



Cabinet

A meeting of the Cabinet will be held at the The Forum, Towcester, NN12 6AF on Tuesday 12 July 2022 at 6.00 pm

Agenda

Public Session	
1.	Apologies for Absence and Notification of Substitute Members
2.	Declarations of Interest Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.
3.	Minutes (Pages 5 - 14) To confirm the minutes of the meeting of Cabinet held on 14 th June 2022.
4.	Chair's Announcements To receive communications from the Chair.
5.	Urgent Business The Chairman to advise whether they have agreed to any items of urgent business being admitted to the agenda.
6.	Revenue Monitoring, Provisional Outturn 2021-22 and 2022-23 Financial Outlook (Pages 15 - 52)
7.	General Fund Capital and Housing Revenue Account Capital Monitoring, Provisional Outturn 2021-22 and Revised Capital Programme for 2022-26 (Pages 53 - 88)

8.	Proposal to establish a 50 place Special Educational Needs & Disability (SEND) unit for pupils with a primary need of Autistic Spectrum Condition (ASC) at Hunsbury Park Primary School, Northampton (Pages 89 - 102)
9.	Digital, Technology & Innovation Strategy 2022 - 2025 (Pages 103 - 128)
10.	Pay and Grading Proposal (Pages 129 - 144)
11.	West Coast Partnership (Pages 145 - 154)
12.	Health Protection Service, Food & Feed Standards Service, Spray Paint Enforcement and the Tobacco Enforcement Plans 2022-23 (Pages 155 - 198)
13.	Improvements to Property Access Control System (Pages 199 - 204)
14.	Local Nature Recovery Strategy (Pages 205 - 212)
15.	Asset Disposal (Pages 213 - 240)
16.	UK Shared Prosperity Fund (UKSPF) (Pages 241 - 318)

Catherine Whitehead
Proper Officer
4 July 2022

Cabinet Members:

Councillor Jonathan Nunn (Chair)

Councillor Adam Brown (Vice-Chair)

Councillor Fiona Baker

Councillor Rebecca Breese

Councillor Matt Golby

Councillor Mike Hallam

Councillor Phil Larratt

Councillor Daniel Lister

Councillor Malcolm Longley

Councillor David Smith

Councillor Jamal Alwahabi
Councillor Jonathan Harris
Councillor Bob Purser

Councillor William Barter
Councillor Keith Holland-Delamere
Councillor Emma Roberts

Information about this Agenda

Apologies for Absence

Apologies for absence and the appointment of substitute Members should be notified to democraticservices@westnorthants.gov.uk prior to the start of the meeting.

Declarations of Interest

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item

Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates

Members are reminded that any member who is two months in arrears with Council Tax must declare that fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

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Queries Regarding this Agenda

If you have any queries about this agenda please contact Sofia Neal-Gonzalez, Democratic Services via the following:

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Email: democraticservices@westnorthants.gov.uk

Or by writing to:

West Northamptonshire Council
One Angel Square
Angel Street



Cabinet

Minutes of a meeting of the Cabinet held at The Forum, Towcester, NN12 6AF on Tuesday 14 June 2022 at 6.00 pm.

Present	Councillor Jonathan Nunn (Chair) Councillor Adam Brown (Vice-Chair) Councillor Fiona Baker Councillor Matt Golby Councillor Mike Hallam Councillor Phil Larratt Councillor Daniel Lister Councillor David Smith
Also Present:	Councillor Sally Beardsworth Councillor Janice Duffy Councillor Gareth Eales Councillor Rosie Herring Councillor Keith Holland-Delamere Councillor Mark Hughes Councillor Rosie Humphreys Councillor Koulla Jolley Councillor Bob Purser Councillor Wendy Randall Councillor Emma Roberts Councillor Danielle Stone
Apologies for Absence:	Councillor Rebecca Breese Councillor Malcolm Longley
Officers	Gilly Baldock - Political Assistant to the Conservative Group Jane Carr - Director of Communities and Opportunities Anna Earnshaw – Chief Executive Paul Hanson – Democratic Services Manager Martin Henry - Executive Director of Finance Stuart Lackenby -Executive Director Adults, Communities and Wellbeing Sofia Neal-Gonzalez – Democratic Services Officer Sarah Reed - Executive Director Corporate Stuart Timmiss - Executive Director Place & Economy Catherine Whitehead – Monitoring Officer

10. **Apologies**

Councillor Malcolm Longley and Councillor Rebecca Breese

11. **Declarations of Interest**

None

12. **Minutes**

RESOLVED: That the minutes from the Cabinet meeting on the 3rd of May 2022 were approved and signed as a true and accurate record.

13. **Chair's Announcements**

None

14. **Urgent Business**

None

15. **Annual Report & Quarter 4 Performance Report 2021-22**

At the Chair's invitation Councillors made the following comments on the report, which had been previously circulated.

- Officers were thanked for all their hard work.
- It was important to deliver services quickly and to listen to residents when they voice a query.
- How WNC engaged with the needs of residents was queried.
- It was agreed that having good leadership and accountability was important.
- It was felt that the report did not really identify the challenges faced by WNC.
- Could there be a clear definition of affordable housing?
- It was noted that litter and fly-tipping had not been mentioned in the report.
- The clean and green initiative should also include safe as there had been an increase in the number of serious crimes that had been reported.
- It was queried why the budget for adults was significantly larger than the one for Children, could zero based budgeting be used for these services?
- It was noted that some of the buses within the county were not environmentally clean.
- It was queried why Brexit had not been included in the report as it was something that also impacted communities.
- There should be more focus on connecting communities.
- The Billing Road project had been put aside, what would now happen to the fund set aside for this?
- Could there be more comparative figures presented in future reports?
- It was felt that the Children's Trust was not scrutinised enough.

The Chair advised that it was important to be careful with regards zero based budgets and that it was imperative to question what had been spent in the past. It was agreed that it was important to establish partnerships between the council and communities. Members were advised that there had been 10 sets of accounts from the previous councils and that there were now 2. The Finance department had promoted staff within the department into senior roles. Social value and sustainability were now part of procurement and there were and would be various local supplier events. It was noted that there had been a catch up of the number of invoices paid within 30 days, this was now at 94%.

Cabinet members then highlighted the salient points of the report that related to their portfolios

RESOLVED: Cabinet note the content of the appendix covering the annual review of WNCs 1st year (2021-22)

16. **Northamptonshire's Integrated Care System**

At the Chair's invitation Councillors made the following comments on the report which had been previously circulated.

- It was noted that there was a shortage of GPs, and the hospitals were in crisis.
- To have the Local Authority as a key partner would be the only way to ensure that the service stays public.
- It was felt that local area boards were crucial and important decision-making organisations.
- Membership of the Health and Wellbeing board needed to be looked at as there was a high level of work to undertake.
- It was important that each ward be given the same amount of support and all facilities should receive the same attention.

Councillor Matt Golby then presented the report and made the following comments.

- The ICS would become a statutory requirement as of the 1st of July 2022.
- The report was a snapshot of where the council currently was.
- All communities needed to be listened to and having a wide variety of colleagues on board would be a good thing.
- Further updates would come to Cabinet, The Scrutiny Committee and Full Council.

The Executive Director for Adults, Communities and Wellbeing advised that there would be a review every 6 months and agreed that it was important for the Health and Wellbeing board to have the correct membership.

RESOLVED: That Cabinet.

- a) Noted that the nomination process for West Northamptonshire Council's representative on the Integrated Care Board (ICB) is subject to strict legal requirements and that the nomination would be made by the Leader of the Council in consultation with the Director of Legal and Democratic Services.**

- b) **Noted the West Health and Wellbeing Board Terms of Reference for the Integrated Care System from the 1st of July 2022 which would be put forward for approval at full council on the 30th of June 2022**
- c) **Noted the proposed governance structure for the Integrated Care Partnership (West Place) which were put forward for approval at the Integrated Care Partnership Shadow Board on the 31st of May 2022 and the West Health and Wellbeing Board on the 7th of June 2022**
- d) **Cabinet noted the chairing arrangements for the Integrated Care Partnership Board.**
- e) **Approved the proposed Local Area Partnerships (LAP's) for the West Place as part of the ICP following consultation with stakeholders**
- f) **Approved the proposal for one elected member per unitary ward to sit on each of the nine Local Area Partnerships.**
- g) **Further updates would be presented to Cabinet, Full Council and People Scrutiny as the ICS develops to ensure the Council has appropriate oversight.**

17. **Household Support Fund: Scheme 2 Recommendations**

At the Chair's invitation Councillors made the following comments on the report, which had been previously circulated.

Councillor Rosie Herring the Chair of the People Overview and Scrutiny Committee made the following comments on behalf of the committee.

- It was noted that the report had been expected at the Scrutiny Committee but understood that due to timings this had not been possible.
- It was queried what measures had been put in place for non-English speaking claimants and who would decide where the excess funds would be sent to.
- Could vouchers be used for Nursery fees?

Councillors made the following comments.

- How would the council find the people that need the help, such as pensioners who at times slip through the cracks.
- It was noted that disabled people and their needs had not been mentioned in the report.
- Had the Government agreed to extend the school meals programme over the summer holiday?
- Could the vouchers provided be given out weekly instead of all at once?
- Correct administration of the scheme would be important to ensure access for everyone that needs it.
- There would need to be a needs assessment carried out for access to the funds, it was important for residents to be aware of this.
- It was noted that the first tranche of payments had taken a while to be distributed.

Councillor Matt Golby then presented the report to Cabinet and made the following comments.

- Lots of learning had been done since the first tranche of payments.
- It was advised that the grant criteria did allow for some movement.

- The second round of payments would be focused on children, pensioners and those experiencing hardship.
- It was important for the scrutiny committee to see the report.
- It was advised there would be a communications package put out for residents to so that they would be aware of the fund.

The Executive Director for Adults, Communities and Wellbeing noted that it was important to actively engage with various organisations, this would help the council become aware of those in need of the funds.

RESOLVED: That Cabinet.

- a) Noted that the Council had wide discretion in the allocation of the Household Support Fund (2).**
- b) Approved the allocation of funds set out in the chart in paragraph 6 of the report.**
- c) Approved the control and oversight approach set out at paragraph 8.1.1 of the report; and**
- d) Noted that depending on take up of the proposed scheme it might have to be adjusted to ensure the full allocation is not under or over allocated. Any adjustment will be managed within the terms of existing DWP guidelines.**

18. Commissioning residential and nursing care services for older people

At the Chair's invitation councillors made the following comments on the report, which had been previously circulated.

- It was noted that this was a difficult area to recruit in, this lack of staff had an adverse effect on discharging care home residents from hospital.
- Could the council bring some of the care homes back in house?
- It was advised that working on an ethical care charter was important.
- More scrutiny was required on this due to the amount of legislative change that had occurred.

Councillor Matt Golby then presented the report and made the following comments.

- The report would come back to cabinet again later in the year.
- The Cabinet would need to look at the Ethical Care Charter to decide as to whether to join.
- It was important to do the best thing for the residents.

The Executive Director for Adults, Communities and Wellbeing added that it was important to deal with the current recruitment crisis. It was confirmed that WNC ran 8 residential care homes in the region.

RESOLVED: Cabinet.

- a) Noted legislative and policy requirements introduced by Government in relation to the Social Care Charging Reforms and Market Sustainability and Fair Cost of Care Fund.**
- b) Delegated to the Executive Director for Adults Communities and Wellbeing the decision (subject to the Contract Procedure Rules) to**

extend the current Care Home Service DPS framework for a period of 8-months.

- c) Noted that a formal engagement and consultation exercise would be conducted with the provider market on the findings of the care home cost review.**
- d) Noted that a further report would come to Cabinet in September 2022, which will set out the proposed commissioning intentions for securing future residential and nursing care service supply.**

19. UK Levelling Up Fund Round Two

At the Chair's invitation councillors made the following comments on the report which had been previously circulated.

- It was noted that none of the projects listed had been mentioned on the left behind list.
- Concern was raised about the St James Mill Road project; this work had been taken on by WNC.
- It was queried why a timetable had not been shared so that residents could raise queries.
- Regeneration of the Weston Favell Hub was one of the projects mentioned, would this be a complete regeneration? It was important to ensure that the hub was accessible for all residents.
- It was noted that councillors were not listed as stakeholders.
- Levelling up should be about equality and increasing the wellbeing of residents.
- There had been no mention of Trilogy which works in conjunction with the Weston Favell medical centre.

Councillor Daniel Lister then presented the report and the recommendations to members. It was advised that any projects not taken forward at this time would continue to be monitored, and that WNC would always engage with key partners.

The Executive Director for Place & Economy advised that the report would also go to full council, and that the government had issued specific criteria which had been difficult to meet.

RESOLVED: That Cabinet.

- a) Noted the activity made to date, timescales, and next steps for the Levelling Up Fund applications.**
- b) Delegated Authority to the Executive Director of Place, Economy and Environment in consultation with the Executive Director of Finance and the Cabinet Member for Economic Development, Town Centre Regeneration and Growth and approved the final two bids being made to the LUF round two, subject to any Council funding contribution also being in place before submission.**
- c) Recommended to Council Subject that, subject to the business case, and the capital and revenue implications stemming from it, being**

endorsed by the Chief Finance Officer and the relevant portfolio holders, that it approves the additional £21m.

20. Proposal to establish a 'School Minor Works' budget for 22/23

At the Chair's invitation a councillor asked whether WNC was aware of the scale of need of the schools.

Councillor Fiona Baker presented the report, copies of which had been previously circulated. Members were advised that this was an ongoing project.

RESOLVED: That Cabinet.

- a) Approved the 2022/23 'School Minor Works' budget to rectify condition issues in WNC maintained schools, ensuring the Council continues to fulfil its statutory obligation of maintaining its school estate.**
- b) Noted that WNC's allocation of 'School Condition Allocation' funding had been confirmed by the DfE at £1,732,900 and that this grant funding will be utilised as WNC's 'School Minor Works' budget for 2022/23.**
- c) Noted that any works undertaken under the 'Schools Minor Works' budget would be delivered as part of a rolling programme of conditions surveys at maintained schools in the Local Authority.**
- d) Delegate authority to the Director of Children's Services, in consultation with the Cabinet Member for Children, Families and Education, to authorise all necessary legal, property and financial agreements to ensure effective delivery of condition schemes.**

21. Proposal to establish a new 250 place, 'all-through' Special Educational Needs & Disability (SEND) School for pupils with Autistic Spectrum Condition (ASC) at Tiffield St John's site, Tiffield, West Northamptonshire

At the Chair's invitation Councillors made the following comments on the report which had been previously circulated.

- Had the parents of the children who would attend this school been spoken to about the chosen site.
- It was queried as to why the council would have to be pay for the new school and not the DfE.
- It was noted that maintained schools had performed better than academy schools.

Councillor Fiona Baker made the following comments.

- It was advised that parents had not been spoken to as the school had not yet been built.
- The school would be a single progressive experience covering primary and secondary phases.
- There had been a cost of £13 million to put children into independent schools due to the lack of special schools' spaces.
- £17.6 million would come from DfE grants.

The Interim Director for Children's Services advised that there had not been a government programme for special schools for last 4 years.

RESOLVED: Cabinet.

- a) **Noted the current deficit of SEND places that was being experienced across West Northamptonshire and the projected demand for places in coming academic years set out in paragraph 5.10-5.12.**
- b) **Agreed to the 'free school presumption' process being progressed to identify an academy trust to operate the new 'all-through' special school.**
- c) **Delegated responsibility to the Interim Director of Children's Services, in consultation with the Portfolio Holder for Children, Families and Education to take any necessary decisions to progress the 'free school presumption' process and to confer 'preferred bidder' status upon the academy trust that is selected (subject to DfE approval) to operate the new school.**
- d) **Noted that all matters relating to the capital cost required to deliver the required new school will be subject to further reports to Cabinet once the expenditure required to deliver the new school has been finalised.**

22. UK Shared Prosperity Fund and Multiply Funding

At the Chair's invitation Councillors made the following comments on the report which had been previously circulated.

- There needed to be innovative thinking behind how the mentioned courses would be delivered.
- It was requested that councillors be included for local needs to be addressed.

Councillor Daniel Lister presented the report to members and advised that further information had been sent to councillors that day.

RESOLVED: Cabinet.

- a) **Noted UK Government had advised WNC as the Lead Authority for UKSPF (£5,426,224.00) and Multiply (£1,901,176.15) for a three-year provisional maximum allocation of £7,327,400.15 and the requirement to develop both a UKSPF Investment Plan and a Multiply Investment Plan**
- b) **Endorsed the approach to develop both Investment Plans by sourcing evidence and liaising with internal and external stakeholders**
- c) **Noted that under existing delegated powers, officers would submit a WNC Multiply Investment Plan by 30th June 2022 to the DfE and update Cabinet in July**
- d) **A further report would be submitted to Cabinet in July to address the submission of the UKSPF Investment Plan by the deadline of August 2022.**

23. Decision taken by the Leader under urgency procedures

At the Chair's invitation a councillor queried what the total cost to the council would be.

The Chair noted that money recovered was nowhere near the whole amount, but that due to continued legal fees it was felt that the council had reached the end of this process.

RESOLVED: That Cabinet noted the decisions taken by the Leader of the Council set out at Appendix A.

24. **Sponne Arcade Short Stay Car Park**

At the Chair's invitation a councillor advised that there had been a request for residents permits.

Councillor Daniel Lister presented the report. It was known that there were a lack of short-term car parks and a desire to improve lighting and add CCTV; members were advised that this project was fully funded. Councillor Lister advised that he would investigate the residents parking query.

RESOLVED: That Cabinet.

- a) **Noted the work to date in securing the land, gaining necessary planning approval, and bringing the project to the on-site delivery stage.**
- b) **Authorised the appointment of Jeakins Weir Limited as principal contractor to undertake the construction works as defined by the construction information that has been developed by the Regeneration Team (a summary of the works is in this report). The contractor had already completed pre-construction services to the council including design, feasibility, and pricing to date, and are being procured through the Scape construction Framework.**
- c) **Noted the saving to the revenue budget of approximately £29,500. This saving was made mainly due to the reduction in National Non-Domestic Rates (NNDR or known as 'business rates') that will be liable across the site with the demolition of the former Co-op unit.**

25. **Exclusion of the Press and Public**

The meeting closed at 9.32 pm

Chair: _____

Date: _____

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WEST NORTHAMPTONSHIRE COUNCIL CABINET

12 July 2022

**CABINET MEMBER RESPONSIBLE FOR FINANCE: COUNCILLOR MALCOLM
LONGLEY**

Report Title	Revenue Monitoring, Provisional Outturn 2021-22 and 2022-23 Financial Outlook
Report Author	Martin Henry, Executive Director (Finance) Martin.Henry@westnorthants.gov.uk

Contributors/Checkers/Approvers

West MO	Catherine Whitehead	04/07/22
West S151	Martin Henry	04/07/22
West Communications team	Becky Hutson	04/07/22

List of Appendices

Appendix A - 2021-22 Provisional Outturn Detailed Variance Analysis

Appendix B – Carry Forward approvals

1. Purpose of Report

- 1.1. The report provides an assessment of the Council's provisional outturn position against the approved 2021-22 budget.
- 1.2. This report also provides an early financial update for 2022-23, highlighting key risks and opportunities identified within the Period 2 monitoring process.

2. Executive Summary

- 2.1. The recently issued 2021 census shows that West Northamptonshire Council is the 13th largest Local Authority in terms of population with 425,800 residents, a growth of 13.5% and more than double the national average of 6.6%. This growth is higher than national averages and we

grew in all but one 5 year age group (those aged 60-64). We also saw an increase of 11.3% in households, ranked as the 39th largest increase.

- 2.2. These changes impact us in every way as a unitary Council that provide a range of services to residents and businesses across including care to vulnerable adults and children, education, the collection and disposal of waste, household waste recycling, leisure and community wellbeing, highways, planning, economic development, collection of council tax and business rates, housing benefit, council tax support, housing and support for the homeless.
- 2.3. As a new Council, and faced with this level of growth, we have many opportunities in terms of increased Council Tax receipts and business growth. We also have the opportunity, not seen in two tier councils, to bring services together in a way that helps tackle some of our challenges more holistically, for e.g., helping Care Leavers secure housing and work to ensure they can reach their full potential.
- 2.4. But growth of this level at a time of a national cost of living crisis, also brings challenges for us. We already face significant social care demand from our growing older population and working age adults, but we are also seeing growth in our children's demographic and both are driving a demand for placements at a time when the market is challenging and the costs are high. These are both happening at a time when operating cost pressures are high with utility costs rising and supply chains being challenged. Covid too will present new pressures as absences impact workforces and in turn the pressure of health and care.
- 2.5. As we progress into our second year and see the emerging pressures of these factors, it is important that we maintain the strong and robust management of our finances. This means understanding where our demand arises, why and what mitigations and levers we can apply to help manage them. We also need to be mindful of not building in inflationary uplifts that create ongoing and unmanageable liabilities that outlast the inflation crisis and that will create future year issues and a return to austerity and job reductions.
- 2.6. Many councils have started to look to reserves as a means to address short term issues. We have been prudent in ensuring these have remained in place for the kind of unexpected circumstances we now find ourselves in and we have avoided drawing down on contingencies to support the coming year on that basis. Our history dictates that reserves and contingency must be a last resort to solve one off issues and we must now manage our way through this key period looking at carefully at our services, our duties, our cost and our opportunity to do things differently and working as a collective set of services.

3. Recommendations

- 3.1. It is recommended that the Cabinet;
 - a) Note the provisional outturn position for 2021-22;
 - b) Approve the use of contingency budgets requested in section 5.83 and service carry forward requests in Appendix B
 - c) Approve the agreed debt write-off requests that are greater than £25,000 as detailed in section 8.

d) Note the financial risks and issues identified for 2022-23.

3.2. Reason for Recommendations:

3.2.1. To ensure that the Authority complies with its financial regulations.

4. Provisional Outturn Position 2021-22

Provisional Outturn – General Fund

4.1. The table below details the 2021-22 provisional outturn position. It is important to note that this position is provisional and still dependant on the completion of the 2021-22 external audit process and therefore may be subject to further adjustment until the completion and approval of the 2021-22 Statement of Accounts.

Table One: Forecast Provisional Outturn 2021-22 by Directorate

Directorate	Net Budget £'000	Forecast Net Spend at 31/03/22 £'000	Provisional Outturn Forecast Variance at 31/03/22 £'000	P9 at 31/03/22 £'000	Movement since P9 £'000	% Forecast Variance against budget
Corporate Services	20,860	20,903	43	328	(285)	0.0%
Chief Executive Office	2,323	2,413	90	109	(19)	3.8%
Children's Including Trust	74,033	73,556	(477)	(437)	(40)	0.0%
Adults, Communities & Wellbeing	109,936	112,001	2,065	2,329	(264)	1.9%
Place, Economy and Environment	79,086	74,479	(4,607)	(2,256)	(2,351)	(5.8)%
Finance Directorate	11,731	11,481	(250)	(139)	(111)	(2.0)%
Cost of services	297,969	294,833	(3,136)	(66)	(3,070)	1.0%
Technical / Centrally Controlled Budgets	23,601	26,627	3,026	2,944	82	12.8%
Total budgeted expenditure	321,570	321,460	(110)	2,878	(2,988)	0.0%
Less funding	(321,570)	(321,570)	0	0	0	0.0%
Net Position 2021-22 -	0	(110)	(110)	2,878	(2,988)	0.0%

*Net budget excludes general contingency £5m

4.2. The provisional forecast outturn position for 2021-22 is an underspend of £0.1m. This is a positive movement of £3.0m from the third quarter position reported to Cabinet in February 2022 and therefore negates the requirement to draw down from the £5m general contingency budget that was due to be financed using general fund balances.

Provisional Outturn - Housing Revenue Account (HRA)

4.3. The HRA provisional forecast outturn is as follows:

Table two: HRA

Other Funds (HRA)	Net Budget £,000	Provisional Outturn 31/3/2022 £,000	Provisional Outturn Variance against budget £'000	Variance at Period 9 31/3/2022 £,000	Movement Since Period 9 £,000
Income (Rent/Service charges)	(54,735)	(53,472)	1,263	(54,317)	845
Repairs & Maintenance	13,954	15,401	1,447	14,499	902
General Management	8,959	8,928	(31)	8,984	(56)
Special Services	4,854	4,902	48	4,932	(30)
Rents, Rates, Taxes & Other	302	137	(165)	302	(165)
Provision for Bad Debts	400	249	(151)	200	49
General Fund Recharges	2,650	2,650	0	2,650	0
Interest & Capital Financing	7,186	7,279	93	7,324	(45)
Depreciation (MRA)	15,150	13,500	(1,650)	13,500	0
Rev Contributions to Capital	642	426	(216)	1,806	(1,380)
Contribution to/(from) Reserves	639	0	(639)	120	(120)
Net Position	0	0	0	0	0

4.4. The HRA account is forecasting a balanced provisional position at year end.

4.5. Since Period 9 the financial position of the HRA has deteriorated by £1.38m. Of this pressure the most significant movement being of £0.9m within the repairs and maintenance managed budget. This is due to the high costs of building materials.

4.6. In addition to this there has been £0.8m shortfall in rental income and service charges due to the delay in the capital new build programme.

4.7. The pressures encountered in the HRA have been mitigated through reduced contributions to Capital as well as lower capital financing costs which have been possible through reduced borrowing to fund the capital programme. This has resulted in a revenue neutral position.

4.8. The favourable reduction in capital financing charges is due to further re-phasing of the capital programme and therefore less of a need to finance from borrowing.

Provisional Outturn - Dedicated Schools Grant

4.9. The Dedicated Schools Grant (DSG) is a ring-fenced specific grant allocated to the Local Authority (LA) by the Government to support a range of education related services.

4.10. The Department for Education (DfE) currently operate a four-block funding model for funding schools and pre-16 education including early years as set out in the following table:

Dedicated Schools Grant			
Schools Block	Early Years Block	High Needs Block	Central Schools Services Block (CSSB)

4.11. The individual school's budgets (ISB) for academies and funding for high needs 'places' in academies (set prior to the start of academic year) are paid to academies directly from the Education Skills and Funding Agency (ESFA) reflecting the shift in responsibility for the funding of academies. This funding is taken off the DSG before the grant is paid to LAs and is termed 'recoupment'.

4.12. Academies are independent of the local authority and are accountable directly to the DfE. The DfE agency responsible for all school related funding is the Education and Skills Funding Agency (ESFA). Maintained schools continue to receive funding directly from the Council through the DSG.

4.13. The Dedicated Schools Grant (DSG) provisional forecast outturn is as follows:

Table Three – DSG

DSG Block	Gross Exp Budget* £'000	Recoupment** £'000	Net Exp Budget £'000	Provisional Outturn £'000	Variance £'000	Movement from Previously Reported Position £'000
Schools	300,283	(234,970)	65,313	64,629	(684)	(684)
Early Years Provision	25,398	0	25,398	24,706	(692)	(1,044)
High Needs	55,577	(15,111)	40,466	41,662	1,196	(1,327)
Central Schools Services Block	4,438	0	4,438	4,482	44	49
TOTAL	385,696	(250,081)	135,615	135,479	(136)	(3,006)

*includes carry forwards of £695k

**funding taken off the DSG before the grant is paid to the LA for academies and funding for high needs 'places' in academies who are paid directly from the Education Skills and Funding Agency (ESFA)

4.14. The DSG provisional outturn position is an underspend of £0.14m, a favourable movement of £3.0m from the position previously reported to Cabinet.

High Needs Block

4.15. High Needs Block has overspent by £1.2m, largely relating to the increased demand for special school places, and the resultant increased cost of places in independent schools which have had to be used due to West Northamptonshire Special School places being full. The 2022-23 WNC capital programme includes investment in additional resourced places in mainstream and special schools and the council have recently consulted on the requirement for a new 250 place special school, both in seeking to alleviate cost demand pressures across the medium term and provide quality education in county for children and young people.

- 4.16. This is an improvement of £1.3m from the previously reported position, due to a reduction in the anticipated level of demand for Alternative Provision places in the final quarter of the financial year.

Early Years Block

- 4.17. The Early Years Block has underspent by £0.7m, due to underspends on vacant posts, projects not being undertaken due to capacity constraints, and an improved position for 2, and 3 & 4 year-old funding based on the latest data driven from the Spring Census.

Schools Block movements

- 4.18. The Schools Block has underspent by £0.7m, with respect to de-delegations (approved by schools forum and ringfenced to maintained schools) for redundancy costs, school improvement activity and pupil growth. Schools forum will be consulted on the application of these funds to their specific usage in the next financial year.

Provisional Outturn - Public Health Grant

- 4.19. Public Health services in Northamptonshire for 2021-22 were delivered by North Northamptonshire Council as a host provider. The overall Public Health grant for West Northamptonshire was £18.585m. The West share of costs as per inter authority agreement against the main Public Health grant was £14.170m, resulting in an underspend of £4.415m. This underspend will be added into the West Public Health reserve for utilisation in future years. The main driver of the underspend relates to the number of vacancies within Public Health services.

5. General Fund Provisional Outturn – Directorate Summary

- 5.1. This section of the report provides a summary update on the provisional outturn position by Directorate with a detailed breakdown included in Appendix A.

Corporate Services

Net Budget £20.86m

Forecast Outturn £20.90

Forecast underspend £0.04m

Variance percentage (0.0%)

- 5.2. The Corporate Services Directorate delivers services including human resources, customer services, Digital, technology and innovation/IT , legal and democratic and transformation. It is reporting an outturn position of £0.04m overspend which is a favourable movement of £0.3m from the position reported to Cabinet at Period 9.

Key movements from Period 9

- 5.3. The service have identified £0.5m of additional IT pressure due to price and volume increases within a number of contracts as well as a shortfall of income from a historical unachievable income target of £0.2m. These pressures were part mitigated by vacancy savings in HR and customer services.
- 5.4. Within the favourable movement of £0.3m budget carry forwards have been approved totalling £0.5m , these are to support future developments within Business Intelligence and future liabilities in payroll , HR and customer services.

2021-22 Summary Position

- 5.5. There have been several historical budget issues which have been identified, including partial non delivery of the Service Aggregation savings proposal due to the impact of the repatriation of former LGSS service, shortfalls in service provision in IT services, and unachievable capital recharges. These have been offset in the main by the use of the disaggregation contingency and savings from vacancies across the directorate .

Covid 19 Pressures

- 5.6. The ongoing pressures of Covid 19 continue to impact the Registrars Service (£0.06m), regarding the additional staffing resources required to deal with the backlog which built up due to restrictions on the service during the lockdown periods.
- 5.7. The Coroners Service needed to maintain the capacity and preparedness of the temporary mortuary site (£0.09m), so that it is ready should it be required to be activated as happened recently during a period of Covid pressure.
- 5.8. Additional pressures have been identified in relation to the cost of running Covid-19 compliant Council meetings (£0.04m) and the need to fund an additional HR Business Partner (£0.02m).

Chief Executive's Office

Net Budget £2.32m

Forecast outturn £2.41m

Forecast overspend £0.09m

Variance percentage 3.8%

- 5.9. The Chief Executive's Office is reporting an outturn position of £0.09m, which is a favourable movement of £0.02m from position reported to Cabinet in February 2022.
- 5.10. Chief Executive Services include, Communications and Engagement, Business Intelligence, Policy and Performance, Executive Support and Lord Lieutenancy Services.

Key movements from Period 9

- 5.11. The favourable movement of £0.02k relates to a number of minor final forecast variations at year end on supplies and services.

2021-22 Summary Position

- 5.12. Following a review of the budgets within the Directorate, and the recent outcome of the restructure, a net shortfall of £0.75m in respect of service aggregation savings has been identified. This was a result of assumed senior staff savings from bringing the Councils together not fully matching with the budgets that came across from the four legacy authorities.
- 5.13. There are in-year vacancies of £0.52m which partially mitigate this overspend, and further savings on supplies and services of £0.20m.

Children's Services (including Northamptonshire Children's Trust)

Net Budget £74.03m

Forecast outturn £73.55m

Forecast underspend £(0.48m)

Variance percentage -0.0%

- 5.14. Children's Services are reporting an outturn position of a £0.48m underspend, which is a favourable movement of £0.04m from position reported to Cabinet in February 2022.
- 5.15. The Children's Directorate is made up of Council services which deliver statutory education functions across approximately 200 duties as set out in various Education and Children Acts, and regulations including but not limited to school quality assurance and intervention, pupil place planning and admissions, early years and special educational needs.
- 5.16. The Northamptonshire Children's Trust (NCT) was established as a company limited by guarantee on 1st November 2020, and from 1st April 2021 is wholly owned by West and North Northamptonshire Councils. NCT delivers children's social care and targeted early help services on behalf of the Councils including front door and safeguarding services, support and placements for children in care and disabled children, and in house fostering and residential provisions. The provision of these services is set out in a contractual arrangement between NCT as the provider, and the Councils which retain statutory responsibility for these services.

Key Movements from Period 9

- 5.17. Additional staffing vacancies of £0.2m have resulted in a further underspend, however this improved position has been offset by additional non staffing expenditure and a reduction in anticipated grant funding.

Education

- 5.18. There have been a number of staffing vacancies across the Directorate with a combined forecast underspend of £0.7m and a number of general non staffing savings of £0.1m.
- 5.19. However due to the focus on completing statutory work within the Educational Psychology Service, there has been a resultant impact on the ability to do traded work, which in turn has resulted in a shortfall against budgeted income targets in year of £0.4m.

Northamptonshire Children's Trust

- 5.20. At period 12, NCT were forecasting an overspend of £3.70m against the total contract sum across West and North Northamptonshire Councils. This is largely due to emergency and complex placement costs .
- 5.21. Within the forecast overspend, pressures attributable to covid-19 include additional social worker capacity, additional packages of support for disabled children and sickness cover across care settings. These total £2.63m which will be met through a combination of COMF, base budget covid contingency and general covid grant funding. The Children's Services covid-19 pressures section outlines the WNC share of this. The Trust will mitigate the remaining forecast pressure after the application of these new covid funds using their reserve totalling £1.1m (revised from the position previously reported) carried over from the initial 5 months of operation over the period Nov 2020–Mar 2021. The use of this reserve in full means they do not have any contingency for overseen financial events in the future, which is a risk for both North and West Northamptonshire Councils.
- 5.22. Therefore, based on the latest position provided by the Trust which includes the planned use of reserves and covid funding, at this stage there is no formal contract variation or change control escalation required as pressures have been managed in year.

Covid 19 Pressures

- 5.23. NCT have identified a total of £2.63m pressures due to the impact of covid-19. The West Northamptonshire share is approximately £1.47m, or 56% based on the agreed disaggregation principles. The pressures largely relate to the additional cost of staff in the Duty and Assessment and Safeguarding Teams due to the increase in families requiring support and complexity of cases as a direct result of covid-19. The additional cost to WNC will be met through £0.31m COMF, £0.85m base budget covid contingency held in the Children's Directorate and £0.31m general covid-19 funds.
- 5.24. The Council provided free school meal vouchers throughout the October half term, Christmas holidays and February 2022 half term at a cost of £0.45m met through the Household Support Fund.
- 5.25. The requirement for an additional 12 FTE caseworkers in the Education and Healthcare (EHC) statutory team which manages the assessment and educational placements of children and young people, to manage increasing workloads whilst ensuring timeliness of assessments is in

line with Department for Education expectations totals £0.11m which is to be met through COMF. The full year effect has been factored in to the 2022-23 proposed budget.

Adults, Communities & Wellbeing

Net Budget £109.93

Outturn £112.00

Overspend £2.06m

Variance percentage 1.9%

- 5.26. Adults, Communities and Wellbeing directorate is reporting a provisional outturn position of £2.06m overspend, which is a favourable movement of £0.3m from the position reported to Cabinet in February 2022.
- 5.27. The Adults, Communities and Wellbeing Directorate consists of Adult Social Care services that provides support to older people or those living with disabilities or with mental or physical illness, under the Care Act, to promote their independence and improve their well-being. This support enables them to manage their needs and live life to the fullest regardless of the challenges they may face as a result of their circumstances. The Directorate also has responsibility for housing, sport and leisure and a range of community services alongside responsibility for public health.

Key movements from Period 9

- 5.28. The key movements from the position reported to Cabinet in February comprises of additional pressures from independent care packages of £0.87m, property voids of £0.21m and additional social care transport and legal cost pressures of £0.12m and £0.1m respectively.
- 5.29. This is offset by further staffing underspends across the care teams and in-house provider services of £1.5m, as a result of difficulties in filling vacancies. This favourable movement from the position reported to Cabinet in February was largely due to the funding of costs incurred across teams that had been directly attributable to supporting the Adult social care sector in year with covid testing, vaccination roll out and infection control from COMF (Contain Outbreak Management Fund). These costs had been previously forecast against base budgets.
- 5.30. Additionally there is movement in the recovery of client contributions towards the cost of care resulting in an underspend of £0.33m.
- 5.31. The Adult Services budget includes an approved carry forward request for £0.04m for NSAB funds to be utilised in 22-23.
- 5.32. Reported budget pressure of £0.15m due to additional costs relating to management of the Travellers site .

2021-22 Summary Position

- 5.33. Independent Care budgets overspent by £3.42m driven by a combination of increased referrals across client groups and other cost pressures in the market. This was primarily in Older Peoples services, where a combination of drivers such as significant pressures on hospital discharge, reduced capacity amongst independent care market due to inability to recruit staff and quality concerns raised relating to some providers where new packages of care needed to be sources, adversely impacted the care budgets. The increase was also attributable to the late transfer of additional care packages arising from the late settlement of ordinary residence disputes with North Northants.
- 5.34. In addition to this there is a reported pressure in relation to the PFI contract and underfunded external provider contract costs resulting from the disaggregation of budget totalling £0.4m. Along with an overspend of £0.3m due to higher than planned legal costs, property voids and lower than estimated external direct payments recharges .
- 5.35. The assisted transport budgets overspent by £0.35m as a result of additional demand from eligible service users to enable them to access services as the covid-19 lockdown restrictions have been eased this year.
- 5.36. Within Adult Social Care services staffing budgets underspent by £2.33m mainly due to the difficulties in recruiting to the number of vacancies across both in-house provider services and locality teams.
- 5.37. In 21-22 there were additional contributions from clients towards the cost of their care by £0.33m compared to base income budget following financial assessments.
- 5.38. Following review of in year budgets across the Housing and Communities area; the services are reporting one-off underspends of £0.35m to mitigate in part the £0.41m pressure of the non-deliverable savings for service aggregation.

Covid 19 Pressures

- 5.39. An additional demand pressure of £3.16m has been identified against Learning Disability Independent care budgets. This is as a direct result of the pandemic over the last 18 months, where vulnerable clients have not accessed services and have had heavy reliance on family carers and now require services in a crisis.
- 5.40. There is a £2.31m pressure on independent care budgets as a result of the inability to deliver base budget savings from the Admissions Avoidance project. This was a cost avoidance scheme to reduce hospital admissions by placing social care resource at the front door of the hospitals. In 2020-21 no savings were delivered against this scheme due to Covid 19 and these savings were carried forward into 2021-22 budgets. Savings of £0.4m was achieved in 2021-22 with greater savings to be generated by the outputs of the ICAN (Integrated Care across Northamptonshire) programme in 2022-23.
- 5.41. An additional pressure of £0.94m has been identified across Mental Health independent care budgets. This has been mainly driven by an increase in demand for those with Mental Health needs as the pandemic has progressed, with a number of individuals going into crisis.

- 5.42. Whilst the Covid-19 pandemic continues to have an impact, it is anticipated that under Housing and Communities area, support payments to Leisure Centres across South Northants and Daventry will continue to providers. There has been an increase in the forecast from Period 9, increasing the forecast pressure with Leisure providers. The total forecast support payments and forecast income levels is £0.64m.
- 5.43. Additionally, there is a reported pressure of £0.24m on the delivery of Civil Penalty Income in the inherited Private Sector Housing service. Besides the impact of the Covid-19 pandemic, there are a number of other risks associated with issuing Civil Penalty Notices. These include the debt taking longer to recover and spanning financial years, and a reduction in the amount of actual debt recovery following First Tier Tribunal (FTT) hearings. Also, there is an in-year pressure on income targets across the Library Service of £0.06m where income levels have currently been forecast at 50% of target.
- 5.44. As a direct result of the pandemic, £0.31m of homecare was undelivered due to the inability of providers to access service users as a result of the lockdown restrictions.
- 5.45. It is expected that £0.15m of MTFP savings will not be delivered this year from the delayed opening of the new specialist centre for step down care for Mental Health and Acquired Brain injury. This project has been significantly delayed due to the impact of the pandemic, and clients moved in from October 21st. In addition to this, £0.1m of staffing costs is required to enable the provider to retain the recruited staff for the scheme who can continue to assess and support people that have been referred to the accommodation.
- 5.46. There is further pressure of £0.10m arising from the need to support the provider of a purpose-built block of flats aimed at supporting people with LD (learning disability) and LD/PD (learning disability and physical disability). The pandemic and the associated restrictions led to delays in identifying, assessing and moving people into all the flats.
- 5.47. As a result of the winter related pressures and mandatory vaccination requirements coming into force, there is the need to attract and recruit staff to our residential settings and community roles to ensure that the services remain safe for the residents we serve. Furthermore, the need for a dedicated resource in the Northamptonshire Safeguarding Adults Board's (NSAB) business office has been identified to support the development of its quality and performance priorities, improve audit activities as well as provide senior administrative support. These have resulted in an additional pressure of £0.10m.
- 5.48. These Covid-19 pressures will be offset against the non-ring fenced Covid-19 grant.

Net Budget £79.08k

Forecast outturn £74.48k

Forecast underspend £4.61m

Variance percentage (5.8)%

- 5.49. Overall, the Place and Economy Directorate is reporting a provisional outturn position of an underspend of £4.61m which is a favourable movement of £2.4m from period 9.

Key movements from Period 9

- 5.50. Several Service areas within Place have been impacted by the ongoing effects of Covid, which have been difficult to predict and therefore had an impact on the budget monitoring for the year. These includes changes in usage of our buildings and an increase in planning applications. The Directorate has also been carrying a significant number of vacancies which has impacted on the monitoring position.

Growth, Climate & Regeneration Division

- 5.51. The key movements in this service area are due to a one-off increase in Development Planning income £0.4m, and underspends on staffing and additional grant income £0.6m.

Highways Services

- 5.52. There has been additional income from Asset Traffic Management £0.2m.

Regulatory Services

- 5.53. Additionally there have been reported underspends due to staff vacancies, and general underspends of £0.3m.

Assets & Environment Division

- 5.54. There has been a significant increase in underspends within Facilities Management & Property Services of £0.5m due to staff vacancies, increase in income and a reduction in property running costs. A reduction in asset disposal costs of £0.2m, lower repairs and contract costs relating to schools PFI £0.4m, reduced cost of running investment properties £0.2m. Underspends within Archives due to staff vacancies and general underspends £0.3m.
- 5.55. Within Place and Economy approved carry forward requests totalling £0.95m are included, these include requests for Assets and Environment of £0.6m, Archives, Heritage and Museums of £0.2m, and procurement requests of £0.1m. Alongside these, requests for new reserves have been approved totalling £0.9m, including new reserves for both emergency planning and the joint planning unit totalling £0.3m and funds to manage future fluctuations in development services income in 2022-23.

2021-22 Summary Position

- 5.56. There was an under-achievement of savings proposals within the Place Directorate of £1m. £0.9m is in relation to service aggregation that has not as yet happened but is in the pipeline. There is also a £0.1m pressure due to a shortfall on the tier 1-3 senior staff saving. The non-achievement of these savings is offset by directorate wide underspends.
- 5.57. The Growth, Climate & Regeneration area is reporting an underspend of £3m. The most significant underspend is within Planning Development Services (£1.6m), which is mainly due to an over achievement of fees associated with a few large one-off development schemes. There are also underspends in the Economic Development area (£0.4m) due to a combination of staffing vacancies, and grant income; in the Planning Policy area (£0.5m) due to staffing underspends for vacant posts; and in Regeneration (£0.06m) largely due to staffing underspends.
- 5.58. The Assets & Environment area has an underspend of £2.3m. The underspend for this Service area is made up a number of items, the most significant being £1m underspend on the Facilities Management costs and Reactive maintenance, which are due to a decrease in running costs and repairs as a result of a reduction in the usage of our buildings, some reduced staffing costs, and increases in rental income.
- 5.59. There has been underspends on the Archives & Heritage Service of £0.3m, due to staff vacancies and grant income that is ringfenced and rolled forward.
- 5.60. Property Disposal Costs of £0.2m due to a delay in activity, and an underspend in Strategic assets of £0.2m due to reduced running costs. Additionally an underspend of £0.4m on the Northampton Schools PFI due to lower costs for repairs and maintenance and reduced contract costs.
- 5.61. The Highways & Waste area is reporting a forecast underspend of £1.6m. There is an overspend in this Service area of £0.6m on Home to School Transport due to a rise in the costs of SEN transport. There is also a small overspend of £0.03m on Domestic Waste disposal due to increased tonnages in the year. These overspends are then offset by underspends of £0.5m on Household Waste Recycling Centres due to increased income from these sites; £0.5m on Asset, Traffic Management & Regulations due to an over-achievement of income; and £0.6m on Parking & Bus Lane Enforcement, also due to an over-achievement of income.
- 5.62. The Regulatory Services area is reporting an overall underspend of £0.9m. The underspends are within a number of service areas, the most significant being a £0.3m underspend on Emergency Planning. The Emergency Planning service was hosted in North Northants for 2021/22, and the team were primarily deployed on work on the Covid 19 response with associated funding being used to fund the service, therefore the recharge for staff time was significantly lower than anticipated. There are also additional underspends across Services of £0.4m in relation to vacancies and general underspends.

Covid-19 Pressures

- 5.63. Within the Place & Economy directorate, there are various pressures associated with continuing to deliver services during the Covid-19 pandemic. These pressures come to a total

of £3.62m and include a £1.84m pressure in the Assets & Environment area due to loss of income from car parks, estates management, catering and others, and additional costs including extra cleaning costs, and costs of improving car parking payment systems.

- 5.64. There is a Covid pressure of £1.73m in Highways & Waste due to additional Home to School Transport costs; an increase in waste tonnages and Household Waste and Recycling Centres (HWRCs) being open additional days; and loss of on-street parking income. There is also a Covid pressure of £0.05m pressure in the Regulatory Services area due to lost income.
- 5.65. These Covid 19 pressures will be offset against the non-ring fenced Covid 19 grant.

Finance Directorate

Net Budget £11.73m

Forecast outturn £11.48m

Forecast underspend £0.25m

Variance percentage 2.0%

- 5.66. The Finance Directorate is reporting a provisional outturn position of an underspend of £0.25m, this is a movement of £0.1m from the Period 9 position reported to cabinet in February 2022.

Key movements from Period 9

- 5.67. The emerging legacy subsidy pressure within Revenues and Benefits materialised at £0.5m but was partially offset by operational underspends of £0.3m within service, resulting in a net overspend of £0.2m.
- 5.68. The Procurement service underspent by £0.2m due to staff vacancies pending restructure and delays in implementing a new system.
- 5.69. The Finance Team has had a number of vacancies which continued throughout the year, and as such the outturn reflects that with an increase in underspend since Period 9 of £(0.2m), there is also an additional underspend of £0.1m due to historical legacy transactions.
- 5.70. Within the Finance budget, approved carry forwards total £0.2m.

2021-22 Summary Position

- 5.71. There have been pressures of £0.5m in benefits subsidy during 2021-22, which are ongoing and under review. These pressures have been partially offset in year by an operational underspend of £0.3m, resulting in a net pressure of £0.2m.
- 5.72. Additional one-off income has been received this year, plus delays in purchasing new systems, restructuring, adding a new remit of resource and general vacancies, resulting in the service having an underspend of £0.2m.

- 5.73. The Finance Team has had several vacancies which continued throughout the year, resulting in an underspend of £0.3m.

Covid 19 Pressures

- 5.74. The Covid pandemic has had a significant impact on collection of both in year and prior year debts, requiring additional resource to address.
- 5.75. Both the Corporate Debt service and Revenues and Benefits require additional staff to address the backlog in debt recovery, the project has slipped, and the majority of these costs will now fall into 2022-23 and will be funded from a carry forward of un-ringfenced Covid funding

Technical/Centrally Held Items

Net Budget £23.60m

Forecast Outturn £26.62m

Forecast overspend £3.0m

Variance percentage 12.8%

- 5.76. The outturn position for the Technical budget is a pressure of £3.0m, this is an adverse movement of £0.1m from the reported position to Cabinet in February 2022.

Key Movements from Period 9

- 5.77. As detailed in section 8 the WNC debt team have completed an aged debt analysis which has identified £0.4m to be written off against the aged debt provision in 2021-22. This pressure is mitigated in part by a reduction of £0.3m in the previously reported pressure which relates to a proportion of the closure of accounts cost being shared with NNC .

2021-22 Summary Position

- 5.78. There is a pressure of £1.6m within the Treasury Management Budget, due to legacy issues. Of this pressure £0.8m relates to interest receivable on investments due to particularly low rates now offered for investments compared to the rate assumed when the budget was set, plus slippage on the capital programme has reduced the capitalised interest. A further £0.8m has been identified which is a combination of legacy budget issues experienced during 2021-22 and smaller variances across a number of cost areas such as loan interest costs.
- 5.79. Throughout the course of the year a significant amount of work has been undertaken on ensuring the legacy councils of West Northamptonshire statutory accounts for 2019-20 onwards could be agreed and signed off with the external auditors. Due to the quantum of accounts that have been approved this year, coupled with the complexity and high-risk nature of the work involved, the additional costs over and above the audit scale fees and amounts provided for, has resulted in an additional cost of £0.36m. This relates specifically to the complex closedown of the predecessor organisations accounts. However, as the successor body West Northamptonshire Council must pick up the costs (including a share of the ex-County Council costs).

- 5.80. Moving forward, once the county council and borough councils 2020-21 accounts have been signed, which is expected in the coming months, fees will be significantly reduced as the Council will only need to undertake one audit for West Northamptonshire Council.
- 5.81. A council wide contingency budget is managed within the centrally controlled budget which at the start of the year stood at £17.5m. This was created for disaggregation costs £1.2m, pay inflation £1.7m, base budget contingency for unidentified legacy issues of £3.2m, Covid-19 contingency of £6.4m and a £5m general contingency.
- 5.82. Drawdown requests of £15.60m were previously approved in the period 9 Cabinet Report however £3.58m of this has been confirmed as no longer required due to cost mitigations or use of alternative funding sources. There are requests to redirect some of this funding to offset pressure elsewhere, most notably £0.51m within the IT service due to disaggregation issues. Due to the improved financial position, there will not be a requirement to call on the £5m general contingency.
- 5.83. The table below provides a breakdown of previously approved virement and the new approvals requested as part of the provisional outturn.

Table Four

Budget Contingency – Virements for Cabinet Approval	£k
Opening contingency balance	17,488
Previously approved virements:	
Disaggregation budget transfer to Waste Services	1,984
Utilisation of the COVID contingency budget of £6.4m	6,401
Transfer to Adults Social Care to cover pressure resulting from the disaggregation of expenditure and income budgets	562
Virement in respect of the 2021-22 pay award the following contingency were utilised: <ul style="list-style-type: none"> £1.7m vired from the pay inflation contingency £0.8m vired from the budget contingency £0.6m vired from the general contingency budget 	3,164
Estimated pressure from closure of legacy authority accounts	658
Costs of disaggregation: NASS, Specialist Support Services, Procurement, Business Intelligence	567
Total virements previously approved:	13,336
Approved Virements not required	
It is proposed that the £0.6m pay award previously funded using general contingency is now funded via the general fund underspend, enabling the release of general contingency.	(620)
Estimated pressure from closure of legacy authority accounts	(658)
Costs of disaggregation: Procurement	(40)
Total Virements not required	(1,318)
New virements requested:	
Disaggregation Contingency Budget Transfer to Corporate Services to offset budget pressures within the IT service	510
Other Disaggregation Contingency allocations as per MTFP	(40)
Total virements to be approved:	470
Budget contingency remaining	5,000

6. Funding

- 6.1. The Council's net service budget is funded from the following areas: Council Tax income, Business Rates income, Government grants, one off COVID funding and reserves.
- 6.2. Council tax and Business Rate income are statutory amounts due for payment in 2021-22. During 2021-22 the Council has granted additional business rates relief to businesses impacted by the covid pandemic. This reduction in business rates income is offset by additional S31 grant received by the Council, however the impact of the reduction in business rates income will be experienced in 2022-23 or 2023-24 and as such any variation in year will be taken to reserves to offset a reduction in income in future years.
- 6.3. At the end of 2020-21, the four legacy councils had submitted claims for Sales, Fees & Charges and Taxes Income Guarantees for both Council Tax and NNDR and reconciliation S31 grants for business rates: Some of those grants have been paid and others are still being processed by DLUHC. We are currently working with DLUHC over the various S31 reconciliation reports and the final NNDR3 returns for 2020-21. Whilst these are not 2021-22 budget items, any variations on them do impact the 2021-22 outturn figures.

- 6.4. All grant payments to businesses from the various grant schemes and to individuals who were required to isolate have now finished. Work is now on-going with both the Department of Business, Energy and Industrial Strategy (BEIS) and the Department for Health and Social Care (DHSC) - through the UK Health Security Agency - to provide reconciliations of payments made since April 2020 through the various schemes and undertaking pre & post payment assurance work. This will determine the net position of each scheme and confirm the value of grant that is either paid to WNC or returned back to BEIS/DHSC to leave a net nil position for WNC.
- 6.5. There are no reported variances on the remaining government grants which are being received in line with budget.
- 6.6. The funding budget also holds the budget for the movement of reserves included within the 2021-22 Medium Term Financial Plan. As part of the closure of accounts process these movements are being assessed as to whether the reserves still need to be fully utilised in year, and therefore may be subject to change from provisional to final outturn.
- 6.7. As the £5m general contingency is not required for 2021-22 there will not be the need to transfer £5m from general fund balances to fund this budget. In addition to this the transformation programme expenditure has been funded through capital receipts.

7. Covid 19 Summary 2021-22

- 7.1. There are continuing pressures associated with the delivery of services during the Covid19 pandemic as detailed in the directorate sections. The balance of un-ringfenced Covid 19 funding received from the government by legacy councils, brought forward and available to utilise in 2021-22 totals £13.6m. Alongside this there is additional funding within the 2021-22 budget of £6.4m, resulting in a total available funding of £20m.
- 7.2. The table below details the provisional outturn position and includes Covid 19 grant funding available to use and forecast cost pressures:

Directorate	Savings under delivery due to covid £'000	Other covid related pressures	Total Provisional Outturn Pressure	Covid grant balances
Un-ringfenced Covid grant available (£13.6m reserves; and £6.4m in the 2021-22 budget)				19,994
Corporate Services	0	745	745	
Chief Executive Office	0	0	0	
Children's Including Trust	0	314	314	
Adults, Communities & Wellbeing	1,501	6,580	8,081	
Place, Economy and Environment	0	3,617	3,617	
Finance Directorate	0	10	10	
Technical / Centrally Controlled Budgets	0	0	0	
Total Covid pressures			12,767	
Less: Assumed use of Non ringfenced Covid grant				(12,767)
Net position				7,227

7.3. The table above forecasts the balance to be carried forward into future years as £7.2m, however this has been earmarked to fund proposals in 2022-23 and 2023-24 and therefore is now fully committed.

8. Aged Debt

- 8.1. During 2021-22 a programme of work has been undertaken to consolidate all legacy debts centrally and incorporate into the aged debt reporting process. Following on from the consolidation of legacy debtors and as part of the closure of accounts process, a review of the Council's age debt portfolio has produced an updated assessment of collectability. Within this process, debtor invoices have been assessed for collectability and where invoices are assessed as uncollectable they have been proposed for write off.
- 8.2. As part of the disaggregation process and to mitigate the risk associated to the transfer of the County Council aged debt portfolio to WNC , a doubtful debt provision was made for £4.2m in March 2021. The increase in aged debt provision requirement for NCC Legacy debt totals £1.3m, which has reduced the doubtful debt provision to £2.9m
- 8.3. In addition to the provision requirement movement a total of £395k has been approved by the S151 officer for write off in 2021-22 which in the main relates to Adult Social Care client debt. The invoices relate to legacy County Council debtors and will be written off against the Council provision for aged debt in 2021-22 .
- 8.4. A small number of invoices exceed £25k which as per the Council's financial regulations require Cabinet approval . These are included for approval within this report and a such would be processed in the financial year 2022-23. These invoices specifically relate to Adult Social Care Services and are detailed below

- £95k in relation to care provider invoices, this debt relates to an overpayment to a provider which has since gone into liquidation and there are no funds available to settle the debt.
- £28K accumulated debt in relation to deceased Adult Social Care client, collection process exhausted and recommended for write off following collectability assessment by the debt team .
- £24k adults social care client debt which is subject to legal process with insufficient funds to settle outstanding debt.

9. Flexible Use of Capital Receipts

9.1. The Council's 2021-22 Flexible Use of Capital Receipts strategy allowed us to fund transformation costs through the use of capital receipts. During 2021-22 the Council has incurred transformation programme related expenditure of £5.5m.

9.2. These costs were originally planned to be funded using revenue earmarked reserves but will now be funded using capital receipts. This will ensure that the council maintains maximum flexibility in the employment of its finances as we will be moving expenditure out of the revenue account and into capital thus freeing up revenue reserves that can be used more freely than capital resources. The table below provides a breakdown of the expenditure and benefit realisation.

Table Six

Transformation Project and Description	Actual Spend 2021/22 £000	Provisional Outturn Saving 2021/22 £000	Total Cumulative Savings (over a four year period) £000
Strengths Based Working - An overhaul of Adults pathways and processes to ensure focus on client outcomes, increased focus on independence, better decision making and best practice approaches to avoid delays, increase outcomes focus and make the service sustainable going forward.	440	2,467	13,879
Transformation costs:			
The transformation team has been set up to deliver on going transformation and savings. The team will support all transformation projects.	2,589	Transformation team are an enabling team supporting the delivery of Council Wide savings requirements	
Redundancy costs of £4m in moving from four Councils across the West to one Council	2,511	1,467	5,868
Total	5,540	3,934	19,747

9.3. These transfers will see a reduction in expenditure in the revenue account matched by a reduction in the transformation reserve required to be brought in to match that expenditure and therefore the overall revenue position will remain the same.

9.4. The financing adjustments required in the budget will be reflected in the final outturn position.

10. Summary of Savings Delivery 2021-22

- 10.1. The Council has a savings requirement within its 2021-22 budget of £13.4m. Finance and Service Directors have undertaken a review of savings deliverability, with the summary forecast position reported in table eight.
- 10.2. Overall the Council has delivered savings totalling £9.6m, which represent a delivery rate of 71.7% against the budget of £13.4m.
- 10.3. During 2021-22 key drivers that have impacted the delivery of savings proposals flagged as red are the longer term effect of the Covid pandemic on project delivery and implementation, alongside the further review of aggregated savings targets as part of the base budget review. Where these are recurrent themes these have been assessed and built into the 2022-23 medium term financial planning process.

Table Seven

Directorate	2021-22 Savings Proposals £'000				
	RAG Analysis				Total
	Blue	Green	Amber	Red	
Adults, Communities & Wellbeing	(3,662)	0	0	(1,913)	(5,575)
Chief Executive Office	(229)	0	0	(752)	(981)
Children's Directorate	(5)	0	0	0	(5)
Children's Trust	(1,874)	0	0	0	(1,874)
Corporate Services	(1,212)	0	0	(128)	(1,340)
Finance Directorate	(409)	0	0	0	(409)
Place, Economy and Environment	(1,965)	0	0	(985)	(2,950)
Finance - Technical Adjustment	(230)	0	0	0	(230)
Total	(9,586)	0	0	(3,778)	(13,364)

Blue = Delivered and Confirmed

Green = Deliverable, on target

Amber = Deliverable, with risks

Red = Unlikely to be delivered

- 10.4. Overall, there are 6 savings proposals for 2021-22 that have not been delivered during 2021-22 and are assessed as 'red'. These are set out in the directorate section and included as a pressure in the budget monitoring figures contained in the report.

11. Reserves

- 11.1. In 2021-22 the Council inherited reserves from the former District and Borough Council's as well as the disaggregated County Council. These reserves have since been reviewed and

earmarked based on the risks and issues facing West Northamptonshire Council. However, due to the ongoing audits at the former County Council and Northampton Borough Council the opening reserve balances for West Northamptonshire Council cannot be confirmed. Balances are provisional and may be subject to change as the 2022-23 closure of accounts process is finalised

- 11.2. The following table provides a breakdown of the movements against the current estimated opening balances of reserves at 31 March 2021 and an estimate of the use of reserves for the financial year 2021-22 which provides for an estimated level of balances at 31 March 2022. It should be noted however, that these reserves are still subject to change as we finalise the outturn and move from a provisional to final outturn position.

Table Eight

Description	Final Budget Reserve Balances as at 01/04/21	Post Budget Realignment Adjustments 2021-22	Revised Balance as at 01/04/21	2021/22 Net Commitments 2021-22	Expected Balance as at 31/03/22
	£'000	£'000	£000	£000	£000
General Balance	(40,000)	0	(40,000)	0	(40,000)
Risk Reserve	(40,980)	(5,811)	(46,791)	5,877	(40,914)
Transformation Reserve	(6,175)	(0)	(6,175)	(4,421)	(10,596)
Invest to save	(1,151)	0	(1,151)	0	(1,151)
Service Specific Reserves	(19,948)	5,027	(14,921)	(1,150)	(16,071)
Other Reserves Total	(68,254)	(784)	(69,038)	307	(68,731)
Section 31 Grants	(39,413)	(0)	(39,413)	19,879	(19,534)
Ringfenced / Technical	(15,193)	(12)	(15,205)	(3,614)	(18,820)
Ringfenced / Technical Reserves Total	(54,606)	(13)	(54,619)	16,265	(38,353)
Specific Covid reserves	(7,942)	(0)	(7,942)	3,770	(4,172)
Specific Covid Reserves Total	(7,942)	(0)	(7,942)	3,770	(4,172)
Earmarked Reserves Total	(130,802)	(797)	(131,599)	20,342	(111,257)
Grand Total	(170,802)	(797)	(171,599)	20,342	(151,257)

- 11.3. An explanation of key reserve movements is included below;

11.4. Risk Reserve – Within the estimated level of reserves inherited by the Council there are a number of reserves that could be described as ‘smoothing’ reserves. These are set up to deal with fluctuations and volatility in areas such as business rates income. This reserve also includes un-ringfenced Covid funding to be utilised to offset Covid related expenditure pressure during the year. Key movement here includes the drawdown of un-ringfenced covid funding to offset 2021-22 expenditure.

11.5. Transformation Reserve – This reserve is to support the Council’s transformation programme and despite funding the team through the future use of capital receipts the reserve is maintained as a further funding source for transformation as required. The key movement here is the transfer of BRR Pilot funding (£4.4m) to reserves.

11.6. Specific Reserves – Key movement includes ringfenced reserves requests of £1.8m including £0.7m in relation to the Afghan relocation project , and homelessness and domestic violence

funding. Alongside this approved carry forwards of £1.6 have been transferred to reserves. Offsetting this are a number of service related drawdowns on opening balances to cover 2021-22 expenditure.

- 11.7. Section 31 Reserves – these are utilised to mitigate future pressures on business rates income and have been adjusted in line with the provisional revenue position on section 31 grant including a drawdown of £30.1m to offset in year expenditure and a transfer to reserves of £10.2m to mitigate future year pressures on business rates income.
- 11.8. Ringfenced / Technical – Key movement relates to the public health grant reserve which is provisional and may be subject to change as the position on the grant is finalised with NNC.
- 11.9. Specific Covid Reserves – This movement is related to the provisional drawdown of COMF of £3.9m which is currently being finalised as part of the closure of accounts process and again may be subject to change.

12. Financial Overview for 2022-23

- 12.1. The 2022-23 final budget was approved by Full Council on the 24 February 2022, with a general fund net budget of £342.3m. In addition to this, the Council also has Dedicated Schools Grant funding for 2022-23 of £411.2m and Public Health grant allocation of £19.1m.
- 12.2. The Housing Revenue Account budget for 2022-23 was also approved at the same meeting with an expenditure budget for landlord services on the revenue account of £56.4m and a capital programme investment of £72m, of which £41.2m on the delivery of new build Council homes and £27m on major improvement to the existing stock.
- 12.3. 2021-22 for the Council was a year of implementation and transition. The finance team working closely with management teams, were focused on implementing financial management controls, including zero based budgeting activity, robust governance and transparent and timely financial reporting.
- 12.4. 2022-23 is viewed by the S151 officer as a year of stabilisation, which builds on the financial management work undertaken in the prior year. Whilst the Council continues to develop a deeper understanding of inherited budgets, focus now incorporates the delivery of key transformational priorities of operating as a unitary organisation.
- 12.5. The table below provides a breakdown of the 2022-23 General Fund budgets by Directorate:

Table nine

Directorate	2022-23 Net Budget £k
Adults, Communities and Wellbeing	105,030
Children's Services	75,199
Corporate Services	21,977
Housing, Communities and Opportunities	11,190
Chief Executive's Office	2,796
Place and Economy	83,556
Finance	10,538
Total Services Budget	310,286
Centrally Controlled Budgets	32,032
Total Net Budget	342,318

13. 2022-23 Summary of Savings & Income Generation Delivery

- 13.1. The 2022-23 budget includes a savings and income generation requirement of £19.3m (5.6 % of net budget). Throughout the 2022-23 budget setting process these proposals were reviewed, refined and stress tested with Service Directors to maximise the chance of delivery in the following financial year.
- 13.2. These proposals have now been reviewed again with Service Directors following financial year end, with an initial RAG rating assigned on the deliverability of each proposal.
- 13.3. The individual proposals will be monitored throughout the year and continually assessed to confirm delivery. It is the expectation that any non-delivery will be mitigated by alternative management actions.

