

# **Cabinet**

**Grand Jury Room, Town Hall**

**10 September 2008 at 6:00pm**

**The Cabinet deals with**

the implementation of all council services, putting into effect the policies agreed by the council and making recommendations to the council on policy issues and the budget.

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# COLCHESTER BOROUGH COUNCIL CABINET

**10 September 2008 at 6:00pm**

Leader (& Chairman): Councillor Anne Turrell (Liberal Democrats)  
Deputy Chairman: Councillor Martin Hunt (Liberal Democrats)  
Councillor Lyn Barton (Liberal Democrats)  
Councillor Tina Dopson (Labour)  
Councillor Theresa Higgins (Liberal Democrats)  
Councillor Beverley Oxford (The Highwoods Group)  
Councillor Paul Smith (Liberal Democrats)  
Councillor Tim Young (Labour)

## **AGENDA - Part A**

(open to the public including the media)

### **Pages**

#### **1. Welcome and Announcements**

(a) The Chairman to welcome members of the public & Councillors and to remind all speakers of the requirement for microphones to be used at all times.

(b) At the Chairman's discretion, to announce information on:

- action in the event of an emergency;
- mobile phones switched to off or to silent;
- location of toilets;
- introduction of members of the meeting.

#### **2. Urgent Items**

To announce any items not on this agenda which the Chairman has agreed to consider because they are urgent, to give the reasons for the urgency and to indicate where in the order of business the item will be considered.

#### **3. Declarations of Interest**

The Chairman to invite Councillors to declare individually any personal interests they may have in the items on the agenda.

If the personal interest arises because of a Councillor's membership of or position of control or management on:

- any body to which the Councillor has been appointed or

- nominated by the Council; or
- another public body

then the interest need only be declared if the Councillor intends to speak on that item.

If a Councillor declares a personal interest they must also consider whether they have a prejudicial interest. If they have a prejudicial interest they must leave the room for that item.

If a Councillor wishes to make representations on an item on which they have a prejudicial interest they may do so if members of the public are allowed to make representations. In such circumstances a Councillor must leave the room immediately once they have finished speaking.

An interest is considered to be prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice the Councillor's judgement of the public interest.

Councillors should consult paragraph 7 of the Meetings General Procedure Rules for further guidance.

#### **4. Have Your Say!**

(a) The Chairman to invite members of the public to indicate if they wish to speak or present a petition at this meeting – either on an item on the agenda or on a general matter not on this agenda. You should indicate your wish to speak at this point if your name has not been noted by Council staff.

(b) The Chairman to invite contributions from members of the public who wish to Have Your Say! on a general matter not on this agenda.

#### **5. Minutes**

To confirm as a correct record the minutes of the meeting held on 1 September 2008.

#### **6. Call-in Procedure**

To consider any items referred by the Strategic Overview and Scrutiny Panel under the Call-In Procedure. At the time of the publication of this Agenda there were none.

#### **7. Strategy/Resources and Business**

**i. 2009/10 Revenue Budget and Capital Programme Update** **1 - 26**

See report from the Head of Resource Management

**8. Resources and Business**

**i. Request from Portfolio Holder for Policy Review and Development Panel to Review Issues** **27 - 29**

See report from the Head of Corporate Management

**9. Regeneration and Planning**

**i. Allocation of Housing and Planning Delivery Grant 2008/09** **30 - 38**

See joint report from Heads of Strategic Policy and Regeneration and Environmental and Protective Services

**10. General**

**i. Annual Ombudsman Letter** **39 - 45**

See report from the Monitoring Officer

**ii. Progress of Responses to the Public** **46 - 47**

To note the contents of the Progress Sheet

**11. Exclusion of the Public**

In accordance with Section 100A(4) of the Local Government Act 1972 and in accordance with The Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 (as amended) to exclude the public, including the press, from the meeting so that any items containing exempt information (for example confidential personal, financial or legal advice), in Part B of this agenda (printed on yellow paper) can be decided. (Exempt information is defined in Section 100I and Schedule 12A of the Local Government Act 1972).





## Cabinet

10 September 2008

Item  
**7(i)**

<b>Report of</b>	<b>Head of Resource Management</b>	<b>Author</b>	<b>Sean Plummer</b> ☎ 282347
<b>Title</b>	<b>2009/10 Revenue Budget and Capital Programme Update</b>		
<b>Wards affected</b>	Not applicable		

**This report provides Cabinet with an update on the 2009/10 Revenue Budget forecast and Capital Programme and recommends changes to the 2008/09 revenue budget and capital programme.**

### 1. Decisions Required

1.1 Cabinet is requested to consider the following items:

- i) Note the updated 2009/10 budget forecast as set out at paragraph 6.2 shows a current gap of £63k.
- ii) Note that officers are working towards delivering a balanced budget and that a plan has been agreed setting out the delivery of the budget strategy which includes reallocation of funding to priorities (See section 9).
- iii) Agree the proposed changes to the 2008/09 revenue budget set out in Section 5.
- iv) Determine whether the cost pressures set out at paragraph 7.1 should be included in the 2009/10 budget forecast.
- v) Determine whether the growth items set out at paragraph 8.1 should be included in the 2009/10 budget forecast.
- vi) Determine whether the provisional savings set out at paragraphs 9.1, 9.3 and 9.6. should be included in the 2009/10 budget forecast.
- vii) Note the potential 2009/10 budget forecast variables and risks set out in Section 10
- viii) Note the current position on the capital programme
- ix) Agree the proposal to put on hold specific projects as shown at paragraph 12.6.

### 2. Reasons for Decisions

- 2.1 The Council is required to approve a budget strategy and timetable in respect of the year 2009/10.
- 2.2 This report relates to the budget update and a review of the capital programme.

### 3. Alternative Options

3.1 There are different options that could be considered and as the budget progresses changes and further proposals will be made and considered by Cabinet and in turn Full Council.

### 4. Background

4.1 A timetable for the 2009/10 budget process (see Appendix A) was agreed at Cabinet on 9 July 2008.

4.2 At this stage in the budget process it is important to identify the main areas of cost pressure and any planned growth areas together with the approach to balance the budget. Detailed budgets are produced during September to December.

4.3 The Council's gross General Fund revenue budget is over £100million which translates in to a net revenue budget of £24million. This is the starting point and context in which to view the remainder of this report.

### 5. Budget 2008/09 - Review

5.1. As part of the review of the budget strategy consideration has also been given to changes in the budget which could be implemented this year. Appendix B sets out proposed budgets savings totalling £126k in 2008/09, with a recurring saving next year of £142k.

5.2. Consideration has also been given to the use of this funding and the following growth items are proposed:-

Area	£'000
Community Project capacity - to increase Life Opportunities project work with specific target areas/client groups to improve quality of life and deliver LAA targets. <i>(note a similar level of 'saving' is included for this year which will fund this work)</i>	15
Arts Council East are proposing to run a regional place-making campaign with RCE (Regional Cities East). Authorities within RCE are making a £10,000 contribution for this financial year with match funding being provided by Arts Council East. The purpose of the campaign is to: <ul style="list-style-type: none"><li>credibly position the East of England nationally and internationally with key opinion formers, politicians and business leaders</li><li>exploit the region's best cultural assets to tell compelling stories that enhance its reputation with key influencers</li><li>attract inward investment and be seen as an influential player</li></ul>	10
Street Wardens – 2 additional street wardens (part year cost)	40
<b>Total</b>	<b>65</b>



- 5.3. One further area to update Cabinet on is the receipt of the Housing and Planning Delivery Grant (HPDG) for 2008/09. HPDG replaces the previous Planning Delivery Grant and the aim is to incentivise authorities to improve housing and other planning outcomes. The total provisional grant announced is £918,500. The grant is not ring-fenced, although there is one restriction that 33% of the grant must be used for capital purposes. We had already assumed that we would receive £84k. A separate report on this agenda proposes allocation of this funding.
- 5.4. The Finance and Audit Scrutiny Panel reviewed the budget position for the current year including outturn projections on 19 August 2008. The total position at this early stage is broadly on budget with an overall net underspend being forecast.

## 6. Summary of 2009/10 Budget Forecast

- 6.1 Should Cabinet approve the items detailed in this report the current 2009/10 budget forecast is as set out below.
- 6.2. The budget forecast below shows a current gap of £63k. As indicated, further work has been proposed to identify options to balance the budget and create capacity to reallocate funding including completion of budget reviews and developing delivery plans for all savings, completion of detailed budgets and assessment of risk areas.

	<b>£'000</b>
2008/09 Budget	23,998
Less: 2008/09 one-off items	(807)
Cost Pressures - including inflation (as per paragraph 7.1)	1,118
Revenue Growth (as per paragraph 8.1)	160
Savings/Increased Income:-	
Previously identified (as per paragraph 9.1)	(168)
Impact of 08/09 savings (paragraph 5.1 and 9.3)	(142)
Revised planning assumptions (paragraph 9.6)	(500)
<b>Forecast Budget 09/10</b>	<b>23,659</b>
Council Tax and Revenue Support Grant	22,980
Use of reserves	556
Collection Fund Surplus	60
<b>Total Resources</b>	<b>23,596</b>
<b>Current budget gap</b>	<b>63</b>

## 7. Cost Pressures

- 7.1. The following cost pressures expected in 2009/10 have been previously identified through the Medium Term Financial Forecast (MTFF) process and as part of the recent development of the budget:

	£'000	Comment
Inflationary pressure	740	Net inflation impact, including an allowance for pay and prices and an increase in fees and charges. This initial provision has been increased from last year representing the risk from higher price inflation.
Incremental pension contributions	148	The triennial review of the pension fund has shown a significant deficit due to market conditions and increased life expectancy. This financial pressure is one being felt by all local authorities and other organisations.
Minimum Revenue Provision (Commutation adjustment)	100	Increase in calculated figure based on statutory criteria.
Concessionary Fares	100	Provisional allowance based on take up of scheme / changes in operating hours.
Equality and diversity	15	Cabinet agreed to allocate £15k from the 2007/08 outturn position and this therefore needs to be included in the 2009/10 budget forecast.
Community Project Capacity	15	Ongoing impact of proposal set out at paragraph 5.2.
<b>Total</b>	<b>1,118</b>	

- 7.2 Cabinet need to determine whether the cost pressures detailed above should be included within the current 2009/10 budget forecast.

## 8. Growth Items

- 8.1. The following growth items have been identified in the approved Strategic Plan and through the MTFF process for 2009/10:

	£'000	Comment
Street Wardens	80	As set out at paragraph 5.2. it is proposed to allocate funding in this financial year to enable two new street wardens to be introduced. This cost represents the full year impact of this proposal.
Planning, Protection and Licensing review.	80	Remaining one-off costs of review including IT development and training (note: other one off costs in 08/09 have already been removed in budget forecast).
<b>Total</b>	<b>160</b>	

- 8.2 The previous MTFF had included the change in revenue impact arising from the Community Stadium financing costs. Estimates for this are currently being reviewed in light of changes in accounting treatment of providing for debt repayment and the level of

the Layer Road capital receipt. This cost is being financed through the capital programme and capital expenditure reserve.

- 8.3. Cabinet need to determine whether the growth items above should be included within the current 2009/10 budget forecast.

## 9. Savings/Increased Income

- 9.1. The table below sets out savings from previous decisions which have previously been shown in the budget forecast:-

	£'000	Comment
No borough elections in 08/09	80	One year saving only.
Planning income	75	Income identified as part of review of planning, protection and licensing service.
Increase in concessionary fares grant	13	Notified increase in grant in respect of national free scheme.
<b>Total</b>	<b>168</b>	

- 9.2. The budget strategy for 09/10 was agreed by Cabinet in July and is shown diagrammatically at Appendix C. As this shows there are three main areas and progress against these is set out below.

### *Budget Reviews*

- 9.3. All service areas have been reviewed and considered by Leadership Team as set out at paragraph 5.1. This has identified on-going savings of £142k for 09/10. Potential further savings have also been identified and are currently being explored in more detail.
- 9.4. Leadership Team is continuing the process of agreeing areas to target for budget review work. The aim is to generate savings to re-allocate to Council priorities.

