Agreements – April 2009 – March 2012

4.6 The following proposals for SLA to be awarded by this Committee for 2009-12 are:

| Group | Current SLA 2008/9 | Proposed SLA 2009/10 | Activities to be Funded | Links to Council Priorities/Strategic Objectives/Sustainable Community Strategy |
|--------------------------------|---------------------------|-----------------------------|---|--|
| Baldock Town Twinning | £162 | £320 | To provide and maintain links with Baldock's European twinned towns. | Town centres and Strengthening Communities and Involving people |
| Baldock Retirement Sewing Club | £431 | £430 | Payment of rental costs to allow the Club to use the Community Centre for activities & social functions. | Enriching the lives of older people |
| Baldock Seniors Club | £1,388 | £1,390 | Payment of rental costs to allow the Club to use the Community Centre for the provision of services for people in later life. | Enriching the lives of older people |
| Baldock Festival | £1,087 | £1,090 | Co-ordination of annual festival staged over two week each May. | Town Centres and healthy living |
| Ashwell Museum | £349 | £350 | Management and co-ordination of Ashwell Museum | Promotion of first class leisure and cultural facilities |
| Baldock Rotary Club | £0 | £1,000 | Provision and maintenance of Christmas Lights | Town Centres |
| Total | £3,417 | £4,580 | | |

4.7 The proposed indicative timescale for negotiation of the new phase of SLA is:

| ACTION | TIMESCALE |
|---|-------------------------------|
| Approval of final report by Cabinet | 21st October 2008 |
| Start negotiation of individual SLA for 2009/12 | 27 th October 2008 |
| Complete negotiation of individual SLA | 31st December 2008 |
| Write to all projects with new SLA | 31 st January 2009 |
| Start next three year tranche of SLA | 1 st April 2009 |

5. LEGAL IMPLICATIONS

5.1 The Terms of Reference in relation to Area Committees confirm that they may establish and maintain relationships with outside bodies/voluntary organisations which includes discretionary grant aid/financial support. However, this does not include grants for district wide activities.

- 5.2 Within the context of the Council's Corporate Business Planning Process, any increased or new SLA for 2009 and beyond will be funded through the Area Committee Development budget. (The base budget for SLA was transferred out from the Development budget in 2002/3).
- 5.3 Section 2 Local Government Act 2000 provides that the Council has power to do anything which it considers likely to promote or improve the economic, social or environmental well-being of its area. This would apply on the basis that financial assistance to voluntary and community organisations improves the economic, social or environmental well-being of the District or part of it.
- 5.4 Section 137 Local Government Act 1972 provides specific authority for the Council to incur expenditure on anything which is in the interests of and will bring direct benefit to its area. This includes a charity or other body operating for public service.
- 5.5 When re-negotiating SLAs the Council will need to be mindful of its own Contract Procurement Rules and the EU procurement regime. The reason for this is that in some instances the payment of a grant could be construed as a contract for services.
- 5.6 Revised and updated SLA documentation will be introduced in the renegotiation of the SLAs for introduction in 2009/10. The negotiation of the SLA's and the re-drafting of the documentation will be targeted to emphasise that any grant and resulting SLA is not intended to be a contract and therefore does not contain the key elements of a contract, those being an offer, acceptance, consideration and an intention to create legal relations between the parties.

6. FINANCIAL AND RISK IMPLICATIONS

- 6.1 The total Area Committee Development budget for 2008/9 is £154,960 and has been allocated as set out below:

| Area Committee | % Population (2001 census) | Budget 2008/9 £ |
|----------------|----------------------------|-----------------|
| Baldock | 14,348 (12.27%) | 18,320 |
| Hitchin | 30,851 (26.39%) | 37,180 |
| Letchworth | 32,932 (28.17%) | 46,150 |
| Royston | 17,002 (14.54%) | 22,800 |
| Southern Rural | 21,775 (18.63%) | 30,510 |
| Total | 116,908 (100%) | 154,960 |