Table Ten

Directorate	2022-23 Savings Proposals £'000					
	Budgeted saving	RAG Analysis				Expected saving
Blue		Green	Amber	Red		
Adults, Communities & Wellbeing	(11,641)	(296)	(6,684)	(4,661)	0	(11,641)
Chief Executive's Office	(169)	0	(169)	0	0	(169)
Children's Services	(664)	(629)	(35)	0	0	(664)
Corporate Services	(415)	0	(295)	(120)	0	(415)
Finance Directorate	0	0	0	0	0	0
Place and Economy	(2,617)	0	(2,369)	(214)	(34)	(2,617)
Finance	(669)	0	(669)	0	0	(669)
Centrally controlled Budget	(3,131)	(966)	(2,165)	0	0	(3,131)
Total	(19,306)	(1,891)	(12,386)	(4,995)	(34)	(19,306)

Blue = Delivered and Confirmed
Green = Deliverable, on target
Amber = Deliverable, with risks
Red = Unlikely to be delivered

- 13.4. Only one proposal totalling £34k is currently rated as non-deliverable at this moment in time, due to the non delivery of an income generation savings proposal within Place and Economy which has been re-assessed since approval of the final budget.

14. Key Risks 2022-23

- 14.1. Since the approval of the 2022-23 budget in February, the national economic outlook has been materially impacted by a number of macro-economic factors which will likely have an impact on the delivery of the Council's budget. They include;

Inflation Issues

- 14.2. The 2022-23 short term forecast for inflation (Consumer Price Inflation) by the Office for Budget Responsibility is an increase to 11% in the latter part of 2022, the inflation picture at present is bleak, however there is a level of uncertainty on how long inflation will remain high, with a number of commentators believing interest rates will stabilise over the medium .
- 14.3. However, in the here and now, high inflation, is having a significant impact on household budgets. The Government has confirmed the extension of the household support funding to local authorities from October 2022 to March 2023 to provide additional support to households most in need.
- 14.4. The effect of increases in commodities such as oil, gas and energy prices combined with other cost of living increases will also impact the Council's Service expenditure in 2022-23. The

Council will continue to monitor this impact on service expenditure and associated budget risk through its budget monitoring processes. This will be reviewed by the Executive Leadership Team, with any budget risk and related mitigating actions highlighted within the quarterly Cabinet update.

- 14.5. The Place & Economy directorate will be significantly impacted by the rise in both contractual and energy inflation. A general contingency of £1m was created for the financial risk of this issue as part of the 2022-23 budget setting process; however, the latest information suggests the forecast cost impact is now a lot higher, due to the continued inflationary pressures, since the budget was set. However there were large underspends within the Place & Economy directorate outturn position for 2021-22 with many due to changes in behaviour following the covid pandemic, for example continued working from home arrangements which has resulted in reduced property running costs and a decrease in reactive work. There will be on-going monitoring of these throughout this financial year which could act as mitigations towards these pressures.
- 14.6. The Children's Trust is experiencing increasing levels of demand for services, coupled with increasing cost of complex care packages. This is expected to put considerable strain on the contract sum for 2022-23 and beyond. Within Adult Social Care independent sector care, there are also early signs of placement pressures over a number of client groups compared to operational plans for the year.
- 14.7. The management teams for both the Children's Trust and for Adult Social Care are currently modelling the financial impact of these issues, working closely with the Finance Team, and where pressure materialises a series of budget mitigations will need to be formulated.

Social Care Reform

- 14.8. Following the publication of the Government's white paper on Social Care Reform, a project group has been established in West Northants to work through both the financial and operational requirements of the reforms that will be introduced from October 2023. The reforms will introduce a number of key changes that include;
 - Extensive changes to Social care charging that includes the introduction of a cap on personal care costs.
 - The establishment of a 'fair cost of care' for West Northants to ensure sustainability of the provider market.
 - New Quality Assurance Framework for Adult Social Care.
 - Health and Care integration where the local authority will have a significant role in the integrated care partnership.
 - Although the legislation will be introduced in 2023, work is currently ongoing to plan the Councils response, Government have already announced additional funding for West

Northants over the medium term (£982k in 2022-23) to fund the implementation of the changes and the likely financial impact.

Covid

- 14.9. The Council will continue to be impacted by the ongoing effect of the Covid pandemic. Identified pressures will continue to be funded through one off government funding received in prior years , this is however a finite resource and the longer-term impact of the pandemic on service demand , savings and income levels will adversely impact on the Council's finances once all the residual one-off funding has been exhausted.

Russian Invasion of Ukraine

- 14.10. The Council continues to support the government initiative Home for Ukraine and is committing resource across services to manage, administer and provide wrap around services to deliver on this. The Council is working to ensure all costs associated with this activity are captured, monitored and that they are eligible under the government schemes funding guidance. A further update will be given in future monitoring reports on the costs and funding arrangements.

Dedicated Schools Grant High Needs Demand

- 14.11. Pupil projection forecasts relating to the future demand for Special Educational Needs and Disabilities (SEND) places within WNC indicate that the total number of pupils and students in receipt of an Education, Health and Care (EHC) plan will increase by 521 pupils (25%) from 2,126 to 2,647 in the period between January 2020 and 2025. The number of pupils in receipt of an EHC plan with a primary need of Autism Spectrum Condition (ASC) is forecast to increase from 756 to 1055 pupils (299 pupils or 40%) in the same period. Pupils with a primary need of ASC will be the biggest drivers of future demand for specialist places in the period ending January 2025.
- 14.12. All current specialist provisions located within West Northamptonshire have reached or exceeded their notional capacity figures i.e. the total number of children and young people that should be attending any given provision. As a result of this, WNC has been forced to utilise out of county and independent specialist provisions to ensure that it has been able to fulfil its statutory obligation of providing a sufficiency of SEND places, which comes as a greater cost than in house.
- 14.13. Whilst the 2022-23 WNC capital programme includes investment in additional resourced places in mainstream and special schools, cost demand pressures will not be immediately reduced in this financial year.

Summary

- 14.14. During 2022-23 all identified risks and opportunities will continue to be monitoring as part of the Council's budget monitoring process and be reported to Cabinet as part of the finance update on a quarterly basis.

15. Implications

Resources and Financial

- 15.1. The resource and financial implications for West Northamptonshire Council are set out in the body of, and appendices to, this report.

Legal

- 15.2. There are no legal implications arising from the proposals. The report has been cleared by Legal Services

Financial Risks

- 15.3. This report sets out the financial provisional outturn position and risks identified following the full year review of the council's budgets.

16. Communications & Consultation

- 16.1. The Council carries out public consultation and communications on its annual Budget proposals. These activities took place in the months prior to the budgets being approved by Full Council in February 2021 (for the 2021/22 budget) and February 2022 (for 2022-23 budget)
- 16.2. Any management interventions that require a policy change will be subject to a consultation before any decision is taken.
- 16.3. Where consultation is necessary, full details will be presented to Cabinet separately. Cabinet can only make a decision after taking careful account of the results of such consultation in order to reach an informed decision.

17. Background Papers

- 17.1. The following documents disclose important facts on which the report is based and have been relied upon in preparing the report:
- 17.2. Previous reports to West Northamptonshire Shadow Executive, 23 February 2021: [Meeting of West Northamptonshire Shadow Authority on Tuesday 23rd February 2021 - West Northamptonshire Council \(moderngov.co.uk\)](#)
- 17.3. Period 9 Revenue Monitoring Report reported to Cabinet, 15 February 2022: [Agenda for Cabinet on Tuesday 15th February 2022, 6.00 pm - West Northamptonshire Council \(moderngov.co.uk\)](#)
- 17.4. Period 7 Revenue Monitoring Report reported to Cabinet, 21 December 2021: [Agenda for Cabinet on Tuesday 21st December 2021, 6.00 pm - West Northamptonshire Council \(moderngov.co.uk\)](#)
- 17.5. Quarter 1 Revenue Monitoring Report reported to Cabinet, 14 September 2021: [Agenda for Cabinet on Tuesday 14th September 2021, 6.00 pm - West Northamptonshire Council \(moderngov.co.uk\)](#)

Carry Forwards

Ref	Request name	Directorate	Description	Value approved (£)
CF17	Northants Safeguarding Adults Board (NSAB)	Adults	The safeguarding Adults Board covers all of Northamptonshire and received equal contributions from Police, WNC, NNC and the CCG. The balance of this fund needs to be carried forward in 2022-23	-40,540.00
CF2	Business Intelligence	Corporate	Required to fund the Business Intelligence technical infrastructure, professional support and training .	-169,000.00
CF11	Information Governance	Corporate	Unspent budget from the external document storage contract required to be carried forward to complete the project.	-65,000.00
CF12	Customer and Corporate Services	Corporate	Carry forward to fund overtime in the new financial year to deal with backlogs in the service	-10,000.00
CF13	Legal and Governance	Corporate	Resource required to temporarily increase staffing resources to deal with a current peak in workloads for the service	-160,000.00
CF14	Payroll	Corporate	Funding required to fund project management resource to work with the Payroll Manager to review and improve service processes.	-57,075.00
CF15	HR	Corporate	OPUS surplus to be carried forward to deal with a one-off branding project in 2022-23	-19,820.00
CF18	Procurement	Finance	Underspend to be carried forward to provide funding for procurement system improvement in 2022-23	-43,333.00
CF19	Procurement disaggregation contingency	Finance	Underspend on Procurement to be carried forward to improve and develop the service further	-84,000.00
CF22	Internal Audit	Finance	Underspend in Finance required to fund the cost of the contracted Internal Audit resource carried over from 2021-22 to 2022-23	-77,000.00
CF3	Museum budget	Place	Required to fund staffing structure. The ongoing impact of this will need to be considered as part of the budget process for 2023-24	-132,295.00
CF5	Hard Facilities Management	Place	Underspend required to deal with orders required but not placed yet such for essential repairs and maintenance such as the One Angel Square glass that needs replacing.	-111,427.00
CF6	Estates Management	Place	Estate management package to enable the more efficient and effective management of the Council's estate.	-250,000.00
CF7	Property Disposal Costs	Place	Underspend required to accelerate the disposal of several sites already identified for disposal but with insufficient resource to deliver	-180,050.00
CF8	Landscape Enterprise Network Funding	Place	WNC committed to contributing £40,000 of revenue funding towards the Landscape Enterprise Networks (LENs) project - an innovative project for delivery of Natural Flood Management (NFM) measures in West Northants. The project has slipped and therefore the funds need to be carried forward.	-40,000.00
CF9	Highways procurement	Place	Carry forward required to provide sufficient resource for the completion of the Highways Contract	-90,000.00
CF10	Museums	Place	Carry forward of Museum Donations to ensure the proceeds are spent in that area.	-2,118.00
CF16	Archives & Heritage	Place	2021-22 underspend to be carried forward to deal with any costs associated with the transformation and transition of the team in 2022-23	-105,000.00
CF21	Procurement underspend	Place	The underspend on the highways contract needs to be carried over to ensure funding is in place for the completion of the project.	-44,346.00
Total Carry Forward Requests approved and included in the provisional outturn				-1,681,004.00
ER19	Emergency Planning	Place	Request for funding to be carried forward to support a programme of business continuity development across WNC.	-133,533.36
ER22	Development Services Income	Place	Development service over achieved their income for 2021-22. Planning income is notoriously difficult to predict and the service wishes to transfer the excess funds into a reserve to soften any financial turbulence in this area in future years.	-471,000.00
ER23	Joint Planning Unit	Place	This is seeking to set up a reserve for the unspent budget for the joint planning unit which will be required in 2022-23	-122,250.00
Total Reserve Creation approved and included in the provisional outturn				-726,783.36
Grand total of Carry Forward and Reserve Creation requests				-2,407,787.36

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Appendix A: 2021-22 Revenue Forecast Outturn by Directorate

	Appendix A - 2021-22 Provisional Outturn position by Directorate	Period 9 £000	Provisional Outturn 2021- 22 £000	Movement from Period 9 £000
Corporate Services	Savings Delivery Pressure (£1,340k savings target):			
	Shortfall on service aggregation savings	128	128	0
		128	128	0
	In-Year Budget Variations – Overspends:			
	ZBB budget pressures on staffing budgets due to non achievable staff capital recharge & historical income targets	200	447	247
	Additional in year IT contract costs as a result of price & volume increases & additional Business System costs due to Unitary.	0	453	453
	In year pressure due to redundancy costs	0	81	81
		200	981	781
	Covid-19 pressures			
	Additional Mobile phone and data usage due to remote working	0	529	529
	Cost of additional mortuary capacity and Coroners service.	90	90	0
	Additional capacity to clear the backlog of Registration case load.	57	57	0
	Covid-19 compliant Council meetings	37	37	0
	Additional HR Business Partner costs	32	32	0
		216	745	529
	In-Year Budget Variations – Underspends:			
	Customer Services underspend due to vacancies	0	(354)	(354)
	Underspend within HR Services of £146k. within L & D , which is hosted by NNC, plus a dividend received from Opus, and payroll underspend of £134k.	0	(281)	(281)
	Underspends from legacy transactions	0	(118)	(118)
	Underspend within Legal & Democratic Services; Underspends of £0.17m due to vacancies , additional income in Registrars & Information Governance, offset by a £0.09m pressure in legal due to additional costs relating to governance review.	0	(75)	(75)
	0	(828)	(828)	
Approved carry forwards and new reserve requests	0	480	480	
Management Actions:				
Contingency reserve & former LGSS reserve to fund budget shortfalls in DTI	0	(602)	(602)	
Assumed use of Non ring-fenced Covid-19 grant	(216)	(745)	(529)	
Transformation budget underspend	0	(116)	(116)	
	(216)	(1,463)	(1,247)	
Net Position – Corporate Services	328	43	(285)	
Chief Executive Services	Savings Delivery Pressure (£982k savings target):			
	Shortfall on service aggregation savings	219	752	533
		219	752	533
	In-Year Budget Variations – Overspends:			
	Shortfall on subscriptions budget	33	56	23
	Other minor variances	30	65	35
		63	121	58
	Covid-19 pressures			
	No variances to report	0	0	0
		0	0	0
	In Year Budget Variations – Underspends:			
	Underspend on staffing following service restructure	(152)	(522)	(370)
	Underspend on printing, advertising and stationary	0	(152)	(152)
	Consultancy & Professional fees	0	(20)	(20)
Computer software & licenses	0	(27)	(27)	
Staff travel	0	(10)	(10)	
Other minor underspends	(21)	(52)	(31)	
	(173)	(783)	(610)	
Management Actions:				
Assumed use of Non ring-fenced Covid-19 grant	0	0	0	
	0	0	0	
Net Position – Chief Executive Services	109	90	(19)	
Children's Including Trust	Savings Delivery Pressure (£1,879k savings target):			
	No variances to report	0	0	0
		0	0	0
	In-Year Budget Variations – Overspends:			
Income shortfall in Education Psychology due to focus on completing statutory work	344	350	6	
	344	350	6	
Covid-19 pressures				

Appendix A: 2021-22 Revenue Forecast Outturn by Directorate

	Appendix A - 2021-22 Provisional Outturn position by Directorate	Period 9 £000	Provisional Outturn 2021- 22 £000	Movement from Period 9 £000
	Additional capacity in Education and Healthcare (EHC) statutory team to manage increasing caseloads to improve timeliness of assessments	142	113	(29)
	Provisional NCT covid pressures predominantly linked to managed teams and agency staff covering vacancies, and demand pressures on care costs (WNC share)	606	628	22
	In Year Budget Variations – Underspends:	748	741	(7)
	Aggregated Directorate staffing variances	(510)	(697)	(187)
	Other minor underspends (non-pay budgets)	(161)	(64)	97
	One off ringfenced grant	(110)	(66)	44
	Management Actions:	(781)	(827)	(46)
	Assumed use of COMF		(427)	(427)
	Assumed use of Non ring-fenced Covid-19 grant	(748)	(314)	434
		(748)	(741)	7
	Net Position – Children's	(437)	(477)	(40)

Appendix A: 2021-22 Revenue Forecast Outturn by Directorate

	Appendix A - 2021-22 Provisional Outturn position by Directorate	Period 9 £000	Provisional Outturn 2021- 22 £000	Movement from Period 9 £000
Adults, Communities & Wellbeing	Savings Delivery Pressure (£5,575k savings target):			
	Housing and Communities service aggregation pressures – the transformation changes are planned for later in the financial year so are unlikely to be delivered this year	412	412	0
	18-001-16 Specialist centre for – Step down Care Mental Health and Acquired brain injury	145	145	0
	19-001-08 Rapid response falls & admission avoidance service - Slippage of saving	1,220	1,356	136
		1,777	1,913	136
	In-Year Budget Variations – Overspends:			
	Adult Social Care - ZBB review - Structural budget pressure across services	121	121	0
	Adult Social Care Independent care budget pressure driven by cost pressures in the market	2,550	3,418	868
	Adult Social Care - Legal cost pressure and void charges	0	307	307
	Adult Social Care - Social care Transport pressures	230	349	118
	Adult Social Care - Forecast pressures within Provider services	367	384	17
	Housing & Communities - ZBB Review - Disaggregation of Libraries service	84	0	(84)
	Housing & Communities - other Minor variances	14	0	(14)
	Housing & Communities - Management of Travellers Site	0	150	150
		3,366	4,728	1,362
	Covid-19 pressures			
	Housing & Communities - Libraries Income pressure due to Covid-19	80	56	(24)
	Housing & Communities - Private Sector Housing Civil Penalty Income due to Covid-19	248	240	(8)
	Housing & Communities - Leisure Centre Support Payments & Loss of Income due to Covid-19	623	635	12
	Housing & Communities - Community Funding Approach for organisations and groups who need support to recover from the impact of Covid	233	104	(129)
	Adult Social Care - Learning Disability Independent care budget pressure due to Covid-19	2,121	3,155	1,034
	Adult Social Care - Rapid response falls & admission avoidance service 2020/21 brought forward	958	958	0
	Adult Social Care - Mental Health independent care budget pressures due to Covid -19	632	935	303
	Adult social Care - Homecare non delivery of care due to Covid-19	0	314	314
	Adult Social Care - Specialist Centre (Moray Lodge) care provider support	99	93	(6)
	Adult Social Care - Saxon court provider support	63	63	0
	Adult Social Care - Recruitment coordinator	26	15	(11)
Adult Social Care - Safeguarding Adults Board Business Office Additional Support	20	11	(9)	
	5,103	6,580	1,477	
In Year Budget Variations – Underspends:				
Housing and Communities –one off underspends across services identified to mitigate service aggregation pressure	(412)	(344)	68	
Adult Social Care - underspend due to in year vacancies across care teams	(981)	(1,739)	(758)	
Adult Social Care - Provider services underspends	0	(706)	(706)	
Adult Social Care - COMF funded base budget expenditure	0	0	0	
Adult Social Care - in House provider Client Contributions	0	0	0	
Adult Social Care - Independent care client contributions	0	(325)	(325)	
Adult Social care - other minor variances	(56)	0	56	
	(1,449)	(3,115)	(1,666)	
Approved carry forwards and new reserve requests	0	40	40	
Management Actions:				
Use of Non ring-fenced Covid-19 grant	(6,468)	(8,081)	(1,613)	
	(6,468)	(8,081)	(1,613)	
Net Position – Adults	2,329	2,065	(264)	
Place, Economy and Environment	Savings Delivery Pressure (£2,950k savings target):			
	Service aggregation saving of £0.886m is not achievable in year, as the transformation work is still on-going. Additionally, £0.099m relating to the tier 1-3 senior management staffing is only partially achievable, as one post was not included in the base budget.	985	985	0
	In year variations - overspend:	985	985	0

Appendix A: 2021-22 Revenue Forecast Outturn by Directorate

	Appendix A - 2021-22 Provisional Outturn position by Directorate	Period 9 £000	Provisional Outturn 2021- 22 £000	Movement from Period 9 £000
	Regulatory Services - structural budget pressures - predominantly staffing	95	0	(95)
	Highways & Waste - Home to School Transport - due to a rise on the costs of SEN travel	432	626	194
	Highways & Waste - Domestic Waste including Refuse & Recycling - due to a rise in tonnages and increased fuel costs and staffing pressures.	0	26	26
	Assets & Environment - structural budget pressures - mainly on schools PFI, and staffing	433	0	(433)
	Growth, Climate & Regen - structural budget pressures - staffing	7	0	(7)
		967	652	(315)
	Covid-19 pressures			
	Regulatory Services - COVID-19 income pressure	64	46	(18)
	Regulatory Services - COVID-19 expenditure pressure - staffing costs	59	0	(59)
	Highways & Waste - COVID-19 pressures - increased from last month due to reduction in expected pay & display income, and also on Home to School Transport	1,406	1,730	324
	Growth, Climate & Regen - COVID-19 income pressure in the Museums service	50	0	(50)
	Assets & Environment - COVID-19 pressures - including loss of income from car parks, estates management, catering, and others, and additional costs including extra cleaning costs, and costs of improving car parking payment systems. Assuming Sales, Fees & Charges grant will only cover first quarter of year.	2,950	1,841	(1,109)
		4,529	3,617	(912)
	In year variations - underspend:			
	Growth, Climate & Regen - Development Services - mainly due to an over achievement of fees associated with a few large one-off development schemes -£1,168k has been requested to be transferred to reserves.	(1,217)	(1,628)	(411)
	Growth, Climate & Regen - Economic Development - due to a combination of staffing vacancies, and grant income	(313)	(408)	(95)
	Growth, Climate & Regen - Planning Policy - due to staffing underspends for vacant posts - £103k has been requested to be transferred to reserves.	(261)	(515)	(254)
	Growth, Climate & Regen - Regeneration - due to staffing underspends for vacant posts	0	(64)	(64)
	Growth, Climate & Regen - other smaller variances - £122k has been requested to be transferred to reserves.	(209)	(393)	(184)
	Highways & Waste - structural budget pressures - reduced cost of embedded lease	(78)	0	78
	Highways & Waste - Household Waste Recycling Centres - mainly due to income being higher than expected in this area	(390)	(467)	(77)
	Highways & Waste - Asset, Traffic Management & Regulations area - mainly due to an over-achievement of income	(395)	(490)	(95)
	Highways & Waste - Parking & Bus Lane Enforcement - due to a reduction in costs associated with parking enforcement, and an overachievement of income for bus lane enforcement	(410)	(564)	(154)
	Highways & Waste - other smaller variances - £144k has been requested to be carried forward.	(153)	(154)	(1)
	Regulatory Services - Emergency Planning [NCC] - £133k of the underspend requested to be transferred to reserves	0	(479)	(479)
	Regulatory Services - Trading Standards [NCC] - This is after £93k of Proceeds of Crime income has been moved to reserves. Also staffing underspend.	0	(64)	(64)
	Regulatory Services - Environmental health [NBC] - underspend on staffing and professional fees	0	(58)	(58)
	Regulatory Services - Licensing	0	(90)	(90)
	Regulatory Services - various other small underspends	(75)	(203)	(128)
	Assets & Environment - Facilities & Property Management - due to increased rental income, reduced staff costs and various cost reductions on running costs and repairs.	(273)	(795)	(522)
	Exec Director - small underspends	0	(14)	(14)
	Assets & Environment - Archive & Heritage Service - staffing underspend and unspent grant - has been requested to be carried forward as a reserve	0	(348)	(348)
	Assets & Environment - Property Disposal Costs - has been requested to be carried forward	0	(180)	(180)
	Assets & Environment - Northampton Schools PFI - underspend due lower costs for repairs and maintenance and also contract performance deductions	0	(412)	(412)
	Assets & Environment - Reactive Maintenance - due to continued work-from-home arrangements - £111k has been requested to be carried forward.	(159)	(185)	(26)
	Assets & Environment - Strategic Assets - due to reduced premises running costs - £250k has been requested to be carried forward	(106)	(285)	(179)
	Assets & Environment - other smaller variances	(169)	(132)	37
		(4,208)	(7,928)	(3,720)
	Approved carry forwards and new reserve requests	0	1,684	1,684
	Management Actions:			
	Assumed use of Non ring-fenced Covid-19 grant	(4,529)	(3,617)	912

Appendix A: 2021-22 Revenue Forecast Outturn by Directorate

	Appendix A - 2021-22 Provisional Outturn position by Directorate	Period 9 £000	Provisional Outturn 2021- 22 £000	Movement from Period 9 £000
		(4,529)	(3,617)	912
	Net Position – Place	(2,256)	(4,607)	(2,351)
Finance Directorate	Savings Delivery Pressure (£409k savings target): No variances to report	0	0	0
		0	0	0
	In year variations - overspend: Pressures in Revenues and Benefits relating to subsidy	0	242	242
	ZBB budget pressures due to unachievable historic income target and new license costs in Procurement	52	52	0
		52	294	242
	Covid-19 pressures Debt Recovery - funding for additional staff required to deal with arrears	462	10	(452)
		462	10	(452)
	In year variations - underspend: One off income from additional Highways procurement work	(50)	(50)	0
	Delays in purchasing new systems, restructuring, adding a new remit of resource and general vacancies within Procurement.	0	(197)	(197)
	Net underspend from shared services , Finance Operations & Customer Engagement, Audit	0	(45)	(45)
	Staffing vacancies & general underspends within Finance	(141)	(456)	(315)
		(191)	(748)	(557)
	Approved carry forwards and new reserve requests	0	204	204
	Management mitigation: Assumed use of Non ring-fenced Covid-19 grant	(462)	(10)	452
		(462)	(10)	452
	Net Position – Finance Directorate	(139)	(250)	(111)
	Cost of services	(66)	(3,136)	(3,070)
Technical /Centrally Held Budgets	Savings Delivery Pressure (£230k savings target): No variances to report	0	0	0
		0	0	0
	In year variations - overspend: Treasury Budget movements - including pressure on interest income and capitalisation of interest , early loan resettlement costs that were not reflected in 20/21 budgets and a number of smaller budget pressures .	1,600	1,570	(30)
	2021-22 pay award to be funded from general contingency - alternative funding identified .	620	620	0
	Closure of accounts - additional external audit costs in relation to legacy council accounts (£727k) , and additional capacity requirements (£18k) less NNC contribution to County Council costs (£383k)	658	362	(296)
	Increase in required contribution to Aged Debt provision.	0	447	447
	Other Minor overspends	66	27	(39)
		2,944	3,026	82
	Covid-19 pressures Budget pressure identified following consolidation of legacy council technical finance budgets	0	0	0
		0	0	0
	Management Actions: Assumed use of Non ring-fenced Covid-19 grant	0	0	0
		0	0	0
		0	0	0
	Net Position – Technical/ Centrally held budgets	2,944	3,026	82
Total WNC:		2,878	(110)	(2,988)

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WEST NORTHAMPTONSHIRE COUNCIL

CABINET

12 July 2022

CABINET MEMBER RESPONSIBLE FOR FINANCE: COUNCILLOR MALCOLM LONGLEY

Report Title	General Fund Capital and Housing Revenue Account Capital Monitoring Provisional Outturn 2021-22 and Revised Capital Programme for 2022-26
Report Author	Sharon Gregory, Senior Finance Business Partner, Sharon.gregory@westnorthants.gov.uk

Contributors/Checkers/Approvers

West MO	Catherine Whitehead	4 th July 2022
West S151 (for West and joint papers)	Martin Henry	4 th July 2022
Communications	Craig Forsyth	4 th July 2022

List of Appendices

- Appendix A – Proposed carry forwards for the GF capital programme**
- Appendix B – Proposed carry forwards for the HRA capital programme**
- Appendix C – Revised GF capital programme 2022-26**
- Appendix D – Revised HRA capital programme 2022-26**

1. Purpose of Report

- 1.1. This report sets out the 2021-22 provisional capital outturn position for the West Northamptonshire Council general fund (GF) and Housing Revenue Account (HRA), and the subsequent carry forward requests due to the rephasing of scheme expenditure profiles. This report also provides the subsequent impact on the medium-term position and the revised Capital Programme for 2022-26 following the setting of the capital budget by Full Council on 24 February 2022.

2. Recommendations

2.1 It is recommended that the Cabinet:

- a) Note the 2021-22 provisional capital outturn position for WNC general fund and HRA;
- b) Note the proposed capital carry forwards for the GF capital programme which are required as a result of rephasing in the 2021-22 programme. These are detailed in appendix A;
- c) Note the proposed capital carry forwards for the HRA capital programme which are required as a result of rephasing in the 2021-22 programme. These are detailed in appendix B;
- d) Note the revised GF capital programme for 2022-26 (appendix C) including the new schemes which have been added to the programme since the 2022-23 budget was approved in February 2022.
- e) Note the revised HRA capital programme for 2022-26 (appendix D) including the new schemes which have been added to the programme since the 2022-23 budget was approved in February 2022.

3 Reason for recommendations:

- This in accordance with the policy of the Council and Constitution
- To ensure that the Authority complies with its financial regulations

4. Provisional GF Capital Outturn 2021-22

4.1 This section sets out the 2021-22 provisional outturn for WNC's General Fund capital programme. The position is provisional as the annual statutory audit of accounts is still ongoing and balances are being finalised which could result in a change to the outturn position. As part of the outturn process, the Council has identified:

- Capital expenditure incurred in year and how it is financed
- Which capital schemes have completed?
- Which schemes have been subject to rephasing and are therefore still active, requiring a carry forward of unspent budget into 2022-23

4.2 During the year the original budget for the capital programme has been revised to allow for revisions to project delivery plans, new schemes and cost variations to existing schemes.

4.3 During 2021-22, circa 180 schemes were included in the general fund capital programme, the vast majority of which (167) were inherited schemes from legacy authorities. 34 schemes were completed during the year. WNC residents have benefitted from and will continue to benefit from investment in:

- The brand-new Arc Cinema complex in Daventry which was completed and opened this financial year.
- The redevelopment of 41-45 Abington Street in Northampton Town centre (former Marks and Spencer's building). Significant work has been undertaken this year as part of the overall project to create new residential units enhancing the town centre.
- New vehicles to deliver Environmental services in the South Northants area.

- The Vulcan Works project which is now approaching completion. This will soon open offering a brand-new creative hub aimed at start-ups and growing businesses within the creative industry.

4.4 Table 1 sets out the summary budget for 2021-22 by Directorate and the movements since the Q3 forecast position that was previously reported to Cabinet.

Table 1 – Revised Capital Budget 2021-22 £k

Directorate	Q3 Reported Budget Position £k	New Schemes / changes to existing schemes (approved) £k	Additional Reported Rephasing since Q3 report* £k	Approved Capital position 2021-22 £k
Adults, Housing & Communities	5,707	0	-2,010	3,697
Assets and Environment Capital	7,924	-3	-6,174	1,747
Children's	22,408	662	-5,091	17,979
Corporate	1,751	0	-1,574	177
Economic Growth & Regeneration	26,427	-78	-5,680	20,669
Finance	179	0	-179	0
Highways and Waste Capital	23,901	0	-9,740	14,161
Total	88,297	581	-30,448	58,430

4.5 Provisional spend against the budget for 2021-22 is £59.5m. Given the significant number of capital schemes the analysis of spend against individual budget and therefore by directorate is still being progressed.

4.6 There have been a number of challenges during the first year of the authority in terms of monitoring the capital programme. The finance team is in the process of closing down the accounts in relation to capital and is undertaking the necessary due diligence to understand any potential variances in the programme. The position reported here is provisional and will be finalised as part of finalising the accounts for 2021-22.

4.7 Scheme progress is monitored during the year and reported to Cabinet on a quarterly basis. This includes changes to scheme timelines (where it is anticipated that costs will be moved to the following financial year). The Q3 report included £9.908m of rephasing. As part of the outturn process a further £30.448m of rephasing has been identified, bringing the total carry forward request to £40.356m

4.8 The key changes since Q3 are as follows:

New schemes / changes to existing schemes

- Southfields Primary School – removal of £324k budget. This was a specific scheme and the service advises that it has been cancelled.
- Sponne School – addition of £986k. Scheme previously approved by Cabinet and capital programme has now been updated to reflect this. This scheme was funded through S106 contributions.
(The sum of these 2 adjustments in the Children’s area is £662k as highlighted in Table 1 above)

Rephasing >£500k

- Northampton School for Girls Extension - £2,750k
- Superfast Broadband - £2,597k
- North West Relief Road - £1,770k
- LTP Integrated Transport Block - £1,439k
- Northampton Leisure Trust - £1,290k
- Pothole Fund £1,162k
- Disabled Facilities Grant - £1,174k
- Social Care Replacement System - £896k
- Homelessness Temporary Accommodation - £890k
- 24 Guildhall Road Block - £750k
- Operational Building Enhancements - £544k
- Northampton Market Square - £533k

4.9 Rephasing of schemes is required for several reasons, including the reprioritising of projects following the move to unitary status, the impact of COVID 19 and contractor availability.

4.10 A full list of rephased projects which require carry forwards into 2022-23 is shown in Appendix A.

Table 2 – Funding of the GF capital expenditure (provisional outturn) £k

Prudential Borrowing	Internal Borrowing	Capital Receipts	Grants and other contributions	S106 and CIL	External Funding	Total
£k	£k	£k	£k	£k	£k	£k
17,247	479	1,984	22,626	15,930	164	58,430

5. Revised 2022-23 Capital Programme (General Fund)

- 5.1 In February 2022, Full Council gave delegated authority to the Executive Director - Finance in consultation with the portfolio holder for Finance to amend the capital programme for 2022-23 going forward so that it accurately reflects issues such as rephasing on 2021-22 projects that will need to be added to the programme, any amendments made to existing capital programmes, adjustments to accommodate any future use of capital receipts policy and for any other reason where the capital programme needs to be adjusted.
- 5.2 Table 3 sets out the changes to West Northamptonshire's General Fund capital programme updating for the following:
- Scheme rephasing from 2021-22 (requested carry forwards into 2022-23 as per appendix A)
 - New schemes which have been approved after the setting of the WNC capital programme
 - New schemes as a result of recent government funding allocations.

Table 3 – Revised GF 2022-23 and Medium Term Financial Position £k

	2022-23 £k	2023-24 £k	2024-25 £k	2025-26 £k	Total £k
WNC approved GF capital budget as at Feb 22	91,700	48,134	28,680	12,711	181,225
Changes to existing schemes in 22-23 budget	38	0	0	0	38
Newly identified additional rephasing from 21-22 programme (not already reported in Feb 22 Capital Budget)	27,412	0	0	0	27,412
New approved schemes into capital programme	14,933	366	373	382	16,055
Revised GF capital programme	134,083	48,500	29,053	13,093	224,729

- 5.3 £14.9m of new schemes have been added to the 2022-23 GF capital budget since it was approved in February 2022. All additions to the programme have been made in accordance with the approved Capital Strategy, including consideration and sign off by the Executive Leadership Team (ELT) and the Capital and Assets Board (CAB).
- 5.4 Additions to the programme include the following:

New funding announcements from central Government:

- DfT Highway Maintenance Needs Block 2022-23 £4.742m
- DfT Highway Maintenance Incentive Block 2022-23 £1.185m
- DfT Pothole Fund 2022-23 £4.742m
- DfT Integrated Transport Block £1.550m
- DfE Schools Condition Allocation 2022-23 (Schools Minor Works 22-23) £1.733m

All of the above were funded through external funding and therefore have no impact upon the Council's finances.

Additional schemes approved through ELT and CAB

- Northampton Schools PFI Wave 2 Lifecycle Funding – grant funded scheme £0.358m
- Sponne School – legacy authority approved scheme now included in the GF capital programme £0.493m. This has been funded through S106 contributions.
- Active Traffic Management and Air Quality – grant funded scheme £0.130m

5.5 The funding for the revised programme is as follows:

Table 4 – Funding for the Revised WNC GF capital programme £k

WN Revised Capital Financing	2022/23 £	2023/24 £	2024/25 £	2025/26 £	Total £
Capital receipts	2,578	85	85	0	2,748
Prudential Borrowing	57,887	9,587	4,795	9,118	81,387
Internal Borrowing	833	231	244	0	1,308
S106	8,125	6,119	3,750	0	17,994
Community Infrastructure Levy (CIL)	4,176	14,117	1,000	393	19,686
Grant Funding	54,732	14,645	8,979	382	78,738
Funded from Reserve	413	0	0	0	413
Revenue Funding	1,047	0	0	0	1,047
External Funding	4,292	3,716	10,200	3,200	21,408
Total Funding	134,083	48,500	29,053	13,093	224,729

6. HRA Capital Programme Outturn 2021-22

Table 5 Provisional HRA Capital Outturn 2021/22

Programme	Previously Reported Budget (P7) 2021-22	Net Over (Under) Spends	New Rephasing	Schemes Brought Forward from Future Years	Latest Capital Expenditure Provisional Outturn
	£k	£k	£k	£k	£k
External Improvements	18,808	0	(3,140)	0	15,668
Internal Works	2,300	0	0	49	2,349
Structural Works and Compliance	480	0	0	278	758
Disabled Adaptations	429	2,792	0	0	3,221
Environmental Improvements	2,752	0	(411)	0	2,341
IT Development	331	0	(16)	0	315
New Build Programme/Major Projects	36,329	0	(11,224)	0	25,105
Buybacks and Spot Purchases	10,018	0	(8,306)	0	1,712
Total	71,447	2,792	(23,097)	327	51,469

Cost variations

- 6.1 The only cost variation within 2021-22 was in respect of an overspend for disabled adaptations. Following the pandemic there has been an unprecedented high demand from tenants for disabled adaptations, in addition to a number of complex works which significantly increased costs over assumed levels.
- 6.2 Due to the urgent nature of some of the requests, it has been necessary to prioritise the adaptations and bring forward the expenditure in 2021/22, which will mean demand will need to be reassessed with a potential rebalancing of costs in 2022-23.
- 6.3 NPH now report their capital position into the Capital Assets Board on a regular basis in order for the Council to understand emerging pressures at the earliest point and also to be informed of the mitigation to be employed in order to bring the position back into balance across the capital programme.

Rephasing

6.4 The key projects which were delayed and therefore require the budget to be rephased are the following;

- Riverside House development
- Belgrave House development
- Ringway development, Briar Hill
- New Southbridge Road development

Table 6 Funding of the HRA Capital Expenditure (Provisional Outturn)

Funding Source	Major Repairs Reserve Depreciation	Capital Receipts - RTB (excl. 1-4-1)	Capital Receipts RTB 1-4-1	Grant Funding	Revenue Contributions Earmarked Reserves	Borrowing CFR	Total
	£k	£k	£k	£k	£k	£k	£k
Total	13,500	3,192	3,090	7,245	511	23,931	51,469

Table 7 - Revised HRA Capital Budget 2022/23 and Medium Term Financial Position

Description	Budget 2022-23	Estimate 2023-24	Estimate 2024-25	Estimate 2025-26	Total
	£k	£k	£k	£k	£k
WNC approved HRA Capital Budget as at February 2022	71,971	67,292	53,019	39,083	231,365
Changes to Existing Schemes in 2022/23 Budget	0	0	0	0	0
Provisional Rephasing from the 2021/22 Capital Programme	14,770	0	0	0	14,770
New Schemes into Approved Capital Programme	0	0	0	0	0
New Funding Announcements	0	0	0	0	0
Revised HRA Capital Programme	86,741	67,292	53,019	39,083	246,135

Table 8 - Funding of Revised HRA Capital Budget 2022/23 and Medium Term

Description	Budget 2022-23	Estimate 2023-24	Estimate 2024-25	Estimate 2025-26	Total
	£k	£k	£k	£k	£k
Major Repairs Reserve/Depreciation	13,500	13,500	13,500	13,500	54,000
Capital Receipts - RTB (excl. 1-4-1)	3,192	3,192	3,192	3,192	12,768
Capital Receipts - RTB 1-4-1 Receipts	3,100	3,900	8,300	6,300	21,600
Grant Funding	16,543	4,000	4,000	-	24,543
Revenue Contributions Earmarked Reserve	1,238	1,492	1,898	2,752	7,380
Borrowing / CFR	49,168	41,208	22,129	13,339	125,844
Total Funding	86,741	67,292	53,019	39,083	246,135

7. Implications (including financial implications)

7.1 Resources and Financial

- This report informs Cabinet of the provisional capital outturn position 2021-22 for all legacy West Northamptonshire authorities, for both the general fund and HRA. Carry forwards and sources of funding have been identified. The latest capital programme outlined in this report is fully funded, either through borrowing, internal resources or external funding arrangements. Ongoing expenditure relating to these projects will be robustly challenged and monitored by Finance and the Capital and Assets Board.

7.2 Legal

- There are no legal implications arising from the proposals.

7.3 Risk

- There are a number of processes in place to robustly challenge new schemes and progress for existing schemes such as through ELT, CAB and in reports to Cabinet. Where required, completed projects will be subject to a 'lessons learned' exercise. Funding for all capital
 - schemes has been identified, and progress against budgets will be closely monitored to Cabinet on a regular basis

8. Background Papers

8.1 Final Capital Budget to West Northants Full Council – February 2022

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Project Code	Project Title	Expected Cfwd
40CPX00143	Social Care system replacement	896,077.00
40CPX00027	Elizabeth Woodville School S106	12,754.00
40CPX00028	Northampton School for Girls extension of facilities	2,750,000.00
40CPX00135	Parker E-ACT Academy SEND expansion	10,938.00
40CPX00029	Campion School Improvements	64,945.00
40CPX00030	Guilsborough School	32,313.00
40CPX00031	Northampton Secondary School Capacity	266,732.00
40CPX00137	Northampton Secondary Schools Capacity – Northampton School for Girls Bulge Capacity	146,835.00
40CPX00200	Northampton Secondary School Capacity - Kingsthorpe College Bulge	58,880.00
40CPX00032	Schools Strategic Maintenance – PFI Blinds	146,852.00
40CPX00035	Schools Minor Works Programme 2019-20	30,975.00
40CPX00037	Moulton School and Science College Expansion	30,739.00
40CPX00144	Schools Minor Works 20-21	308,777.00
40CPX00145	Towcester South Primary School	527,098.00
40CPX00161	Malcolm Arnold S106 Works	26,151.00
40CPX00168	Homes to support fostering	115,550.00
40CPX00226	School Minor Works 2021-22	352,634.00
40CPX00227	Sponne School	219,347.00
40CPX00239	Barrack Road Educational Facilities	43,340.00
40CPX00263	The Grange School	92,811.00
40CPX00013	Northamptonshire Libraries Self Service Terminals	40,000.00
40CPX00014	Community Library Prog - Brackley Library	15,973.00
40CPX00134	Community Library Prog - Roade	96,069.00
40CPX00203	Wootton Library	3,650.00
40CPX00251	Library Management System Replacement	203,114.00
40CPX00252	Lilbourne Rural Exception Scheme	40,000.00
40CPX031D2	Disabled Facilities Grants	20,543.00
40CPX032D2	Home Repair Assistance	137,520.00
40CPX053D2	Grants To Aid Voluntary Services	239,150.00
40CPX027D2	Improvements to Athletics Facilities at Stefan Hill Sports Park	24,605.00
40CPX077D2	Grants - Community & District Initiatives	138,538.00
40CPX078D2	Leisure Facilities Contract	12,264.00

40CPX019D5	Parks, Allotments and Cemeteries funded by external contributions	85,054.00
40CPX043D5	DFG's Owner Occupiers	2,531,410.00
40CPX084D6	Discretionary Grants - Emergency Assistance	50,000.00
40CPX012D6	Disabled Facilities Grants	470,190.00
40CPX00222	Northampton Market Square	533,783.00
40CPX00237	Northamptonshire Holistic Flood Resilience	84,009.00
40CPX00033	Property Minor Works 2019-20	59,423.00
40CPX00038	HCA Upton Remedial works	298,738.00
40CPX00040	HG0241 - A45 Daventry Development Link - Prep	880,922.00
40CPX00043	HG0252 - Northampton Growth Management Scheme Phase 1	4,147,853.00
40CPX00045	A43 Moulton Phase 2	338,816.00
40CPX00048	National Productivity Investment Fund(NPIF) - Cliftonville	25,561.00
40CPX00049	Northampton North West Relief Road	1,769,634.00
40CPX00050	HS2 Road Safety Fund	170,342.00
40CPX00051	HG0220 - Northamptonshire Superfast Broadband	2,597,125.00
40CPX00053	Smart Commuters	91,471.00
40CPX00146	LTP Integrated Transport Block 2020-21	30,414.00
40CPX00147	DFT Highways 2020-21 Further Works	152,054.00
40CPX00151	S106 Flore Traffic Calming	148,006.00
40CPX00158	Property Minor Works 2020-21	343,412.00
40CPX00157	Active travel scheme tranche 2	1,066,280.00
40CPX00159	S106 Overstone Leys	120,420.00
40CPX00202	Watermeadows	269,339.00
40CPX00220	Northampton Bike Park	679,893.00
40CPX00241	Long Buckby Flood Management	155,464.00
40CPX00245	Improvements to Sports Centre Facilities	200,000.00
40CPX00249	Capital support to routine maintenance 2020-21	21,126.00
40CPX00250	LTP Integrated Transport Block 2021-22	1,438,636.00
40CPX00254	Extension of 78 Dergate	260,000.00
40CPX00255	Old Black Lion	150,000.00
40CPX00261	Northampton Gateway	200,000.00
40CPX00266	Westbridge Depot - Accommodation for NPH	80,281.00
40CPX00267	West Northamptonshire Crematorium & Mortuary	62,861.00

40CPX00269	DfT Highway Maintenance Incentive Block 21/22	326,288.00
40CPX00270	DfT Pothole Fund 21/22	1,161,833.00
40CPX033D2	Homelessness Temporary Accommodation	889,500.00
40CPX035D2	Domestic Recycling Waste Bins	4,606.00
40CPX038D2	New Rehabilitation Building	63,312.00
40CPX076D2	4-14 High March Refurbishment	285,040.00
40CPX044D2	Dcp Refurbishment Programme	5,680.00
40CPX045D2	Country Park Improvements (S106 Funded)	27,293.00
40CPX054D2	Community Youth Provision	125,356.00
40CPX055D2	Lodge Road Fire Risk Assessment	33,369.00
40CPX057D2	Car Park Extension St John'S Square And Chapel Lane	10,000.00
40CPX058D2	Public Toilets Refurbishment	98,000.00
40CPX059D2	Monksmoor Primary School	66,256.00
40CPX062D2	Middlemore Infrastructure Completion Works	241,996.00
40CPX063D2	Middlemore Minor Works	21,500.00
40CPX066D2	Daventry To Braunston Cycle Track	263,074.00
40CPX00221	Mulberry Place Restaurant Capital Contribution	167,500.00
40CPX067D2	Tcv - Cinema And Site 1 (Revised)	284,307.00
40CPX069D2	Heartlands Completion Works	50,000.00
40CPX070D2	Heartlands Commercial New Build	10,000.00
40CPX073D2	Rainsbrook Crematorium Enhancements	71,500.00
40CPX010D2	Installation of Bin Holders in Laybys	74,000.00
40CPX012D2	Middlemore Cycle/Rural Tracks	71,000.00
40CPX014D2	Refurbishment of Paved Areas	86,000.00
40CPX017D2	Refurbishment of Paths and Structures for Open Spaces	45,000.00
40CPX018D2	Middlemore Landscape Completion Works	13,000.00
40CPX020D2	Capital Works to 68 and 68a High St	39,888.00
40CPX022D2	Electric Charge Points	17,464.00
40CPX024D2	Affordable Housing Gouldens View	65,000.00
40CPX070D5	Lodge Farm Community Centre	40,653.00
40CPX055D5	Vulcan Works	266,426.00
40CPX058D5	St Michaels MSCp lift refurbishment	253,830.00
40CPX059D5	Northants Leisure Trust	1,290,472.00

40CPX060D5	41-45 Abington St	99,779.00
40CPX061D5	Racecourse Enhancement	46,646.00
40CPX062D5	Guildhall Boilers	309,849.00
40CPX064D5	Northampton Parks and Open Spaces (additional)	2,086.00
40CPX066D5	Elgar Centre M&E	15,000.00
40CPX068D5	24 Guildhall Road Block	749,196.00
40CPX011D5	Central Museum Development	196,476.00
40CPX015D5	Environmental Services Contract [NBC]	160,242.00
40CPX028D5	Heritage Gateway	30,895.00
40CPX030D5	Parks / Allotments / Cemeteries Enhancements	118,407.00
40CPX031D5	Operational Buildings - Enhancements	543,496.00
40CPX010D6	Vehicle Replacement Programme	38,488.00
40CPX020D6	Sponne Arcade	431,634.00
40CPX021D6	Towcester Toilets	5,321.00
40CPX00060	S106 Apex Park	72,570.00
40CPX00061	S106 Former Allotments N-P Rd	5,916.00
40CPX00063	s106 Booth Rise North Npt	40,712.00
40CPX00066	s106 Ashton Road (pianoforte) Roade	61,978.00
40CPX00068	S106 Towcester Rd Old Stratford	10,359.00
40CPX00070	S106 Foxhills Brackley	31,207.00
40CPX00073	S106 Overthorpe Rd M40 Banbury	32,575.00
40CPX00077	S106 Site 7 Edgar Mobbs Npt	14,910.00
40CPX00078	S106 land at Brackmills (Bedford Rd Roxhill) Npt	101,535.00
40CPX00079	UU Sailsbury Landscape Boughton Road Moulton	205,800.00
40CPX00080	S106 Towcester Vale SUE	30,648.00
40CPX00081	s106 Nth of Ford - Royal Oak Way South, Daventry	20,097.00
40CPX00083	s106 Byfield Road, Woodford Halse (306)	5,297.00
40CPX00084	S106 GlebeFm Yelvertoft WindFm	1,979.00
40CPX00086	S106 Former Timken, Main Rd Duston, Northampton	454,249.00
40CPX00088	S106 Dockham Way Crick	5,650.00
40CPX00090	S106 Old Greens Norton Rd Tow	23,919.00
40CPX00096	S106 65 Byfield Rd Woodford Ha	2,571.00
40CPX00100	S106 Banbury Lane KingsSutton	5,871.00

40CPX00101	S106 Monksmoor Daventry	242,521.00
40CPX00103	S106 Camp Hill Bugbrooke	39,589.00
40CPX00104	S106 West Station Rd Long Buck	115,584.00
40CPX00105	S106 Grose QueensPark Kingsth	1,542.00
40CPX00107	S106 Npt Lane Moulton	15,000.00
40CPX00108	s106 Wootton Fields Northampton (335)	26,272.00
40CPX00109	S106 Radstone Fields, Brackley	132,282.00
40CPX00111	S106 Watford Lodge Watford	14,700.00
40CPX00112	S106 Harlestone Rd Northampton	130,794.00
40CPX00115	S106 Summerhouse Rd Moulton Park	24,500.00
40CPX00116	S106 Chaplins Yd Stratford Road Road	724.00
40CPX00118	DCOb DIRFT 3, Hilmorton	10,456.00
40CPX00119	s106 Buckton Fields Northampton	311,206.00
40CPX00120	S106 Cary Close Moulton (DWH)	55,473.00
40CPX00121	S106 Danes Camp Way Northampton	4,976.00
40CPX00122	s106 Wood Burcote Court Towcester	255,118.00
40CPX00123	S106 - Bective Sch Whiston Rd, Kingsthorpe Npt (file 431)	67,253.00
40CPX00124	S106 - Wootton Fields Ph3 (file 449)	133,803.00
40CPX00125	S106 - Peace Hill Bugbrooke (file 343)	26,095.00
40CPX00126	S106 - Silverstone Circuit Silverstone (file 264)	415,852.00
40CPX00127	S106 Buckton Fields West	73,340.00
40CPX00131	S106 Emmanuel Church Sc. Site, Billing Brook Road	29,717.00
40CPX021D2	IFRS16 Lease Right of Use Assets	410,663.00
40CPX083D5	Revenues and Benefits Capital Investments	178,480.00
40CPX00152	NCloud Server Replacements	66,802.00
40CPX00153	Office365 Implementation	80,818.00
40CPX00154	Sharepoint 2007 Migration	79,000.00
40CPX00155	IT Security Solutions	85,000.00
40CPX019D6	IT Transition	366,688.00
		40,356,440.00

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Closure of Accounts 2021/22

Appendix B - HRA Capital Outturn Report

West
Northants
Council

PROGRAMME	Original LA	2021/22 Budget Period7	2021/22 Actual	2021/22 Overspend	2021/22 Carry Forward
		£k	£k		£k
Housing Revenue Account (HRA)					
NPH Pell Court, Lumbertubs	NBC	651	648		3
NPH0001 Briar Hill (23-24 Ringway) G	NBC	-	(25)		25
NPH0007 Cambourne Close (11-20) Delapre	NBC	-	8		(8)
NPH0011 Berkeley House & St. Marys House (Roof Gardens)	NBC	1,305	693		612
NPH0012 Smyth Court, Lumbertubs	NBC	9	88		(79)
NPH0014 St Davids & Hinton, Kingsthorpe	NBC	57	67		(10)
NPH0015 Fieldway & James Lewis, Abington	NBC	18	(4)		22
NPH0016 Pendle Road, Duston	NBC	8	17		(9)
NPH0017 Swale Drive, Kings Heath	NBC	65	82		(17)
NPH0018 Orchard Close, Wootton	NBC	264	315		(51)
NPH0019 Norman Road, Abington	NBC	446	579		(133)
NPH0021 Longueville Court, Lumbertubs	NBC	264	293		(29)
NPH0023 Harold Street, Town Centre	NBC	225	194		31
NPH0024 Blakesley Close, Kingsthorpe	NBC	385	513		(128)
NPH0025 Margaret Street, Town Centre	NBC	-	8		(8)
NPH0026 Baukewell, Preston & Nethermead, Lumbertubs	NBC	197	202		(5)
NPH0028 Connaught Street, Town Centre	NBC	144	194		(50)
NPH0029 Swansea Crescent, Spencer	NBC	30	16		14
NPH0030 Fullern Court, Lumbertubs	NBC	9	8		1
NPH0031 Nursery Lane, Kingsthorpe	NBC	-	(11)		11
NPH0032 Stockley Street, Town Centre	NBC	21	1		20

NPH0033 Tyes Court 2 (G7-17), Lings	NBC	145	150	(5)
NPH0034 Keswick Drive, Lakeview	NBC	9	13	(4)
NPH0036 Old Barn Court, Lings	NBC	12	2	10
NPH0037 Grange Court, Eastfield	NBC	7	(14)	21
NPH0038 Limehurst Close & Newton Road, Duston	NBC	10	16	(6)
NPH0039 Gloucester Avenue (1) (G8-41), Delapre	NBC	13	25	(12)
NPH0040 Cardigan & Brook Lane, Dallington	NBC	81	(19)	100
NPH0044 Gloucester Avenue (2) (G1-7), Delapre	NBC	161	123	38
NPH0045 Prentice 3 & Overleys, Goldings	NBC	107	107	0
NPH0046 Shadowfax, Prentice 2 & Marshleys, Goldings	NBC	20	8	12
NPH0047 Medway Drive, Kings Heath	NBC	16	18	(2)
NPH0048 Tyes Court 1 (18-21G), Lings	NBC	12	(10)	22
NPH0049 Thirlmere Ave, Eastfields	NBC	6	(8)	14
NPH0050 East Paddock Ct (Hayeswood), Lings	NBC	487	563	(76)
NPH0051 Derwent Drive, Kings Heath	NBC	102	97	5
NPH0052 Fraser Road, Thorplands	NBC	684	(6)	690
NPH0053 Riverside House	NBC	2,897	994	1,903
NPH0054 Beaumont House	NBC	3,767	3,407	360
NPH0055 Belgrave House / Clock House, Town Centre	NBC	2,240	923	1,317
NPH0056 Blackthorn Group 1 (Phase 1)	NBC	174	243	(69)
NPH0057 Toms Close, Collingtree	NBC	66	58	8
NPH0058 Churchill & Windermere Way, Lakeview	NBC	105	32	73
NPH0059 Oak Tree Rise (Billing Brook Road)	NBC	517	586	(69)
NPH0060 Moray Lodge	NBC	973	1,327	(354)
NPH0061 Valley Road, Little Billing	NBC	-	0	(0)
NPH0062 Glebeland Road, Dallington	NBC	181	4	177
NPH0063 Stenson Road, St James	NBC	74	133	(59)
NPH0064 Tanners Pub Site	NBC	164	141	23
NPH0066 Prentice Court (4), Goldings	NBC	84	11	73
NPH0067 Prentice Court (5), Goldings	NBC	101	13	88
NPH0068 Ringway (3), Briar Hill	NBC	760	7	753

NPH0069 Northfield Road (2), Duston	NBC	-	0	(0)
NPH0071 The Bungalows, Lings	NBC	130	11	119
NPH0072 Hinton Community Hub, Kingsthorpe	NBC	122	56	66
NPH0073 Woodstock Roof Extension	NBC	1,182	1,196	(14)
NPH0074 Dover Court Roof Extension	NBC	1,247	1,065	182
NPH0076 New Southbridge Road	NBC	1,606	110	1,496
NPH0077 Paddock Mill Court, Blackthorn (G89-94)	NBC	343	333	10
NPH0078 Hopmeadow Court, Blackthorn	NBC	130	172	(42)
NPH0079 Maidencastle (4) Garages 19-22, Blackthorn	NBC	202	235	(33)
NPH0080 Pikemead Court, Blackthorn	NBC	56	117	(61)
NPH0082 Avenue Campus	NBC	10,302	795	9,507
NPH0083 Montague Crescent, Duston	NBC	751	31	720
NPH0084 Bouverie Road, Hardingstone	NBC	312	8	304
NPH0085 Colwyn Road, Town Centre	NBC	270	8	262
NPH0091 East Oval, Kings Heath	NBC	-	8	(8)
NPH0092 Upper Thrift Street, Town Centre	NBC	-	2	(2)
NPH0093 Wessex Way, Abington	NBC	-	0	(0)
NPH0094 Ambush Street, St James	NBC	-	4	(4)
NPH0095 Stanley Road, St James	NBC	-	9	(9)
NPH0096 Althorpe Road East & West, St James	NBC	-	3	(3)
NPH0097 Ecton Brook Care Home	NBC	-	6	(6)
NPH0098 Harefield Road, Blackthorn	NBC	-	0	0
New Build Pool	NBC	-		0
New Build Pool -Drayton Walk	NBC		99	(99)
New Build - Avenue Town Centre	WNC		8,006	(8,006)
Buybacks and Spot Purchases	NBC	10,018	728	9,290
NSAP - 15 x 1 bed accommodation	NBC	283	264	19
Rough Sleeper Accommodation Programme (RSAP)	WNC	1,320	719	601
External Improvements	NBC	18,808	15,668	3,140
Internal Works	NBC	2,300	2,349	(49)
Structural Works and Compliance	NBC	480	758	(278)

Disabled Adaptations	NBC	429	3,221	(2,792)	
Environmental Improvements	NBC	2,752	2,341		411
IT Development	NBC	331	315		16
Total HRA		71,447	51,469	(2,792)	22,770

WNC GF Capital Programme	2022/23	2023/24	2024/25	2025/26	Total 2021/22 - 2025/26
Adults					
Disabled Facilities Grant South Northants	946,496			0	946,496
Disabled Facilities Grant Northampton	4,127,924				4,127,924
Disabled Facilities Grant Daventry	506,661	2,589,981	2,589,981		5,686,623
Community Equipment	4,700,000	4,700,000	4,700,000	4,700,000	18,800,000
Grants to aid voluntary servies	239,150				239,150
Improvements to Sports Centre Facilities	200,000				200,000
Home Repair Assistance Grants	292,520	155,000	155,000	0	602,520
PHASE Housing in Northampton	0				0
Discretionary Grants - Emergency Assistance	50,000	0	0	0	50,000
Grants - Community & District Initiatives	223,538	85,000	85,000	0	393,538
Lilbourne Rural Exception Scheme	40,000				40,000
Leisure Facilities Contract	42,264	30,000	22,500	0	94,764
Homelessness Reduction Act	10,000	10,000	0	0	20,000
Choice Based letting	5,000	5,000	5,000	0	15,000
Northamptonshire Libraries Self Service Terminals	40,000				40,000
Library Management System Replacement	203,114				203,114
Total Adults	11,626,667	7,574,981	7,557,481	4,700,000	31,459,129
Children					
Towcester South Primary School	650,814	0	0	0	650,814
Northampton School for Girls Extension	2,750,000	0	0	0	2,750,000
School Minor Works 2021-22	352,634				352,634

Schools Minor Works Programme 2019-20	30,975	0	0	0	30,975
Magdalen College School Expansion	209,901	200,000	0	0	409,901
Moulton School and Science College Expansion	86,025	0	0	0	86,025
Schools Minor Works 20-21	308,777	0	0	0	308,777
Schools Minor Works 22-23	1,732,900	0	0	0	1,732,900
Guilborough School	32,313	0	0	0	32,313
Parker E-ACT Academy SEND expansion	10,938				10,938
Campion School Improvements	64,945	0	0	0	64,945
Northampton Secondary School Capacity	266,732	0	0	0	266,732
Headlands Primary School ASD Unit Expansion	0	0	0	0	0
Schools Strategic Maintenance – PFI Blinds	146,852	0	0	0	146,852
Homes to support fostering	115,550				115,550
Northampton Capacity - Duston School bulge	400,000				400,000
Malcolm Arnold S106 Works	26,151				26,151
Northampton Secondary Schools Capacity – Northampton School for Girls Bulge Capacity	346,835				346,835
Northampton Secondary School Capacity - Kingsthorpe College Bulge	58,880				58,880
Elizabeth Woodville School S106	12,754				12,754
Northampton Schools PFI Wave 2 Lifecycle Funding	357,773	365,644	373,688	381,909	1,479,014
Provision of Primary SEND places	2,080,000				2,080,000
Provision of Secondary SEND places	3,550,000				3,550,000
Provision of All Through SEND places	800,000				800,000
3G Sports Pitch at Wantage Farm	717,968				717,968
Wootton Park Free School Temporary Bulge Capacity	234,000				234,000

Sponne School	712,786				712,786
The Grange School	92,811				92,811
Barrack Road Educational Facilities	43,340				43,340
Temporary bulge capacity at Malcolm Arnold Academy	400,000				400,000
Overstone Leys	500,000	3,750,000	3,750,000		8,000,000
Total Children	17,092,654	4,315,644	4,123,688	381,909	25,913,895
Children's Trust					
Refurbishment of John Greenwood Shipman		1,172,000			1,172,000
New residential 4 bed home	1,142,792				1,142,792
Independent Fostering and Adoption IT system	300,000				300,000
New ways of working	840,000				840,000
Total Children's Trust	2,282,792	1,172,000	0	0	3,454,792
Corporate					
Social Care system replacement	896,077	0	0	0	896,077
IT Transition	366,688				366,688
ICT Improvement / Refresh	0	0	0	0	0
Capita ONE to Cloud	0				0
IT Security Solutions	85,000				85,000
Office365 Implementation	80,818				80,818
Sharepoint 2007 Migration	79,000				79,000
Ncloud Server replacements	66,802				66,802
Election Equipment	10,000	0	0	0	10,000
Express Signature Verification Software	5,500	5,500	6,000	0	17,000
Low Code Platform	180,000				180,000
DTI Minor works	50,000	50,000	50,000	50,000	200,000
Future IT Infrastructure Discovery Work	160,000				160,000

PC Equipment Hardware Refresh	1,000,000	0	0	0	1,000,000
Service Management Solution	165,000				165,000
Telephony & Contact Centre Replacement	1,000,000				1,000,000
SIEM Solution & Cybersecurity tools	200,000	150,000			350,000
Identity and Access Management	150,000				150,000
Replacement of End of Life Local Area Network equipment	70,000	90,000			160,000
Total Corporate	4,564,885	295,500	56,000	50,000	4,966,385
Finance					
IFRS16 Lease Right of Use Assets	538,663	0	0	0	538,663
Revenues and Benefits Capital Investments	193,380	0	0	0	193,380
Total Finance	732,043	0	0	0	732,043
Place					
Northampton North West Relief Road	24,069,634	15,517,000	1,000,000	2,343,000	42,929,634
Northampton Market Square	7,275,472	863,779			8,139,251
Northamptonshire Holistic Flood Resilience	889,009	1,198,000	3,865,000		5,952,009
DfT Highway Maintenance Needs Block 21/22	0				0
DfT Pothole Fund 21/22	1,161,833				1,161,833
DfT Highway Maintenance Needs Block 22/23	4,742,000				4,742,000
DfT Highway Maintenance Incentive Block 22/23	1,185,000				1,185,000
DfT Pothole Fund 22/23	4,742,000				4,742,000
LTP Integrated Transport Block 2022-23	1,550,000				1,550,000

