



Resources and Performance Panel

Agenda

Tuesday, 26th January, 2016
at 6.00 pm

in the

**Committee Suite
King's Court
Chapel Street
King's Lynn
PE30 1EX**



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King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
Telephone: 01553 616200
Fax: 01553 691663

Monday, 18 January 2016

Dear Member

Resources and Performance Panel

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Tuesday, 26th January, 2016 at 6.00 pm** in the **Committee Suite, King's Court, Chapel Street, King's Lynn** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Apologies

To receive any apologies for absence.

2. Minutes

To approve the minutes of the Resources and Performance Panel held on 5 January 2016 (previously circulated).

3. Declarations of Interest

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is disclosed.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting from the public seating area.

4. Urgent Business Under Standing Order 7

To consider any business which, by reason of special circumstances, the Chairman proposes to accept as urgent under Section 100(b)(4)(b) of the Local Government Act 1972.

5. Members Present Pursuant to Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before the meeting commences. Any Member attending the meeting under Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman.

6. Chairman's Correspondence (if any)

7. Matters referred to the Committee from other Council Bodies and responses made to previous Committee recommendations/requests

To receive comments and recommendations from other Council bodies, and any responses subsequent to recommendations, which this Panel has previously made. (N.B. some of the relevant Council bodies may meet after dispatch of the agenda).

At the Cabinet meeting held on 1 December 2015 the following responses were made to the recommendations from the Resources and Performance Panel meeting held 24 November 2015, on the following items:-.

Cabinet Report: Final Council Tax Support Scheme 2016/2017

RESOLVED: That the Panel support the recommendations to Cabinet as set out below:

- 1) Members note the results of the consultation exercise; and
- 2) The draft Council Tax Support Scheme as approved on 9 September 2015 is adopted as the full Council Tax Support Scheme for 2016/2017.

Cabinet Response: "The Panel's recommendations were duly taken into account when Cabinet considered the item."

Cabinet Report: Housing Benefit and Council Tax Support Risk Based Verification: Policy Update

RESOLVED: That the Panel support the recommendation to Cabinet as follows:

Members agree to adopt the updated Risk Based Verification Policy so it covers new claims and changes in circumstances.

Cabinet Response: "The Panel's recommendations were duly taken into account when Cabinet considered the item."

Cabinet Report: 2015/2016 Budget Monitoring

RESOLVED: That the Panel support the recommendation to Cabinet as set out below:

The changes, transfers to/from reserves and revised revenue estimates for 2015/2016 as detailed in section 1 of the report.

Cabinet Response: “The Panel’s recommendations were duly taken into account when Cabinet considered the item.”

Cabinet Report: Corporate Business Plan 2015/2016

RESOLVED: That the Panel support the recommendations to Cabinet as follows with the additional recommendation (2) set out below:

- 1) That the attached Corporate Business Plan is adopted.
- 2) That Cabinet be asked to consider rebranding the Corporate Business Plan to Corporate Business Plan – Policy Framework with a clear suite of documents underneath to support the plan.

Cabinet Response: “The Panel’s recommendations were duly taken into account when Cabinet considered the item.”

8. Exclusion of Press and Public

To consider the following resolution:

“That under Section 100(a)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A to the Act.”

9. EXEMPT REPORT: Progress Report on Corporate Apprenticeship Scheme (Pages 7 - 10)

The Panel are invited to note the contents of the progress report on the Borough Council’s Corporate Apprenticeship Scheme.

10. Cabinet Report: Procurement - Print Equipment (Pages 11 - 14)

The Panel are requested to consider the report and make any appropriate recommendations to Cabinet.

11. Cabinet Report: Budget 2016/2017 (Separate Booklet)

The Panel are requested to consider the report and make any appropriate recommendations to Cabinet.

12. Cabinet Report: Capital Programme 2015/2020 (Pages 15 - 50)

The Panel are requested to consider the report and make any appropriate recommendations to Cabinet.

13. Work Programme 2015/2016 and Forward Decisions List (Pages 51 - 55)

To consider the Panel's Work Programme for 2015/2016.

14. Date of Next Meeting

To note that the next meeting of the Resources and Performance will take place on **Tuesday 23 February 2016**.

To:

Resources and Performance Panel: B Anota, J Collop, P Colvin, I Devereux, I Gourlay, G Hipperson (Vice-Chairman), P Hodson, H Humphrey (Chairman), G Middleton, A Morrison, D Tyler and G Wareham

Portfolio Holder:

Councillor N Daubney, Leader

Management Team Representatives:

Ray Harding, Chief Executive

Lorraine Gore, Assistant Director

Appropriate Officers: The following officers are invited to attend in respect of the Agenda item shown against their name

Item 9	Becky Box, Personnel Manager
Item 10	Sharon Clifton, Communications Manager
Item 11	Lorraine Gore, Assistant Director
Item 12	Lorraine Gore, Assistant Director

