

When telephoning, please ask for:
Direct dial
Email

Liz Reid-Jones
9148214
lreid-jones@rushcliffe.gov.uk

Our reference:
Your reference:
Date: 8 October 2012

To all Members of the Council

Dear Councillor

A meeting of the CABINET will be held on Tuesday 16 October 2012 at 7.00 pm in the Council Chamber, Civic Centre, Pavilion Road, West Bridgford to consider the following items of business.

Yours sincerely

Head of Corporate Services

AGENDA

1. Apologies for absence.
2. Declarations of Interest.
3. Minutes of the Meeting held on Tuesday 11 September 2012 (previously circulated).

Key Decisions

There are no Key Decisions

Non Key Decisions

4. ICT Strategy 2012-16
The report of the Head of Revenues and ICT Services is attached (pages 1 - 4).
5. Play Space at Sycamore Close/Maple Close Bingham
The report of the Head of Transformation is attached (pages 5 - 8).
6. Assets of Community Value Scrutiny Arrangements
The report of the Head of Corporate Services is attached (pages 9 - 10).

Budget and Policy Framework Items

7. Revenue and Capital Budget Monitoring October 2012

The report of the Director of Finance is attached (pages 11 - 17).

Matters referred from Scrutiny

There were no matters referred.

Membership

Chairman: Councillor J N Clarke

Vice-Chairman: Councillor J A Cranswick

Councillors D G Bell, J E Fearon, D J Mason and Mrs J A Smith

Meeting Room Guidance

Fire Alarm Evacuation: in the event of an alarm sounding please evacuate the building using the nearest fire exit, normally through the Council Chamber. You should assemble in the Nottingham Forest car park adjacent to the main gates.

Toilets are located opposite Committee Room 2.

Mobile Phones: For the benefit of others please ensure that your mobile phone is switched off whilst you are in the meeting.

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**MINUTES
OF THE MEETING OF THE
CABINET
TUESDAY 11 SEPTEMBER 2012**

Held At 7.00pm in the Council Chamber, Civic Centre, Pavilion Road, West Bridgford

PRESENT:

Councillors D G Bell, J N Clarke, J A Cranswick, J E Fearon, D J Mason,
Mrs J A Smith

ALSO IN ATTENDANCE:

Councillors H A Chewings, D M Boote, S J Boote, G R Mallender

OFFICERS PRESENT:

D Banks	Head of Environment & Waste Management
C Bullett	Deputy Chief Executive (CB)
A Graham	Chief Executive
K Marriott	Head of Transformation
P Randle	Deputy Chief Executive (PR)
L Reid-Jones	Democratic Services Manager
P Steed	Director of Finance
D Swaine	Head of Corporate Services

APOLOGIES FOR ABSENCE:

There were no apologies for absence.

13. Declarations of Interest

There were none declared.

14. Minutes

The minutes of the meeting held on Tuesday 10 July 2012 were approved as a correct record and signed by the Chairman.

15. Local Government Finance Bill 2012 - Council Tax Support Scheme

Councillor Cranswick presented a report of the Deputy Chief Executive (CB) on the Local Government Finance Bill 2012 – Council Tax Support Scheme. The report detailed that under the Government's welfare reforms, the Council must design and approve a local scheme to replace Council Tax benefit from April 2013. Working with other Councils in Nottinghamshire, a County framework had been drawn up and the report proposed a scheme for Rushcliffe in accordance with that framework.

Commenting further Councillor Cranswick informed Cabinet that the proposed scheme reflected the reduced levels of funding made available by the Government and as such was designed to contribute to its wider welfare reform aims. He added that consultation on the draft scheme had already commenced, however Cabinet were invited to select some preferred options,

in order to inform the scheme's development. It was then intended that once the consultation period was over Cabinet would give further consideration to the proposed scheme prior to it being presented to full Council for approval.

The report indicated that from 1 April 2013 and the Government requires Billing Authorities to design and implement their own local Council Tax schemes to support those deemed to be in need of help with their bills. Pensioners were to be protected as part of any local scheme and by its reforms, the Government aimed to make paid employment more attractive and encourage people into work reducing the overall cost of benefits as part of its deficit reduction programme. In Rushcliffe this would mean that fewer people would be disadvantaged by the reduction due to the large number of pensioners in the Borough.

Councillor Cranswick added that there was likely to be a funding gap of approximately 13.4% as a result of the new Support Scheme, however the final figure would not be known until April 2013. In relation to vulnerable groups Councillor Cranswick stated that these had been considered in the as part of the development of the proposed scheme with regard being given to the Councils existing responsibilities. In respect of work incentives and making paid employment more attractive he drew Cabinet's attention to the underlying principles set out by Government in paragraph 6 of the report.

In detailing the proposed scheme Councillor Cranswick stated that the intention was to adopt a fair approach. He explained that if a new scheme was not agreed the Council would have to operate the default scheme set by the Government, but this would leave the Council to resolve the associated additional costs.

Councillor Cranswick outlined the options within the report which required a decision stating that in relation to the council tax benefit Cabinet needed to consider whether the draft scheme should be calculated using 85% or 90% of the total council tax bill as the base. In considering this he drew Cabinet's attention to paragraph 12 of the report and appendices 2 and 3 which showed that the difference in the number of people affected by either calculation was minimal, and that any reduction would generally be up to between £3 - £4 per week. He added that disabled people would continue to receive more support than others in the same circumstances as their disability incomes would not be included in the calculation. He therefore recommended that the figure of 85% of the total council tax bill be used for this calculation.

In relation to the level of claimants' savings, Councillor Cranswick proposed that residents with more than £10,000 savings should not receive any Council Tax support as it was likely that they could afford to meet their Council Tax liability.

In concluding Councillor Cranswick informed Cabinet that a fundamental part of the development of the scheme was the consultation being undertaken which involved a number of bodies who had been invited to comment on the proposals. Furthermore the Parish Forum was to be consulted this week, and this process would help to ensure the scheme was as fair as it could be across the board. He reiterated that it was intended that the results of the

consultation would be reported to a future Cabinet with a finalised draft scheme then being recommended to Council for approval.

Councillor Mason welcomed the report and the draft scheme and stated that it presented the best way forward as it was fair and balanced, with an element of protection for families with children and disabled people. She added that the £10,000 savings limit was reasonable and set out a good approach on which to consult. She welcomed that the results of the consultation would be reported to Cabinet prior to finalisation of the draft scheme and its consideration by Council. .

In response to a question from Councillor Bell regarding the proposal to backdate claims for three months the Deputy Chief Executive (CB) stated that where a claimant had failed to claim they would have to demonstrate good reason for this being the case. He continued that if there had been an error on the Council's part this would be corrected. Councillor Bell stated that he welcomed the proposed scheme.