### *Budget Framework / Budget Assumptions*

- 9.5. This strand of the budget strategy includes reviewing our main budget assumptions. One of the areas of work identified is a review of Council fees and charges. This is currently in progress and includes an assessment of charging policies, factors affecting our income from charging and consideration of opportunities for charging. No target has been set for additional income from this review.
- 9.6. We have also considered some of our assumptions in respect of specific Government grants and our interest earnings. The table below sets out planning assumptions for these areas which total additional income of £0.5m

Area	£'000	Comment
HPDG	200	In light of the recent announcement set out in this report it is considered that building in an estimate of £200k for this grant represents a prudent assumption. It is worthwhile also noting that the proposals to allocate the 08/09 HPDG include the use of some of this money to support spending in 09/10.
"LABGI" (Local Authority Business Incentive Scheme)	150	The 3-year LABGI scheme ended in 2007/08 and the Government has announced that there will be new scheme. The details of this new grant have not yet been announced and therefore the assumption of

Area	£'000	Comment
		potential income of £150k will need to be reviewed as details are revealed.
Interest earnings	150	In the past two years we have been able to exceed our budget for net interest earnings. As part of the 2008/09 budget we did increase the budget by an additional £300k. The report to FASP on the position against this year's budget shows that we are currently anticipating that we will achieve additional net income in the region of £400k. There are a number of factors that affect our net interest earnings and these will need to be considered in more detail later in the budget process but at this stage a planning assumption of additional income next year of £150k is proposed.
	500	

- 9.7. Other budget assumptions will be considered as the budget progresses including the use of salary and procurement targets.

*Major Service Reviews / Cross Cutting issues*

- 9.8. As part of the budget review work consideration has been given to some of the Council major service reviews such as work with Braintree District Council and the ICT Strategy and accommodation review work. Proposals and targets will be included as appropriate at a later stage.
- 9.9. Cabinet need to determine whether the savings and revised planning assumptions set out above should be included in the 2008/09 budget forecast and to note the ongoing budget review work.

**10. Risks and Variables**

- 10.1 On 9 July 2008 Cabinet considered the budget strategy and MTF. The MTF set out the key areas that may impact on 2009/10 budget forecast and potentially later years. These have been reviewed and updated and are set out at Appendix D. It should be noted that variables include areas that may have positive or negative affect on the budget forecast.
- 10.2. One of the key areas to note which cuts across many areas of the budget forecast is the current economic conditions. There are a number of potential risks attached to the current economic conditions / outlook such as inflation pressures, impact on the capital programme from potentially lower capital receipts, the prospects for interest rates, impact on income from fees and charges etc. These issues have been identified specifically as risks within the budget and it should be noted that not all would have a negative impact on the Council's finances, for example, investment returns are higher due to the impact of the credit crunch on inter-bank lending and resulting rate so offer to the Council and have lenders.
- 10.3. It should be noted that the Council general fund balances remain £0.2m higher than our current assessed prudent level. The level of general balances and other reserves will be assessed as part of the final budget proposals.
- 10.3 Cabinet are asked to note the potential 2009/10 budget forecast variables and risks set out above.

## **11. Future Years**

- 11.1 As part of consideration of budget issues facing the Council, SMT and Leadership Team have been considering future year budgets. The Medium Term Financial Forecast (MTFF) reported to Cabinet in July showed a budget gap over the next three years of circa £1.5m. Based on the proposals within this report the cumulative gap has now reduced to circa £1m. The MTFF will be updated and submitted to Cabinet and Council as part of the final budget report in January 2009.

## **12. Capital Programme**

- 12.1. The current approved capital programme including spending to date was provided to FASP on 19 August 2008 and is set out at Appendix E.
- 12.2. A review has been carried out of estimated capital receipts and in total this is broadly in line with previous forecasts although there is a risk that some target levels will not be achieved and there has also been some re-profiling of certain land sales.
- 12.3. The FASP report identifies that the funded programme is broadly within budget. In total there remains an overall surplus of resources of circa £250k, however, there are two specific issues to consider.

### *Firstsite:Newsite*

- 12.4. The report to FASP included commentary on the current situation with this project. As reported there have been a series of meetings with our project and cost managers and Rafael Viñoly Architects regarding how we move forward with the contractors, Banner Holdings. A meeting was held to put a proposal to Banner, so that all could agree the best way to resolve the construction problems as quickly as possible with the minimum cost. The offer would have seen work recommence in order to deliver an externally complete building before April next year, which could be done within the funding that we have available for this project. Unfortunately that offer has been rejected. The offer remains on the table but efforts are now being concentrated on exploring other options. There are likely to be cost implications of any delays, although the extent to which the Council will be liable is still to be determined. The project continues to be reviewed in conjunction with our funding partners. Once an agreed approach is determined proposals and relevant financial implications will need to be considered.

### *Local Authority Carbon Management (LACM)*

- 12.5. It was reported at the Cabinet meeting in July that proposals for funding schemes as part of the LACM would be considered at this meeting. However, given current pressures and risks associated with the capital programme it is proposed that these be deferred until there is more certainty over the future capital programme.
- 12.6. Given the potential pressures on the capital programme a review of the schemes has been undertaken. Appendix F sets out a list of projects which it is suggested are 'put on hold' pending the outcome of the assessment of current risks and assumptions. No commitments for those projects which are funded would therefore be entered into and those unfunded projects would not have any further funding released.

## **13. Strategic Plan References**

- 13.1 The 2009/10 Budget is underpinned by the Strategic Plan priorities. A review of these is taking place and final budget proposals will be produced and reported with reference to any proposed changes.

## **14. Consultation**

- 14.1 The budget strategy report to Cabinet in July and this report have been considered by the Strategic Overview and Scrutiny Panel on 8 September 2008 with issues raised set out in the minute provided in this agenda.
- 14.2 Arrangements for a consultation exercise on the Council's priorities is being finalised and is expected to take place during October / November. This will include consideration of budgetary options. The results would then be reported to Cabinet in January and will therefore be considered alongside final budget proposals.

## **15. Financial implications**

- 15.1 As set out in the report

## **16. Risk Management Implications**

- 16.1 The strategic risks of the authority will be considered in developing the 2009/10 budget and all forecast savings/new income options will be risk assessed as part of the budget process. This report sets out some of the key risks / variables at this stage in the budget process and as stated earlier this will be refined during the year.

## **17. Other Standard References**

- 17.1 There are no Publicity, Human Rights, Community Safety or Health and Safety implications.

## **Background Papers**

Report to Cabinet 9 July 2008

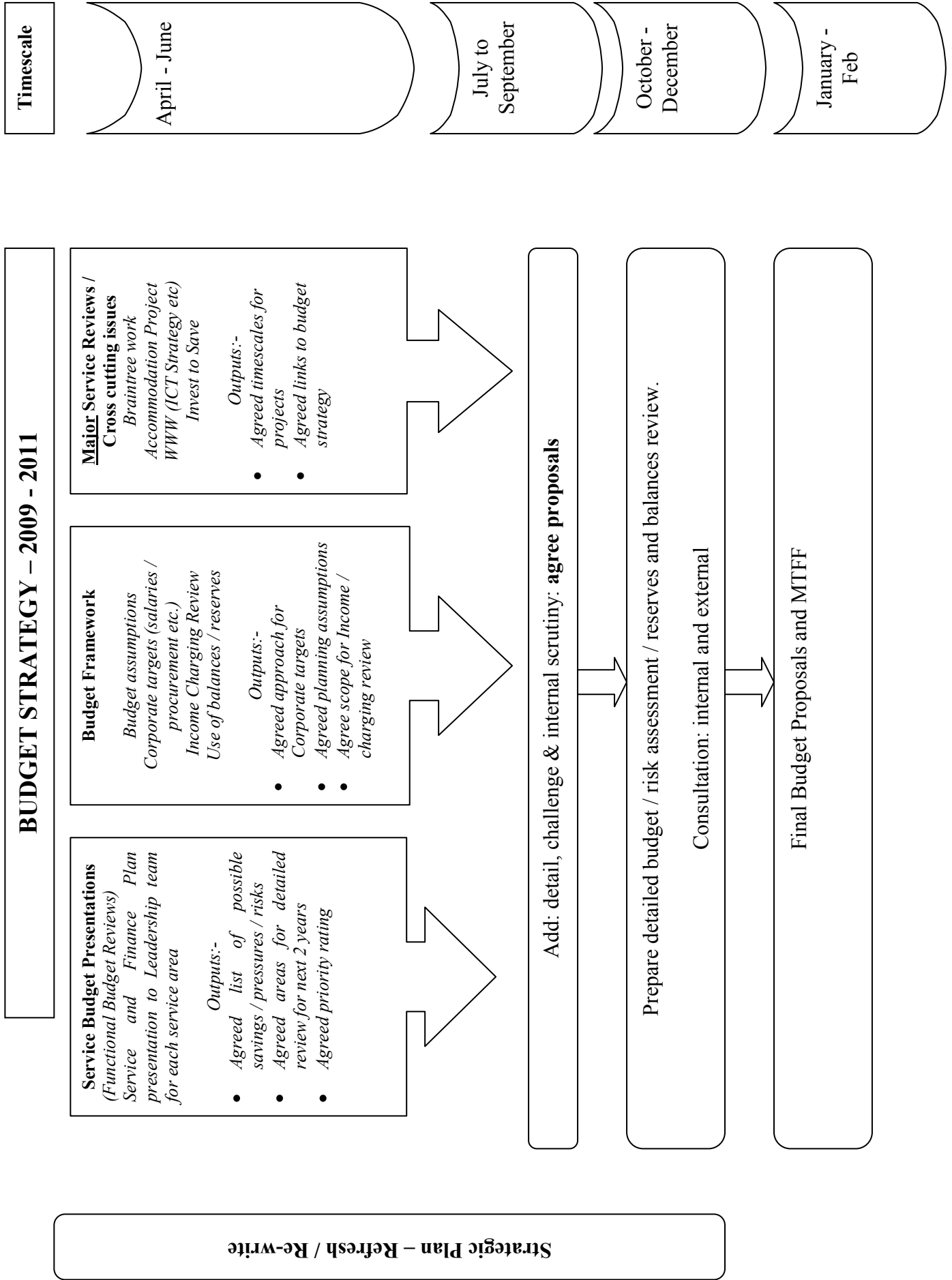
<b>2009/10 Budget Timetable</b>	
<b>Budget Strategy April – July 2008</b>	<b>April – May (SMT)</b>
Update MTFF /Budget Strategy Review cost pressures, growth and risks Consider approach to budget	
<b>May - June 08</b>	Service budget summaries considered by Leadership team
<b>Cabinet –9 July 08</b>	<ul style="list-style-type: none"> <li>• Report on updated budget strategy / MTFF</li> <li>• Timetable approved</li> <li>• Approach to consultation outlined</li> </ul>
<b>SOSP – 26 August 08 (changed to 8 September 08)</b>	Review Cabinet report
<b>Detailed Budget preparation and Budget Setting Consultation</b>	
<b><u>Management Team regular sessions on progress / budget options</u></b>	Review progress on efficiencies
<b>Leadership Team (July / August)</b>	<ul style="list-style-type: none"> <li>• Review outcomes of budget reviews and agree and carry out further detailed work</li> </ul>
<b>Cabinet – 10 September 08</b>	<ul style="list-style-type: none"> <li>• Budget Update</li> <li>• Review of capital resources / programme</li> </ul>
<b>Cabinet – 22 October 08</b>	Budget Update (if required)
<b>Cabinet – 2 December 08</b>	<ul style="list-style-type: none"> <li>• Budget update</li> <li>• Reserves and balances</li> <li>• Grant settlement</li> </ul>
<b>FASP – 20 January 09</b>	Review consultation / Budget position
<b>Cabinet – 28 January 09</b>	Revenue and Capital budgets recommended to Council
<b>Council – 18 February 09</b>	Budget agreed / capital programme agreed / Council Tax set

**Appendix B**

<i>Item</i>	<i>Impact in 08/09 £</i>	<i>09/10 £</i>	<i>Notes</i>
<b>Resource Management</b>			
IT & control - Further extension of overpayment recovery service to Maldon DC	19,000	19,000	Contract extended until March 09. Thereafter will need re-negotiation but no reason currently to think Maldon will not extend again.
<b>Corporate Management</b>			
Streamlining administrative support	11,000	27,000	Savings arising through process and working practice changes. First year implementation costs will be incurred through restructuring charges.
Members Expenses - In year savings e.g. 2 PFH taking 1/2 allowances, overlap etc. e.g. leader of labour group. Difficult to predict + could change from year to year	15,000	15,000	Savings proposed are based on the current Cabinet arrangements. They are subject to change from year to year as well as in year.
Strategic HR - Reduce management consultancy provision	3,000	3,000	Provision was made to provide for external support for example in relation to legal advice for tribunals, health and safety etc. With the new HR structure and increased strategic capacity in HR and H&S it is felt the risk is reduced although remains and so a lower level of contingency is needed.
Civic Offices - NNDR rebate for 07/08 carried into 08/09	6,000	6,000	Already secured
Courier – Review of Courier planned 08/09 - coverage, distribution, income and format (e-edition) to identify savings opportunities. Reduce to 3 editions per year	18,000	18,000	This relates to either the reduction of an edition of the Courier to three or different ways of producing the Courier to reduce costs.
<b>Life Opportunities</b>			
Community Project capacity - Unbudgeted external funding for community project worker capacity	14,000 (but see growth/ cost pressures at 5.2 & 7.1))	14,000 (but see growth/ cost pressures at 5.2 & 7.1))	Proposal is to invest this saving in growth to support the Life Opportunities/LAA work