Document is Restricted

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards	Mandatory	(a) Be entirely within cabinet's powers to decide YES		
None		(b) Need to be recommendations to Council NO		
		(c) Is it a Key Decision YES		
Lead Member: Cllr Nick Daubney E-mail: cllr.nick.daubney@west-norfolk.gov.uk		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: Sharon Clifton E-mail: sharon.clifton.west-norfolk.gov.uk Direct Dial: 01553 616711		Other Officers consulted: Management Team, Tony Hague, Adam Whittle, Michael Jaz		
Financial Implications YES	Policy/Personnel Implications NO	Statutory Implications NO	Equal Impact Assessment NO	Risk Management Implications YES
If not for publication, the paragraph(s) of Schedule 12A of the 1972 Local Government Act considered to justify that is (are) paragraph(s)				

Date of meeting: 2 February 2016

TENDER FOR LEASING PRODUCTION PRINTING EQUIPMENT**Summary**

An ongoing review of printing across the council has shown that there is a definite requirement to continue with the existing in-house arrangement. This is more cost effective than outsourcing all print requirements at this stage. A number of options have been explored. Two options are still being considered.

Option 1: A further competition process is being carried out within a Crown Commercial Services (CCS) framework agreement to secure production printing equipment for the council's printroom. The procurement of new equipment on a lease basis will contribute considerably to the council's cost savings (in the region of £400,000 over five years) and will ensure the printroom can maintain service levels avoiding the need for external print in most instances. However, to take advantage of the existing CCS Framework Agreement the contract must be awarded before the framework expires on 29 February 2016.

Option 2: Capita will review the lease contract on offer and undertake an options appraisal to assess whether purchasing is a better option than leasing.

Recommendation

It is recommended that Cabinet give delegated authority to the Executive Director – Central and Community Services Debbie Gates in consultation with the Nick Daubney, Leader and portfolio holder for resources to award the contract under the Framework agreement if, following the completion of the tender process and the work by Capita, it is deemed to be the most cost effective option.

Reason for Decision

To ensure that the Council continues to obtain best value for its print provision.

BACKGROUND AND DETAIL

1. A series of corporate projects have been taking place across the authority to work towards the council's savings targets. One of these projects is a review of printing across the whole council.
2. The review is underway, but much of it depends on progress with and take-up of various channel shift and ICT projects.
3. At the start of the review process a decision was taken to extend the existing contracts for a period of 2 years to give an opportunity for the corporate projects to bed down. In securing the extension, the then Print Manager negotiated a secondary rate reduction bringing the quarterly costs of £35,000 down to under £15,000. The saving was temporary and, at the end of the 2-year period, costs will return to the original level.
4. There is less than one year remaining on the extension.
5. Initial research by the Communications Manager and Graphic and Print Supervisor has highlighted an opportunity to secure new equipment at significantly lower rates. This would have the added bonus of being more reliable and faster as the current equipment is 6+ years old.
6. A light-touch test of the market has shown that on core work, in-house printing costs are significantly less than the cost of outsourcing to local print providers or online providers, given current volumes. However, it is still prudent to use the corporate print framework for big, multi-fold or high volume work, as this uses different printing and finishing methods and is more cost effective.
7. Progress on the ICT and channel shift projects has been slower than anticipated but projects are now coming to fruition. Over the last 6 years print volumes on the colour machine have increased (now around 180,000 per quarter) and on the mono/highlight colour machines have decreased (900,000 per quarter has fallen to around 600,000 per quarter). The trend is downwards but at a slower rate than originally envisaged (annually the volumes are down by around 50,000 per quarter). Whilst this trend is likely to continue, it is believed that it will level off as it is not possible to do everything digitally. Some of the big changes (agendas for example) have already been implemented and are included in the volumes above.
8. The volumes are at a level which justifies the investment for a further period of 3 to 5 years. At this time a further review would be necessary.

This review would be supported by regular monitoring of usage across the council.

Options Considered

9. Do nothing

We could do nothing, but this would result in the existing contracts returning to pre secondary rate reduction prices of £35,000 per quarter, until such time as the contract is terminated.

10. Purchase existing equipment

The existing equipment is 6+ years old and is coming to the end of its life. Maintenance agreements would need to be put in place as the machines suffer from numerous breakdowns on a regular basis, often impacting on service delivery. This is not considered to be a cost effective solution given the current usage volumes

11. Undertake a tender process just prior to end of current contract extension.

The current CCS Framework will have expired so a full tender process would be required which could be time consuming and costly. We have been advised that a five year contract period would deliver the best price, but clearly this would extend the overall period of commitment, if the contract is not awarded for 12 months. It was also considered that volumes may have reduced again which could result in a less competitive price than could currently be achieved. This option could be taken at a later point if it is determined not to go ahead with either of the preferred options.