Northampton Growth Management Scheme Phase 1	4,446,014	0	0	0	4,446,014
Northamptonshire Superfast Broadband	4,482,845	1,394,000		0	5,876,845
A45 Daventry Development Link Road	980,922	100,000	0	0	1,080,922
Vulcan works	266,426				266,426
Town Centre Vision - Cinema Site 1	284,307				284,307
Homelessness Temporary Accommodation	889,500				889,500
Northampton Leisure Trust	1,290,472				1,290,472
LTP Integrated Transport Block 2021-22	1,438,636				1,438,636
DfT Highway Maintenance Incentive Block 21/22	326,288				326,288
Active travel scheme tranche 2	1,066,280				1,066,280
National Productivity Investment Fund(NPIF) - Cliftonville	25,561	0	0	0	25,561
Abington Street Redevelopments	4,499,779	2,867,000	1,047,000		8,413,779
Vehicle Replacement Programme	670,488	171,000	600,000	0	1,441,488
Daventry to Braunston Cycle Track	263,074				263,074
Watermeadows	269,339				269,339
HS2 Road Safety Fund	170,342				170,342
LTP Integrated Transport Block 2020-21	30,414				30,414
Challenge Fund Schemes 2020-21	0				0
DFT Highways 2020-21 Further Works	152,054				152,054
Capital support to routine maintenance 2020-21	21,126				21,126
Property Minor Works 2020-21	343,412				343,412
Northampton Bike Park	679,893				679,893
S106 Former Timken, Main Rd Duston, Northampton	454,249				454,249
Parks / Allotments / Cemeteries Enhancements	368,407	250,000	0	0	618,407
Leisure Centre East	0				0
S106 - Silverstone Circuit Silverstone (file 264)	415,852				415,852

Old Black Lion	465,000				465,000
Extension of 78 Derngate	300,000				300,000
Operational Buildings - Enhancements	793,496	250,000	0	0	1,043,496
Environmental Services Contract [NBC]	422,442	262,200	0	0	684,642
Central Museum Development	196,476				196,476
A43 Moulton Phase 2	338,816	129,369	0	0	468,185
4-14 High March Refurbishment	1,285,040	450,000			1,735,040
Highway Maintenance - LTP 2020-21	0				0
Property Minor Works 2019-20	59,423				59,423
Guildhall Boilers	309,849				309,849
§106 Buckton Fields Northampton	311,206				311,206
24 Guildhall Road Block	3,249,196	550,000	100,000	0	3,899,196
Pothole Machinery	0				0
§106 Wood Burcote Court Towcester	255,118				255,118
St Michaels MSCp lift refurbishment	253,830				253,830
Mulberry Place Restaurant capital contribution	167,500				167,500
S106 Monksmoor Daventry	242,521				242,521
Middlemore Infrastructure Completion Works	241,996	0	0	0	241,996
UU Sailsbury Landscape Boughton Road Moulton	205,800				205,800
Household Waste Recycling Centres Sinking Fund	36,087	36,087	36,087	0	108,261
Improvements to Athletics Facilities at Stefan Hill Sports Park	24,605				24,605
HCA Upton Remedial Works	592,738	197,196	100,000	0	889,934
Long Buckby Flood Management	155,464				155,464
S106 Flore Traffic Calming	148,006	0	0	0	148,006
Towcester Toilets	5,321				5,321
Racecourse Enhancement	46,646				46,646
S106 - Wootton Fields Ph3 (file 449)	133,803				133,803
S106 Radstone Fields, Brackley	132,282				132,282

S106 Harlestone Rd Northampton	130,794			130,794
Community Youth Provision	125,356			125,356
S106 Overstone Leys	120,420			120,420
S106 West Station Rd Long Buck	115,584			115,584
S106 land at Brackmills (Bedford Rd Roxhill) Npt	101,535			101,535
Country Park Improvements (S106 funded)	27,293			27,293
Public toilets refurbishment	98,000			98,000
Community Library Prog - Roade	96,069			96,069
Parks, Allotments and Cemeteries funded by external contributions	85,054			85,054
Smart Commuters	91,471			91,471
Car Park Extension St John's Square and Chapel Lane	10,000			10,000
New Rehabilitation Building	63,312			63,312
Refurbishment of Paved Areas	86,000			86,000
Heartlands commercial new build	10,000			10,000
Monksmoor Primary School	66,256			66,256
Upton Country Park	0			0
Installation of Bin Holders in Laybys	74,000			74,000
S106 Buckton Fields West	73,340			73,340
S106 Apex Park	72,570			72,570
Rainsbrook Crematorium enhancements	71,500			71,500
Middlemore Cycle/Rural Tracks	71,000			71,000
S106 - Bective Sch Whiston Rd, Kingsthorpe Npt (file 431)	67,253			67,253
Affordable Housing Gouldens View	65,000			65,000
§106 Ashton Road (pianoforte) Roade	61,978			61,978
A43 Northampton to Kettering Phase 1b	2,000	540,000	0	542,000
Lodge Farm Community Centre	40,653			40,653
S106 Cary Close Moulton (DWH)	55,473			55,473

Capital Improvements - Regeneration Areas	50,000	50,000	0	0	100,000
Commercial Landlord Responsibilities	50,000	50,000	0	0	100,000
Heartlands completion works	50,000				50,000
Refurbishment of paths and structures for open spaces	45,000				45,000
Capital Works to 68 and 68a High St	39,888				39,888
Electric Charge Points	17,464				17,464
§106 Booth Rise North Npt	40,712				40,712
Heritage Gateway	30,895				30,895
Wheelie Bins	40,000	40,000	40,000	0	120,000
S106 Camp Hill Bugbrooke	39,589				39,589
Middleton Cheney Church Yards	0				0
Community Library Prog - Brackley Library	15,973				15,973
§106 Overstone Leys (SUE) Overstone	0				0
S106 Overthorpe Rd M40 Banbury	32,575				32,575
Sponne Arcade	831,634				831,634
S106 Foxhills Brackley	31,207				31,207
S106 Towcester Vale SUE	30,648				30,648
S106 Emmanuel Church Sc. Site, Billing Brook Road	29,717				29,717
S106 Chaplins Yd Stratford Road Road	724				724
§106 Wootton Fields Northampton (335)	26,272				26,272
S106 - Peace Hill Bugbrooke (file 343)	26,095				26,095
S106 Summerhouse Rd Moulton Park	24,500				24,500
S106 Old Greens Norton Rd Tow	23,919				23,919
Wootton Library	3,650				3,650
Middlemore minor works	21,500				21,500
§106 Nth of Ford - Royal Oak Way South, Daventry	20,097				20,097
Northampton Parks and Open Spaces (additional)	2,086				2,086

Elgar Centre M&E	15,000				15,000
S106 Npt Lane Moulton	15,000				15,000
S106 Site 7 Edgar Mobbs Npt	14,910				14,910
S106 Watford Lodge Watford	14,700				14,700
DCP refurbishment programme	5,680				5,680
Middlemore Landscape Completion Works	31,000	0	0	0	31,000
DCOb DIRFT 3, Hilmorton	10,456				10,456
S106 Towcester Rd Old Stratford	10,359				10,359
Guildhall Roof	0				0
Country Park - Capital Costs	10,000	10,000	10,000	0	30,000
S106 Banbury Lane KingsSutton	5,871				5,871
Lodge Road Fire Risk Assessment	33,369				33,369
S106 Former Allotments N-P Rd	5,916				5,916
S106 Dockham Way Crick	5,650				5,650
s106 Byfield Road, Woodford Halse (306)	5,297				5,297
Public Offices - Improvements, Plant & Equip.	5,000	5,000	5,000	0	15,000
S106 Danes Camp Way Northampton	4,976				4,976
Domestic Recycling Waste Bins	4,606				4,606
S106 65 Byfield Rd Woodford Ha	2,571				2,571
S106 GlebeFm Yelvertoft WindFm	1,979				1,979
S106 Groses QueensPark Kingsth	1,542				1,542
Northampton Gateway	200,000				200,000
Westbridge Depot - Accommodation for NPH	1,190,281				1,190,281
Property Minor Works 2022-23	500,000	500,000	500,000	500,000	2,000,000
Northampton Leisure Centres Fire Assessment Works	1,000,000				1,000,000
County Hall Refurbishment/Improvements	948,000				948,000
Central Library Refurbishment	425,000				425,000
LED Replacement Lighting Scheme	139,568	139,568	139,568	279,136	697,840

West Northamptonshire Crematorium & Mortuary	62,861	0			62,861
Replacement of Boiler Management System at One Angel Square	46,000				46,000
Floor and wall finishes replacement/ renewal	862,000	579,750	579,750	3,478,500	5,500,000
Boiler Replacements	225,000	225,000	225,000	1,125,000	1,800,000
Bridge Replacement Works	100,000				100,000
Magistrates Court and Hazelrigg House Roof Repairs	50,000				50,000
Southfields Community Centre Refurbishment	90,000				90,000
Abington Museum Boilers	270,000				270,000
Restoration of Historic Monuments & Statues	140,000	15,000	15,000	15,000	185,000
Emporium Way	2,000,000	1,103,365	903,364		4,006,729
Four Waterside	0	1,500,000	7,000,000		8,500,000
Marefare Heritage Gateway	800,000	1,100,000			1,900,000
Northampton Town Centre Public Realm	2,080,630	2,750,000			4,830,630
Street Lighting Upgrade (ex- NCC assets)	2,806,623	2,018,589	929,845		5,755,057
Play Equipment at Children's Centres	90,000	60,000			150,000
Outdoor Exercise Equipment	45,000				45,000
EPC Improvements to Leased Buildings	150,000	220,000	220,000	220,000	810,000
Active Traffic Management and Air Quality	130,000				130,000
Total Place	97,784,190	35,141,903	17,315,614	7,960,636	158,202,343
Total	134,083,231	48,500,028	29,052,783	13,092,545	224,728,587

	Original LA	2021/22	2022/23	2023/24	2024/25	Total 2021/22 - 2025/26
Housing Revenue Account (HRA)						
NPH Pell Court, Lumbertubs	NBC	651	20	0	0	671
NPH0006 1-10 Camborne Close	NBC	0	0	0	0	0
NPH0011 Berkeley House & St. Marys House (Roof Gardens)	NBC	1,305	6,858	4,619	0	12,782
NPH0012 Smyth Court, Lumbertubs	NBC	9	0	0	0	9
NPH0014 St Davids & Hinton, Kingsthorpe	NBC	57	0	0	0	57
NPH0015 Fieldway & James Lewis, Abington	NBC	18	0	0	0	18
NPH0016 Pendle Road, Duston	NBC	8	0	0	0	8
NPH0017 Swale Drive, Kings Heath	NBC	65	2	0	0	67
NPH0018 Orchard Close, Wootton	NBC	264	0	0	0	264
NPH0019 Norman Road, Abington	NBC	446	13	0	0	460
NPH0021 Longueville Court, Lumbertubs	NBC	264	13	0	0	277
NPH0023 Harold Street, Town Centre	NBC	225	9	0	0	234
NPH0024 Blakesley Close, Kingsthorpe	NBC	385	22	0	0	407
NPH0025 Margaret Street, Town Centre	NBC	0	9	0	0	9
NPH0026 Baukewell, Preston & Nethermead, Lumbertubs	NBC	197	15	0	0	212
NPH0028 Connaught Street, Town Centre	NBC	144	66	0	0	210
NPH0029 Swansea Crescent, Spencer	NBC	30	0	0	0	30
NPH0030 Fullerburn Court, Lumbertubs	NBC	9	0	0	0	9
NPH0031 Nursery Lane, Kingsthorpe	NBC	0	0	0	0	0
NPH0032 Stockley Street, Town Centre	NBC	21	0	0	0	21
NPH0033 Tyes Court 2 (G7-17), Lings	NBC	145	0	0	0	145
NPH0034 Keswick Drive, Lakeview	NBC	9	0	0	0	9
NPH0036 Old Barn Court, Lings	NBC	12	0	0	0	12
NPH0037 Grange Court, Eastfield	NBC	7	0	0	0	7
NPH0038 Limehurst Close & Newton Road, Duston	NBC	10	0	0	0	10
NPH0039 Gloucester Avenue (1) (G8-41), Delapre	NBC	13	0	0	0	13
NPH0040 Cardigan & Brook Lane, Dallington	NBC	81	0	0	0	81
NPH0044 Gloucester Avenue (2) (G1-7), Delapre	NBC	161	0	0	0	161
NPH0045 Prentice 3 & Overleys, Goldings	NBC	107	6	0	0	113
NPH0046 Shadowfax, Prentice 2 & Marshleys, Goldings	NBC	20	0	0	0	20
NPH0047 Medway Drive, Kings Heath	NBC	16	0	0	0	16
NPH0048 Tyes Court 1 (18-21G), Lings	NBC	12	0	0	0	12
NPH0049 Thirlmere Ave, Eastfields	NBC	6	0	0	0	6
NPH0050 East Paddock Ct (Hayeswood), Lings	NBC	487	18	0	0	504
NPH0051 Derwent Drive, Kings Heath	NBC	102	998	0	0	1,100
NPH0052 Fraser Road, Thorplands	NBC	684	17,904	3,102	0	21,690
NPH0053 Riverside House	NBC	2,897	1,882	165	0	4,944

NPH0054 Beaumont House	NBC	3,767	0	0	0	3,767
NPH0055 Belgrave House / Clock House, Town Centre	NBC	2,240	8,081	2,608	0	12,929
NPH0056 Blackthorn Group 1 (Phase 1)	NBC	174	0	0	0	174
NPH0057 Toms Close, Collingtree	NBC	66	0	0	0	66
NPH0058 Churchill & Windermere Way, Lakeview	NBC	105	11	0	0	116
NPH0059 Oak Tree Rise (Billing Brook Road)	NBC	517	0	0	0	517
NPH0060 Moray Lodge	NBC	973	97	0	0	1,070
NPH0061 Valley Road, Little Billing	NBC	0	0	0	0	0
NPH0062 Glebeland Road, Dallington	NBC	181	200	0	0	381
NPH0063 Stenson Road, St James	NBC	74	214	0	0	289
NPH0064 Tanners Pub Site	NBC	164	0	0	0	164
NPH0066 Prentice Court (4), Goldings	NBC	84	409	0	0	493
NPH0067 Prentice Court (5), Goldings	NBC	101	481	0	0	582
NPH0068 Ringway (3), Briar Hill	NBC	760	1,006	0	0	1,765
NPH0069 Northfield Road (2), Duston	NBC	0	10	0	0	10
NPH0071 The Bungalows, Lings	NBC	130	15	0	0	145
NPH0072 Hinton Community Hub, Kingsthorpe	NBC	122	0	0	0	122
NPH0073 Woodstock Roof Extension	NBC	1,182	0	0	0	1,182
NPH0074 Dover Court Roof Extension	NBC	1,247	0	0	0	1,247
NPH0076 New Southbridge Road	NBC	1,606	1,969	0	0	3,575
NPH0077 Paddock Mill Court, Blackthorn (G89-94)	NBC	343	8	0	0	351
NPH0078 Hopmeadow Court, Blackthorn	NBC	130	-30	8	0	107
NPH0079 Maidencastle (4) Garages 19-22, Blackthorn	NBC	202	5	0	0	208
NPH0080 Pikemead Court, Blackthorn	NBC	56	3	0	0	59
NPH0082 Avenue Campus	NBC	10,302	15,015	14,361	0	39,678
NPH0083 Montague Crescent, Duston	NBC	751	1,541	0	0	2,291
NPH0084 Bouverie Road, Hardingstone	NBC	312	942	0	0	1,254
NPH0085 Colwyn Road, Town Centre	NBC	270	379	0	0	649
NPH0091 East Oval, Kings Heath	NBC	0	241	111	0	352
New Build Pool	NBC	0	0	16,371	20,900	37,271
Old Lion Court	NBC	0	0	0	0	0
Buybacks and Spot Purchases	NBC	500	500	500	500	2,000
NSAP - 15 x 1 bed accommodation	NBC	283	0	0	0	283
NSAP - 3 x 5 bed HMO's	NBC	0	0	0	0	0
Rough Sleeper Accommodation Programme (RSAP)	WNC	1,320	0	0	0	1,320
Street Acquisitions (£10m)	NBC	9,518	0	0	0	9,518
External Improvements	NBC	18,808	12,150	12,102	9,700	52,760
Internal Works	NBC	2,300	2,250	2,250	4,250	11,050
Structural Works and Compliance	NBC	480	450	450	450	1,830
Disabled Adaptations	NBC	429	650	650	650	2,379
Environmental Improvements	NBC	2,752	1,500	3,000	3,000	10,252
IT Development	NBC	331	315	260	245	1,151
Total HRA		71,447	76,247	60,555	39,695	247,944

West Northants Council
Closure of Accounts 2021/22

Appendix B - HRA Capital Outturn Report - 2022/ 23 Revised Budget

APPENDIX B - Period 9	Original LA	Revised 2022/23	2023/24	2024/25	2025/26	Total
Housing Revenue Account (HRA)		£k	£k	£k	£k	£k
NPH Pell Court, Lumbertubs	NBC	23	-	-		23
NPH0001 Briar Hill (23-24 Ringway) G		25				25
NPH0011 Berkeley House & St. Marys House (Roof Gardens)	NBC	3,571	3,117	3,517		10,204
NPH0015 Fieldway & James Lewis, Abington	NBC	22	-	-		22
NPH0023 Harold Street, Town Centre	NBC	40	-	-		40
NPH0025 Margaret Street, Town Centre	NBC	1	-	-		1
NPH0026 Baukewell, Preston & Nethermead, Lumbertubs	NBC	10	-	-		10
NPH0028 Connaught Street, Town Centre	NBC		5	-		5
NPH0029 Swansea Crescent, Spencer	NBC	14	-	-		14
NPH0030 Fullerburn Court, Lumbertubs	NBC	1	-	-		1
NPH0031 Nursery Lane, Kingsthorpe	NBC	11	-	-		11
NPH0032 Stockley Street, Town Centre	NBC	20	-	-		20
NPH0033 Tyes Court 2 (G7-17), Lings	NBC	0	4	-		4
NPH0036 Old Barn Court, Lings	NBC	10	-	-		10
NPH0037 Grange Court, Eastfield	NBC	21	-	-		21
NPH0040 Cardigan & Brook Lane, Dallington	NBC	100	-	-		100
NPH0044 Gloucester Avenue (2) (G1-7), Delapre	NBC	58	4	-		62
NPH0045 Prentice 3 & Overleys, Goldings	NBC	6	-	-		6
NPH0046 Shadowfax, Prentice 2 & Marshleys, Goldings	NBC	12	-	-		12
NPH0047 Medway Drive, Kings Heath	NBC	15	-	-		15
NPH0048 Tyes Court 1 (18-21G), Lings	NBC	22	-	-		22
NPH0049 Thirlmere Ave, Eastfields	NBC	14	-	-		14
NPH0051 Derwent Drive, Kings Heath	NBC	1,178	-	-		1,178
NPH0052 Fraser Road, Thorplands	NBC	1,387	18,924	2,059		22,370
NPH0053 Riverside House	NBC	4,586	-	-		4,586

NPH0054 Beaumont House	NBC	360	-	-		360
NPH0055 Belgrave House / Clock House, Town Centre	NBC	9,233	3,079	110		12,423
NPH0057 Toms Close, Collingtree	NBC	8	-	-		8
NPH0058 Churchill & Windermere Way, Lakeview	NBC	84	-	-		84
NPH0061 Valley Road, Little Billing	NBC	-	-	502		502
NPH0062 Glebeland Road, Dallington	NBC	489	-	-		489
NPH0063 Stenson Road, St James	NBC	215	-	-		215
NPH0064 Tanners Pub Site	NBC	23	-	-		23
NPH0066 Prentice Court (4), Goldings	NBC	73	-	-		73
NPH0067 Prentice Court (5), Goldings	NBC	568	-	-		568
NPH0068 Ringway (3), Briar Hill	NBC	2,458	-	-		2,458
NPH0069 Northfield Road (2), Duston	NBC	323	-	-		323
NPH0071 The Bungalows, Lings	NBC	234	-	-		234
NPH0072 Hinton Community Hub, Kingsthorpe	NBC	66	-	-		66
NPH0073 Woodstock Roof Extension	NBC	413	-	-		413
NPH0074 Dover Court Roof Extension	NBC	1,382	-	-		1,382
NPH0076 New Southbridge Road	NBC	4,697	-	-		4,697
NPH0077 Paddock Mill Court, Blackthorn (G89-94)	NBC	18	-	-		18
NPH0078 Hopmeadow Court, Blackthorn	NBC		8	-		8
NPH0079 Maidencastle (4) Garages 19-22, Blackthorn	NBC	35	8	-		44
NPH0082 Avenue Campus	NBC	11,612	17,172	2,656		31,440
NPH0083 Montague Crescent, Duston	NBC	2,257	723	-		2,980
NPH0084 Bouverie Road, Hardingstone	NBC	1,250	-	-		1,250
NPH0085 Colwyn Road, Town Centre	NBC	879	16	-		895
NPH0091 East Oval, Kings Heath	NBC	240	40	-		280
NPH0092 Upper Thrift Street, Town Centre	NBC	118	240	-		359
NPH0093 Wessex Way, Abington	NBC	175	31	-		207
NPH0094 Ambush Street, St James	NBC	19	192	-		211
NPH0095 Stanley Road, St James	NBC	58	577	-		635
NPH0096 Althorpe Road East & West, St James	NBC	338	212	-		550
NPH0097 Ecton Brook Care Home	NBC	1,492	1,635	-		3,127
NPH0098 Harefield Road, Blackthorn	NBC	913	513	-		1,426
New Build Pool	NBC	0	5,101	24,787	20,900	50,788

Buybacks and Spot Purchases	NBC	3,790	2,500	2,500	2,500	11,290
NSAP - 15 x 1 bed accommodation	NBC	19				19
Rough Sleeper Accommodation Programme (RSAP)	WNC	601				601
External Improvements	NBC	23,570	5,950	9,700	8,500	47,720
Internal Works	NBC	2,201	2,250	2,250	2,250	8,951
Structural Works and Compliance	NBC	172	450	450	450	1,522
Disabled Adaptations	NBC	1,500	1,270	1,270	1,300	5,340
Environmental Improvements	NBC	3,198	2,788	2,788	2,788	11,561
IT Development	NBC	512	483	430	395	1,820
Total HRA		86,741	67,292	53,019	39,083	246,135

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WEST NORTHAMPTONSHIRE COUNCIL CABINET

12TH JULY 2022

CABINET MEMBER RESPONSIBLE FOR CHILDREN, FAMILIES AND EDUCATION: COUNCILLOR FIONA BAKER

Report Title	Proposal to establish a 50 place Special Educational Needs & Disability (SEND) unit for pupils with a primary need of Autistic Spectrum Condition (ASC) at Hunsbury Park Primary School, Northampton
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Report Author	Shazia Umer, Head of School Place Planning, Shazia.Umer@westnorthants.gov.uk
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Contributors/Checkers/Approvers

Monitoring Officer	Catherine Whitehead	4 th July 2022
Chief Finance Officer (s151 Officer)	Martin Henry	4 July 2022
Other Director/SME	Chris Kiernan – interim Director of Children’s Services	30 June 2022
Communications Lead/Head of Communications	Craig Forsyth	4 July 2022

List of Appendices

Appendix A – Cabinet report 3 July 2022

Proposal to establish a 50 place Special Educational Needs & Disability (SEND) unit for pupils with a primary need of Autistic Spectrum Condition (ASC) at Hunsbury Park Primary School, Northampton

1. Purpose of Report

1.1. The purpose of this report is to seek approval from Cabinet Members for a 50 place SEND unit, at Hunsbury Park Primary school. This follows on from the earlier cabinet report presented on 3 May (Appendix A) which sought approval as follows:

- a) *Approve the publication of the statutory notice of its intent to establish a new, 50 place, SEND unit catering to pupils with a primary need of ASC, at Hunsbury Park Primary School.*
- b) *Notes that following the publication of the statutory notice a four week period of consultation on this matter will commence.*
- c) *Notes that a further, final decision will be required in July as to whether or not to establish the proposed SEND unit at Hunsbury Park Primary School.*

The consultation period has now ended with most respondents supporting the proposed unit. Full details of responses are shown under section 7.5

2. Executive Summary

- 2.1 The earlier report of 3 May provided details relating to the demand for SEND places and lack of available capacity within specialist settings in West Northamptonshire currently being experienced.
- 2.2 The report also provided details relating to the future demand for SEND places and that the current trend of increasing demand is forecast to continue in future academic years.
- 2.3 The report referenced WNC's plans to address the issues caused by the increasing demand for SEND places and the specific benefits that could be realised via the provision of a new SEND unit at Hunsbury Park Primary School.
- 2.4 This report will provide a summary of all responses received during the period of consultation that was conducted on this proposal, following WNC's publication of its intention to establish this SEND unit in May 2022.

3. Recommendations

- 3.1 It is recommended that the Cabinet:
 - a) Approves the establishment of a 50 place SEND unit for pupils with a primary need of ASC at Hunsbury Park Primary School, Northampton.
 - b) Notes the responses received during the 4 week period of consultation on the proposal that was conducted in May/June 2022.
 - c) Delegates responsibility to Director of Children's Services, in conjunction with the relevant portfolio holder to enter into all necessary contracts related to the delivery of the proposed SEND unit.

4. Reason for Recommendations

- 4.1 The proposal will help ensure that the Council is able to fulfil its statutory obligation of providing a sufficiency of SEND places within West Northamptonshire.

- 4.2 The proposal will provide an increased number of SEND places and will help ensure that children with additional needs are able to access education in a provision that is best placed to meet their individual needs.
- 4.3 The proposal can be considered to benefit all West Northamptonshire primary schools as it will reduce the need for mainstream school settings to provide places to children with additional needs where that provision is not best placed to meet a child's additional needs.
- 4.4 The recommended course of action is the most cost-effective and will reduce pressure on the High Needs Block (HNB) element of the Dedicated Schools Grant (DSG) via a reduction in the number of children being required to be placed in more expensive out of county and independent provisions to meet their individual needs.
- 4.5 The Council and its customers will receive the maximum benefit from the option proposed.

5. Report Background

The report of 3 May set out the following:

Current demand for specialist places within West Northamptonshire

Future demand for specialist places within West Northamptonshire

Future plans to provide additional specialist places

This proposed unit will alleviate some of the forecasted pressure on SEND places.

6. Issues and Choices

- 6.1 Further detail is set out in the earlier report of 3 May (appendix a) but essentially, if this proposal was not approved, it is likely to result in the failure of WNC fulfilling its statutory obligation of providing a sufficiency of SEND places in West Northamptonshire. It would also result in the requirement to utilise places in increasingly distant and more expensive places within the independent sector, which would place a further strain on the HNB of the DSG.
- 6.2 It is planned that an existing area of the school buildings will be remodelled and refurbished during the Summer of 2022 to provide up to 30 new SEND places from September 2022. The remaining 20 places will be provided via the provision of a brand new and purpose built modular building that will open from September 2023. The whole scheme is anticipated to cost £1.1m or £22,000 per place created. This 'per place' cost compares very favourably with industry benchmarks of up to £80,000 per place.
- 6.3 Whilst it is not possible to identify the exact amount of revenue funding the school will receive for the new SEND unit until such a point that the cohort of pupils who will attend the school have been identified (as funding is linked to individual pupils) an average cost of £20,000 per pupil can be used for comparative purposes. When compared to the average cost of placing a pupil in the independent sector of £56,778, the establishment of the proposed unit at Hunsbury Park

School can be considered to provide a cost avoidance benefit to the HNB of the DSG of £1,103,640 in its first year of operation and £1,839,400 thereafter.

6.4 A summary of responses received during the associated consultation on this proposal can be found in section 7.5 of this report. However, it should be noted that the overwhelming majority of consultation responses were in favour of this proposal.

6.4.1 It is for the reasons stated above that the WNC seeks to establish a new SEND unit at Hunsbury Park Primary School.

7 Implications (including financial implications)

7.2 Resources and Financial

7.2.1 The capital expenditure required for the planned tranche 1 works identified in section 5.13 of this report was approved by WNC's Cabinet in February/March 2022 at a total cost of £6.43m. As stated previously, all of the capital funding required for the tranche 1 works has (or will be provided) by the DfE via ring-fenced grant allocations. The planned works at Hunsbury Park Primary School will cost £1.1m.

7.2.2 The proposed scheme will provide a cost avoidance benefit to the HNB of the DSG as detailed in section 6.7 of this report. It will also provide the opportunity for any pupil that has been placed in an independent setting to return (via the EHC plan annual review process) which would further reduce the cost of the HNB of the DSG.

7.2.3 This proposal can be considered to be fully financed from both a capital and revenue perspective.

7.2.4 Hunsbury Park Primary School forms part of the Northampton PFI contract. Under the contract all capital construction works at a PFI school must be delivered via Amey, the contractor which manages the PFI contract. All necessary resources for the delivery of the planned construction works will be provided by Amey and WNC's PFI team and the scheme can be considered to be fully resourced.

7.3 Legal

7.3.1 The manner in which any LA can establish a new SEND unit at a maintained school is defined in the DfE guidance booklet, 'Making significant changes (prescribed alterations) to maintained schools' and prescribed in the 'The School Organisation (prescribed alterations to maintained schools) Regulations 2013'. The statutory process is provided in section 7.4 of this report. WNC will fully comply with the required statutory process.

7.4 Risk

7.4.1 There are significant risks attached to a decision not to proceed with this proposal at the current time, these risks would relate to WNC's ongoing ability to fulfil its statutory obligations of providing a sufficiency of SEND places and compromise its ability to allocate specialist school places to pupils in receipt of an EHC plan in a timely manner, from September 2022 onwards. It would also prevent the cost avoidance benefits to the HNB of the DSG identified in section 7.1.2 being realised.

7.5 Consultation

7.5.1 The consultation was carried out in line with DfE guidance as set out within the earlier report of 3 May (appendix a).

7.5.2 Details of the consultation and an opportunity to respond were sent to:

- The Governing Body of Hunsbury Park Primary School;
- Staff at Hunsbury Park Primary School;
- Parents of Hunsbury Park Primary School;
- Local schools;
- Local Academy Trusts;
- Local Councillors;
- The local MP;
- Local Diocesan Authorities;

7.5.3 There were 50 responses in total with the majority - 45 consultees, responding in agreement to the proposals. These respondents represented a mix of school staff, parents/guardians and local residents. Only two disagreed with the proposal citing traffic, location and ecological impact as their reasons. 2 stated 'don't know' to the proposal and one did not answer at all.

7.5.4 The full set of consultation responses were circulated to all Cabinet members prior to the Cabinet meeting of 12th July, in order that all opinions expressed by stakeholders were given full consideration prior to any decision being made on this proposal.

7.5.5

7.6 Consideration by Overview and Scrutiny

7.6.1 N/A

7.7 Climate Impact

7.7.1 The decision to issue a public notice of WNC's intent to establish a new SEND unit at Hunsbury Park Primary School and launch a four week period of consultation on the proposal has no related climate impact. Should the proposal be given approval to progress

7.8 Community Impact

6.1.1 The proposal to establish a SEND unit at the school will have a significant positive impact on the community by allowing the timely allocation of a specialist school place in the local area.

7.9 Communications

7.9.1 If the SEND unit at Hunsbury Park is approved, all communication will be handled by the WNC communications team. All results of the consultation will be relayed by the business intelligence team on the WNC website.

8 Background Papers

8.2 Please refer to Appendix A for the previous cabinet report of 3 May which provides more detail around the proposal.

WEST NORTHAMPTONSHIRE COUNCIL CABINET

TUESDAY 3RD MAY 2022

CLLR FIONA BAKER – MEMBER FOR FAMILIES AND EDUCATION

Report Title	Proposal to establish a 50 place Special Educational Needs & Disability (SEND) unit for pupils with a primary need of Autistic Spectrum Condition (ASC) at Hunsbury Park Primary School, Northampton
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Report Author	Chris Kiernan, interim Director of Children’s Services, Chris.Kiernan@westnorthants.gov.uk
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Contributors/Checkers/Approvers

West MO (for West and joint papers)	Catherine Whitehead	
West S151 (for West and joint papers)	Martin Henry	
Other Director/SME	Chris Kiernan	
Communications Lead/Head of Communications	Gavin Moore	

List of Appendices

None

1. Purpose of Report

- 1.1. The purpose of this report is to provide Cabinet Members with all relevant information to allow for a fully informed decision on this proposal to be made.

2. Executive Summary

- 2.1 This report provides details relating to the demand for SEND places and lack of available capacity within specialist settings in West Northamptonshire that is currently being experienced. The report provides details relating to the impact this situation is having on children and young people in receipt of an Education, Health & Care (EHC) Plan that reside in the area and the impact this has on WNC education budgets.
- 2.2 The report provides further details relating to the future demand for SEND places and that the current trend of increasing demand is forecast to continue in future academic years.
- 2.3 The report references WNC's plans to address the issues caused by the increasing demand for SEND places and the specific benefits that could be realised via the provision of a new SEND unit at Hunsbury Park Primary School.

3. Recommendations

- 3.1 It is recommended that the Cabinet/Committee:
 - a) Approve the publication of the statutory notice of its intent to establish a new, 50 place, SEND unit catering to pupils with a primary need of ASC, at Hunsbury Park Primary School.
 - b) Notes that following the publication of the statutory notice a four week period of consultation on this matter will commence.
 - c) Notes that a further, final decision will be required in July as to whether or not to establish the proposed SEND unit at Hunsbury Park Primary School.

4. Reason for Recommendations (NOTE: this section is mandatory and must be completed)

- The proposal will help ensure that the Council is able to fulfil its statutory obligation of providing a sufficiency of SEND places within West Northamptonshire.
- The proposal will provide an increased number of SEND places and will help ensure that children with additional needs are able to access education in a provision that is best placed to meet their individual needs.
- The proposal can be considered to benefit all West Northamptonshire primary schools as it will reduce the need for mainstream school settings to provide places to children with additional needs where that provision is not best placed to meet a child's additional needs.
- The recommended course of action is the most cost-effective and will reduce pressure on the High Needs Block (HNB) element of the Dedicated Schools Grant (DSG) via a reduction in the number of children being required to be placed in more expensive out of county and independent provisions to meet their individual needs.
- The Council and its customers will receive the maximum benefit from the option proposed.

5. Report Background

Current demand for specialist places within West Northamptonshire

- 5.1 All current specialist provisions located within West Northamptonshire have reached or exceeded their notional capacity figures i.e. the total number of children and young people that should be attending any given provision.

- 5.2 As a result of this, WNC has been forced to utilise out of county and independent specialist provisions to ensure that it has been able to fulfil its statutory obligation of providing a sufficiency of SEND places. However, demand has dictated that, with very limited exceptions, all capacity within the independent sector that are used by WNC has now been consumed.
- 5.3 The result of this increase in demand and almost total consumption of all available SEND capacity is as follows;
- A clear and immediate risk that WNC will be unable to fulfil its statutory obligations of providing a sufficiency of SEND places in the area.
 - That pupils are being forced to be maintained within an education setting that is not best placed to meet their individual needs (such as a mainstream school setting).
 - That pupils are unable to access an education setting in a timely manner and are without a school place.
- 5.4 The biggest individual drivers of the increased demand for places within a specialist setting are primary aged pupils with a primary need of Autistic Spectrum Condition (ASC) and secondary aged students with a primary need of Social, Emotional & Mental Health (SEMH).
- 5.5 Action is required to address the wider shortage of specialist places within West Northants and specifically to provide more specialist places that will cater for the needs and cohorts of pupils detailed above.
- 5.6 The placement of pupils and students with an EHC plan in an out of county or independent provision is more costly than placing a child or young person within a specialist provision in the LA maintained or academy sector and this situation is placing an increasing pressure on the High Needs Block (HNB) of the Dedicated Schools Grant (DSG).
- 5.7 The HNB of the DSG overspent by £2.5m in the 21/22 financial year and action is urgently required to address this particular issue and reduce spend against the HNB. The main method of doing this is via the provision of additional SEND places in the LA maintained and academy sector within West Northants that reduces the requirement to use places within the independent sector.
- 5.8 As of January 2020, WNC had been required to place 174 pupils in an independent specialist setting, this number of placements represents an annual pressure to the HNB of the DSG of £9.188m annually at an average cost of £56,778 per place.

Future demand for specialist places within West Northamptonshire

- 5.9 Pupil projection forecasts relating to the future demand for SEND places within West Northants indicate that the total number of pupils and students in receipt of an EHC Plan will increase by 521 pupils (25%) from 2,126 to 2,647 in the period between January 2020 and 2025.
- 5.10 The number of pupils in receipt of an EHC plan with a primary need of ASC is forecast to increase from 756 to 1055 pupils (299 pupils or 40%) in the same period. Pupils with a primary need of ASC will be the biggest drivers of future demand for specialist places in the period ending January 2025.

- 5.11 The provision of additional specialist places catering to pupils with a primary need of ASC will be essential in terms of WNC's future ability to fulfil its statutory obligations in respect of providing a sufficiency of SEND places within the area and to reducing pressure on the HNB of the DSG.

Future plans to provide additional specialist places

- 5.12 To address the current and future shortage of specialist places within West Northants, WNC has plans to deliver in excess of an additional 500 new SEND places across the area in the coming academic years.
- 5.13 WNC's 'SEND Sufficiency Strategy' can be divided into two distinct tranches. The first tranche aims to deliver up to 259 new SEND places by September 2023 and aims to address the current deficit of specialist places. The proposal to establish a 50 place SEND unit at Hunsbury Park Primary School, catering to pupils with a primary need of ASC, forms a key part of these tranche 1 works.
- 5.14 The tranche 1 works will consist of the establishment of SEND units attached to mainstream schools (such as this proposals) and extensions to existing special schools located within West Northants.
- 5.15 The planned tranche 2 works will be comprised of the delivery of a brand new, 250 place, all-through special school to serve West Northamptonshire. The aim is to deliver this new provision by September 2025 (or earlier if possible).
- 5.16 The capital funding required for the tranche 1 works will be provided entirely via capital grant allocations provided by the Department for Education (DfE) specifically for the purpose of creating new SEND places.

6. Issues and Choices

- 6.1 Do nothing: This option would result in the failure of WNC fulfilling its statutory obligation of providing a sufficiency of SEND places in West Northamptonshire. It would also result in the requirement to utilise places in increasingly distant and more expensive places within the independent sector, which would place a further strain on the HNB of the DSG. If WNC cannot demonstrate that it is able to manage its DSG allocation in a balanced position (or have plans to do so) this would result in intervention by the DfE. This option would have also prevented WNC from addressing issues relating to the timely provision of places in an appropriate setting for pupils in receipt of an EHC plan. This option was discounted for these reasons.
- 6.2 To provide the additional SEND places at another education setting: WNC officers have engaged in discussions with a significant number of area schools relating to the possible provision of additional SEND places. However, a number of important criteria must be considered and met before a setting can be considered suitable to provide SEND places;
- The setting/operator must have the relevant expertise or proven track record of delivering a successful SEND provision;

- The setting must be willing to provide places that would meet the type of need specified by WNC;
- The capital cost of the proposed scheme must be cost effective and meet value for money considerations;
- The school must be located in or close to the areas of highest demand for SEND places (to reduce home to school transport costs);
- It must be possible to deliver new capacity at the setting by September 2022 (ideally) or September 2023 (at the latest);
- The school must have the physical space available to accommodate an increased number of pupils on its site.

6.3 Whilst WNC is looking to provide additional SEND capacity at 12 other settings as part of the tranche 1 works, the criterion identified above are limiting factors and not all settings within West Northamptonshire are suitable to provide new SEND capacity in the timeframe it is required.

6.4 To provide the additional SEND capacity at Hunsbury Park Primary School: Hunsbury Park Primary School and WNC officers have worked collaboratively to develop plans to establish a new SEND unit at the school for a significant period of time and the school meets all of the criteria detailed above. The school already successfully operates a smaller SEND unit and its Senior Leadership contains significant experience of working within specialist settings.

6.5 The greatest amount of current and future demand for SEND places in West Northants arises from Northampton town, in which the school is located. Being located to the south of the town also means the school is more accessible than other existing provisions to residents of South Northants, which will reduce home to school travel times for any pupil residing in this area that may access the provision.

6.6 It is planned that an existing area of the school buildings will be remodelled and refurbished during the Summer of 2022 to provide up to 30 new SEND places from September 2022. The remaining 20 places will be provided via the provision of a brand new and purpose built modular building that will open from September 2023. The whole scheme is anticipated to cost £1.1m or £22,000 per place created. This 'per place' cost compares very favourably with industry benchmarks of up to £80,000 per place.

6.7 Whilst it is not possible to identify the exact amount of revenue funding the school will receive for the new SEND unit until such a point that the cohort of pupils who will attend the school have been identified (as funding is linked to individual pupils) an average cost of £20,000 per pupil can be used for comparative purposes. When compared to the average cost of placing a pupil in the independent sector of £56,778, the establishment of the proposed unit at Hunsbury Park Primary School can be considered to provide a cost avoidance benefit to the HNB of the DSG of £1,103,640 in its first year of operation and £1,839,400 thereafter.

6.8 It is for the reasons stated above that the WNC seeks to establish a new SEND unit at Hunsbury Park Primary School.

7. Implications (including financial implications)

7.1 Resources and Financial

- 7.1.1 The capital expenditure required for the planned tranche 1 works identified in section 5.13 of this report was approved by WNC's Cabinet in February/March 2022 at a total cost of £6.43m. As stated previously, all of the capital funding required for the tranche 1 works has (or will be provided) by the DfE via ring-fenced grant allocations. The planned works at Hunsbury Park Primary School will cost £1.1m.
- 7.1.2 The proposed scheme will provide a cost avoidance benefit to the HNB of the DSG as detailed in section 6.7 of this report. It will also provide the opportunity for any pupil that has been placed in an independent setting to return (via the EHC plan annual review process) which would further reduce the cost of the HNB of the DSG.
- 7.1.3 This proposal can be considered to be fully financed from both a capital and revenue perspective.
- 7.1.4 Hunsbury Park Primary School forms part of the Northampton PFI contract. Under the contract all capital construction works at a PFI school must be delivered via Amey, the contractor which manages the PFI contract. All necessary resources for the delivery of the planned construction works will be provided by Amey and WNC's PFI team and the scheme can be considered to be fully resourced.

7.2 Legal

- 7.2.1 The manner in which any LA can establish a new SEND unit at a maintained school is defined in the DfE guidance booklet, 'Making significant changes (prescribed alterations) to maintained schools' and prescribed in the 'The School Organisation (prescribed alterations to maintained schools) Regulations 2013'. The statutory process is provided in section 7.4 of this report. WNC will fully comply with the required statutory process.

7.3 Risk

- 7.3.1 There are no significant risks arising from the a decision to issue a public notice of WNC's intent to establish a new SEND unit at Hunsbury Park Primary School and to launch a four week period of consultation on the proposal.
- 7.3.2 A full exploration of the risks associated with the proposal will be provided in the report that is scheduled for July's Cabinet meeting for a final decision on this proposal, following the completion of the statutory consultation process.
- 7.3.3 There are significant risks attached to a decision not to proceed with this proposal at the current time, these risks would relate to WNC's ongoing ability to fulfil its statutory obligations of providing a sufficiency of SEND places and compromise its ability to allocate specialist school places to pupils in receipt of an EHC plan in a timely manner, from September 2022 onwards. It would also prevent the cost avoidance benefits to the HNB of the DSG identified in section 7.1.2 being realised.

7.4 Consultation

7.4.1 The statutory process that governs school organisational changes of this nature is prescribed in the 'The School Organisation (prescribed alterations to maintained schools) Regulations 2013'. This process and the dates on which various work streams associated with this proposal will be progressed/completed is provided below for reference.

Stage	Description	When/How?
1	Publication of statutory notice of intent to establish new SEND unit	Decision made at WNC Cabinet meeting on 3rd May 2022. Publication of statutory notice - 19th May 2022
2	Representation (formal consultation)	Statutory period of 4 weeks: 19th May - 16th June 2022
3	Decision	To be made at the WNC Cabinet meeting scheduled for 12th July 2022
4	Implementation	New SEND unit (partially) opens from 1st September 2022 (if approved)

7.4.2 Whilst the DfE guidance booklet 'Making significant changes (prescribed alterations) to maintained schools' does not specify a set of statutory consultees, WNC intends to consult with the following stakeholders;

- The Governing Body of Hunsbury Park Primary School;
- Staff at Hunsbury Park Primary School;
- Parents of Hunsbury Park Primary School;
- Local schools;
- Local Academy Trusts;
- Local Councillors;
- The local MP;
- Local Diocesan Authorities;
- Any other stakeholder as appropriate.

7.4.3 As required by the statutory process, a brief notice of how to access the full statutory notice and containing details of how to respond to the consultation on Thursday 19th May.

7.5 Consideration by Overview and Scrutiny

7.5.1 N/A

7.6 Climate Impact

7.6.1 The decision to issue a public notice of WNC's intent to establish a new SEND unit at Hunsbury Park Primary School and launch a four week period of consultation on the proposal has no related climate impact. Should the proposal be given approval to progress

7.7 Community Impact

7.7.1 The decision to issue a public notice of WNC's intent to establish a new SEND unit at Hunsbury Park Primary School and launch a four week period of consultation on the proposal does not have

a direct community impact. However, the wider proposal to establish a SEND unit at the school will have a significant positive impact on the community by allowing the timely allocation of a specialist school place in the local area.

7.8 Communications

7.8.1 N/A

8. Background Papers

8.1 Include a list of any background papers containing facts or matters on which the report or an important part of it is based, or are relied on to a material extent in preparing the report. This does need to include "published works" such as legislation, or confidential or exempt information. The public can access these background papers.



WEST NORTHAMPTONSHIRE COUNCIL

CABINET

12TH JULY 2022

**CABINET MEMBER RESPONSIBLE FOR HR & CORPORATE SERVICES:
COUNCILLOR MIKE HALLAM**

Report Title	Digital, Technology & Innovation Strategy 2022 - 2025
Report Author	Chris Wales, Chief Information Officer chris.wales@westnorthants.gov.uk

Contributors/Checkers/Approvers

West MO	Catherine Whitehead	29 th June 2022
West S151	Martin Henry	29 th June 2022
Other Director/SME	Sarah Reed	29 th June 2022
Communications Lead/Head of Communications	Becky Hutson	29 th June 2022

List of Appendices

Appendix A – DTI Strategy

1. Purpose of Report

- 1.1. This report sets out the final Digital, Technology & Innovation (DTI) Strategy for West Northamptonshire Council, for the period 2022-2025.

2. Executive Summary

- 2.1 Our DTI Strategy has been developed to realise a vision of West Northamptonshire Council as a leader amount local authorities in the use of technology to deliver transformed public services:

serving residents, businesses, and council staff by giving them the tools, support and information they need to thrive.

- 2.2 To ensure we continue to meet the needs and expectations of our residents, we must continue to offer a greater range of public services at ever-higher quality, whilst using our resources as efficiently and effectively as we can and doing so in a timely manner. We see technology as a key to achieving this, and our strategy lays out how we will employ it to do so.

3. Recommendations

- 3.1 It is recommended that Cabinet approves the Digital, Technology & Innovation Strategy 2022-2025 and supports its implementation across the Council.

4. Reason for Recommendations

- 4.1 The Strategy allows us to align the use of technology and digital with the wider Council vision and priorities, including our Corporate Plan.
- 4.2 Adopting the Strategy ensures that we have a clear mandate and objectives with which to commission projects and programmes of work that deliver organisational transformation through technology. It also gives us a clear a framework within which we can design our internal digital, technology and innovation capabilities to meet those objectives.

5. Report Background

- 5.1 As a newly established unitary council, we need to set a clear strategy for the use of technology that both consolidates what we have inherited from our predecessor councils and ensures that we invest our efforts and resources in the right systems, tools and methods to fulfil our Corporate Plan and better meet the needs of our residents.
- 5.2 The Council has inherited four separate sets of systems from its predecessor authorities. Whilst these continue to serve our staff and customers post-Vesting Day, they also entrench divisions in the way our staff work and serve our customers, as well as increase our management overheads.
- 5.3 Much of the technology we have inherited reflects design choices made at the time – in some cases, many years previously. Consequently, many of our systems and technologies are not in line with modern standards in infrastructure, interoperability, user design, security and architecture. These increase running costs and inhibits our capacity to react more flexibly to the needs of our residents as they evolve.
- 5.4 Following the Health and Care Act (2022), the Council is required to support the creation and development of an Integrated Care System within Northamptonshire. This includes building links between our systems and those of other partner public sector organisations.

6. Issues and Choices

- 6.1 We must consolidate our inherited estate of separate systems into singular WNC systems that allow our staff to work as united WNC teams. This will reduce the overhead of managing multiple systems.

processes and make sure that customers are treated equally, no matter what part of West Northamptonshire they hail from.

- 6.2 To use the Council's resources effectively and empower staff and customers to achieve their desired outcomes quickly and easily, we need to conduct a programme of modernisation that puts our systems in line with modern standards in infrastructure, interoperability, user design, security and architecture.
- 6.3 We recognise that technology is a significant component in delivering our corporate priorities (as per our Corporate Plan) and that it is critical to robust resource management and to continually achieving our residents aims within our means. The Strategy lays out how it can contribute to others, most notably in helping the Council meet its Net Zero commitment to be carbon neutral by 2030.
- 6.4 Digital skills and literacy are a key component of the government's Levelling Up agenda, as recognised in its Digital Skills Partnership initiative. In building a thriving and inclusive economy for Northamptonshire, we recognise that the Council is a key player that can act as a sponsor and facilitator of combined efforts by the public sector, private sector, academics, volunteers, and others in the area to improve skill levels, offer training and employment opportunities and attract investment and businesses.

7. Implications (including financial implications)

7.1 Resources and Financial

Following the adoption of the strategy, we will devise a supporting roadmap of programmes, projects and activities to meet its objectives. Any additional funding required would be subject to approval at either a future Cabinet meeting once costed, or as a part of the Council's annual budget-setting process.

7.2 Legal

Various projects arising from this strategy may require procurement activity, and necessitate compliance with other legislation (e.g. data protection legislation). We will consult with the Legal team on any such work arising.

7.3 Risk

There are no significant risks arising from the proposed recommendations in this report. Any individual projects arising will have individual risk assessments conducted as part of our governance processes. Overall, the strategy contributes to the reduction of several risks on our corporate risk register by helping the Council to deliver efficient, robust services,

7.4 Consultation

No statutory consultation is required; however, engagement and consultation has been undertaken with directors, cabinet members and internal staff in the development of this strategy.

7.5 Consideration by Overview and Scrutiny

The finalised Digital, Technology & Innovation Strategy will go to the Overview and Scrutiny Committee to allow for challenge and comment on the 65 key activities.

7.6 Climate Impact

The strategy will have positive impact on our climate commitments: supporting hybrid working and reducing staff transport; evaluating our technology choices explicitly against their carbon impact; and evaluating new Smart City technologies that improve traffic routing and thus reduce vehicle emissions and support the Council in making fewer vehicle journeys while using cleaner vehicles.

7.7 Community Impact

The strategy will position WNC to work explicitly in partnership with the community for the first time on matters of technology and innovation, to the benefit of all our residents. It further embeds our commitment to supporting digital skills and digital literacy and offering direct training and support for residents in some cases; and working with the community to support these initiatives in others.

7.8 Communications

Upon adoption of the strategy, we will conduct an internal campaign to ensure that all staff and council services fully understand the opportunities and impact of the strategy upon them and understand how to support it and contribute to the roadmap of projects that will support the initiatives listed.

8. Background Papers

Appendix A – DTI Strategy



West
Northamptonshire
Council

Fresh Start

Bright Future

**Digital,
Technology &
Innovation
Strategy
2022–2025**



What does our motto, “fresh start, bright future” really mean?



Twenty years ago, you would have been hard pressed to find “climate change”, “mental health” or “broadband roll-out” among any council’s priorities. Back in 2002, less than half of UK households had an internet connection; social media and smartphones did not exist; and Netflix’s main business was mailing DVDs to people’s homes. During this time, the digital revolution has changed technology from being a novelty to being an integral part of how we work, communicate and even how we think about the world. In the last twenty years, technology has fundamentally changed our expectations of what is possible.

So when we think about a bright future for West Northamptonshire, we’re forced to ask: what will the world look like in five years, let alone twenty? What will the council’s priorities be, and how will we use the fresh start of a new council to meet them whilst still meeting all of today’s commitments?

Our Digital, Technology & Innovation Strategy is our answer to that question: how we achieve more, deliver for less, and do so at an ever-faster rate.

Making our services digital means enabling people to use intuitive services that are easy to use, available any time, and using automation so that staff can spend more time helping residents with the really complex problems. How do we remove barriers for people to engage with us? How do we make our services available out of business hours, reduce the filling out of complex forms, and make key information available at the swipe of a phone or a question to smart speaker? Above all, we know that time is critical when accessing council services: quicker housing applications, quicker social care interventions, quicker repairs to infrastructure all impact people’s lives. Critical to building a bright

council of the future is how we use technology to speed up our processes: from weeks to days, days to hours, hours to minutes.

We intend to use our fresh start to push the boundaries of innovation in West Northamptonshire. In recent years, our area has seen the rollout of superfast broadband, trials of e-scooters and the use of robots to deliver groceries to residents. Our strategy sets out our plan to build an Innovation Hub to bring together businesses, academics, residents and others to build on this work and make Northamptonshire a trailblazer in testing new technology. To meet that bright future, we know that we must not only meet the challenges of today, but continually innovate and back developments that ensure we keep pace with an evolving world.

Finally, we must get the basics of our technology right. Whether equipping our staff with the right tools, unifying our inherited systems, or building robust cyber security defences to protect our data and services, we can only succeed in our journey if we build solid foundations first.

The creation of our new council is an opportunity for a fresh approach and a fresh start for West Northamptonshire. We see technology as the engine that helps power forward our services to meet our residents’ needs and build that bright future, and this strategy lays out our plan to do just that.

Anna Earnshaw
Chief Executive

Councillor Mike Hallam
Cabinet Member Human Resources
and Corporate Services

Our Digital, Technology & Innovation Strategy: An Overview

Where we are today

We are a newly formed local authority that is ambitious for Northamptonshire, its residents and businesses, and for what we can achieve as a council to support that.

We inherited the technology, systems and practices of four predecessor councils. There are elements of best practice here, but substantial areas that require significant modernisation and investment to meet both the needs of today and the evolving needs the council is likely to have to meet in the future.

Whilst we must improve our internal technology basics, we must move upwards and outwards: putting a greater focus on using technology to redesign council services, and making innovation a key focus of our efforts.

What we're going to do

We intend to get closer to our customers, whether internal or external: collaborating and co-designing services, harnessing both internal expertise as well as partnering with communities, experts, volunteers, academics and businesses to better use technology to improve what we do. We will focus on need and outcomes above all. Ultimately we intend to make West Northamptonshire a smart, digitally inclusive place served by a council that uses technology to deliver efficient, effective services.

What to expect in this document

- Our vision: how we imagine things to be at the end of three years if we are successful.
- Our mission: what we think our Digital, Technology & Innovation Strategy will do to achieve this vision.
- Our strategic goals: simple measures which, along with overall corporate priorities as a council, should be used to measure our success and which every initiative should directly support.
- Our three key themes: how we've broken down our strategy into three overriding areas of focus. Overall, these contain:
 - 12 initiatives that are our major areas of focus.
 - 65 activities, specific elements that break down how we will deliver these initiatives.



Current state of our technology: in numbers

We employ **192** people in technology. Of those:

54

support shared technologies in use across West Northants, North Northants, Milton Keynes and Cambridgeshire County councils.

The equivalent of:

34

support services for North Northants, inherited from the former county council

22

support services for the Northamptonshire Children's Trust

72

directly support West Northamptonshire Council's needs and those of the organisations we support (including Northamptonshire Partnership Homes and the Northampton Leisure Trust)

**12 years,
7 months**

The average **service length** of our staff

Our **longest-serving** staff member will celebrate **40 years** with us in 2022



15 staff members have joined the council since **WNC was created**.

We support:

650+

databases

>2,000,000

GB of data

>800

systems

- **2,000 invoices** across over 500 contracts for services that we buy in from 274 suppliers.
- **Internet access** for over **130 sites**, with a bandwidth of over 46,000 Mbps
- **Over 15,000 physical** network access points and **393 wireless** access points

Last year, our support teams handled **79,943** support tickets from over **116** locations.

In an average month, our online security is tested **12,500** times.

Our 6 priorities

Green and Clean

Environment & Wellbeing

1

- Carbon neutral by 2030
- Climate summit in first few months
- Increased wildlife species & more trees
- Increased electric charging & energy efficiency
- Vibrant towns & villages
- High quality parks
- Accessible green space for all

Improved Life Chances

Health, Social Care & Families

2

- Healthy, safe and protected Children
- Increased aspirations in young people
- Investment in new schools & provision
- Adults supported to live independently
- Care provided for those that need it
- Reduced hospital stays and delays
- Joined up and local services with health
- Safe and secure accommodation for all

Connected Communities

Transport & Connectivity

3

- Improved road, rail and bus networks
- Completion of major roads projects
- Improved road quality
- Increased use of electric vehicles & charging points
- Enhanced broadband and mobile connectivity

Thriving Villages & Towns

Place shaping & Homes

4

- Regeneration of our core town centres
- Safer communities with less anti social behaviour
- Flourishing and supported small business
- Sustainable planning for growth
- Increased affordable housing & Council homes
- Raised standards of privately rented homes

Economic Development

Growth & Prosperity

5

- Published west strategic infrastructure plan
- Framework for long term economic growth
- Increased inward investment
- Building on our rich heritage
- Increased visitors to our attractions
- Infrastructure benefits and investment through our role in regional forums and plans

Robust Resource Management

Transparency & financial probity

6

- Council tax rises capped at £99 a year
- Stable finances and rainy day reserves
- Robust scrutiny of spending
- Open and transparent decision making
- Financial prudence underpinning long term decisions and plans
- Optimised debt management

Our vision for DTI

West Northamptonshire is a leader among councils in the use of technology, digital and innovation: harnessing imaginative ideas and new developments to deliver transformed public services that give both customers and staff the support, tools and information they need to thrive.

Our Extended Vision

We continually tailor services to meet individual needs, using data and experience to rapidly refine and redesign our offer, and constantly improve the speed and efficiency of our delivery.

We co-produce and co-design our services in partnership with the people we serve, using our collective wisdom to make West Northamptonshire a digitally inclusive place in which council services can be accessed easily and conveniently by all.

Our mission to empower the Council and its customers

Our digital, technology and innovation strategy will be the engine which empowers the council and its customers to **achieve more, for less, ever more quickly**, fulfilling our vision in keeping with our six corporate priorities.

Achieving more means that we can leverage technology to support ever more customers and requests, offering new services as needed; so that customers can access all of the services and information they need from any location, at any time.

Doing this **for less** means that by harnessing technology, the cost and effort of delivering our services should fall on a like-for-like basis, making the council more and more productive and freeing up resources for use elsewhere.

Ever more quickly means that we will continue to find ways of speeding up internal delivery, getting the right answers and support to our customers as close to the point of need as possible.

Strategic goals

To fulfil our mission to be that engine of delivery and realise our vision for West Northamptonshire as a national leader in the use of technology as a council, we've set five strategic goals that our strategy must meet. These show the values we must embody in how we achieve our mission.

Every initiative in our strategy must support at least one of these goals (labelled A to E, and specific to this strategy) as well as at least one of our overall corporate priorities (numbered 1 to 6, reflecting the council's overriding goals), and you will see these referenced throughout this document.

#	Goal	What this means
A	We empower people to thrive	We improve lives: internally, by building an inclusive culture in which staff are empowered, upskilled and supported; externally, by matching technology with a relentless focus on customer needs and outcomes, and driving measurable improvements in our services.
B	We deliver best value	We drive the council's productivity, investing in processes and systems that deliver the best outcomes for customers. We minimise waste, duplication and maximise our use of automation: getting computers to do the jobs they can do well, so we can free up people to do the jobs that people do best.
C	We deliver ever quicker	All our services are time-sensitive: whether providing support for the most vulnerable in society, supporting the local economy or contributing to the fight against climate change. We will use technology to speed up our processes, providing ever-more timely support and services.
D	We are easy to work with	Only by fusing our knowledge of technology with the deep knowledge and experience of our customers can we devise the best solutions. We will model excellent customer service: taking ownership of problems, becoming more and more accessible and communicating clearly, simply and respectfully.
E	We are innovators	We will constantly review, explore and experiment with new developments in technology, taking the best ideas from these to ensure that we are designing services that are fit for a council of the future. We will partner with residents, business, academics and volunteer organisations to drive the adoption of new technologies that directly benefit Northamptonshire.

Our key themes: breaking down the plan



Digital: transforming and creating services that empower people

Transforming an organisation the size of West Northamptonshire Council with technology is no small task: it will involve dozens of activities and hundreds of projects that collectively ensure we meet our strategic goals and thus our vision for the council.

To make sense of this, we've broken plans down into three key themes: **Technology**, **Digital** and **Innovation**.



Technology: building strong foundations

In the context of our strategy, the Technology theme is about creating solid foundations on which we can build digital services and a council fit for the future. It describes the necessary components, infrastructure and practices that allow us to work efficiently and securely, and which give us the flexibility to meet future needs more quickly as they arise. Our key initiatives are:

- Provide the right tools for the right job
- Modernise our infrastructure
- Consolidate our systems
- Fortify our cyber security defences

The Digital theme is all about rethinking service provision, using a simple question: if we were designing this service from scratch with today's tools and technologies, what would it look like? Essential to this theme is understanding people as much as the technology landscape. It covers how we interact with customers, how we co-design services with them, and how we design in as much control and flexibility to suit their needs as we can. Our key initiatives are:

- Design services first and foremost for customers
- Build digital services
- Increase digital literacy
- Reduce paper by 50%
- Deliver an integrated care system



Innovation: designing for the future of West Northamptonshire

Our Innovation theme is about scanning the horizon for new ideas and opportunities that prepare both the council and the area for what it might need in the future. Given the time it takes to find, test, and embed new ideas – how can we start that process now so that we stay up-to-date? How do we find new technologies that genuinely benefit the council? And most importantly – how do we partner with other local advocates as a community, to drive innovative ideas that don't just improve council services, but directly benefit the residents of West Northamptonshire? Our key initiatives are:

- Become a data-driven organisation
- Create an innovation hub
- Invest in Smart City technology

Technology as a solid foundation on which to build



1. Provide the right tools for the right job

Our staff are the backbone of our services. If we're going to deliver better digital services that fulfil our vision, we need to equip them with tools that are well-designed customised to their needs, and support them to be productive and engaged.

We will:

Fully refresh all staff computing devices across West Northamptonshire, ensuring that all of our staff have fast modern computers that allow them to work from anywhere. We'll gather data and user insight to tailor the equipment to best serve each individual and each role, maximising personal productivity. We'll also make sure that our offices contain supporting equipment (screens, cameras, etc) that work with any computer.

Fulfil: **6** **A** **B**

Make sure that all our key business systems are securely accessible to staff, no matter where they are working from. Hybrid working is here to stay, and we must ensure that staff can contribute fully and equally no matter their current location.

Fulfil: **1** **A** **B** **D**

Replace our telephony, network and contact centre systems with a modern cloud-hosted systems that allow our staff to work from anywhere, and facilitate them working across geographies as virtual teams. We will ensure that our communications tools – whether web, phone or mobile – seamlessly interact, and that we harness the best of modern customer management tools (AI, bots, intelligent routing) to help solve customer queries at the earliest point.

Fulfil: **6** **A** **B**

Introduce fully provisioned technology services for guests at all of our office locations. We often work with partners to deliver our services and every visitor will have seamless access to secure guest wi-fi, conferencing facilities and other services to support their work.

Fulfil: **6** **A** **B** **D**

Modernise our on-premise meeting rooms to ensure that council staff and visitors alike can quickly and easily connect to meetings, presentation tools and AV equipment without needing additional support. The experience of staff in virtual calls should be smooth and identical regardless of whether they attend from our offices or other locations.

Fulfil: **6** **A** **B** **C** **D**

For customers, this means:

- Staff will be able to serve your needs quicker, as they'll have access to fast equipment to retrieve information.
- Your call waiting time will reduce in peak times, as we'll have more staff available to answer calls when as our phone systems become interchangeable.
- You'll get access to a wider array of self-support tools on our website that help you get the answers you need quicker.

For staff, this means:

- You'll have faster computers that are easier to use, portable, and allow you to plug into any office desk or work remotely.
- You'll benefit from simpler, easy-to-use meeting room equipment.
- Our systems will be available to you irrespective of location.
- Visitors can work easily in our offices, speeding up their collaboration with you.

Technology as a solid foundation on which to build



2. Modernise our infrastructure

A building is only as good as its foundations. To build digital council services that deliver on our vision, the underlying infrastructure must be flexible, scalable, secure and easily deployable to meet the challenge. We must set the right design principles to ensure that every piece of infrastructure supports these aims.

We will:

Pursue a **Cloud First agenda**, in line with UK Government best practice since 2013, ensuring that we can provision computer capabilities automatically and on demand for new services or increased traffic. We will conduct a strategic review of our entire technology estate to consolidate our hardware, remove waste/duplication and take full advantage of the benefits of Cloud technologies wherever appropriate and possible.

Fulfil:

6

B

C

Help to meet our **Net Zero commitments by 2030** by measuring the carbon footprint of our infrastructure and actively reducing and offsetting it via our procurement choices.

Fulfil:

1

B

E

Prioritise **software-as-a-service (SaaS) solutions** in our system choices, reducing the administrative burden of maintaining our systems. We will set clear principles that prioritise buy-over-build in our software choices, and review the total cost of ownership (TCO) to factor in administrative overheads in staff time that can be better spent elsewhere, when there is no clear need to manage the hardware on which systems sit.