The Deputy Chief Executive (CB) responded to a question from Councillor Fearon by informing Cabinet that the Government had issued a statement of intent in May, the impact of which would be to transfer to parishes a high degree of risk, complexity and cost. As a result, the Council had been lobbying to ensure that Parish Councils were not affected. He stated that the Department for Communities and Local Government had very recently published a consultation document recently proposing no change to parish councils in relation to their council tax arrangements. In response to a question from Councillor Clarke he confirmed that an equality impact assessment had been carried out on the proposed scheme.

Councillor Mrs Smith sought clarification on the backdating of claims. The Deputy Chief Executive (CB) confirmed that the proposal was that claims could be backdated for a period of three months only and that this was an absolute limit.

The Chief Executive asked Cabinet to acknowledge the work the Deputy Chief Executive (CB) had carried out in supporting the work he had been involved in at a national level. He stated that the work in lobbying the Association of District Treasurers should not be underestimated. Furthermore considerable work had been undertaken to ensure the Council was represented on the national working group advising the Department for Communities and Local Government (DCLG) on some of the practicalities of implementing the Government's proposals.

Councillor Clarke acknowledged the Chief Executive's involvement in that he had been the lead District Council Chief Executive dealing with the Department of Work and Pensions on council tax and universal credit. He added that this put the Council on the national map and had been recognised by the DWP.

In conclusion Councillor Cranswick stated that all councillors would have the opportunity to comment on the proposed scheme at the first two budget workshops to be held in November.

It was **RESOLVED** that Cabinet support:

- a) the proposed Council Tax Support Scheme;
- b) and the preferred options of (i) Council Tax support being calculated on the basis of 85% of the total bill for those not protected and (ii) Council Tax Support not being paid to residents, other than pensioners, with more than £10,000 in savings.

16. **Local Government Finance Bill 2012 - Council Tax Discounts**

Councillor Mrs Smith declared an interest in this item and left the room.

Councillor Cranswick presented a report of the Deputy Chief Executive (CB) regarding Local Government Finance Bill 2012 – Council Tax Discounts. The report proposed that the Council should exercise new discretionary powers to charge Council Tax on certain empty properties. This would be consistent with the principle of encouraging empty properties into use and raising income for the Council and precepting authorities. Councillor Cranswick informed Cabinet that from 1 April 2013, subject to the necessary legislation being passed, it was proposed that:

- a) Current class A exemptions (uninhabitable and exempt up to 12 months) will in future be charged with a 50% discount
- b) Current class C exemptions (empty and unfurnished and exempt up to 6 months) will in future be charged with a 50% discount
- c) Second homes (currently charged at 90%) will in future be charged at the full rate.

Properties which were empty for more than 2 years would continue to be charged at the full rate. Councillor Cranswick stated that in theory all properties received a level of service from the Council Tax provisions therefore it was right that there was a charge for empty properties. He added that in future all properties would be chargeable as soon as they became empty, and in doing so the Council could raise significant additional income.

Councillor Bell stated that it was clear that owners of empty homes should be liable for council tax as they still made use of services which had to be paid for.

In response to a question from Councillor Fearon the Deputy Chief Executive (CB) clarified that the first six months of a property would be charged at 50% council tax and thereafter it would be the full rate.

It was **RESOLVED** that Cabinet supports the exercise of new discretionary powers in relation to charging for empty properties from 1 April 2013 and implements charges as set out below:

- a) Current class A exemptions will in future be charged with a 50% discount
- b) Current class C exemptions will in future be charged with a 50% discount
- c) Second homes will in future be charged at the full rate.

17. **Streetwise Developing a Social Franchise - Interim Report**

Councillor Mason introduced a report of the Chief Executive, 'Streetwise Developing a Social Franchise – Interim Report' which updated Cabinet on the work of the Environment and Waste Management (EWM) Member Group in connection with Streetwise and sought approval to proceed with the process.

The Chief Executive stated that the report was an opportunity to re-appraise the work of the EWM Member Group. He reminded Cabinet of the four year plan which had defined a series of service reviews including Streetwise and that there had been an expression of interest and recognition that the service should be delivered differently in future. He added that by drawing on the success of the service and the brand, the Transformation Team had been working with the EWM Group to explore whether utilising the brand under current government thinking regarding social enterprise and social franchising in the public sector should be investigated.

In continuing the Chief Executive outlined that the EWM Group had agreed that both these should be investigated, but it was to be in a clear and controlled manner, ensuring that staff were engaged. He stated that the Group were now in the process of going through the steps, using a gated approach whereby decisions as to whether to proceed were taken at each milestone. He referred to the three steps contained in paragraphs 12 – 15 of the report, relating to the setting up of a Streetwise Extra Council Enterprise, an internal trading organisation which would give staff the opportunity to explore the feasibility of expanding current services and providing different services to residents. He added that the report detailed the process further, based on the success of the Council Enterprise.

The Chief Executive explained that if Cabinet agreed the recommendation then he could enter into more formal discussions with the workforce and unions, thus ensuring an open and transparent dialogue. He clarified that the report was not a major decision point, but related to direction of travel.

Councillor Clarke confirmed that the Cabinet was in support of the project and moved an amended recommendation.

Councillor Mason stated that the first step was asking for confirmation of the work which had been achieved to date. Furthermore the EWM Group was working well and had considered significant issues. She congratulated the Group and added that it was on a journey using a structured approach to the project.

Councillor Cranswick stated that Cabinet wanted to be closely involved in the process to ensure that it achieved its aims. He added that this would give the EWM Group confidence that there were heading in the right direction.

Councillor Bell sought clarification over the trading account arrangement for the Council Enterprise. In response the Director of Finance explained that this took on a commercial angle on how to account for things. He stated that it was important to understand how costs were controlled and behaved in a commercial environment and by setting up a trading account this would

change the emphasis of the cost centre workings. He added that the trading account would remain within the local authority finances.

The Chief Executive informed Cabinet that funding had been secured from the Local Government Association to support the project. Furthermore East Midlands Council had expressed an interest in highlighting the project across the region and developing links with the Cabinet Office. He added that this would be an important aspect as the project moved forward.

It was **RESOLVED** that Cabinet:

- a) re-affirm its support to investigating and working towards a social franchise utilising the Streetwise brand to the benefit of Rushcliffe residents as detailed in the report
- b) support the continued work of the EWM Member Group to oversee the review process and development of the business case in accordance with revised terms of reference, as set out in Appendix 1 of the report, and subsequent detailed reports back to Cabinet.

18. **Police and Crime Panel Arrangements**

Councillor Clarke presented a report of the Head of Corporate Services which set out the Police and Crime Panel Arrangements. The report outlined the Police Reform and Social Responsibility Act, which made provision for Police Authorities to be replaced by Police and Crime Commissioners, the election for these being on 15 November 2012.