12. Undertake tender process now, utilising Crown Commercial Services Framework agreement RM1599

The CCS Framework RM1599, under which the existing floor copiers were purchased, expires on 29th February 2016. It will be sometime before a new framework contract is in place. Consideration was given to running a full tender process later but it was felt that it would be more costs effective to run a further competition under the current framework on the understanding that the contract must be awarded before the framework expires. To achieve the best prices a five-year contract period is recommended. 90 days' notice is required on the existing contracts. Management Team agreed that the further competition would be the most cost-effective way forward and the specification was prepared and sent out to suppliers on the framework in January this year.

13. Purchase new equipment

Capita offer a free service to the council which will review the contract on offer and undertake a cost analysis for the council free of charge. This work will take place before any decision is taken on how to proceed.

The potential cost of the contract over five years means that cabinet approval is required. However, there is not enough time between the

return of the tenders and the next cabinet meeting to get a decision in time to award the contract before 29 February. Delegated authority is therefore sought for the Executive Director – Central and Community Services Debbie Gates in consultation with the the Leader, Nick Daubney, portfolio holder for Resources, to agree the contract if it is deemed to be the most cost effective and best option once we have the outcome of the tender and the work to be undertaken by Capita.

14. If a decision is taken not to award the contract following the work by Capita, a further report will be brought to cabinet setting out the proposals for provision of print services.
15. The savings secured through the framework contract will contribute significantly to the council's ongoing cost reduction programme and are believed to be in the region of £400,000 over five years. The ongoing review of print alongside the channel shift and ICT projects will ensure this is continually monitored to ensure best value is being achieved and that appropriate decisions are being taken on the future provision of print services.

Policy Implications

The proposed procurement is in compliance with Contract Standing Orders.

Financial Implications

Whilst awarding the contract commits the council to a level of expenditure, it is a vast reduction on the existing commitment (potentially around £80,000 per annum), and will prevent additional expenditure on external print.

Equality Impact Assessment (EIA)

None required

Risk Management Implications

If we do not award the contract we run the risk of paying increased charges for old equipment – i.e, the previous charges will be levied at £35,000 per quarter. If we delay the award, then the Government Framework will expire and a full process would be necessary rather than a further competition within the framework which will be both costly and time consuming.

By undertaking the Capita work, we are reducing any potential risk to the council by testing the leasing arrangements against purchase costs.

Background Papers

None

REPORT TO CABINET

Open		Would any decisions proposed :		
Any especially affected Wards None	Mandatory	(a) Be entirely within Cabinet’s powers to decide NO		
		(b) Need to be recommendations to Council YES		
		(c) Be partly for recommendations to Council and partly within Cabinets powers – NO		
Lead Member: Councillor Nick Daubney E-mail: cllr.nick.daubney@west-norfolk.gov.uk		Other Cabinet Members consulted:		
		Other Members consulted:		
Lead Officer: Lorraine Gore E-mail: lorraine.gore@west-norfolk.gov.uk Direct Dial:		Other Officers consulted: Management Team, Service Managers		
Financial Implications YES	Policy/Personnel Implications YES	Statutory Implications (incl S.17) NO	Equal Opportunities Implications NO	Risk Management Implications YES

Date of meeting: 2 February 2016

CAPITAL PROGRAMME AND RESOURCES 2015-2020**Summary**

This report:

- revises the 2015/2016 projections for spending on the capital programme
- sets out an estimate of capital resources that will be available for 2015-2020
- details new capital bids that are recommended to be included in the capital programme for the period 2016-2020
- outlines provisional figures for capital expenditure for the period 2015-2020

Recommendations

It is recommended that:

- 1) Cabinet recommends to Council the amendments to capital schemes and resources for the 2015-2020 capital programme as detailed in the report.
- 2) Cabinet recommends to Council that new capital bids are to be funded from available capital resources and included in the capital programme 2016-2020 as detailed in the report.

Reason for Decision

To report amendments, rephrasing and resources to the 2015-2020 Capital Programme

1. Introduction

- 1.1 This report presents the capital programme for the period 2015 to 2020. The capital programme forms part of the Council's longer term Financial Plan, and is updated as part of the overall budget and council tax setting process.
- 1.2 The current economic conditions continue to create a challenging environment for achieving capital receipts to support the funding of the Council's capital programme. At the same time the Council aims to deliver a number of major projects within limited resources.
- 1.3 The Council is faced with a situation where capital resources to fund the capital programme continue to be limited.
- 1.4 This report sets out a programme for 2015/2020 that can be delivered if predicted land sales come about. Certain capital funds come from grants, VAT shelter receipts and use of reserves but a large part of funds are to come from land sales. These sums included in 2015/2020 are anticipated receipts from identified sites, phases 1 and 2 of the Housing Joint Venture on the NORA site and the Major Housing Development. The continuation of the Housing Joint Venture to develop phase 3 of the site are not included in the programme 2015-2020 at this stage.
- 1.5 The capital programme 2015-2020 includes a number of major projects, including the Major Housing Development which will deliver 447 new homes in King's Lynn. The delivery of new homes through this project provides essential funding to support the revenue budget, both through new homes bonus and increases to the council tax base.
- 1.6 Reports being considered by Panel and Cabinet in January 2016 present additional major projects for consideration. Further major projects are being developed and will be subject to separate reports to future Panel and Cabinet meetings. The capital programme 2015/2020 will need to be amended accordingly if these major projects are approved.
- 1.7 Detailed arrangements with the New Anglia LEP for the delivery of the infrastructure works on the NORA Enterprise Zone to facilitate growth of new businesses will be subject to a separate report to Cabinet. These works will be funded from the business rates generated and be administered by the Council. The capital programme will need to be amended accordingly.
- 1.8 This Council has always set out to deliver as ambitious a capital programme as possible to meet its corporate priorities, and it will continue to aim to do so even in these difficult times.