<b>Strategic Policy and Regeneration</b>				
Festival saving	30,000	30,000	30,000	The previously approved festival development strategy informed the level of budget that was set over four years (£80,000). A draft new-options report is currently being prepared for PH Culture Tourism and Diversity.
Enterprise - Deletion of IT/web budget	10,000	10,000	10,000	Budget no longer required.
<b>Total</b>	<b>126,000</b>	<b>142,000</b>	<b>142,000</b>	



Strategic Plan – Refresh / Re-write

## Budget Risks / Variables

Ref	Risk / Area of uncertainty	
1	<i>White paper – Strong and prosperous communities</i>	The White Paper set out a number of important financial issues for the Council. These include responding to the proposals concerning communities, neighbourhoods and place-shaping and the impact of the new performance management framework and proposals around efficiency. The latter includes ambitious targets for efficiency savings (3% cashable savings over the next three years) and involving greater collaboration and partnership working.
2	<i>Government Grant and the Comprehensive Spending Review 07 (CSR07)</i>	Details of the CSR07 were announced last year alongside a 3-year grant settlement. The grant Settlement for the last 2 years in this period (09/10 and 10/11) shows an increase of 2.4% and 1.8% respectively. Our housing target to achieve is 17,100 by 2021 and we are currently the highest district housing producer in the region on an annual basis. This requires a grant settlement that allows us the funding needed to provide basic services. The reducing Settlement will place pressures on Council budgets.
3	<i>Pensions</i>	An allowance has been built in for increases in pensions costs based on the results of the recent actuarial review and therefore are fixed for the next two years.
4	<i>Concessionary Fares</i>	The budget for 2008/09 includes a cost pressure of £700k in respect of concessionary fares. This has been partly offset by Government grant of £538k for the extension to a national scheme. The Government has announced grant support for the following two years of £551k and £566k. The service is demand led and therefore costs are uncertain and therefore there remains a risk that with grant details already fixed we may face a funding shortfall. An allowance has been built into the budget forecast for next year in respect of concessionary fares which will be reviewed later this year.
5	<i>Fees and charges / Income</i>	As has been seen in the past few years we have experienced pressures arising from changes in income levels. In 2007/08 we have experienced forecast shortfalls in income in respect of sport and leisure income and car park revenue (on and off street). This has been considered as part of the 2008/09 budget but remains a risk that we will monitor next year. In addition, as part of the 2008/09 budget revised assumptions were included in respect of recycling credits and which will again be closely monitored. The budget strategy for 09/10 includes a review of all fees and charges.
6	<i>Inflation</i>	An allowance for general inflation has been built into the 09/10 forecast and MTF. This includes an allowance based on pay and other costs as well as an assumed level of increase in fees and charges. In view of current economic conditions we will consider in more detail the level of inflation provision provided as the budget progresses.

<b>Ref</b>	<b>Risk / Area of uncertainty</b>	
7	<i>Use of reserves</i>	The MTFF makes assumptions regarding the use of general reserves and specific reserves. It is assumed that use of reserves is in line with current proposals and therefore any further calls on these sums may add pressures to the budget.
8	<i>Legislation</i>	There may be new legislation over the life of the MTFF for which any available funding may not cover costs.
9	<i>Government grants and partnership funding</i>	The Council's budget has changed over recent year's with a greater emphasis on funding from both partner organisations and Government bodies. These funding streams can rarely be guaranteed and can therefore add to our cost pressures. An assessment has yet been built in to the 2009/10 forecast for the replacement of the LABGI and HPDG. These forecast will be reviewed as the budget progresses.
10	<i>Impact of renaissance programme e.g. car park closure and staff resources</i>	As the renaissance programme progresses there will be an impact on income from car park income due to temporary and permanent closure of certain car parks. We are currently using the Regeneration Reserve to meet some staffing costs to provide increased capacity to deliver the renaissance programme. The budget forecast includes funding for 2008/09 to ensure that the team can continue work but no allowance has yet been provided beyond this. This is being considered as part of current budget review work.
11	<i>ICT strategy – change programme</i>	The ICT strategy has been updated and it is likely that there will be a number of financial implications arising from changes. This may result in some costs in the short-term leading to longer term savings. This is being examined as part of detailed budget proposals.
12	<i>Property review/building maintenance.</i>	A review of our assets has been carried out and proposals for producing a 5-year Building Repairs and Maintenance Plan. There will be financial implications arising from this for both the revenue budget and capital programme and these have been considered in detail by the council's Property Forum and will be included within the budget forecast for 09/10 and MTFF as the budget progresses.
13	<i>Impact of growth in the Borough</i>	A number of Local Authority services are directly impacted by the increase of population in the Borough, such as waste services, planning, benefits etc. The budget forecast already assumes an increase in the Council Tax base and as part of the budget it will be necessary to consider whether there is a need for additional resources in these or other areas in order to maintain levels of service.
14	<i>Delivery of 08/09 and 09/10 budget savings</i>	We did not achieve all the 2007/08 budget targets. Although targets were adjusted in 2008/09 they remain challenging and we will need to consider the risk to delivering further savings in 09/10.

<b>Ref</b>	<b>Risk / Area of uncertainty</b>	
15	<i>Net Interest earnings</i>	<p>The Council's budget includes extra net income of £300k in respect of net interest earnings. The budget is influenced by a number of factors including interest rates and cashflow movements.</p> <p>We will continue to monitor whether the additional income is sustainable in later years as the budget strategy for 09/10 is developed, especially given the current levels of volatility in financial markets. At this stage an assumption of additional income in 09/10 of £150k has been included in the budget forecast.</p>
16	<i>Major projects: FS:NS and Community Stadium etc</i>	<p>Changes to assumptions in respect of major projects may impact on the revenue budgets through changes in cashflow or financing costs. These will be monitored and considered as part of the final budget report.</p>
17	<i>Economic Conditions</i>	<p>The risks identified above include inflation, fees and charge income and net interest earnings which may be affected by current and forecast economic conditions. In addition, there are other impacts that may occur that could affect other budgets such as the level of development in the Borough. These specific impacts will be considered in more detail as part of the latter stages of the budget process.</p>

	Amount to remove		Total £'000
	<i>Funded</i>	<i>Unfunded</i>	
	£'000	£'000	
Backlog Repairs		150.0	<b>150.0</b>
Support for Parish Councils. Reduce funded programme from £100k to £50k and remove unfunded £50k	50.0	50.0	<b>100.0</b>
Historic Core Zone	160.0		<b>160.0</b>
Maritime Projects		150.0	<b>150.0</b>
Personal Computer Upgrade	0.8	800.0	<b>800.8</b>
Public Conveniences	175.0		<b>175.0</b>
Town Centre Signs	90.0		<b>90.0</b>
Park & Ride	125.0		<b>125.0</b>
East Colchester	222.1		<b>222.1</b>
<b>Total</b>	<b>822.9</b>	<b>1,150.0</b>	<b>1,972.9</b>

Service / Scheme	Total Funded Programme b/fwd as at 1 April 2008		New monies		Total Programme	Funded					Unfunded							
	£'000	£'000	CBC	External Funding		£'000	Total Funded Programme	Spend Apr-Jun 2008/09	08/09	09/10	10/11	Additional Funding Required	Programmed					
													£'000	£'000	£'000	£'000	£'000	£'000
<b>SUMMARY</b>																		
Corporate Management	2,807.2	0.0	0.0	0.0	4,055.2	2,807.2	143.1	2,639.7	167.5	0.0	0.0	1,249.0	0.0	0.0	0.0	0.0	0.0	0.0
EMT	273.0	0.0	0.0	0.0	323.0	273.0	12.4	173.0	100.0	0.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0
Resource Management	1,501.4	0.0	0.0	0.0	1,851.4	1,501.4	186.6	1,474.4	27.0	0.0	0.0	100.0	50.0	0.0	0.0	0.0	0.0	0.0
Street Services	854.2	0.0	0.0	0.0	950.2	854.2	244.9	852.3	0.0	0.0	(1.9)	96.0	0.0	76.0	20.0	0.0	0.0	0.0
Environmental & Protective Services	277.2	0.0	0.0	46.0	748.2	323.2	0.9	293.2	30.0	0.0	0.0	425.0	100.0	0.0	0.0	0.0	0.0	0.0
Strategic Policy & Regeneration	15,531.8	15.0	101.3	101.3	16,343.1	15,648.1	4,163.6	12,545.8	3,102.3	0.0	0.0	695.0	695.0	0.0	0.0	0.0	0.0	0.0
Life Opportunities	2,405.5	107.8	99.9	99.9	3,748.2	2,613.2	256.6	1,616.7	996.5	0.0	0.0	1,135.0	135.0	500.0	500.0	0.0	0.0	0.0
Completed Schemes	8.4	(8.4)	15.0	15.0	15.0	15.0	16.9	16.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total (all General Fund schemes)	23,658.7	114.4	262.2	262.2	27,835.3	24,035.3	5,025.0	19,612.0	4,423.3	0.0	0.0	3,800.0	2,554.0	726.0	520.0	0.0	0.0	0.0
Housing Revenue Account	4,964.4	0.0	0.0	0.0	4,964.4	4,964.4	627.0	2,673.4	2,291.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Capital Programme	28,623.1	114.4	262.2	262.2	32,795.7	28,999.7	5,652.0	22,285.4	6,714.3	0.0	0.0	3,800.0	2,554.0	726.0	520.0	0.0	0.0	0.0
Housing Schemes Dependent on Grants	1,537.5	0.0	0.0	0.0	1,737.5	1,537.5	54.8	720.0	817.5	0.0	0.0	200.0	0.0	200.0	0.0	0.0	0.0	0.0
<b>Grand Total</b>	<b>30,160.6</b>	<b>114.4</b>	<b>262.2</b>	<b>262.2</b>	<b>34,537.2</b>	<b>30,537.2</b>	<b>5,706.8</b>	<b>23,005.4</b>	<b>7,531.8</b>	<b>0.0</b>	<b>0.0</b>	<b>4,000.0</b>	<b>2,554.0</b>	<b>926.0</b>	<b>520.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

	£'000
<b>Reconciliation to previous FASP report</b>	
Programme reported to FASP 30 June 2008	60,566.5
Less:	
Capital Expenditure in 2007-2008	(30,405.9)
Add:	
S106 release - Mylands Halls Modernisation Project	15.0
Cabinet - July 2008	(55.6)
Adj to external funding King Edward Quay	46.3
S106 release July 2008 - East Bay Playground	41.3
S106 release July 2008 - Castle Park Improvements	2.3
Cabinet release 9 July 2008 - Life Chances	70.0
S106 funding for Tipree Env Improvements	15.0
Developer contribution Vineyard Gate	55.0
Transfer from revenue for Opportunity Purchases	100.0
S106 release July 2008 - East Bay Open Space	41.3
English Heritage Grant Roman Walls	46.0
<b>Current Funded Programme</b>	<b>30,537.2</b>

Service / Scheme	Scheme Description	Total Funded Programme b/w/ds at 1 April 2008	New monies		Total Programme	Status	Funded						Unfunded														
			CSC				Total Funded Programme	Spend Apr-Jun 2008/09	Forecast			Additional Funding Required	Total Unfunded	Programmed													
			£'000	£'000					£'000	£'000	£'000			£'000	£'000	£'000	£'000	£'000									
<b>CORPORATE MANAGEMENT</b>																											
Works to the Town Hall associated with the Business Plan	Access work to the Old Library/works to the Moor Hall Kitchen	282.9	0.0	0.0	282.9	FF	282.9	37.7	276.4	7.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
E-Government	Works to comply with Government's E-Gov agenda	123.6	0.0	0.0	123.6	FF	123.6	30.2	123.6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
GIS/Gazetteer	Cleaning of LLPG database	50.0	0.0	0.0	50.0	FF	50.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Personal Computer Upgrade (including Councilors Computers)	To keep personal computer stock updated	0.8	0.0	0.0	0.8	PF	0.8	0.0	0.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Electronic Service Delivery (Customer Service Centre)	Furthurance of electronic service facilities includes areas identified in business case for CSC	480.1	0.0	0.0	480.1	FF	480.1	39.4	320.1	160.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
ICT Strategy Development	New capital investment	1,869.8	0.0	0.0	2,318.8	PF	1,869.8	35.8	1,869.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
<b>TOTAL</b>		<b>2,807.2</b>	<b>0.0</b>	<b>0.0</b>	<b>4,056.2</b>		<b>2,807.2</b>	<b>143.1</b>	<b>2,639.7</b>	<b>167.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	