Councillor Clarke explained that the Act requires a Police and Crime Panel to be established to oversee and scrutinise the work of the Commissioner. In Nottinghamshire the Panel was to comprise of ten Members, one from each local authority with an additional place to be allocated. He added that after the Panel had been in operation it could decide on co-options, depending on the Commissioner's proposals for budget and policy arrangements. Councillor Clarke informed Cabinet that the report recommended to Council that the Rushcliffe place be allocated to the Portfolio Holder for Community Protection.

Councillor Fearon informed Cabinet that he was looking forward to representing the local authority on the Panel, should this be agreed by Council.

It was **RESOLVED** that Cabinet:

- a) endorse the proposed Panel arrangements and recommends these to Council for approval;
- b) requests that Council determines that the portfolio holder for Community Protection be the Borough Council's representative on the Panel.

19. **Play Space at Sycamore Close/Maple Close Bingham**

Councillor Cranswick presented a report of the Head of Transformation in relation to the Play Space at Sycamore Close/Maple Close in Bingham. By referring to the report he informed Cabinet that there had been five plots for open space within the 'Tree' housing estate, four of which had been disposed of as garden land following Cabinet approval in September 2007. Cabinet had also resolved that the fifth plot should be sold for residential development (subject to planning) once the new Wallenfells site was fully established as a play area.

Commenting further Councillor Cranswick explained that it was now unlikely that the fifth plot could be sold as residential land as access to the site was restricted and it would be necessary to purchase a strip of access land from the neighbouring home owner, who did not wish to sell it. Furthermore the site was subject to a restrictive covenant preventing development. The report detailed options on disposal of the land to adjacent home owners.

Councillor Clarke sought clarification as to whether there was footpath access over the land. The Head of Transformation explained that the disposal of land would normally be dealt with through the Council's Acquisition and Disposal Policy, however it had been presented to Cabinet as it was a change to the decision made in September 2007. She stated that in view of the issue highlighted it was necessary to take legal advice on the footpath issue in order that Cabinet was able to make a proper and informed decision.

Councillor Cranswick agreed and stated that the situation required investigating before a decision was taken by Cabinet. The Head of Transformation informed Cabinet that there was no timescale in relation to the sale of the land.

The Chief Executive stated that in light of the question being asked and the issue it was important that Cabinet had all of the relevant facts before making a decision. Councillor Clarke stated that the item should be deferred to the next Cabinet pending clarification.

It was **RESOLVED** that the decision be deferred in order that the legal position regarding the issue of footpath access be clarified.

20. **Outcome of the Portfolio Holder Review of Grass Cutting On New Wildflower Meadows**

Councillor Mason presented a report of the Head of Environment and Waste Management which outlined the outcome of the review she undertook, at the request of Cabinet, into the grass cutting arrangements on a number of prospective wildflower meadows. The report detailed that there had been a mixed response by the public and as a result Councillor Mason had determined that there should be a change of approach to some areas in Compton Acres and Abbey Park. She informed Cabinet that the changes were summarised in table 1, paragraph 8 of the report.

It was **RESOLVED** that Cabinet endorse the decision taken by the Portfolio Holder for the Environment as summarised in table 1 of the report.

The meeting closed at 7.55 pm.

CHAIRMAN

REPORT OF THE HEAD OF REVENUES AND ICT SERVICES

CABINET PORTFOLIO HOLDER – COUNCILLOR J A CRANSWICK

Summary

1. The Council's Information Security Strategy (ICT Strategy) was adopted in September 2009 to cover a three year period. The strategy recognised the need for investment in a number of key software applications that, for different reasons, were in need of replacement. It also recognised the need for some ICT infrastructure improvements that would support the Government's "Greening ICT" agenda by delivering savings and reductions in energy consumption and the benefits of working in partnership with Broxtowe and Newark and Sherwood Councils to deliver a more resilient service.
2. The strategic objectives outlined above have been achieved and a new ICT Strategy that reflects and supports the Council's corporate policy objectives has been developed. The new Strategy embraces the wider ICT partnership established in July 2011 between Rushcliffe Borough Council, Broxtowe Borough Council and Newark and Sherwood District Council.
3. It is acknowledged that at the the turn of the year the ICT infrastructure was showing signs of instability. An improvement plan was developed and work has been undertaken to address the underlying issues. This has resulted in a stable and resilient ICT environment with a fully documented infrastructure. The new Strategy complements and builds on the work recently undertaken.

Recommendation

It is RECOMMENDED that:

- a) The ICT Strategy 2012-16 (**Appendix 1**) is adopted.
- b) Funding requirements are integrated into planning processes for the 2013/14 Budget
- c) A further report of the progress of the wider partnership is presented to a future meeting.

Details

4. The new ICT Strategy contains broad strategic objectives along with the rationale behind those objectives, including the benefits and deliverables that will be achieved. It needs to be flexible in order to respond to emerging technologies moving forward. It does not set out to provide a strict formula or

action plan dictating the approach, it is a scene setter. As a result there also needs to be a degree of flexibility with regards to resource allocation including the commitment, or otherwise, of funding to proposed areas of investment or development.

5. The strategy provides 6 integrated strategic themes, namely:-

- Being efficient
- Promoting a high degree of customer focus
- Increase our ability to work in effective partnerships
- Supporting strong leadership
- Environmental impact
- Business Continuity and Security

6. A Technical Delivery Plan has also been produced to support the ICT Strategy by giving the necessary detailed technical information required by the ICT Service to inform its on going work programme.. While the Technical Delivery Plan has not been included in this report as it is voluminous, it is available for information.

Financial Comments

This report identifies potential spend of £700,000 over the period of the next four financial years. At this stage this is an estimated spend which will require clarification and amendment as individual projects are identified and brought forward for consideration in line with relevant procurement practices and rules.

It is anticipated that funding for any costs incurred will be met from within the Council's agreed Capital Programme including funding earmarked for this purpose within the Council's Assets and Service Delivery Reserve. Where appropriate any adjustments to this would be subject to the approval process in line with the Council's financial regulations.

Section 17 Crime and Disorder Act

There are no direct Crime and Disorder implications arising from this report.

Diversity

There are no direct Diversity implications arising from this report.