- 6.2 It is not possible to confirm the level of Area Committee budgets for 2009/10 at this stage of the Corporate Business Planning Process. However, for the past few years, given the significant carry forward for Area Committee Development budgets, there has been no inflationary allowance, so an assumption is made that the baseline for 2009/10 will be the same as 2008/9.
- 6.3 When the Area Committee SLA were originally set up, the expenditure was transferred from the Committee's Development budget and a small separate SLA budget heading was created. The amount for this Committee was £3,174, which is in addition to the Area Committee Development Budget.
- 6.4 Any SLA transferring into the remit of the Area Committee will do so with its present budget.
- 6.5 Each SLA will be adjusted for inflation in line with the Council's budget position for each of the three years of the agreement.

7. HUMAN RESOURCE AND EQUALITIES IMPLICATIONS

- 7.1 The local SLA are managed by the Community Development Officer as part of their regular work programme.
- 7.2 However, a Business Process Review has been commissioned this year to review the most effective and efficient way in which SLA and the more general grant awarding arrangements can be improved.
- 7.3 The great majority of the voluntary and community projects that are funded by the Council have equality and social inclusion as a key objective of their purpose. Such projects work very closely with and for the more disadvantaged and potentially socially excluded within our communities. There is a strong argument to be made that if the Council did not provide financial support for projects to do the work that they do, then it would, itself, have to meet the needs of such people in other ways.

8. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS

- 8.1 Each organisation having a Service Level Agreement with the Council had an annual review with the Community Development Officer.
- 8.2 There was in-depth consultation with the North Hertfordshire Compact prior to the final report being submitted to Cabinet for its meeting on 21st October 2008.
- 8.3 Members who represent the Council on the management committees/boards of voluntary groups and organisations will be consulted and their comments considered within the final report to Cabinet.

9. RECOMMENDATIONS

The Area Committee is asked to:

- 9.1 Consider the proposed SLA for 2009-12 as set out in Section 4.7.
- 9.2 Note that a rebalancing of the funding of SLA is proposed to reflect better the district wide/local area focus.
- 9.3 Confirm that any further detailed negotiations with individual projects will be conducted by relevant officers, in consultation with the Portfolio Holder for Community Engagement and Rural Affairs (for Major and Minor funded projects) and Area Committee Chairmen.
- 9.4 Note the proposed timescale for implementing the new SLA.

10. REASONS FOR RECOMMENDATIONS

- 10.1 To confirm the future strategic policy direction for the programme of financial assistance for the voluntary and community sector, through the negotiation of SLA.

11. APPENDICES

- 11.1 None.

12. CONTACT OFFICERS

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12.3 Katie White, Senior Lawyer
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13. BACKGROUND PAPERS

13.1 Review of Policies and Procedures for Financial Assistance to Voluntary and Community Organisations, November 2002.

13.2 Report to Cabinet on 21st October 2008 on Service Level Agreements 2006-9 and 2009-12

TITLE: CHAMPION NEWS

REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES

1. SUMMARY

- 1.1 To advise the Committee of the activities and schemes with which the Community Development Officer has been involved.
- 1.2 To bring to the Committee's attention some important community based activities that will be taking place during the next few months.

2. FORWARD PLAN

- 2.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

3. ISSUES – PROJECT / ACTIVITY / SCHEME DETAILS

3.1 Baldock Town Centre Enhancement Scheme

Following the Baldock Fair at the beginning of October the contractor, Skanska McNicholas, is now working on the west side of the High Street and has completed the surfacing to Sun Street and the public open space at the junction with Whitehorse Street/Sun Street. The southern part of Church Street is now closed to allow works to take place and will remain closed to traffic as per the agreed design.

By the time this update is reported to the Members at the Committee meeting, the following will be underway:

- i) Works will have started along the footpaths at the junction of High Street/Hitchin Street/Whitehorse Street. In order to manage the traffic movements in that area, the contractors will have installed three-way temporary traffic lights. Once work has been completed to the footpaths the contractor will then start work on the roundabout island. These temporary traffic lights will need to be in operation until mid February 2009. The temporary lights will be removed over the Christmas recess period and then reinstated in the New Year until the work in this area is complete. A notice has been published in the local newspaper and the local radio has been informed. Businesses and residents within the town

centre have received a letter informing them about the duration and start of these works to try and minimise disruption.