Key to Status column:

Fully Funded	FF
Partly Funded	PF
Unfunded	U



Service/ Scheme	Scheme Description	Total Funded Programme b/w/d as at 1 April 2008		New monies		Total Programme	Status	Funded Forecast				Additional Funding Required	Comments	
		£'000	£'000	CBC	External Funding			Spend Apr-Jun 2008/09	08/09	09/10	10/11			£'000
EMT														
Support for Parish Councils	Grants scheme to provide funding to Parishes in delivering projects in their areas	273.0	0.0	0.0	0.0	323.0	PF	273.0	12.4	173.0	100.0	0.0	0.0	£100k has been allocated this year for Parish schemes and a meeting will be held in November 2008 to allocate this year's funds. All other funds already committed to previous year projects. However, spending depends on Parishes completing schemes then claiming funds, so most expenditure will inevitably slip into the following year. 2007/08 actual spend was slightly above forecast leaving £173 available for the new £100k released in the budget results in £273k at 1 April to be spent over the coming years.
<b>TOTAL</b>		<b>273.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>323.0</b>		<b>273.0</b>	<b>12.4</b>	<b>173.0</b>	<b>100.0</b>	<b>0.0</b>	<b>0.0</b>	

Total Unfunded	Unfunded		
	08/09	09/10	10/11
£'000	50.0	0.0	0.0
	50.0	0.0	0.0
	50.0	0.0	0.0

Service/ Scheme	Scheme Description	Total Funded Programme b/w/d as at 1 April 2008		New monies		Total Programme	Status	Funded Forecast				Additional Funding Required	Comments	
		£'000	£'000	CBC	External Funding			Spend Apr-Jun 2008/09	08/09	09/10	10/11			£'000
<b>RESOURCE MANAGEMENT</b>														
Financial Systems Migration Project	Upgrade of Financial Systems	5.9	0.0	0.0	0.0	5.9	FF	5.9	2.7	5.9	0.0	0.0	0.0	The new debars system is now live and the transition between systems in the process of completion. Recurring billing went live in April. Works to integrate Leisure World and CBH debars to be undertaken.
DDA Measures	Works to civic buildings to comply with requirements of the Disability Discrimination Act (incl. Town Hall lift)	1,414.1	0.0	0.0	0.0	1,414.1	FF	1,414.1	175.3	1,397.1	27.0	0.0	0.0	The Town Hall lift project commenced on site on 3rd April 2008. This is on programme and is expected to be delivered within the overall budget of £1.4m. HMCS has contributed £20k towards the additional out of hours works costs. DDA works to all other operational buildings were completed in 2007/08.
Building Repairs	Required maintenance to civic buildings	0.0	0.0	0.0	0.0	150.0	U	0.0	0.0	0.0	0.0	0.0	0.0	This budget provision is currently being reviewed alongside the new 5 year Building Maintenance Programme.
Site Disposal Costs	Costs of securing capital receipts	40.0	0.0	0.0	0.0	40.0	FF	40.0	8.6	40.0	0.0	0.0	0.0	A provision approved by Cabinet on 14 March 2007 to provide for costs associated with sales of sites. Layer Road disposal is likely to require an extra £50k for security costs.
Motor Works Site	Costs associated with provision of three commercial shop units	41.4	0.0	0.0	0.0	41.4	FF	41.4	0.0	41.4	0.0	0.0	0.0	Capital receipt now received of which £50k was earmarked for costs associated with the provision of three shop units which will provide the Council with a future revenue income stream. Report to Portfolio Holder for Resources and Regeneration in November 2006 refers. Filing-out expenditure etc. likely to be late in 2008/09.
<b>TOTAL</b>		<b>1,501.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>1,651.4</b>		<b>1,501.4</b>	<b>186.6</b>	<b>1,474.4</b>	<b>27.0</b>	<b>0.0</b>	<b>0.0</b>	

Total Unfunded	Unfunded		
	08/09	09/10	10/11
£'000	0.0	0.0	0.0
	0.0	0.0	0.0
	150.0	50.0	0.0
	0.0	0.0	0.0
	0.0	0.0	0.0
	150.0	100.0	50.0
	0.0	0.0	0.0
	0.0	0.0	0.0
	0.0	0.0	0.0
	150.0	100.0	50.0

Service / Scheme	Scheme Description	Total Funded Programme b/w/d as at 1 April 2008	New monies		Total Programme	Status	Funded						Unfunded				
			CBC	External Funding			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>STREET SERVICES</b>																	
Public Conveniences	Toilet refurbishment works	592.7	0.0	0.0	592.7	PF	592.7	187.3	592.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Car Park Ticket Machines	Supply & installation of new pay on foot machines at St. Marys, St. John's and Leisure World Car Parks	43.7	0.0	0.0	43.7	FF	43.7	0.2	43.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Street End Year Redevelopment (Grant from DEFRA) + Depot Improvements + Flat Recycling Scheme	Improvements to depot	49.6	0.0	0.0	49.6	FF	49.6	0.1	49.6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Waste Diversion / Green Waste	General provision for recycling initiatives including green waste trials etc	33.7	0.0	0.0	33.7	FF	33.7	0.0	33.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Cleaner Streets - investment	Investment in plant & equipment to support street care and street cleaning operations	34.3	0.0	0.0	34.3	FF	34.3	32.5	32.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Vehicle Replacement	Fleet replacement programme	23.4	0.0	0.0	23.4	FF	23.4	23.3	23.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
CCTV - Transfer to Digital	Upgrade of equipment to digital format	53.8	0.0	0.0	53.8	FF	53.8	1.5	53.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
CCTV - Section 106 installations	Provision of CCTV facilities at sites including Crouch Street, Sheepen Road and Hutton Road	33.0	0.0	0.0	33.0	FF	33.0	0.0	33.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>TOTAL</b>		<b>854.2</b>	<b>0.0</b>	<b>0.0</b>	<b>950.2</b>		<b>854.2</b>	<b>244.9</b>	<b>852.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>(1.9)</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Service/ Scheme	Scheme Description	Total Funded Programme b/w/d as at 1 April 2008	New monies		Total Programme	Status	Funded						Unfunded										
			CBC				Spend Apr- Jun 2008/09	Forecast		Additional Funding Required	Comments	Programmed											
			£'000	£'000				£'000	£'000			£'000	£'000	£'000	£'000								
<b>ENVIRONMENTAL &amp; PROTECTIVE SERVICES</b>																							
Heritage Fund- incl. Roman Walls	Heritage Fund used to enhance public spaces and protect key buildings	102.4	0.0	48.0	348.4	PF	149.4	0.6	118.4	30.0	0.0	0.0	0.0	200.0	100.0	100.0	0.0	0.0					
Heritage Fund- Castle Park Interpretation	Heritage Fund used to enhance public spaces and historic sites, and protect key buildings	50.0	0.0	0.0	50.0	PF	50.0	0.0	50.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0					
Heritage Fund - St Nicholas Square	Heritage Fund used to enhance public spaces and historic sites, and protect key buildings	20.0	0.0	0.0	20.0	PF	20.0	0.0	20.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0					
Museum Store	Purchase, fit-out and relocation to new store	10.8	0.0	0.0	10.8	FF	10.8	0.3	10.8	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0					
Cemetery Extension (inc construction costs)	Acquisition of land and provision of infrastructure to enable continuation of burial services	0.0	0.0	0.0	125.0	U	0.0	0.0	0.0	0.0	0.0	0.0	0.0	125.0	0.0	0.0	0.0	0.0					
Roman Clinic- Interpretation/Visitor Centre	Visitor Centre for Roman Remains	94.0	0.0	0.0	94.0	PF	94.0	0.0	94.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0					
Contribution towards redevelopment of Castle Museum	Provision of match funding towards Lottery bid	0.0	0.0	0.0	100.0	U	0.0	0.0	0.0	0.0	0.0	0.0	0.0	100.0	0.0	0.0	0.0	0.0					
<b>TOTAL</b>		<b>277.2</b>	<b>0.0</b>	<b>46.0</b>	<b>748.2</b>		<b>323.2</b>	<b>0.9</b>	<b>293.2</b>	<b>30.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>425.0</b>	<b>100.0</b>	<b>100.0</b>	<b>0.0</b>	<b>0.0</b>					

Service/ Scheme	Scheme Description	Total Funded Programme b/w/d as at 1 April 2008	New monies		Total Programme	Status	Funded				Unfunded				
			External Funding				Spent April-June 2008/09	Forecast		Additional Funding Required	Programmed				
			CBC	£'000				£'000	£'000		08/09	09/10	10/11	08/09	09/10
£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
<b>STRATEGIC POLICY &amp; REGENERATION</b>															
Park & Ride	Costs of achieving a Colchester Park & Ride	555.0	(410.0)	0.0	125.0	FF	125.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Community Stadium Pre-development	Preliminary work on construction details, costs and business planning to progress the project.	(5.0)	15.0	0.0	10.0	FF	10.0	6.5	10.0	0.0	0.0	0.0	0.0	0.0	0.0
Community Stadium - Build	Construction of new Community Stadium	4,060.0	410.0	0.0	4,470.0	FF	4,470.0	3,614.4	4,030.0	440.0	0.0	0.0	0.0	0.0	0.0
Bl C North	Business Incubator Units in North Colchester	2,660.2	0.0	0.0	2,660.2	FF	2,660.2	0.0	2,660.2	0.0	0.0	0.0	0.0	0.0	0.0
Cuckoo Farm - pre-development costs	Pre-development activity (such as specialist input on legal, highway and environmental issues) to facilitate the commencement of the development of Cuckoo Farm	53.9	0.0	0.0	53.9	FF	53.9	3.1	53.9	0.0	0.0	0.0	0.0	0.0	0.0
East Colchester, Hythe Regeneration	A general provision for the cost of progressing elements of the regeneration of the area from master planning to matching individual projects such as B-Site	277.1	0.0	0.0	277.1	FF	277.1	0.0	277.1	0.0	0.0	0.0	0.0	0.0	0.0
Hythe Station Refurbishment S106	Lengthen the platforms at Hythe Station.	1,000.0	0.0	0.0	1,000.0	FF	1,000.0	0.0	1,000.0	0.0	0.0	0.0	0.0	0.0	0.0
King Edward Quay	Transformation of Quay	546.5	0.0	46.3	592.8	FF	592.8	48.3	592.8	0.0	0.0	0.0	0.0	0.0	0.0
St Botolphs Regeneration	Find to progress elements within the St Botolphs regeneration area	1,005.5	0.0	55.0	1,060.5	FF	1,060.5	70.1	1,085.5	0.0	0.0	0.0	0.0	0.0	0.0
Historic Town Centre Improvements	Works to Historic Core Zone	160.0	0.0	0.0	160.0	FF	160.0	0.0	160.0	0.0	0.0	0.0	0.0	0.0	0.0
Maritime Projects	Provision for maritime project works	0.0	0.0	0.0	150.0	U	0.0	0.0	0.0	0.0	0.0	0.0	150.0	0.0	0.0
St Botolphs Regeneration - Frinstie	New Visual Arts Facility	5,163.7	0.0	0.0	5,163.7	FF	5,163.7	412.7	5,163.7	0.0	0.0	0.0	0.0	0.0	0.0
Public Art - Section 106	Provision of public artworks funded from Section 106 contributions	49.9	0.0	0.0	49.9	FF	49.9	8.5	47.9	2.1	0.0	0.0	0.0	0.0	0.0
<b>TOTAL</b>		<b>15,531.8</b>	<b>15.0</b>	<b>101.3</b>	<b>16,343.1</b>		<b>15,648.1</b>	<b>4,163.6</b>	<b>12,545.8</b>	<b>3,102.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>695.0</b>	<b>0.0</b>