2. Capital Programme 2015/2016

- 2.1 This part of the report updates the Capital Programme for the current year 2015/2016.
- 2.2 A full updated Capital Programme 2015/2016 of £27,992,740 was reported at the Cabinet meeting on 10 June 2015. Since that date further amendments to the programme have been reported as part of the monitoring reports, as summarised below:

	£
Capital Programme 2015/2016 (Cabinet 10 June 2015)	27,992,740
Further Amendments:	
Car Parks The capital programme has been increased by £85,000 to meet the costs of remedial works and replacement lighting at the Vancouver (Old Cattle Market) car park. These works will be financed from a revenue contribution to capital reserves. (September 2015 monitoring report)	85,000
ICT Development Programme The ICT development programme has been increased by £40,000 for replacement of the choice based lettings software. The cost will be financed from revenue savings in reduced annual licence costs. (October 2015 monitoring report)	40,000
Revised Capital Programme 2015/2016	28,117,740

- 2.3 A summary of the monitoring position of the budget to 30 November 2015 is shown in the table below:

	Revised Capital Programme 2015/016 £	Expenditure to November 2015 £	Spend %
Major Projects	22,591,950	7,816,895	35 %
Central and Community Services	2,360,850	603,463	26 %
Chief Executive	85,600	6,363	7 %
Commercial Services	3,036,540	678,879	22 %
Environment and Planning	42,800	0	0 %
Total	28,117,740	9,105,600	32 %

- 2.4 Service managers have undertaken a detailed review of commitments against all current schemes and budgets have been reduced where possible to reflect updated requirements. Approval is requested for amendments of £502,250 and rephasing of £11,868,540 to the 2015/2016 capital programme as summarised in the table below and detailed in sections 2.5 and 2.6. The Revised Capital Programme 2015/2016 is detailed at Appendix 1.

	Revised Budget 2015/2016 October Monitoring £	Rephasing to future years £	Amend- ments £	Revised Budget 2015/2016 £
Major Projects	22,591,950	(9,905,240)	(91,000)	12,595,710
Central and Community Services	2,360,850	(689,950)	(240,950)	1,429,950
Chief Executive	85,600	(11,700)	50,000	123,900
Commercial Services	3,036,540	(1,249,650)	(193,500)	1,593,390
Environment and Planning	42,800	(12,000)	(26,800)	4,000
Total	28,117,740	(11,868,540)	(502,250)	15,746,950

2.5 The proposed amendments to the capital programme 2015/2016 are –

Major Projects

King's Lynn Bus Station

The newly refurbished bus station was formally opened on 30 July 2015. At the time of writing this report discussions are taking place with Norfolk County Council to finalise the costs of the contracted works. The County's main contractor failed to give sufficient early warning of additional expenditure during the contract. It is anticipated that the overall project costs may be higher than estimated. The capital programme will need to be amended to meet any agreed additional costs. Funding for any amendment will be met from capital reserves.

Town Hall Stories of Lynn

The works on the Town Hall project are due to complete in March 2016 in readiness for the Stories of Lynn to open to the public at Easter 2016. A number of mains electricity cables were found during ground works, which were not recorded on plans, and had to be rerouted which caused significant delay. Due to the number of services discovered in the rear courtyard the drainage scheme required redesign requiring a pumped solution. Historic fireplaces were discovered in the ground floor which required consolidating. There will be additional costs to complete the project and it is hoped that further third party funding will be obtained. Funding for any additional contribution by the Council to the overall scheme will be met from the town hall repairs and renewals reserve.

Crematorium – Replacement Cremators and Building Works

The works were completed in September 2015. Expenditure on internal cooling equipment for the chapel and replacement furniture has resulted in increased costs. The capital programme will be increased by £20,000 to meet the additional costs. The additional costs will be met from the crematorium repairs and renewals reserve.