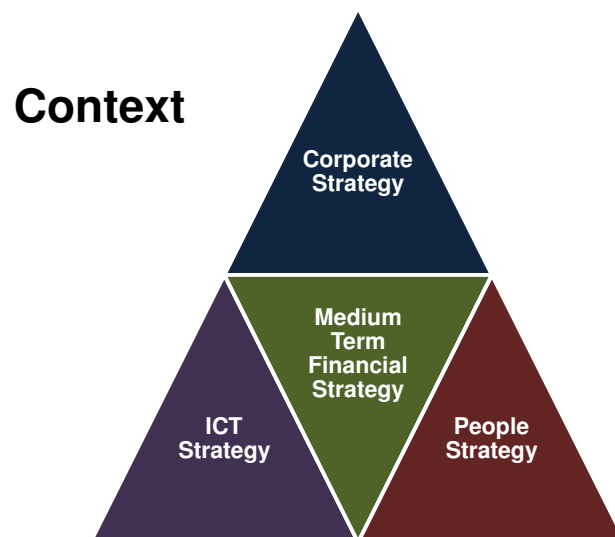
Background Papers Available for Inspection:

ICT Strategy – Delivery Plan 2012-2016

Executive Summary - Partnership ICT Strategy 2012/16

ICT Services Mission Statement:

"To provide relevant information and technology services that, in terms of economy, efficiency and effectiveness, our customers regard as second to none"



ICT Strategy Strategic Themes

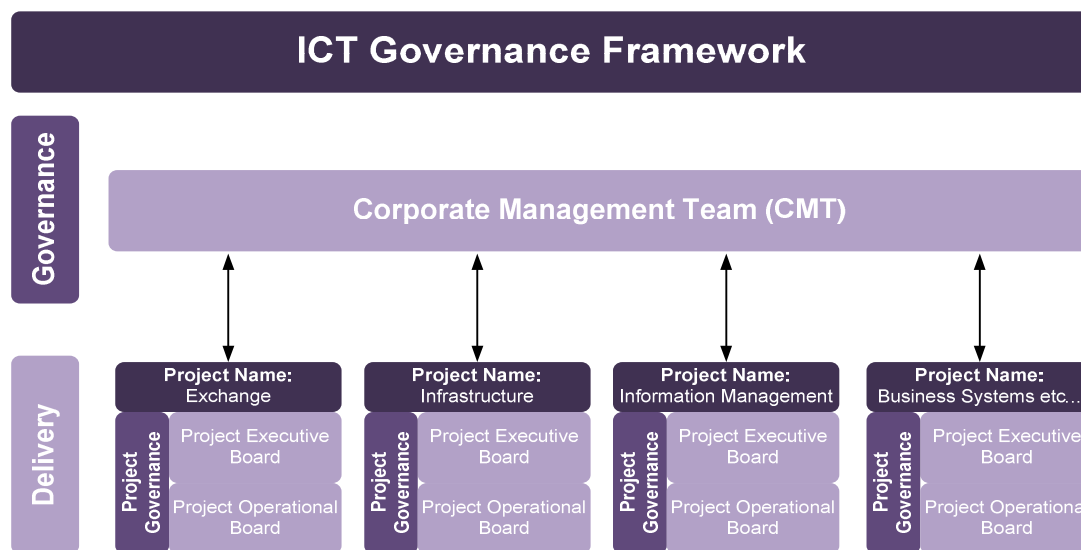


In order to deliver the outcomes described within this executive summary more technical information is required, it has therefore been necessary to break the outcomes down into more granular tasks within the ICT Strategy - Delivery Plan document. This document contains the tasks and target delivery dates to inform the ICT Services work programme over the life of the new 4 year ICT Strategy.

Being efficient	
Strategic Impact	Enabling the Council to redesign processes / services through Business Transformation initiatives to be more accessible and efficient, producing better quicker and more consistent outcomes for customers. Automation and enablement of business processes enabling and supporting remote and home working. Recognising employees as a key organisational resource and ensuring access to appropriate technology and information to promote efficient and effective working. Establishing appropriate contractual arrangements to ensure financial stability
Benefits	Operational efficiency through the effective use of existing or new technologies. Reduced waste through automated processing and streamlined manual procedures taking opportunities to remove bureaucracy. Improved service delivery through operational consistency.
Operational Outcomes	<ul style="list-style-type: none"> Promote Lean processes throughout the organisation Review and exploit established technology to ensure greatest operational benefit being gained Capture efficiencies and lessons learned to avoid cost and effort Implement good practice from local or regional partners for proactive training and development Investigate Open Source alternatives to business software and specialist applications to promote value for money and cost effectiveness Assisting the reduction in absenteeism and improve staff retention
Promoting a high degree of customer focus	
Strategic Impact	Ensuring customers experience consistent services through appropriate and modern access channels (web, telephony and face to face). To facilitate Channel Shift where appropriate by moving simple enquiries and transactions away from Face to Face and Telephony towards self service facilities via internet and kiosk technologies. Helping the community to gain access to online services and investigating technologies which support community engagement.
Benefits	Improve customer experience with greater first line resolution and provide a consistent customer experience across services. Support customer's needs through assisted technology initiatives. Making services more accessible and offering the customer greater choice on how and when they contact us. Enables a higher level of customer engagement resulting in stronger communities reducing the dependencies on face to face so that resources can be better deployed in dealing with vulnerable customers.
Operational Outcomes	<ul style="list-style-type: none"> Expand channel shift programme targeting high volume, politically sensitive and socially important services to achieve 70%,20%,10% (or better) split of interactions (Web, Telephone, Face to Face respectively). Promote and encourage community engagement through modern technologies. Expand on digital inclusion. Investigate expansion of access channels to include the use of 'Apps' or Mobile Web services as a means of delivering council services and explore mobile text based services (SMS). Progress use of mobile technology subject to business case approval to pursue a quicker and better service to local people
Increase our ability to work in effective partnerships	
Strategic Impact	To promote closer working and enable shared service opportunities with regional partners. To facilitate common policies, standards, systems and infrastructure to drive out cost and create opportunities for greater resilience, efficiencies and savings.
Benefits	Improvements to service delivery through common processes. Increased resilience, flexibility and opportunities to share resources. Alignment of procurement opportunities to achieve economies of scale.
Operational Outcomes	<ul style="list-style-type: none"> Investigate opportunities for implementing Infrastructure as a Service (IAAS) and Software as a Service (SAAS) including consideration of Public, Private or Community Cloud (or hybrid) deployment models to take advantage of economies of scale and promote alignment of software, technologies and services. Alignment of procurement opportunities and contracts to create savings. Promote technology alignment (systems / infrastructure / security). Promote procedural alignment (policies / procedures / standards). Investigate shared service opportunities including shared Service Desk facility with partner organisation built on established modern technology and common policies procedures and standards. Promote training across partnerships for common services. Establish greater resilience through procedural and technical alignment.