Service/ Scheme	Scheme Description	Total Funded Programme b/w/d as at 1 April 2008	New monies		Total Programme	Status	Funded						Unfunded		
			External Funding				Forecast	Additional Funding Required	Total Unfunded	Programmed		Total Unfunded			
			CBC	Other						08/09	09/10		10/11	08/09	09/10
£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	
<b>LIFE OPPORTUNITIES (1)</b>															
Community Development - St Annes: Contribution towards community facility	New community centre in Haworth Road	29.3	0.0	0.0	29.3	FF	29.3	0.0	29.3	0.0	0.0	0.0	0.0	0.0	0.0
Improving Life Chances	A general provision to enable the Council to support work in improving life chances such as the provision of facilities	32.0	70.0	15.0	292.0	PF	117.0	15.0	97.0	20.0	0.0	0.0	135.0	135.0	0.0
St Annes Community Centre - Section 106	Car Park Improvements	29.9	0.0	0.0	29.9	FF	29.9	0.0	29.9	0.0	0.0	0.0	0.0	0.0	0.0
Hylke Community Centre S106	Improvements incl. conversion of garage to storage, works to windows and doors and boiler replacement	0.2	0.0	0.0	0.2	FF	0.2	0.0	0.2	0.0	0.0	0.0	0.0	0.0	0.0
Mandatory Disabled Facilities Grants	Disabled Facility Grants	1,111.5	0.0	0.0	2,111.5	PF	1,111.5	148.5	550.0	561.5	0.0	0.0	1,000.0	500.0	500.0
Highwoods Community Facilities	Social Meeting Place	19.0	0.0	0.0	19.0	FF	19.0	0.0	19.0	0.0	0.0	0.0	0.0	0.0	0.0
St Annes MUGA	Provision of multi use games area	90.4	0.0	0.0	90.4	PF	90.4	27.7	90.4	0.0	0.0	0.0	0.0	0.0	0.0
Old Heath MUGA Installation & Landscape Improvements	Works to recreation ground	75.0	0.0	0.0	75.0	FF	75.0	0.0	75.0	0.0	0.0	0.0	0.0	0.0	0.0

Comments

This building is now completed. The remaining money in this budget will be used for the final payments on the decking panels cover. An inspection at the end of the decking period has taken place and the contractors are currently agreeing the final bill. We anticipate the final payment will be made in 2008-09.
Figure at 1 April. £22k is made up of £11k underspend which was not used for Old Heath CC partition (this will not now be spent this year) & £11k contribution is for works needed by the Monkwick Neighbourhood Action Panel. (These works have not been started yet but the Monkwick NAGP who are the lead contractor for the works has been identified. The works are for the following projects: £20k for the SAS bus re-fit (this will be spent in the Autumn), £10k for CAB moving expenses (spent by September), £10k for Women's Refuge contribution towards buying new building (spent by Sept), £2k contribution to the Monkwick Youth Shelter (spent by end July), £20k to enable the Hylke Community Centre Association to revise their arrangements for the building (this spend will be longer term), £2k as contribution towards loop systems for the building (this spend will be longer term), £10k for the St Annes Community Centre External funding of £1.5k, £ section 106 monies which has already been spent on Myland Parish Halls Modernisation Project.
The work to improve the car park at the St Annes Community Centre has taken place and the payment made in July.
St 106 funds released in 1st phase = £3,960.39, St 106 funds released in 2nd phase = £2,026.97. A third release of £1,621.25 was made in January 2008. Remaining unallocated St 106 funds total £13,852.56.
Spend on this area of work is very much demand led. The process can be lengthy and can often straddle two financial years because by law it must be available to the applicant for up to 12 months. We are allowed 6 months to determine any valid application from the date it is submitted. All applications waiting at end of December 2007 were approved. However, a significant proportion of applications waiting at end of December 2007 were not approved. This was due to the fact that the DFGs were not yet in place and the applicant was not able to provide the necessary evidence. In May 2008, the Government changed the eligibility criteria to increase the mandatory minimum grant to £30,000. Also, there was a change to the means testing requirement - more types of benefit passport applicants through the means testing scheme. Demand for DFG is still vastly exceeding supply. It is anticipated that by early September 2008, we will need to employ a waiting list for approvals again and/or provide extra funding. Without additional funding, we will again be exceeding the statutory approval timescale. We are currently looking into other funding options.
This scheme is linked to a United Solutions initiative to create a social meeting place on the Highwoods estate - site now identified following consultation with young people and interested parties which caused considerable delay and is still not sufficiently resolved to allow installation works to take place.
External funding secured from Football Foundation (£55,000) and LIEFA, Jubilee Funding (£10,000). £10,000 contribution also agreed from Life Chances programme. Planning consent in place. Work commenced in June 2008 and is on course for completion by the end of July, as planned. The project is also currently on budget.
Designs and layout being discussed with local resident representatives. Funding and provision of additional complementary facilities being explored by resident group. Work scheduled to take place in 2008/09.

Service / Scheme	Scheme Description	Total Funded Programme b/w/d as at 1 April 2008	New monies		Total Programme	Status	Funded			Unfunded								
			CBC	External Funding			£'000	Forecast		£'000	£'000	£'000	£'000					
								£'000	£'000					£'000	£'000			
<b>LIFE OPPORTUNITIES (2)</b>																		
Open Space Land Acquisition/Opportunity Purchases	Fund for purchase of open space land and other opportunity purchases	53.0	100.0	0.0	153.0	FF	0.0	153.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Castle Park - Playground Refurbishment	Refurbishment of Playground	110.0	0.0	0.0	110.0	FF	0.0	110.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Mansae Pontoon	Safety works to quay + replacement of Pontoon	75.5	(62.2)	0.0	13.3	FF	5.7	13.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Dallway Lane Playgroup - Section 106	Provision of children's play equipment	35.0	0.0	0.0	35.0	FF	0.0	35.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
East Bay Playground - Section 106	Installation of (used) equipped play area in East Bay Recreation Ground	0.0	0.0	41.3	41.3	FF	0.0	41.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
St Leonard's Church Wall	Repairs & rebuild boundary walls to a closed churchyard	353.0	0.0	0.0	353.0	FF	18.3	33.0	320.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Resource Centre - Highwoods County Park S106	Provision of Resource Centre	104.2	0.0	0.0	104.2	PF	0.0	9.2	95.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Groundsmen's Building Castle Park S106	Improvements and building modifications to provide accommodation for Castle Park rangers and grounds maintenance contractors	45.6	0.0	0.0	45.6	FF	41.4	45.6	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Mill Road Play Area/Youth Facility	Provision of Play Area and Youth Facilities	99.4	0.0	0.0	99.4	FF	0.0	98.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Highwoods County Park Improvements - Section 106	Design and construct new car park; new landscaping and visitor information; repair main culvert	52.5	0.0	0.0	52.5	FF	0.0	52.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
East Bay Open Space Section 106	Works to improve site access and interpretation of the river and adjacent mill	0.0	0.0	41.3	41.3	FF	0.0	41.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Castle Park Improvements Section 106	Design work to create plans showing overall improvements to the park in a coordinated approach	0.0	0.0	2.3	2.3	PF	0.0	2.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Town Centre Signs (Phase 2)	Extension of Town Centre signage scheme	90.0	0.0	0.0	90.0	U	0.0	90.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>TOTAL</b>		<b>2,405.5</b>	<b>107.8</b>	<b>99.9</b>	<b>3,746.2</b>		<b>265.6</b>	<b>1,616.7</b>	<b>995.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>155.0</b>	<b>500.0</b>	<b>500.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

Service/ Scheme	Scheme Description	Total Funded Programme b/w/d as at 1 April 2008		New monies		Total Programme	Status	Funded						Unfunded				
		£'000	£'000	CBC	£'000			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<b>COMPLETED SCHEMES (OR WHERE RETENTION ONLY OUTSTANDING)</b>																		
Angel Court Airium Roof	Replacement of Atrium Roof	(0.3)	0.3	0.0	0.0	0.0	FF	0.0	(0.8)	(0.8)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Angel Court Air Conditioning	Upgrades to Air Conditioning System	3.4	(3.4)	0.0	0.0	(0.0)	FF	(0.0)	2.7	2.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
S106 Env Improvements, Church Rd, Tipree	Environmental works funded from Section 106 contribution	0.0	0.0	15.0	15.0	15.0	FF	15.0	15.0	15.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
St Johns & St Mary's Car Parks - Anti-corrosion Deck Coatings	Works to car parks	4.0	(4.0)	0.0	0.0	0.0	FF	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Footway - New Rd, Tipree	Footway works funded from Section 278 agreement	5.0	(5.0)	0.0	0.0	0.0	FF	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Visitor Information Centre - Refurbishment	VIC Refurbishment	3.0	(3.0)	0.0	0.0	0.0	FF	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Shrub End Sports Ground Project	Installation of all weather pitch & improvements to Pavilion	(0.6)	0.6	0.0	0.0	(0.0)	FF	(0.0)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Bus Shelter Hythe Hill	Installation of new bus shelter to serve Hythe Hill/Mudglyn Way (funded by S106 agreement)	0.1	(0.1)	0.0	0.0	(0.0)	FF	(0.0)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Heritage Econ Regent Scheme - Town Centre Queen St, East Bay & East St (HERS)	English Heritage Grant scheme	4.5	(4.5)	0.0	0.0	0.0	FF	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Customer Service Centre (Offices)	Works to CSC offices	14.6	(14.6)	0.0	0.0	0.0	FF	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Jarmin Road - relocation / prelims.	Costs associated with sale of Jarmin Road site	(32.2)	32.2	0.0	0.0	0.0	FF	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Youth Parliament	Projects linked to Youth Council	6.9	(6.9)	0.0	0.0	0.0	FF	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
<b>TOTAL</b>		<b>6.4</b>	<b>(6.4)</b>	<b>15.0</b>	<b>15.0</b>	<b>15.0</b>		<b>15.0</b>	<b>16.9</b>	<b>16.9</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

The following schemes form part of the capital programme, however, it was agreed by Cabinet that further releases from the programme would be based on securing specific Government grants

Housing Schemes Dependent on Specific Grants	Scheme Description	Total Funded Programme b/Avds as at 1 April 2008		New monies		Total Programme	Status
		£'000	£'000	CBC	External Funding		
Assistance to Registered Social Landlords	Support to affordable housing schemes	916.2	0.0	0.0	0.0	1,024.5	PF
Private Sector Renewals - Loans and Grants	Loans and grants to private householders	615.3	0.0	0.0	0.0	713.0	PF
<b>TOTAL</b>		<b>1,537.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>1,737.5</b>	

Comments	Funded				Variance
	Total Funded Programme	Spend Apr-Jun 2008/09	Forecast		
			08/09	10/11	
The expenditure forecast for 2009/10 includes the major part of the £297k monies released in March 2007 and £228k notified in Apr 2008 from the Regional Housing Pot for work to improve decency in private rented accommodation. The 2009/10 to fund a pilot scheme which aims to increase the number of properties we are able to provide through our RSL partners for people with disabilities. With Regular Market Engagement (RME) funding rounds through the Housing Corporation on a quarterly basis we are seeking to augment their funding where opportunities arise in order to increase design and quality standards and/or the number of units provided. This could result in money in this budget being committed for 2009/10. The 2009/10 forecast is based on the assumption that the majority of the money being withdrawn from a commitment and reallocated at the next RME round.	916.2	0.0	420.0	496.2	0.0
Spend in this area of work is demand led. The process can be lengthy and can often straddle two financial years. This is due to the fact that an approval notice is a legal contract and the money must be kept available to the applicant for between 6 and 12 months depending on the type of grant or loan approved. When aiming to spend this budget and improve housing quality in the private sector, a forecast of the expenditure will be incurred broadly evenly over each year, this year and next financial year. Most of the spend in Quarter 1 relates to commitments from 2007/08.	615.3	54.8	300.0	319.3	0.0
<b>TOTAL</b>	<b>1,537.5</b>	<b>54.8</b>	<b>720.0</b>	<b>817.5</b>	<b>0.0</b>

Total Unfunded	Unfunded				
	£'000	Programmed			
		08/09	09/10	10/11	11/12
166.3	0.0	166.3	0.0	0.0	
93.7	0.0	93.7	0.0	0.0	
<b>260.0</b>	<b>0.0</b>	<b>260.0</b>	<b>0.0</b>	<b>0.0</b>	