Crematorium – Chapel Re-Roofing Works

The original roof to the chapel has deteriorated and as a result water is leaking into the building. If works are undertaken to address the water ingress the original tiles cannot be reused as these contain asbestos and will need to be replaced. There are also contamination issues caused by bats roosting in the roof which need to be addressed. Re-roofing works will be undertaken to alleviate both the water and bat ingress. Bat mitigation works will be undertaken as required. The works will cost £125,000, the bat mitigation works are to commence in 2015/2016 and the re-roofing will be completed next year. The capital programme will be amended accordingly, £25,000 in 2015/2016 and £100,000 in 2016/2017. Funding will be met from the crematorium repairs and renewals reserve.

Major Housing Development

Planning Committee considered the application for Marsh Lane in December 2015 and issued a resolution to approve. The planning applications for the remaining major housing development sites are anticipated to be considered during 2016; Lynnsport 3 March 2016, Lynnsport 4 and 5 September 2016 and Lynnsport 1 November 2016

Construction on the first units will commence on Marsh Lane in the spring 2016 and progress on the next phases will depend on planning and sales on Marsh Lane.

The infrastructure is anticipated to progress as follows:

Hockey and multipurpose pitches and 4 tennis courts - works commenced and due to complete by the end of March 2016

New road, including culverting drain, car park extension and new/replacement footpaths – clearance works have started, road construction works are due to start in March 2016 with a contract length of 9 months

Wildlife area (behind The Shed) is being created by Norfolk Wildlife Trust and Gaywood Valley Conservation Group.

The capital programme has been updated to reflect the revised timetable as detailed above with rephrasing to future years as appropriate. The capital programme has been amended to transfer budget separately identified under Lynnsport for the hockey pitch and footpaths/car parking within the overall Major Housing Development project.

NORA Joint Housing Venture

Phase 1 building works complete (54 units and at the time of writing this report sales had completed on 53 units – and 1 in legal process). Phase 2 building works on units commenced March 2015 (58 units with 12 units due to be handed over from builder at the end of January 2016 - 6 of these are already reserved off of plan). Phase 2 is anticipated to complete late 2016.

Phase 3 is being prepared for detailed planning and will go out to tender early 2016. A report to Cabinet will be required to consider the business case for proceeding with Phase 3. The revised Capital Programme does not therefore include Phase 3.

The capital programme has been updated to reflect the revised timetable as detailed above with rephrasing to future years as appropriate.

Central and Community Services

Community Projects

The community grants scheme was re-launched in September 2015. The scheme is administered by Norfolk Community Foundations on behalf of the Council. The first capital awards totalling £29,000 were made in December 2015 and a second round of applications will be invited in January 2016. The Community Projects budget, excluding £50,000 for the LILY project, has been moved to the Chief Executive's service area.

Private Sector Housing Assistance

Anticipated commitments for Home Repair Assistance and Additional Adaptation Assistance will result in an overall budget saving of £20,000.

Recent VAT advice has identified that the internal fee costs transferred between the capital and revenue budgets in respect of staff time spent on assisting with the administration of private sector housing assistance are subject to VAT at the standard rate. The current administrative arrangements have been reviewed to ensure compliance with VAT regulations and to be as VAT efficient as possible. With effect from 2015/2016 no internal transfers for staff fees will be made. The 2015/2016 capital budget has been reduced by £170,950. A corresponding adjustment will be included in the revenue budget. The capital and revenue budgets 2016-2020 will also be amended accordingly.

Commercial Services

The amendments detailed in the following table for schemes within Commercial Services result from a review of scheme requirements and costs.

Scheme	Amendments increase/ (decrease) in budget £
Corn Exchange – Replace follow spots (tender price lower than estimated))	(5,000)
Downham Market Leisure Centre – replacement fitness equipment (a review of the replacement equipment requirements and costs)	(35,000)
Grounds Maintenance – equipment replacement (budget transferred to part fund equipment fitting out for the new nursery project at the Hardwick Road depot)	(22,000)
Lynnsport – Car Park and Path Repairs (budget transferred to Major Housing Development see detail above)	(236,000)
Lynnsport – Replacement Air Conditioning Fitness Area (third party contribution amended to 50% of scheme costs)	5,000
Lynnsport – functional training area (budget transferred from Downham Market Leisure Centre to upgrade Lynnsport fitness offer and remain competitive)	25,000
Oasis – Refurbish Pool Changing Areas (Refurbishment works required which will be phased over 3 years commencing in 2015/2016 – funded from repairs and renewals reserve)	15,000
St James Pool – replacement scoreboard (budget transferred from Downham Market Leisure Centre)	10,000
Refuse – Additional Trade Bins (Funded from unsupported borrowing)	20,000

Scheme	Amendments increase/ (decrease) in budget £
New Nursery at Hardwick Road Depot - £22,000 transferred from Grounds Maintenance equipment and budget increased to meet the updated overall costs of the project, including fees, utility services, tender price of nursery structure and equipment fitting out (additional costs funded from revenue budget transfers to capital reserves)	88,500
King's Court – refurbishment of lift (cost of works lower than estimated)	(45,000)
North Lynn Industrial Estate – Re-roofing works (cost of works lower than estimated)	(14,000)
Total	(193,500)

- 2.6 The review of the capital programme has identified schemes that, although provisionally set for 2015/2016 will not be completed in the year. A total of £11,868,540 will be rephased to future years. The main schemes for the proposed rephasing are detailed below and a full list of schemes is included at Appendix 1 -

Major Projects

Car Park Intelligent Signage (£105,350) – intelligent signage equipment has been installed on the main approaches to King's Lynn and the remaining budget is be used on equipment for data collection to improve the information available on car park capacity and for additional equipment to peripheral approaches.