Fulfil:

6

B

C

Embrace **microservices and serverless architecture** to allow us to build small, efficient and flexible applications that solve business problems in a future-proofed and maintainable way, where off-the-shelf software does not fully deliver on our needs. This approach will also help us integrate systems together, and by owning the integration tier ourselves, we will be able to drive higher business value.

Fulfil:

6

B

C

D

E

For customers, this means:

- You can be confident that we are spending your money wisely: ensuring that we make cost-effective choices in our hardware and software; and spending less and effort on the basics.
- Technology will help meet our Net Zero obligations.
- Over time, you'll get a more joined-up service (so less repeating information or forms).

For staff, this means:

- You'll use newer software that stays up to date when we replace systems.
- We'll be able to create tools that solve smaller problems, and don't need lengthy procurements
- Over time, we'll see a more joined up view of the customer: how our full relationship looks with them, rather than segmented by service/system.

Technology as a solid foundation on which to build



3. Consolidate our systems

As a new authority, we have inherited the combined systems of four previous authorities. We must consolidate our overall systems estate: ensuring that staff work as united WNC teams, reducing the overhead of managing multiple processes and making sure that customers are treated equally, no matter what part of West Northamptonshire they hail from.

We will:

Establish an **architecture function** that creates a full blueprint for our systems, ensuring that new projects adhere to good principles and that systems and projects are commissioned into a planned future vision. We will set clear principles that all new systems must adhere to, which ensure that they are compatible with each other and our overall vision.

Fulfil:



Reduce our existing **800 systems by 30%** over the next three years to reduce complexity, duplication and wasted time and effort faced by staff. We can increase the council's efficiency and reduce costs, contract and supplier management, and procurement activity by ensuring that different council areas with similar needs reuse the same systems, rather than separate ones.

Fulfil:



Begin a programme to **integrate key systems**, ensuring they exchange data and allow us to progressively build up a single view of the customer; reducing staff management time and the numbers of logins or re-entry of data customers and staff must deal with. We will aim for a "tell us once" set of systems that do not re-quiz customers for the same data repeatedly.

Fulfil:



Implement a **single-sign-on (SSO) system** that ensures all new applications and compatible existing systems only ever require one set of login details.

Fulfil:



Build a **complete application portfolio** that holds data on all our systems, allowing us to manage their lifecycle and ensure they remain up-to-date and fit for purpose.

Fulfil:



For customers, this means:

- You'll get asked less over time to submit your information again and again by different council services.
- Customer service agents and other council staff will be able to see your full relationship with the authority where appropriate, helping them to tailor answer to more complex needs.
- You can be assured that the council is reducing its administrative overhead to maximise its spend on service provision.

For staff, this means:

- Over time, you'll need fewer login details – eventually, just one set to gain access to all council systems.
- You'll interact with fewer systems to achieve the same job; where there are multiple, we'll be increasing their ability to talk to each other and share data, saving you time.
- There'll be clear published guidelines for commissioning new systems, to ensure that we successfully implement robust software that is well-tailored to our needs.
- We'll better police our systems to ensure they don't fall out-of-date and we have time to consider changes ahead of renewals.



4. Fortify our cyber security defences

Against a landscape of ever-increasing cyber threats to infrastructure, services and personal data, we will ensure that our protections are continually enhanced and that we maintain vigilance as guardians of public information and deliverers of vital services.

We will:

Attain **CyberEssentials+ and ISO27001 certification** to bolster our security credentials and rigorously test our defences. It is right that we benchmark our capabilities against rigorous standards.

Fulfil: **6 B**

Implement multi-factor authentication is required in all newly commissioned systems, and update compatible existing systems to require it. A single password should never be enough information to access confidential data.

Fulfil: **6 B**

Conduct rigorous audits and tests, including a full disaster recovery rehearsal every year to ensure we can restore council services quickly in the event of their failure, and thorough penetration testing to probe our own defences for weaknesses we can address.

Fulfil: **6 B**

Conduct a **strategic review of our cyber security readiness**, growing our team's capabilities to meet the challenges and commissioning new services and tools to meet the outcome of our findings.

Fulfil: **6 B**

Invest in XDR technology to **automatically shut down attacks-in-progress**, moving beyond detection and manual response to a state where we can stop attackers in real-time.

Fulfil: **6 B E**

Commit to ensuring, where within our control, that **all servers and computers are patched within 14 days** of a security update being released.

Fulfil: **6 B**

Regularly **train our staff using creative tools and techniques** that go beyond annual reading or basic learning, and instead embed good security habits. In any system, people can be either the weakest link or the greatest defence, so we will ensure that West Northamptonshire leads in good practice rather than being a cautionary tale.

Fulfil: **6 A D E**

For customers, this means:

- You can be reassured that we are incorporating leading industry practices to secure your confidential information, and that we are resilient against cyber attacks that aim to disrupt or stop the provision or key services.

For staff, this means:

- You can expect to be trained to a good standard of practice in cyber awareness and skills, and feel prepared to spot and respond to attempts to compromise our data and services.
- You can be confident that a compromised password will not be enough to allow someone to abuse your access privileges.



5. Design services first and foremost for customers

Digital tools and systems are only effective when they are rigorously designed and tested against actual customer needs, and in partnership with customers wherever possible. We will adopt standards and practices that ensure the council builds and provides services that work for the people using them.

We will:

Set **self-service as a principle in all our systems**: that is, that users should be able to achieve their goals when interacting with us, without requiring training or needing direct assistance from another person, wherever possible. We will continually rethink our services to look for ways to make this possible.

Fulfil: **1** **6** **A** **B** **C** **D**

Build a **User Experience (UX) function** which tests all our system designs against real customer needs and experiences, and designs improved versions. By immersing ourselves in context and then designing and testing prototypes and user interface with customers, we can determine where the real problems are and continually improve our systems. This will uplift the quality of the digital experiences we provide both staff and customers, regardless of ability or confidence in using tech.

Fulfil: **6** **A** **D** **E**

Implement **multiple channels for customer engagement** so that people can connect with us in the way they choose, whether this be the web, SMS, WhatsApp, WNC applications or a traditional telephone call. We will use tools that are already a part of people's daily lives, to create a flexible and seamless user experience.

Fulfil: **6** **A** **D** **E**

Follow the Government Digital Service (GDS) [Design Principles](#) and [Service Manual](#), making sure we implement best practice standards to design and build digital services for user need.

Fulfil: **6** **A** **B** **D**

Uphold our commitment to the [Local Digital Declaration](#), a UK government-led initiative that commits councils to using the best of digital tools and practices.

Fulfil: **6** **A** **B** **D**

For customers, this means:

- You should be able to achieve most of your goals online and without intervention at a time and place to suit you, but we'll always make staff available if you need or prefer to speak to somebody.
- We'll increasingly interact with you where you want to: on social media, via WhatsApp but also via more traditional methods.
- We will keep investing in system designs to make them ever-simpler to use, using real-world experiences of our customers to guide their development.

For staff, this means:

- Internally, you can expect the same commitment to improving system designs as our customers can: we will use research, your own experiences and feedback and digital methods to simplify the tools you use, and help you get more done easier and quicker.



6. Build digital services

We intend to make our services maximally available over digital: that is, that customers should be able to access as many council services online as possible, at any time and from any location, and without staff intervention wherever possible. As part of this, we'll adopt principles that allow us to build new services and features faster and more reliably.

We will:

Build a **unified customer portal on our website**, giving personalised access to customer data, tools, documents and information and allowing users to manage their council services.

Fulfil: **6** **A** **D**

Create a **public digital services roadmap** which sets out our plans for making more and more council services available digitally over time. We will work service-by-service to expand the range of interactions, choices and information customer can access, and publish our timelines for implementing these.

Fulfil: **6** **A** **D**

Create a **West Northamptonshire app**, giving customers the ability to get key information, access council services and receive notifications directly from their mobile phone without having to visit a website.

Fulfil: **3** **6** **A** **B** **C** **D**

Invest in low code tools so we can give non-technical staff the ability to help build new services. Giving our individual service areas the power to do more of their own system creation frees up technical capacity to accelerate our digital programme.

Fulfil: **6** **A** **B** **C** **D** **E**

Move our main websites to an editorial model, whereby we grant individual services the power to expand and update their own information on the website. Ensuring all areas can submit their content directly speeds up the time to get it content

online, making us a quality control check and not gatekeepers.

Fulfil: **6** **A** **B** **C** **D**

We will **embrace prototyping and fast failure**. This means testing concepts, prototypes and pilots in rapid time (2-4 weeks), allowing us to make sure we 'fail fast', continuously learn and course correct to build better solutions, saving valuable time and money by solving the right problem for the user instead of committing to lengthy projects that don't deliver in practice what they did in theory.

Fulfil: **6** **A** **B** **C**

Adopt a code re-use strategy, meaning that we first adopt services build and tested successfully rather than create our own, where possible. Where we do build our own, we will be strategic and look to make reusable components (i.e. applications, transactions, bookings that can be used across more than one service.

Fulfil: **6** **B** **C**

For customers, this means:

- You'll be able to access more and more services online with a single login: submit applications, track progress, arrange services and other help.
- We'll have a single app that you can use to access our services natively on your smartphone.
- You can see what's coming next in our plans, and know when to expect new features.

For staff, this means:

- You'll see fewer requests for routine help as our website handles more of these.
- You'll have greater control over the information on your service held on our public websites.
- You'll get abilities over time to amend or create simple online customer tools, reducing the need to ask our DTI teams to build or change them.



7. Increase digital literacy

We want our systems and tools to benefit all staff and customers, no matter where they are or what their experience, ability and confidence levels are. Beyond this, we want to raise the bar for digital literacy in the council and our communities, so that people have further skills, opportunities and autonomy in an increasingly digital world.

We will:

Establish an internal technology training function to bridge the learning gap with existing systems and tools internal training, upskilling staff with the skills they need to operate the public services of both today and the future.

Fulfil: **6** **A** **D**

Create a technology change champions network within the council to spread good practice and empower staff in different services to learn directly from peers, and provide opportunities to involve our staff directly in digital rollouts.

Fulfil: **6** **A** **D**

Implement digital onboarding tools for new tools and systems, supporting good practice and helping new users adopt tools more easily by walking them through key changes and features.

Fulfil: **6** **A** **D**

Create a Northamptonshire equivalent to the UK's Digital Skills Partnerships programme, bringing together public, private and charity sector organisations to increase the digital capability of individuals and organisations in the county.

Fulfil: **5** **A** **E**

Launch a formal technology apprentice programme, offering opportunities to both staff and residents to work within our technology service and develop technology career options and valuable skillsets.

Fulfil: **2** **5** **A**

Develop digital literacy programmes in partnership with the community: working with community groups, businesses and the public to put on digital events, workshops, and online content; providing thought leadership, collaboration, support and transparency in the digital space.

Fulfil: **2** **5** **A**

For customers, this means:

- You'll see initiatives within Northamptonshire that offer you the opportunity to improve your digital skills and literacy, applicable to your work and personal life.
- You'll have the opportunity to work in partnership with the council and other groups to directly shape digital programmes that benefit the community.
- Local residents will see more apprenticeship opportunities with the council in technology work.
- New council systems will be easier to use and feature in-built training to help you get started.

For staff, this means:

- Formal training courses and opportunities to help support your use of systems and tools will be available.
- New council systems will be easier to use and feature in-built training to help you get started.
- You'll get opportunities to advance your own skills and lead technology change in your area by becoming a change champion.



8. Reduce paper by 50%

Reliance on paper forms slows down service delivery, breaks the principle of being able to access services “anywhere, at any time” and impacts our Net Zero by 2030 pledge. We will drive a “go paperless” strategy and use technology to create a more flexible, carbon-friendly service that cuts down the time and effort required to deliver vital services to the public.

We will:

Reduce the number of paper forms required by our services by 50% overall, identifying quicker and more intuitive digital ways of capturing customer information and re-using previously submitted data.

Fulfils: **1** **6** **A** **B** **C** **D**

Create a “Tell Us Once” programme to identify and reduce the number of times customers need to submit their details and information to us, and re-use this wherever it is safe and legal to do so.

Fulfils: **1** **6** **A** **B** **C** **D**

Introduce e-signatures as standard for both internal governance and administration, and when dealing with customers: remove the need for physical signed paperwork wherever and whenever it is safe and legal to do so, and so speed up our processes.

Fulfils: **1** **6** **A** **B** **C** **D** **E**

Introduce tools to replace Word documents, Excel spreadsheets, non-interactive PDFs and other “pseudo-paper” with truly interactive forms and systems that make exchanging data easy and secure, and empowering our council staff to create their own new processes and data capture points in a truly digital way without needing to resort to manual forms. We will further ensure that content is held in a reusable digital format where possible, steering away from PDFs and other less accessible formats where possible.

Fulfils: **6** **A** **B** **C** **D**

Implement digital identity check solutions as standard such as photo recognition software to check identity, dramatically reducing the amount of scanning, printing, postage and receipts for supporting documentation.

Fulfils: **1** **6** **A** **B** **C** **D** **E**

Create a single electronic document management system (EDMS) across the council, ensuring our internal documentation is well-organised, secured, backed up and available to staff from all work locations.

Fulfils: **6** **A** **B** **C**

For customers, this means:

- You’ll increasingly be able to get information and applications straight to us digitally, rather than having to print, scan and post forms if you prefer.
- You’ll get asked less and less over time to resubmit information you’ve already shared with us.
- Content on our website will be easier to search and find on the whole.
- The overall time taken from the moment you apply for services to when they are delivered will reduce.

For staff, this means:

- You’ll have most customer data in a single place digitally, with less manually scanning or copying to transfer paper or emails into systems.
- It will be quicker and easier for you to sign and fill out needed forms, and to receive input and signatures from other staff members.
- It will be easier for you to find and store key council documentation.



9. Deliver an integrated care system

As a key partner in the creation of the Northamptonshire Integrated Care System, we will work collaboratively with our other local partners in health and local government to realise the vision of delivering joined-up health, social care and other services that improve the lives of people in our area.

We will:

Empower our population and workforce with access to digital solutions that are inclusive, high-quality, and integrated to revolutionise overall health, wellbeing and care.

Fulfil: **2** **6** **A** **B** **C** **D**

Provide our workforce and population with the tools to proactively prevent and manage ill health, harnessing shared data sets and user-focussed tools that are shared across the integrated system to deal with health issues at the earliest possible opportunity.

Fulfil: **2** **6** **A** **B** **C** **D** **E**

Use digital tools to create a seamless and collaborative health and care experience for patients, so that patients and their carers can manage the full range of local services and interactions needed to support their health and care needs.

Fulfil: **2** **6** **A** **C** **D** **E**

Harness shared data to provide insights into the best ways to improve health and care outcomes, using the benefits of Big Data to uncover new strategies and tactics to improve overall health in the population, and redesign health and care pathways to improve outcomes.

Fulfil: **2** **6** **A** **B** **C** **E**

Provide our skills, experience and leadership to the ICS, working constructively with partner organisations to pool our resources, knowledge and know-how to ensure that ICS initiatives succeed in their objectives.

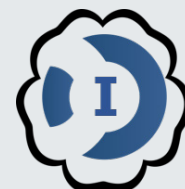
Fulfil: **2** **6** **A** **D**

For customers, this means:

- You'll have easy access to both health and care information from your digital devices, and be able to manage services and update your information as required.
- Community members will utilise remote and virtual services to manage and monitor their health; leveraging digital tools to receive care from the comfort of their home.
- Citizens will access a range of local health and care services through a single point of entry; providing a joined-up experience across health and care settings.

For staff, this means:

- Staff will see a holistic view of health and care information irrespective of where they are working; being able to better support care across pathways.
- Staff will be supported by innovative, secure and reliable systems; removing duplication of effort, and enabling cross-organisational working.
- Staff will have access to consolidated and real-time reporting and analytics; tracking care outcomes and determining interventions or preventative measures.



10. Become a data-driven organisation

The advent of Big Data – the collective pooling of disparate information from systems, sensors, observations and other sources – has made it possible to spot trends in seconds, minutes and hours rather than days, weeks and months. This can help the council forecast demand, identify patterns and respond to problems proactively rather than reactively, using these insights to rapidly refine and redesign services to tailor them ever more closely to the needs of our customers.

By gathering this data and using the right tools, we can gain deep insights on-demand, and evolve our services ever more quickly to match needs.

We will:

Build a dedicated data function, with a remit to integrate our data sources and develop business intelligence and analytics tools to better support our internal decision-making and offer us insights that we use to continually refine services.

Fulfil:

6

B

C

E

Collaborate with other local authorities to create common local government standards for exchanging data, ensuring we are better able to collaborate with nearby partners to solve local problems collectively.

Fulfil:

6

B

C

D

E

Crowdsource data from our residents by making it quick and easy to report problems (e.g. potholes, broken streetlights, anti-social behaviour or environmental health issues) using a mobile phone, and so speeding up our information-gathering process when addressing public issues.

Fulfil:

3

4

A

B

C

D

E

Invest in emerging data technologies such as predictive analytics, machine learning, data-as-a-service tools and Internet of Things (IoT) devices to help drive insights into our services.

Fulfil:

6

B

C

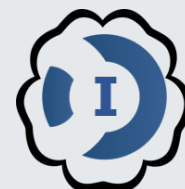
E

For customers, this means:

- We'll be able to increase the speed at which we re-design services to suit your current needs.
- You'll be able to report some problems and issues to us quickly, and in a way that gives us instant access to key information on the problem.
- You can be confident that we're working in partnership with nearby bodies and sharing experience rather than "re-inventing the wheel".

For staff, this means:

- You'll have a dedicated internal function that can pool data from multiple sources and provide tools to help you make sense of what's going on for your service.
- You'll get more useful real-time data from residents and customers on their needs.



11. Create an Innovation Hub

Knowledge and good ideas are never held by one person or organisation: they're collective. Whether informing our research on the right technologies to implement in the council, or whether looking to advocate for technologies that directly support our residents and local economy (such as 5G and fibre rollout), we will make the most progress when we partner with other local experts and jointly push an innovation agenda.

We will:

Create an Innovation Hub that brings together local partners: public services, private businesses, academics, volunteers, residents, neighbouring authorities and others to identify, advocate for and pilot new technologies for the council and its residents and businesses.

Fulfil: **5** **6** **A** **D** **E**

Provide direct support to the popular Digital Northants initiative, helping to expand the grassroots-driven event that showcases the best technology talent and ideas in the Northamptonshire area.

Fulfil: **5** **6** **A** **D** **E**

Bid for technology pilots to happen in Northamptonshire, such as the robot delivery service already operating here or the e-scooters trial. We will work with hub partners to identify appropriate pilots and ensure Northamptonshire is an ideal candidate for trialling new technologies.

Fulfil: **4** **5** **6** **A** **D** **E**

Create an internal research and development programme to actively identify and trial new technologies, and feed the results into our evolving technology strategy and roadmap of service development and improvement.

Fulfil: **6** **C** **E**

Create an internal technology advisory service, able to act as an advisor to other council services looking to employ technology in their offerings, and support them in identifying appropriate technology for their needs.

Fulfil: **4** **6** **A** **C** **D** **E**

Bid for public and private funding to support innovation in the area, to help us realise our vision of a Northamptonshire which is a location of choice for those wanting to invest in and develop new technology.

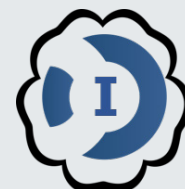
Fulfil: **5** **6** **A** **D** **E**

For customers, this means:

- You'll be able to participate directly in and benefit from initiatives that spur innovation and technology adoption with Northamptonshire.
- We'll work with partners to make Northamptonshire an attractive place to for businesses and innovators reliant on technology and innovation.

For staff, this means:

- You'll have access to a dedicated internal team who can help advise you on cutting-edge technologies, and help you identify those worth backing and incorporating into your service.



12. Invest in Smart City technology

We need to start thinking today of how to build the council of tomorrow. The council of tomorrow will be able to re-route traffic on roads in real time based on sensors tracking congestion, air quality or availability of parking; to detect when bins are full and collect them when they are, rather than at set times; to forecast demand for services and provision phone lines and staff automatically.

We will:

Pilot predictive analytics systems to help us respond to upcoming problems before they occur: whether it be demand forecasting for our services, identifying vulnerable residents who can benefit from early support and intervention from targeted services or spotting behavioural trends that help us pro-actively re-design our local environment to better support resident needs.

Fulfil: **1** **2** **3** **4** **5** **6**
A **D** **E**

Investigate smart routing of traffic and pedestrians to improve congestion and access to parking, better inform highway and town designs, and monitor/control pollution and road usage to meet our climate obligations.

Fulfil: **1** **3** **4** **6**
A **B** **C** **D** **E**

Drive universal adoption of smart parking apps, ensuring not only that residents can reap the benefits of cashless and remotely managed parking services, but that appropriate solutions for delivery organisations support both Northamptonshire's businesses and residents who rely on them.

Fulfil: **1** **3** **4** **6**
A **B** **C** **D** **E**

Explore smart waste collection as a promising initiative to reduce the costs of waste collection and take unnecessary traffic off the roads, reducing congestion and contributing to reducing our carbon footprint.

Fulfil: **1** **4** **6**
A **B** **C** **D** **E**

Advise on the implementation of town and vehicle electrification, ensuring that we have the appropriate infrastructure to support council, business and private electric vehicles and their needs as this technology expands.

Fulfil: **1** **3** **5** **6**
A **B** **C** **D** **E**

For customers, this means:

- Our services will help optimise your journey whilst reducing our climate impact.
- We'll be able to offer the support of council services at earlier stages when you interact with us, using our collective experience and data to better predict your needs.
- You'll see more widespread use of smart parking apps that support both resident and business needs.

For staff, this means:

- We'll be able to help reduce the overall cost of service by offering data insights that help you support customer needs earlier, and more closely tailor the services we offer to customer needs in real-time.

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WEST NORTHAMPTONSHIRE COUNCIL CABINET

12TH JULY 2022

**CABINET MEMBER RESPONSIBLE FOR HR & CORPORATE SERVICES:
COUNCILLOR MIKE HALLAM**

Report Title	Pay and Grading Proposal
Report Author	Alison Golding, Assistant Director HR, alison.golding@westnorthants.gov.uk

Contributors/Checkers/Approvers

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List of Appendices

Appendix A – Terms and Conditions Proposal
Appendix B – WNC Local Pay Structure Proposal

1. Purpose of Report

- 1.1. To provide an update on the progress made to date on the council's Pay and Grading Project, including budget implications and phase 2 implementation plan, and the outcome of the recent trade union consultation and negotiations.

2. Executive Summary

- 2.1 As a new employer, West Northamptonshire Council (WNC) needs to determine its pay, terms & conditions for *new starters and those moving roles* within the newly formed authority to ensure equal pay. Individuals who transferred into WNC from predecessor councils did so under the Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) and are therefore on the terms and conditions of their predecessor councils, which means pay and terms from their previous employer are protected at the point of transfer.
- 2.2 Prior to Vesting Day (1 April 2021), West Northamptonshire Council negotiated a partial set of 'day one' terms and conditions of employment. This left additional terms that needed to be negotiated /consulted (depending on the term) post Vesting Day, alongside the proposed new WNC pay structure.
- 2.3 The purpose of the Pay & Grading project, is to implement a pay structure that is logical, transparent, lawful, equitable and affordable. This is to enable new starters to be recruited and placed on an agreed set of consistent terms & conditions for West Northamptonshire Council, and our workforce currently on interim terms, to be aligned to a permanent pay structure and full set of WNC terms and conditions of employment.
- 2.4 As of June 2022 the **first phase** of the project is ending, with proposals made to Trade Unions in respect of each of the remaining 'day one' terms and conditions. A job family architecture has been designed to meet the operational needs of the council and an associated pay structure (based on the National Joint Council (NJC) 2021 pay spine) has been designed, pay modelled and proposed to the Trade Unions.
- 2.5 The proposed pay structure has a requirement for investment to minimise the overall impact on the workforce. There are therefore future budget implications which will be presented at a future date and a revised Pay Policy will also need to be agreed.

3. Recommendations

- 3.1 It is recommended that the Cabinet:
- a) Note the proposal made to the Trade Unions in respect of the new pay structure and the remaining 'day one' terms and conditions.
 - b) Note the forward implementation plan
 - c) Note the budget implications

4. Reason for Recommendations

- The development of the pay structure seeks to ensure that pay is transparent, equitable and fair at WNC.
- A pay structure underpinned by job evaluation promotes fairness and in doing so helps mitigate the risk of equal pay claims.

- There is a requirement to complete the activity which commenced pre-Vesting Day on determining the remaining 'day one' terms and conditions.

5 Report Background

- 5.1 The council's Constitution's Scheme of Delegation states that responsibility in respect of grading, determination of wages and salary scales, determination of allowances and determination and application of conditions of service sits with the Chief Executive (and additional delegated officers).
- 5.2 The workforce affected by the Pay and Grading proposal are those who have joined West Northamptonshire Council or changed roles since 1st April 2021. These employees have been (and continue to be) placed on West Northamptonshire Council *interim* terms and conditions and paid on a spot salary, with interim pay being aligned to one of the previous councils pay scales.
- 5.3 There are some roles in the organisation that, due to the nature of their roles, have their pay aligned to alternative pay scales, such as those aligned to NHS pay rates, centrally employed Teachers and those on the WNC Local Soulbury pay scale. The staff who are aligned to alternative pay scales, will not be impacted by the pay scales element of our proposed offer

Terms & Conditions

- 5.4 WNC as a new employer was required to establish a set of employment terms and conditions, to be used for new starters and those moving posts on or after 1st April 2021.
- 5.5 During March 2021 negotiation and consultation took place with the Council's recognised trade unions on a number of 'day one' terms and conditions. It was agreed at that time that a number of elements would be postponed until the Council were in a position to discuss the new Local WNC Pay structure (as the remaining terms were linked to this).
- 5.6 The graphic below outlines the remaining terms and conditions:

#	Agreed Day One - Terms & Conditions		#	Remaining Day One - Terms & Conditions	
1	Standard Working Week	15	1	Job Evaluation Scheme (breakpoints)	
2	Core working hours	16	2	Pay Grade / Structures	
3	Effective date	17	3	Overtime Rates	
4	Pay date	18	4	Enhanced Rates (unsocial hours)	
5	Pay Spine	19	5	Pay Allowances (sleeping in)	
6	Pay Award (pay bargaining)	21	6	Pay Allowances (other)	
7	Job Evaluation Scheme(s)	20	7	Pay Allowances (partial acting up)	
8	Incremental Pay Progression		8	Annual Leave (breakpoint)	
9	Contractual notice period (employer)		9	Employee Notice Period	
10	Contractual notice period (employee)		10	Employer Notice Period	
11	Sick Pay Benefits		11	Pay Progression	
12	Sickness absence due to industrial disease, accident or assault		12	Redundancy Pay	
13	Annual Leave		13	Pay Protection	
14	Maternity Pay and Leave				

Pay Structure

- 5.7 As a new employer, West Northamptonshire Council (WNC) needs to put in place a pay structure for new starters and those moving roles within the newly formed authority to ensure equal pay.
- 5.8 Individuals who transferred into WNC from legacy councils, are on TUPE terms and conditions, which means pay and terms from their legacy employer are protected at the point of transfer under TUPE - Transfer of Undertakings (Protection of Employment).
- 5.9 Since 1 April 2021, as set out in the recruitment protocol in place, an interim approach to pay for new appointments was put in place for use with critical roles. It is the responsibility of all managers to ensure that the use of the interim approach is kept to a minimum to mitigate future costs.
- 5.10 When determining the salary and pay allowances for a critical role which needs to be filled, the manager will advertise and appoint on a spot salary which will be subject to review under the phase 2 Pay and Grading project.
- 5.11 To determine the level of the spot salary for the role, the manager will use the scale point at the bottom of the pay range that applied to the post before it became vacant. For example, if the vacant role originated in the transferred Daventry District Council establishment, then a spot salary within the relevant Daventry District Council pay grade for the role would apply.
- 5.12 In exceptional circumstances to ensure parity of pay across the team the Assistant Director/Executive Director can assign the spot salary using another of the sovereign councils pay scales, but the reason for doing so must be recorded on the business case/approval to recruit form.

- 5.13 In the (extremely rare) circumstance of being unable to identify an obvious sovereign council pay range (for example brand new role in a team formed from all councils) then the role will be evaluated using both HAY and NJC Job Evaluation Schemes and this information used to benchmark a spot salary, referencing similar sized roles in one of the former sovereign councils, and the external market as applicable. Advice should be sought from HR for any posts falling into this category prior to authority to recruit being sought.
- 5.14 This approach remains in place until work is completed on phases 1 and 2 of the pay and grading project, which is to design and model a new pay structure, negotiate with the Trade Unions and formally match individuals on interim pay and terms to the agreed pay structure.

6 Issues and Choices

- 6.1 A series of negotiation and consultation meetings were held with the Trade Unions during the week commencing 16th May 2022 and proposals were put to the Trade Unions in respect of each of the remaining terms and conditions and the proposal for the new WNC Local pay structure was presented.
- 6.2 Appendix A contains the proposals for the remaining 'day one' terms and conditions, and Appendix B contains the proposed pay structure under consultation.
- 6.3 Following the negotiation and consultation week, the Trade Unions advised that they would be consulting with their membership. This activity commenced 13th June 2022. Feedback is anticipated by early July.
- 6.4 The full pay and grading proposal has now been shared across the council workforce and there is an internal intranet page containing FAQs, a slide deck and other information to ensure the whole workforce, not just Trade Union members, are fully informed at this stage.

Developing the Pay Structure

- 6.5 A significant amount of activity has been undertaken since August 2021 to design and build a new local pay structure for the council.
- 6.6 This activity commenced with the adoption of a job family approach whereby a number of job families were designed. All roles across the council can be categorised into one of these nine job families.
- 6.7 It should be noted that due to the unitary process and the bringing together of four different organisations, there were upwards of 2500 individual job titles across both North and West Northamptonshire Councils. These roles were underpinned by different job evaluation methodologies and pay structures. As such it was felt that this approach allowed us to standardise the job evaluation process, moving to the agreed new job evaluation scheme (NJC with HAY for senior roles) and change the approach to determine the relative worth of jobs, using a job family methodology.

- 6.8 Job families are different from directorates. A job family approach is where roles are classified into one of several job family groups. Each family will include a number of bands and each band will have a role profile. A role profile describes the band in each job family in job evaluation terms and will outline the work activities, responsibilities and demands associated with roles in that band, together with the knowledge, skills and experience required.
- 6.9 Once we had determined the number of job families our next step was to consider how many organisational levels would be required in the job family architecture. The number of levels ultimately determines the number of pay bands that would be needed for WNC.
- 6.10 It has been determined that 16 levels are appropriate for existing organisational hierarchy. This would be split into 11 levels for officers and managers using the NJC Job Evaluation scheme and pay scale and 5 levels for senior management based on the HAY job evaluation scheme.
- 6.11 An informal job mapping exercise has been undertaken within HR to align current roles to organisational bands based on organisational hierarchy, knowledge of the roles, job evaluation scores and existing salary levels. This mapping work gives an analytical indication of the volume of staff within each proposed band, which has been used to inform the design of our pay structure.
- 6.12 The design of the pay structure was then discussed with the Executive Leadership Team and Cabinet and a number of options were developed and pay modelling was undertaken on each of the options.
- 6.13 The informal mapping that has been undertaken is a desktop exercise, to inform the design of the pay structure and provide indicative overall costs. It cannot be used to inform at this stage in the process a final assimilation level for individuals. That will take place through a formal matching stage.
- 6.14 Pay modelling was based on the assimilation of the cohort on interim pay and further modelling was undertaken on the impact on the whole WNC workforce to test potential future costs. However, it should be noted that there are many difficulties in robustly modelling future costs given the organisational change and transformation activity that WNC will be undertaking as any pay modelling can only be based on the current structure.
- 6.15 The final pay structure option selected and presented to the Trade Unions requires an anticipated level of investment for the next financial year (2023-24) of c.£0.7 m. This investment increases the pay line and reduces overall impact.
- 6.16 The proposed pay structure has incorporated the NJC pay points and pay structure design principles. Note that the informal mapping that has been undertaken is a desktop exercise, to inform the design of the pay structure and provide indicative overall costs. It cannot be used to inform at this stage in the process a final assimilation level for individuals. That will take place through a formal matching stage.

Implementation

- 6.17 As of June 2022, the council is awaiting a formal response from the Trade Unions to the proposals that have been put forward.
- 6.18 Discussions have also taken place regarding the implementation of the new pay structure and terms and condition.
- 6.19 Formal job matching would take place from July to December 2022. This would comprise of an initial desk top activity, followed by formal targeted matching panels. Matching panels would be held jointly with representatives from HR, the Trade Unions and subject matter experts where required.
- 6.20 The current assessment by HR is that there are 904 individuals (excluding casuals) currently in this first cohort which will need to be matched. This equates to 308 discreet roles.
- 6.21 Any member of staff whose role has been matched would be given a formal right to appeal. Appeals would be heard prior to the forward implementation date of February 2023.
- 6.22 It should also be noted that significant systems changes are required on the Council's finance and payroll system 'ERP Gold' in order to enact the outcome of the pay and grading project. These changes will take a number of weeks, impacting on both the Business Systems and Payroll teams, and there will be associated testing of the build before the changes can be put into a live environment.

Estimated Impact

- 6.23 There are 3 possible pay outcomes as a result of the formal matching phase, and these are outlined below:

What are the possible pay outcomes of formal matching?

Let's assume Employee A currently earns a salary of:
£25,500

Red Circled

If Employee A is formally matched to **Band 4**, their current pay is higher than the top of the new pay band. We consider this employee to be red circled. This employee will be placed at the top of the matched band.

Employees negatively impacted will have a pay protection period of 2 years (Pay protection period subject to consultation).

Amber Circled

If Employee A is formally matched to **Band 5**, their current pay is already comparable to the pay range within the new pay band. We consider this employee to be amber circled. This employee will be placed at the next highest spinal column point, based on their current pay.

Green Circled

If Employee A is formally matched to **Band 6**, their current pay is lower than the bottom of the new pay band. We consider this employee to be green circled. This employee will be placed at the bottom of the matched band.

Pay Band	SCP	FTE 2022/23	Hourly 2022/23	NJC SCP
1	1	£19,293	£10.00	3+
	2	£19,650	£10.19	4
2	3	£20,444	£10.60	6
	4	£20,853	£10.81	7
3	5	£21,270	£11.02	8
	6	£21,695	£11.25	9
	7	£22,129	£11.47	10
4	8	£23,023	£11.93	12
	9	£23,484	£12.17	13
	10	£23,954	£12.42	14
	11	£24,433	£12.66	15
5	12	£25,419	£13.18	17
	13	£25,937	£13.44	18
	14	£26,446	£13.71	19
	15	£26,975	£13.98	20
6	16	£28,065	£14.55	22
	17	£28,791	£14.92	23
	18	£29,758	£15.42	24
	19	£30,697	£15.91	25

- 6.24 The preliminary informal job mapping exercise has been essential in identifying the potential high-level impacts of transition onto the new pay structure. However, this exercise has been conducted as a guide to support the development of the pay structure and setting of the pay line. Actual individual employee outcomes can only be determined once a full job matching exercise is conducted.
- 6.25 With investment in the pay line, draft mapping and pay modelling indicates that over 95% of the workforce currently on interim terms will either benefit or see no immediate negative impact to their base pay. But as stated above actual outcomes can only be determined once a full job matching exercise is conducted.
- 6.26 We have interrogated the preliminary job mapping outcomes in terms of equality impact in addition to pay impact. It should be noted at this stage that the outcomes are based on the informal mapping and actual individual employee outcomes can only be determined once a full job matching exercise is conducted. At this stage we will then undertake a further review and undertake a fully equality impact assessment.
- 6.27 Data at the informal mapping stage looked at gender, age, sexual orientation, disability, ethnicity and religion. The data shows that as a result of the introduction of the new payscale, the outcomes are anticipated to be pre-dominantly positive in relation to those characteristics.

Budget implications

- 6.28 The assimilation of the workforce currently on interim WNC terms and conditions will follow the formal matching process identified above. For 'Green Circled' and 'Amber Circled' employees

this will result in an increase to base pay. 'Red Circled' employees will see a longer-term fall in their base pay once pay protection has expired, two years following assimilation.

- 6.29 In the absence of formal job matching at the point of pay structure design, the potential employee outcomes were modelled utilising the informal mapping exercise identified in paragraph 5.11. It is currently anticipated that this will create an initial base budget pressure of £0.6m for 2023-24 and one off pay protection costs of £225k. These will be fed into the budget setting process for 2023-24.
- 6.30 A more precise picture of the actual financial impact will emerge as formal matching progresses and will be integrated into the budget process as the cost estimates are refined.
- 6.31 As a new organisation West Northamptonshire Council must put in place a pay structure underpinned by job evaluation to minimise risk and ensure equity around pay.
- 6.32 The council has a unique opportunity to set out, through its pay structure, what type of employer we want to be.
- 6.33 Through the Best Companies all workforce survey and the THRIVE Big Conversation, our workforce told us that pay, terms and conditions and receiving a 'fair deal' were of significance to their engagement and satisfaction.
- 6.34 Investment in the pay structure will ensure that we can both attract and retain a workforce with the right skills, knowledge and experience who can deliver the Corporate Plan therefore enabling WNC to provide the best services to its residents and businesses.
- 6.35 We could continue to operate with an interim approach to pay however this carries significant risk to the council.

7 Implications (including financial implications)

7.1 Resources and Financial

- 7.1.1 As outlined above there are budget implications arising from the project to be managed under the future budget setting process.
- 7.1.2 There are also costs to deliver the project which include additional HR posts, support from a specialist job evaluation expert, legal advice and ERP Gold development costs. These were raised at the start of the project and budget allocated as part of the 2022/23 budget setting process.

7.2 Legal

- 7.2.1 The pay structure underpinned by a job evaluation framework will mitigate risks of future claims in relation to pay. Legal advice is being taken at key stages of the project as it is a complex programme of activity.

7.2.2 Transition regulations provide that staff transferring under local government reorganisation are to be dealt with under TUPE. The starting point under TUPE is that any proposed change to a transferring employee's contract is not a lawful change if the sole or principal reason for the variation is the transfer. It is therefore not lawful to move all staff to the new terms and conditions on mass.

7.2.3 A transfer-related variation may be lawful in certain limited circumstances. The main relevant one is: The sole or principal reason for the variation is an economic, technical or organisational reason (ETO reason).

7.3 Risk

7.3.1 The proposals outlined in this report seek to mitigate risks connected to pay for WNC.

7.4 Consultation

7.4.1 Negotiation and consultation has been undertaken with recognised trade unions and engagement across the workforce on the progress of the project.

7.5 Consideration by Overview and Scrutiny

7.5.1 The pay and grading project is part of the WNC people strategy which has been to Overview and Scrutiny. Further challenge and comment may arise as part of this.

7.6 Climate Impact

7.6.1 It is not considered that there are any implications arising out of the pay and grading proposals.

7.7 Community Impact

7.7.1 The proposal will have a positive impact on the community in respect of becoming a chosen employer within West Northamptonshire and attracting and retaining local workers.

7.8 Communications

7.8.1 Communication with employees is a key, ongoing element of the project to ensure they understand the objectives and outcomes of the project. Communications activities will continue throughout the next phase to keep the workforce regularly informed and updated on future developments.

8 Background Papers

8.1.1 Appendix A – Terms and Conditions

8.1.2 Appendix B – Pay Structure Proposal

Appendix A – Terms and Conditions

Formal Proposals: terms for consultation

Term	Proposal
Job Evaluation Scheme (Breakpoint)	For bands 12 and above (strategic management roles) these are underpinned by HAY, below 12 NJC
	<p>Performance based pay progression criteria extending beyond the definition of satisfactory to apply to roles on band 11 and above.</p> <p>Soulbury Scale: See appendix one</p> <p>Performance based pay progression criteria extending beyond the definition of satisfactory to apply to roles on bands: WEPSCBSEP, WEPSCBPEP, WEIPSIM, WEIPSSIM</p> <p>Policy subgroup to consult with Trade Unions on policy separately.</p>
Overtime & Enhancements (Breakpoint)	<p>Overtime and enhancements can be claimed up to the top of band 6 (£30,697 on proposed structure)</p> <p>Soulbury Scale: See appendix one</p> <p>This is not applicable as standard, as such, all overtime and enhancements are to be claimed via policy exemption protocols.</p>
Pay Protection	<p>Two years protection at full pay with review at 1st February 2025.</p> <p>This will be underpinned by package of outplacement and redeployment support.</p>
Redundancy Pay (multiplier)	<p>Actual weeks' pay x No. of weeks statutory redundancy entitlement (based on Age & Length of Service) x 1.5</p> <p>This will be underpinned by package of outplacement and redeployment support.</p>
Pay Allowances (Other)	<p>Additional Duties</p> <p>The following duties receive a payment of £250 per duty per year, payable monthly - First Aiders, Fire Wardens and Mental Health First Aiders. To be implemented earlier than Feb 2023 subject to TUs response on full proposals.</p> <p>AMHPs Shift / Rota Working</p> <p>Approach to be determined as part of policy subgroup as only applies to a handful of employees.</p>

Formal Proposals: terms for negotiation

Term	Proposal
Annual Leave (Breakpoint)	<ul style="list-style-type: none"> • Bands 11 and above (senior manager/strategic manager) receive 28 days annual leave all other staff 27 days (flexi time scheme available service allowing). • This is one band below the NJC/Hay cut off but rationale being that Band 11 are roles are primarily responsible for running services. • 2 of the aforementioned days are to be taken at Christmas, with a commitment to continue with flexibility (where possible) to understand people’s personal circumstances when operating this. • Additional 5 days to be awarded after 5-years’ service, staggering the allocation with 2 extra days after 2 years of service, followed by a further 3 days after 5 years. <p>Soulbury Scale: See appendix one</p> <ul style="list-style-type: none"> • Bands: WEPTRAIN, WASSTEP, WEPEPSA, WEPSCBSSEP to receive 27 days (flexi time scheme available service allowing). • Bands: WEPSCBSEP, WEPSCBPEP, WEIPSIM, WEIPSSIM to receive 28 days annual leave
Employee / Employer Notice Period	<ul style="list-style-type: none"> • Bands 1 – 7: One Month (up to £36,043 on proposed pay structure) • Bands 8 – 10: Two Months (up to £52,250 on proposed pay structure) • Bands 11+: 3 Months <p>Soulbury Scale: See appendix one</p> <ul style="list-style-type: none"> • Bands: WEPTRAIN, WASSTEP: One Month • Bands: WEPEPSA, WEPSCBSSEP: Two Months • Bands: WEPSCBSEP, WEPSCBPEP, WEIPSIM, WEIPSSIM: Three Months
Enhanced Rates (Unsocial Hours)	<p>Over the next 12 months we commit to working with TU colleagues to review enhanced rates, to ensure any new arrangements meet the needs of the organisation and allows us to attract and retain our workforce, critical within the Adult Social Care workforce. In the interim we propose the following:</p> <p>Interim Proposal: Standard (8am-8pm): Monday to Saturday: 1.0, Sunday: 1.5, Bank Holiday: 2.0 Night (8pm-8am): Monday to Saturday: 1.33, Sunday: 1.83, Bank Holiday: 2.33</p>
Pay Allowances (Sleeping-in)	<p>WNC local rate set at the current NJC rate of £37.72 which can be claimed up to the top of band 6.</p> <p>This allowance covers the requirement to sleep-in and up to 30 minutes call out per night, after which the additional hours provisions will apply.</p> <p>Commitment to mirror NJC sleeping in allowance.</p>
Overtime Rates	<p>Refer to breakpoint above. Overtime in exceptional circumstances. Mon to Sat 1.5 and Sun and Bank Hols x 2.</p> <p>Part timer workers do not receive enhanced rate until they have worked over 37 hours</p> <p>Band 7 and above, TOIL or policy overtime exemption can be applied in exceptional circumstances.</p>

Pay Allowances: Standby & Recall to work	£37.72, consistent with sleeping-in rate.
Pay Allowances (Other)	Free and Rest Day Working: See unsocial hours and overtime (where applicable) Caretaker Lettings: Determined as not applicable for WNC Partial Acting up : WNC policy in place following TU negotiation (See Pay Policy)
NHS	Pay for Admiral Nurses & Occupational Therapist and Physiotherapists whose pay is aligned to NHS Agenda for Change Propose we continue with a Local NHS payscale for this group

Appendix B – Proposed Pay Structure

Proposed Pay Structure:

Pay Band	SCP	FTE 2022/23	Hourly 2022/23	NJC SCP
1	1	£19,293	£10.00	3+
	2	£19,650	£10.19	4
2	3	£20,444	£10.60	6
	4	£20,853	£10.81	7
3	5	£21,270	£11.02	8
	6	£21,695	£11.25	9
	7	£22,129	£11.47	10
4	8	£23,023	£11.93	12
	9	£23,484	£12.17	13
	10	£23,954	£12.42	14
	11	£24,433	£12.66	15
5	12	£25,419	£13.18	17
	13	£25,937	£13.44	18
	14	£26,446	£13.71	19
	15	£26,975	£13.98	20
6	16	£28,065	£14.55	22
	17	£28,791	£14.92	23
	18	£29,758	£15.42	24
	19	£30,697	£15.91	25
7	20	£33,454	£17.34	28
	21	£34,156	£17.71	29
	22	£35,061	£18.18	30
	23	£36,043	£18.69	31
8	24	£37,099	£19.23	32
	25	£38,320	£19.87	33
	26	£39,325	£20.39	34
	27	£40,363	£20.93	35
9	28	£43,467	£22.53	38
	29	£44,442	£23.04	39
	30	£45,517	£23.60	40
	31	£46,561	£24.14	41
10	32	£48,619	£25.21	WNC Local Pay Points
	33	£49,750	£25.79	
	34	£51,000	£26.44	
	35	£52,250	£27.09	
11	36	£57,600	£29.86	
	37	£59,000	£30.59	
	38	£60,400	£31.31	
	39	£61,800	£32.04	

Pay Band	SCP	FTE 2022/23	Hourly 2022/23	NJC SCP
12	40	£77,000	£39.92	WNC Local Pay Points
	41	£79,000	£40.95	
	42	£81,000	£41.99	
	43	£83,000	£43.03	
13	44	£92,000	£47.69	
	45	£94,000	£48.73	
	46	£96,000	£49.76	
	47	£98,000	£50.80	
14	48	£114,000	£59.09	
	49	£116,750	£60.52	
	50	£119,500	£61.94	
	51	£122,250	£63.37	
15	52	£141,000	£73.09	
	53	£144,250	£74.77	
	54	£147,500	£76.46	
	55	£150,750	£78.14	
16	56	£176,500	£91.49	
	57	£180,750	£93.69	
	58	£185,000	£95.89	
	59	£189,250	£98.10	

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WEST NORTHAMPTONSHIRE COUNCIL CABINET

12th JULY 2022

CABINET MEMBER RESPONSIBLE FOR ENVIRONMENT, TRANSPORT, HIGHWAYS AND WASTE: COUNCILLOR PHIL LARRATT

Report Title	West Coast Rail Partnership
Report Author	Chris Wragg, Transportation & Development Manager Chris.wragg@westnorthants.gov.uk

Contributors/Checkers/Approvers

West MO	Catherine Whitehead	27 June 2022
West S151	Martin Henry	20 June 2022
Other Director/SME	Stuart Timmiss	28 June 2022
Communications Lead/Head of Communications	Becky Hutson	21 June 2022

List of Appendices

None

1. Purpose of Report

- 1.1. To seek the agreement of Cabinet for the service aspirations which will form the basis of continued discussion with the rail operator West Coast Partnership so as to influence improved rail services for West Northamptonshire on the West Coast Main Line following the opening of HS2.

2. Executive Summary

- 2.1 National Rail stations on the West Coast Main Line (WCML), principally Northampton, Long Buckby, Rugby and Milton Keynes, serve the WNC area.
- 2.2 Although the present service has some good features, planned services at such stations take second place in timetable development to fast, long distance trains. This leads to deficiencies in the service at those stations in terms of journey time, connectivity and regularity of the service.
- 2.3 Diversion of the long-distance city-to-city traffic to HS2 presents the opportunity to repurpose services on the WCML around the needs of intermediate stations such as those serving West Northamptonshire. However, initial assumptions published by the Department for Transport (DfT) are deficient as a whole and in respect of the needs of West Northamptonshire in particular. The DfT has delegated to the West Coast Partnership (the current operator of WCML long distance services) the task of further developing service patterns for eventual implementation.
- 2.4 WNC has sought to open discussions with the West Coast Partnership (WCP) as to our aspirations for improved conventional rail services in the post-HS2 service. These aspirations focus on enhancements to connectivity, service frequency and journey time for West Coast Main Line stations serving the council area.

3. Recommendations

That Cabinet agree the aspirations for future rail services as set out in paragraph 8 for the purposes of continuing discussions with West Coast Partnership (WCP).

4. Reason for Recommendations

- 4.1 There is an opportunity now to influence emerging proposals in favour of West Northamptonshire. Direct contact with West Coast Partnership has been agreed by the DfT. Without constructive contact, the proposals now under development may not fully reflect the specific needs of West Northamptonshire in the face of alternative and even conflicting requirements.

5. Report Background

- 5.1 National Rail's West Coast Main Line (WCML) forms the principal railway line serving West Northamptonshire. The principal station within the Council area on the WCML network is Northampton, with services also offered at Long Buckby. However, West Northamptonshire passengers also access the WCML at stations outside its boundaries, principally Milton Keynes Central and Rugby.

- 5.2 West Northamptonshire passengers also access rail services on the Midland Main Line at Market Harborough, Kettering and Wellingborough, and on the Chiltern Line at Leamington, Banbury, Kings Sutton and Bicester. However, these are outside the scope of the work currently being undertaken by West Coast Partnership.
- 5.3 The WCML is a four-track railway through West Northamptonshire, but between Roade and Rugby the tracks diverged to form two double-track routes. Faster long-distance passenger services normally use the more direct route which passes by Blisworth and Weedon, while only slower passenger services and freight traffic normally use the tracks which pass through Northampton and Long Buckby stations. However, in order to offer the best possible journey times for long distance travellers only a minority of long-distance services call at Milton Keynes or Rugby.
- 5.4 Northampton Station is vital to the economic prosperity of West Northamptonshire with over 3.2 million passengers using the station annually, prior to the pandemic. Train stations are integral to placemaking, offering accessibility that is a key factor in the regeneration of an area. Accessibility is not the catalyst for regeneration, but the making of place itself; offering commuters and visitors alike an opportunity to access the town by foot minimising both their carbon impact and their time to embrace the rich history and heritage of town centres.
- 5.5 As our town centres look to attract a new wave of business, investment and people in the coming years, train stations will continue to be at the heart of urban modernisation projects. WNC will be bringing forward key sites such as Four Waterside and sites at Northampton Station for new employment uses which need strong rail services to be able to secure investment in these opportunities, as well as to ensure that there is sufficient capacity to cater for the 239,000 existing jobs across West Northamptonshire.
- 5.6 The new high-speed rail line, HS2, currently under construction, is intended to cater for city-to-city traffic between London and Birmingham, Liverpool, Manchester and Scotland. Introduction of train services on HS2 thus brings the opportunity to repurpose services on the existing WCML around local and interurban flows. The DfT has tasked the current operator of WCML long distance services, West Coast Partnership (WCP), with assessing potential service patterns to operate after introduction of public services on HS2.
- 5.7 Representations to the DfT by WNC have resulted in their approval for us to open discussions with WCP as to our aspirations for development of rail services for the council area, and an initial discussion was held on 2 March 2022.
- 5.8 Phases 1/2A of HS2 are critical to the release of capacity on the WCML allowing the timetable to be repurposed around the needs of intermediate stations such as those

serving the WNC area. The Integrated Rail Plan¹ (IRP) published in November 2021 confirmed that these Phases are to proceed.

- 5.9 Intended timescales for introduction of Phases 1/2A public services on HS2 have recently been set out in an update of the HS2 Business Case² as:
- Limited service terminating at Old Oak Common in 2029;
 - Full service through to Euston in 2034.
- 5.10 Whilst it is the full service that triggers released capacity on the WCML, some limited benefits might be achievable with the initial limited service. In terms of planning a major timetable change, even 2034 is not far off, so that development of service options is being undertaken now, and selected options will be difficult to influence if engagement is not undertaken imminently.

6. Current Rail Services

6.1 This section briefly reviews the positive and negative features of rail services currently (Pre-Covid) offered at WCML stations serving West Northamptonshire.

6.1.1 Northampton and Long Buckby

Positive:

- Services available to Birmingham and London, calling at selected intermediate stations in both cases.

Negative:

- Intermediate calls make the services relatively slow;
- Northampton passengers compete for capacity on trains with shorter distance travellers, particularly on evening return flows;
- Due to the limited stops by long-distance trains at Rugby, opportunities to travel Northwards are minimal to non-existent without a time-consuming diversion via Birmingham

6.1.2 Milton Keynes Central

Positive:

- Principal services are to London, but calls by selected long distance trains give fast services Northwards, to Birmingham, Manchester, and Crewe/Chester;
- Services provided by long-distance trains are fast, e.g. best time to London of 30 minutes;

Negative:

- Pre-Covid, peak crowding was severe, especially as at peak times long-distance trains do not serve London commuter flows;

¹ *Integrated Rail Plan for the North and Midlands*, Department for Transport, November 2021

² *HS2 Phase 2b Western Leg: Crewe to Manchester - An Update on the Strategic Outline Business Case*, Department for Transport, January 2022

- As the pattern of service is in effect an add-on to long-distance services, other features such as clockface intervals are less satisfactory - e.g. fast trains to London bunch in one half of the hour with none in the other;
- To minimize stops on long distance trains, connectivity with other regional centres, e.g. Rugby, Watford, tends to be provided only by local trains with unattractive journey times as a result;
- Frequencies to key locations Northwards are poor e.g. out of three trains per hour from Euston to Birmingham, only one calls at Milton Keynes. Similarly, the service to Manchester is only hourly;
- An hourly fast service to Birmingham in particular is unattractive over the relatively short distance, e.g. as a feeder service to/from Birmingham Airport.

6.1.3 Rugby

Positive:

- Some peak services are provided by long-distance trains, offering attractive peak journey times to/from London;

Negative:

- Other than at peak times in the peak direction, the only long-distance trains serving Rugby are an hourly Birmingham service and an hourly 'all stations' to Crewe;
- Lack of calls by long-distance trains severely limits opportunities to travel Northwards with only an hourly stopping service to Crewe for connections there.

7. Issues - Future service patterns

7.1 It is the task of WCP to advise the DfT as to future service patterns, and this is work in progress now - it is the aim of this paper and our liaison with WCP to influence this progress. However, there have been some indications that may be taken as a starting point.

7.2 Assumed service patterns for purposes of demand modelling and business case development were published in the April 2020 Full Business Case for HS2³. However, these have been criticised for lack of ambition, as well as being operationally impracticable and commercially deficient, and so should be regarded as a starting point only.

7.3 So far as the WNC area and its gateway stations is concerned, key features of these proposed service patterns are:

7.3.1 Northampton and Long Buckby

- Three trains per hour to London off-peak, making between two and seven stops south of Northampton;

³ Full Business Case - High Speed 2 Phase One, Department for Transport, April 2020

- Six trains per hour to London at peak times (five from Long Buckby), making between two and seven stops south of Northampton;
- Four peak and three off-peak of these extend to or via Birmingham, stopping patterns undefined.

This appears to be a slight improvement in peak frequency but not on journey time.

7.3.2 Milton Keynes Central

- Two fast services per hour between Euston and Birmingham, both calling, except at peak times when only one call per hour is shown;
- Hourly Euston - Manchester service calling at Milton Keynes;
- Hourly Euston - Chester service calling at Milton Keynes;
- Slower services as for Northampton, plus one additional hourly trains to Euston, one hourly service to East Croydon, together with two hourly services to Oxford and one hourly service to Aylesbury using the new East-West Rail line.

Broadly this replicates the current provision, except that the fast service to Birmingham effectively doubles off-peak frequency so represents an improvement in that respect.

7.3.3 Rugby

- Calls made by one Birmingham fast service and the Chester service both peak and off-peak.

This is an improvement on the current position especially off-peak, enhancing the service both Northwards and to London.

8. Choices - West Northamptonshire aspirations

8.1 For the WNC area and its gateway stations, the following 'shopping list' is tabled:

8.1.1 Northampton and Long Buckby

- Faster services to London, also easing competition for space on trains by omission of local stops;
- Improved services Northwards, potentially by operation of either the Chester or Manchester service via Northampton.
- Alternatively this might be achieved by enhanced feeder services to connect with northbound trains calling at Rugby. To make such connections attractive, it would be necessary to have a higher-frequency service to Rugby, with four trains per hour as a minimum.

8.1.2 Milton Keynes Central

- Although pressure on seating capacity for commuters is eased by Covid and potential post-Covid changes to travelling patterns, the opportunity remains to create a more frequent and particularly more regular service of fast trains to London, both peak and off-peak;
- Improved fast links to regional centres such as Rugby and Watford;

- More frequent fast service to Birmingham. DfT service patterns provide this off-peak but not at peak times, for no apparent operational or commercial reason.

8.1.3 Rugby

- Additional fast services to London contra-peak and between the peaks as well as simply for peak travel;
- Restoration of stops by long-distance services Northwards. Both Manchester and Chester services should call, ensuring a direct link to the major commercial location of the North West, as well as connections into other rail services e.g. to Liverpool or Scotland, from Crewe.

8.2 In meeting these aspirations, good features of existing services need to be retained, particularly:

- Journey time from Milton Keynes to London;
- Provision for morning commuting into Northampton from residential centres between Wolverton and Watford, and evening return services.

8.3 Connectivity between West Northamptonshire stations and Bletchley will also take on increased significance, as Bletchley will be the access point to East - West Rail, enabling journeys such as Northampton to Cambridge.

8.4 To maximise use of public transport overall, connectivity to WCML stations by bus is important now, and will be increasingly important as services at WCML stations improve.

8.5 It must be acknowledged that some of these aspirations are in opposition, e.g.:

- Running a long-distance service to the North via Northampton extends the journey time for Milton Keynes passengers by an estimated 11 minutes, and potential calls at Rugby might have to be omitted to minimise this;
- Extra calls at Rugby by long distance trains extend the journey time for Milton Keynes passengers by an estimated 4 minutes;
- Extra calls at Watford by trains from Northampton and Milton Keynes to London extend those journey times by about 4 minutes.

8.6 Providing adequate capacity to meet demand is fundamental in a rail service. But broadly, where journey time, connectivity and service frequency are in opposition to each other, it is suggested that connectivity and frequency should be prioritised, except that from Northampton to London improving journey times is the prime objective.

8.7 Released capacity is also intended to provide further opportunities for freight, including services for Rail Freight Interchanges within the council area. Choices may be constrained by capacity on the Northampton loop as, in addition to aspirations for passenger services, there is likely to be a need for additional freight paths.

9. Implications of Covid 19

- 9.1 The scale and nature of rail demand post-Covid is inevitably uncertain at the time of writing, particularly in respect of London commuting. However:
- Rail use overall is back to 75% of pre-pandemic levels as a 28-day moving average, and 80% on some recent days⁴;
 - Whilst rail commuting was below 50% of pre-pandemic levels throughout 2021, in the first months of 2022 it has passed that level, whilst leisure travel in recent weeks has reached 104% of pre-pandemic⁵.
- 9.2 Anecdotally, road traffic is now at or above pre-pandemic levels, suggesting that a general propensity to travel persists. Leisure travel by rail may have gained greater social significance after lockdowns and with 'working from home', whilst longer distance commuting may actually increase if working less than a full week in the office becomes normal. Post-Covid, passengers may require greater 'personal space' so that pre-Covid seating provision and extent of standing may no longer be acceptable, implying that more trains would be needed to move a given passenger demand.
- 9.3 Although there is uncertainty of scale and nature of rail demand post-Covid, this is not judged to invalidate our aspirations.

10. Implications (including financial implications)

10.1 Resources and Financial

- 10.1.1 All contact and discussions can be undertaken within existing resources.
- 10.1.2 In the event of a significant mismatch between WNC aspirations and WCP proposals, there may be a need to commission consultancy support to demonstrate the business case for our aspiration, but that is not envisaged at this stage.
- 10.1.3 Implementation of aspirations to the extent they prove to be feasible would be at no cost to WNC, as rail services are specified, contracted and funded by the DfT. Our contact is aimed to influence proposals that are being developed anyway.

10.2 Legal

- 10.2.1 There are no legal implications.

⁴ *Domestic transport use by mode: Great Britain, since 1 March 2020*, Department for Transport

⁵ Evidence of Andrew Haines (CEO of Network Rail) to House of Commons Transport Select Committee, 30 March 2022

10.3 Risk

10.3.1 There is no risk to WNC from continuing discussions with WCP.

10.3.2 There is a reputational risk from not engaging in constructive discussions and thus missing an opportunity to optimize rail services for the WNC area.

10.4 Consultation

10.4.1 Consultation on future rail services is the responsibility of the DfT, and will be undertaken when a range of proposals is available. Our objective is to influence the proposals that will eventually be consulted on.

10.5 Climate impact

10.5.1 There is no climate impact from simply undertaking discussions. However, optimisation of rail services aligns with a general objective to promote public transport and reduce car use.

10.6 Community impact

10.6.1 Rail services optimized around the needs of West Northamptonshire will promote economic development by improving access to jobs and enabling workers without an office base to maintain contact with clients and partners at a wide range of destinations. Our aspirations also align with aims to develop Northampton as a tourist destination.

11. Background Papers

11.1 *Integrated Rail Plan for the North and Midlands*, Department for Transport, November 2021

11.2 *HS2 Phase 2b Western Leg: Crewe to Manchester - An Update on the Strategic Outline Business Case*, Department for Transport, January 2022

11.3 *Full Business Case - High Speed 2 Phase One*, Department for Transport, April 2020

11.4 *Domestic transport use by mode: Great Britain, since 1 March 2020*, Department for Transport

11.5 Evidence of Andrew Haines (CEO of Network Rail) to House of Commons Transport Select Committee, 30 March 2022

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WEST NORTHAMPTONSHIRE COUNCIL CABINET

12 JULY 2022

CABINET MEMBER RESPONSIBLE FOR COMMUNITY SAFETY AND ENGAGEMENT AND REGULATORY SERVICES: COUNCILLOR DAVID SMITH

Report Title	Health Protection Service, Food & Feed Standards Service, Spray Paint Enforcement and the Tobacco Enforcement Plans 2022-23
Report Authors	Ed Cooke, Environmental Health Manager: Health Improvement (Daventry), edward.cooke@westnorthants.gov.uk Carol Gamble, Head of Trading Standards, carol.gamble@westnorthants.gov.uk

Contributors/Checkers/Approvers

West MO	Gina Clarke on behalf of Catherine Whitehead	22 June 2022
West S151	Martin Henry	17 June 2022
Other Director/SME	Stuart Timmiss	9 June 2022
Communications Lead/Head of Communications	Becky Hutson	17 June 2022

List of Appendices

- Appendix A – Health Protection Service Plan 2022-23
- Appendix B – Food & Feed Standards Service Plan 2022-23
- Appendix C - Spray Paint Enforcement Plan 2022-23
- Appendix D – Tobacco Enforcement Plan 2022-23

1. Purpose of Report

- 1.1. To bring the Statutory plans before Cabinet as required by legislation enforced by Regulatory Services and in accordance with the requirements of the relevant national bodies

Standards Agency and Health and Safety Executive). The plans are the Health Protection and Food & Feed Standards Service Plans, the Spray Paint Enforcement Plan and the Tobacco Enforcement Plan.

2. Executive Summary

- 2.1 The Food Standards Agency (FSA) and Health & Safety Executive (HSE) issue statutory instructions to local authorities, including the requirement for Council's to produce service plans for Food Safety, Food & Feed Standards, and Occupational Health and Safety. Those plans are shown at Appendix A and B respectively.
- 2.2 In addition to stating the service aims and objectives, the plans detail the demands on the service and how it will be delivered throughout 2022/23. The demands and delivery have been adversely affected by Environmental Health and Trading Standards input into the COVID-19 response over recent years. The plans detail the recovery to 'business as usual'.
- 2.3 Under s54A of the Anti-Social Behaviour Act 2003, the local weights and measures authority is required to consider, at least once every 12 months, the extent to which it is appropriate to carry out a programme of enforcement of in relation to section 54 of that Act 2003, prohibits the sale of aerosol paint containers to people under 16.
- 2.4 Section 5 of the Children and Young Persons (Protection from Tobacco) Act 1991 requires the council to annually consider and carry out an appropriate programme of enforcement action relating to age-restricted tobacco controls.

3. Recommendations

- 3.1 It is recommended that the Cabinet:
 - a) approve the Health Protection Service Plan for the year 1 April 2022 to 31 March 2023.
 - b) approve the Food & Feed Standards Service Plan for the year 1 April 2022 to 31 March 2023.
 - c) Approve the Spray Paint Enforcement Plan for 2022-23
 - d) Approve the Tobacco Enforcement Plan for 2022-23

4. Reason for Recommendations

- 4.1 The recommendations are necessary to accord with the requirements of the Food Standards Agency and the Health & Safety Executive.