Service / Scheme	Scheme Description	Total Funded Programme b/Avds as at 1 April 2008		New monies		Total Programme	Status
		£'000	£'000	CBC	External Funding		
HOUSING REVENUE ACCOUNT							
Decent Homes & Upgrades	Scheme to bring council housing stock up to Decent Homes standard together with other upgrade works	3,791.0	0.0	0.0	0.0	3,791.0	FF
Aids & Adaptations	Improvements made to Council housing stock to meet specific tenants needs	801.8	0.0	0.0	0.0	801.8	FF
Housing ICT	Improvements to Housing IT Systems	371.6	0.0	0.0	0.0	371.6	FF
<b>TOTAL</b>		<b>4,964.4</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>4,964.4</b>	

Comments	Funded				Additional Funding Required
	Total Funded Programme	Spend Apr-Jun 2008/09	Forecast		
			08/09	10/11	
In September 2003 the Council committed to achieving the Decent Homes standard by the end of December 2007. It is now accepted that this date will not be met, but the aim is to complete the programme before the 2010 deadline. The Council has directed CBH to review and determine the timescale and cost to complete the programme, and this is underway. The expenditure forecast for 2008/09 represents the programme of works which we are able to undertake, given the funds set out by the letter to CLG on the 3 June 2008 and the specific functions which will be delegated to CBH. New monies may be required to complete the programme. The programme of works may require additional resources from 2008/09 will be carried forward to deliver a programme of works in future years.	3,791.0	573.4	1,500.0	2,291.0	0.0
The balance of the 2007/08 funding has been carried forward to cover the committed spend which will be required in 2008/09 for the programme. The 2008/09 forecast is based on the assumption that all 2008/09 funding will be available for the programme. The 2008/09 forecast is based on the assumption that 12-18 month lead in time until funds are available. There is currently no expenditure in Quarter 1 of 2008/09. Inspace have yet to request payment for works in 2008/09.	801.8	0.0	801.8	0.0	0.0
Main items of projected spend in 2008-09 are: remaining costs of Academy Contractor, Anti Social Behaviour capia module, Regional Choice Based Lettings software, IT link to Gabecks Road office, purchase of medicare reader, printer scanner, mobile feasibility study, implementation of NROSH, and implementation of Ingres.	371.6	53.6	371.6	0.0	0.0
<b>TOTAL</b>	<b>4,964.4</b>	<b>627.0</b>	<b>2,673.4</b>	<b>2,291.0</b>	<b>0.0</b>

Total Unfunded	Unfunded				
	£'000	Programmed			
		08/09	09/10	10/11	11/12
0.0	0.0	0.0	0.0	0.0	
0.0	0.0	0.0	0.0	0.0	
<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	

Note: The schemes above are funded from IRA resources only and therefore do not form part of the General Fund Capital Programme





## Cabinet

10 September 2008

Item  
**8(i)**

<b>Report of</b>	<b>Head of Corporate Management</b>	<b>Author</b>	<b>Amanda Chidgey</b>
<b>Title</b>	<b>Portfolio Holder Request to Review Issues</b>		
<b>Wards affected</b>	Not applicable		

**This report concerns a request from Councillor Smith for the Policy Review and Development Panel to undertake reviews of two issues.**

### 1. Decision(s) Required

- 1.1 To give consideration to the proposal by Councillor Smith that the Policy, Review and Development Panel be requested to undertake reviews of the following issues:
- 20mph speed limits within the urban areas of the Borough and
  - Certain issues relating to the Mayoralty.
- 1.2 In the light of the work programme proposed by the Policy Review and Development Panel, to provide to the Panel an indication of the priority order to be allocated to each review to be undertaken.

### 2. Reasons for Decision(s)

- 2.1 It is within the remit of the Cabinet to seek the review of issues, strategies and policies by the Policy Review and Development Panel.

### 3. Alternative Options

- 3.1 It is for the Cabinet to determine whether it considers the proposals put forward merit the use of the Panel's resources. The Cabinet may therefore approve both issues for review, one issue for review or choose not to pursue either. In determining an order of priority, this will assist the Panel in determining the appropriate allocation of resources.

### 4. Supporting Information and Proposals

- 4.1 The Terms of Reference of the Policy Review and Development Panel includes the provision to review strategies and policies at the request of the Cabinet and the review of issues at the request of the Portfolio Holder either directly or by establishing Task and Finish Groups, and to make recommendations back to Cabinet or the Portfolio Holder for decision.
- 4.2 Councillor Smith, Portfolio Holder for Resources and Business, has requested that two issues be reviewed by the Panel on behalf of the Cabinet. These issues relate to
- A review of speed restrictions within the Borough with a view to extending existing 20mph limits to other urban areas and, if so, the changes which would need to be made, for example in relation to the Local Development Framework, liaison with Essex County Council and other mechanisms to progress the initiative

- A review of certain specific issues recently highlighted by the Mayor relating to the Mayoralty, including:

The introduction of a Mayoral Support Group,  
 Updating of the Gifts and Regalia Books,  
 Bulk Purchase of wine for Mayoral Functions,  
 Purchase of Replica Regalia.

4.3 The Policy Review and Development Panel is also authorised to proactively identify issues that may require review and improvement. In this respect, at its meeting on 20 August 2008, the Panel agreed the following proposals in respect of its work programme:

- The setting up of a Task and Finish Group to review the Night-time Economy.

The purpose of the Group - to review the measures recommended by the STAND initiative;

To receive representations from various interested groups potentially including –

Essex Police,  
 Crime and Disorder Reduction Partnership,  
 Licensing,  
 Street Services,  
 Transport,  
 Club/Pub Watch,  
 Anti-Social Behaviour,  
 Local Businesses,  
 Neighbourhood Action Panel,  
 Residents Groups.

To formulate short and long term objectives to provide for a town centre that feels safe and welcoming to all in the evening.

- The creation of a Group to progress the project to deliver Historic Town Centre Improvements in partnership with Essex County Council.

The key objective of this project is to revitalise and rejuvenate the public spaces and streets of Colchester town centre in a way that improves the sense of enjoyment and pleasure for people using the town and to implement proposals that emphasize the historic assets of the town while delivering a quality of urban fabric that increases the desire of people to want to work, visit, reside and learn in the town centre.

It was anticipated that the Group would consist of approximately 6 members, including the Essex County Councillor for the town centre with the details to be agreed by the Chairman of the Panel.

- Future projects for the Panel include a briefing paper on future Town Centre Management arrangements and a review of educational attainment in the Borough, invitations having been accepted from Jonathan Tippett, Head Teacher at Stanway School and Rosemary Prince from Essex County Council's School Improvement and Advisory Service. Towards the end of the year, the Panel had also intended considering a briefing paper on Neighbourhood Working.

## **5. Strategic Plan References**

5.1 This decision links to the Strategic Plan in relation to the following:

- The aims set out in the section on quality services about safer communities, tackling traffic congestion and the need to “continue to revisit and rethink how we do things”.

## **6. Financial implications**

6.1 The decision may have financial implications in terms of the resources required to undertake reviews by means of Task and Finish Groups. The administration of any such Groups, together with the administration of the Policy, Review and Development Panel as a whole, would be undertaken by the Democratic Services Team. The team has recently absorbed the Local Highway Panel. Additional demands of this nature may prove difficult to meet within existing resources, given current objectives and anticipated pressures.

## **7. Standard References**

7.1 There are no particular references to publicity or consultation considerations; equality, diversity and human rights; community safety; health and safety or risk management implications.



## Cabinet

10 September 2008

Item  
**9(i)**

<b>Report of</b>	<b>Head of Strategic Policy and Regeneration Head of Environmental and Protective Services</b>	<b>Author</b>	<b>Karen Syrett Tel. 506477 Nicola George Tel. 282734</b>
<b>Title</b>	<b>Allocation of Housing and Planning Delivery Grant 2008/9</b>		
<b>Wards affected</b>	All wards		

**This report concerns proposals to allocate the Housing and  
Planning Delivery Grant for 2008/9.**

### 1. Decision(s) Required

- 1.1 To agree expenditure from the provisional allocation of the Housing and Planning Delivery Grant (H&PDG) 2008/9.

### 2. Reasons for Decision(s)

- 2.1 The Housing and Planning Delivery Grant allocation for 2008/9 was announced on 16 July 2008. The allocation for Colchester is £918,487, which is a very good award reflecting the progress made on the Local Development Framework, housing completions and good performance in development control.
- 2.2 It is proposed that just under half of the grant is retained within the planning service in Strategic Policy and Regeneration and Environment and Protective Services. This should ensure we are able to meet the Government's performance targets for the planning service and deliver on infrastructure and housing growth to secure a good grant allocation next year.
- 2.3 A decision is required to enable this grant to be built into the budget and to ensure that long term commitments can be provided by carrying forward a proportion of this year's grant to be spent in 2009/10.

### 3. Alternative Options

- 3.1 The Housing and Planning Delivery Grant is not 'ring fenced' and therefore could be allocated to another service/function of the Council. Although the grant is not ring-fenced, the Government strongly encourages local authorities to invest the money in their planning services.
- 3.2 Should this Council decide to allocate all the money to another function either an alternative source of funding or a reduction in the scope of the planning service would need to be considered. This would need to be built into our budget requirements and budget process for 2009/10. It would also mean several key projects could not progress which would impact on performance, delivery and in turn, next year's PDG.

#### 4. Supporting Information

- 4.1 H&PDG offers significant additional funding to enable local authorities to improve their planning resources and services, and to introduce the many changes involved in the Government's programme for the reform of planning. The grant is not ring-fenced, though the Government strongly encourages local authorities to invest the money in their planning services. Any grant received, however, must be split 67% / 33% between the recipient authority's revenue and capital budgets.
- 4.2 The Housing and Planning Delivery Grant was announced in July. This allocation reflects favourably on the Council rewarding the progress made with the Local Development Framework, delivery above development control targets, and the delivery of built housing units assisting the Government to meet their ambitious housing targets. The table below shows the allocation in comparison with previous years' Planning Delivery Grant allocations:

Planning Delivery Grant allocation	£k
2003/4	137,500
2004/5	372,972
2005/6	652,679
2006/7	642,328
2007/8	340,518
2008/9	918,487

- 4.3 This compares extremely well to other authorities and attached in Appendix 1 are details of how the allocation is calculated and a commentary on how well we have done out of the 397 authorities in the list.
- 4.4 In previous years the Planning Delivery Grant has largely been used to invest in the planning service (Spatial Policy and Development Control), and this has paid off in securing additional investment and has avoided additional growth bids from the planning service as part of the budget process. However a decision is required as to what proportion if any of this years grant, is invested in the planning service.
- 4.5 Initial discussion with the relevant Heads of Service has produced a list of service requirements that proposes:

<b>Housing &amp; Planning Delivery Grant</b>	<b>£</b>
Spatial policy (including transport) requirements	275,000
Planning (development control) service requirements	223,400
<b>Amount unallocated (to be used for corporate projects)</b>	<b>420,100</b>
<b>Total</b>	<b>918,500</b>

## **5. Proposals**

5.1 It is proposed that part of the Housing and Planning Delivery Grant should be spent on planning, and split between Development Control (£223,400) and Spatial Policy (£275,000). It is proposed that this grant be used to cover the following projects in each service as specified below.

5.2 Spatial Policy Minimum Requirements - £275,000

- 2 existing Planning Officer posts - £70,000
- Strategic Infrastructure Study - £50,000
- Green Break Study - £20,000
- Strategic Housing Market Assessment (SHMA) (Update) £10,000
- Stanway Masterplanning work - £50,000
- Transportation Studies
  - Site Allocations evidence base work - £50,000
  - £5,000 feasibility study on provision of a regular bus service along Cowdray Ave, linking east Colchester direct to the station
  - £10,000 Identify improvements to increase the level of bus service to serve the Stanway Growth Area
  - £10,000 Develop operational arrangements of the north transit corridor bus way – needed to unlock growth in North Colchester.

5.3 Development Control Minimum Requirement = £223,400

- Assumption built into budget 2008/9 = £84,200
- Restructure costs - £119,200
- Renewal of the scanning arrangements to March 2010 - £20,000

5.4 Full details of all the projects are attached in Appendix 2.

5.5 It is proposed that Cabinet note the remaining balance of grant of £420.1k and consider use of this funding as part of the revenue budget and capital programme for 2008/09 and beyond.

## **6. Financial Implications**

6.1. The Planning Delivery Grant is an additional grant awarded to the Council aimed at increasing investment in planning services to achieve Government targets.

6.2. As this report sets out the grant is not ring-fenced although there is a limitation that at least 33% of the grant should be used for capital purposes. The proposals within the report include the allocation of £498,400. It is possible that we may be able to capitalise some of these costs, however, it is likely that the majority of this allocation will be for

revenue spending. Therefore of the remaining sum of £420.1k approximately £300k will have to be used for capital projects.