Promote strong leadership	
Strategic Impact	Improving the quality and effectiveness of management through the use of technology and Business Intelligence by utilising the Council's information assets. To proactively improve services to our customers and refine working practices to create efficiencies and corporate standards. Ensuring our information assets are effectively managed in line with all relevant legislation through the deployment of appropriate technical standards and solutions.
Benefits	Ensures management and operational effectiveness forming the basis for sound decision making to improve managing change and increasing quality in service delivery. Improved access to information for our customers and increased engagement resulting in stronger communities. Improved Risk Management of our information assets ensuring information is stored and accessed appropriately.
Operational Outcomes	<ul style="list-style-type: none"> Investigate the expanded use of social media as a means of disseminating information to our customers through improving communication. Implement appropriate software / procedures to support archiving and retention in support of the Information Management strategy. Investigate the use of collaboration and information sharing tools including extended use of existing technologies to reduce paper based activities and storage. Ensure compliance with relevant ISO standards (i.e. ISO 15489, 17799, 27001). Open data principles supporting and reducing FOI requests.
Environmental impact	
Strategic Impact	Providing modern technology which allows services to be taken to the residents allowing employees to work more flexibly outside the office environment reducing unnecessary travel. Ensuring modern technologies are deployed to make maximum use of the available architecture. To create a modern, efficient, cost effective and green technical environment.
Benefits	More efficient methods of working to release capacity and reduce costs. Improved environmental impact by reducing our carbon footprint. Improved accessibility and choice for our customers. Newer technologies incorporating more power efficient operation and flexible functionality that offer cost reduction and energy efficiency opportunities.
Operational Outcomes	<ul style="list-style-type: none"> Implement wireless networking technologies to offer greater flexibility to customers, partners and staff. Investigate Fixed Mobile Convergence technologies to provide flexibility and cost effectiveness of single device connectivity to either mobile network or VOIP network if in range including VoWLAN technologies to provide flexible roaming VOIP connectivity. Investigate the use of videoconferencing facilities. Ensure system / software development or acquisition conforms to all relevant standards (i.e. eGIF, XML, LDAP integration). Investigate extending the availability of systems / services by taking advantage of modern architecture. Working with 3rd Sector organisations with regard to equipment disposal to ensure best value is obtained from equipment even at end of life.
Business continuity and security	
Strategic Impact	Modern day reliance on ICT Systems requires secure, robust and resilient safeguards ensuring ongoing availability of priority services and a means of recovery in the event of a disaster. Safeguarding the Council's data by ensuring compliance with all relevant Legislative, Financial and Central Government security standards.
Benefits	Ensures availability and continuity of services to our customers and the management of risk related to the Council's ICT Assets.
Operational Outcomes	<ul style="list-style-type: none"> Maintain Compliance with Legislative, Financial and Central Government security standards (i.e. PCI DSS, GCSx Code of Connection), ensuring standards are applied so as not to stifle our ability to deliver effective services. Investigate and if appropriate implement higher capacity and aggregated communications links (i.e. GCSx over PSN, Increased capacity DIA over MeVPN). Investigate and if appropriate plan implementation of modern internet technologies (i.e. IPv6). Investigate the benefits of self service tools (i.e. password resets). Investigate modern WAN technologies to offer network flexibility and Business Continuity arrangements (i.e. WiMAX long range wireless technology) Ensure appropriate technology is deployed to offer resilience and capacity in the provision of a robust technical architecture.

Governance



Resources

Resources Estimates				
ICT Investment	2012 / 13	2013 / 14	2014 / 15	2015 / 16
ICT Replacement Programme	£50,000 (Technical Imperative / Continuity)	£50,000 (Technical Imperative / Continuity)	£50,000 (Technical Imperative / Continuity)	£50,000 (Technical Imperative / Continuity)
Technical Infrastructure	£40,000 (Technical Imperative / Continuity)	£150,000 (Technical Imperative / Continuity)		
Channel Shift / Web Enhancement		£20,000 (Service Improvement)	£20,000 (Service Improvement)	£20,000 (Service Improvement)
Applications / Apps		£100,000 (Corporate Strategy / Legislative)	£100,000 (Corporate Strategy / Efficiency)	
4G / Superfast Broadband Initiatives			£50,000 (Corporate Strategy / Efficiency)	
Totals :	£90,000	£320,000	£220,000	£70,000

Note: Rationale for investments provided in brackets.



Rushcliffe
Borough Council

CABINET

16 OCTOBER 2012

**PLAY SPACE AT SYCAMORE CLOSE/MAPLE
CLOSE BINGHAM**

5

REPORT OF THE HEAD OF TRANSFORMATION

CABINET PORTFOLIO HOLDER – COUNCILLOR J A CRANSWICK

Summary

1. Historically, there were five plots of open space within the housing estate, referred to as the Tree Estate, Bingham. Cabinet approved the disposal of four plots to adjacent neighbours as garden land on 4 September 2007 (and resolved that the fifth plot (edged red on the attached plan) should be sold for residential development (subject to planning) once the new Wallenfells site was fully established as a play area.
2. It now appears unlikely that the fifth plot will be available for residential development and disposal on this basis is not forthcoming.

Recommendation

It is RECOMMENDED that:

- a) The plot be disposed of to adjacent homeowners for garden use
- b) A clawback provision be placed on the land, to ensure that the Council receives a 30% share of the uplift in value if it is subsequently developed
- c) The proposed disposal of the open space to be advertised under s123 (2a) of the Local Government Act 1972

Background

3. The four areas of open space have been sold to adjacent neighbours as garden land and the Wallenfells play area is now fully established having opened in 2011.
4. The disposal of plot five for residential development has been investigated. Whilst Development Control has indicated that residential development would be acceptable, other factors relating to the site indicate that it is not considered to be viable, as explained below:
 - Access to the site is restricted and in order to develop the site, it is necessary to purchase a strip of access land from the neighbouring homeowner. Access had been agreed with the previous homeowner,

but the existing owner does not wish to sell an area of land to the Council for access. The Council became aware there was a new owner in February 2008.

Consideration has been given to using compulsory purchase order (CPO) powers to acquire the land for access, but it has been concluded that the costs of this process are likely to be in excess of the value of the site.

- The site is subject to a restrictive covenant preventing development. An agreement had been reached with the beneficiary of the covenant to release it for a fee of £5,000. Despite several attempts, it has not been possible to confirm that this is still effective.
 - Whilst unlikely that the covenant is still enforceable, it would remain part of the Title of the land, which would present difficulties when selling any new property in the future. It may be possible to obtain indemnity insurance to cover this.
5. Given the current economic climate, the cost of gaining access to the site and satisfactorily resolving the matter of the restrictive covenant, it appears that it is unlikely to be economically viable to develop the site for residential use.
 6. However, it is also not an option to leave the site as open space, as it has been reported that there are regular incidents of anti-social behaviour, which are impacting upon the adjacent homeowners.