5. Report Background

- 5.1 This report presents the West Northamptonshire Council's Health Protection, Food & Feed Standards Service Plan, Spray Paint Enforcement Plan and Tobacco Enforcement Plans for 2022 - 23.

6. Issues and Choices

- 6.1 It was not possible to produce the final versions of these plans until after 31 March 2022 because they require reports on the achievement of the previous year's plans and data for next year, which were not available until after the year-end.
- 6.2 The FSA and HSE key requirements common to the plans at Appendix A and B are:
- A plan must be produced that is agreed by elected members.
 - Documented policies and procedures must be provided, controlled and reviewed including enforcement policies.
 - Officers must be properly qualified and authorised.
 - Facilities and equipment must be made available.
 - There must be procedures and capacity to fully investigate complaints and/or accidents and/or outbreaks of food poisoning.
 - There must be liaison with primary authorities.
 - There must be provision for advice and training for businesses.
 - Databases of information must be maintained, and records kept.
 - Inter-authority auditing and benchmarking must be carried out.
 - There must be liaison with other authorities.
 - There must be a procedure to deal with complaints about officers.
 - Inspections or interventions must take place at nationally or locally determined frequencies.
- 6.3 The plans shown at Appendices A and B, detail the proposed implementation of these elements for West Northamptonshire Council.
- 6.4 Local Authorities need to follow a firmly defined process in developing their Food Safety and Food & Feed Standards service plans. The FSA are very specific in what they expect to be included in an Annual Service Plan and that does not allow for legitimate departure from their Food Law Code of Practice (COP).
- 6.5 Nevertheless, the Food Standards Agency sought Government approval, early in the COVID-19 pandemic, to depart from the COP, and have constantly directed Council's to balance the need to ensure that food and feed is safe and of the standards required, against the need for COVID security. They have issued a 'Recovery Roadmap' which is accounted for in the appended plans to address the backlog of inspections caused by the pandemic.

7. Implications (including financial implications)

7.1 Resources and Financial

7.1.1 The services identified within the Service Plans will be met from existing approved budgets/resources.

7.2 Legal

7.2.1 The Council is required to meet the statutory requirements detailed in the Service Plans appended to this report as Appendices A to D in accordance with;

- The Food Safety Act 1990, as a “Food Authority” for the purposes of that Act,
- Section 18 of the Health and Safety at Work etc. Act 1974 and any Regulations made under it, to the extent that the Council is responsible for the enforcement of any statutory provision contained within the same,
- Section 54 of the Anti-Social Behaviour Act 2003 as amended by section 32 of the Clean Neighbourhoods and Environment Act 2005 and
- section 5 of the Children and Young Persons (Protection from Tobacco) Act 1991).

Legal comments added by James Chadwick, Senior Licensing and Litigation Solicitor, Legal Services.

7.3 Risk

7.3.1 There are no significant risks arising from the proposed recommendations in this report.

7.4 Consultation

7.4.1 No consultation with the public and/or agencies/interested parties was necessary.

7.5 Consideration by Overview and Scrutiny

7.5.1 None

7.6 Climate Impact

7.6.1 None.

7.7 Community Impact

7.7.1 None.

7.8 Communications

7.8.1 None.

8. Background Papers

8.1 None.



West
Northamptonshire
Council

Health Protection Service Plan 2022-23



Document Version Control

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Issue	Date	Comments
0.1 - Draft	24 May 2022	Issued for internal consultation
1.0 - Final	22 June 2022	Feedback received and incorporated from internal consultees

NB: Draft versions 0.1 - final published versions 1.0

Consultees

Internal	External
e.g. Individual(s) / Group / Section	e.g. Stakeholders / Partners / Organisation(s)
Ruth Austen	None
Liz McCarthy	
Simon Watson	
Dan Kenward	

Distribution List

Internal	External
e.g. Individual(s) / Group / Section	e.g. Stakeholders / Partners / Organisation(s)
Ruth Austen	None
Liz McCarthy	
Simon Watson	
Dan Kenward	

Links to other documents

Document	Link
None	

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1.0 Foreword

The following plan outlines how West Northamptonshire Council's (the Council) Health Protection, Regulatory Services intends to deliver and improve services from 1 April 2022 through to 31 March 2023.

Regulatory Services sits within the Place, Economy & Environment Directorate and delivers services in the following areas:

- Trading Standards.
- Building Control.
- Health Protection.
- Licensing.
- Primary Authority and Business Support; and
- Environmental Protection and Environmental Crime.

It also provides oversight of the Traveller Unit service hosted by North Northamptonshire Council.

Regulatory Health Protection provides services to a variety of customers in three key areas, namely:

- Food Hygiene/Safety.
- Occupational Health and Safety; and
- Infectious Disease Control.

The Health Protection service plan has been designed to enable effective performance monitoring of the service and to facilitate continuous improvement.

It covers Food Safety and Occupational Health & Safety as required by the Food Standards Agency and Health and Safety Executive respectively. In many cases, however, the services are intrinsically linked, and service provision will often be cross-pollinated to maximise effectiveness and efficiency.

The Council's Regulatory Services Health Protection service has been through a particularly challenging year as they move away from engaging in the Covid response to 'business as usual' and move towards the harmonisation of its services throughout the Council transition process.

Ruth Austen
Assistant Director Regulatory Services

2.0 Service aims and objectives

2.1 Aims and objectives

The Food Safety service aims to:

- assist the achievement of corporate objectives.
- conduct its business in a consistent, fair, and transparent manner.
- target the service in terms of risk to health and even-handedness, so serving to provide a 'level playing field' for local businesses; and
- satisfy consumer expectations of good standards in the district.

It intends to achieve these aims by the following means:

- The use of robust performance and quality management to improve the quality of services.
- The use of technology to improve efficiency and customer access to services by using, where practicable, customer self-service and the contact centre.
- Access to services can be made via the contact centre, website, telephone or e-mail in addition to traditional means; and
- Working with external and internal service areas partnerships.

2.2 Links to corporate objectives and priorities

The Council has a comprehensive service improvement and performance management process. The Food Safety Service Plan feed into the following priority areas of the Council's Corporate Plan 2021-2025 -

<https://www.westnorthants.gov.uk/your-council/corporate-plan>

- **Improved Life Chances: Health, Social Care & Families** e.g., robust implementation of the Food Standards Agency's E Coli O157 Guidance; implementation of the Health and Safety Executive's National priorities, and implementation of Natasha's Law/general allergen awareness raising.
- **Thriving Villages & Towns: Place shaping & Homes** e.g., provision of food safety and health & safety training courses for local businesses/individuals; Daventry International Rail Freight Terminal Health, and Safety Forum.
- **Economic Development: Growth & Prosperity** e.g., provision and development of Primary Authority, Business Support to local businesses and exploration of providing additional commercial services.

Through a wealth of interventions including education/training, promotion, enforcement, audits/inspections, sampling, and consultation, Regulatory Services Health Protection aims to continually improve its services to assist the Council to achieve its corporate objectives.

3.0 Background

3.1 Profile of the Local Authority: West Northants in Numbers

- £917m budget in 2021-22 including schools (£326.6m Net)
- 405,000 population
- 73,000 over 65s (21% increase in over 65s over next decade)
- 91,000 under 18s (2% increase in children aged 0-19 in next decade)
- 174,260 households
- 165 Town and Parish Councils
- 184 schools
- 1,707 Council buildings and assets
- 2,454km roads and carriageways
- £730.00 Median rent for a 2 bed
- £566.30 average wage

3.2 Executive Leadership

Position	Name
Chief Executive	Anna Earnshaw
Deputy Chief Executive and Executive Director for Adults, Communities and Wellbeing	Stuart Lackenby
Assistant Chief Executive	Rebecca Peck
Director of Communities and Opportunities	Jane Carr
Director of Legal and Democratic	Catherine Whitehead
Executive Director, Finance	Martin Henry
Executive Director, Corporate	Sarah Reed
Executive Director, Place and Economy	Stuart Timmiss

3.3 Place, Economy & Environment Directors

Position	Name
Executive Director, Place and Economy	Stuart Timmiss
Assistant Director, Economic Growth and Regeneration	Colin Walker
Assistant Director, Assets	Simon Bowers
Assistant Director, Highways and Waste	Fiona Unett
Assistant Director, Regulatory Services	Ruth Austen

3.4 Regulatory Services Management

Position	Name
Assistant Director, Regulatory Services	Ruth Austen
Health Protection Lead (Lead Food Officer)	Ed Cooke
Environmental Protection and Environmental Crime Lead	Karen Pell
Licensing (Licensing and Gambling Act) Lead	Louise Faulkner
Licensing (Taxi and other licensing) Lead	Nick Sutcliffe
Trading Standards Lead	Carol Gamble
Building Control Lead	Lee Hunter

4.0 Demands on the Health Protection Service

The following sections outline the principle demands on the Health Protection service.

4.1 Food Safety

As of 1 April 2022, West Northamptonshire Council has **3866** categorised local food businesses. The total number of food businesses has increased by 302 from the previous year. The risk category profile is as follows

Risk Category	A (Highest risk)	B	C	D	E (Lowest risk)	Total
Number of premises (as of 1 April 2022)	8	124	737	1526	1471	3866
Number of premises (as of 1 April 2021)	5	134	712	1352	1361	3564
Difference	+3	-10	+25	+174	+110	+302

Intervention frequency is the minimum that the Council is required to carry out in accordance with the Food Standards Agency Food Law Code of Practice (England).

Food Hygiene Intervention Frequencies

A at least every 6 months

B at least every 12 months

C at least every 18 months

D at least every 24 months

E Alternative enforcement strategy or interventions every three years

During the period from 1 April 2021 to 31 March 2022, **541** new food businesses were registered with the Council.

There are **24** approved premises that are approved to handle, prepare, or produce products of animal origin for which requirements are laid down in Regulation (EC) No 853/2004.

4.2 Occupational Health and Safety

As of 1 April 2022, there are **8601** businesses within the West Northamptonshire district, for which the Local Authority is the Health & Safety Enforcing Authority. These are broken down into the following main groups:

Health & Safety Category	Number of Premises
Retail	1936
Wholesale and warehouses	655
Offices	1695
Catering service	2256
Hotels and camp sites	89
Residential care homes	160
Leisure, cultural and religious premises	607
Consumer services	1023
Other premises (not classified above)	180
TOTAL	8601

Many other local businesses/organisations are enforced by the Health and Safety Executive as laid out in the [Health and Safety \(Enforcing Authority\) Regulations 1998: A-Z guide to allocation - HSE and LAs Working together - HSE](#)

4.3 Cross-cutting Services

4.3.1 Primary Authority

West Northamptonshire Council hold **32** primary authority partnerships with a range of local and national businesses. The primary authority scheme allows a business to have one regulatory source of advice and guidance and the Council can assure the businesses documented procedures. Other local authorities must take account of advice that the Council has issued. It can issue advice on all aspects of Regulatory Services functions.

5.0 Health Protection Service Delivery 2022/23

The following sections outline the scope of service delivery by Regulatory Services Health Protection.

5.1 Food Safety/Infectious Disease Control

The Food Standards Agency (FSA) principally directs the Food Safety service delivery through its Framework Agreement. The Service Head is Ruth Austen, Assistant Director Regulatory Services. The lead food safety officer is Ed Cooke, Environmental Health Manager: Health Improvement, E: Edward.Cooke@westnorthants.gov.uk

All members within Regulatory Services Health Protection who have food safety responsibilities shall have ready access to Food Standards Agency information together with relevant legal encyclopaedias.

5.1.1 Food Premises: Hygiene Inspections

West Northamptonshire Council follows the priority rating system identified in the FSA Food Law Code of Practice (England).

Interventions consist of questioning the food business operator and employees to discover their knowledge of food hazards and ability to control them. In addition to assessing relevant documentation, officers will also physically inspect the food premises, including food items, and observe food handling practices and procedures.

The following table shows the number of food hygiene inspections/interventions carried out during 1 April 2021 to 31 March 2022.

Risk Category	A (Highest risk)	B	C	D	E (Lowest risk)	Total
Number of inspections/interventions	15	113	296	235	280 (Alternative enforcement strategy)	939

The following table shows the inspection profile for the year beginning 1 April 2022 to 31 March 2023 (Including the backlog of inspections pre-1 April 2022)

Risk Category	A (Highest risk)	B	C	D	E (Lowest risk)	Total
1 April 2022 to 31 March 2023	7	92	373	1027	754	2253
1 April 2021 to 31 March 2022	7	99	511	1121	803	2541
Difference	0	-7	-138	-94	-49	-288

Data from the previous year has been included in the above table indicating the positive impact that Regulatory Services Health Protection has had on the backlog of inspections caused by the COVID pandemic response requirements.

Category A premises are those that pose the highest risk; this may be because of the nature of the activities and/or poor operating conditions. The minimum intervention frequency for the different categories of premises is given above. Food businesses receive interventions more than this where

required. The Council uses proprietary software (NEC M3/Assure Public Protection) for logging and tracking all interventions.

Revisions in the Code of Practice enable Local Authorities to deal with low-risk premises (Category E) by means other than an inspection. Health Protection utilises alternative inspection strategies, such as the use of self-assessment questionnaires, to deal with these premises throughout the year.

Revisits are made to food premises where there are food safety matters not broadly complying with Food Law identified during a primary visit.

Hygiene improvement notices will be issued if work detailed on a previous intervention report has not been completed or if there are serious concerns about food safety during a primary visit. The legal notices assist to ensure that improvements are made within a reasonable timescale.

Hygiene emergency prohibition notices are used where there is an imminent risk to health. This would normally lead to immediate closure of the premises. Reasons for taking this action could include the discovery of pest infestations, the absence of water, or very poor control of food hazards and/or cleaning. The business may decide to voluntarily close in these circumstances; officers would support that approach. A prosecution would be considered against the business involved if deemed appropriate in accordance with the [Council's Enforcement Policy](#).

The outcome of routine food hygiene inspections will be displayed on the Food Standards Agency (FSA) Food Hygiene Rating website (<http://ratings.food.gov.uk/>) and window stickers issued to food business operators in accordance with the National FSA [Food Hygiene Rating scheme](#).

The COVID-19 Pandemic response has had a significant adverse impact on the Council's ability to carry out the food safety service throughout recent years. As with many other Council's, food safety officer capacity was redeployed to respond effectively to the pandemic. The FSA recognised this and has provided direction to Local Food Authorities throughout; essentially leading to the focus on the very highest risk food safety interventions whilst deferring planned interventions. The FSA Board agreed a Local Authority Recovery Roadmap which provides direction on re-starting the regulatory delivery system in line with the Food Law Code of Practice for the highest risk establishments while providing greater flexibility for lower risk establishments.

The Recovery Roadmap takes account of the following points:

- Numbers of 'new' food businesses have significantly increased and, although some may never have started trading and others will have ceased trading, the risks associated with them remain largely unknown.
- Some existing businesses may have changed hands while others may start up to capitalise on potential additional trade from staycations etc. this year.
- Existing businesses will gradually be re-opening, many after prolonged closure, as restrictions on businesses in the hospitality sector on eating onsite are lifted, while others will continue to diversify activities to adapt to ongoing changes in the market.
- The highest risk establishments – which represent a relatively small proportion of the total number of establishments – may have missed one, two or, in a very small number of cases, three planned interventions.
- Local Authority resources have been – and in many cases still are – diverted during the pandemic to activities related to reducing the spread of COVID-19.
- Local Authorities are anecdotally reporting that significant resource is currently being used for non-statutory, but important, wider government priorities such as export certification.
- Local Authorities are also anecdotally reporting that in some cases hygiene standards have reduced since the onset of the pandemic.

The following table illustrates the FSA expectations and timescales included within the Recovery Roadmap.

Key Milestone Date	Target
By 30 June 2022	All establishments rated Category B for hygiene to have received an onsite intervention
By 30 September 2022	All establishments rated Category C for food hygiene and less than broadly compliant to have received an onsite intervention
By 31 December 2022	All establishments rated Category D for hygiene and less than broadly compliant to have received an onsite intervention
By 31 March 2023	All establishments rated Category C for hygiene and broadly compliant or better to have received an onsite intervention

The FSA have declared that a new delivery model will be ready for implementation in 2023/24.

The Lead Food Officer shall ensure that all FSA expectations are met and exceeded if resources allow.

5.1.2 Support to Businesses

The Council shall provide appropriate and competent advice/support, through a variety of different means, to local businesses and residents, within its resource constraints. Much of the advice is made available through the Council website - www.westnorthants.gov.uk. Some charged discretionary enhanced support services are offered and it is the Regulatory Services Health Protection intention to expand those services.

Food safety/hygiene advice shall be routinely given as part of an intervention and is complimented using mail shots, national/local campaigns and promotional activities when required. Advice is also given out upon request when food business registration may well not be required e.g., pop-up food outlets.

5.1.3 Food Sampling

Food sampling is an integral part of the food hygiene intervention process.

Microbiological food sampling is carried out to meet 4 main objectives:

- To determine the current state of food safety in the West Northamptonshire Area as part of a structured sampling programme.
- To improve the effectiveness of food hygiene interventions.
- To investigate suspect cases of food poisoning where a link with a local business or food is suspected; and
- To investigate complaints about food.

The Council's food sampling plan shall link with the European Commission and the United Kingdom Health Security Agency (UKHSA) Regional sampling plan as well as taking account of local/County trends and needs.

Number of microbiological samples taken

Year	2019/20	2020/21	2021/22
Number	87	75	51

5.1.4 Infectious Disease Control

General Practitioners across the Area report suspected cases of food poisoning to the Consultant for Communicable Disease Control (CCDC) at UKHSA. The local medical microbiological laboratories also advise the CCDC of positive results for food poisoning and food/water related illness. In turn, Regulatory

Services Health Protection are advised so that they can carry out investigations to discover the source of infection.

Documented procedures are available for the management of the investigations of outbreaks of food borne infectious disease. The procedures were developed and are regularly reviewed with the CCDC and other Regional Local Authorities.

Number of individual investigated cases (informal and formally notified)

Year	2019/20	2020/21	2021/22
Number	282	237	154

5.1.5 Food Safety Incidents

The Food Standards Agency declares National food safety incidents from time to time and notifies food authorities of these by means of a 'Food Alert' procedure. Some notifications require directed action, whereas others are for information only. The Council ensures that all directed action is carried out.

Number of National Food Alerts received

Year	2019/20	2020/21	2021/22
Number	164	129	132

5.1.6 Liaison with other Organisations

The Council is a member of the Northamptonshire Food Liaison Group. The group aims to:

- Act as a forum to provide consistency of enforcement.
- Act as a facilitator for benchmarking activities; and
- Provide exercises to facilitate consistency.

Other links include:

- United Kingdom Health Security Agency (East Midlands)
- Building and Development Control Service (regarding any development within the district).
- Care Quality Commission (regarding residential care home).
- Office for Standards in Education (regarding school and nursery provision).
- Police and Fire Authority (regarding licensing matters); and
- Local and national area forums, such as the Primary Authority Regulatory Group and the Local Authority Food Hygiene Rating Scheme user group.

5.1.7 Promotion and Education

Regulatory Services Health Protection will contribute to the National 'Food Safety Week'. Activities are based around raising public awareness of food safety and hygiene issues.

As a registered training centre, the Council offers a range of both taught and e-learning food safety courses.

Regulatory Services will aim to maximise the use of social media platforms and enhanced used of the Council's website to promote and educate on food safety matters.

5.2 Occupational Health and Safety

The Health and Safety Executive continues to encourage Local Authorities to focus the attention of their interventions on the National Priority Areas as set out in its document [LAC 67-2 \(Revision 11\) - Setting Local Authority Priorities and Targeting Interventions \(hse.gov.uk\)](#).

5.2.1 Occupational Health and Safety Interventions

Regulatory Services Health Protection has committed to engage in the following priority areas during 2022/23.

Warehousing and workplace transport: To ensure that health, safety, and welfare is effectively managed at local workplaces where warehousing and/or workplace transport is identified as poorly managed. That shall be done through targeted interventions, including focussed inspection/audit, and raising awareness through education/advice. Regulatory Services Health Protection will facilitate workplace transport focussed Health, Safety and Wellbeing forums.

Gas safety in commercial catering premises: To ensure proper installation, maintenance, and inspection by a competent Gas Safe registered engineer to ensure that staff and customers at commercial catering premises are protected from exposure to carbon monoxide gas. That shall be done through a range of interventions to raise awareness, with local duty holders, of the risks of exposure to carbon monoxide in commercial kitchens from badly installed or faulty appliances; poor ventilation resulting in lack of make-up air to support combustion; and/or inadequate extraction systems.

Electrical safety in hospitality settings: To ensure that any electrical equipment which has the potential to cause injury is maintained in a safe condition. That shall be done through raising awareness to improve standards of compliance. Duty holders shall be reminded to ensure both the fixed installation and electrical appliances are inspected by a competent person at appropriate intervals.

Large scale public gatherings, including inflatable amusement devices: To ensure that health, safety, and welfare is effectively managed during large local public events. That shall be done through active engagement with the [West and North Northamptonshire Event Safety Partnership](#) and facilitating Safety Advisory Groups as necessary.

5.2.2 Support to Businesses

The Council shall provide appropriate and competent advice/support, through a variety of different means, to local businesses and residents, within its resource constraints. Much of the advice is made available through the Council website - www.westnorthants.gov.uk. Some charged discretionary enhanced support services are offered.

Occupational health, safety and welfare advice shall be routinely given as part of an intervention and is complimented using mail shots, national/local campaigns and promotional activities when required.

5.2.3 Complaints about health, safety, and welfare at work

It is the Authority's intention to investigate all complaints concerning health, safety, and welfare at work. These complaints are commonly about the following matters:

- Equipment at work is not safe (guarding missing or electrical problems).
- Workplace is not safe because of defective floors or blocked fire exits.
- Unsafe systems of work – employees are being required to carry out particular jobs or processes which they feel are unsafe e.g. use of chemicals, manual handling.
- Inadequate protective clothing provided.
- Welfare facilities not kept clean or in good repair.

Additionally, members of the public contact the service to complain about conditions they have experienced while visiting shops, restaurants and leisure premises in the district.

Regulatory Services Health Protection shall assess and respond, where necessary, to consultations under the Licensing Act 2003.

5.2.4 Investigation of Reportable Accidents/Incidents

Employers have a duty to report certain categories of accidents. Accidents can be reported directly to the Council or to the [Health and Safety Executive's online reporting system](#).

It is the aim of Regulatory Services Health Protection to investigate all reported major accidents in line with guidance issued by the Health and Safety Executive. The purposes of the investigation are to both ensure legal compliance and to make sure that steps have been taken to prevent similar accidents or incidents occurring wherever possible.

Number of reported accidents/incidents

Year	2019/20	2020/21	2021/22
Number	287	237	292

5.2.5 Liaison with other Organisations

Regulatory Services Health Protection is an active member of the Northamptonshire Health & Safety Liaison Group. The group aims to:

- act as a forum to provide consistency of enforcement.
- act as a facilitator for benchmarking activities.
- provide 'standardisation' exercises to facilitate consistency; and
- provide competent training at reasonable costs for members.

It also liaises with the Police, Fire Service, St Johns Ambulance, EMAS, and a range of other partners, to ensure that the major events happening in the district have safety planning very much at their heart. This is a particularly important role as many thousands of people could be placed at risk when event activities are not effectively controlled.

5.2.6 Promotion and Education

In addition to the activities outlined in section 5.2.1 above, as a registered training centre, the Council offers a range of both taught and e-learning health and safety courses.

Regulatory Services will aim to maximise the use of social media platforms and enhanced use of the Council's website to promote and educate on occupational health and safety matters.

6.0 General Service Issues

6.1 Resources

	2022/23 budget
Staffing	£ 793 286
Transport	£ 25 080
Supplies & Services	£ 31 567
Income	£ 133 892
Net Expenditure	£ 659 394

6.2 Staffing Allocation

(Senior) Environmental Health Officers have holistic responsibilities for food safety, occupational health & safety, and health improvement. This approach facilitates a broad approach to the protection of the health of the public within the district.

Much of Regulatory Services Health Protection consists of Environmental Health Practitioners and is complimented by Specialist Officers and Regulatory Support Officers. All Environmental Health Officers possess a BSc or MSc in Environmental Health, and many are Chartered Practitioners or working towards this.

As of 1 April 2022, the Council has **15.34** Full Time Equivalent (FTE) to provide the services outlined in this service plan (detailed below). Unexpected demands on the service, such as vacancies, complex legal cases or the requirement to ensure virulent organisms (e.g. *Escherichia coli* O157) are adequately controlled, have illustrated that lesser-risk interventions may well suffer. Services will be re-prioritised to high-risk based interventions accordingly.

Position	Full Time Equivalent
Environmental Health Manager	1.00
(Senior) Environmental Health Officer	6.65
(Senior) Food & Safety Officer	4.43
Technical/Regulatory Support Officer	2.79
Student Environmental Health Officer	0.50
TOTAL	15.37

6.3 Enforcement Policies

An [enforcement policy](#) (the Policy) is in place to cover all environmental health functions. It sets out the general principles and approach that the Council will follow when considering enforcement action.

The policy takes account of the Regulators' Code (the Code) published by the Better Regulation Delivery Office of the Department for Business, Innovation and Skills. The Code is underpinned by the statutory principles of good regulation, which states that regulatory activities should be carried out in a way, which is transparent, accountable, proportionate, and consistent and should be targeted only at cases in which action is needed.

6.4 Staff Development Plan

Every year development discussions shall be held with all members of staff and in light of the service plan objectives, action plans are drawn up for each individual. Action plans detail the training and development needs of the individual to meet service requirements.

Regulatory Services will encourage and support individual officer professional development (including apprenticeships) to facilitate the 'grow your own' approach and help ensure an experienced and competent workforce.

Staff will cascade training received, as appropriate, to increase the knowledge base of colleagues.

Staff will carry out Continued Professional Development to help maintain their competence.

6.5 Quality Assessments

6.5.1 Documented procedures help to ensure that the services provided by the Regulatory Services are subject to continual improvement.

6.5.2 Published service standards are monitored on a regular basis.

6.6 Review against service objectives

6.6.1 This service plan pulls together significant information about the Council's Food Safety service activities.

6.6.2 Performance indicators and service objectives shall be reviewed on a monthly basis through one to two ones between the Service Managers responsible for the Food Safety Service and the Assistant Director Regulatory Services.

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West Northamptonshire Council Trading Standards

FOOD and FEED STANDARDS ENFORCEMENT SERVICE PLAN 2022/23

INTRODUCTION

This Plan outlines how the Trading Standards Service carries out its statutory duties to enforce standards for food and animal feeding stuffs. This includes monitoring the composition, labelling, claims, and descriptions relating to foodstuffs for human consumption, materials and articles in contact with food, and feeding stuffs for livestock and pets.

This has been prepared in accordance with the Food Safety Act 1990 Framework Agreement published by the Food Standards Agency (FSA). In this plan 'food' should be read as meaning food for human consumption and 'feed' means animal feeding stuffs.

The FSA devised a Local Authority Recovery plan that sets out guidance and advice to local authorities for the period from 1 July 2021 to 2023/24 following the impact of Covid-19. Phase 2 of the FSA recovery plan started on 1st October 2021 and will continue until a new food standards delivery model is in place. It is anticipated that the new model will be rolled out nationally from April 2023.

The Trading Standards Service has met the Phase 2 target of completing food standards interventions at high risk premises by 30th June 2022. Consequently, planned interventions should continue based on the system for interventions in accordance with the Food Law Code of Practice.

Where indicated, the plan should be read in conjunction with the Trading Standards Service Plan 2022/23 [SP].

1. SERVICE AIMS AND PRIORITIES

- 1.1 The Service's aims and priorities are reviewed annually and may be found in the Trading Standards Service Plan. The main aim of the Service is to, as far as possible within allocated resources, ensure a safe and fair trading environment in West Northamptonshire. The key priority is to protect our communities, particularly those that are most vulnerable, from rogue trading.
- 1.2 Corporate objectives and plans
<https://www.westnorthants.gov.uk/your-council/corporate-plan>

Food Standards work contributes to the Council's priorities by protecting people, by helping reputable businesses to meet their responsibilities and enabling them to flourish, by tackling those who flout the law or act irresponsibly to make communities safer, by helping the marketplace to operate fairly and competitively, enabling consumers, including children, to make informed choices about the food they eat to enable them to stay healthy and safe, and by health promotion activity.

2. BACKGROUND

2.1 Profile of West Northamptonshire

West Northamptonshire Council is a Unitary Council which, from 1st April 2021, took over the provision of local public services from the aggregated Councils of Northampton, Daventry & South Northamptonshire, and from the disaggregated Northamptonshire County Council. West Northamptonshire Council Trading Standards Service was created from half the disaggregated Northamptonshire County Council Trading Standards Service.

2.2 Organisational Structure

The food and feed enforcement responsibilities are managed within the Trading Standards Service of the Council's Regulatory Services; see structure chart at Annex 4.

The Service has 15 posts (13.89 full time equivalent). There are currently 13 staff in post with one vacant post plus an officer seconded to UNISON until at least 31/3/23. Only one enforcement officer is currently competent and actively involved in food enforcement. The same officer is competent and actively involved in feed enforcement.

2.3 Scope

Food and Feed Standards work is only part of the statutory responsibilities enforced by the Trading Standards Service (see list of legislation enforced Annex 3 and the SP). Work is combined with other activities for efficiency and effectiveness.

Statutory Public Analyst services are provided by Public Analyst Scientific Services Ltd.

2.4 Demands on the Food and Feed Service

The premises risk rating scheme utilised is the revised National Trading Standards Board agreed risk scheme.

The Service maintains a database of all businesses identified as affected by trading standards legislation.

Food Standards Inspection Premises	As at April 2022 premises¹
High Risk ²	5
Upper Medium Risk	130
Lower Medium Risk	3172
Low Risk	290
Total premises subject to Food Standards Risk	3509

	As at April 2022 premises¹
Animal Feed Premises	1590
Livestock and arable farms and other businesses in the feed chain	
Registered Establishments ³	595

Approvals	0
Livestock farms	1252

Notes

- ¹ Numbers will vary throughout the year as the system is updated.
- ² Risk assessment has been based on the version published by National Trading Standards Board 2013.
- ³ The numbers include livestock and arable farms, manufacturers, food businesses supplying surplus food for animal feed, and transporters.
- Farms register with this Service if they request, such as when audited by a Food Assurance Scheme, and Farms are registered directly by the Service where they are identified as unregistered on inspection/complaint/enquiry.

2.5 Regulation Policy

The Service's Enforcement Policy is published on the Service website:

<https://www.westnorthants.gov.uk/your-council/enforcement-policy>

3. SERVICE DELIVERY

Interventions at Food and Feed establishments

<p>3.1 The authority's policy on interventions</p>	<p>Interventions are in the main visits to businesses for the purpose of inspection of, and/or sampling at the business to check compliance; frequently encompassing other trading standards legislation that applies including fair trading, age restricted sales and metrology. Recognising the continuity of the food chain, it is necessary to consider aspects of animal health and welfare, primary production of food, animal feed, surplus food and animal by-products and food standards that apply to a food or feed business. We work with businesses, offering business advice and primary authority partnerships to assist businesses to improve or maintain their compliance. Intelligence, including complaints, is prioritised for an appropriate response including retaining as intelligence.</p> <p>Businesses are risk assessed according to the method incorporated into the dedicated database, Civica Authority. The Service is currently in the process of disaggregating its database (from NCC to WNC and NNC) and moving onto the new cloud based Civica Cx which is proving to be resource intensive. Civica Authority is currently modelled on a risk assessment process designed by the National Trading Standards Board. Premises may have their risk rating raised or lowered according to the assessment of confidence in the business management, which is assessed following inspection or contravention.</p> <p>This year's plan is outlined in Annex 1.</p> <p>Food and animal feed standards enforcement is an integral part of the Service and therefore it is not possible to accurately detail financial expenditure for it.</p>
<p>3.2 Food and Feed Complaints and enquiries</p>	<p>The Citizens Advice Consumer Service is the initial point of contact for most consumer complaints and enquiries on Trading Standards matters. Appropriate complaints are referred to the Service where they are prioritised and may be investigated. We are therefore critically reliant on the availability of that Service, and their competence, to identify the nature of the complaint so that it may be correctly prioritised according</p>

	<p>to our complaint grading policy. The complaint grading policy has been revised to reflect the reduced resources available and will focus on those matters causing most risk and harm.</p> <p>Therefore, food and feed issues affecting the safety of consumers are prioritised over other food and feed complaints.</p> <p>Complaints about food will be dealt with in accordance with the Trading Standards Service Enforcement Policy.</p> <p>The Food Safety Act 1990 Code of Practice directs which complaints are more appropriately dealt with by Food Safety officers in the Environmental Health Service of West Northamptonshire Council Regulatory Services. There is a local memorandum of understanding with the Environmental Health Services of West and North Northamptonshire Regulatory Services to ensure consumer complaints are dealt with appropriately and efficiently.</p>
<p>3.3 Home Authority Principle and Primary Authority Scheme</p>	<p><u>Primary Authority Scheme</u></p> <p>It is Service policy to comply with the requirements of the Primary Authority scheme where we are the enforcing authority.</p> <p>We have delegated authority to enter into Primary Authority partnerships under the Regulatory Enforcement and Sanctions Act 2008. The Service offers Primary Authority agreements to eligible businesses, and charges for business advice that extends beyond basic signposting and identification of legal duties. A limited amount of basic advice is available to start up and small businesses without charge. The applicable fees are published on our website.</p> <p>https://www.westnorthants.gov.uk/trading-standards/trading-standards-fees-and-charges</p> <p>The Service does not act as Home Authority for those businesses who do not wish to enter into a Primary Authority Partnership, however the Service will provide advice and guidance on a cost-recovery basis. Any referring authorities with issues concerning non-Primary Authority businesses are asked to contact the business directly, conclude their own investigations and notify the outcome to this Service for intelligence purposes. The intelligence may be used on inspection or other regulatory intervention with the business.</p> <p>We are currently working closely with Environmental Health to consolidate Primary Authority work and charges within WNC. The Service also supports the Primary Authority Regional Group.</p>
<p>3.4 Advice to Business</p>	<p>The Service provides advice to business through inspections, visits, telephone enquiries, occasional mailshots, press releases, the website, and occasional talks.</p> <p>Contact is maintained with the business community by liaising with business organisations.</p> <p>Where appropriate, businesses, especially start-up businesses, are directed for self-help advice via the Business Companion website, pages on www.gov.uk and the FSA website. More complex issues are dealt with by officers under the business advice policy.</p>

	The Service has contacts with the SEMLEP Growth Hub.
3.5 Food and Feed Sampling	A survey programme is being prepared for 2022-23 for food and feed. There is a budget of £10,758 for all sampling (including non-food and feed) and analysis across WNC Trading Standards. This budget will be prioritised on a risk assessed basis across all the Service's responsibilities. Samples are submitted to the appointed Public and Agricultural Analyst laboratories and occasionally to other test houses where necessary.
3.6 Food and Feed investigations	Contraventions of food standards legislation are assessed using the National Trading Standards Intelligence Operating Model tasking process that considers appropriateness of enforcement action in accordance with relevant policies. Resource commitments for food standards investigations vary according to the nature and complexity of infringements detected.
3.7 Food and Feed Safety Incidents	Food Alerts are received through the FSA Smarter Communications interface, which is accessible to all registered food officers, and email contacts from the Food Standards Agency. These are monitored by relevant staff. Any alerts requiring action are responded to. The authority liaises with other local authorities, trading standards and environmental health to co-ordinate responses to alerts that relate to food standards, including publicity and communication with traders, as required and as practicable.
3.8 Liaison with Other Organisations	The Service is a member of Trading Standards East Midlands (TSEM) which coordinates work on Food Standards, Feed and Agriculture enforcement across the region where it is appropriate to do so. The Service also has access to a national 'Knowledge Hub' website for specialist officers related to food labelling and feed matters. Regular contacts are maintained with the North & West Northamptonshire Food Liaison Group, where the seven ex-District Council EHOs co-ordinate enforcement of food hygiene and food standards. The Trading Standards Manager attends the WNC Regulatory Services Managers Group. Where appropriate, liaison takes place with DEFRA, the FSA, DoH, and the Animal and Plant Health Agency regarding enforcement of animal health and welfare controls and other relevant bodies as appropriate.
3.9 Food and Feed Safety and Standards promotional work, and other non-official controls and interventions	<p>The Service maintains website links to sources of advice and has previously produced additional guidance, when appropriate, for businesses and consumers as can be found on our website.</p> <p>The primary source of business guidance is supplied by CTSI through the Business Companion website https://www.businesscompanion.info/</p> <p>Businesses are directed to Business Companion as well as government websites such as the Food Standards Agency and www.gov.uk to provide consistent guidance.</p>

	<p>Media releases will be used to promote food standards issues where appropriate. It is Service policy to inform the local media of all legal proceedings taken by the Service to assist in education of businesses and consumers and to act as a deterrent to those who may act irresponsibly or flout the law. We also use social media to quickly promote any relevant food updates eg FSA guidance, allergen warnings etc.</p> <p>Where appropriate we will seek to liaise with colleagues within West Northamptonshire Council in relation to public health issues relating to food and feed.</p>
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4. RESOURCES

<p>4.1 Financial Allocation</p>	<p>Overall resources allocated to the Trading Standards Service are detailed in the Service Plan. Food and animal feed standards enforcement is an integral part of the Service and therefore it is not possible to accurately detail financial expenditure for it. It is estimated that approximately 80% of the sampling budget is allocated to food enforcement.</p>
<p>4.2 Staffing Allocation</p>	<p>Only one permanent enforcement staff member is currently actively involved in food and feed enforcement although they are not purely dedicated to food standards enforcement. This officer holds appropriate qualifications and experience, meeting the requirements of the Food Safety Act 1990 Code of Practice for food standards and feed enforcement. There is a mutual aid agreement with North Northamptonshire to assist where necessary. All Enforcement Officers within the Service are required to undertake a range of trading standards obligations, some proportion of which could include food and/or agriculture if suitably trained/competent.</p> <p>One new enforcement officer is currently undertaking the CTSI CPCF professional qualification and has taken the food module written exam in May and the oral in June 2022. Longer term, there are 2 RCO apprentices who will go on to complete the CTSI CPCF qualification, potentially completing either the food or feed element. There is also a vacant AO post which we will look to recruit to or take on a contractor.</p> <p>Any business, regardless of business sector, that shows an intentional, reckless, or repeated disregard for the principles of safe or fair trading will be tackled as a matter of priority, where resources allow.</p>
<p>4.3 Staff Development Plan</p>	<p>All officers have an annual appraisal with their line manager that identifies their training and development needs. "Refresher" training will be provided for any staff returning to food standards enforcement work. Training will also be given to take account of any new legislation. The</p>

	Food and Feed Codes of Practice specify revised continuing professional development and training: at least 10 hours relevant to food standards and safety and 10 hours' professional practice; and 10 hours relevant to feed standards and safety during 2022/23.
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5. QUALITY ASSESSMENT

5.1 Quality assessment and internal monitoring	Procedures relating to all operational activities, including food and feed enforcement will be reviewed as appropriate during 2022/23 as part of the ongoing transformation of local government services in West Northamptonshire.
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6. REVIEW

6.1 Review against the Service Plan	A review of Food Standards Enforcement for 2021/22 is attached as Annex 2.
6.2 Identification of any Variation from the Service Plan	There has been some variation from the 2021/22 plan primarily as a result of the Covid-19 Pandemic. Domestic legal Covid-19 restrictions ended on 24 February 2022. Variation has been in line with the prevailing version of National guidance 'COVID-19 Local Authority Enforcement Q&A' issued by the FSA throughout the year.
6.3 Areas of Improvement	The newly created Council is embarking on a challenge to transform services in the medium/long term. There are strict financial limitations in which it can work. Work is being carried out within Regulatory Services to improve collaborative working across Trading Standards and Environmental Health.

FOOD AND FEED STANDARDS INTERVENTION PROGRAMME 2022/23

All High-Risk businesses will receive an intervention visit or where appropriate some other kind of contact.

We will carry out a limited programme of food standards inspections and conduct limited sampling surveys considering the resource availability, and Service priorities. Complaints and referrals from the public and other authorities and intelligence received from the Food Standards Agency and other sources assist in identifying areas of work as well as the previous history of compliance.

Limited surveys of particular food business sectors will be conducted to assess compliance with the results being considered as to appropriate further action.

Business sectors Food	Activity	Target Numbers of Premises 2022/23
FS Planned - High Risk	Annual intervention due	100%
FS Planned - Upper Medium Risk Targeted activities across business sectors. Retail – including National chains (having regard to Primary Authority) and other UM risked businesses	Biennial intervention due Intervention by survey inspection or sampling (visits; mailshot to others) across business types. Priority area – Prepacked for direct sale	Work will be tasked based on risk assessment and available resources at the relevant time.
FS Planned – Lower Medium and Low Risk	Intervention by survey, sampling particularly regarding allergen information intelligence from complaints. Use of mailshot if appropriate.	Work will be tasked based on risk assessment and available resources at the relevant time.
FS Revisits	As appropriate	
FS responsive – inspections and other interventions to assess Food Standards compliance	Conducted following complaint, intelligence, visits prompted by other regulatory activities etc.	Work will be tasked based on risk assessment and available resources at the relevant time.

Feed visits

	Target – FSA contracted
Manufacturers (A01-8 and R1-4)	0
Co-product (R12)	2
Importer	0
Stores (R9)	0
Distributor (R1-3, R5)	0
Transporter (R8)	0
On farm mixer (R10 and 11)	2
Pet Food Manufacturer (R6)	1
Supplier of surplus food (R7)	2
Food Hygiene at Primary Production	
Livestock Farm (R13)	4
Arable Farm (R14)	1

Farm visits for feed hygiene and/or food primary production may be combined with visits for animal health and welfare complaints or enquiries.

Sampling Activity	Target
Food samples (products submitted for analysis/report)	Approximately 80% of budget allocation
Feeding stuffs samples	³ As appropriate

1. Inspections prompted by application for registration under a code that requires Annex II HACCP to be in place. The need for a visit will be assessed individually.
2. The value given is an estimated target; actual numbers of such businesses that should be registered under the feed categories are undetermined.
3. Samples may be taken in response to complaints and investigations.

Work is continuing to improve database accuracy for food and feed premises.

REVIEW OF FOOD AND FEED SAFETY AND STANDARDS WORK 2021/22

The Trading Standards Service met the FSA Recovery Plan Phase 2 target of completing food standards interventions at high-risk premises by 30th June 2022.

Business sectors Food	Activity	Target Numbers of Premises 2021/22	Actual
Food Standards (FS) planned - High Risk	Annual intervention due	100% (8)	100% (8)
FS planned - Upper Medium Risk (From a total of 146 premises currently) Targeted activities across business sectors. Retail – including National chains (having regard to Primary Authority) and other UM risked businesses	Biennial intervention due Intervention by survey inspection or sampling (visits; mailshot to others) across business types	Work based on risk assessment and available resources.	Work based on risk assessment and available resources. 30 B rated
FS Planned – Lower Medium and Low Risk	Intervention by survey, sampling particularly regarding allergen information intelligence from complaints. Use of mailshot if appropriate.	Work based on risk assessment and available resources.	As above
FS responsive – inspections and other interventions to assess Food Standards compliance	Conducted following complaint, intelligence, visits prompted by other regulatory activities etc.	Work based on risk assessment and available resources.	9
Primary Authority (PA) and Business Advice (BA)	Labelling reviews, interpretation advice, advice on developing legislation, advertising practice, complaints and incidents.		PA food 14 PA feed 1 BA food 13 BA feed 1
Food and Feed-related complaints	Food Consumer Referred from partners Feed		48 21 27 19

Feed visits

	Target – FSA contracted	Actual
Manufacturers (A01-8 and R1-4)	0	0
Co-product (R12)	2	0
Importer	0	0
Stores (R9)	1	1
Distributor (R1-3, R5)	0	0
Transporter (R8)	0	0
On farm mixer (R10 and 11)	1	1
Pet Food Manufacturer (R6)	1	0
Supplier of surplus food (R7)	6	5
Food Hygiene at Primary Production		
Livestock Farm (R13)	4	1
Arable Farm (R14)	1	0

Farm visits for feed hygiene and/or food primary production may be combined with visits for animal health and welfare complaints or enquiries.

Sampling Activity	Target	Actual
Food samples (products submitted for analysis/report)	20	24
Feeding stuffs samples		

Surveys conducted:

Survey	TOTAL SAMPLES	RESULT TYPES Satisfactory	Unsatisfactory
Allergen Project 2021/2022	16	13	3
PASS Milk allergens in dairy-free takeaway drinks 2021/2022	5	2	3

Food Standards Summary 2021/22

Background: Staffing

Only one permanent officer is food qualified and competent; however, they are not solely dedicated to this area of work.

One new officer is undertaking the food module as part of their qualification and will take the exams in 2022.

Background: Local Government Re-organisation

NCC Trading Standards Service has been disaggregated across West and North Northamptonshire unitary councils. Management focus has been to ensure that both new Services transitioned as a safe and legal authority on Vesting Day. This also impacted on officers delivering food controls to a lesser extent. The process of transformation will continue in the next 12 – 24 months resulting in Trading Standards continuing to integrate within Regulatory Services.

Background: Brexit

The impact of the EU exit has not yet been felt by the Service. There are still issues which may impact on the smaller teams going forward into 2022/23 but they are not as yet quantifiable. There may also be an impact in relation to the war in the Ukraine leading to food and feed shortages and food substitutions.

Background: Covid-19 outbreak and Intervention visits

Due to the Covid-19 pandemic the need for routine food standards inspections was evaluated in light of prevailing FSA Guidance as it developed throughout the year. The prioritisation advised by FSA was found to be very much in line with our own vigilant management of scarce resources following Service cutbacks in recent years.

Food Alerts for Action

No alerts received.

Supporting businesses

This Service operates the Primary Authority Partnership Scheme. West Northamptonshire Council have 14 food & 2 feed PA Partnerships:

- 30 requests for advice for food and 1 for feed were completed in 2021/22
- 10 requests for food and 1 for feed were completed from business requesting non-PA business advice.

Feed Summary

Feed hygiene, together with hygiene requirements in the primary production of food, continue to be the focus of animal feed interventions. It is closely related to farm animal health and welfare complaints, and they are often considered together. The pandemic brought a slow start to the planned inspections and alongside the impact of disaggregation, the target visits were not met.

LEGISLATION ENFORCED

West Northamptonshire Council has a statutory duty to enforce the majority of consumer protection and fair-trading legislation. Additional legislation is enforced where it contributes to achieving the aims and objectives of the Service and Unitary Council. The Service enforces over 70 Acts of Parliament, over 1000 associated Regulations and Orders, and a substantial range of retained EU legislation (domestic law which implements or relates to former EU obligations).

Accommodation Agencies Act 1953
 Administration of Justice Act 1970
 Agriculture Act 1970
 Agriculture (Miscellaneous Provisions) Act 1968
 Agricultural Produce (Gradings and Marking) Acts 1928 and 1931
 Animal Health Act 1981
 Animal Health Act 2002
 Animal Welfare Act 2006
 Anti-social Behaviour Act 2003
 Business Names Act 1985
 Cancer Act 1939
 Children and Families Act 2014 (in respect of Sections 91 to 94 only)
 Children and Young Persons Act 1933
 Children and Young Persons (Protection from Tobacco) Act 1991
 Clean Air Act 1993
 Clean Neighbourhoods and Environment Act 2005
 Climate Change Act 2008 (in respect of Single Use Carrier Bag charges only)
 Companies Act 2006
 Consumer Credit Acts 1974 and 2006
 Consumer Protection Act 1987
 Consumer Rights Act 2015
 Control of Pollution Act 1974
 Copyright, Designs and Patents Act 1988
 Criminal Justice Act 1988 (in respect of sales of knives to young people)
 Development of Tourism Act 1969
 Dogs Act 1906
 Education Reform Act 1988
 Energy Act 1976
 Energy Conservation Act 1981
 Enterprise Act 2002
 Estate Agents Act 1979
 Explosives Acts 1875.
 Explosives (Age of Purchase etc.) Act 1976
 Fair Trading Act 1973
 Farm and Garden Chemicals Act 1967
 Fireworks Act 2003
 Food Act 1984
 Food and Environment Protection Act 1985
 Food Safety Act 1990
 Forgery and Counterfeiting Act 1981
 Fraud Act 2006
 Hallmarking Act 1973

Health and Safety at Work etc Act 1974 (relating to explosives, petroleum and the classification, packaging and labelling of dangerous substances)
Housing Act 2004
Insurance Brokers (Registration) Act 1977
Intoxicating Substances (Supply) Act 1985
Knives Act 1997
Licensing Act 1964
Licensing Act 2003
London Olympic Games and Paralympic Games Act 2006
Medicines Act 1968
Malicious Communications Act 1988
Motor Cycle Noise Act 1987
Motor Vehicles (Safety Equipment for Children) Act 1991
National Lottery etc. Act 1993
Offensive Weapons Act 1996
Offensive Weapons Act 2019
Olympic Symbol etc. (Protection) Act 1995
Performing Animals (Regulation) Act 1925
Petroleum (Consolidation) Act 1928
Petroleum (Transfer of Licences) Act 1936
Prices Act 1974.
Proceeds of Crime Act 2002
Protection from Harassment Act 1997
Protection of Animals Act 1911
Public Health Acts 1936 and 1961
Road Traffic Act 1988
Road Traffic (Foreign Vehicles) Act 1972
Solicitors Act 1974
Telecommunications Act 1984
Theft Acts 1968 and 1978
Timeshare Act 1992
Tobacco Advertising and Promotion Act 2002
Trade Descriptions Acts 1968
Trade Marks Act 1994
Unsolicited Goods and Services Acts 1971 and 1975
Video Recordings Acts 1984 and 1993
Weights and Measures Act 1985

Any orders or Regulations or other instruments (whether dated before or after the date of execution of this delegation) i) made thereunder or ii) having effect by virtue of the European Communities Act 1972 (where such orders or Regulations specify the Unitary Council as having an enforcement duty (including references to a feed authority, food authority and local weights and measures authority))

Any offence under legislation, or at common law, which is of a similar nature including offences of aiding, abetting, counselling and procuring, incitement, conspiracy, perverting the course of justice, criminal attempts, assisting or encouraging another person to commit an offence or participation in a crime.

Annex 4

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WEST NORTHAMPTONSHIRE COUNCIL TRADING STANDARDS SERVICE

2022-23 Plan regarding Enforcement of Section 54 of the Anti-Social Behaviour Act 2003 - Sale of aerosol spray paints to under 16's

Introduction

Section 32 of the Clean Neighbourhoods & Environment Act 2005 places a duty on the local weights & measures authority (Trading Standards Service) to consider, at least once in every period of twelve months, the extent to which it is appropriate for the authority to carry out in their area a programme of enforcement action in relation to section 54 of the Anti-Social Behaviour Act 2003 (which prohibits the sale of aerosol paint containers to a person under the age of sixteen) and to the extent that they consider it appropriate to do so, carry out such a programme.

West Northamptonshire Council is a Unitary Council which, from 1st April 2021, took over the provision of local public services from the aggregated Councils of Northampton, Daventry and South Northamptonshire, and from the disaggregated Northamptonshire County Council. West Northamptonshire Council Trading Standards Service was created from half the disaggregated Northamptonshire County Council Trading Standards Service

Background

Graffiti is the gateway to a plethora of other problems – anti-social behaviour and criminality – and brings with it a huge social cost.

Nationwide, the bill to the council taxpayer for the removal of graffiti is £1 billion a year. The bill to clear up graffiti on the London Underground alone amounts to £10 million a year.

In Northampton, Veolia employ a dedicated graffiti removal team at around £30k per annum and all operatives emptying bins are expected to remove graffiti as they do so. In Daventry and South Northants very little graffiti is reported and most of the removal is dealt with using graffiti wipes and occasionally paint at a relatively low cost. Highways spend around £20k

Where there are large amounts of graffiti you invariably find neglect; it occurs in an area which isn't cared for or it occurs in an area where members of the public feel uncared for and so feel it is not worth reporting. There may also be anti-social behaviour issues like littering, street drinking, drug use and other examples of criminal damage, like glass broken in bus shelters or other petty vandalism.

2021-22

Following the trend of previous years, the Service has not received any complaints alleging the sale of spray paints to children under 16. Therefore, no test purchasing exercises were arranged.

2022-23

West Northamptonshire Council Trading Standards Service will:

- ❖ Respond to any complaints alleging the sale of spray paints to under 16's by advising retailers of their legal responsibilities and good practice to not sell spray paints to young people under the age of 16.
- ❖ Liaise with Northamptonshire Police and Environmental Protection to gain intelligence around under age sales of spray paints and where appropriate work with relevant partners to reduce the incidence of graffiti within West Northamptonshire.
- ❖ Carry out test purchasing exercises using volunteer underage test purchasers in response to any complaints or local intelligence.
- ❖ Investigate and take appropriate enforcement action in respect of offences under Section 54 of the Anti-Social Behaviour Act 2003 in accordance with our prosecution policy.
- ❖ Make available a retailer training pack covering all age restricted products.
- ❖ Where appropriate make use of the media to publicise relevant issues.
- ❖ Continue to promote PASS accredited proof of age cards to retailers and also the use of the 'Challenge 25' scheme, whereby businesses are advised to ask for PASS accredited proof of age if the purchaser looks under 25.

Enforcement background

Graffiti is usually regarded as criminal damage under section 1(1) of the Criminal Damage Act 1971. Councils may issue a fixed penalty notice to deal with an offence under section 1(1) "which involves only the painting or writing on, or the soiling, marking or other defacing of, any property by whatever means" (Section 43 of the Anti-Social Behaviour Act 2003). Section 1 of the Criminal Justice Act 2003 extends the definition of prohibited articles under section 1 of the Police and Criminal Evidence Act 1984 (PACE) so that it includes articles made, adapted or intended for use in causing criminal damage. It does this by amending the list of offences in section 1(8) of PACE to include offences under section 1 of the Criminal Damage Act 1971. The effect is to give police officers power to stop and search where they have reasonable suspicion that a person is carrying, for example, a spray paint can which they intend to use in producing graffiti.



**WEST NORTHAMPTONSHIRE COUNCIL TRADING STANDARDS SERVICE
TOBACCO ENFORCEMENT PROGRAMME 2022-23**

Introduction

The Children & Young Persons (Protection from Tobacco) Act 1991 requires the Council to annually consider and carry out an appropriate programme of enforcement action relating to age-restricted tobacco controls including nicotine inhaling products.

The Council, through its Trading Standards Service (WNCTS), has a number of responsibilities with regard to tobacco enforcement including:

- Underage sales
- Supply of counterfeit and illicit tobacco
- Advertising and promotion

The Tobacco Control Plan for England was published in July 2017: <https://www.gov.uk/government/publications/towards-a-smoke-free-generation-tobacco-control-plan-for-england>

This includes a commitment to reduce the number of 15 year olds who regularly smoke from 8% to 3% or less by the end of 2022.

The latest figures from 2018 report that 5% of 15 year olds smoke regularly.

This should be read in conjunction with the Tobacco Control Plan delivery plan 2017 – 2022 published in July 2018:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/714365/tobacco-control-delivery-plan-2017-to-2022.pdf

For smoking prevalence amongst 15 year olds in Northamptonshire, 8.7% are current smokers with 6.2% being regular smokers (latest WAY survey data 2014/15). These are on a par with the England averages. The highest estimated prevalence of regular smokers in West Northamptonshire is in Daventry.

ASH produced a report in June 2021 which concluded:

- The large majority of 11-17 year olds have never tried (77.7%) or are unaware of e-cigarettes (10.5%).

- In 2021, 11.2% of 11-17 year olds had tried vaping, compared to 13.9% in 2020. This is largely unchanged from 2015 when 11.6% of 11-17 year olds had tried e-cigarettes.
- Children under 16 are least likely to try e-cigarettes. Only 6.5% of 11-15 year olds have tried vaping, compared to 23.2% of 16-17 year olds.
- Just under a third of 18 year olds report trying an e-cigarette (30.1%)

Contrary to these findings, from the level of intelligence and complaints now being received by WNC TS it would be reasonable to assume the underage usage of nicotine inhaling products has actually significantly increased.

Report on activities 2021-22

From 1/4/2021 to 31/3/2022, this Service received 1 complaint concerning a premises alleging the sale of cigarettes to persons under the age of 18. The level of complaints received has significantly reduced over the past 10 years, having dropped again from 4 complaints received the previous year.

The complaint was followed up by an advisory letter to the business concerned and the premises was subjected to an underage test purchasing exercise where they refused the sale.

After several years of the Service not receiving any complaints alleging the sale of nicotine inhaling products to persons under the age of 18, the latter part of 2021 saw this trend stop with emergence of new disposable e-cigarettes. Since November 2021, 11 complaints have been received regarding 8 premises selling nicotine inhaling products to persons under the age of 18. This is further impacted by numerous reports that many of the disposable e-cigarettes being supplied also exceed the permitted 2ml maximum quantity.

Four of the premises were subjected to an underage test purchasing exercise where two premises sold to the 15 year old volunteer and two premises refused the sale. Warning letters have been issued to the premises that sold and further monitoring, including test purchasing, will take place.

Prosecutions

No prosecutions in relation to age-restricted sales were completed in the period of 2021-22.

Programme for 2022-23

WNCTS will:

- ❖ Ensure appropriate resources are targeted at the enforcement of legislation regulating the sale of tobacco and nicotine inhaling products to under 18's.
- ❖ Respond to all complaints alleging the sale of tobacco and nicotine inhaling products to under 18's by advising retailers of their legal responsibilities and good practice to achieve compliance.
- ❖ Respond to all complaints alleging the sale of illegal nicotine inhaling products due to permitted quantities being exceeded

- ❖ Monitor the display of statutory notices, the restrictions on the display for sale of tobacco products, the plain packaging requirements and the labelling of tobacco products.
- ❖ Using an intelligence led approach, carry out test purchasing exercises of tobacco and nicotine inhaling products using volunteer underage test purchasers.
- ❖ Investigate and take appropriate enforcement action in respect of offences relating to the protection of children from consuming tobacco products and nicotine inhaling products in accordance with our enforcement policy.
- ❖ Make available a retailer training pack covering all age restricted products on WNC website.
- ❖ Continue to promote PASS accredited proof of age cards to retailers and use the 'Challenge 25' scheme, whereby businesses are advised to ask for PASS accredited proof of age if the purchaser looks under 25.
- ❖ Where appropriate make use of the media to publicise relevant issues
- ❖ Monitor the availability of illegal tobacco to underage young people and share relevant intelligence with other enforcement agencies eg HMRC.
- ❖ Work in partnership with Public Health, HMRC and National/Regional Trading Standards to raise the profile of tobacco reduction initiatives and achieve relevant outcomes.
- ❖ Consider any available funding streams to promote tobacco work within West Northamptonshire
- ❖ Support any National or East Midlands regional tobacco control projects.
- ❖ Complete the annual National Trading Standards Tobacco Survey if required

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WEST NORTHAMPTONSHIRE COUNCIL

CABINET

14TH JUNE 2022

**CABINET MEMBER RESPONSIBLE FOR FINANCE:
COUNCILLOR MALCOLM LONGLEY**

Report Title	Improvements to Property Access Control System
Report Author	Robert Edwards, Construction Project Manager, robert.edwards@westnorthants.gov.uk

Contributors/Checkers/Approvers

MO	Catherine Whitehead	27 June 2022
S151	Martin Henry	19 May 2022
Other Director	Stuart Timmiss, Executive Director Place, Economy & Environment	24 June 2022
	Simon Bowers, Assistant Director Assets & Environment	13 May 2022
Head of Communications	Becky Hutson	19 May 2022

List of Appendices

None

1. Purpose of Report

- 1.1. To seek Cabinet approval to establish a new capital budget in 2022/23 to enable delivery of an upgraded and shared building access system for One Angel Square ('Angel'), the Guildhall and their associated buildings.

2. Executive Summary

- 2.1. There are issues with the current access control at both Angel and the Guildhall, and their associated buildings. There is an opportunity whilst updating these buildings to also change the system enabling a single shared system. Thus, staff would be able to access each building freely with a single pass.
- 2.2. This report is requesting a capital budget of £80k to update the Angel systems and replace the Guildhall system to allow them to merge. This would also form the foundation for a potential changeover of the control systems for the remainder of the Council's corporate buildings so all WNC staff could use a single card to access any corporate office.

3. Recommendations

- 3.1 It is recommended that the Cabinet:
 - a) Approve a new capital budget of £80k in 2022/23 to upgrade the existing One Angel Square access control system and change the Guildhall system to unify access across Northampton corporate offices.

4. Reason for Recommendations

- 4.1 The Council needs to have secure arrangements for accessing its buildings, but the One Angel Square access control server is outdated and at risk of failure, and the Guildhall access control system is vulnerable to controller failure and needs updating to remedy this.
- 4.2 If an upgraded system was implemented, staff who access One Angel Square, the Guildhall or their associated buildings would only need a single card, promoting a common organisational identity and efficient working.
- 4.3 The upgraded system would also allow the Council's offices in other locations to be included in the future.

5. Report Background

- 5.1 The Council has four main corporate office bases: Angel and the Guildhall in Northampton, Lodge Road in Daventry and the Forum in Towcester. There are also other offices which are linked to the previous office access control: County Hall and Booth Meadow House in Northampton linked to Angel; Westbridge Depot and St Johns Car Park in Northampton linked to the Guildhall; and Tove Depot in Towcester linked to the Forum. For reasons of expediency and cost the separate systems were not replaced with a single system on the transition to West Northamptonshire Council. Staff using more than one corporate office thus have had to be issued with multiple passes.
- 5.2 The current system in the Guildhall is an old version and is not compatible with new door controllers. Should a controller fail, the whole system would need to be updated before the doors would be operational again. At the same time the Angel system server hardware is at the end of life and needs to be migrated to a new virtual server. The software is also an old version and would benefit from an update. There is also a strong desire to reduce the number of passes

needed throughout the Council, promoting a more unified staff experience moving between the corporate buildings and thus helping to develop sense of belonging and corporate culture.

- 5.3 The systems operating at the Forum and Lodge Road offices are not currently at risk of failure. It is therefore not proposed to replace those at this time. However, the new system would be designed to be capable of extending to other buildings as required.
- 5.4 The Capital & Assets Board considered a report on this matter on 12th April 2022 and recommended a new capital budget be established to enable this work to proceed.
- 5.5 It should be noted that currently the North Northamptonshire Council offices at the William Knibb Centre are also part of the Angel access control system. This connection would be removed by the proposed upgrade, if not before.

6. Issues and Choices

- 6.1 The Council has five main options:
 - 6.1.1 (1) Do nothing.
No capital investment needed.
This leaves an operational risk should a controller at Guildhall or the server at Angel fail.
 - 6.1.2 (2) Upgrade only, leave systems isolated
£9k capital investment needed.
Systems remain separate so multiple cards needed.
Resilience issues remain.
 - 6.1.3 (3) Upgrade and Northampton unification.
£70k capital investment needed.
This involves upgrading the Angel server and changing the system at the Guildhall.
Rural offices remain separate for now.
 - 6.1.4 (4) Upgrade and Northampton unification; separate rural unification
£82k capital investment needed.
Additional to (3) easier access between rural offices.
 - 6.1.5 (5) Upgrade and full WNC unification.
£120k capital investment needed.
This involves both upgrading the OAS server and changing the systems at all WNC corporate offices (Northampton, Daventry & Towcester).
- 6.2 Each of these options carries its own benefits and costs. Given the security and operational risks Options 1 and 2 are not recommended. Option 4 is not recommended given the limited additional benefit and the potentially abortive nature of the separate rural unification. Option 5 is considerably more expensive and given the lack of pressing need is not recommended above Option 3 at this time. Accordingly, Option 3 is recommended.

7. Implications (including financial implications)

7.1 Resources and Financial

7.1.1 The recommended option would result in capital expenditure of £80k. It would also enable revenue savings estimated at £6k pa, largely from the removal of the separate Guildhall server.

7.1.2 There would also be minor non-cashable efficiency savings through a reduced need to issue access cards.

7.2 Legal

7.2.1 Subject to the approval of the budget by Cabinet any new Property Access Control system would be procured in accordance with the Council's Contract Procedure Rules.

7.3 Risk

7.3.1 There are limited risks from proceeding with the proposal. It is possible a new installation and upgrades might suffer initial problems, but these would be expected to be overcome. The responsibility for achieving satisfactory installation would be placed on the installation contractor.

7.3.2 The risks of not proceeding are that:

7.3.2.1 If the Angel system was to fail, the system would need to be rebuilt. Thus, there would be no ability to produce new cards or disable cards. The impact to staff using Angel and its linked buildings and access to Angel would need to be managed by additional security, costing perhaps £200 per day. Rectifying the database would cost circa £10k.

7.3.2.2 If a Guildhall door controller failed, there is a risk that, whilst a door controller is replaced, certain doors would be inoperable until repaired. This would also incur security costs of £200 per day and repairs to a controller circa £1k, if possible. Contractors have warned the control software may be incompatible with new versions of door controllers and thus would need to be upgraded as well, costing circa £5k.

7.3.3 The system to be used is an open source one, limiting the future risk of supplier capture elevating prices or the system becoming unavailable.