- 6.3. Within the proposed allocation of grant there are four proposals which relate to planned spending in the next financial year, 2009/10, as set out below:-

2 Planning officers	£70,000
Continuation of scanning support	£20,000
Strategic Infrastructure Study	£25,000
Stanway Masterplanning work	£25,000

- 6.4. As the grant will be received within 2008/09 it is proposed that this part be added to balances and then used to meet this cost next year. This is a similar arrangement to that used for PDG received in 07/08.

## **7. Strategic Plan References**

- 7.1 The Strategic Plan highlights the importance of a responsive planning service, as part of the Council's Quality Services initiative. The plan also identifies the importance of decent and affordable homes.

## **8. Publicity Considerations**

- 8.1 None

## **9. Human Rights Implications**

- 9.1 None

## **10. Community Safety Implications**

- 10.1 None.

## **11. Health and Safety Implications**

- 11.1 None.

## **12. Risk Management Implications**

- 12.1 Investment of the PDG in the planning service reduces the risk of the LDF being found unsound and supports the service in meeting the Government's performance targets.

## **13. Consultation**

- 13.1 None

## **Background Papers**

Housing and Planning Delivery Grant Allocation

## APPENDIX 1

### Housing and Planning Delivery Grant

The components of the provisional allocations are as follows:

#### Planning Element

For the planning element data is based on the period 1<sup>st</sup> April 2007 – 31<sup>st</sup> March 2008.

- 1) Housing supply.** The housing supply element is worth £24 million in 2008/2009. Authorities who have demonstrated that they have 5 or more years of deliverable sites receive a provisional allocation of £72,398. Where authorities also published a Strategic Housing Land Availability Assessment by 31<sup>st</sup> March 2008 they receive a provisional allocation of £108,597.

Colchester was awarded £108,597 – the maximum amount along with just 28 other authorities.

- 2) Plan-making.** The plan-making element is worth £28.8 million in 2008/2009. Authorities receive a provisional allocation for 'eligible' DPDs which include a Core Strategy DPD or a non core strategy DPD which allocates sites totalling more than 2,000 dwellings. Local authorities receive £10,000 for each eligible DPD commenced before 31<sup>st</sup> March 2008. If an eligible DPD is submitted or adopted in accordance with the LDS, authorities will receive £208,315 for submission and £520,787 for submission and adoption.

Colchester was awarded £238,315, for submitting the Core Strategy and commencing work on the Site Allocations and Development Policies DPD's.

- 3) Joint Working.** The joint working element is worth £4.8 million in 2008/2009. Authorities are rewarded a provisional allocation of £38,400 for joint working on the production of any development plan documents prepared in accordance with either section 28 or section 29 of the Planning and Compulsory Purchase Act 2004.

Although the Council has undertaken joint work on a number of studies and in the preparation of Haven Gateway documents, these do not count towards the allocation.

- 4) Strategic Housing Market Assessments.** The Strategic Housing Market Assessment (SHMA) element is worth £1.2 million in 2008/2009. Authorities who have published a strategic housing market assessment will receive a provisional allocation of £11,215.

Colchester was awarded £11,215 for completing the SHMA.

- 5) Abatement.** Where local planning authority performance falls below Government Targets for the determination of planning applications, they will be abated against the plan-making element of the grant. This abatement will be based up on an authority's workload for handling Major, Minor and Other applications. This is set out in the allocation mechanism.

Colchester did not lose any of the grant because development control met the government targets for determining planning applications.

**Total Planning Element £361,559 (top 10%)**



**6) Housing Element.** For the housing element, data is based on the three year average for the period 1<sup>st</sup> April 2004 – 31<sup>st</sup> March 2007. The housing element is worth £40 million in 2008/09. Authorities receive a provisional allocation based on each additional dwelling above 0.75% of their existing stock. Authorities receive a provisional allocation of £916 per net additional dwelling.

Colchester was awarded £556,928 (the 8<sup>th</sup> highest allocation.)

**The total award of £918,487 was the 11<sup>th</sup> highest in the country (of 397 local authorities.)**

## **APPENDIX 2**

### **Housing & Planning Delivery Grant (HPDG) 2008/9**

#### **Spatial Policy Requirements and Justification**

##### **Summary and Relevance of work to Allocations Mechanism**

All the work referred to below is critical to our assessment for Housing and Planning Delivery Grant next year. The overall aim of HPDG is to incentivise local authorities to improve delivery of housing and other planning outcomes. The studies are either a direct requirement for grant as in the case of the Strategic Housing Market Assessment or they allow us to produce Development Plan Documents to supplement the Core Strategy. Having a full spatial policy team enables us to carry out work in house which will continue to ensure delivery in accordance with the milestones set down.

The allocation mechanism for HPDG consists of a housing element and a planning element. In response to views expressed in the consultation, the Government will bring forward proposals for an additional element to incentivise affordable housing from 2010–11.

##### **1) Strategic Infrastructure Study - £50,000 (£25,000 in 2008/9 and £25,000 in 2009/10)**

(Relevant to planning element 2)

This is a study which will be used to assess infrastructure requirements across the borough including health, education, transport and community facilities. This ranges from major road and congestion solving transportation projects (Strategic Infrastructure) to new open space and community facilities (Community Infrastructure). The Strategic Infrastructure Study will refine the programme of infrastructure with respect to content, costs, and phasing, considering critical and non-critical items and priorities within the Council, and considering the location of this infrastructure to understand what may be an appropriate area of operation for a standard charge.

The results of the study will inform allocations in the Site Allocations DPD and form the basis of a supplementary planning document (SPD) on Developer Contributions. This could lead to the setting of a tariff which would be applied to all new developments so contributions are sought towards infrastructure.

As a direct result of the level of development growth allocated for the Borough, the need to plan for infrastructure is extremely important and it is considered reasonable for contributions to be pooled to allow infrastructure to be secured in a fair and equitable way. The use of standard charges and formulae offer the ability to pool contributions in an efficient and effective manner. All development which affects infrastructure could be covered, down to a single additional house or an office extension (above a threshold). Different levels of charge may apply to different parts of the Borough, since the impacts of development vary between them. The SPD is seen as particularly important in giving developers and landowners a clear idea of the level and scope of contributions for any particular site or location.

The Study could include the following;

- assessment of relevant policy and strategy guidance;
- costs and benefit of a standard charges approach in the context of the proposed changes to the existing Section 106 planning guidance;
- review of existing and proposed tariff and infrastructure delivery approaches;
- research into existing and proposed delivery vehicles and mechanisms;
- assessment of infrastructure and development phasing and quantity;
- assessment of existing infrastructure funding sources, and sources of forward funding available to the Council;
- options for the structure and operations of a standard charges approach;
- financial modelling of the affect on development viability and land values;
- relationship and impact of standard charges upon negotiated elements of planning obligations;
- options for infrastructure delivery and use of the standard charges approach; and
- initial consultation and recommendations.

## 2) Green Break Study - £20,000

(Relevant to planning element 2)

This is an essential piece of work if we want to retain the open space and settlement separation between Colchester and the surrounding villages or between physically separate built up neighbourhoods. The Core Strategy contains a policy and map reference to green breaks but the evidence we had to justify this was questioned at the examination. If we want to carry forward such an allocation in the Site Allocations DPD we will need to have undertaken such a study. The related policy seeks to resist inappropriate development encroaching into green gaps whilst providing important open space for local communities. The study should be able to start in September and should extend until at least the end of November, to allow scope for the study to assess the Green Breaks when there are no leaves on trees.

## 3) Strategic Housing Market Assessment (SHMA) (Update) £10,000

(Relevant to planning elements 2, 3 and 4)

The SHMA was undertaken in 2007 and comprised a thorough assessment of housing needs and a housing market review of the area. The general requirements included appraisal of the housing markets with a variety of market and affordable housing outputs. The output of the study is an important input into the Core Strategy, the Annual Monitoring Report, Affordable Housing Supplementary Planning Document as well as the Housing Strategy.

It is a key feature of the SHMA that it be a continuing process, not a 'one shot' report. Updating and monitoring is therefore a key feature of that process. The key statistic is the weekly cost of different tenures/sizes of dwelling. It is therefore essential to be able to update the key table of weekly costs in our SHMA. A simple procedure is set out for doing this. Keeping the SHMA up to date is important to strengthen our position in negotiations with developers over affordable housing.

#### 4) 2 existing Planning Officer posts - £70,000

(Relevant to planning elements 1, 2, 3 and 4)

These are existing permanent posts on the establishment. Funding for them however has in previous years come from Planning Delivery Grant. The funding would therefore go into balances and fund the posts for 2009/10. There will be quite a big pressure on the Strategic Policy budget if this income is not awarded. The posts are critical for delivery of the Local Development Framework including the Site Allocations DPD, Development Policies DPD (both due to be published and consulted on this year), North Station Masterplan and work on the growth areas in North Colchester and Stanway (see below). Without the posts we would be reliant on consultants and the failure to deliver the documents referred to above would impact on the Housing and Planning Delivery Grant next year.

#### 5) Stanway Masterplanning work - £50,000 (£25,000 in 2008/9 and £25,000 in 2009/10)

(Relevant to planning elements 1 and 2)

Provide a broad, contextual master plan for Stanway considering development to date, and providing guidance on a range of issues including design and development components, and transportation. The masterplan will develop detailed guidance for key sites within the Stanway Growth Area to ensure that guidance is properly informed by wider issues and subject to the Sustainability Appraisal. The work will also consider delivery and implementation issues in relation to new sites, in particular how a portion of the value generated by the area's development can be captured through contributions to bring about wider community benefits and deliver key infrastructure.

The master plan will be informed by a process of consultation and engagement with community representatives, land owners and developers, Essex County Council, key officers and elected members. It is considered important to undertake the masterplanning work to formulate an approach to development in the area prior to more individual applications being submitted and considered in a piecemeal manner.

The Commission for Architecture and the Built Environment (CABE) have published guidance on an approach to preparing a Development Brief or Masterplan. This sets out just how much detail should be included. The headings include the following;

- Development Vision
- Background
- Study Context
- The Site
- Community context and involvement
- Purpose and Structure of the brief
- Property market considerations
- Policy context
- Site and Area Context including Historic context, Movement and connections, Urban Design appraisal, Public realm & Open space character, Existing Land Uses and activity, Land Ownership and Tenure, Public adopted highway, Buildings and new development, Infrastructure and services
- Design Response
- Phasing
- Advance infrastructure
- Outline of potential planning obligations
- Funding considerations
- Comprehensive regeneration

It is hoped that additional funding will come forward from stakeholders and landowners in the area as the total cost of the work could be much higher. For example the Colne Harbour Masterplan cost approximately £145,000, including £29,000 for a sustainability appraisal. The

Spatial Policy team are now in a position to undertake the sustainability appraisal in house, thereby saving approximately £30,000.

#### 6) Transportation Studies - £75,000

(Relevant to planning elements 1 and 2)

This work is all required to supplement the work ECC will undertake to provide a more detailed understanding of transportation in the borough. Not only will the work inform various documents in the LDF but it will also assist us in tackling congestion and influencing negotiations with others.

##### Public Transport

- £5,000 feasibility study on provision of a regular bus service along Cowdray Ave, linking east Colchester direct to the station
- £10,000 Identify improvements to increase the level of bus service to serve the Stanway Growth Area
- £10,000 Develop operational arrangements of the north transit corridor bus way – this appears to be forgotten/given lower priority in the infrastructure needed to unlock growth in North Colchester.

##### Site Allocations evidence base work

- £50,000 Transport impacts of sites and development of measures to mitigate – use the transport model

**Total = £275,000**

### **Planning (Development Control) Requirement and Justification**

#### Summary and Relevance of work to Allocations Mechanism

Our performance against the government's targets for determining planning applications forms part of the criteria for the allocation of the Housing and Planning Delivery Grant. Failure to achieve these targets will result in an abatement of grant. It is therefore important that we continue to ensure that we meet and if possible exceed these targets.

An assumption based on receiving the Housing and Planning Delivery Grant was built into this year's (2008/9) budget. This amounts to £84,200 to cover commitments to temporary contracts.

To continue to deliver the development control service to its current standard requires the following:

#### Assumption built into existing budget - £84,200

##### Restructuring costs - £119,200

The review of former Planning, Protection and Licensing (now Environmental and Protective Services) and Senior Management Team re-structuring proposals has resulted in redundancy costs.

##### Scanning requirements-£20,000

We currently fund a temporary contract for Resource Management to do scanning to keep the planning web pages updated and meet the e-government requirement. This is an essential interim arrangement until such time as the corporate scanning unit is in place.