- ii) The Notice of intention to publish the Traffic Regulation Order (TRO) for the restricted on-street parking and resident permit parking within the core area of the town centre was advertised in the local newspapers on 6 Nov 2008. Once again local businesses and residents within the town centre have been informed in writing about these proposed parking restrictions. Any objections or comments are to be submitted to the Council's consultants, Jacobs Babbie, by 1st Dec 2008. Copies of the TRO will be available to view in the Baldock Library, at the Council Offices in Letchworth Garden City and on the Council's web-site. A plan showing the proposed TRO will also be on display in the Baldock Community Centre.

At present the contractor is working to his overall programme of completing the works by April 2009.

3.2 **Baldock Christmas Tree**

The Christmas Tree is usually positioned by the War Memorial in the High Street to the rear of the Town Hall. For Christmas 2008 it will not be possible to site the tree at this location, because between November and the end of the year this area will be undergoing work under the Enhancement Scheme. The work will start in this area following the Remembrance Day services.

A temporary location for the Christmas Tree is therefore required just for this year. It has been suggested that the area outside the Community Centre may be suitable following the re-siting of the wooden notice board structure.

The Community Centre have agreed that their electricity supply could be used to power the lights. A tree pit is presently planned for that site, this would be suitable for the temporary installation of the Christmas Tree.

A permanent Christmas Tree socket is to be located in the traditional position at the War Memorial for future years.

3.3 **Knights Templar Music Project**

The Community Development Officer has organised a music project in partnership with Knights Templar School, The Hertfordshire Music Service and four other secondary schools across the district.

The project will involve Workshops in Composition led by musicians from the Royal Philharmonic Orchestra. The students will be selected from the Gifted and Talented GCSE Music students from the five schools and will possibly be working on composing a fanfare for the opening of the new Baldock Town Square.

They will also perform alongside the RPO for a concert to be held at Knights Templar in early May.

3.4 **Baldock Youth Council**

The Community Development Officer in partnership with NHDC Children's Services, the Police and Youth Connexions are going to be visiting Knights Templar for informal meetings with potential Youth Council members during lunch times on Tuesday 4th and Wednesday 5th November.

We will be asking young people to complete questionnaires about their concerns and inviting those who express an interest to an initial meeting on the 19th November after school at the Community Centre.

3.5 **Baldock Arts and the Performing Arts Festival in October / November**

Following the completion of the required administrative activities and the renovation works, the three week Baldock Arts Festival, which commenced on 16th October at Baldock Town Hall, has largely been very successful.

The tickets sales for the theatre events have been very good with the Penny Dreadfuls and Dawn French selling out.

The Tea Dance was very well attended at the Community Centre and this may be continued on a monthly basis. Other events covering a range of interests have also been successful.

However, the take up for the young people's drama workshops was rather disappointing, and these have been postponed until next year to provide more time to recruit for them and to better fit in with the schools own drama timetable.

The planned literary events have also been rescheduled until next March, when they will form part of the programme of the North Hertfordshire Book Festival.

A debrief meeting with the Baldock Town Hall Stakeholder Group is being planned for December to review the operation of the festival and to discuss future plans for the development of activities at the Town Hall. This meeting will also include representatives from the Development Trust Association (DTA), which has been providing guidance and support in the lead up to the festival, particularly in terms of longer term independent financial arrangements.

3.6 **Waste Bin in Nightingale Park**

The waste bin has been ordered from the stores and is due to be installed by the end of November 2008.

3.7 **Community Events**

At a recent Safety Advisory Team (SAT) meeting, it was requested that Members and Officers who perhaps knew of any possible future events, were asked to liaise with the SAT, prior to giving any initial advice to the organisers.