Townscape Heritage Initiative (£133,800) – this is a five year project and the budget has been rephased to reflect the updated schedule of anticipated expenditure.

Enterprise Centre (KLIC) (£500,000) – The budget has been rephased in accordance with the current programme of building works. The centre is anticipated to open in the summer 2016.

Mintlyn Crematorium - Works to Chapel Roof (£100,000) – works to be undertaken in 2016/2017 as detailed in section 2.5 above.

South Quay Redevelopment – viability study (£100,000) – the tender is currently being prepared.

Major Housing Development (£8,254,390) – capital programme amended to reflect the updated timetable of works as detailed at section 2.5 above.

Joint Venture – NORA Housing (£728,700) – capital programme amended to reflect the updated timetable of works as detailed at section 2.5 above.

Operational Schemes

Private Sector Housing Assistance (£585,300) – capital programme revised to reflect updated commitments for grant assistance.

CCTV – Control Room upgrade, wireless transmission equipment and camera replacement (£191,000) – capital programme revised in accordance with the ongoing programme of works.

Vehicle Replacements – car parks, grounds maintenance and public cleansing (£263,750) – capital programme updated in accordance with the revised replacement schedule for vehicles.

Sewage Treatment Works Refurbishment (£200,000) – the refurbishment works to the treatment works at Saint John's industrial estate, Downham Market is expected to be completed by October 2016 prior to transfer to Anglian Water.

3. Capital Programme 2016-2018

- 3.1 This part of the report deals with the medium-term capital programme 2016-2018 and first looks at a revision to the current approved programme. The full Capital Programme 2015-2018 was last reported at the Cabinet meeting on 10 June 2015 and is summarised in the table below.

Portfolio	2016/2017 £	2017/2018 £
Major Projects	21,050,000	24,500,000
Central and Community Services	2,080,760	1,746,000
Chief Executive	164,150	0
Commercial Services	1,188,580	1,393,780
Environment and Planning	0	0
Total	24,483,490	27,639,780

- 3.2 Following the detailed review of the Capital Programme, it is proposed that the following amendments and rephrasing are made in 2016-2018.

Amendments have been made to a number of schemes as to reflect updated costs and timing of vehicle and equipment replacement schedules, other major amendments include –

Major Projects

- Townscape Heritage Initiative – as reported to Cabinet on 14 January 2014 the Council has allocated £1,000,000 over 5 years to this project with matched funding of £1,000,000 from the Heritage Lottery Fund. Expenditure on the Townscape Heritage Initiative began during 2014/2015 (£173,331) and the capital programme has been updated to include the phasing of the remainder of the project up to 2019/2020.

Operational Schemes

- Community Projects - The £50,000 Community Projects budget has been moved from Central and Community Services to the Chief Executive's service area.
- Private Sector Housing Assistance – As detailed above no internal transfer for staff fees will be made in future and the capital and revenue budgets 2016/2017 and 2017/2018 have been amended accordingly, £166,150 and £139,550. In addition £146,000 2016/2017 and £78,100 2017/2018 is transferred from Adapt Grants to Disabled Facilities Grants to meet anticipated demand for the different types of grants.
- Vehicle and equipment – revised replacement schedule and increased costs, funded from reserves or unsupported borrowing:

Careline £1,400 in 2016/2017

Care and Repair £14,450 in 2016/2017

Car Parks £6,000 in 2016/2017

- Car Parks – replacement electronic handhelds. Budget provision of £6,000 has been transferred from this project to fund the increased car parks vehicle replacement cost detailed above.
- Corn Exchange – replacement house lighting system budget increased by £5,000 in 2016/2017 to reflect updated replacement cost, funded from repairs and renewals reserve.
- Downham Market Leisure Centre – fitness suite air conditioning budget reduced in 2016/2017. Updated replacement costs are lower than originally estimated due to a reduction in the number of units to be installed.
- Lynnsport – replacement fitness equipment and spin bikes. Budget provision of £6,000 in 2017/2018 for replacement fitness equipment has been transferred to increase the budget available for the replacement spin bikes in 2016/2017.
- Oasis plant room refurbishment – the updated costs are lower than originally estimated and the budget has been reduced by £7,500 in 2016/2017.
- Oasis pool covers - the budget has been increased by £5,000 in 2016/2017 to reflect the updated costs.
- Oasis – replacement fitness equipment. The budget provision of £125,000 in 2016/2017 has been reduced to £80,000 to reflect the updated replacement requirements and costs.