7.4 Consultation

7.4.1 The proposal has not been the subject of consultation.

7.5 Consideration by Overview and Scrutiny

7.5.1 None.

7.6 **Climate Impact**

7.6.1 The change would have no material climate impact.

7.7 **Community Impact**

7.7.1 Whilst the change would enable the Council to serve the community more effectively, no direct community impact should arise.

7.8 **Communications**

7.8.1 A communications plan would be agreed with the communications team as part of the project implementation plan.

8. **Background Papers**

8.1 WNC Access Control – ELT paper (11th March 2022)

8.2 Funding for first stage in unifying access control across WNC corporate buildings – Capital & Assets Board Report (12th April 2022)

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WEST NORTHAMPTONSHIRE COUNCIL CABINET

12 July 2022

**CABINET MEMBER RESPONSIBLE FOR ENVIRONMENT, TRANSPORT,
HIGHWAYS AND WASTE: COUNCILLOR PHIL LARRATT**

Report Title	Local Nature Recovery Strategy
Report Author	Peter Hackett, Environment, Countryside and Parks Manager Peter.Hackett@westnorthants.gov.uk

Contributors/Checkers/Approvers

West MO	Gina Clarke on behalf of Catherine Whitehead	4 th July 2022
West S151	Martin Henry	27 June 2022
Other Director	Stuart Timmiss - Executive Director Place, Environment and Economy Simon Bowers – Assistant Director Assets and Environment	1 July 2022 27 June 2022
Communications	Craig Forsyth – Deputy Head of Communications	1 July 2022

List of Appendices - None

1. Purpose of Report

- 1.1 This report seeks agreement to West Northamptonshire Council being appointed as responsible authority for preparing the local nature recovery strategy (LNRS) for West Northamptonshire.

2. Executive Summary

- 2.1 The UK, and England specifically, has suffered considerable loss of biodiversity over several centuries. It is proposed to address this, in part, through a system of LNRSs. These now have a statutory basis.
- 2.2 WNC has the opportunity to be the responsible authority for an LNRS for West Northamptonshire, avoiding the complexities of seeking to agree an LNRS with other councils and supporting integration with other strategies for the area.
- 2.3 Whilst there are risks involved in being a responsible authority and taking forward an LNRS, these appear generally to be minimised in the single-council LNRS model.
- 2.4 It is proposed to develop an LNRS using a mixture of staff and consultancy support, working with other LNRS as appropriate. The Council would continue to participate in all-Northamptonshire nature arrangements, especially the Local Nature Partnership, giving stakeholders efficient means of engagement.

3. Recommendations

- 3.1 It is recommended that it is agreed that West Northamptonshire Council accepts appointment as the responsible authority for the local nature recovery strategy (LNRS) for West Northamptonshire.

4. Reason for Recommendations

- 4.1 Under the Environment Act 2021, England is required to be divided into areas for the production of LNRSs.
- 4.2 It was considered helpful for West Northamptonshire to be such an area, allowing the new council to lead work which it could co-ordinate with, for example, its Tree Strategy & Policy, and its local plans.
- 4.3 Being appointed as the responsible authority for an LNRS area which is coterminous with West Northamptonshire means there are no complexities from having to secure agreement with other councils over a wider area.
- 4.4 It is also likely, but not certain, that being a single-council LNRS area will be financially beneficial in terms of 'new burdens' funding for the work involved.
- 4.5 DEFRA has provisionally agreed that West Northamptonshire can be a LNRS area and WNC the responsible authority. It is therefore helpful to confirm the Council's acceptance of this.

5. Report Background

- 5.1 It is widely recognised that the UK, and England specifically, has significantly depleted nature – living things and the related geological and water environment – through a combination of habitat loss, pollution, severance, and other results of centuries of industrialisation. As a result, the UK Government has adopted in 2018 a 25 year Environment Plan which seeks “to leave that environment in a better state than we found it and pass on to the next generation a natural environment protected and enhanced for the future.” This included proposals to develop a Nature Recovery Network.
- 5.2 It is accepted that existing measures such as nature reserves have been insufficient to prevent loss of ecosystems. The conclusion was that a “landscape-scale restoration” was required. LNRs are a key part of this. According to Natural England, LNRs are “a new system of spatial strategies for nature which will plan, map, and help drive more coordinated, practical, focussed action and investment in nature’s recovery to build the national Nature Recovery Network.” LNRs were piloted in Greater Manchester, Buckinghamshire, Cornwall, Northumberland and Cumbria.
- 5.3 LNRs have now been provided with a statutory basis in the Environment Act 2021 (see legal implications). This includes the power for the Secretary of State to appoint the responsible authority for each LNR area. Whilst Natural England appears on the list of bodies which can be appointed as a LNR responsible authority, it appears that this is essentially a ‘backstop’ in case there is not local co-operation in an area. Natural England has not been provisionally appointed as responsible authority for any area of England. The Act also provides for biodiversity net gain (‘BNG’) to be a mandatory planning condition and a number of other biodiversity measures.
- 5.4 Whilst the Act requires the production and updating of LNRs, it provides only limited powers to ‘enforce’ their contents on third parties. However, it seems likely that the LNRs will help shape the use of BNG requirements, and also help direct the use of environmental land management schemes (ELMS), which are replacing the previous system of farm support.
- 5.5 The Department of the Environment, Food, and Rural Affairs (DEFRA) was seeking around 50 LNRs for England, based broadly on ceremonial counties. In places such as Leicestershire with a unitary council surrounded by a two-tier area this clearly made sense. However, in Northamptonshire both WNC and North Northamptonshire Council (NNC) expressed the view that it would be preferable to have two LNRs, one for each new council. Both areas were substantial in size and contained no gaps or unhelpful boundaries. A single-council LNR would make production and integration with other strategies more straightforward.
- 5.6 DEFRA accepted these arguments and has provisionally appointed each of WNC and NNC to be the responsible authority for a LNR for their area. Apart from the reasons given

above, this has turned out to be financially beneficial as each responsible authority in England, irrespective of size, has received the same initial new burdens grant of £16k. It is hoped that the same will apply to the main new burdens grants when these are determined.

- 5.7 Strictly speaking it is not necessary for WNC to confirm its acceptance of this role, as the law allows the Secretary of State to make the determination without a requirement for consent. However, it is considered unlikely the Secretary of State would actually impose the responsible authority designation on a council against its wishes. It is also likely to be helpful in securing the designation and funding if the Council is seen to actively support it.
- 5.8 To fulfil its duties as responsible authority WNC would need to acquire sufficient expertise. It is anticipated that this would be met from a combination of new staffing, for those tasks where ongoing work is likely to be required, and consultancy, for peaks in workload and matters more specialist than can be retained within the Council. It is expected that in some cases consultancy commissions would be shared with other LNRS area, where common issues arose. This obviously includes North Northamptonshire but is not limited to it.
- 5.9 There are some existing arrangements for nature which work on an all-Northamptonshire basis, notably the Local Nature Partnership. It is proposed to continue to work within these, helping to give partners an efficient way of engaging.

6. Issues and Choices

- 6.1 The Council has the following options.
- 6.2 (1) To accept designation as the responsible authority for the LNRS for West Northamptonshire. For the reasons given above, this seems the most desirable course of action.
- 6.3 (2) To accept West Northamptonshire as the area for a LNRS but not accept designation as the responsible authority. It seems unlikely that DEFRA would accept this, but if it did it would presumably result in Natural England being appointed as the responsible authority, thus losing the Council's opportunity to shape the process and strategy.
- 6.4 (3) To argue for a different area for production of an LNRS covering West Northamptonshire. This would lose the clarity and simplicity of a West Northamptonshire LNRS. It might open up further opportunities for economies of scale in working, but many of these can be secured by two (or more) LNRS areas working together in any event.

7. Implications (including financial implications)

Resources and Financial

- 7.1 The Council has thus far received £16k of new burdens funding towards the preparation of its LNRS. It is unknown how much further funding will be provided, but it seems likely to be in the range of £120-170k, covering around two years' work leading up to strategy publication. This compares with the £200k received by each of the pilot areas, but these were larger and had to do some work which does not need to be repeated.
- 7.2 It thus seems likely that the funding will be sufficient to meet the costs to be incurred.
- 7.3 The alternatives are likely to be less favourable financially, with the same amount of money spread over a larger area.
- 7.4 North Northamptonshire Council is also proposed to be appointed as responsible authority for its area. There is provisional agreement to share aspects of work where this would be financially or operationally sensible, without prejudicing the independence of each council's strategy. This may also apply to other LNRS areas, for example Warwickshire. This should further assist in managing costs of, for example, area-wide surveys.

Legal

- 7.5 The Environment Act 2021 ('the Act'), makes provision for specific improvements of the environment, including nature and biodiversity. Many of the provisions of the Act are already in force. Sections 104-108 of the Act provides the legal structure for LNRS in England.
- 7.6 The Act gives significant powers to the Secretary of State, including to decide which areas to divide England into for the purposes of LNRS (Section 104) and which organisation to appoint to be the responsible authority for each area (Section 105), which includes a local authority whose area is, or is within, the strategy area, other local elected bodies, national park authorities, the Broads Authority, and Natural England.
- 7.7 The duty of a responsible authority is to prepare and publish a LNRS for its area, and to review and republish the LNRS from time to time. Details about the procedure to be followed for the preparation, content and publication and review of LNRS will be in regulations made, and any guidance issued, under the Act. This is currently expected in the autumn of 2022, however, there is uncertainty about when they will be issued. A LNRS must (Section 106) include a "statement of biodiversity priorities" and a habitats map or maps covering the area. Section 107 requires the Secretary of State to publish a "national habitat map for England". This is designed to assist in the preparation of LNRS.

7.8 The general duty of public authorities to have regard to the conservation of biodiversity under section 40 of the Natural Environment and Rural Communities Act 2006 (the '2006 Act'), is extended by the Act (when the provision comes into force) to both conserving and enhancing, and the Secretary of State can designate public authorities to produce biodiversity reports within a specified period on what actions have been taken to improve biodiversity. In addition, the Act modifies this general duty (when it takes effect), so that all public authorities must have regard to any relevant LNRS in the proper exercise of their functions.

Risk

7.9 There are a number of risks associated with the preparation of a LNRS, although most of these apply whether or not the Council is the responsible authority and whether the LNRS area is West Northamptonshire or a larger area.

7.10 There may be contention about the substance of the strategy; for example, an area may be particularly valuable for biodiversity restoration but also have other potential uses. This would be mitigated by careful stakeholder engagement, looking where possible for outcomes which are beneficial on several levels. Ultimately the responsible authority (or potentially all the councils in the LNRS area, if larger than West Northamptonshire) would need to determine the outcome. This is a case where WNC being the responsible authority for West Northamptonshire should make it more straightforward to reach a conclusion.

7.11 The preparation of the LNRS may be more costly than projected based on the pilots, for example if the regulations and guidance require more extensive work than the pilots carried out. This seems relatively unlikely and is mitigated by the way funding appears to be being provided. It would be further mitigated, as described in 7.4, by sharing commissions with neighbouring areas where this made sense.

7.12 The LNRS could prove to be of limited impact, due to the lack of statutory 'enforcement' provisions. This is a risk in all scenarios. It is best mitigated by careful stakeholder engagement and good scientific work leading to a strategy which is coherent and deliverable. Continued engagement with Natural England and DEFRA will also be important, to maximise the influence of the plan on, for example, the allocation of ELMS monies.

7.13 The Government could resile from the current provisional appointments and, for example, insist on a single LNRS for Northamptonshire, or a wider area. This is likely to lead to a relative loss in funding and greater complexities in preparing and delivering a LNRS. The proposed mitigation for this is demonstrating WNC's willingness and ability to deliver a meaningful LNRS for West Northamptonshire.

Consultation

7.14 There has been no consultation on the issue of the LNRS area or WNC as the responsible authority. These are matters reasonably determined by the Council itself. The content of the WNC LNRS will, of course, require extensive consultation and engagement with both stakeholders and the wider community.

Climate Impact

7.15 The West Northamptonshire LNRS offers a significant opportunity to obtain multiple benefits from investment in nature. This includes the potential for carbon sequestration in soils or trees, and also managing the adverse impacts of climate change, such as increased risks of flooding.

Community Impact

7.16 WNC as the responsible authority for a West Northamptonshire LNRS should be able to shape the strategy to best meet the needs and aspirations of the communities, both rural and urban, of West Northamptonshire.

Communications

7.17 It will be important to explain what a LNRS is, and what it can and cannot do, as work on the strategy develops. It will also be important to communicate well to engage relevant stakeholders and the wider community the development of the strategy.

8. Background Papers

8.1 None.

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WEST NORTHAMPTONSHIRE COUNCIL CABINET

12 JULY 2022

**CABINET MEMBER RESPONSIBLE FOR FINANCE:
COUNCILLOR MALCOLM LONGLEY**

Report Title	Asset disposals
Report Author	James Ring, Estates Surveyor James.Ring@westnorthants.gov.uk Liam Foster, Disposal and Acquisition Surveyor Liam.Foster@westnorthants.gov.uk

Contributors/Checkers/Approvers

MO	Catherine Whitehead	4 July 2022
S151	Martin Henry	27 June 2022
Other Director	Stuart Timmiss – Executive Director Place, Environment and Economy	24 June 2022
	Simon Bowers – Assistant Director Assets and Environment	24 June 2022
Communications	Craig Forsyth – Deputy Head of Communications	1 July 2022

List of Appendices

Appendix A – List of Possible Site for Transfer to Parish Councils

Appendix B – List of Estate Shops Proposed for Transfer

1. Purpose of Report

- 1.1 This report seeks authority to dispose of assets, namely various parcels of community land and open spaces to relevant parish councils¹, and various commercial disposals. It also proposes a new delegation to allow swift responses to future opportunities to host battery energy storage facilities (BESFs) on the Council's land.

2. Executive Summary

Overview

- 2.1 The Council owns a large and varied estate. This calls for ongoing management to ensure it is delivering the best outcomes for the residents of West Northamptonshire, in line with the Council's vision and goals. As a result of ongoing work, a number of areas where disposal of parts of the Council's land would be beneficial have been identified. Most of the proposed disposals outlined below are freehold, but one is leasehold.

Parish council transfers

- 2.2 The Council owns a significant amount of public open space which is within parishes of parish councils. This land is currently managed by the Council. The Council currently pays the maintenance costs for these areas, although in many cases this is charged to residents of those parishes by means of special expenses council tax. Various parish councils have recently approached the Council to seek a transfer of these areas of public open space land to them. Such transfers would be consistent with the principle that such assets would be deliver greater benefit if they were managed within, and by, the communities that they serve.
- 2.3 In Appendix A is a list of assets that were requested for transfer. The respective parish councils have expressed a desire to secure the transfer of the open space from the Council to enable them to manage them for the benefit of the local community.
- 2.4 The report therefore seeks authority from Cabinet to progress the disposal of those assets. These disposals relate to assets where the transaction could be considered to represent a value at less than best consideration, as they are proposed to transfer for a nominal £1.

Northampton estate shops

- 2.5 On 4th March 2020 the Cabinet of Northampton Borough Council (NBC) authorised the disposal of fifteen community shops. Under this decision, the current tenants were to be

¹ For brevity, 'parish council' is used for all such entities in this report, whether they have the style of town, community, or parish council, or other permitted style.

afforded an option of first refusal to purchase the freehold provided that each such purchase met the market value stated within an independent 'Red Book' valuation.

- 2.6 As a result of local government reform in Northamptonshire, on 1st April 2021 NBC, Daventry District Council (DDC), South Northamptonshire District Council and Northamptonshire County Council (NCC) were abolished, and West Northamptonshire Council (WNC) was created as the sole principal local authority for its area.
- 2.7 While NBC had progressed discussions with the respective tenants, none of the proposed sales completed prior to vesting day. One was subsequently approved by WNC Cabinet and has completed. The remainder were put on hold whilst the new Council considered the best approach. Following this, in accordance with the decision reflected in the 2022-23 budget, it is proposed to proceed with disposal of the remaining shops. The budget also expects alternative income-generating investments to be secured, for which investment will be necessary.
- 2.8 This report therefore seeks authority to continue with the freehold disposals of the community shops listed within Appendix B on the terms set out within this report.

Booth Meadow proposed battery energy storage facility

- 2.9 The Council owns land at Booth Meadow to the rear off Museum Way, Northampton. Previously forming part of the NCC portfolio, the site is currently used for a variety of uses.
- 2.10 The Council received several unsolicited approaches by market participants who have expressed an interest in using part of the site for a BESF. This would have a number of benefits including supporting renewable generation and resilience of the local electricity grid. The interest is due to the site's location adjacent to a major substation. To progress this interest, the Council was requested to enter a Letter of Authority which would allow the interested parties to secure capacity from the Grid. Entering into such an agreement at this stage would create a "first come first served" position which would not be conducive to obtaining the highest value for the Council.
- 2.11 Given the capital costs involved in creating a BESF facility, operators often look for long term lease commitment. It is currently envisaged that the lease required at Booth Meadow House would be in the order of 40 years should command a significant rental income. The value and term likely to be involved mean that a Cabinet decision is required.
- 2.12 It is also intended to review other sites where similar opportunities may arise. Given the potential for competition with other landowners, to enable both these sites identified to be pursued swiftly it is proposed that the Assistant Director Assets & Environment be authorised, in consultation with relevant officers and Members, to agree similar leases.

Land off A45 London Road, Daventry

- 2.13 The Council holds the freehold interest in approximately 0.7 ha (1.8 acres) of low-grade agricultural land located off the A45 London Road Daventry. It is approximately one mile from Daventry town centre. This site forms part of the EC9 Daventry Southeast Gateway being a much larger site of circa 33.8 ha (16.7 acres) which was allocated by the Daventry District Settlements and Countryside Local Plan (Part 2) in February 2020. This Local Plan policy is intended facilitate economic development and regeneration for Daventry and enhance employment opportunities through the provision of business uses up to 10,000m² per unit.
- 2.14 Ownership of most of the site is held by four landowners who have employed a local agent to market it. These have worked collaboratively, originally with DDC, and now WNC, to promote and actively market the combined landholding. The Council's interest is referenced in the marketing whilst retaining its distinction from the consortium. However, as its land is an integral part of any development it has been agreed that the consideration from the disposal of the complete site would be apportioned based on gross equalisation. This is considered to fairly reflect the value of each landowner's part in the whole.
- 2.15 The site has been actively marketed. A large number of offers were received, with the agent recommending seven developers for shortlisting. These have been chosen, primarily, as their scheme aligns with the Local Plan and represents the best financial return available. The selection process has not yet been concluded. However, a decision is needed from Cabinet at this stage to approve the disposal of land as the Council needs to be able to react to the process moving forward and meet the delivery timescales of the other landowners.

Land off Warwick Street, Daventry

- 2.16 The Council owns the freehold of land on Warwick Street in Daventry. The land was held by Daventry District Council (DDC) as part of its Town Centre Vision (TCV) redevelopment aspirations. The land was considered suitable for a range of uses including residential and was at one point subject to an Agreement for Lease between the prospective master developer (Henry Boot Developments Limited, itself under a development agreement with DDC) and McCarthy Stone, which specialises in retirement apartments. However, due to changes in the economy the overarching development agreement was terminated by agreement and the agreement with McCarthy Stone allowed to expire. Subsequently the site has become overgrown and currently offers little for the town in the way of amenity.
- 2.17 The Council has now received an unsolicited approach from McCarthy Stone. It wishes to acquire the Council's land measuring circa 0.33 Ha (0.74 acre) and as shown in more detail in the plan below. McCarthy Stone is proposing to develop a retirement living

development scheme on the site, comprising a mix of one and two bedroom units, together with associated communal areas and parking.

- 2.18 The unconditional offer of £700,000 that has been put forward by McCarthy Stone is at a value where it is considered unlikely that another market participant may bid higher. This is however being evaluated through an independent Red Book valuation undertaken by a suitably qualified and experienced RICS Registered Valuer.
- 2.19 This report therefore seeks authority from Cabinet to proceed with the disposal off market to McCarthy Stone, substantiated by the independent RICS Red Book valuation.

3. Recommendations

- 3.1 It is recommended that authority is given to the Assistant Director of Assets & Environment to:
- 3.1.1 Transfer the assets listed within Appendix A to the relevant parish councils on the basis set out in the report.
 - 3.1.2 Consider, in consultation with the Finance Portfolio Holder and the Environment, Transport, Highways and Waste Portfolio Holder, any objections to disposals of open space following publication of the intention to dispose required by Section 123(2A) of the Local Government Act 1972 and either proceed with each affected disposal or cease that disposal.
 - 3.1.3 Offer the freehold of each shop listed in Appendix B for transfer to the current tenant at the price established by a current Red Book valuation commissioned by the Council from an independent consultant, and if that offer is accepted to proceed with the disposal. Any disposal is to contain a restrictive covenant (or similar) to ensure that the ground floor of each property currently used for retail remains in commercial use.
 - 3.1.4 Following the completion of a 'best and final' offer process, negotiate and agree terms for a lease and agreement for lease for a battery energy storage facility (BESF) on the Council's land at Booth Meadow, Northampton as set out in the report, and enter into any documentation required to implement this.
 - 3.1.5 In consultation with the Finance Portfolio Holder agree terms for the disposal of land off the A45 London Road, Daventry as set out in the report, and enter into any documentation required to implement this.
 - 3.1.6 Dispose off-market the land off Warwick Street, Daventry as set out in the report.
- 3.2 It is further recommended that:
- 3.2.1 It is noted that investment will be required to replace the income provided by the estate shops in accordance with budget item 2223-B6-019.
 - 3.2.2 The Assistant Director Assets & Environment is authorised, in consultation with the Executive Director Finance, Director of Legal and Democratic and Monitoring Officer, and

- the Finance Portfolio Holder, to authorise and agree terms for lettings for BESFs similar to those proposed for Booth Meadow, and that the Constitution be amended accordingly.
- 3.2.3 Cabinet acknowledges the competitive bidding process for the land off the A45 London Road, Daventry that has been undertaken by the other landowners is suitable to achieve best consideration from the disposal.

4. Reason for Recommendations

Overview

- 4.1 It is sensible for the Council to review its estate and ensure it delivers the best overall value, taking policy and financial considerations together, to the residents of West Northamptonshire.

Parish council transfers

- 4.2 The Council has received several requests from parish councils to transfer various parcels of public open space useful to their local communities from the Council to them.
- 4.3 It is considered that such assets are of purely local benefit and as such are better managed by those closer to them.
- 4.4 Strategic interests would be protected by the Council having retain rights to re-acquire land or rights over land for £1 if it was required for infrastructure or if the parish council wished to dispose of it.
- 4.5 As these transfers are proposed to be for the sum of £1, the disposals would be at less than best consideration. This is justified by the community benefits from local control and management of the sites, which would be protected by restrictions on future use.

Northampton Estate shops

- 4.6 To meet the Council's obligation not to dispose of freeholds at less than the best consideration reasonably obtainable.
- 4.7 Whilst respecting 4.6, to maximise the opportunity for existing tenants to purchase shops they currently operate.
- 4.8 To seek to protect the commercial function of these shops given its importance to the local communities they serve.

Booth Meadow Proposed BESF and other Potential BESFs

- 4.9 To secure the best financial return for the Council from the Booth Meadow BESF proposal.

- 4.10 To maximise the opportunity to secure BESF at other locations within the Councils portfolio.
- 4.11 To maximise the opportunity for the delivery of a BESF at Booth Meadow and in other locations, in the interests of sustainability, carbon reduction, and removing barriers to development from constraints in electricity supply.

Land off A45 London Road, Daventry

- 4.12 The land is surplus to requirements and was being held with longer term development aspirations in mind. The site has been actively marketed jointly with the other associated landowners. The disposal would fulfil the objectives of good estate management.
- 4.13 The redevelopment of the Site would see a key strategic area of Daventry developed which would align with the proposed West Northamptonshire Spatial Vision, Strategic Plan Objective 13: Economic Advantage.
- 4.14 To generate a capital receipt for the Council in the short term, which would be difficult to obtain if it were not included as part of the larger development opportunity.
- 4.15 To comply with the obligations on the Council to obtain the best consideration reasonably obtainable in a freehold land disposal.

Land off Warwick Street, Daventry

- 4.16 The land is no longer required by the Council and its disposal would fulfil the objectives for which it was originally acquired and held. The disposal would fulfil the objectives of good estate management, and provide a means for the land to be put to beneficial use
- 4.17 To generate a capital receipt in the short term.
- 4.18 To comply with the obligation on the Council to obtain the best consideration reasonably obtainable in a freehold land disposal.
- 4.19 To support the strategy set out in the Daventry Town Centre Vision 2035.

5. Report Background

Overview

- 5.1 The Council owns a large and varied estate. This calls for ongoing management to ensure it is delivering the best outcomes for the residents of West Northamptonshire, in line with the Council's vision and goals. As a result of ongoing work, a number of areas

where disposal of parts of the Council's land would be beneficial have been identified. Most of the proposed disposals outlined below are freehold, but one is leasehold.

Parish council transfers

- 5.2 West Northamptonshire Council is the freeholder of a large amount of land within the communities which is held for local social, recreational, and community uses.
- 5.3 Both Northampton Borough Council (NBC) and Daventry District Council (DDC), and latterly WNC itself, have concluded that such assets tend to be more suitable for ownership and management by the communities that they serve. Both NBC and DDC transferred some such assets to parish councils. In July 2021 WNC Cabinet approved a further series of transfers, which are underway. This has tended to be a slow process because of the nature of the land and the legal questions raised about aspects of title.
- 5.4 There are a number of further requests for transfers from parish councils, either made before vesting day or after it. Included within the list of proposed assets to transfer (Appendix A) are several assets where requests for transfer were made prior to vesting day which for various reasons it was not possible for WNC to previously consider their suitability for transfer. The parish councils concerned were invited to refresh their interest in the assets within their parish in early 2022 and additional sites were identified.
- 5.5 The proposed transfers have been discussed with relevant internal stakeholders. No reasons to prevent the transfer of these assets to the parish councils were identified. These transfers are considered likely to have a positive effect on the communities they serve. Through ownership, the relevant parish councils would be able to proactively manage the social and recreational use of these sites, and to invest in them, to maximise the benefit to the community.
- 5.6 Prior to any transfer each site would be examined with the relevant parish council to ensure there is clarity over responsibilities, for example over boundary features. It is possible that following such examination a parish council may withdraw its interest, in which case the transfer process would cease.
- 5.7 Of course, it is important that the wider strategic interests of West Northamptonshire continue to be protected, and that the land is used for the intended purposes.
- 5.8 It should also be noted that Council has an environmental services contract inherited from NBC which runs until June 2028. All the assets listed with Appendix A are areas of land which the Council maintains through this contract.
- 5.9 Taking these issues into account the proposed terms of transfers are as follows:

- 5.9.1 That WNC will continue to provide grass cutting and services where there are existing contracts until those contracts come to an end or WNC and the parish council otherwise agree, but there after the parish council will assume this responsibility (unless something else is agreed in the meantime).
- 5.9.2 The parish councils will take on all other responsibilities for the land on completion.
- 5.9.3 Drawing on previous experience at NBC and DDC:
- a) There would be a restriction on title in favour of WNC limiting the use of the land to suitable social, recreational and community purposes (as applicable in each case).
 - b) WNC would have a right of pre-emption should the parish council wish to dispose of the land or no longer require the land for its permitted use.
 - c) WNC would have the right to acquire land, or rights over land, reasonably needed for the provision of infrastructure. This right may be limited or excluded where justified, for example where a building was present on the relevant land.
- 5.9.4 The transfers would complete for a nominal fee of £1, again in line with the previous transfers.
- 5.9.5 Each party would bear their own professional fees including legal and estates costs.

Northampton estate shops

- 5.10 NBC had substantial property holdings that had been acquired over many years. These holdings included several community shops which were developed as part of housing development schemes mostly from the 1960s onwards. The main purpose for these community shops is to serve, and thus be of benefit, to the local communities in which they are situated.
- 5.11 On 4th March 2020 NBC Cabinet considered a report entitled in the Cabinet Report entitled Disposal of Community Centre Shops and agreed to dispose of several community shops to the existing tenants. In June 2020, NBC commissioned a Red Book valuation of the assets and commenced negotiations with the tenants or their appointed professional advisors. While discussions progressed, no offers were received which met the assessed market value of the properties. No sales were therefore completed prior to vesting day.
- 5.12 Following vesting day, discussions continued on several assets, most notably on the Hill Shop at Hunsbury Hill which was the subject of a WNC Cabinet decision on 13th July 2021, following a report entitled Various Freehold and Leasehold Assets Disposals. The sale of this property has now completed. A decision was made to pause any disposals while the Council reviewed its approach and budgetary position. Following the review, the disposal of the community shops was considered by the Capital and Assets Board (CAB), which

concluded that the sales programme should continue. This is reflected in the Council's 2022-23 budget (item 2223-B4-002), on the basis that alternative income-generating assets should be secured in their place (item 2223-B6-019).

5.13 Formal Cabinet approval is therefore sought to proceed with the disposals.

Booth Meadow proposed battery energy storage facility

5.14 The Council owns freehold land adjacent to Booth Meadow House, Northampton which amounts to approximately 1.75 Ha (4.3 acres) and is open unused ground at present. The wider site is currently used by as:

- An office and store for the Library Service (Main Building).
- Vehicle storage and associated welfare facilities for KierWSP which currently manages the Council's home to school transport service.
- Overnight storage and associated welfare facilities for UNO Buses.
- General storage for surplus mobile classrooms and other items.

5.15 The Council has received several unsolicited approaches from BESF operators who identified land at Booth Meadow House as a suitable BESF site given its proximity to local electricity infrastructure, and more specifically an electricity substation that has capacity which could be utilised for such a proposal.

5.16 BESF provide a way to ensure that the electricity network is resilient at time of significant demand. In essence, the BESF operator will purchase electricity when supply is at its cheapest (generally at night) and then sell it back to the grid when demanded. The surplus created between the purchase rate and the sales rate enables the operator to meet its costs and also pay the landowner (in this case the Council) a rent.

5.17 Such a facility provides additional resilience to the electricity network, which is particularly helpful in managing intermittent sources of supply such as wind, or the differences between steady baseload supply such as nuclear against variations in demand. Thus, it should help reduce any barriers to development in the area from electricity supply constraints, as well as supporting the transition to a low-carbon electricity grid.

5.18 The equipment is expected to be located within 20ft (6m) shipping containers and placed on shallow concrete slabs. These units would be approximately 2.9 meters in height. They would be screened by new vegetation installed by the operator. Typically, there is a 7m screen of shrub and tree planting which includes a diverse mix of native species. It is estimated that the site could enable 50MWhr of storage using approximately 0.40Ha (1.0 acre) of land. This is roughly equivalent to powering 6,000 homes for a day.

- 5.19 To move the process forward, an operator needs to apply for formal grid capacity to assess connection costs and to undertake a viability study. This requires a landlord consent letter to be obtained. Once an application is made, the grid capacity is allocated to the operator, meaning that this is a “first come, first served” process.
- 5.20 While a letter of consent would not create a contractual obligation for the Council to proceed with any transaction, the Council needs to be able to better understand the financial proposals from each party before a consent letter should be provided. Giving consent to one operator will essentially exclude the others (due to the grid allocation) from progressing a proposal for the site.
- 5.21 It is likely that once an operator has completed its initial viability it would seek to enter into an agreement to cover the period of planning and implementation. Once complete, it would likely require a lease with a term of around 40 years. The annual rental could be substantial but is not stated in this, open, report to avoid prejudicing the competitive process.
- 5.22 In practice the Council would want to secure its own position, so it is proposed that it would enter into an agreement to lease with the operator which provides the best financial proposition. This would bind the Council to provide the letter of consent following which the operator would be bound to apply for the grid capacity, planning permission and any other necessary consents. If these were secured the operator would then be required to take the lease and implement the scheme.

Other potential BESF sites

- 5.23 The attractiveness of any site as a BESF will depend on its proximity to suitable electricity infrastructure which has surplus capacity. As capacity is allocated on an application basis, any landowner within the vicinity of that infrastructure could look at the creation of a BESF on their site. Capacity is allocated on a first come first served basis, and as such it is important that the Council can react quickly to any identified opportunities. (In the case of Booth Meadow, the Council is the only landowner with suitable land, so this issue did not arise.)
- 5.24 It is therefore proposed that the Council implements a process to enable it to respond quickly to any future BESF opportunities. The delegation recommended would support this process, so enabling the Council to maximise any future opportunities and limit the impact of competition from neighbouring landowners who may also be able to support such a facility.
- 5.25 It should be noted that in such cases the need to compete against other potential sites may mean it is not possible to run a competitive process for providers, or only an abbreviated process, so as to avoid losing the entire opportunity to host a BESF on the Council’s land.

Land off A45 London Road, Daventry

- 5.26 The Council holds the freehold interest in approximately 0.7 ha (1.8 acres) of low-grade agricultural land located off the A45 London Road Daventry. It is approximately one mile from Daventry town centre. This site forms part of the EC9 Daventry South East Gateway being a much larger site of circa 33.8 ha (16.7 acres) which was allocated by the Daventry District Settlements and Countryside Local Plan (Part 2) in February 2020. This Local Plan is intended facilitate economic development and regeneration for Daventry and enhance the employment opportunities through the provision of what where then described as B1 (b, c), B2 or B8 uses (broadly, manufacturing, storage, and distribution), or uses ancillary thereto, up to 10,000m² per unit.
- 5.27 Ownership of most of the site (excluding the Landmark Hotel and the Autogreen vehicle recycling site, and the Council's land) is held by four landowners who have employed a local agent to market it. These have worked collaboratively, originally with DDC, and now WNC to promote the site. The Council's interest is referenced in the marketing whilst retaining its distinction from the consortium.
- 5.28 As the Council's land is an integral part of any development it has been agreed that the consideration from the disposal of the complete site would be apportioned based on gross equalisation. This means that the value for the whole site is divided by the total area and then multiplied by the area of each landowner's land to calculate the value it is to receive. This allows for the fact that within any development some land is used for purposes not directly generating income e.g., roads or landscaping but this is still essential for the overall scheme to work. In this case the Daventry Wood site was excluded from equalisation as it is not developable. This approach is considered to fairly reflect the value of each landowner's part in the whole, including the value of the Council's land.
- 5.29 Following marketing of the site the deadline for offers concluded on 29 March 2022. This resulted 17 offers being submitted ranging from £10,251,000 to £35,100,000 on either a conditional or unconditional basis. Discussions are ongoing regarding the details for the highest offer received. However, the process followed to date is in line with the Council's obligations to achieve the best consideration reasonably obtainable.
- 5.30 The landowners are looking to conclude a sale of the site as soon as practicably possible, and as such the Council will need to be able to react to their, potentially tight, timescales. The recommendations within this report would allow the Council to do this, helping to ensure that it is able to maximise the value of its asset.

Land off Warwick Street, Daventry

- 5.31 The Council owns freehold land adjacent to Warwick Street, Daventry which amounts to approximately 0.33 Ha (0.74 acre) being an unutilised, overgrown area of land. It was

previously the site of the Daventry Vauxhall garage. It was previously held by DDC for redevelopment and is identified in the Daventry Town Centre Vision 2035 for a residential block, designed to match the scale of buildings opposite.

- 5.32 The prospective purchaser, McCarthy Stone, is a leading developer and manager of retirement communities, with a significant market share. McCarthy Stone buys land and then builds, sells, and manages high-quality retirement developments. They have built and sold more than 58,000 properties across more than 1,300 retirement developments since 1977. McCarthy Stone have developed extensively in Northamptonshire with schemes in Northampton including Wardington and Westonia Court. The offer is made on the basis McCarthy Stone does not require any external funding.
- 5.33 While the site is one that the Council would be seeking to bring forward for development in the short term, it is not currently actively marketing the site. McCarthy Stone had previously considered the site and had entered into an agreement for lease with DDC's nominated town centre developer (Henry Boot Developments Limited). Due to changes in the economy the overarching development agreement was terminated by agreement and the agreement with McCarthy Stone allowed to expire. However, due to this history McCarthy Stone does have a pre-existing knowledge of the site and any constraints that may exist.
- 5.34 McCarthy Stone has now submitted a direct unconditional offer for the freehold interest in the site. The value of this offer (£700k) is deemed to be at a level that is more than the value that the Council could reasonably achieve should the land have been released to the market.
- 5.35 The disposal would be subject to a restriction limiting the use of the land to that of McCarthy Stone Retirement Living apartments. This restriction would only remain until the development was complete and first residential unit brought into use. In the event of a suitable planning application being refused and appeal being unsuccessful and with the consent of the Council, acting reasonably, the restriction would cease to be in force in order not to sterilise the land for future development.
- 5.36 In order to confirm the best considerations an independent RICS Red Book Valuation has been commissioned. The report confirmed that in its current condition without the benefit of planning consent for redevelopment the Land has a value of £555,000. If it is assumed planning permission had been granted for the intended use the value would rise to £740,000. However, there are significant costs and time associated with the obtaining a planning permission, which coupled with the current economic outlook arguably represent a material degree of risk. Nor is the Council well-placed to apply for planning permission and then sell the site, since it does not know in sufficient detail what bidders might wish to construct. Consequently, the offer received is above market value and represents the best consideration reasonably obtainable.

6. Issues and Choices

6.1 The Council has the following options.

Parish council transfers

6.2 (1) Retain the land. This is clearly possible, but would not offer the opportunity to increase community ownership and control, with the benefits this brings.

6.3 (2) Dispose of the land without controls. This is also possible, and should secure the community benefits sought. It may, however, lead to the loss of open space and other community assets. It may also prevent WNC from securing the interests of West Northamptonshire more widely.

6.4 (3) Dispose of the land with the proposed controls. This appears to achieve the best overall mix of benefits, whilst mitigating the risks involved.

Northampton estate shops

6.5 (1) Retain the properties. No further specific actions would be required. This would doubtless cause some dissatisfaction from the tenants. It would also be contrary to the expectations of the 2022-23 budget.

6.6 (2) Dispose of the properties to existing tenants at whatever prices can be achieved. This may well involve disposals at under value. These may not be achievable in light of the Council's legal obligations (see legal implications) and would seem hard to justify. Other tenants would not receive similar benefits, and other retailers would not receive any benefit. The Council's taxpayers would have, in effect, have subsidised a few private individuals.

6.7 (3) Disposal of the properties on the open market. This would maximise the chance of quick and market value disposals. However, it would decrease the chances of consolidating ownership and occupation.

6.8 (4) Disposal of properties to current tenants at market values. This is the proposed course of action and appears to best balance the desire to offer existing tenants the chance to invest in their own businesses with the Council's duties to its wider residents.

6.9 The Council also has choices about what to do with the disposal receipt. The decision expected by the budget is that the receipts would be ring-fenced for re-investment to secure an alternative income. The other option would, clearly, be to not do that, but (for example) to reduce future capital borrowing requirements. Given the budget position and the benefit from income generation ring-fencing is recommended.

Booth Meadow proposed battery energy storage facility

- 6.10 (1) Do nothing. The land could continue to be used for storage of school mobile classroom and other ancillary items. While the land has historically been well utilised for this purpose, the need has significantly reduced and as such this is unlikely to be required. The Council would not also receive any income from the site and would retain the maintenance obligations.
- 6.11 (2) Apply for planning permission for conventional development and seek to sell the land with the benefit of a permission. This is something that has been considered in the past. However conventional development is difficult in this location. In addition, development of part is likely to be complicated because of the other occupiers of the site.
- 6.12 (3) Apply for planning permission and electricity network access for a BES facility itself. Whilst this is theoretically possible the Council does not have expertise in this area, and would need to choose to make the investments required if a return was to be obtained. This approach may therefore delay or prevent a beneficial use being made of the land.
- 6.13 (4) Select one of the operators to pursue the necessary permissions and if successful build and operate a BES facility. This option should deliver the facility relatively quickly and with minimal requirement for Council engagement.
- 6.14 There are sub-options for option 4 relating to the way the operator is selected. However, it is considered that the approach identified above is most likely to result in the best financial return to the Council.
- 6.15 The area of land that is proposed to be used at Booth Meadow House is currently undeveloped grass land utilised for the storage of surplus school mobile classrooms and other associated items. Demand for this use is low. Other than the storage use, the proposed BSEF should not have any impact on the other users of the site. While the proposal may restrict the continued use of the site for storage, and the Council could decide not to enter into any agreement on that basis, the benefits derived through the rental income are considered to outweigh loss of provision.
- 6.16 By approving option 4 the Council should be able to generate a significant level of income from an area of the Booth Meadow House site that is currently a maintenance liability. Such an approach would therefore support the effective use of the Council's assets, maximising the value of its assets and support the creation of a sustainable and stable electrical network.

Other potential BESF sites

- 6.17 As outlined above, the surplus capacity available at any given sub-station is allocated on a first come first served basis. These may well be in areas where there are multiple

landowners and therefore competitors to host a BESF. To maximise these opportunities, the Council needs to be able to react swiftly to future requests and ensure that it is in a position to commit to proposals quickly so as not to lose out to proposed schemes on land owned by others. The recommendations as set out in this report would support this.

Land off A45 London Road, Daventry

- 6.18 (1) Do nothing at this time – At present the Council’s land offers little benefit either from a financial or economic perspective to the Council. It is currently held on a tenancy at will to an adjoining landowner (one of the other landowners in the consortium) at a peppercorn fee for storage. Therefore, its future even for this use is limited should development proceed.
- 6.19 (2) Agree to the proposed disposal – If the Council’s interest was included as part of the larger development, its disposal would assist in the realisation of a capital receipt likely to be more than what could be realised if the land was disposed in isolation. In addition to obtaining a significant capital receipt the inclusion of the Council’s land would assist and facilitate the development of one of strategic sites in area which would align with one of the objectives of the Council as set out in the Settlements & Countryside Local Plan. The development would also result in inward investment, job creation and economic growth.
- 6.20 It is therefore concluded that proceeding with a disposal alongside the landowner consortium (option 2) represents the best option for the Council.

Land off Warwick Street, Daventry

- 6.21 (1) Do nothing. The Council could continue to hold the site within its asset base in its current use. However, this offers no amenity value to the town centre or the Council’s objectives and would be a continuing management liability. Furthermore, this approach would be contrary to principals of good asset management where a redundant asset should be disposed to generate a capital receipt that the Council can deploy for other purposes.
- 6.22 (2) Market the site for development. While it is likely that there will be interest from the wider market, the offer that has been put forward by McCarthy Stone is considered to exceed the value that could reasonably be expected from an open market disposal. The McCarthy Stone offer is unconditional but their agents were clear that if the Council proceeded to market, the offer received would be resubmitted but would be conditional on planning permission being secured. Thus, a certain receipt would be substituted for an uncertain, and potentially lower, one. It is not possible for the Council to be absolutely certain that a competitive bidding process would not result in a higher value being obtained, but it appears unlikely.

- 6.23 (3) Proceed with the unconditional offer received as it is considered to represent best consideration and would be supported by the independent Red Book valuation. The proposal is also considered to align with the strategic aims of the Council.
- 6.24 On balance the option to proceed with the disposal to McCarthy Stone (option 3) is recommended. This would deliver on a number of useful outcomes and has no obvious disadvantages.

7. Implications (including financial implications)

Resources and Financial

Parish council transfers

- 7.1 The community facilities are held on the Councils asset register with a nominal capital value, reflecting the existing use. Maintenance costs are generally charges to special expenses for the parish concerned. It is not therefore envisaged that this proposal would have a significant adverse financial impact on WNC
- 7.2 As highlighted previously in this report, the proposed transfer of these properties is proposed to be subject to the continued use of the asset for community purposes. The transfers of these assets would be at a nil or nominal value to reflect this use. As noted above, this would represent a disposal at less than best consideration. This is deemed appropriate on the basis that the disposals contribute to the promotion or improvement of environmental and social welling-being in the areas where the assets are situated.
- 7.3 It is proposed that each party will pay their own professional fees, which include legal and estates costs.

Northampton estate shops

- 7.4 In general, disposal of land and buildings reduces the Council's liabilities and costs. In some cases, as would apply here, such a disposal would also reduce the level of income that the Council receives.
- 7.5 The current revenue implications of each proposed disposal are given in the table below

Shop	Current Rent, £ pa
Unit 1 Blackthorn Bridge Court	10,000
Unit 2/3 Blackthorn Bridge Court	44,000
Ecton Brook Road Post Office	7,500
Ecton Brook Road Supermarket	12,000
Olden Road Supermarket (Premier)	15,400

Shop	Current Rent, £ pa
Unit 2 Walledwell Court	10,350
Unit 3 Walledwell Court	12,500
Unit 1 Lings Local Centre	8,500
Unit 2 & 3 Lings Local Centre	17,500
Unit 1 Farmhill Road	10,250
Unit 2 Farmhill Road	11,000
Unit 1 Prentice Court	13,100
Unit 2 Prentice Court	7,500
Total	179,600

- 7.5.1 The properties are generally significantly overdue for rent reviews or lease renewals, at which the rent would be assessed. As such, the total market rent is likely to be significantly higher than the total given above. These rent reviews and lease renewals are currently being progressed, as this is useful in establishing the true market value for sales, or if any shops end up being retained is necessary.
- 7.5.2 The original valuation report which was undertaken in 2020 indicated that the collective value of the community shops listed above was £3,462,500. Given the length of time that has passed since this original valuation was obtained, a new valuation of each shop is needed.
- 7.5.3 The budget expects (item 2223-B6-019) that alternative income-generating assets are developed or acquired. This would obviously have a cost. There is also likely to be some delay between receipts being received and new sources of income coming on stream.

Booth Meadow proposed battery energy storage facility

- 7.6 It is envisaged that each party will be responsible for meeting its own legal costs. Where possible, the Council would seek to recover these costs, or a proportion of them, from the operator.
- 7.7 As stated earlier in this report, the land which is proposed to be used for the BESF is used by the Council for storage, does not generate any income, and is a maintenance burden on the Council. By agreeing to the proposal, the Council may be able to generate a significant rental income. While this will be the subject of a competitive bidding process, and dependant on allocated capacity, the rental income should be significant.
- 7.8 The arrangement would make a valuable contribution to Savings and Efficiencies item 2223-B6-019, which calls for increased income from the Council's property of £144k pa.

Other Potential BESF sites

- 7.9 The proposals should maximise the opportunities to make a financial return from the Council's assets. The amounts involved cannot be stated at this stage.

Land off A45 London Road, Daventry

- 7.10 The expected consideration to the Council is being confirmed. However, based on the offers tendered the consideration received would be significantly more than the current formal asset value.

- 7.11 Any transfer of legal title would be addressed by the Council's own legal services team working with legal representatives for the other stakeholders. It is expected that each party would bear its own costs.

Land off Warwick Street, Daventry

- 7.12 Each party would bear its own costs, but the vendor would pay a contribution of up to £3k towards the Council's legal costs.

- 7.13 The disposal of the land would result an in-year capital receipt of £700,000.

Legal

General

- 7.14 The Council has the power to disposal of the land outlined in this report, except for the land at Warwick Street, Daventry (on which see the specific section below) under section 123 of the Local Government Act 1972 (the '1972 Act'). This provides that the Council in exercising its power is free to dispose of its land as it may determine subject to a duty (under sub-section 2) to dispose of it for the best consideration reasonably obtainable unless the Secretary of State otherwise consents, and subject to further duties in relation to disposal of open space (see below).

- 7.15 The Secretary of State has issued the General Disposal Consent (England) 2003 (the 'General Consent'), which permits land disposals at less than best consideration that can be reasonably obtained where the Council considers that a disposal at less than best consideration will help it to secure the promotion or improvement of the economic, social, or environmental well-being of its area. This is subject to the under-value not exceeding £2 million. Under-values above £2m require specific consent.

- 7.16 Any disposal of land at less the best consideration is also a form of subsidy. The giving of subsidy is subject to restrictions.

- 7.17 Apart from the parish council transfers, all the proposed disposals are designed to be at full commercial value. Accordingly, neither the Section 123(2) nor the subsidy control provisions should be of concern in those cases.
- 7.18 Where the disposal of open space is concerned, section 123(2A) of the 1972 Act requires the Council to advertise its intention to dispose of open space in a local newspaper for two consecutive weeks, to allow a reasonable period for representations from the public to be made to the Council, and to consider any objections arising. This procedure is required to be followed in advance of any final decision to dispose of the open space land.

Parish council transfers

- 7.19 The land proposed to be transferred to parish councils is open space. Accordingly, the requirements of section 123(2A) of the 1972 Act will apply. The report contains proposals to ensure that these are complied with.
- 7.20 The disposals would also be under-value. It is considered that, in each case, the disposal would contribute to the promotion of improvement of environmental and social well-being in the area and therefore is authorised by the General Consent. The land values would be within the £2 million limit applying to such disposals.
- 7.21 It is considered that under-value transfers to parish councils, being transfers between public bodies and not involved in commercial business, would not breach any subsidy control requirements.

Northampton estate shops

- 7.22 It is proposed to meet the Council's duty to secure the best consideration reasonably obtainable by means of a 'Red Book' valuation.
- 7.23 As noted in 6.6, if the Council proposed to dispose of the shops at less than the best consideration reasonably obtainable this would require the Secretary of State's consent, potentially by means of the General Consent. Should the Council wish to do this, it would need to be satisfied that the terms of the General Consent were met and the decision was otherwise justified. As this course of action is not recommended these issues are not explored further here.
- 7.24 For a restrictive covenant to be enforceable the party seeking to enforce such a covenant must have retained land which is (a) sufficiently definable (b) capable of being benefited by the covenant at the time it was imposed and (c) continue to benefit from the covenant at the time enforcement is sought. The community centre shops all form part of larger areas of land which are at present retained by the Council. On that basis the restrictive covenant proposed is both able to bind successive owners or occupiers and is capable at present of being enforced by the Council.

- 7.25 However, under section 84 of the Law of Property Act 1925 a person with an interest in freehold land subject to a restrictive covenant can apply to the Upper Tribunal (Lands Chamber) (the 'UT') for a restrictive covenant to be discharged or modified. There are a number of grounds on which a restrictive covenant can be released or modified. These are, in summary:
- 7.25.1 Changes in the character of the property or the neighbourhood or other circumstances of the case which the UT may deem material, the restriction ought to be deemed obsolete.
 - 7.25.2 The covenant either (a) does not secure to persons entitled to the benefit of it any practical benefits, or (b) is contrary to the public interest, and (in either case) money will be an adequate compensation for discharge or modification of the covenant and the continued existence of the restrictive covenant would impede some reasonable user of the land.
 - 7.25.3 That the persons entitled to the benefit of the restriction have agreed, either expressly or by implication, by their acts or omissions, to the same being discharged or modified.
 - 7.25.4 The proposed discharge or modification would not injure the persons entitled to the benefit of the restriction.
- 7.26 The implications of these matters are discussed further under Risks.

Booth Meadow proposed battery energy storage facility

- 7.37 It is proposed (as per 3.1.4) that there is a best and final offers process. Whilst the Council cannot necessarily refuse an offer received outside of such a process it should help achieve the highest value and thus achieve the best consideration reasonably obtainable.

Other potential BESF sites

- 7.38 The process proposed is designed to achieve the best consideration reasonably obtainable in circumstances where the Council may be competing with other landowners. In such a case a suitable record will need to be kept demonstrating the decision-making logic.

Land off A45 London Road, Daventry

- 7.39 The process undertaken in conjunction with the other landowners is designed to secure the highest financial value for the land, taking into account amount, certainty, and speed of receipt. As such, it should achieve the best consideration reasonably obtainable.

Land off Warwick Street, Daventry

- 7.40 As the former Daventry District Council previously resolved to hold this land for planning purposes (town centre development) the Council can only dispose of the land under

Section 233(1) of the Town and Country Planning Act 1990 (the '1990 Act'). The Council is free to dispose of its land in any manner and subject to such conditions as may be considered appropriate provided that in so doing it achieves one of the following:

- 7.40.1 The best use of that or other land and any buildings or works which have been, or are to be, erected, constructed, or carried out on it (whether by the Council or by any other person).
- 7.40.2 The erection, construction or carrying out on it of any buildings or works appearing to the Council to be needed for the proper planning of its area.
- 7.41 In this case, the first seems the most appropriate. The proposed retirement living complex would deliver a range of benefits for the area, as set out in the body of the report.
- 7.42 Similarly to Section 123(2) of the 1972 Act, section 233(3) of the 1990 Act requires the Council to achieve the best consideration it can reasonably obtain, unless the Secretary of State consents to an under-value disposal.

Risk

Parish council transfers

- 7.43 There is a risk that the parish councils taking on these assets could cease to use them for community uses. As described above, this risk is proposed to be managed by restrictive covenants and through provisions allowing the Council to re-acquire the land if a parish council wishes to dispose of it, or ceased to use it for the permitted purposes.

Estate shops

- 7.44 The principal risk associated with these transactions relates to value. The original NBC Cabinet decision directed that the assets should (where possible) be sold to the tenants. As no marketing is required for this approach, the value of the asset has to be determined by means of a valuation. Whilst no valuation can offer an absolute certainty that a market operator would not have bid more, they are an accepted tool for these purposes.
- 7.45 There is also a risk that shops remain on the Council's portfolio the if current tenants did not wish to offer a fair price for them. That would be managed by continuing to let the affected shops out.
- 7.46 Where shops are sold, there is a risk that the new owner, or any subsequent owner, may seek to maximise value by changing use, either to a different form of commercial use or to a residential or other use. The proposed restriction on use offers some protection against this, but it does not prevent a change to another commercial use (for example, shop to hairdresser or office), and the law means it may not survive permanently; there

are provisions to apply for an outdated restrictive covenant to be removed or varied. Nor can the restriction require the owner to actually operate a shop; the unit could be left vacant. (It would in theory be possible to apply a positive obligation to operate a shop under Section 33 of the Local Government (Miscellaneous Provisions) Act 1982 but this is not considered practical.)

Booth Meadow potential battery energy storage facility

- 7.47 The main risk in relation to the Booth Meadow BASF propose is that a change in circumstances means that the site is no longer, or is less, attractive to operators than it currently appears. The mitigation to this risk is to run the process as quickly as possible consistent with it being run properly and effectively, and seeking approval via this report to enter into a subsequent agreement for lease.

Other Potential BESF sites

- 7.48 The main risk associated with the establishment of other BESFs is likely to be one of timing. If the Council is not in a position where it is able to respond quickly to identified demand, it may lose the opportunity to neighbouring private landlords who are able to commit to proposals more quickly. This risk can be mitigated through the recommendations within this report.
- 7.49 The Council's ability to demonstrate best consideration may be affected by the nature of these transactions. It is likely that the Council will need to respond to a request from a specific operator, who may also be in contact with neighbouring landowners. In such a situation it is possible that the Council would not have the time to run, or the operator would not wish to engage with, a competitive bidding process.

Land off A45 London Road, Daventry

- 7.50 The level of risk to the Council would be dependent on the detail successful offer. Offers have been made on an unconditional or conditional basis. At present the highest offer has been made on an unconditional basis. However, there are concerns as to how the scheme is to be financed and the timeframes associated with this, so it is possible this may change.

Land off Warwick Street, Daventry

- 7.51 The transaction carries minimal risk for the Council as it involves payment up front for an unconditional sale.
- 7.52 A risk in terms of the Council's objectives is that the developer for some reason might not proceed to develop the site. However, having paid £700k and being in the business of developing retirement living complexes, it is unlikely the developer would not proceed. It

is possible that significant economic disturbance might cause a delay in development, but that is likely to apply to any form of development on the land.

- 7.53 A further risk is that the developer is not successful in acquiring the planning permission for their intended use and cannot proceed with their proposed development. Subsequently, it would need to approach the Council to release the restrictive user clause which the Council, acting reasonably, would need to accept. However, it is considered that this risk is minimal due to the planning history of the land and the aspirations for which it is held.

Consultation

- 7.54 In relation to the parish council transfers, no external consultation has been undertaken, but the statutory public space disposal process would apply. Given the nature of the transfers, it is considered they are unlikely to raise opposition.
- 7.55 In relation to the land off the A45 London Road, Daventry, the Council's predecessor, DDC, consulted on the Daventry District Settlements & Countryside Local Plan which allocated this site for development.
- 7.56 In relation to the land off Warwick Street, DDC previously consulted on the use of this land for this type of use as part of the preparation of the Daventry Town Centre Vision 2035, which was subsequently adopted by both DDC and Daventry Town Council. As the land is not public open space the requirements of Section 233(4) of the Town and Country Planning Act 1990 to give notice and invite objections prior to disposal do not apply.

Climate Impact

- 7.57 In relation to the parish council transfers, the transfer of the land is unlikely to have any material impact on the climate. The reservation of rights to re-acquire land or rights over land for infrastructure should mean that if the Council needed to put equipment supporting sustainability through land transferred to a parish council it could do so without undue difficulty.
- 7.58 Disposal of the estate shops would mean they no longer fell within the Council's estate and therefore its commitment to secure carbon neutrality by 2030. However, given their small scale this impact is likely to be low.
- 7.59 The provision of BESFs is helpful to supporting the transition of the UK electricity grid to low- and zero-carbon forms of generation.
- 7.60 The sale of the land of the A45 London Road, Daventry would enable development which is likely to have a climate impact. However, whilst the Council has goals to secure net zero it is not practical to prevent all development whilst the steps to achieve this are

put in place. Even if the Council refused to dispose of its land (contrary to its own local plan policies) it is likely development would still take place, albeit in a sub-optimal form. Therefore, it is considered that climate impacts do not suggest the disposal should not proceed.

- 7.61 In relation to the Warwick Steet, Daventry site, developing residential accommodation for older people at the edge of Daventry town centre is likely to somewhat reduce the need for motorised travel. The new building would also be built to modern standards of insulation and energy efficiency. As such, the proposal should have a modest beneficial impact on the climate.

Community Impact

- 7.62 In relation to the parish council transfers, the land being owned and managed by local parish councils should help with the proactive management and recreational use for these sites. This should build community spirit and pride, and reduce potential for anti-social behaviour.
- 7.63 In relation to estate shops, whilst the intention is to secure, if possible, sales to the existing tenants this may not be possible. Even if it is the outcome, there is nothing to prevent the ownership and occupation of the shops being split in the future. Therefore, securing the retention of these shops as such largely relies on the proposed control over use. As noted above, this is not a complete protection.
- 7.64 The Booth Meadow potential BESF site does not appear likely to have any appreciable impacts on the community. The nearest residential uses are at the cabins at the Billing Aquadrome. It does not appear likely that the BESF would adversely affect them. Any potential issues would be addressed through the planning application process.
- 7.65 By proceeding with the disposal of the land off the A45 London Road, Daventry and off Warwick Street, Daventry the Council would be facilitating in the realisation of the economic development and regeneration of the Daventry area whilst realising significant capital receipts for areas of land which as they stand offer little towards the goals of the Council. The disposal of the Warwick Street site would support the delivery of retirement accommodation for a potentially vulnerable sector of the community, with residential accommodation close to Daventry Town Centre and associated amenities.

Communications

- 7.66 When opportunities are to be presented to the market for offers, this will be communicated openly and transparently. This should maximise the likely returns to the Council.

- 8. Background Papers - None.**

9. Appendix A – Proposed Transfers to Parish Councils

No.	Site	Proposed transferee
1.	Augusta Avenue Badger Run	East Hunsbury Parish Council
2.	Bridleway LDS Saffron Close	East Hunsbury Parish Council
3.	Frosty Hollow Open Space	East Hunsbury Parish Council
4.	Granary Road East Open Space	East Hunsbury Parish Council
5.	Granary Road West Open Space	East Hunsbury Parish Council
6.	Penvale Road Tree Belt	East Hunsbury Parish Council
7.	Pyghtle Open Space	East Hunsbury Parish Council
8.	Stanford Way Open Space	East Hunsbury Parish Council
9.	Stonepit Open Space	East Hunsbury Parish Council
10.	Thames Road Open Space	East Hunsbury Parish Council
11.	Aquitaine Close Public Open Space	Duston Parish Council
12.	Bramhall Rise Public Open Space	Duston Parish Council
13.	Brockwood Close Public Open Space	Duston Parish Council
14.	Clipston Way Public Open Space	Duston Parish Council
15.	Hardlands Road Public Open Space	Duston Parish Council
16.	Newton Road Public Open Space	Duston Parish Council
17.	The Rose Garden, Main Road	Duston Parish Council
18.	Beaune Close Open Space	Duston Parish Council
19.	Cheddar Close Open Space	Duston Parish Council
20.	Kenilworth Close Open Space	Duston Parish Council
21.	Sandy Lane Open Space (Alsace Close)	Duston Parish Council
22.	The Green, Weggs Farm Road	Duston Parish Council
23.	Wenlock Way Open Space, known as "Haydown Green"	Duston Parish Council
24.	Westbury Close Open Space	Duston Parish Council
25.	Berrywood Road Allotments	Duston Parish Council
26.	Bants Lane Allotments	Duston Parish Council
27.	Triumph Gardens Open Space	Duston Parish Council
28.	Duston Wildes Open Space	Duston Parish Council
29.	Open Space off Curtlee Hill/Villa Way	Wootton Parish Council

Appendix B – Proposed estate shop disposals

No.	Site
1.	Unit 1 Blackthorn Bridge Court NN3 8QH
2.	Unit 2 Blackthorn Bridge Court NN3 8QH
3.	Unit 3 Blackthorn Bridge Court NN3 8QH
4.	Ecton Brook Road Post Office, Ecton Brook Road NN3 5EN
5.	Ecton Brook Road Supermarket, Ecton Brook Road NN3 5EN
6.	Olden Road Supermarket (Premier), Olden Road NN3 5DD
7.	Unit 2 Walledwell Court (Standens Barn Supermarket) NN3 9TW
8.	Unit 3 Walledwell Court (Sapranos) NN3 9TW
9.	Unit 1 Lings Local Centre, Billing Brook Road NN3 8NQ
10.	Unit 2 & 3 Lings Local Centre, Billing Brook Road NN3 8NQ
11.	Farmhill Road Supermarket (Unit 1) NN3 5DS
12.	Farmhill Road (Unit 2) Takeaway NN3 8NQ
13.	Unit 1 Prentice Court NN3 8XR
14.	Unit 2 Prentice Court NN3 8XR

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WEST NORTHAMPTONSHIRE COUNCIL CABINET

12th July 2022

**Cabinet Member for Economic Development, Town Centre Regeneration
and Growth: Councillor Daniel Lister**

Report Title	UK Shared Prosperity Fund (UKSPF)
Report Author	<p>Julia Raven Head of Economy, Culture & Tourism Julia.Raven@WestNorthants.gov.uk</p> <p>Louis Devayya Senior Economic Growth Officer Louis.Devayya@WestNorthants.gov.uk</p>

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West MO	Catherine Whitehead	4 July 2022
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Other Director/SME	Jane Carr	28 June 2022
Communications Lead/Head of Communications	Becky Hutson	4 July 2022

List of Appendices

Appendix A – UKSPF Stage 1 Report

1. Purpose of Report

- 1.1. To update Cabinet Members of West Northamptonshire Council's progress to draw down the allocation of £5.4m from the UK Shared Prosperity Fund and the required next steps to finalise and submit the Investment Plan.

2. Executive Summary

- 1.2. The UK Shared Prosperity Fund (UKSPF or the Fund) is a central pillar of the UK government's ambitious Levelling Up agenda and a significant component of its support for places across the UK. It provides £2.6 billion of new funding for local investment by March 2025 and replaces ESIF funding.
- 1.3. West Northamptonshire Council has been allocated £5,426,224.00 for a three-year period up until March 2025. This fund is flexible and can be used for both revenue and capital, with minimum requirements of capital funding for each financial year.
- 1.4. There are three investment priorities, which align with the Levelling Up Missions: Communities and Place; Supporting Local Business; People and Skills.
- 1.5. West Northamptonshire Council must develop and submit an Investment Plan outlining which of the 41 recommended interventions will be allocated funding by 1st August 2022.
- 1.6. West Northamptonshire Council must engage with the community, including stakeholders and Members of Parliament to input into the development of the Investment Plan. This has been done, including inviting all West Northamptonshire Councillors to input into an online consultation.

3. Recommendations

- 3.1 It is recommended that the Cabinet/Committee:
 - a) Note the progress of developing the WNC UKSPF Investment Plan, including data analysis, review of feedback from the Member engagement, focus group workshops and online survey consultations, provided as an appendix to this report
 - b) Note that an Investment Plan to secure this funding must be developed, including which interventions will be funded per annum
 - c) Note that under existing delegated powers, officers will submit the UKSPF Investment Plan by 1st August 2022 to the DLUHC and update Cabinet in September

4. Reason for Recommendations

- a) To ensure West Northamptonshire benefits from this grant funding to enhance the community, boost the economy and support local residents and businesses.

- b) To maintain ongoing economic growth within the area, particular with the impending loss of EU funding and the need to utilise UKSPF to deliver positive economic development within the community.
- c) To enable the Council to submit the UKSPF Investment Plan by 1st August 2022.