Proposal

7. An alternative option is to dispose of the land to the adjacent homeowners for use as garden land, as with the other four plots of land.
8. There is no public right of way across the plot under the Highways Act. Residents may make representation to the Council when the sale of land is advertised.
9. Adjacent owners have been contacted and they have shown interest in buying part of the site for garden purposes. The other plots were sold with a clawback provision should the land be developed for a use with a higher value.
10. It is proposed to offer the land for sale to the adjacent homeowners, where there is a shared boundary with the plot. Again, it is proposed that the terms include a clawback provision for development value in the future. The purchasers would be expected to apply for change of use from open space to garden land and to fence the land into their existing gardens.
11. In order to sell this land, it must be advertised for 14 days under s123 (2a) of the Local Government Act, as it is currently public open space.

Financial Comments

Given that residential development is not an option and that the sale proceeds will therefore be below the de minimis level of £10,000 any receipt will be reported at year end as a gain or loss on disposals of assets. At market value for garden land, this is expected to be around £4,000 - £4,500.

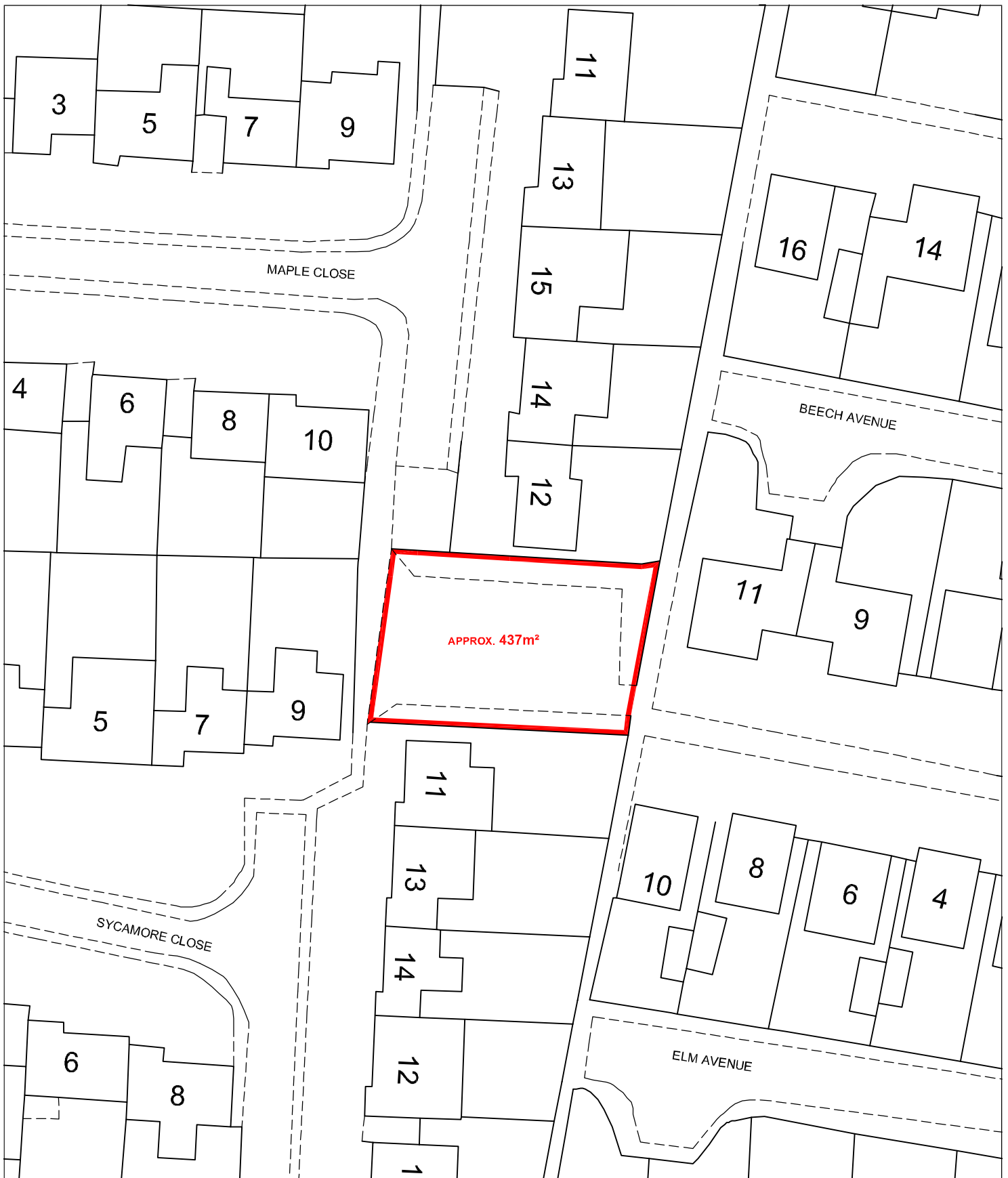
Section 17 Crime and Disorder Act

There have been several incidents of anti-social behaviour at this location. The Head of Environment and Waste Management is supportive of the proposal to dispose of the land for garden use to prevent future incidents of anti-social behaviour at the location.

Diversity

There are no diversity issues related to this matter.

Background Papers Available for Inspection: Nil



Proposed sale of land off Maple Close, Bingham

Date: August 2012



Rushcliffe
Borough Council

Property Services (Estates)
Rushcliffe Borough Council
Civic Centre, Pavilion Road
Trent Bridge, West Bridgford
Nottingham NG2 5FE

Tel:(0115) 9819911 Fax:(0115) 9148452
E-Mail: info@rushcliffe.gov.uk
DX: 719907 West Bridgford
Web site: www.rushcliffe.gov.uk

Rushcliffe Borough Council, Borough Development, Civic Centre, Pavilion Road, Trent Bridge, West Bridgford, Nottingham, NG2 5FE
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REPORT OF THE HEAD OF CORPORATE SERVICES

CABINET PORTFOLIO HOLDER – COUNCILLOR MRS J A SMITH

Summary

This report outlines details of ‘Assets of Community Value’ (ACV) as set out within the Localism Act 2011 and associated regulations. It also proposes that the topic be referred to the Council’s Community Development Group for a process to be developed that can be recommended to Cabinet for approval.

Recommendation

It is RECOMMENDED that Cabinet asks the Council’s Community Development Group to develop an Assets of Community Value process for Cabinet approval.