**Total = 223,400**



## Cabinet

10 September 2008

Item  
**10(i)**

<b>Report of</b>	<b>Monitoring Officer</b>	<b>Author</b>	<b>Andrew Weavers</b>
<b>Title</b>	<b>Local Government Ombudsman – Annual Letter 2007/2008</b>		
<b>Wards affected</b>	Not applicable		

**This report request the Cabinet to note the Local Government Ombudsman’s Annual Letter for 2007/2008**

### 1. Decision Required

- 1.1 To note the contents of the Local Government Ombudsman’s Annual Letter for 2007/2008.

### 2. Reasons for Decision(s)

- 2.1 To inform the Cabinet of the number and type of decisions made by the Local Government Ombudsman during 2007/2008.

### 3. Alternative Options

- 3.1 No alternative options are presented.

### 4. Supporting Information

- 4.1 The Local Government Ombudsman issues an Annual Letter to each local authority. The Annual Letter for the Council for the year 2007/2008 is attached to this report at Appendix 1. Appendix 2 comprises statistical data covering the past three years.
- 4.2 It is worth noting that anyone can choose to make a complaint to the Local Government Ombudsman. Accordingly, the number of complaints is not an indicator of performance or customer service. In most instances there was no case to answer. The Local Government Ombudsman will always insist that the Council has the opportunity to resolve the complaint locally through its own complaints procedure before commencing its own investigation.
- 4.3 The Standards Committee has an overview of Local Government Ombudsman investigations and the contents of the Annual Letter will be reported there in due course.

### 5. Key Headlines

- 5.1 There were no findings of maladministration against the Council and no formal reports were issued.
- 5.2 Last year the total number of complaints received by the Ombudsman decreased from 38 to 35, “a marginal decrease on the previous year” (the Ombudsman’s words).

- 5.3 Complaints in relation to planning and building control increased from 11 to 16 and made up 46% of the complaints received. Council Tax complaints increased from 1 to 5. Housing complaints fell from 9 to 6. Complaints in the Transport and highways category which includes parking, fell from 4 to 3. The number of complaints in the “Other “category which covers areas such as anti-social behaviour, waste management and licensing fell by over a half from 12 to 5.
- 5.3 The Ombudsman decided 40 complaints against the Council. This figure is higher than the number received as some complaints were carried over from the previous year. There were 8 local settlements agreed (where the Council agreed to take action which the Ombudsman considered was a satisfactory response to a complaint) which is an increase on last years total of 2. The Council paid a total of £950 in compensation. The service areas involved have learnt from the circumstances of the particular complaints and have improved their procedures accordingly.
- 5.4 The Ombudsman referred 11 complaints back to the Council for them to go through our own complaints procedure. This amounted to 30% of the total complaints decided. This is slightly higher than the national average of 27%.
- 5.6 The average response time of the Council to Ombudsman first enquiry letters has improved to 30 days. The Ombudsman target is 28 days. Steps are being taken to reduce the response time further to meet the Ombudsman’s target. The introduction of e-mail correspondence to and from the Ombudsman’s office is expected to improve this figure.
- 5.7 The Annual Letter refers to training and we are reviewing this option

## **6. Publicity Considerations**

- 6.1 Details of the Annual Letter will be posted on the Borough Council’s website.

## **7. Strategic Plan References**

- 7.1 The lessons learnt from complaints to the Ombudsman link in with our Customer Excellence element of the Strategic Plan by constantly learning and putting lessons learnt into practice. This will in turn lead to improved customer service as we continue to meet and exceed our customers’ expectations.

## **8. Standard References**

- 8.1 There are no financial implications, strategic plan references, diversity, human rights, community safety, health and safety, risk management or consultation implications in this matter.

**The Local Government Ombudsman's  
Annual Letter  
Colchester Borough Council  
for the year ended  
31 March 2008**

**The Local Government Ombudsman (LGO) provides a free, independent and impartial service. We consider complaints about the administrative actions of councils and some other authorities. We cannot question what a council has done simply because someone does not agree with it. If we find something has gone wrong, such as poor service, service failure, delay or bad advice, and that a person has suffered as a result, the Ombudsmen aim to get it put right by recommending a suitable remedy. The LGO also uses the findings from investigation work to help authorities provide better public services through initiatives such as special reports, training and annual letters.**

## **Annual Letter 2007/08 - Introduction**

This annual letter provides a summary of the complaints we have received about Colchester Borough Council. We have included comments on the authority's performance and complaint-handling arrangements, where possible, so they can assist with your service improvement.

I hope that the letter will be a useful addition to other information your authority holds on how people experience or perceive your services.

Two attachments form an integral part of this letter: statistical data covering a three year period and a note to help the interpretation of the statistics.

## **Complaints received**

### ***Volume and character***

I received 35 complaints against your Council last year, a marginal decrease of three complaints on the previous year. Complaints about planning and building control have risen and make up 46% of the total complaints we received against your Council. There was also an increase in complaints about Council Tax. We received five such complaints against only one in the preceding year, and none whatsoever the year before that. Complaints about Housing issues fell from nine to six, and those categorised as "Other", which we use to refer to miscellaneous complaints about a variety of different local authority services including duties to respond to reports of anti-social behaviour, waste management, licensing etc. dropped by over a half.

## **Decisions on complaints**

### ***Reports and local settlements***

A 'local settlement' is a complaint where, during the course of our investigation, the Council has agreed to take some action which we consider is a satisfactory response to the complaint. The investigation is then discontinued. In 2007/08 the Local Government Ombudsmen determined 27% of complaints by local settlement (excluding 'premature' complaints - where councils have not had a proper chance to deal with them - and those outside our jurisdiction).

My office decided 40 complaints against your Council. Slightly more than we received as we carried some over which were made to us in the previous year which we had yet to determine when compiling last year's annual letter. The measure of administrative fault causing injustice is not the total number of decisions by my office but the number of settlements and formal reports which found maladministration and injustice. This year there were eight settlements. None of the complaints we investigated this year justified the issue of a report. This represents 29.6% of those complaints which I dealt with that were within my jurisdiction and where I was satisfied that the Council had already had a reasonable opportunity of dealing with the issue and attempting to resolve it before it was escalated to me. This is an increase on last year when I upheld just two of the complaints I received against your Council (8.6% of those complaints which were neither premature nor outside jurisdiction).

The settlements which were agreed spanned a range of Council services including its response to reports of anti-social behaviour, how it allocates its housing, parking, and its waste management services. In total the Council paid £950 in compensation in respect of the complaints which we settled.

One settlement was in respect of the Council failing to ensure that its repairs contractors were properly supervised while carrying out electrical works at a Council property. As a result of this error the complainant's bathroom suffered severe condensation and required redecoration. The Council agreed to pay £350 to cover the cost of cleaning and decorating the bathroom and in recognition of the time and trouble caused to the complainant.

/...



A further settlement was reached where the Council accepted that it had delayed reaching a decision on altering a disabled parking pay and that its communications with the complainant had been inconsistent. The Council agreed to pay £100 for the inconvenience caused to the complainant.

I also dealt with two complaints about the Council's policy and procedures for issuing Hackney Carriage vehicle licenses. As applications for such licences usually exceed the available number in any given year, it is essential that the qualifying criteria are clear and unambiguous. As a result of these complaints I was pleased to note that the Council undertook to amend the wording of the eligibility criteria so as to avoid any further confusion on the part of applicants in the future.

### **Your Council's complaints procedure and handling of complaints**

Of the total complaints decided in 2007/08 period we referred 11 back to the Council to consider because they were premature as the Council had not had a sufficient opportunity to consider them before they were made to my office. As a percentage this is 30% of the total decisions taken and is slightly above the national average (27%).

### **Liaison with the Local Government Ombudsman**

On average your Council has responded to enquiries from my office in 30 days which is an improvement of three days on the previous year but slightly above the Commission's target of 28 calendar days from the receipt of our enquiry letter.

### **Training in complaint handling**

Part of our role is to provide advice and guidance about good administrative practice. We offer training courses for all levels of local authority staff in complaints handling and investigation. This year we carried out a detailed evaluation of the training with councils that have been trained over the past three years. The results are very positive.

The range of courses is expanding in response to demand. In addition to the generic Good Complaint Handling (identifying and processing complaints) and Effective Complaint Handling (investigation and resolution) we now offer these courses specifically for social services staff and a course on reviewing complaints for social care review panel members. We can run open courses for groups of staff from different smaller authorities and also customise courses to meet your Council's specific requirements.

All courses are presented by an experienced investigator so participants benefit from their knowledge and expertise of complaint handling.

I have enclosed some information on the full range of courses available together with contact details for enquiries and any further bookings.

### **LGO developments**

We launched the LGO Advice Team in April, providing a first contact service for all enquirers and new complainants. Demand for the service has been high. Our team of advisers, trained to provide comprehensive information and advice, has dealt with many thousands of calls since the service started.

/...

The team handles complaints submitted by telephone, email or text, as well as in writing. This new power to accept complaints other than in writing was one of the provisions of the Local Government and Public Involvement in Health Act, which also came into force in April. Our experience of implementing other provisions in the Act, such as complaints about service failure and apparent maladministration, is being kept under review and will be subject to further discussion. Any feedback from your Council would be welcome.

Last year we published two special reports providing advice and guidance on 'applications for prior approval of telecommunications masts' and 'citizen redress in local partnerships'. Again, I would appreciate your feedback on these, particularly on any complaints protocols put in place as part of the overall governance arrangements for partnerships your Council has set up.

### **Conclusions and general observations**

I welcome this opportunity to give you my reflections about the complaints my office has dealt with over the past year. I hope that you find the information and assessment provided useful when seeking improvements to your Council's services.

**Tony Redmond**  
**Local Government Ombudsman**  
**10<sup>th</sup> floor, Millbank Tower**  
**Millbank**  
**London SW1P 4QP**

**June 2008**

Enc: Statistical data  
Note on interpretation of statistics  
Leaflet on training courses (with posted copy only)

Complaints received by subject area	Benefits	Housing	Other	Planning & building control	Public finance	Transport and highways	Total
01/04/2007 - 31/03/2008	0	6	5	16	5	3	35
2006 / 2007	1	9	12	11	1	4	38
2005 / 2006	3	7	7	8	0	3	28

Note: these figures will include complaints that were made prematurely to the Ombudsman and which we referred back to the authority for consideration.

Decisions	MI reps	LS	IM reps	NM reps	No mal	Omb disc	Outside jurisdiction	Premature complaints	Total excl premature	Total
01/04/2007 - 31/03/2008	0	8	0	0	10	9	2	11	29	40
2006 / 2007	0	2	0	0	13	8	4	5	27	32
2005 / 2006	0	5	0	0	9	4	6	4	24	28

See attached notes for an explanation of the headings in this table.

**Average local authority response times 01/04/2007 to 31/03/2008**

Response times	FIRST ENQUIRIES	
	No. of First Enquiries	Avg no. of days to respond
01/04/2007 - 31/03/2008	17	29.6
2006 / 2007	17	32.5
2005 / 2006	11	32.6

Types of authority	<= 28 days %	29 - 35 days %	> = 36 days %
District Councils	56.4	24.6	19.1
Unitary Authorities	41.3	50.0	8.7
Metropolitan Authorities	58.3	30.6	11.1
County Councils	47.1	38.2	14.7
London Boroughs	45.5	27.3	27.3
National Park Authorities	71.4	28.6	0.0

# Agenda Item 10(ii)

## PETITIONS, PUBLIC STATEMENTS, QUESTIONS

Date of Meeting	Details of Member of the Public	Subject Matter	Form of Response	Date Completed
Cabinet 9 July 2008	David Smith	The keeping of dogs by Council tenants	Oral response provided at the meeting by Portfolio Holder for Neighbourhoods and a written response sent on 16 July 2008.	16 July 2008
Cabinet 9 July 2008	Nick Chilvers	Cultural Quarter, park and ride, waste issues	Oral response provided at the meeting by Leader of the Council and Portfolio Holder for Strategy and the Portfolio Holder for Street and Waste Services and written response sent on 15 July 2008.	15 July 2008
Cabinet 9 July 2008	Paula Whitney	Cultural Quarter and transport issues	Written response sent on 15 July 2008	15 July 2008

<b>Date of Meeting</b>	<b>Details of Member of the Public</b>	<b>Subject Matter</b>	<b>Form of Response</b>	<b>Date Completed</b>
Cabinet 9 July 2008	Andy Hamilton	Visual Arts Facility	Written response sent on 15 July 2008	15 July 2008