5. Report Background

- 5.1 In order to effectively engage with Members, the community and stakeholders and analyse the necessary data, review existing strategies and develop our UKSPF Investment Plan, West Northamptonshire Council (WNC) has procured the services of a consultant, Hatch Ltd.
- 5.2 The approach that WNC has developed with Hatch to create the UKSPF Investment Plan has followed four broad stages which are:
 - Information Review
 - Member, community and stakeholder Engagement
 - Identifying Interventions
 - Investment Plan Drafting and Finalisation
- 5.3 The first stage included an information review, which has recently been completed. This has involved the preparation of a Stage 1 Report (appended to this paper) which brings together the following:
 - An introduction to the UK Shared Prosperity Fund
 - A review of the policy context around UKSPF and West Northamptonshire's progress towards levelling up
 - A review of existing European Structural and Investment Fund (ESIF) activities
 - Evidence of need and opportunities across each UKSPF priority theme and their implications for West Northamptonshire's UKSPF Investment Plan
 - Emerging implications for West Northamptonshire's UKSPF Investment Plan
- 5.4 The second stage of developing the WNC UKSPF Investment Plan has involved a Member, community and stakeholder engagement workshops, One to one consultations with the four local Members of Parliament: Andrea Leadsom; Andrew Lewer; Chris Heaton-Harris; and with SEMLEP. Further one to one's will be scheduled for July.
- 5.5 Three thematic workshops centred around the key investment priorities were held towards the end of June. The workshops were facilitated by Hatch and allowed a discussion of the needs and opportunities for West Northamptonshire, potential interventions and critical success factors for the investment plan.
- 5.6 There were 33 delegates at the Communities & Place workshop, 28 delegates at the Supporting Local Business workshop and 31 delegates at the People and Skills workshop.
- 5.7 A call-out form has been sent to partners and stakeholders to allow them to input on the key priorities of interventions and the needs of West Northamptonshire. The survey asked for views on the needs and opportunities for the area, potential interventions and project ideas. **Page 243**

sent to all WNC Councillors and included in an all-staff email so that internal services could input and share with further partners.

- 5.8 There will be some further engagement with other local authorities, particularly those neighbouring West Northamptonshire, to discuss potential interventions and projects that could be delivered in collaborate, to combine funds and deliver economies of scale.
- 5.9 Following on from the first two stages, Hatch will combine all of the data and information around the needs and opportunities for West Northamptonshire, with a scoring process to inform which interventions should be included in the investment plan.
- 5.10 As part of this stage, Identifying Interventions, there will be further meetings with internal WNC staff and Councillors at meetings such as ELT and EPB, along with the establishment of a new Partnership Board of external stakeholders to review the evidence and shortlist of interventions.
- 5.11 The final phase is focused on the drafting and finalisation of the investment plan in time for submission ahead of 1st August 2022.

6. Key findings from the Stage 1 Report (appended) have been broken down for each investment priority, as follows

- In a comparison of how West Northamptonshire performs against the Levelling Up Missions for the Communities and Place Priority, it showed that there have been improvements across all wellbeing indicators, except for an increase in anxiety. The wellbeing in West Northamptonshire is above average in comparison nationally.
- The area performs particularly poorly in terms of issues associated with Crime.
- Issues around healthy life expectancy and pride in place are also considered to be a priority.
- In a comparison of how West Northamptonshire performs against the Levelling Up Missions for the Supporting Local Business Priority, the area performs well against the majority of indicators which relate to the Levelling Up Missions.
- There is high business density with rapid growth in recent years and a strong rate of net business births.
- West Northamptonshire has received a significant proportion of Innovate UK funding relative to its share of the business base across Northamptonshire.
- In a comparison of how West Northamptonshire performs against the Levelling Up Missions for the People and Skills Priority, key priorities for the area include issues around pay, unemployment and skills/training.
- There is a relatively high unemployment rate, with relatively low numbers of people with advanced qualifications or in training.

6.1 Prevalent interventions

6.2 At the point of writing the Cabinet Report, which does not include the results of the consultation, are as follows.

6.2.1 Communities and Place:

- E7: Support for active travel enhancements in the local area
- E9: Funding for impactful volunteering and/or social action projects to develop social and human capital in local places
- E11: Investment in capacity building and infrastructure support for local civil society and community groups
- E13: Community measures to reduce the cost of living, including through measures to improve energy efficiency, and combat fuel poverty and climate change.

6.2.2 **Supporting Local Business:**

- E23: Strengthening local entrepreneurial ecosystems, and supporting businesses at all stages of their development to start, sustain, grow and innovate, including through local networks.
- E29: Supporting decarbonisation and improving the natural environment whilst growing the local economy. Taking a whole systems approach to invest in infrastructure to deliver effective decarbonisation across energy, buildings and transport and beyond, in line with our legally binding climate target. Maximising existing or emerging local strengths in low carbon technologies, goods and services, to take advantage of the growing global opportunity.
- E30: Business support measures to drive employment growth, particularly in areas of higher unemployment.

6.2.3 **People and Skills:**

- E37: Tailored support to help people in employment, who are not supported by mainstream provision to address barriers to accessing education and training courses.
- E38: Support for local areas to fund local skills needs. This includes technical and vocational qualifications and courses up to level 2 and training for vocational licenses relevant to local area needs and high-value qualifications where there is a need for additional skills capacity that cannot be met through mainstream funding.

7. **Issues and Choices**

- 7.1 To note the requirement to develop and submit an Investment Plan for the UK Shared Prosperity Fund to the Department for Levelling Up, Housing and Communities to develop pride in place and deliver specific interventions within West Northamptonshire, identified based on detailed analysis and engagement with stakeholders within the community.
- 7.2 To not develop and submit an Investment Plan for the UK Shared Prosperity Fund would result in a loss of major potential investment into the area, which would be used to support the community and place, business support and people and skills.

8. **Implications (including financial implications)**

8.1 **Resources and Financial**

- 8.1.1 There are no resource or financial implications arising from this proposal.
- 8.1.2 The UK Shared Prosperity Fund and Multiply Fund are 100% grant funding, meaning there is no financial risk to West Northamptonshire Council.

8.2 Legal

8.2.1 There are no legal implications arising from this proposal.

8.3 Risk

8.3.1 There are no significant risks arising from the proposed recommendations in this report.

8.3.2 There is a risk to West Northamptonshire Council's reputation and the economic recovery/growth to not submit the Investment Plans to secure this funding.

8.4 Consultation

8.4.1 In order to successfully assess impact, deliverability and strategic fit when analysing the interventions to address using the UK Shared Prosperity Fund, WNC has procured a consultant to support the development of the Investment Plan. Consultation will include with stakeholders, partners and internal/external services. This includes local MPs, WNC Councillors, Town Councils, and both public and private sector organisations, including the third sector.

8.5 Consideration by Overview and Scrutiny

8.5.1 N/A

8.6 Climate Impact

8.6.1 Where proposals for projects which align with the interventions set out in the UKSPF Investment Plan have a climate impact, the council will ensure the provider will undertake the relevant Environmental Impact Assessments.

8.7 Community Impact

8.7.1 This proposal will result in a positive impact on the whole West Northamptonshire community, including the quality of the place, resulting in economic growth and delivery of priorities set out within WNC's vision.

8.8 Communications

8.8.1 Communications will be developed to inform and engage stakeholders to raise wider awareness of the opportunities the UKSPF & Multiply funds create for partners, employers and residents once the Investment Plans have been approved by Government.

9. Background Papers

9.1 June Cabinet Report – UK Shared Prosperity Fund & Multiply Funding



Shared Prosperity Fund West Northamptonshire

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Supporting Local
Business
People and Skills

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Emerging Implications for West Northamptonshire's SPF Investment Plan

Introduction

This report sets out evidence of West Northamptonshire’s current progress in meeting objectives of the UK Shared Priority Fund (UKSPF).

The evidence-base draws on a review of existing activity, local data and policy.

The final Stage 1 report will also reflect findings from three focus group workshops.

Findings are used to assess West Northamptonshire’s key needs and opportunities in meeting UKSPF objectives. This will support the strategic decision making process to inform the allocation of projects for West Northamptonshire’s Shared Prosperity Fund Investment Plan.

This report includes the following content:

- An introduction to the UK Shared Prosperity Fund
- A review of the policy context around UKSPF and West Northamptonshire’s progress towards levelling up
- A review of existing ESIF activities
- Evidence of need and opportunities across each UKSPF priority theme and their implications for West Northamptonshire’s SPF Investment Plan.
- Emerging implications for West Northamptonshire’s UKSPF Investment Plan

Shared Prosperity Fund Context

Under the UKSPF, West Northamptonshire has been conditionally allocated £7.3m of funding over 3 years, this consists of £5.4m of core funding and £1.91m of multiply funding. This amount has been allocated based on local population, rather than scale of need and so it is particularly important that its impact is maximised. West Northamptonshire Council is responsible for preparing an UKSPF Investment Plan which outlines how this will be spent to meet the objectives of UKSPF.

The primary goal of the UKSPF is to build pride in place and increase life chances across the UK. It aims to do this by addressing three investment priorities: Community and Place; Supporting Local Business; and People and Skills.



Shared Prosperity Fund Context

The objectives of the **Community and Place** investment priority are to:

- Strengthen social fabrics
- Foster a sense of local pride and belonging
- Build resilient, healthy and safe neighbourhoods

It is suggested this is achieved through investment in activities that:

- Enhance physical, cultural and social ties and access to amenities, such as community infrastructure and local green space, and community-led projects.
- Create quality places that people want to live, work, play and learn in, through targeted improvements to the built and natural environment and innovative approaches to crime prevention.



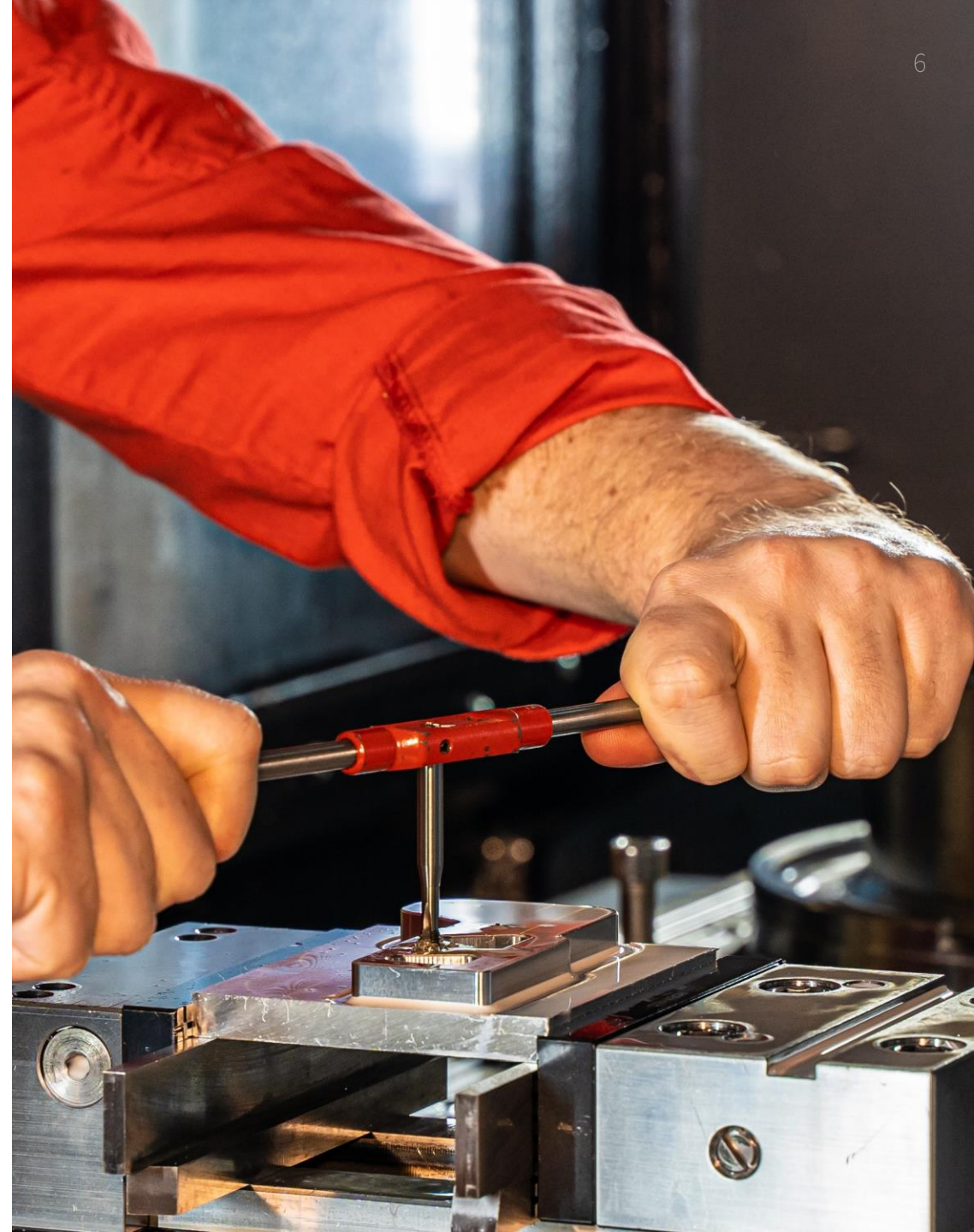
Shared Prosperity Fund Context

The objectives of the **Supporting Local Business** investment priority are to:

- Create jobs
- Boost community cohesion, and promote networking and collaboration
- Increase private sector investment in growth-enhancing activities

It is suggested this is achieved through investment in activities that:

- Build on existing industries and institutions and range from support for starting businesses to visible improvements to local retail, hospitality and leisure sector facilities.
- Bring together businesses and partners within and across sectors to share knowledge, expertise and resources, and stimulate innovation and growth.
- Provide targeted support for small and medium-sized businesses to undertake new-to-firm innovation, adopt productivity-enhancing, energy efficient and low carbon technologies and techniques, and start or grow their exports.



Shared Prosperity Fund Context

The objectives of the **People and Skills** investment priority are to:

- Boost core skills and support adults to progress into work
- Reduce levels of economic inactivity and support people furthest from the labour market to overcome barriers to work
- Support local areas to fund gaps in local skills provision to support people to progress into work

In addition to the Multiply programme, it is suggested this is achieved through investment in:

- Bespoke intensive life and employment support tailored to local need, which facilitates the join-up of mainstream provision and local services within an area for participants, through the use of one-to-one keyworker support.
- Providing cohesive, locally tailored support including access to basic skills.
- Providing additional volumes, a wider range of routes or enabling more intensive/innovative skills provision, both qualification based and non-qualification based.

Source: UKSPF Prospectus



Aligning SPF with the Levelling Up Agenda

Building Pride in Place and Increasing Life Chances

Community & Place

Mission 9. By 2030, pride in place, such as people’s satisfaction with their town centre and engagement in local culture and community, will have risen in every area of the UK, with the gap between the top performing and other areas closing.

Mission 7. By 2030, the gap in Healthy Life Expectancy (HLE) between local areas where it is highest and lowest will have narrowed, and by 2035 HLE will rise by five years

Mission 8. By 2030, well-being will have improved in every area of the UK, with the gap between top performing and other areas closing.

Mission 11. By 2030, homicide, serious violence, and neighbourhood crime will have fallen, focused on the worst-affected areas.

Supporting Local Business

Mission 1. By 2030, pay, employment and productivity will have risen in every area of the UK, with each containing a globally competitive city, with the gap between the top performing and other areas closing.

Mission 2. By 2030, domestic public investment in Research & Development outside the Greater South East will increase by at least 40% and at least one third over the Spending Review period, with that additional government funding seeking to leverage at least twice as much private sector investment over the long term to stimulate innovation and productivity growth.

People & Skills

Mission 1. By 2030, pay, employment and productivity will have risen in every area of the UK, with each containing a globally competitive city, with the gap between the top performing and other areas closing.

Mission 6. By 2030, the number of people successfully completing high-quality skills training will have significantly increased in every area of the UK. In England, this will lead to 200,000 more people successfully completing high-quality skills training annually, driven by 80,000 more people completing courses in the lowest skilled areas.

Mission 7. By 2030, the gap in Healthy Life Expectancy (HLE) between local areas where it is highest and lowest will have narrowed, and by 2035 HLE will rise by five years

Mission 8. By 2030, well-being will have improved in every area of the UK, with the gap between top performing and other areas closing.

Areas of Need for Levelling Up in West Northamptonshire

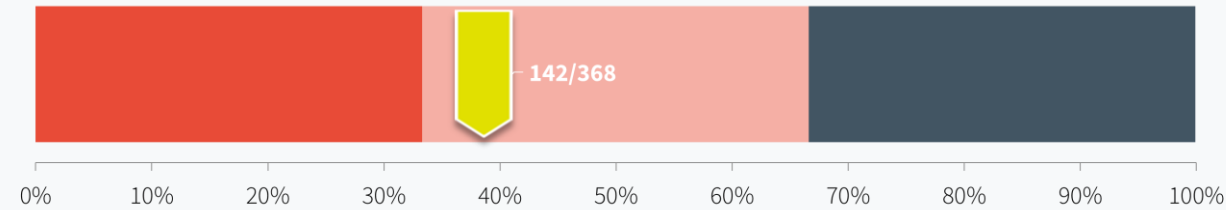
Overall West Northamptonshire ranks as the 174th most in need authority on the national Characteristics of Place Index used to assess the need for levelling up funding out of 368 local authorities. West Northamptonshire demonstrates a higher level of need for improved transport connectivity and economic recovery, with a lower level of need for regeneration.

The need for economic recovery is calculated using productivity indicators of GVA per hour worked, the unemployment rate amongst the 16+ population and the proportion of the working age population without NVQs or other formal qualifications. West Northamptonshire has a lower GVA per hour worked at £31.46, relative to the national average of £33.40. Unemployment sits marginally higher than the national average (at 5% vs. 4.6%) and the % of the population with no qualifications is in line with the national rate.

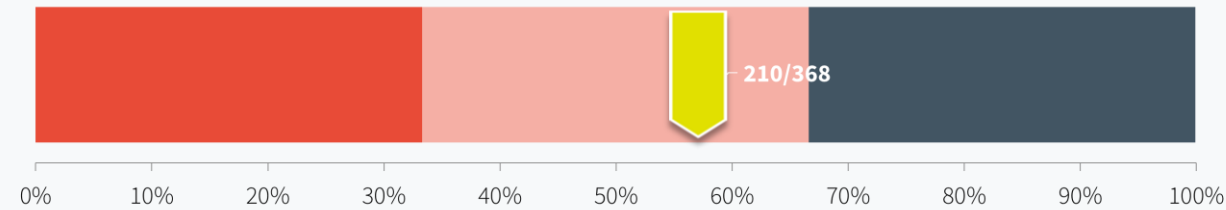
The need for improved transport connectivity index reflects the average time taken to commute to an employment centre of 5,000 or more people by different modes of transport. In West Northants, the average time taken to walk is 60 minutes, compared to 35 minutes by public transport and 14 minutes by car. The need for regeneration is indicated by the proportion of commercial properties which are void and the proportion of dwellings which are vacant. In 2021, 1% of dwellings were vacant and 7% of commercial properties were void.

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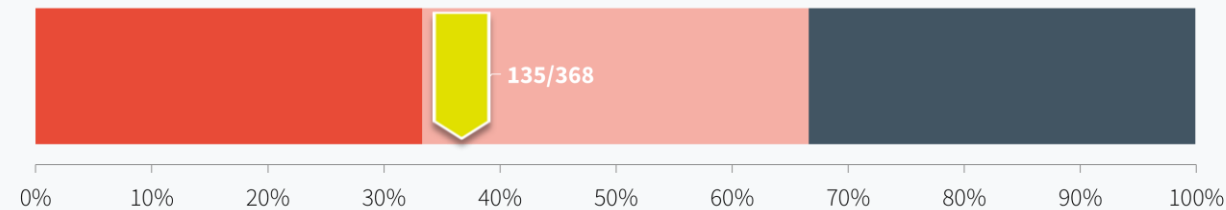
Need for economic recovery



Need for regeneration



Need for Improved Transport Connectivity



Source: Hatch analysis of the Characteristics of Place index, 2019

Note: Scale shows percentile rank relative to other local authorities.

SEMLEP Policy Context

South East Midlands Strategic Economic Plan 2017

Focuses on seven priority themes (1) commercialization of innovation , (2) private sector and international investment, (3) trading activity within the area and internationally, (4) integrated and employer-led approach to skills, (5) delivery of new homes, (6) transport and digital infrastructure, (7) social inclusion and equality. Interventions are focused on four economic drivers; business support, growing people, growing places, and environmental sustainability.

South East Midlands Local Industrial Strategy 2019

The LIS provides the South East Midlands LEP (SEMLEP) area’s contribution to the national Industrial Strategy. It sets out six strategic objectives for SEMLEP; (1) becoming the ‘connected core’ of the Oxford-Cambridge Arc, (2) connecting expertise and capabilities addressing the ‘Future of Mobility’ grand challenge (3) putting employers at the heart of enhancing skills provision, (4) fusing productivity-led growth with sustainability, (5) trialing innovative approaches when designing and enhancing places, (6) a business environment that supports startups and scaleups

South East Midlands Local Skills Report 2022

Sets out SEMLEP’s strengths, challenges and issues relating to local skills. This includes a need to increase the talent pipeline of people, develop and promote accessible pathways, review pre-16 education, promote employer-education provider engagement and strengthen HE pathways in Milton Keynes. There are six cross cutting themes: employer-led activity, employer engagement delivery, accessible labour market information, coordination and simplification of skills engagement, leveraging local and national skills initiatives and supporting inclusivity and diversity.

Economic Recovery Strategy for the South East Midlands

post COVID-19 recovery plan for the SEMLEP area. There are three policy response areas: (1) ‘Survive’ promotes local business innovation and embed new digital and agile ways of working. (2) ‘Stabilise’ supports partnership working across local authorities, business networks, innovation centres and Universities promote R&D assets, commercialisation and funding opportunities, (3) ‘Grow’ focuses on sustainability and low-carbon sectors, supporting green growth.

SEMLEP Policy Context

Growing People Skills Plan: SEMLEP Skills Plan 2017

Sets out how the area can build a talent pipeline to meet the needs of local employers. It aims to (1) inform people on opportunities via labour market information (2) address discrepancies between skills/attainment needed by employers and provided by the population (3) address skill gaps between skills/attainment needed by employers and provided by the population, (4) enable people into employment and provide progression opportunities. There are four key challenges informing the strategy: skill gaps within key sectors, an ageing population, digitalisation and the EU exit.

South East Midlands Energy Strategy 2018

The strategy ensures that energy availability does not limit the area's growth and prosperity and that productivity growth and sustainability is supported in the region. There are four intervention areas underpinning this: (1) capacity and distributed generation constraints, (2) Low carbon heat networks, (3) energy and carbon efficiency of buildings, (4) transport electric vehicles

Local Policy Context

Local Policy	Summary of Policy	Aligned UKSPF interventions
<p>West Northamptonshire Corporate Plan 2021-2025</p>	<p>Aspires to make West Northants a great place to live, work, visit and thrive. Aims to create a sustainable recovery, building back better and harnessing the strengths of West Northants’ people, businesses and places to create an inclusive and productive area.</p> <p>There are six priorities underpinning the strategy: green and clean, improved life chances, connected communities, thriving towns and villages, economic development, and robust resource management.</p>	<p>E1: Improvements to town centres and high streets E2: Community & neighbourhood infrastructure projects E3: Creation of and improvements to local green spaces E4: Enhancing existing cultural, historic & heritage institutions offer E6: Local arts, cultural, heritage & creative activities E8: Campaigns to encourage visits and exploring of local area E13: Community measures to reduce the cost of living E15: Investment and support for digital connectivity for local community facilities E16: Open markets & town centre retail & service sector E17: Development & promotion of visitor economy E23: Strengthening local entrepreneurial ecosystems E29: Supporting decarbonisation whilst growing the local economy</p>
<p>West Northamptonshire Education Strategy 2021</p>	<p>Sets out commitment to children, families and schools through: being a strong champion for parents and families, encouraging good schools to expand, ensuring fair access to all schools, promoting interests of parents and children, championing education excellence and supporting vulnerable pupils.</p>	<p>E11: Capacity building & infrastructure support local groups E38: Local areas to fund local skills needs</p>

Local Policy Context

Local Policy	Summary of Policy	Aligned UKSPF interventions
<p>West Northamptonshire Strategic Plan – Spatial Options Consultation - Draft for Cabinet (2021)</p>	<p>The draft spatial vision in consultation is ‘In 2050 West Northamptonshire will have played a leading role in the success of the Oxford-Cambridge Arc. We have a thriving economy with increased productivity. There has been significant growth in innovation and high value sectors, but we also have a balanced economy that provides jobs for all our residents’.</p> <p>There are 16 draft spatial objectives which will directly support the 6 Corporate Plan priorities: climate change, green infrastructure and natural capital, landscape, heritage, education and skills, health and wellbeing, infrastructure and development, connections, protecting and balancing urban communities, supporting town centres, housing, supporting rural communities, economic advantage, specialist business development, rural diversification and employment, the visitor economy.</p>	<p>E1: Improvements to town centres and high streets E2: Community & neighbourhood infrastructure projects E3: Creation of and improvements to local green spaces E4: Enhancing existing cultural, historic & heritage institutions offer E5: Built & landscaped environment to 'design out crime' E6: Local arts, cultural, heritage & creative activities E8: Campaigns to encourage visits and exploring of local area E12: Community engagement schemes, local regeneration E13: Community measures to reduce the cost of living E15: Investment and support for digital connectivity for local community facilities E16: Open markets & town centre retail & service sector E17: Development & promotion of visitor economy E23: Strengthening local entrepreneurial ecosystems E29: Supporting decarbonisation whilst growing the local economy</p>

Local Policy Context

Local Policy	Summary of Policy	Aligned UKSPF interventions
West Northamptonshire Sustainability Strategy	Outlines five strategic milestones: developing a plan around mapping initiatives to sustainable development goals; partnership and collaboration between individuals, businesses and institutions; sustainability pledges; developing indicators for success; reporting and stakeholder engagement.	E3: Creation of and improvements to local green spaces E9: Impactful volunteering and/or social action projects E12: Community engagement schemes, local regeneration E23: Strengthening local entrepreneurial ecosystems E26: Growing the local social economy E29: Supporting decarbonisation whilst growing the local economy E32: Investment in resilience infrastructure and nature-based solutions
West Northamptonshire Anti-Poverty Strategy 2022-2025	Aspires for West Northamptonshire to be fairer and more inclusive, where everyone is able to live their best life, prosperous and fulfilling, free from poverty and inequality. It focuses on three key priorities: supporting people who are struggling in poverty now, preventing people from falling into poverty in the first place, continuing to use strategic influence to get a better deal for communities in West Northants.	E5: Built & landscaped environment to 'design out crime' E12: Community engagement schemes, local regeneration E13: Community measures to reduce the cost of living E33: Employment support for economically inactive people E34: Courses including basic, life & career skills E36: Increase levels of digital inclusion, essential digital skills
West Northamptonshire Housing and Economic Needs Assessment (2021)	Assesses future development needs for housing and employment in West Northamptonshire. It identifies key challenges including fewer young people (aged 20-29 years) compared to nationally, lower levels of home ownership and provision of affordable housing, higher rental costs than East Midlands average, employment contraction and effects on housing and employment floorspace due to the Covid-19 pandemic.	E5: Built & landscaped environment to 'design out crime' E12: Community engagement schemes, local regeneration E13: Community measures to reduce the cost of living

Thrive West Northants: The Big Conversation

- The Big Conversation for West Northamptonshire took place between February and May 2022
- 638 residents and 639 staff joined the conversation
- The key findings from the resident survey are set out here:
 - Of those who joined, 65% were active participants, contributing ideas, comments or votes
 - The vast majority, over 94% of participants, filled out the gateway survey providing demographic data
 - Together, they shared over 286 ideas, 310 comments, and over 5,188 votes. There were 5,784 contributions in total

Overview of The Big Conversation

Most-discussed ideas:

- A campaign from the council to reduce litter and fly tipping (Rating: 51, Likes: 51, Dislikes: 0, Comments: 9)
- The creation of gyms and cycle paths to keep the population fit (Rating: 19, Likes: 21, Dislikes: 2, Comments: 6)

Highest-rated ideas:

- Protecting and treasuring the ruralness and beauty of the area (Rating: 56, Likes: 56, Dislikes: 0, Comments: 0)
- Create greenways and cycleways. Respondents have noted the area should follow the example of the ‘popular and successful’ East Northants Greenway (Rating: 42, Likes: 42, Dislikes: 0, Comments: 3)

Also on Respondents Minds

11

- Ensuring rural areas don't lose their bus routes
- Environment protection
- Roads & Roundabouts - Potholes and Paint Markings
- Youth council
- Get a Tourist Office
- Voluntary sector plays a vital role in Community improvement
- Why were the comments about Abington Square ignored?
- Queen Eleanor Roundabout is getting busier and more dangerous
- Potholes
- Cycle ways
- Warmer and more energy efficient homes

Key points: Community and Place

Relevant overarching themes in the Big Conversation include: City and Village Planning, Development and Services and Communication and Citizen Engagement. City and Village Planning was the most discussed overarching theme during the conversation with 472 written contributions and 4,250 votes.

- Improving road infrastructure and public transportation.
- Residents want to be involved in better city/village planning, including smarter building development, more green spaces and adequate public facilities to support communities.
- Sustainability and the environment, with participants insisting that addressing climate change and meeting the Net Zero targets should be the council's top priority.
- Inclusivity and supporting vulnerable groups, with the crowd requesting for affordable housing, support for people with disability and families as well as more inclusion of young people, people with disabilities and people from rural communities in decision-making.
- Strengthening communities through local events, more partnerships with community organisation and through the promotion of volunteering were supported by participants. They also wanted better ways to promote Northampton patrimony and landmarks, and to foster local identity through cultural events, markets, and public spaces.
- The creation of a Youth Council or department to address the needs of young people.

Key points: Supporting Local Business



Participants of The Conversation made their feelings on local business clear in a number of statements expressing the need for investment in the town centre and independent businesses.



The creation of destination shopping was suggested, for example, by opening up one of the large, dormant retail spaces “to an independent food hall or something akin to The Fishmarket Arts Centre with small independent businesses who can't afford large overheads.” Others suggest creating more “farmers markets, craft markets, small business pop ups, county fairs” and also “putting the market into Abington Street while the Market Square is being redeveloped”.



Also, the ‘voice of the crowd’ expressed the importance of established local business to the community. One respondent stated, “I also value the wide range of local independent businesses that we have in this area. One of my favourite things to do at the weekend is a long walk in the countryside followed by a coffee or lunch at one of Northamptonshire's many independent cafes.” (28 likes)

Key Points: People and Skills

Relevant overarching themes in the Conversation include: Communication and Citizen Engagement and Council Roles, Responsibilities and Structure . Communication was the second most discussed overarching theme with 154 written contributions and 1,667 votes .

- **Better engagement.** Participants of The Conversation urged for more effective 2-way communication with the Council by improving consultations, organizing more live meetings and virtual townhalls, more presence of councilors at parish meetings, citizen’s assembly and more.
- **Listen and follow-up.** Many participants expressed disappointment that their feedback is not considered in decision-making and that public consultations are not brought to completion or are disregarded in the formation of policy. Residents also urged the council to involve stakeholders more broadly and to focus on current needs, while also planning for the future.

European Structural Investment Fund

The UKSPF was designed to replace the European Structural Investment Fund as spend in the UK winds down to the end of 2023.

Through reviewing a database of ESIF projects operating in SEMLEP during the 2014 to 2020 funding period, it is understood that:

- SEMLEP received £74.2m ESIF funding from 2018 to 2023 for projects with a total combined cost of £157.1m. ESIF has thus provided c.47% of funding for the projects. Of the ESIF funding, 72% (£53.5m) is for projects which are still currently active.
- There are 19 active projects within the SEMLEP area, 7 of these align with the Supporting Local Businesses theme, 13 with the People and Skills theme and 2 with the Community and Place theme.
- Of these 19 projects, 13 are delivered in West Northamptonshire, 5 aligned with Supporting Local Businesses and 8 with People and Skills

The tables which follow show the projects identified which are still active in West Northamptonshire.

European Structural Investment Fund

Project	Summary of Project	SPF Intervention
ACTIS - Advanced Clinical Technology Innovation Support	Allow SMEs to access expertise from:- • research entities (universities, NHS); • advanced clinical-technologies and life-sciences specialists; • advanced / high-technology manufacturing and medical businesses; • intellectual property and regulatory affairs experts; • peer groups via network building; • other sectors. Access to support will ensure businesses can grow by introducing new products / services benefiting from:- • innovations; • identified clinical needs; • incorporation or utilisation of cutting-edge technologies; • incorporation of market understanding, regulatory and IP strategies. All leading to:- • sector development through local knowledge-base; • improved commerciality of products; • reduced development timescales; • creation of ground breaking high-technology products; business growth, creation and survival.	Supporting Local Businesses
GrowthCurve	Provides tailored and targeted support to high-potential and scaleup SMEs in the South East Midlands. Led by SEMLEP’s two Growth Hubs (Velocity and Northamptonshire) and three local universities, the project will seek to stimulate growth within the region’s most promising SME businesses.	Supporting Local Businesses
Productivity Escalator	A practical assistance project that will help SMEs from the SEMLEP area to do more online or with digital technology, thus improving their productivity and their potential to export.	Supporting Local Businesses
South East Midlands Start Up Programme (SEMSUP 2.0)	The project will meet ERDF principles of inclusion and address local priorities for prestart and start-up business.	Supporting Local Businesses
Midlands Engine Investment Fund (1)	Provides a range of affordable finance products to SMEs across the Midlands, providing provide debt, equity, small business loans and proof of concept finance to help businesses achieve their growth ambitions.	Supporting Local Businesses

European Structural Investment Fund

Project	Summary of Project	SPF Intervention
Big Lottery Fund BBO - Northamptonshire	This project will improve people's life chances by building better opportunities for education, training and employment. Projects will work with people furthest from the labour market, who face significant disadvantages and barriers to social inclusion. Within the Northamptonshire LEP, this project is made up of three distinct activities, focussing on financial inclusion, improving social and economic inclusion and overcoming barriers to employment.	People and skills
Big Lottery Fund BBO - Northamptonshire	This project is part of the 'Building Better Opportunities' (BBO) programme, which is made up of all ESF activities in England match-funded and delivered through the Big Lottery Fund Opt In Organisation. BBO will improve people's life chances by building better opportunities for education, training and employment. Projects will work with people furthest from the labour market, who face significant disadvantages and barriers to social inclusion. Within the Northamptonshire LEP, this project is made up of three distinct activities, focussing on financial inclusion, improving social and economic inclusion and overcoming barriers to employment.	People and skills
ESFA Education and Skills Funding Agency Northamptonshire LEP - Priority 1 More Developed	The Skills Funding Agency will deliver Priority 1 activity designed to help unemployed people, inactive people and young NEETs to improve their employability and move into work, by improving their skills. 1. Skills for NEETs - The activity will focus on assisting young people aged 16-24 not in education, employment or training (NEET) and pre-NEETs to gain the skills and experience needed to become economically active again or engaged in learning. 2. Community grants - The grants will be small grants, open to community and voluntary organisations. The aim of the grants will be to deliver projects which help unemployed and economically inactive people move into or closer to the labour market.	People and skills
ESFA Northamptonshire LEP - Priority 2 More Developed	The Skills Funding Agency will deliver Priority 2 activity designed to help employed people, or those at risk of becoming unemployed, to improve their skills levels and improving the labour market relevance of education and training system by aligning skills development with economic needs. The activity will be focused on, but not limited to, to the Northamptonshire Enterprise LEP area. A range of activity will be delivered. Example(s) include: * Enterprise Skills * Workforce SkillsA * A fund responsive to emerging skills issues	People and skills
ESFA Education and Skills Funding Agency SEMLEP Priority 2	The Skills Funding Agency will procure and manage, 1 Operation that covers 4 distinct activities which will address key skills needs for local business that have been identified as contributing to the local economic plans by SEM LEP. These project activities will be: Support for Risk of Redundancy, SME Apprenticeship Support, Higher level Skills Support and Developing an Adaptable Workforce Support. The activities above will target both unemployed and employed individuals.	People and skills
Digital Future First	Digital Future First will deliver an employer-led approach to skills development, providing labour market learning information, advice and guidance and brokerage that lead to a talent pipeline, equipping businesses and employees with the skills, qualifications and experience to occupy roles required by SMEs across Northamptonshire whilst focusing on key SEMLEP sectors. It will directly engage with a minimum of 112 local employers to identify and address their skills needs, increasing their involvement in designing, delivering and enhancing the labour market relevance of education and training systems for their workforce	People and skills
Breaking Down the Barriers	Breaking Down the Barriers is a unique project designed to engage, assist and empower individuals from our local community who are unemployed and economically inactive. The project directly supports ESF Priority Axis 1.4 (Active inclusion) to help people who are more distant from the labour market who may face multiple disadvantages to tackle their multiple, complex and profound barriers to work and to move towards or into employment, or to sustain employment. This will be achieved through a highly personalised and tailored support programme that not only addresses the training and employment skills needed but addresses the wider barriers to participation.	People and skills
Passport to Success	P2S will support an additional 441 NEET young people aged 15-24 across the South East Midlands, targeting marginalised young people furthest from the labour market across the region and with a focus on Bedfordshire, Northamptonshire, Milton Keynes and Luton. P2S also recognises the issues many South East Midlands young people face due to the COVID 19 crisis, our revised offer includes innovative provision to keep young people engaged and motivated in the coming months.	People and skills

Community & place



Demographics

In 2020, there were 407,000 people living in West Northamptonshire. This has increased by 4% since 2015. The trend reflects the growth seen across each of the following age groups:

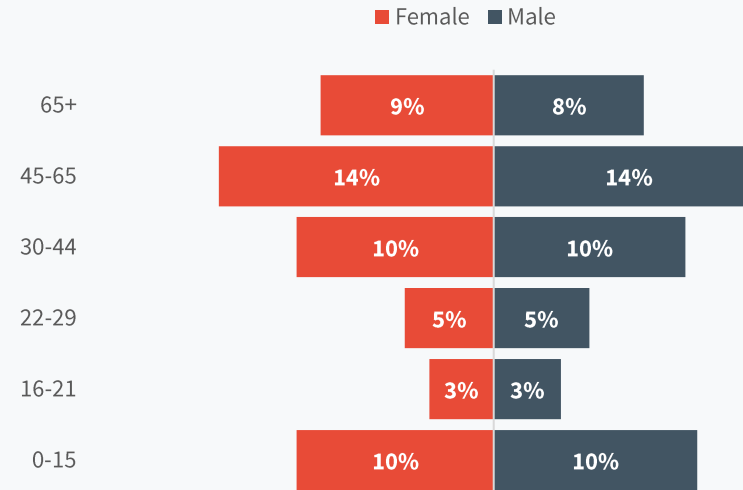
- 0-15 (+5,570, 7%)
- 16-64 (+4,155, 2%)
- 65+ (+6,604, 10%)

To 2043, West Northamptonshire is expected to experience faster population growth (11%) than England (9%).

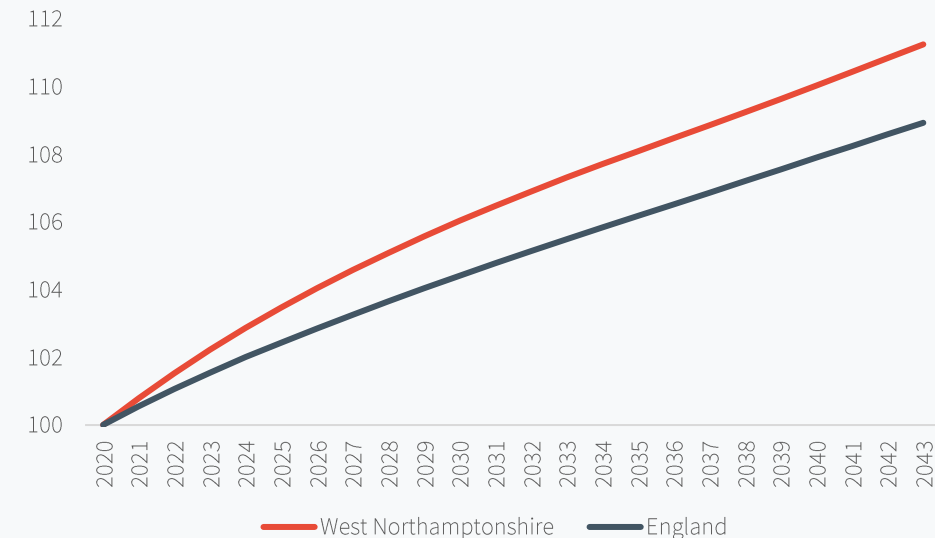
Broken down by age group, this reveals:

- **0-15** will stagnate at 0% (versus -2% nationally)
- **16-64** will increase by 5% (versus 3% nationally)
- **65+** will increase by 45% (versus 40% nationally)

Demographic pyramid, West Northamptonshire



Population change (2020-2043)



Source: ONS Population Estimates, 2020; ONS Population Projections, 2020-2040; Annual Population Survey, 2020

407k
pop. 2020

4%
pop. Growth
2015-2020

255k
Working
age pop.
2020

63%
Working
age pop.
2020

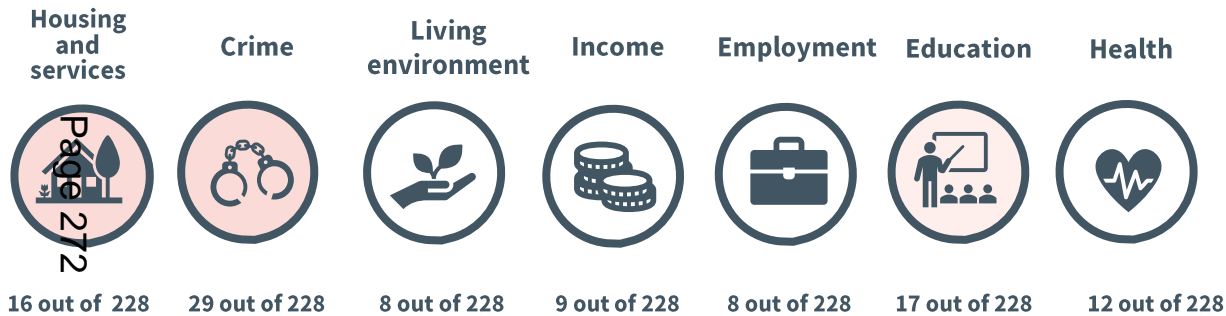
10%
BAME
compared
to 15%
nationally

Deprivation and Mobility

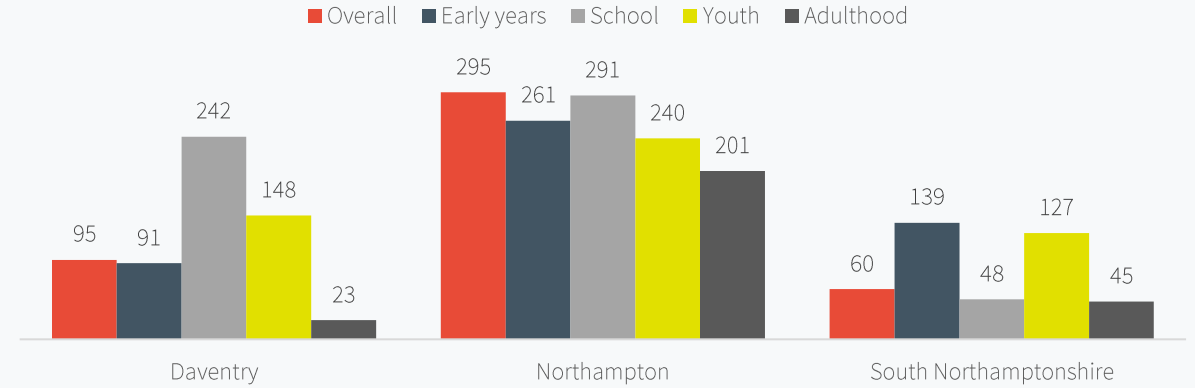
29% of LSOAs in West Northamptonshire are in the top 40% most deprived nationally, with pockets of deprivation seen around Daventry and Northampton. Overall deprivation is concentrated in Northamptonshire and parts of Daventry. Looking at individual domains of deprivation, barriers to housing and services is a significant driver of deprivation in West Northamptonshire with 52% of LSOAs among the 40% most deprived nationally.

Northampton has low overall social mobility, ranking at 295 out of 324 local authorities. On the other hand, Daventry and South Northamptonshire have above average social mobility overall, ranking at 95 and 60 out of 324 local authorities respectively. However, in Daventry, social mobility is relatively poor for those at the school life stage (242 out of 324 local authorities).

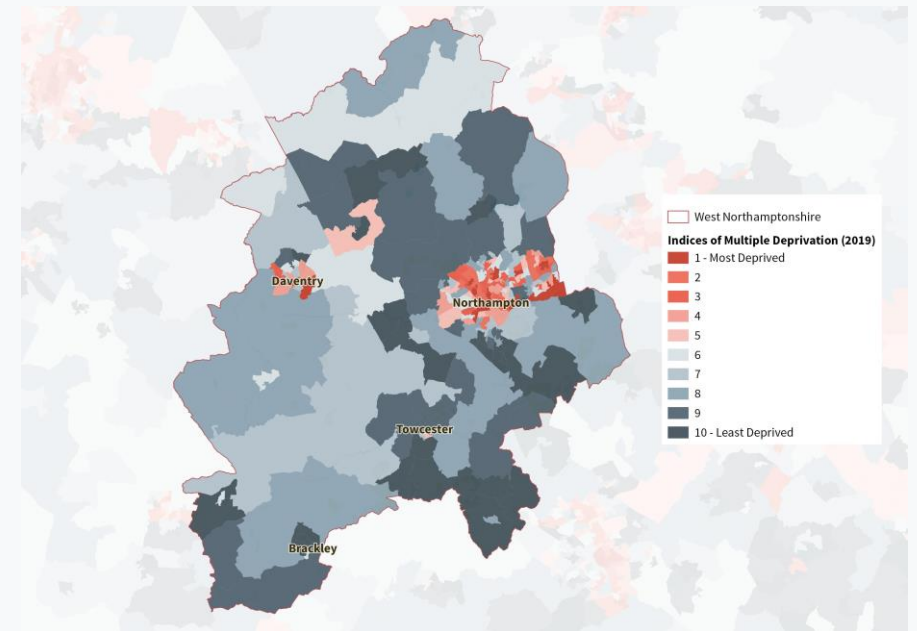
LSOAs in the top 10% most deprived nationally in West Northamptonshire(2019)



Social mobility ranking in West Northamptonshire (higher value indicates lower social mobility)



Overall deprivation in West Northamptonshire, 2019



Health and Wellbeing

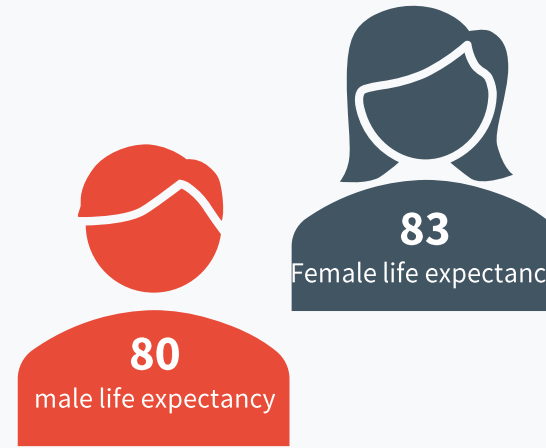
West Northamptonshire residents' life expectancy is broadly in line with the national average:

- Male (80 versus 79 nationally)
- Female (83 versus 83 nationally)

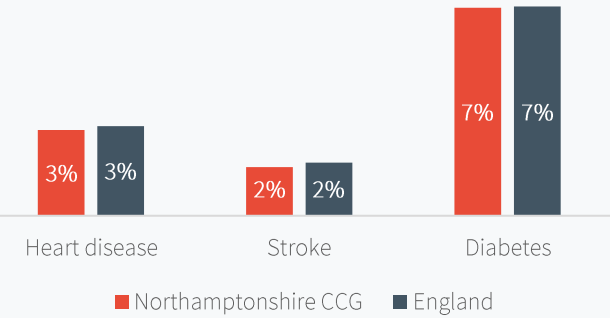
The Northamptonshire CCG is in line with the national average for the prevalence of heart disease, stroke and diabetes.

Each wellbeing measure is graded on a ten-point scale, so an improvement of 1 point would be equivalent to a 10% improvement. Daventry, Northampton and South Northamptonshire performed better than the national average across wellbeing measures in 2020.

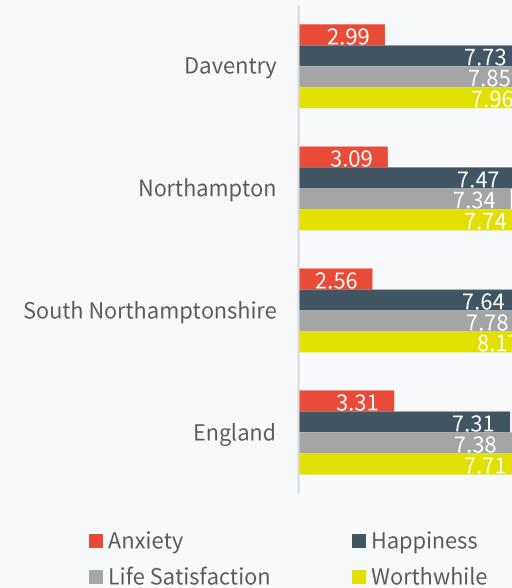
Over the last five years, Daventry saw improvements in happiness and life satisfaction levels, despite them falling nationally, while anxiety increased at a slower pace.



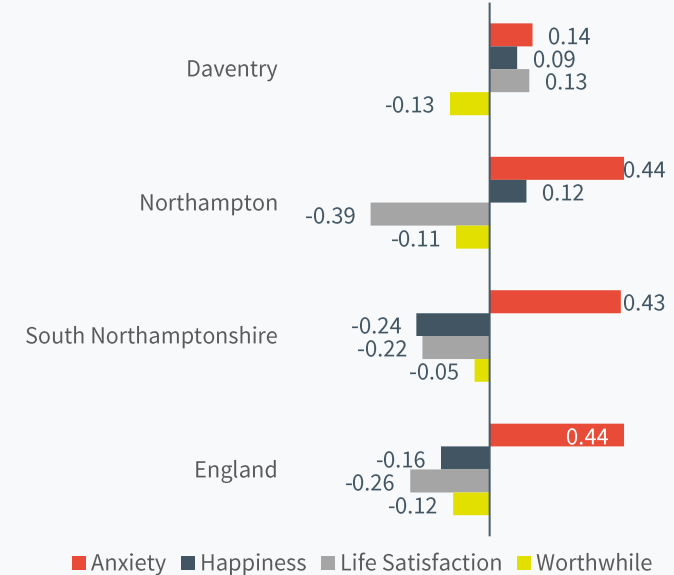
Prevalence of Disease, 2020/21



Levels of Wellbeing, 2020



Changes in Levels of Wellbeing, 2015-2020



Source: Life Expectancy Estimates, ONS, 2019/20; NHS Digital, 2020/21; ONS Personal Well-being Estimates, 2020

Housing

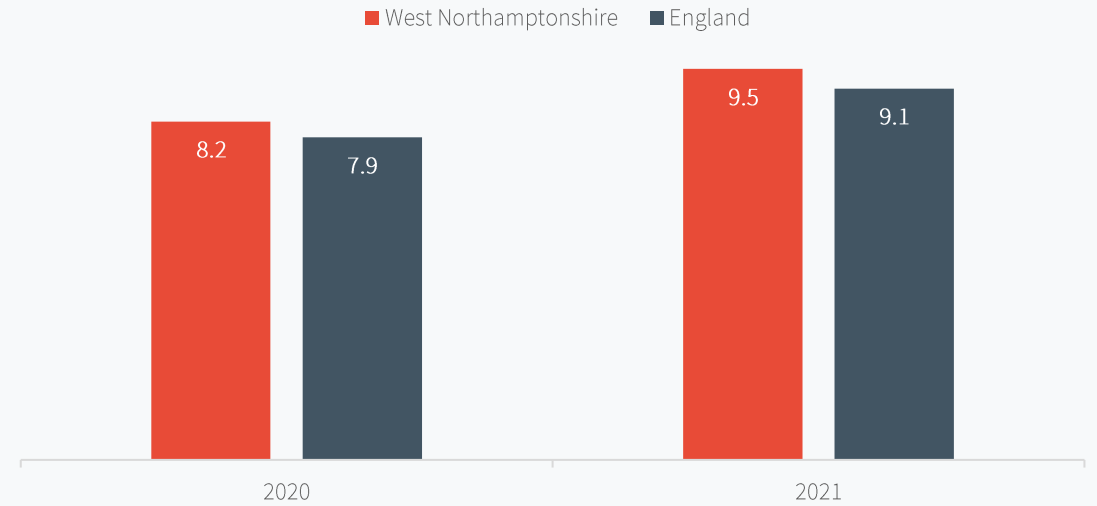
The average house price in West Northamptonshire in 2021 was £275k, which is 3.5% lower than the national average. Relative to earnings, housing affordability tracks above the national average, with a house price ratio (income relative to local house price) of 9.5 (compared to 10 nationally).

There has been a decline in the net additional housing stock over the past few years, peaking in 2017/18 with an additional 2,552 new houses compared to 1,632 in 2020/21.

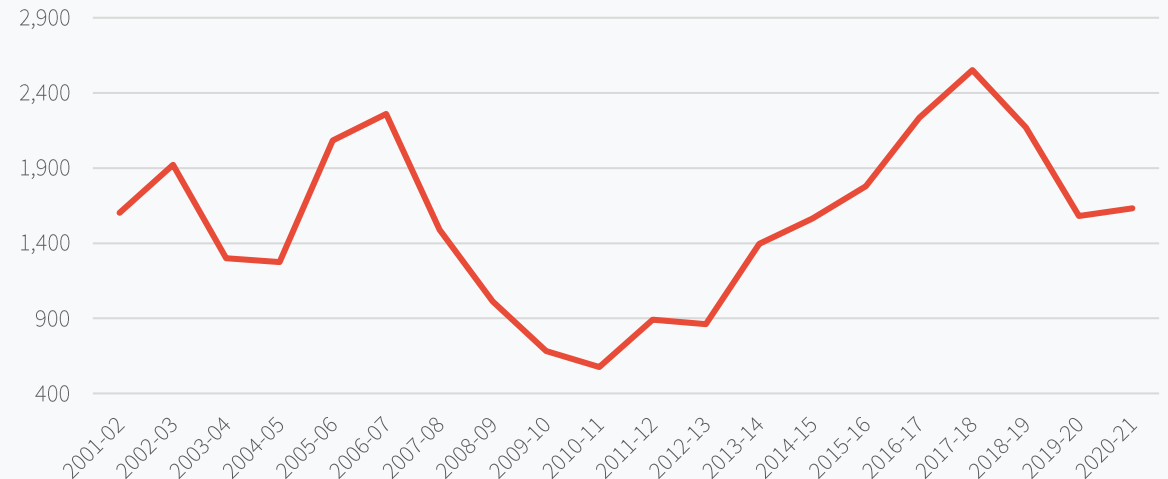
54% of homes in West Northamptonshire have access to full fibre broadband compared to 31% in England.



Housing Affordability Ratio



Net Additional Housing Stock, West Northamptonshire



Source: DLUHC, Annual Net Additional Dwellings, 2021; ONS, Median House Price, 2022; Annual Survey of Hours and Earnings, 2020; Ofcom Connected Nations, 2022

Local environment

West Northamptonshire ranks relatively poorly in terms of air quality and health, according to the Access to Healthy Assets and Hazards (AHAH) Index (2020).

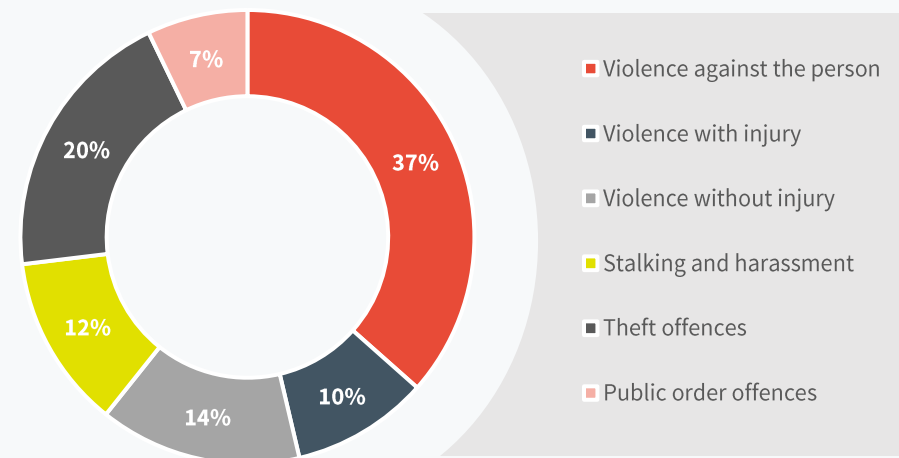
The health domain measures access to GPs, hospitals, pharmacies, dentists and leisure services. West Northamptonshire ranks particularly poorly in terms of access to GPs and dentists.

Northamptonshire has a higher crime rate per 1,000 people (80 versus 72 nationally) with violence against the person and theft making up over half of crimes.

AHAH Index in West Northamptonshire (10 is the lowest rank), 2020



Crime types in Northamptonshire, 2021



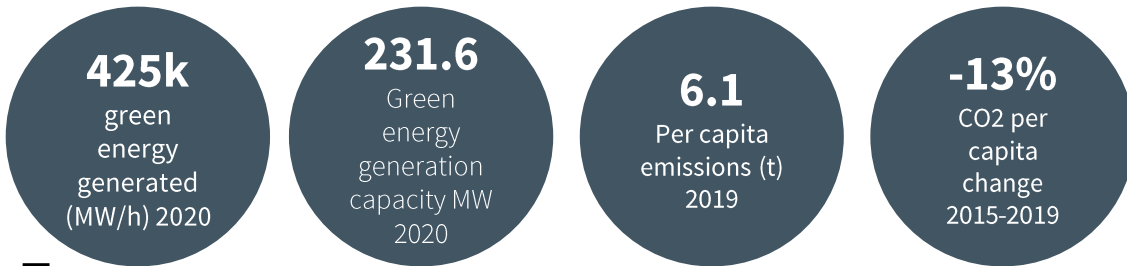
Source: ONS, Crime in England and Wales, 2021; AHAH Index, 2020

Sustainability

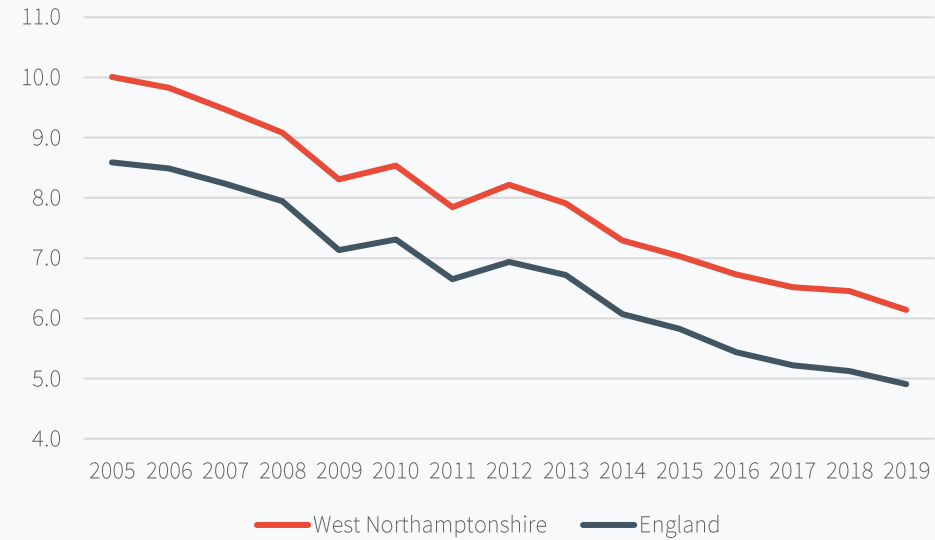
West Northamptonshire currently produces more CO2 emissions per capita (6.1) than the national average (4.9).

It has experienced a slow decline in CO2 emissions per capita over the past 5 years (-13% versus -16% nationally).

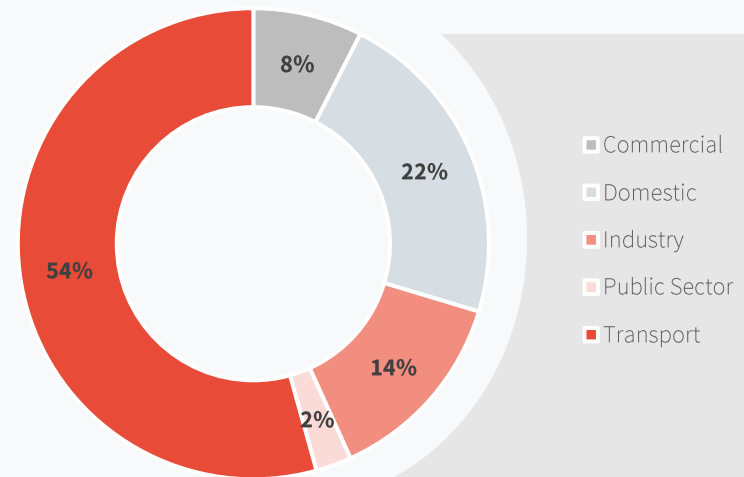
Domestic emissions make up 22% of total emissions, with 66% of this derived from domestic gas usage.



CO2 per capita



CO2 emissions (t) by source in West Northamptonshire




Source: BEIS, Local and Regional CO2 emissions


Progress in achieving Levelling Up Missions


Mission	Current Status in West Northamptonshire	Progress Rating
9. By 2030, pride in place, such as people’s satisfaction with their town centre and engagement in local culture and community, will have risen in every area of the UK, with the gap between the top performing and other areas closing.	<ul style="list-style-type: none"> • 29% of LSOAs are in the top 40% most deprived, barriers to housing, education and crime issues being key drivers • Social mobility amongst youth and school aged population needs improvement 	Yellow
7. By 2030, the gap in Healthy Life Expectancy (HLE) between local areas where it is highest and lowest will have narrowed, and by 2035 HLE will rise by five years	<ul style="list-style-type: none"> • Life expectancy higher for males than national average, for females it is in line with the national average • Prevalence of heart disease, stroke and diabetes is in line with the national average • Access to GPs and dentists is poor • Poor air quality 	Yellow
8. By 2030, well-being will have improved in every area of the UK, with the gap between top performing and other areas closing.	<ul style="list-style-type: none"> • Improvements across all wellbeing indicators except for an increase in anxiety. • Above national average wellbeing 	Green
11. By 2030, homicide, serious violence, and neighbourhood crime will have fallen, focused on the worst-affected areas.	<ul style="list-style-type: none"> • Higher crime rate than national average, with particularly high incidences in violence against a person and theft 	Red


Challenges and opportunities

Challenges

- 
1


Ageing population. A rapidly growing ageing population will bring challenges of health and social care needs
- 
2


Housing supply and affordability issues limit West Northamptonshire's ability to attract and retain working age residents.
- 
3


Low social mobility among adults and young people will limit life chances and progression opportunities.
- 
4


Above average CO2 emissions will present a challenge to achieving net zero by 2050.

Opportunities

- 
1

Cultural assets that create pride in West Northamptonshire. Regeneration of the disused parkland between Northampton Station and Sol Central will create a gateway for visitors and new amenity space, addressing the negative perceptions of the town. Marefair Heritage Gateway will provide new park and leisure spaces and drive footfall to the town
- 
2

High life expectancy and positive health outcomes will support quality of life and presents an opportunity to capitalise on a large population of older residents to support activity, i.e. volunteering
- 
3

Improving crime rates will improve perceptions of community safety and support investment. Redevelopments of areas such as Abington Street, Fish Street and St Giles Street and the Drapery will help overcome crime and anti-social behaviour issues
- 
4

Large capacity for green energy generation will be key to tackling the climate challenge and encouraging innovation and investment in clean energy.

Implications for SPF

Under the Community and Place priority, there is evidence of demographic, housing, air quality and social mobility challenges within West Northamptonshire.

West Northamptonshire has the potential to capitalise on its positive health outcomes to build strong and active communities. The Northamptonshire Town Investment Plan funding will significantly enhance public spaces, improving town perception and providing new leisure and cultural activities such as a publicly-accessible outdoor space and functional garden at 78 Derngate.

Progress against the Levelling Up Missions suggests that interventions to support an improved living environment and reduce crime rates should be considered. The following

longlist of interventions from the Community and Place theme align strongly with existing policy and identified challenges and opportunities.