Background

1. The Localism Act 2011 contains within it provisions for the community to register Assets of Community Value (ACV) with a view to bidding for ownership of those assets should they become available for purchase.
2. The ACV process will enable communities to express an interest in owning assets like village shops, community centres, children’s centres, libraries, or a local pub should the owner wish to sell. The Council is responsible for creating and publishing a list of assets nominated by the community which meet the specified criteria and a separate list of those nominated which do not meet the criteria.
3. If, at any point in the future, the owner of a listed asset wishes to sell, the community is given a window of opportunity to express an interest in purchasing the asset at that point in time. If they do wish to put forward a proposal, then a six month moratorium is put in place to enable the community to draw up a purchase plan and make an offer to the owner of the asset. The owner of the asset does not have to accept the community bid but must give it due consideration.
4. The Act sets out the bodies that are eligible to nominate an ACV as follows:
 - a local voluntary or community group that is incorporated – this means it has a separate legal status from its members
 - a local voluntary or community group that is not incorporated but has at least 21 members who are locally registered to vote
 - a Parish Council
 - a Neighbourhood Forum (section 61F Town and Country Act 1990).

5. A building or other land should be considered an ACV if:
 - actual current use supports the social wellbeing and interests of the local community, or a use in the recent past has done so; and
 - it is realistic to believe that the building or other land will continue to support the social wellbeing or interests of the community, or for assets that are currently out of use that they can be brought back into use to support the social wellbeing or interests of the community within the next 5 years; and
 - it is not exempt e.g. residential premises and land held with them or the operational land of statutory undertakers.
6. The Regulations required to flesh out the relevant sections in the Localism Act were published on 20 September and came into force on 21 September 2011. The detailed provisions closely follow draft regulations that were published earlier in the year.
7. In May 2012, Cabinet considered a report on the Community Right to Challenge (CRTC) and asked the Community Development Group to consider draft proposals for a CRTC process that Cabinet could approve. It is considered appropriate for the Community Development Group to consider a draft process for dealing with ACV alongside the process for a CRTC before recommending both to Cabinet for approval.

Financial Comments

The Department for Communities and Local Government (DCLG) have confirmed a payment of £4,873 from 15 October to all relevant local authorities to cover costs associated with the new duties under the Assets of Community Value process. This payment is not ring-fenced and DCLG indicate that subject to Parliamentary approval further payments will be paid in 2013 and 2014.

Section 17 Crime and Disorder Act

None directly arising from this report.

Diversity

None directly arising from this report

Background Papers Available for Inspection:

Report to Community Development Group – 16 January 2012 - 'Localism Act 2011'

REPORT OF THE DIRECTOR OF FINANCE

CABINET PORTFOLIO HOLDER – COUNCILLOR J A CRANSWICK

Purpose

The purpose of the report is to present the budget position for revenue and capital as at the 31 August 2012. The details contained within this report were considered by the Corporate Governance Group on the 26 September.

Recommendations

It is RECOMMENDED that the report be endorsed.

Revenue Monitoring

1. The revenue monitoring statement by service area is attached at **Appendix A** with detailed variance analysis attached at **Appendix B**. This shows an underspend against profiled budget to date of £352,522 and a projected surplus on outturn of £58,620. It is anticipated that this latter figure will increase throughout the remainder of the year as managers continue to drive cost savings from currently allocated budgets.
2. As documented at **Appendix B** the underspend to date reflects a number of variances including additional income from the continuing success of the Green Waste scheme which is forecast to deliver an additional £100,000 of income during the current year.
3. As identified at **Appendix A** two areas, Financial Services and Planning and Place Shaping are currently forecast to overspend at year end. In Financial Services the main cost drivers are linked to the interim staffing arrangements, including the appointment of the Director of Finance, and continued low levels of return on the Council's investments, albeit that these costs are offset by savings in other areas, most notably lower than expected levies from the Internal Drainage Boards. In contrast pressures for Planning and Place Shaping are focussed around the ability to deliver fee income targets during the current economic conditions. These potential overspends are more than offset by the levels of savings and underspends being delivered across the other six service areas resulting in the projected year end surplus of £58,620.

Capital Monitoring

4. The updated Capital Programme monitoring statement for August 2012 is attached at **Appendix C**. A summary of the projected outturn and funding

position is shown in the table below: -

CAPITAL PROGRAMME MONITORING – 31 AUGUST 2012			
EXPENDITURE SUMMARY	Current Budget £000	Projected Actual £000	Projected Variance £000
Revenues and ICT Services	474	107	(367)
Partnerships & Projects	109	109	0
Transformation	2,863	2,430	(433)
Environment & Waste Management	1,078	1,006	(72)
Financial Services	0	0	0
Community Shaping	1,247	546	(701)
Corporate Services	0	0	0
Planning & Place Shaping	0	0	0
Contingency	125	0	(125)
	5,896	4,198	(1,698)
FINANCING ANALYSIS			
Capital Receipts	(2,420)	(1,449)	971
Government Grants	(2,165)	(2,165)	0
Other Grants/Contributions	(711)	(351)	360
Use of Reserves	(600)	(233)	367
	(5,896)	(4,198)	1,698

5. Whilst the level of projected outturn on the capital programme remains lower than the budget, the level of planned expenditure is £529,000 higher than reported in July. Summary details of schemes and variances are provided below.

Revenues and ICT Services

6. The projected underspend of £367,000 wholly relates to the ICT Strategy. The projected actual of £107,000 is made up of spending commitments to complete schemes from the old ICT Strategy together with new projects for ICT replacement and infrastructure. Of the underspend, £324,000 can be rephased to future years in order to support spending plans outlined in the new ICT strategy. This would leave the 2012/13 provision at £150,000 which is enough to meet the current commitments and provides some flexibility for later in the year.

Transformation

7. The projected underspend of £433,000 primarily relates to Cotgrave Masterplan. This is a high risk/high reward project involving a range of partners. It is difficult to predict the likely expenditure position at the year-end so the projected actual only includes the estimated costs of strategic acquisitions likely at this stage.

Environment and Waste Management

8. The underspend of £72,000 is related to a review of the vehicle replacement programme. The result of the review is that the replacement of several vehicles can be deferred to next year on the grounds of low mileage and their condition. The full impact of this deferral is partially offset by the need to accelerate the acquisition of one 32 tonne refuse vehicle from 2013/14.

Community Shaping

9. The projected underspend of £701,000 arises primarily from the delayed outcome of the Alford Road Options re-appraisal together with predicted underspends on grants given for affordable housing. Support for Registered Housing Providers will show an underspend at the year-end if no further schemes are identified in the coming months.

Summary

10. This report continues previous trends of the Authority's managers maintaining expenditure within the funding envelope agreed by the Council and identifies that savings will continue to be delivered on capital and revenue budgets throughout the remainder of the current financial year. Against this backdrop due cognisance must be given to the significant external financial pressures from developing issues such as changes in national funding associated with the localisation of Business Rates, Universal Credit, new arrangements for Council Tax Support and continued financial pressures on individuals, businesses and partners. Against such a background it is imperative that the council continues to keep a tight control of its expenditure and maintains positive progress against its four year plan.