3.8 **Annual Community Conference**

The Annual Community Conference will take place on Monday 10th November, 2008, at 6pm in the Spirella Building, Bridge Road, Letchworth. The Sustainable Community Strategy for North Hertfordshire will be launched at this event.

4. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS

- 4.1 Consultation with the respective agencies, organisations and Ward Members has taken place with regards to the projects, activities and events mentioned in Section 3 of this report.

5. RECOMMENDATION

- 5.1 That the Committee endorses the actions taken by the Community Development Officer to promote greater community capacity and well being.

6. REASONS FOR RECOMMENDATION

- 6.1 That the Committee enforces the actions and policies involved in the tasks and projects undertaken by the Community Development Officer.

7. CONTACT OFFICER

- 7.1 Claire Morgan (Community Development Officer – Baldock & District Area)
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TITLE: BALDOCK & DISTRICT AREA COMMITTEE DEVELOPMENT & AREA VISIONING BUDGETS 2008/9

REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES

1. SUMMARY

- 1.1 To advise the Committee on the delegated budgets for financial year 2008/09.
- 1.2 To bring to the Committee's attention details of recent application, allocation and commitment of delegated funds for Community initiatives and projects.

2. FORWARD PLAN

- 2.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

3. BACKGROUND

- 3.1 Not Applicable.

4. ISSUES - AND FUNDING DECISIONS TO BE MADE

4.1 Dog Bin on Yeomanry Drive

£300 to fund the provision of a Dog Bin on Yeomanry Drive on the Clothall Common Estate.

5. LEGAL IMPLICATIONS

- 5.1 The Committee has delegated powers to administer funds from the budgets described.
- 5.2 There are no other legal implications pertinent to this report.

6. FINANCIAL AND RISK IMPLICATIONS

- 6.1 Members are asked to note the information detailed in Appendix 1 of the report, which relates to the Area Committee budget balances for the current financial year 2008/09.
- 6.2 The spreadsheet also details the pre-allocations carried forward from the previous financial year 2007/08 to the current financial year 2008/09.
- 6.3 In addition, the spreadsheet includes the balances relating to allocated Visioning Budgets available within the Baldock & District area.

7. HUMAN RESOURCE AND EQUALITIES IMPLICATIONS

- 7.1 There are no human resource and equalities implications pertinent to this report.

8. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS

- 8.1 Consultation with the respective Ward Members has occurred in connection with the pre allocation of funds for Community Initiative & Projects from the previous financial year 2007/08.
- 8.2 Consultation with the respective officers and external agencies/groups has taken place with regard to funding proposals for Area Committee Ward Discretionary Development Funds.

9. RECOMMENDATIONS

- 9.1 The Committee is asked to note the budgetary expenditure, current balances and carry forwards from the Ward Development Budgets 07/08, the Small Area Grants Budget and the allocated Visioning Budgets.
- 9.2 That the Committee considers the provision of Service Level Agreements to local organisations for the financial years 2009/12.
- 9.3 That the Committee considers funding £300 from the Baldock East Ward Discretionary Budget for the provision of a Dog Bin on Yeomanry Drive.

10. REASONS FOR RECOMMENDATIONS

- 10.1 The allocation of funds will improve the services provided by the local organisations and groups that are available and accessed by various members of the community.