Potential interventions to address Community and Place challenges and opportunities

- E1: Improvements to town centres and high streets
- E3: Creation of and improvement to local green spaces
- E4: Enhance existing cultural, historic and heritage institutions offer
- E5: Built & landscaped environment to 'design out crime'
- E7: Support for active travel enhancements
- E9: Funding for impactful volunteering and social action projects
- E11: Capacity building and infrastructure support for local civil society and community groups
- E12: Community engagement schemes, local regeneration
- E13: Community measures to reduce the cost of living



C&P: Internal Recommendations

UKSPF Interventions	No of Service Areas indicating importance
E5: Design and management of the built and landscaped environment to ‘ design out crime ’.	5
E9: Funding for impactful volunteering and/or social action projects to develop social and human capital in local places	5
E3: Creation of and improvements to local green spaces , community gardens, watercourses and embankments, along with incorporating natural features into wider public spaces.	4
E11: Investment in capacity building and infrastructure support for local civil society and community groups.	4
E1: Funding for improvements to town centres and high streets , including better accessibility for disabled people, including capital spend and running costs.	4
E4: Enhanced support for existing cultural, historic and heritage institutions that make up the local cultural heritage offer.	4
E6: Support for local arts, cultural, heritage and creative activities .	4
E7: Support for active travel enhancements in the local area.	4
E8: Funding for the development and promotion of wider campaigns which encourage people to visit and explore the local area .	4
E15: Investment and support for digital infrastructure for local community facilities .	4
E12: Investment in community engagement schemes to support community involvement in decision making in local regeneration.	3
E2: Funding for new, or improvements to existing, community and neighbourhood infrastructure projects including those that increase communities’ resilience to natural hazards, such as flooding. This could cover capital spend and running costs.	3
E13: Community measures to reduce the cost of living , including through measures to improve energy efficiency, and combat fuel poverty and climate change.	3
E10: Funding for local sports facilities, tournaments, teams and leagues; to bring people together.	2
E14: Funding to support relevant feasibility studies .	1

Supporting local business



Economic output

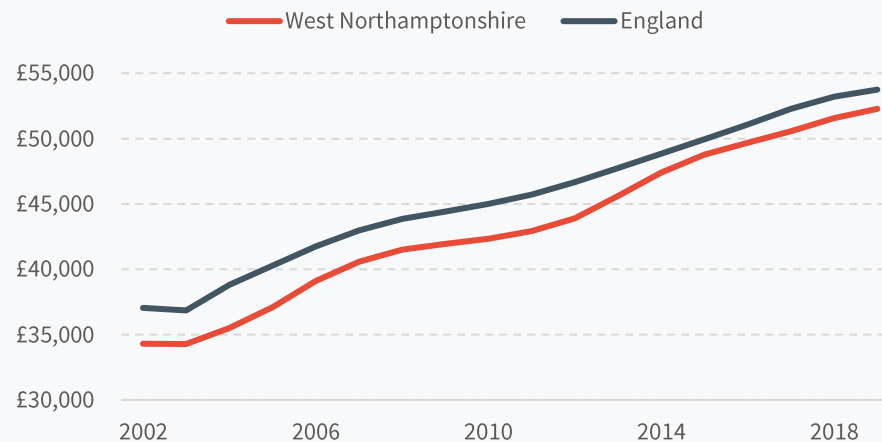
West Northamptonshire has historically faced a productivity challenge compared to the national average, with the gap for GVA per job filled staying constant over the past 5 years.

Productivity is lower compared to England, with GVA per job filled at £52k in 2019 compared to £53k nationally.

West Northamptonshire contributed £12.5bn to the UK economy in 2019, rising by 126% since 1998 compared to a 123% increase nationally. In 2019 the largest sector by GVA output was wholesale and retail trade.

The UK Competitiveness Index forecasts that West Northamptonshire will experience a GVA growth rate of 1.85 over the next 20 years, ranking 120th out of 360 localities and 1st out of the Northamptonshire local authorities.

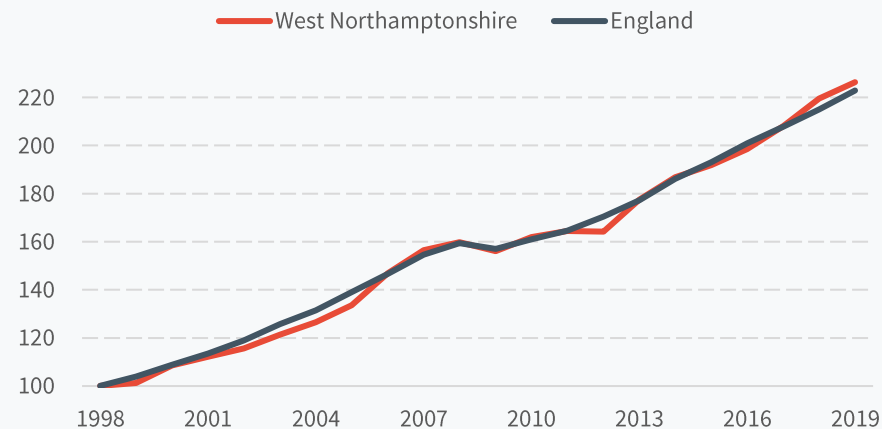
GVA per job filled, 2019



£52k
GVA per job filled 2019

£5.4m
GVA 2019

GVA index change (1998-2019)



Source: ONS, Gross Value Added (Balanced), 2019

Business Base

There are 21,195 businesses in West Northamptonshire. The business base has grown by 14% in 2016 which is higher than the national average of 9%.

There are a number of business specialisms in West Northamptonshire, particularly:

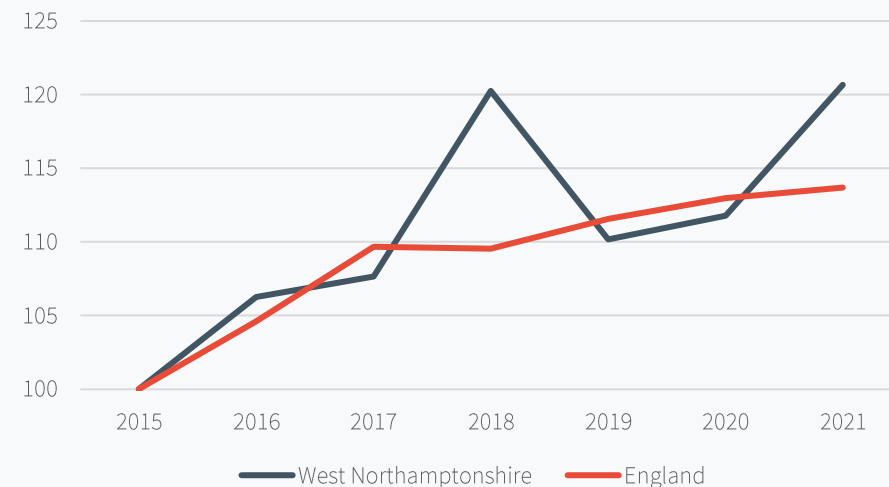
- Transport, with 2,290 businesses and an LQ of 3.1
- Warehousing and logistics with 760 businesses and an LQ of 2.2
- Construction with 2,935 businesses and an LQ of 1.1

There are notably more businesses per 1,000 working aged adults in West Northamptonshire (85) compared to the national rate (68).

Business specialism in West Northamptonshire (2016-2021)

Sector	Total	Change	% Change	LQ ¹
Utilities and waste	80	-5	-5.9%	0.8
Other Services	655	-5	-0.8%	0.9
Creative	670	0	0.0%	0.6
Warehousing and Logistics	760	465	157.6%	2.2
Wholesale	775	-25	-3.1%	0.9
Agriculture and Mining	935	-25	-2.6%	1.1
Manufacturing	970	0	0.0%	0.9
Public Admin, Education, Health	1,135	-95	-7.7%	0.9
ICT & Digital	1,225	50	4.3%	0.8
Hospitality, Leisure and Recreation	1,610	490	43.8%	1.0
Retail	1,725	195	12.7%	0.8
Business Support Services	1,790	295	19.7%	1.1
Transport	2,290	815	55.3%	3.1
Construction	2,935	810	38.1%	1.1
Financial and Professional Services	3,640	-430	-10.6%	0.8
Total	21,195	2,535	13.6%	1.0

Business count index change (2015-2021)



85
business density in West Northamptonshire

68
Business density in England

¹LQ refers to Location Quotient, a measure of how specialized/concentrated activity is in an area. It is based on the relative share of employment in an industry within an area compared to the share nationally. An LQ greater than 1 indicates relative specialization/concentration.

Business and Enterprise

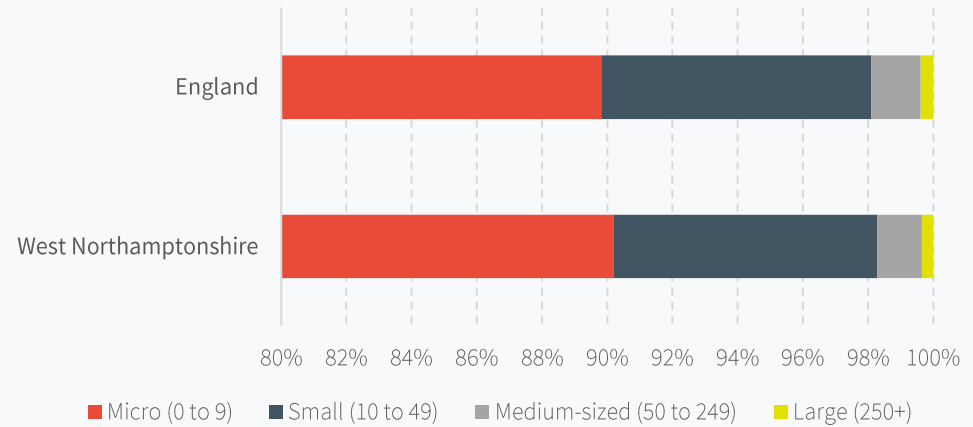
The majority of businesses in West Northamptonshire are micro businesses (90.2%), there are fewer small and medium businesses (9%) than the national average (10%).

West Northamptonshire has a level of entrepreneurship that is in line with the national average, at 10 business births per 1,000 working age people. Since 2016, self-employment has decreased faster than regional and national trends, with a 12% drop in self-employment compared to a 1% increase nationally.

There were 4,003 business incorporations in 2021 in West Northamptonshire compared to 3,320 during 2020. The largest incorporations were:

- Construction (270 business incorporations)
- Financial and professional services (267 business incorporations)

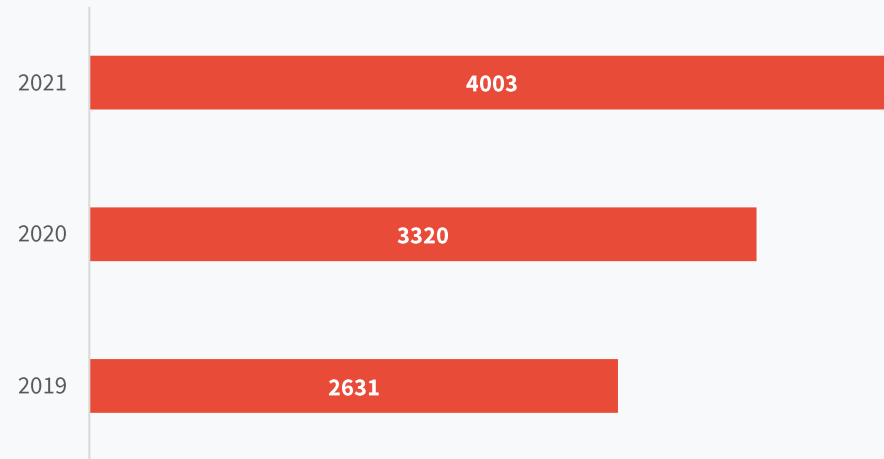
Business size



115 net births minus deaths (2020)

-12% change in self-employed

Business incorporations, 2019-2022



548 Business inc. 2022 (to date)

42.8% 5 year business survival rate

Source: ONS Business Count, 2021; Companies House, 2019-2022; ONS Business Demography, 2021

Innovation

Since 2004, approximately 169 R&D, smart and innovation, and knowledge transfer projects have been funded in West Northamptonshire.

Of these, over 90% have been funded in the top 3 sectors:

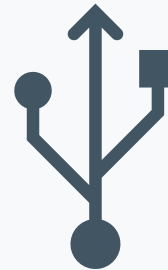
- Manufacturing, Materials & Mobility (40%)
- Responsive Technology (33%)
- Clean growth and infrastructure (12%)

As a proportion of the 248 Innovate UK projects funded in Northamptonshire since 2004, West Northamptonshire makes up 68% of total projects. This is higher than the proportion of businesses in West Northamptonshire compared to the total business base across the Northamptonshire region (56%).

Projects funded by Innovate UK since 2004, West Northamptonshire

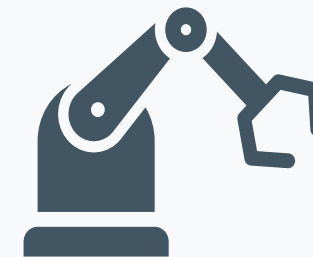
Sector	Total projects	%	Funding (£)
Manufacturing, Materials & Mobility	68	40%	13,335,302
Responsive Technology	56	33%	3,838,678
Clean Growth & Infrastructure	21	12%	2,464,864
Ageing Society, Health & Nutrition	9	5%	967,866
AI & Data Economy	8	5%	1,265,823
Connect	3	2%	2,100
Global	3	2%	505,346
Strategy	1	1%	50,010
Total	169	100%	22,429,989

40%



Responsive technology

33%



Manufacturing

12%



Clean growth & infrastructure

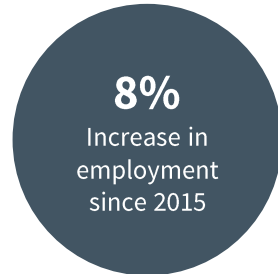
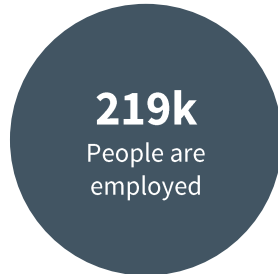
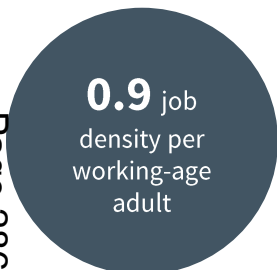
Labour market stock

In 2020, there were 219,290 people employed in West Northamptonshire, a job increase of 8% since 2015 compared to 3% growth in England.

Sector specialisms include:

- Warehousing and Logistics 3.3
- Transport 1.8
- Wholesale 1.5

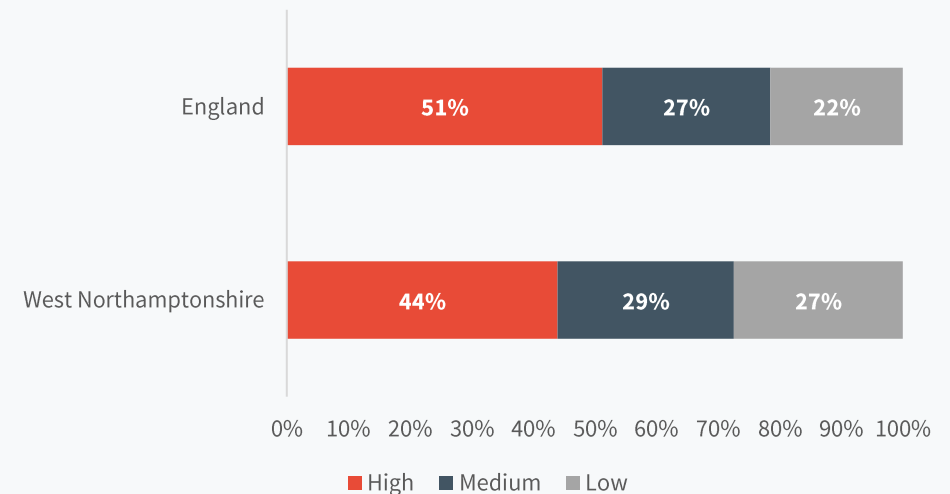
West Northamptonshire has a job density of 0.9 jobs per working aged resident compared to 0.8 nationally, indicating the availability of job opportunities in West Northamptonshire resembles that nationally.



Employment count (2015-2020)

Sector	Total	Change	Change (%)	LQ
Utilities and waste	1,290	-935	-42%	0.6
Creative	2,340	-110	-4%	0.5
Other Services	3,295	125	4%	1.0
Agriculture and Mining	3,390	355	12%	1.0
ICT & Digital	7,690	2175	39%	0.9
Construction	9,725	510	6%	0.9
Transport	11,960	5045	73%	1.8
Wholesale	13,615	2935	27%	1.5
Warehousing and Logistics	15,000	5135	52%	3.3
Manufacturing	17,330	-1980	-10%	1.0
Business Support Services	17,865	-3645	-17%	1.0
Hospitality, Leisure and Recreation	19,550	2685	16%	0.9
Retail	20,095	-1455	-7%	0.8
Financial and Professional Services	27,670	2585	10%	0.9
Public Admin, Education, Health	48,475	3550	8%	0.9
Total	219,290	16975	8%	1.0

Broad Occupational Mix, 2021



Source: Business Register and Employment Survey, 2020; Annual Population Survey, 2020

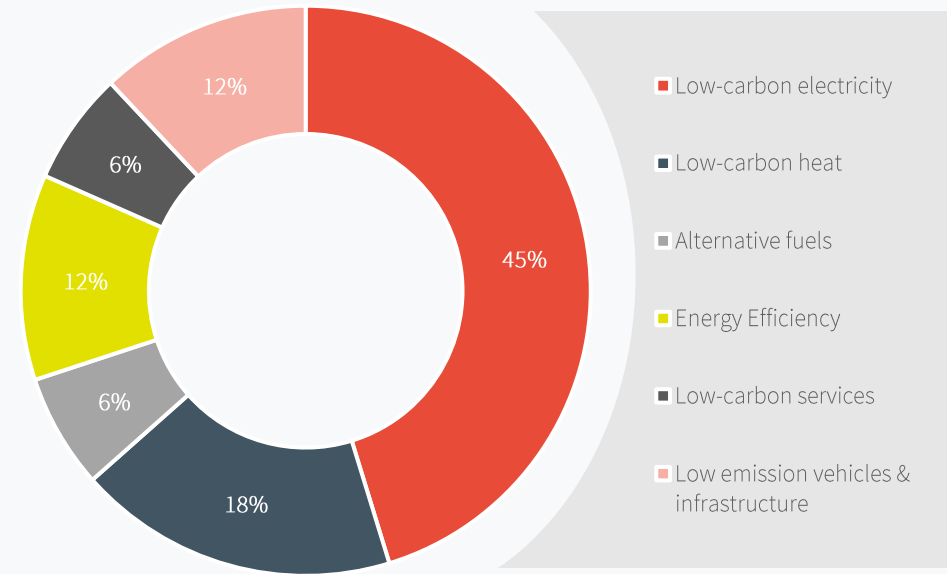
Low Carbon employment

The Local Government Association estimates that by 2050 there will be 1.2m total jobs in the low carbon and renewable energy sector.

The East Midlands will be home to 8% of these jobs. Of this, West Northamptonshire is estimated to host 10% (9,372). These green jobs are expected to be predominantly within the low carbon electricity sector (45%).

This will have implications for green skills and business support to enable residents and businesses to access the opportunities presented by low carbon in West Northamptonshire.

Employment by Low Carbon Sectors in West Northamptonshire, 2050




Source: Local Government Association


Progress in achieving Levelling Up Missions


Mission	Achievement in West Northamptonshire	Progress Rating
<p>9. By 2030, pride in place, such as people’s satisfaction with their town centre and engagement in local culture and community, will have risen in every area of the UK, with the gap between the top performing and other areas closing.</p>	<ul style="list-style-type: none"> • High business density with rapid growth in recent years • Sector specialisms in buoyant construction and transport sectors • Net business births 	
<p>1. By 2030, pay, employment and productivity will have risen in every area of the UK, with each containing a globally competitive city, with the gap between the top performing and other areas closing.</p>	<ul style="list-style-type: none"> • Relatively high and increasing productivity • Relatively fast growth in employment 	
<p>2. By 2030, domestic public investment in Research & Development outside the Greater South East will increase by at least 40% and at least one third over the Spending Review period, with that additional government funding seeking to leverage at least twice as much private sector investment over the long term to stimulate innovation and productivity growth.</p>	<ul style="list-style-type: none"> • Narrowing productivity gap with the national average • West Northamptonshire has received a significant proportion of Innovate UK funding relative to its share of the business base across Northamptonshire 	


Challenges and opportunities

Challenges

- 
1

Disparities within West Northamptonshire. Business survival rates are 33% in the former local authority of Northampton compared to 50% in Daventry. This presents a challenge to equal business growth and support across West Northamptonshire.
- 
2

Strong dependence on warehousing and logistics sector which is vulnerable to externalities of Brexit and relies on lower-skilled employment.
- 
3

Declining self-employment. This reflects increased presence of PAYE opportunities and their associated job security, as well as low levels of entrepreneurialism linked to business and skills support.
- 
4

Lower proportion of high value occupations. Jobs registered in West Northamptonshire are generally lower skilled which provide fewer opportunities for progression.

Opportunities

- 
1

Business Support provision. A strong business support ecosystem will help grow West Northamptonshire's business base by providing knowledge exchange, networking and access to new markets e.g. newly launched ExploreWN app will support businesses across West Northamptonshire to reach customers.
- 
2

Create an entrepreneurial ecosystem. Supporting entrepreneurship will grow the business base whilst boosting high quality local employment and counteracting the decline in self-employment.
- 
3

Recently announced cost of living support programme will work with local people and partner organisations in an effort to counteract external pressures of inflation and the rising cost of living for vulnerable people.
- 
4

Strengthening the low-carbon sector will capitalise on West Northamptonshire's high capacity for green energy generation and high projected growth in low-carbon jobs.

Implications for Shared Prosperity Fund

West Northamptonshire’s business base is strong in terms of productivity, growth and density. However, disparities exist within the newly formed West Northamptonshire district and a dependence on Warehouse & Logistics relative to other sectors presents a significant contextual challenge in terms of supply chain issues and regulations.

The following longlist of interventions from the Supporting Local Business list are strongly aligned with existing policy and identified challenges and opportunities.

Progress against the Levelling Up Missions suggests that interventions to improve business support, diversify the business base and strengthen the competitiveness of future-facing sectors such as low-carbon are important.

Potential interventions to address challenges and opportunities in Supporting Local Business:

- E16: Improvements to town centre retail and service sector infrastructure, with wrap around support for small businesses.
- E18: Supporting Made Smarter Adoption to enable manufacturing SMEs to adopt industrial digital technology solutions
- E19: Investment in research and development at the local level
- E22: Investment in enterprise infrastructure & employment / innovation site development
- E23: Strengthening local entrepreneurial ecosystems
- E29: Supporting decarbonisation whilst growing the local economy
- E30: Business support measures to drive employment growth

SLB: Internal Recommendations

UKSPF Interventions	No of Service Areas indicating importance
E23: Strengthening local entrepreneurial ecosystems, and supporting businesses at all stages of their development to start, sustain, grow and innovate, including through local networks.	5
E32: Investment in resilience infrastructure and nature based solutions that protect local businesses and community areas from natural hazards including flooding and coastal erosion.	4
E21: Funding for the development and support of appropriate innovation infrastructure at the local level.	3
E19: Increasing investment in research and development at the local level. Investment to support the diffusion of innovation knowledge and activities. Support the commercialisation of ideas, encouraging collaboration and accelerating the path to market so that more ideas translate into industrial and commercial practices.	3
E20: Research and development grants supporting the development of innovative products and services.	3
E29: Supporting decarbonisation and improving the natural environment whilst growing the local economy.	3
E24: Funding for new and improvements to existing training hubs, business support offers, ‘incubators’ and ‘accelerators’ for local enterprise (including social enterprise)	2
E30: Business support measures to drive employment growth, particularly in areas of higher unemployment.	2
E16: Investment in open markets and improvements to town centre retail and service sector infrastructure, with wrap around support for small businesses.	2
E21: Funding to support relevant feasibility studies.	2
E27: Funding for the development and promotion (both trade and consumer) of the visitor economy, such as local attractions, trails, tours and tourism products more generally.	1



SLB: Internal Recommendations

UKSPF Interventions	No of Service Areas indicating importance
E26: Support for growing the local social economy, including community businesses, cooperatives and social enterprises.	1
E28: Export Grants to support businesses to grow their overseas trading, supporting local employment.	1
E25: Grants to help places bid for and host international business events and conferences that support wider local growth sectors.	1
E18: Supporting Made Smarter Adoption: Providing tailored expert advice, matched grants and leadership training to enable manufacturing SMEs to adopt industrial digital technology solutions	1
E22: Investing in enterprise infrastructure and employment/innovation site development projects. This can help to unlock site development projects which will support growth in places.	1

People & Skills



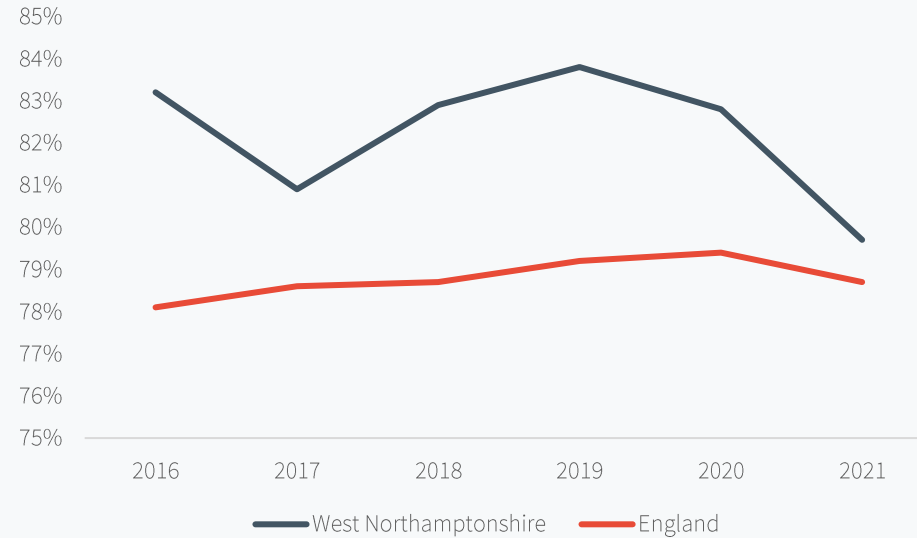
Labour market supply

79.7% of West Northamptonshire’s working age population are economically active, slightly higher than the national average (78.7%). The rate has decreased by 3.5% since 2016.

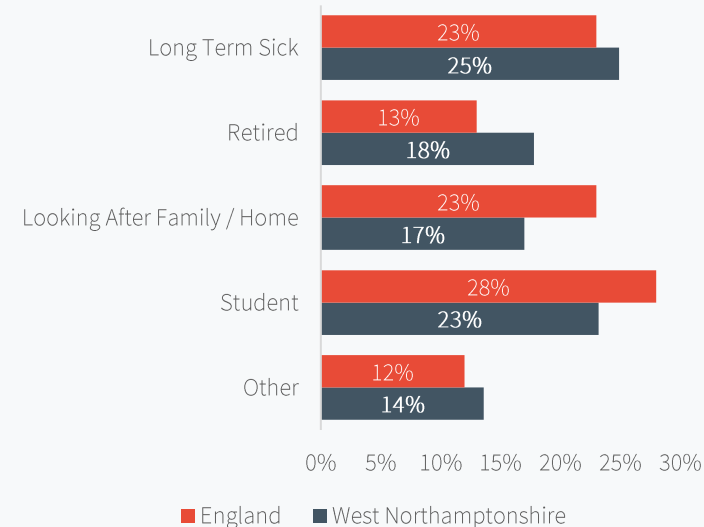
The main reason for economic inactivity is long term sickness (25% versus 23% nationally) and because of being a student (23% versus 28% nationally). Notably, inactivity due to retirement is much lower than the national average at 18% compared with 36% nationally.

West Northamptonshire has a lower claimant rate (3.8%) compared to the national average (4.4%), however the unemployment rate is higher than the national average (5% versus 4.6% in England)

Economic activity rate, 2021



Economic inactivity by reason, 2021



Source: Claimant Count, 2021 Annual Population Survey, 2020

3.8%
Claimant rate
2021

204.8k
Economically
active pop.

5%
Unemployment
rate 2021

10k
Unemployed
2021

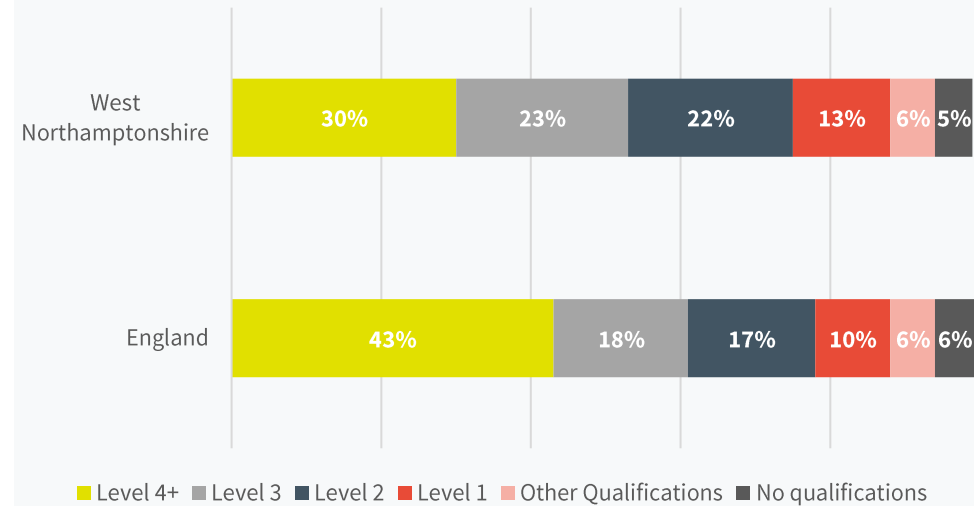
Skills and earnings

West Northamptonshire underperforms compared with national levels of qualifications, with 30% of people educated to level 4+ compared to 43% across England. However, a smaller proportion of residents hold no qualifications (5% vs 6% nationally).

16% of people have received job related training in the last 13 weeks compared to 19% nationally.

In 2019 there were an estimated 3,387 skill shortage vacancies in Northamptonshire, representing 34% of vacancies compared to 25% nationally. 6% of business establishments in Northamptonshire reported having a skills shortage vacancy in 2019.

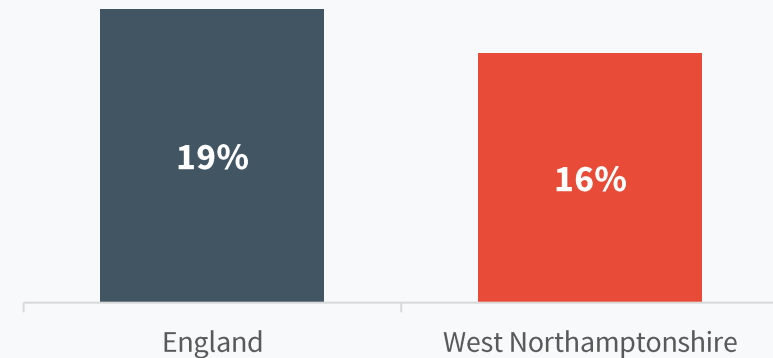
Qualifications (16-64) in 2021



3.8%*
Proportion of NEETs in Northamptonshire 2021

30%
Educated to Level 4+ in West Northamptonshire

% received job related training in last 13 weeks, 2021



Source: ONS, NEET and Participation, 2021; ONS, Annual Population Survey, 2020; Employer Skills Survey, 2019; ONS

* Figure refers to Northamptonshire. Data for West Northamptonshire not available.



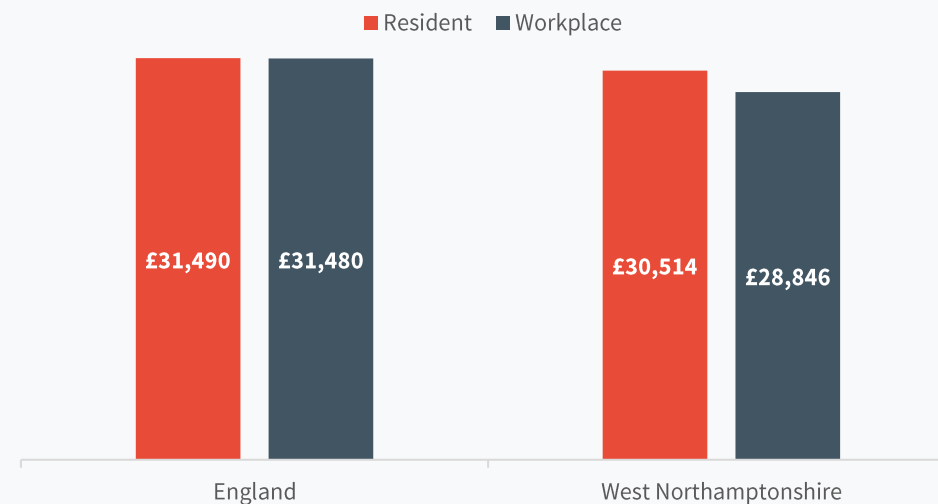
Skills and earnings

On average, residents in West Northamptonshire earn £1.7k more (£30.5k per annum) than workers employed in the borough (£28.8k).

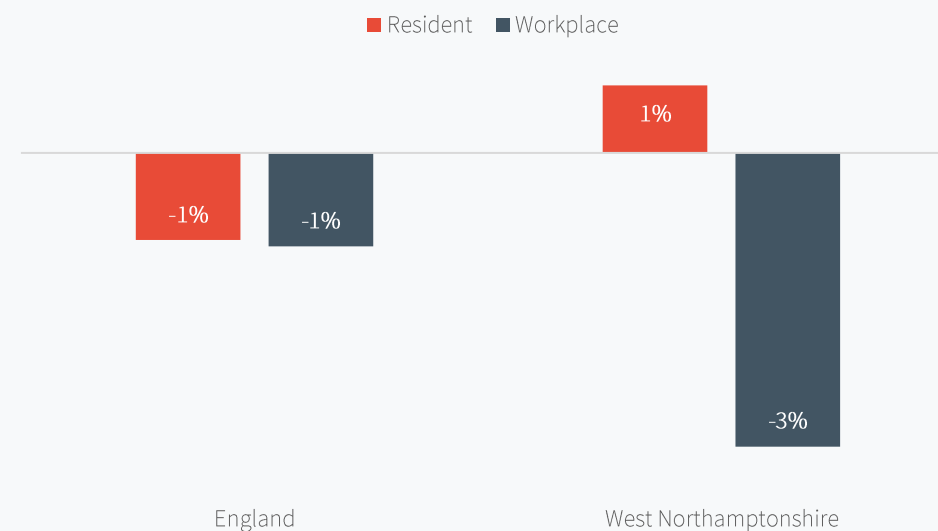
Since 2020, resident earnings have increased by 1%, despite a fall nationally (-1%). Workplace earnings decreased at a faster rate than nationally (-3% vs -1% nationally).

The gender pay gap is relatively less pronounced in West Northamptonshire with men earning £2.47 per hour more than females compared to £2.62 nationally.

Resident and workplace earnings 2021 in West Northamptonshire and England



Earnings growth between resident or workplace (2020-2021) in West Northamptonshire and England



Source: Annual Survey of Hours and Earnings, 2021; Annual Population Survey, 2020

£2.47

Gender pay gap 2021 (per hour)

-3%

Average workplace earning growth 2020-2021

1%

Average resident earning growth 2020-2021

Progress in achieving Levelling Up Missions

Mission	Achievement in West Northamptonshire	Progress Rating
9. By 2030, pride in place, such as people’s satisfaction with their town centre and engagement in local culture and community, will have risen in every area of the UK, with the gap between the top performing and other areas closing.	<ul style="list-style-type: none"> Resident earnings higher than workplace earnings, indicating higher value jobs outside of the geographical area Engagement with public libraries and dance related activities below national average but other art and cultural participation is above average 	Yellow
1. By 2030, pay, employment and productivity will have risen in every area of the UK, with each containing a globally competitive city, with the gap between the top performing and other areas closing.	<ul style="list-style-type: none"> Rise in resident earnings, but workplace earnings has fallen Slightly lower gender pay gap Relatively high economically active population but this is decreasing Relatively high unemployment rate but low claimant rate 	Red
6. By 2030, the number of people successfully completing high-quality skills training will have significantly increased in every area of the UK. In England, this will lead to 200,000 more people successfully completing high-quality skills training annually, driven by 80,000 more people completing courses in the lowest skilled areas.	<ul style="list-style-type: none"> Relatively low numbers of people with advanced qualifications Relatively low percentage of people in training 	Red
7. By 2030, the gap in Healthy Life Expectancy (HLE) between local areas where it is highest and lowest will have narrowed, and by 2035 HLE will rise by five years	<ul style="list-style-type: none"> Life expectancy higher for males than national average. Female life expectancy is in line with the national average Prevalence of heart disease, stroke and diabetes is in line with the national average. Access to GPs and dentists is poor Poor air quality Long term sickness is the main reason for economic inactivity 	Yellow
Mission 8. By 2030, well-being will have improved in every area of the UK with the gap between top performing and other areas closing.	<ul style="list-style-type: none"> Improvements across all wellbeing indicators except for an increase in anxiety. Above national average levels of wellbeing 	Green

Challenges and opportunities

Challenges

- 1 **Lower levels of training and top qualifications** indicates a skills gap which can limit future growth in strategic sectors such as low-carbon.
- 2 **Workplace and resident earnings gap.** Lower and falling workplace earnings indicates a lower-value job offer within West Northamptonshire.
- 3 **Higher incidence of long-term sickness** as a cause of economic inactivity will require targeted local health interventions to ensure future employment growth.
- 4 **Higher job vacancy rate** will reduce business confidence and impact on productivity.

Opportunities

- 1 **Facilitating technology adoption** to enable residents and employers to access improved digital skills and green technology creating opportunities for higher skilled, better paid jobs
- 2 **Local university presence and student population** provide an opportunity for strategic partnering with local businesses for onward employment and training.
- 3 **Northampton Bike Park** will contribute to local health and leisure offer, maintaining high levels of wellbeing for people in West Northamptonshire.
- 4 **Maximising benefits of social capital and volunteering** by creating opportunities for the growing population of seniors and retirees to use their accumulated human capital to benefit society at large

Implications for West Northamptonshire's Investment Plan – P&S

Long-term health issues are the primary reasons for economic inactivity in West Northamptonshire. There is also a skills shortage both in terms of qualifications and job related training, West Northamptonshire faces a future recruitment challenge as sectors change and housing becomes less affordable.

A disparity between resident and workplace-based earnings signals a brain-drain effect in West Northamptonshire where higher skilled and better paid jobs are found outside of the area. The ageing population trend will require digital skills training to build a future-focused workforce.

The following longlist of interventions from the People and Skills list align strongest with existing policy and identified challenges and opportunities. Progress against the Levelling Up Missions suggest that interventions should also tackle higher levels of anxiety seen in West Northamptonshire and support the creation of high-value jobs for local people.

Potential interventions to address People and Skills challenges and opportunities:

- E33: Employment support for economically inactive people
- E35: Activities such as enrichment and volunteering to improve opportunities and promote wellbeing.
- E36: Intervention to increase levels of digital inclusion, with a focus on essential digital skills
- E37: Tailored support for the employed to access courses
- E38: Local Areas to fund local skills needs
- E39: Green skills courses
- E40: Retraining support for those in high carbon sectors.
- E41: Funding to support local digital skills.

P&S: Internal Recommendations

UKSPF Interventions	No of Service Areas indicating importance
E33: Employment support for economically inactive people: Intensive and wrap-around one-to-one support to move people closer towards mainstream provision and employment, supplemented by additional and/or specialist life and basic skills (digital, English, maths* and ESOL) support where there are local provision gaps.	4
E34: Courses including basic skills (digital, English, maths (via Multiply) and ESOL), and life skills and career skills provision for people who are unable to access training through the adult education budget or wrap around support detailed above. Supplemented by financial support for learners to enrol onto courses and complete qualifications.	3
E35: Activities such as enrichment and volunteering to improve opportunities and promote wellbeing.	3
E41: Funding to support local digital skills.	3
E36: Intervention to increase levels of digital inclusion, with a focus on essential digital skills, communicating the benefits of getting (safely) online, and in-community support to provide users with the confidence and trust to stay online.	2
E39: Green skills courses targeted around ensuring we have the skilled workforce to achieve the government’s net zero and wider environmental ambitions.	1
E38: Support for local areas to fund local skills needs. This includes technical and vocational qualifications and courses up to level 2	1

Implications for West Northamptonshire's UKSPF Investment Plan



Identifying Critical Success Factors

Scoring against Critical Success Factors (CSF) can be used to objectively assess the relative strength of potential projects which the UKSPF could enable in West Northamptonshire.

Analysis of existing activity has identified a small number of ongoing interventions delivered solely in West Northamptonshire. This may reflect limited capacity for intervention delivery by local organisations, increased need for intervention starting in year one to replace activity which has already ended, or need for continued collaboration at county level.

The assessment of challenges and opportunities suggests that there is a strong need for intervention under the Supporting Local Businesses theme in particular.

The following list outlines CSFs which reflect UKSPF objectives.

Potential CSFs

- **Affordable** – Funding sources have been identified and can be delivered within budget
- **Deliverable** – Delivery mechanisms are clear and there is a proven track record of delivery
- **Transformative** – The project is expected have a significant impact on the UKSPF objectives of pride in place and increasing life chances for people in West Northamptonshire
- **Inclusive** – The project contributes to equal access to opportunities for all people in society
- **Collaborative** – The project exploits its potential to maximise value for money across geographies
- **Proven track record** – The project has successfully been delivered to date and/or the applicant has a proven track record of delivery
- **Scalable** – The project spend, and output targets can be decreased or increased in amount

Progress towards identifying interventions

West Northamptonshire Council have begun to assess areas of intervention for UKSPF in response to local challenges and opportunities.

A Local Partnership Group has been formed to enable decision making on target interventions. The group includes representatives of West Northamptonshire Council, the LEP, business and investment community, business support provider organisations, community organisations, skills providers, and public service providers.

West Northamptonshire Council has shared a concept form with potential UKSPF intervention delivery organisations locally. This will be used to gather information on proposed interventions including their alignment with UKSPF objectives, proposed activities, and expected spend, outputs and outcomes.

Thematic workshops are being held to engage with a wide range of partner and receive their input on potential interventions.



Next Steps

Preparing a UKSPF Investment Plan for West Northamptonshire to submit from 30th June to 1st August 2022, will require the following actions to be undertaken:

- Ongoing discussions with key strategic stakeholders
- Use of focus group workshops to sense check existing evidence and identify opportunities and challenges not clear in existing data and research
- Agreement of Critical Success Factors to assess potential interventions against
- Review of proposed interventions provided through the concept form
- Local Partnership Group decision making on priority interventions, spend profile, outputs and outcomes



Appendix A: Thematic Workshop Findings





Communities and Place

What are the key need & opportunities to address in West Northants to meet the objectives of the Community and Place Priority?

Headline Data Questions / Observations

High working age population at 63% but growing proportion of those aged 65+	Good access to full fibre broadband 54% compared to 31%	Can add data from ACE national lottery fund community fund
Pockets of deprivation in Daventry and Northampton Barriers to housing and services is the significant driver of deprivation	Need to ensure data is representative of the diverse communities	apprenticeships - can this demonstrate the interaction of companies with young people
Low social mobility, particularly in Northampton Low social mobility in Daventry for those at the school life stage	Data needs to link to the data poverty strategy and similar	Safer Streets fund data Stephen Mold
Poor air quality and Co2 production, mostly due to transport emissions		

Current Needs / Opportunities

Need better parking initiative in low economic areas to help footfall into these areas for example Northampton Town.	Social Mobility is affected by family breakdown. If we address issues at home it will have a positive impact on the wider indicators.	Support young people at the start of their journey to reduce behavior issues later on. This could be through sport and work done by the third sector.	Healthy Young Daventry looks at healthy eating under 5's. Rolling out across county. Setting up teen clinic with GP.
Interventions need to be joined up across the region rather than piecemeal. How are interventions being pulled together with other funding pots across the region?	Need an improved park and ride service. There used to be a service into Northampton.	Investment programme around DCSE worked well.	Premier league kicks programme on Hemmingwell and queenswell estate focuses on getting young people out of crime / avoid them getting involved in crime.
3rd Sector has a deep and meaningful impact on life chances. However, often not included in government funding. Enable 3rd sector with revenue funding to ensure they can bid for relevant funds.	Build a strategy with the 3rd sector in year 1. They know their needs but they need capacity / revenue to deliver.	Northampton Saints Foundation looking to set up an employability programme. Conversations with large organisations have already started. Seeking funding at the moment.	Active Travel / Safer streets fund.
There has been a lack of investment in children and young people. No youth club in Daventry. This is an issue across whole of West Northamptonshire.	3rd sector and voluntary groups are dependent upon volunteers. This needs to be taken into account.	Need improved facilities for youth activities. Sport pitches 3G / 4G. Provision of sports pitches need to be targeted.	Work with larger companies to invest in children and young people. Large companies have social funding and skills sets that can be shared. Large companies do not currently work with
		Community space for businesses. Start up hub. Schools visit. Games set up. Creative quarter in Lemmington Spa a good example.	Vulcan Works will provide this and there is a cultural 1/4 in Northampton. These should have a young person focus.

Post ESIF Needs & Opps.

ESIF funding was tailored to different groups / backgrounds to encourage them into work. This worked well.	
Community grants worked well	

Those currently Identified

E1: Improvements to town centres and high streets

E3: Creation of and improvement to local green spaces

E4: Enhance existing cultural, historic and heritage institutions offer

E5: Built & landscaped environment to 'design out crime'

E7: Support for active travel enhancements

E9: Funding for impactful volunteering and social action projects

E11: Capacity building and infrastructure support for local civil society and community groups

E12: Community engagement schemes, local regeneration

E13: Community measures to reduce the cost of living

Which other interventions might be suitable?

Early intervention with young people needs to be added.

E10 - sport through facilities, tournaments, leagues or teams can help young people. Through clubs, festivals or organisations. This needs to be a priority.

E6 - Arts for children and young people needs to be included.

Placemaking around E6 needs to be added.

E11 - capacity building in the third sector.

E11 - needs to be the right amount of support for different organisations needs to be delivery based.

E10 - use to signpost to other services

In favour of E6 over E4. Build breadth of cultural and heritage rather than enhancing support for existing assets

E10 / E11 - saints and cobblers charities are brilliant. 3 professional sports team with good outreach programmes. These should be given more capacity.

Sports engagement with hard to reach communities. Synergy with other pots of funding in the county and this fund.

Interventions

- E1: Funding for improvements to town centres and high streets, including better accessibility for disabled people, including capital spend and running costs.
- E2: Funding for new, or improvements to existing, community and neighbourhood infrastructure projects including those that increase communities' resilience to natural hazards, such as flooding. This could cover capital spend and running costs.
- E3: Creation of and improvements to local green spaces, community gardens, watercourses and embankments, along with incorporating natural features into wider public spaces.
- E4: Enhanced support for existing cultural, historic and heritage institutions that make up the local cultural heritage offer.
- E5: Design and management of the built and landscaped environment to 'design out crime'.
- E6: Support for local arts, cultural, heritage and creative activities.
- E7: Support for active travel enhancements in the local area.
- E8: Funding for the development and promotion of wider campaigns which encourage people to visit and explore the local area.
- E9: Funding for impactful volunteering and/or social action projects to develop social and human capital in local places.
- E10: Funding for local sports facilities, tournaments, teams and leagues; to bring people together.
- E11: Investment in capacity building and infrastructure support for local civil society and community groups.
- E12: Investment in community engagement schemes to support community involvement in decision making in local regeneration.
- E13: Community measures to reduce the cost of living, including through measures to improve energy efficiency, and combat fuel poverty and climate change.
- E14: Funding to support relevant feasibility studies.
- E15: Investment and support for digital infrastructure for local community facilities.

Are these critical success factors useful for assessing potential interventions?

Sustainable in terms of revenue / how it will be managed. Long term impact

Inclusive especially hard to reach groups.

Affordable – Fits within overall budget and potential funding sources can be secured.

Deliverable – Potential for strong delivery mechanisms to enable delivery within timeframe.

Transformative – The intervention is expected have a significant impact on the UKSPF objectives of pride in place and increasing life chances for people in West Northamptonshire.

Inclusive – The intervention contributes to equal access to opportunities for all people in society.

Collaborative – The intervention exploits its potential to maximise value for money across geographies.

Proven track record – The intervention has successfully been delivered to date and/or there is a proven track record of delivery.

Scalable – The project spend, and output targets can be decreased or increased in amount

Which other Critical Success Factors might be suitable?

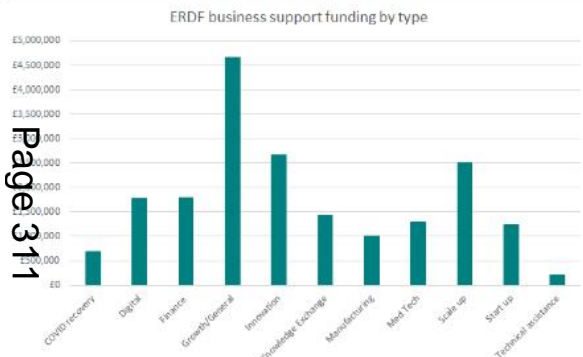


Supporting Local Business

What are the key need & opportunities to address in West Northants to meet the objectives of the supporting local business Priority?

Headline Data Questions / Observations

Lower productivity compared to national average	Growing labour market	More data on transport needs?
GVA growth rate forecasted to continue to increase over the next 20 years	High proportion of people employed in low skilled or medium skilled jobs	Existing ESIF projects - more details on these projects and what has been funded - SEMLEP to provide evaluations and output data where available Vicky Hlomuka, Gordon Brady
Growing business base which is above national average	Green jobs will be predominantly within low carbon electricity sector	Even our latest economic data is showing a slow down in business confidence. With firms really concerned about Inflation & Interest Rates. Northamptonshire Chamber
Business Specialisms in: - warehouse and logistics - agriculture and mining - hospitality, leisure and recreation - business and support services	Some headline stats from Northamptonshire Economic Survey of Local Businesses: Recruitment Stats: 37% of respondents reported their workforce increased over the past 3 months	Data on innovation and business births - SEMLEP survey
[11-43] Gordon Brady Net number of live businesses increase in 2021 - Hertfordshire 25, Bedfordshire 1,738, Cambridgeshire 583, Northamptonshire 407 - of which ~250 are in West Northamptonshire		



Needs

Decrease in self employment shows a need for support	It would not be better to have one large project. Smaller amounts say 50 parcels are far more effective. Especially for the rural economy. It could be a mix of larger and smaller.
A large recruitment problem in Daventry due to transport inaccessibility.	Aging Workforce is a concern
Highly Skilled Roles are Difficult to source. This has been exacerbated by Brexit	Prologis. Training academy - goodwill academy. 200 trainees on logistics. 10,000 next 8 years. Want to work with stakeholders to attract into industry. Want to create a strong pipeline.
Ensure DWP, Police, Chambers, LEP, Local Authorities join up to increase recruitment and reach hard to reach groups. Bring together a steering group to minimise duplications.	Covid has changed business priorities. Businesses are collaborative. There has been a large push for this from businesses since Covid. Understanding challenges / look for new projects.
Still issues understanding new paper work for different markets i.e. replacing goods passports. Some further support to boost understanding would be helpful	Ensure that this new fund replacing ESIF does not cause more gaps. Some projects are on ESIF funding until next year but they need to be included in the call for projects now.
Are current recruitment practices appropriate? How engage with those who are not currently in work? How give work experience?	Need a brokerage or universal service to link up those not involved in workforce with jobs. Needs to be advertised in a different way

Opportunities

Warehousing growing in Northamptonshire, but land hungry and not enough land supply. Either a fund to help business purchase land and pay off over time or space for large businesses to rent.	A skills agenda of transferable skills i.e. morning hospitality and then logistics. Showing how they apply to different sectors. Prepares for job hopping
Employment portal showing opps in HS2 and other major employers	Creative quarter - an incubator and shared working area that focuses on creative sectors. Vulcan Works will help to answer this opportunity.
Workplace wellbeing. Chamber working with leisure provider to run wellbeing initiatives. Looking at what wellbeing may look like.	Delivery Collaborative for the workplace wellbeing. Want to work with key stakeholders and environmental officers to improve workplace wellbeing post pandemic.
High level engineering is trying to meet the collaboration needs for businesses in this sector especially those based around Silverstone.	Park and Ride scheme for Northampton, near the A45/Bedford Rd would be useful.
Silverstone Racing Circuit ambition to build on the UTC / College of motorsport and create a university for vocational / HE opportunities. Funding issue to build.	Students will not bring in income stream for 3 years. Cannot therefore be funded privately. Been trying ten years
West Northamptonshire Support Service helps careers changes / unemployed. Work with DWP to help companies source workers for free.	Want to expand to have a drop in centre on every high street and add innovative ways to recruit.
Transport - Brackley has limited bus links to other areas and very restricted parking within the town, this is a constant issue with people needing to park in the town for the work day	

Post ESIF Needs & Opps.

SEMLEP has analysed what has been funded by ESIF and map what is coming to an end. Currently SEMLEP Wide but can look on authority level.	Now need to look at impact of each project to map potential gaps post ESIF. Use the summative evaluations from each project to map future needs.
Issue on growth of companies and scale up opportunities for a range of different sectors. Start up programmes need to continue.	
Energy / low carbon programmes funded by ESIF need to continue to be funded so they can evolve and develop to help achieve net zero.	
Skills sub committee and SAP run by LEP. Low take up of carbon and digital bids by companies. Need to focus as fall behind Cambridge, Peterborough etc.	

Which Interventions could address West Northants needs & opportunities around the supporting local business priority?

Interventions currently identified

E16: Improvements to town centre retail and service sector infrastructure, with wrap around support for small businesses.	E18: Supporting Made Smarter Adoption to enable manufacturing SMEs to adopt industrial digital technology solutions
E19: Investment in research and development at the local level	E22: Investment in enterprise infrastructure & employment / innovation site development
E23: Strengthening local entrepreneurial ecosystems	E29: Supporting decarbonisation whilst growing the local economy
E30: Business support measures to drive employment growth	

Which other interventions might be suitable?

E24: Community Shop	E 25: Increasing R+D and international trade.	E17: funding for development to trade and consumers for the visitor economy
E20: Grants for R+D	E18: Made Smarter. Q - is this the BAES programme?	E24: Incubators and Accelerators
E23: Strengthening local entrepreneurial ecosystems	Ensure Transport is included under community and place theme. Link to business. E7 Support for active travel enhancements in the local area. Link to local business.	E7 links to E30 business support measures.

- E16: Investment in open markets and improvements to town centre retail and service sector infrastructure, with wrap around support for small businesses.
- E17: Funding for the development and promotion (both trade and consumer) of the visitor economy, such as local attractions, trails, tours and tourism products more generally.
- E18: Supporting Made Smarter Adoption: Providing tailored expert advice, matched grants and leadership training to enable manufacturing SMEs to adopt industrial digital technology solutions including artificial intelligence; robotics and autonomous systems; additive manufacturing; industrial internet of things; virtual reality; data analytics. The support is proven to leverage high levels of private investment into technologies that drive growth, productivity, efficiency and resilience in manufacturing.
- E19: Increasing investment in research and development at the local level. Investment to support the diffusion of innovation knowledge and activities. Support the commercialisation of ideas, encouraging collaboration and accelerating the path to market so that more ideas translate into industrial and commercial practices.
- E20: Research and development grants supporting the development of innovative products and services.
- E21: Funding for the development and support of appropriate innovation infrastructure at the local level.
- E22: Investing in enterprise infrastructure and employment/innovation site development projects. This can help to unlock site development projects which will support growth in places.
- E23: Strengthening local entrepreneurial ecosystems, and supporting businesses at all stages of their development to start, sustain, grow and innovate, including through local networks.
- E24: Funding for new and improvements to existing training hubs, business support offers, 'incubators' and 'accelerators' for local enterprise (including social enterprise) which can support entrepreneurs and start-ups through the early stages of development and growth by offering a combination of services including account management, advice, resources, training, coaching, mentorship and access to workspace.
- E25: Grants to help places bid for and host international business events and conferences that support wider local growth sectors.
- E26: Support for growing the local social economy, including community businesses, cooperatives and social enterprises.
- E27: Funding to develop angel investor networks nationwide.
- E28: Export Grants to support businesses to grow their overseas trading, supporting local employment.
- E29: Supporting decarbonisation and improving the natural environment whilst growing the local economy. Taking a whole systems approach to invest in infrastructure to deliver effective decarbonisation across energy, buildings and transport and beyond, in line with our legally binding climate target. Maximising existing or emerging local strengths in low carbon technologies, goods and services to take advantage of the growing global opportunity.
- E30: Business support measures to drive employment growth, particularly in areas of higher unemployment.
- E31: Funding to support relevant feasibility studies.
- E32: Investment in resilience infrastructure and nature based solutions that protect local businesses and community areas from natural hazards including flooding and coastal erosion.

Defining Critical Success Factors (CSFs)

Are these critical success factors useful for assessing potential interventions?

Potential to share funding over wider areas across different authorities if project is suitable. Especially with neighboring authorities and wider areas.

Affordable – Fits within overall budget and potential funding sources can be secured.

Deliverable – Potential for strong delivery mechanisms to enable delivery within timeframe.

Transformative – The intervention is expected have a significant impact on the UKSPF objectives of pride in place and increasing life chances for people in West Northamptonshire.

Inclusive – The intervention contributes to equal access to opportunities for all people in society.

Collaborative – The intervention exploits its potential to maximise value for money across geographies.

Proven track record – The intervention has successfully been delivered to date and/or there is a proven track record of delivery.

Scalable – The project spend, and output targets can be decreased or increased in amount

Which other Critical Success Factors might be suitable?

Innovative solution to problems

Affordability and scalability what about value add or value for money



Skills and People

What are the key need & opportunities to address in West Northants to meet the objectives of the People and Skills Priority?

Headline Data Questions / Observations

Low levels of social mobility particularly amongst school and youth groups

Business specialisms in:
- warehouse and logistics
- agriculture and mining
- hospitality, leisure and recreation

Residents earn more than workers indicating brain drain from West Northants

Deprivation due to housing, crime and educational barriers

- business and support services
- transport
- construction

Even with high employment there are core groups who remain long term unemployed due to specific challenges such as Care Leavers

Happiness, life satisfaction and feeling of worthwhile indicate a need to improve levels of wellbeing

High proportion of students - main cause for unemployment followed by looking after family/home

Ex - Offenders, the homeless etc who have previously been served by ESF backed funding but those funding sources are in many cases ending next year with potentially a gap in delivery of services two years later.

Increase participation and use of libraries could help to improve social mobility and educational attainment

low proportion of those qualified at Level 3 and above

Current Needs

Need to increase job related training

Lack of aspiration to better skills. Why would I want more skills unless my job is under threat. If I can leave school with basic GCSEs and get a basic job why would I want to try any harder.

Transport needs and issues with accessing employment sites both through limited transport and cost of the services

3rd sector organisations focused on sport also offer critical employment / education support i.e. sports coaches sitting in classroom with attendees to help with behavior

Barrier to employment is often cost of higher education.

Digital / Low Carbon will play a large role across many sectors i.e. environmental and logistics workforce needs to be prepared

Multiple complex barriers to access employment so support needs to be joined up

Barrier to employment is lack of public transport / transport cost

Need a lot of support for businesses to understand what a low carbon business will look like and what retraining is needed i.e. plumbers firms changing implementing heat pumps once gas boilers are scrapped

Although aspiration is important so are the 'lower skilled' jobs. The over 65 population is growing and workers such as care workers will be needed.

National careers service offer digital support and basic work support needed. Often people need intensive mentoring programme as well for example offering ESOL courses. Another service needs to offer this.

There is a skill gap between employers needs and talent pool. For example those with disabilities could be talented in particular jobs but not enabled enough to be given a chance

Gaps between emergency services and other support services. Can get urgent frontline support but then long term support needs more revenue

i.e. sport programme also runs education behaviour support

Disparities between what vacancies are there and people available.

GCSEs do not offer enough vocational training. Local colleges are offering one hour a week digital enabling.

Opportunities

Sports Northamptonshire is looking to attract young people from diverse backgrounds and it has been suggested to focus on targeted approach

Opportunities to reinvent recruitment so that it reaches those it normally wouldn't i.e. not just interview focused but could be taster days or similar

Use apprenticeship levy to help overcome costs as a barrier to higher education and remove transport cost barrier

In order to bridge gaps at senior levels, some shadowing arrangements could be put in place to encourage a balance which is reflective of our communities at senior levels

Encourage companies to use the apprentice levy. The levy covers cost of travel and education

Creative Quarter / shared workspace for creative sector to boost collaboration. Understand this will partly be met by Vulcan works

Logistics companies are already working with prisons and refugee charities to find workers.

Opportunities in logistics for a range of different roles and diversity of skills. Need to link to employment services. This can be shop floor type jobs to high skilled robotic operators

Opportunities to expand west Northamptonshire Employment Support Service. All support is free. Aids those seeking work

Opportunity to demonstrate transferable skills with young people i.e. trip to hospitality site and logistics site and show skills that can be transferred.

Digital courses should take into account digital footprint i.e. how your social media presence can affect your recruitment

Robotics and automation need people to support their functioning. This is higher and more skilled

Restart programme offers financial, digital skills i.e. basic computer skills and overcoming crippling debt. This could be expanded.

There was a scheme to offer young people work experiences through businesses and volunteer groups and Govt scheme paid the wages for a year. It gave young person an opportunity to learn in a work place and gave

Opportunity to have one centre in each major town to run daily courses while supporting students mental and physical health. Centre offers employability support. A one stop shop in each town

Just into Year 3 for

Opportunities in logistics for a range of different roles and diversity of skills. Need to link to employment services. This can be shop floor type jobs to high skilled robotics operators.

voluntary sector some space to breath. Similar scheme could be beneficial for both.

This would build on employment renewal fund for a one stop centre in each town. that would be run by Northamptonshire's Employment support services

Robotics and automation need people to support their functioning. This is higher and more skilled.

Work tasters and experience used to work well for returning citizens (ex-offenders) or NEETs.

Sports Northamptonshire is looking to attract young people from diverse backgrounds and it has been suggested to focus on targeted approach

Post ESIF needs & opps

West Northants had 20 million ESIF the 5.4 million will not meet this demand there will be gaps.

ESIF replacements need to be based on summative assessment results

In relation to existing ESF programmes such as Skills Support for the Workforce which ends in March 2023, it would be good if we could deliver something that would continue to support businesses for their

skills needs to develop & grow under Year 2 but also extend that into Year 3 for individuals to access skills training to go on to better jobs.

The DWP motto of A - Any Job, B - Better Job then C - Career also supports the desire to make jobs more accessible and to think about progressions too. So an add on to what existing programmes &

collaborative relationships we already have could be positive & support those emerging sectors too

Which Interventions could address West Northants' needs & opportunities around the People and Skills priority?

Those currently identified		Which other interventions might be suitable?	
E33: Employment support for economically inactive people	E38: Local Areas to fund local skills needs	Need to understand what green skills needs actually are. Companies put forward ideas for green carbon projects but do not understand what courses should include to adequately train them for these jobs.	Green carbon training bids have failed in the past as the detail of the course content is not created.
E35: Activities such as enrichment and volunteering to improve opportunities and promote wellbeing.	E39: Green skills courses	Could retrain those working in petrol engines to electric / battery powered cars. i.e. a retraining perspective not just a training perspective.	
E36: Intervention to increase levels of digital inclusion, with a focus on essential digital skills	E40: Retraining support for those in high carbon sectors.		
E37: Tailored support for the employed to access courses	E41: Funding to support local digital skills.		

- E33: Employment support for economically inactive people: Intensive and wrap-around one-to-one support to move people closer towards mainstream provision and employment, supplemented by additional and/or specialist life and basic skills (digital, English, maths* and ESOL) support where there are local provision gaps.
- E34: Courses including basic skills (digital, English, maths (via Multiply) and ESOL), and life skills and career skills** provision for people who are unable to access training through the adult education budget or wrap around support detailed above. Supplemented by financial support for learners to enrol onto courses and complete qualifications.
- E35: Activities such as enrichment and volunteering to improve opportunities and promote wellbeing.
- E36: Intervention to increase levels of digital inclusion, with a focus on essential digital skills, communicating the benefits of getting (safely) online, and in-community support to provide users with the confidence and trust to stay online.
- E37: Tailored support to help people in employment, who are not supported by mainstream provision to address barriers to accessing education and training courses. This includes supporting the retention of groups who are likely to leave the labour market early.
- E38: Support for local areas to fund local skills needs. This includes technical and vocational qualifications and courses up to level 2 and training for vocational licences relevant to local area needs and high-value qualifications where there is a need for additional skills capacity that is not being met through other provision.
- E39: Green skills courses targeted around ensuring we have the skilled workforce to achieve the government's net zero and wider environmental ambitions.
- E40: Retraining support for those in high carbon sectors.
- E41: Funding to support local digital skills.

Defining Critical Success Factors (CSFs)

Which other Critical Success Factors might be suitable?

Personal skills and development should include wellbeing / confidence boosting CSF. Return on impact work.

BBO projects - economically active. Historically long term results with BBO projects

Sustainable in terms of environment and long term management of schemes.

Job vacancies have increased by 2,000 in last 18 months. Need to align skills to these jobs.

Empowering business to have the resources and tools they need to reach down further into the labour market and overcome worklessness. i.e. different social programme and recruitment

Social return on investment

Prepare businesses for the changing nature of funds. Allowing training and social return on their investment to be more long term.

Wellbeing outcomes

Affordable – Fits within overall budget and potential funding sources can be secured.

Deliverable – Potential for strong delivery mechanisms to enable delivery within timeframe.

Transformative – The intervention is expected have a significant impact on the UKSPF objectives of pride in place and increasing life chances for people in West Northamptonshire.

Inclusive – The intervention contributes to equal access to opportunities for all people in society.

Collaborative – The intervention exploits its potential to maximise value for money across geographies.

Proven track record – The intervention has successfully been delivered to date and/or there is a proven track record of delivery.

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