Rephasing is proposed where schemes have been carried forward to/from 2015/2016 as detailed in sections 2.6, or where schemes are now not expected to be completed as originally planned in 2016/2017 and 2017/2018. Other areas of major rephasing include –

Major Projects

- Nar Ouse Regeneration Area – budget provision of £1,391,000 for the additional utilities infrastructure to meet capacity as the NORA site is developed has been rephased from 2017/2018 to after the period covered by this programme.

Operational Schemes

- Arts Centre Complex – the budget provision of £230,000 included in 2017/2018 will be rephased to 2018/2019. A Heritage Lottery Fund bid is being prepared for the Arts Centre Complex with the aim of developing sustainable commercial use of the site to support arts activities. The bid is due to be submitted in the autumn of 2016 subject to a separate report to Cabinet and if agreed and the bid is successful the capital budget will be used as matched funding for the project.
- Lynnsport Boiler Replacement budget provision of £120,000 has been brought forward from 2017/2018 to 2016/2017 to enable these works to be completed earlier and achieve energy savings.

4. Capital Programme 2018/2019 and 2019/2020 and New Bids

- 4.1 In refreshing the Financial Plan two additional years have been added to the capital programme to present a five year capital plan for the period 2015-2020. The revised capital programme is set against available capital resources.
- 4.2 New schemes that are required to maintain the current levels of service are detailed in table at 4.6 below. In addition the 2018/2019 and 2019/2020 capital programme includes schemes rephased from earlier years and the continuation of projects commenced in earlier years, including the Major Housing Development and the Townscape Heritage Initiative.
- 4.3 Reports to Panel and Cabinet in January 2016 present additional major projects for consideration. The capital programme 2015/2020 will need to be amended accordingly if these reports are approved.
- 4.4 The continuation of the NORA Housing Joint Venture to develop phase 3 of the site are not included in the programme 2015-2020 at this stage. Phase 3 is being prepared for detailed planning and will go out to tender in early 2016. A report to Cabinet will be required to consider the business case for proceeding with Phase 3.

4.5 Given the current financial position of the Council and the limited capital resources available, new bids on the capital programme have had to be controlled.

4.6 The following schemes are proposed for inclusion in the 2016-2020 capital programme:

	2016/2017	2017/2018	2018/2019	2019/2020
	£	£	£	£
Private Sector Housing Assistance			1,239,350	1,514,650
ICT Development Programme			150,000	150,000
ICT Desktop Refresh - Replacement of Hardware end of life			200,000	100,000
Community Projects			50,000	50,000
Car Parks - St James' Multi-storey barriers and ticket machines (funded from car parks repairs and renewals reserve)				150,000
Corn Exchange – Refurbish seating (funded from repairs and renewals reserve)			20,000	20,000
Corn Exchange- front facade clean and pigeon proofing (funded from repairs and renewals reserve)			20,000	
Corn Exchange - replace speakers (funded from repairs and renewals reserve)				110,000
Corn Exchange- replace bar tills (funded from repairs and renewals reserve)			10,000	
Corn Exchange- pit lift brakes replacement (funded from repairs and renewals reserve)		30,000		
Downham Market Leisure Centre -Fitness Room Flooring (funded from repairs and renewals reserve)		10,000		
Emergency Planning - replacement radio system		50,000		
Fairstead Community Centre flooring replacement	10,000			
Grounds Maintenance – Vehicles funded from unsupported borrowing			56,640	117,050

	2016/2017	2017/2018	2018/2019	2019/2020
	£	£	£	£
Lynnsport - toilets and changing room refurbishment-all main building and barn and trackside changing - 5 areas (funded from repairs and renewals reserve)	10,000	20,000	20,000	
Lynnsport - bar furniture (funded from repairs and renewals reserve)		20,000		
Lynnsport - female changing room sauna (funded from repairs and renewals reserve)		15,000		
Lynnsport - replacement exterior surface at side/student entrance (funded from repairs and renewals reserve)	30,000			
Lynnsport - CCTV extend coverage in fitness and bar areas (funded from repairs and renewals reserve)	25,000			
Oasis - Bowls Carpet and underlay (funded from repairs and renewals reserve)		15,000		
Oasis - pool disabled changing area and 2 other changing areas (funded from repairs and renewals reserve)	15,000	15,000		
St James- reception toilets refurb (funded from repairs and renewals reserve)	25,000			
St James- sauna room upgrade/ steam room generator update (funded from repairs and renewals reserve)	10,000			
Play Areas – replacement equipment				5,000
Refuse - Brown Composting bins (replacements) funded from unsupported borrowing			15,000	
Refuse - Trade Bins funded from unsupported borrowing		20,000		20,000
Refuse - Vehicles funded from unsupported borrowing			26,220	
Public Cleansing vehicles replacement funded from unsupported borrowing			5,830	317,120

	2016/2017	2017/2018	2018/2019	2019/2020
	£	£	£	£
Kings Court - Redecoration (funded from Repairs and Renewals Reserve)	20,000			
King's Court - replacement generator (Funded from Repairs and Renewals Reserve)	35,000			
Total	180,000	195,000	1,813,040	2,553,820

5. Capital Programme 2015/2020

- 5.1 The table below summarises the revised Capital Programme 2015-2020 including all amendments, rephasing and new bids detailed above. The detailed Programme 2015-2020 is presented at Appendix 2.