11. ALTERNATIVE OPTIONS CONSIDERED

11.1 Not applicable.

12. APPENDICES

12.1 Appendix 1 – Spreadsheet of Committee Delegated Budgets 2007/08.

12.2 Appendix 2 – Grant Approval Form for Dog Bin on Yeomanry Drive

13. CONTACT OFFICERS

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14. BACKGROUND PAPERS

14.1 None.

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APPENDIX 1

BALDOCK AREA COMMITTEE BUDGET 2008/09

| <u>SUMMARY/ TOTALS</u> | <u>Funding</u> | <u>Allocated</u> | <u>Spent</u> | <u>Oustanding</u> | <u>Unallocated Budget</u> | | | | | |
|------------------------|----------------|------------------|----------------|-------------------|---------------------------|--|--|--|--|--|
| VISIONING | £2,470 | £2,470 | £2,470 | £0 | £0 | | | | | |
| SMALL AREA GRANTS | £190 | £0 | £0 | £0 | £190 | | | | | |
| BALDOCK TOWN | £21,270 | £16,328 | £4,831 | £11,497 | £4,942 | | | | | |
| BALDOCK EAST | £11,513 | £9,978 | £5,205 | £4,773 | £1,536 | | | | | |
| ARBURY | £9,070 | £6,520 | £671 | £5,849 | £2,550 | | | | | |
| WESTON & SANDON | £6,750 | £4,420 | £1,410 | £3,010 | £2,330 | | | | | |
| Total | £51,263 | £39,716 | £14,587 | £25,129 | £11,548 | | | | | |

APPENDIX 1

| <u>VISIONING</u> | <u>Funding</u> | <u>Year Allocated</u> | | <u>Project</u> | <u>Allocated</u> | <u>Date</u> | <u>Spent</u> | <u>Outstanding</u> | <u>Unallocated Budget</u> | <u>Comments</u> |
|-------------------------------------|----------------|-----------------------|--|----------------------|------------------|-------------|---------------|--------------------|---------------------------|-----------------|
| Preallocated Funds C/F from 2007/08 | £2,470 | 2005/2006 | | Town Centre Strategy | £2,470 | 11.04.05 | £2,470 | £0 | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| Total | £2,470 | | | | £2,470 | | £2,470 | £0 | £0 | |

DEVELOPMENT BUDGETS

| <u>SMALL AREA GRANTS</u> | <u>Funding</u> | | | <u>Project</u> | <u>Allocated</u> | <u>Date</u> | <u>Spent</u> | <u>Outstanding</u> | <u>Unallocated Budget</u> | <u>Comments</u> |
|--------------------------|----------------|--|--|----------------|------------------|-------------|--------------|--------------------|---------------------------|-----------------|
| Base Budget 2008/09 | £190 | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| Total | £190 | | | | £0 | | £0 | £0 | £190 | |

APPENDIX 1

| BALDOCK TOWN | Funding | | Project | Allocated | Date | Spent | Outstanding | Unallocated Budget | Comments |
|--|----------------|--|---|------------------|-------------|---------------|--------------------|---------------------------|-----------------|
| Preallocated Funds Brought Forward from 0708 | £11,840 | | Baldock Allotment Association - plot for disabled holders at North Rd | £390 | 26.09.05 | £0 | £390 | | |
| | | | Town Centre Enhancement Works | £4,410 | 02.04.07 | £0 | £4,410 | | |
| | | | Friends of Baldock Greenspaces | £380 | 07.08.07 | £366 | £14 | | |
| | | | Town Projects Initiatives | £6,090 | 17.03.08 | £0 | £6,090 | | |
| | | | Baldock Town Cricket Club | £570 | 17.03.08 | £570 | £0 | | |
| Base Budget 2008/09 | £9,430 | | Herts Action on Disability | £190 | 02.06.08 | £190 | £0 | | |
| | | | CCTV Camera for The Tene | £400 | 02.06.08 | £367 | £33 | | |
| | | | Christchurch Holiday Clubs | £228 | 21.07.08 | £228 | £0 | | |
| | | | St Mary's Parish Church | £190 | 21.07.08 | £190 | £0 | | |
| | | | Baldock Neighbourhood Panel | £250 | 05.09.08 | £0 | £250 | | |
| | | | Baldock Arts Festival | £780 | 22.09.08 | £780 | £0 | | |
| | | | Baldock Town Youth Football Club | £1,140 | 22.09.08 | £1,140 | £0 | | |
| | | | Waste Bin, Nightingale Park | £310 | 22.09.08 | £0 | £310 | | |
| | | | Baldock Rotary Club | £1,000 | 22.09.08 | £1,000 | £0 | | |
| Total | £21,270 | | | £16,328 | | £4,831 | £11,497 | £4,942 | |