Financial Comments

Financial comments are included within the body of the report

Section 17 Crime and Disorder Act

There are no section 17 implications

Diversity

There are no diversity implications

Background Papers Available for Inspection: Nil

Revenue Variance Analysis by Service Area**April 2012 – August 2012 (5 Months)**

	Actual vs Budget to Date			Projected Outturn vs Budget		
	Budget YTD	Actual YTD	Variance (Under)/Over	Current Budget	Projected Outturn	Variance (Under)/Over
Community Shaping	497,392	483,724	(13,668)	1,337,330	1,333,330	(4,000)
Environment & Waste	875,276	706,581	(168,695)	3,194,820	3,096,820	(98,000)
Planning & Place Shaping	124,994	103,975	(21,019)	307,340	373,340	66,000
Partnerships & Performance	569,783	596,866	27,083	1,395,820	1,362,820	(33,000)
Transformation	137,805	61,658	(76,147)	265,730	250,730	(15,000)
Corporate Services	600,367	580,194	(20,173)	1,427,410	1,417,410	(10,000)
Financial Services	866,214	830,652	(35,562)	2,436,280	2,501,660	65,380
Revenues, Property & ICT	7,031,344	6,987,003	(44,341)	1,350,180	1,320,180	(30,000)
Total	10,703,175	10,350,653	(352,522)	11,714,910	11,656,290	(58,620)

Major Variations by Service Area
April 2012 – August 2012 (5 Months)

ADVERSE VARIANCES	Variance YTD £'000	Projected Outturn £'000
Environment and Waste Management		
<ul style="list-style-type: none"> • Income is down on Pest Control due to the wet weather. 	14	14
Planning and Place Shaping		
<ul style="list-style-type: none"> • Income from Development Control is lower than budgeted. 	38	50
<ul style="list-style-type: none"> • The budget for Mileage Allowances is insufficient. 	8	16
Partnerships and Performance		
<ul style="list-style-type: none"> • Income is down at the Leisure Centres reflecting timing issues. 	122	-
Transformation		
<ul style="list-style-type: none"> • Net loss on termination of Service Level Agreement with Gedling. 	-	11
Financial Services		
<ul style="list-style-type: none"> • Extra staffing costs arising from the requirement of additional hours, agency costs and secondment, together with the appointment of the Director of Finance at a level higher than the budgeted Head of Service. 	53	80
<ul style="list-style-type: none"> • Investment interest is down due to low interest rates. 	49	118
Total Adverse Variances	284	289

FAVOURABLE VARIANCES	Variance	Projected
	YTD	Outturn
	£'000	£'000
Community Shaping		
<ul style="list-style-type: none"> Additional income received from Nottinghamshire County Council to support the Local Strategic Partnership. Budgets will be adjusted. 	(16)	-
Environment and Waste Management		
<ul style="list-style-type: none"> Sales of green waste bins continue to increase - an additional 4,000 bins to date. Lease of Abbey Road Depot to Nottinghamshire County Council Passenger Transport Services. Income from Liquor Licensing is higher than budgeted for. Utilities costs at Depot currently showing an underspend due to delayed invoices. Some Streetwise jobs have slipped due to the weather. 	(88)	(100)
	-	(12)
	(29)	-
	(25)	-
	(40)	-
Planning and Place Shaping		
<ul style="list-style-type: none"> Staff savings within Development Control and Building Control. 	(42)	-
Partnerships and Performance		
<ul style="list-style-type: none"> Projected underspend due to a duplicate accrual at East Leake Leisure Centre and an outstanding utility bill for 2011/12. Premises costs down due to program budget. 	(83)	(33)
Transformation		
<ul style="list-style-type: none"> Savings on NNDR are greater than expected. Additional funding from Local Government Association. Income is up on Investment Properties due to rents from Cotgrave Precinct. Budgets and Profiles will be adjusted to reflect this. 	(17)	(17)
	(22)	(9)
	(59)	-
Corporate Services		
<ul style="list-style-type: none"> Savings on staffing by reduction in hours. Savings on publications through negotiating better terms. 	(2)	(5)
	(2)	(5)
Financial Services		
<ul style="list-style-type: none"> Internal Drainage Board precepts set at a level lower than budgeted for. 	(26)	(53)
Revenues and ICT		
<ul style="list-style-type: none"> Staff vacancy in Revenues. 	(21)	(30)
Total Favourable Variances	(472)	(264)
Sum of Minor Variations	(165)	(84)
TOTAL VARIANCE	(353)	(59)

2012/13 Capital Programme**April 2012 - August 2012 (5 Months)**

	H/M/ L	Budget YTD £000	Actual YTD £000	Variance £000	Current Budget £000	Projected Actual £000	Variance £'000
REVENUES & ICT SERVICES							
IS Strategy	M	20	30	10	474	107	(367)
		20	30	10	474	107	(367)
PARTNERSHIPS & PROJECTS							
Rushcliffe Community Contact Centre	L	0	0	0	20	20	0
Rushcliffe Leisure Centre Changing Room Supply and Extraction Unit	L	0	0	0	14	14	0
Cotgrave Leisure Centre Car Park Resurfacing	L	0	0	0	75	75	0
		0	0	0	109	109	0
TRANSFORMATION							
Park Lodge Structural Repairs	L	0	0	0	23	0	(23)
Footpath Enhancements	L	0	0	0	25	0	(25)
Civic Centre Energy Efficiency	L	0	0	0	20	0	(20)
Cotgrave Masterplan	H	1,820	1,821	1	2,795	2,430	(365)
		1,820	1,821	1	2,863	2,430	(433)
ENVIRONMENT & WASTE MANAGEMENT							
Disabled Facilities Grants	H	216	272	56	550	550	0
Decent Homes Grants	L	0	0	0	15	15	0
Nitrogen Dioxide Monitor	L	0	0	0	16	16	0
Wheeled Bins Acquisition	L	30	21	(9)	63	63	0
Vehicle Replacement	L	0	0	0	434	362	(72)
		246	293	47	1,078	1,006	(72)
COMMUNITY SHAPING							
Support for Registered Housing Providers	H	0	0	0	550	300	(250)
Partnership Grants	H	44	19	(25)	111	44	(67)
Alford Road Pavilion Redevelopment	M	0	0	0	384	0	(384)
Community Partnership Reward Grants	L	0	0	0	72	72	0
Rushcliffe Country Park Climbing Frame		25	0	(25)	25	25	0
Play Areas and Facilities for Older Children	L	0	0	0	105	105	0
		69	19	(50)	1,247	546	(701)
CONTINGENCY							
		0	0	0	125	0	(125)
TOTAL							
		2,155	2,163	8	5,896	4,198	(1,698)