APPENDIX 1

| BALDOCK EAST | Funding | | Project | Allocated | Date | Spent | Outstanding | Unallocated Budget | Comments |
|---|----------------|--|---|------------------|-------------|---------------|--------------------|---------------------------|-----------------|
| Preallocated Funds Brought Forward from 07/08 | £8,613 | | Spring Bulbs | £50 | 24.08.06 | £0 | £50 | | |
| | | | Clothall Common - Enviromental Projects - C | £6,273 | 02.04.07 | £3,993 | £2,280 | | |
| | | | Clothall Common - Enviromental Projects | £1,940 | 17.03.08 | £0 | £1,940 | | |
| | | | Friends of Baldock Greenspaces | £120 | 07.08.07 | £0 | £120 | | |
| | | | North Herts Book Festival | £50 | 21.01.08 | £0 | £50 | | |
| | | | Baldock Town Cricket Club | £180 | 17.03.08 | £180 | £0 | | |
| | | | | | | | | | |
| Base Budget 2008/09 | £2,900 | | Herts Action on Disability | £60 | 02.06.08 | £60 | £0 | | |
| | | | Christchurch Holiday Clubs | £72 | 21.07.08 | £72 | £0 | | |
| | | | St Mary's Church | £60 | 21.07.08 | £60 | £0 | | |
| | | | Baldock Neighbourhood Panel | £83 | 05.09.08 | £0 | £83 | | |
| | | | Baldock Arts Festival | £240 | 22.09.08 | £240 | £0 | | |
| | | | Baldock Town Youth Football Club | £360 | 22.09.08 | £360 | £0 | | |
| | | | Baldock Rotary Club | £240 | 22.09.08 | £240 | £0 | | |
| | | | Dog Bin Clothall Common Estate | £250 | 22.09.08 | £0 | £250 | | |
| | | | | | | | | | |
| | | | | | | | | | |
| Total | £11,513 | | | £9,978 | | £5,205 | £4,773 | £1,536 | |

APPENDIX 1

| ARBURY | Funding | | Project | Allocated | Date | Spent | Outstanding | Unallocated Budget | Comments |
|---|----------------|--|---|------------------|-------------|--------------|--------------------|---------------------------|-----------------|
| Preallocated Funds Brought Forward from 07/08 | £5,810 | | Community Visioning Project - Bygrave Village Green | £1,000 | 07.02.08 | £0 | £1,000 | | |
| | | | Youth Development Projects | £3,190 | 07.02.08 | £0 | £3,190 | | |
| | | | Rural Youth Projects | £1,620 | 17.03.08 | £0 | £1,620 | | |
| Base Budget 2008/09 | £3,260 | | Printing Works for Caldecote Church | £190 | 29.08.08 | £190 | £0 | | |
| | | | Outdoor Area for Wolverley House | £250 | 17.09.08 | £211 | £39 | | |
| | | | Baldock Arts Festival | £270 | 22.09.08 | £270 | £0 | | |
| Total | £9,070 | | | £6,520 | | £671 | £5,849 | £2,550 | |

| WESTON & SANDON | Funding | | Project | Allocated | Date | Spent | Outstanding | Unallocated | Comments |
|---|----------------|--|----------------------------------|------------------|-------------|---------------|--------------------|--------------------|-----------------|
| Preallocated Funds Brought Forward from 07/08 | £4,210 | | Weston Footpath Lighting Project | £2,250 | 02.04.07 | £0 | £2,250 | | |
| | | | Sandon Village Hall Chairs | £1,200 | 17.04.08 | £1,200 | £0 | | |
| | | | Rural Development Projects | £760 | 17.04.08 | £0 | £760 | | |
| Base Budget 2008/09 | £2,540 | | Baldock Arts Festival | £210 | 22.09.08 | £210 | £0 | | |
| Total | £6,750 | | | £4,420 | | £1,410 | £3,010 | £2,330 | |