	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020
	£	£	£	£	£
Major Projects	12,595,710	18,763,950	20,117,730	10,736,810	9,388,950
Central and Community Services	1,429,950	1,933,610	1,891,450	1,889,650	1,764,650
Chief Executive	123,900	225,850	50,000	50,000	50,000
Commercial Services	1,593,390	2,477,790	1,181,110	624,300	784,170
Environment and Planning	4,000	12,000	0	0	0
Total	15,746,950	23,413,200	23,240,290	13,300,760	11,987,770

6. Capital Resources 2015-2020

- 6.1 The report to Cabinet on the 10 June 2015 updated the total capital resources available for the period 2015 to 2018. The available resources have been updated to include those that become available in 2018/2019 and 2019/2020, against which capital bids would be considered. It has been possible to fund the proposed capital programme 2015/2020.
- 6.2 The Table below provides details of the revised estimated capital resources for the period 2015-2020, updated for amendments and rephasing detailed in sections 2 and 3 above and new bids detailed in section 4 above. Where rephasing is made between years, the funding will follow. Where external borrowing is required the borrowing costs are included in the revenue estimates. The revenue budget will be amended as part of the estimates process to reflect this position. These changes are reported as part of the Financial Plan 2015/2020 on this Cabinet Agenda.

	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	Total
	£'000	£'000	£'000	£'000	£'000	£'000
Sources of Finance:						
Specific Capital Grants (Better Care Fund)	759	759	759	759	759	3,795
Capital Receipts Housing	150	150	150	150	150	750
Capital Receipts General	1,142	2,559	2,012	250	250	6,213
Resources for Specific Schemes:						
Reserves	1,117	1,304	439	58	297	3,215
Unsupported Borrowing	1,151	1,081	629	274	45	3,180
S106 Funds	677	185	38	0	0	900
LEP	423	0	0	0	0	423
Norfolk Business Rates Pool	40	0	0	0	0	40
Reserves:						0
Capital Reserves	720		(777)	51	1,111	1,105
VAT Shelter	1,278	242	0	1,077	0	2,597
Total Resources	7,457	6,280	3,250	2,619	2,612	22,218
Capital Programme: S106 and Other Major Projects and Operational schemes	7,457	6,280	3,250	2,619	2,612	22,218
Net Funding Position	0	0	0	0	0	0
Joint Venture – NORA Housing						
Prior Year Borrowing brought forward	7,159	0	0	0	0	7,159
In year expenditure	5,465	3,029	0	0	0	8,494
In year sale receipts	(8,065)	(7,102)	0			(15,167)
Net Borrowing	4,559	(4,073)	0	0	0	486
Major Housing Development						
Opening Borrowing brought forward	209					209
Prior Year Borrowing brought forward		1,214	9,086	11,428	2,299	
In year expenditure	2,825	14,104	19,990	10,682	9,376	56,977
Local Transport Board	(1,000)	0	0	0	0	(1,000)
Sale Receipts	0	(6,232)	(17,648)	(19,811)	(17,414)	(61,105)
Funding from Capital Reserves	(820)	0	0	0	0	(820)
Net Borrowing/(Receipt) Position	1,214	9,086	11,428	2,299	(5,739)	(5,739)

6.3 The table below provides a summary of the funding position.

	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020
	£'000	£'000	£'000	£'000	£'000
Capital Programme: S106 and Other Major Projects and Operational schemes	7,457	6,280	3,250	2,619	2,612
Joint Venture – NORA Housing	5,465	3,029	0	0	0
Major Housing Development	2,825	14,104	19,990	10,682	9,376
Total Expenditure	15,747	23,413	23,240	13,301	11,988
Net Cumulative Borrowing/(Receipt) Position (Temporary Internal/External Borrowing)	5,773	5,013	11,428	2,299	(5,739)

6.4 Clearly the council's commitment to a number of major projects means that the disposals programme and generation of capital receipts, and securing external funding from for example lottery funding is crucial.

7. Equality Impact Assessment

7.1 The Council has a statutory requirement to carry out Equality Impact Assessments (EIAs) as part of the service planning and policy proposal processes. This includes significant policy or significant changes to a service and includes potential capital bids, revenue growth bids and proposed reductions in service.

7.2 The Council may be required to carry out an impact assessment if the proposal impacts on any of the following:

- Equalities (including impact on issues of race, gender, disability, religion, sexual orientation, age)
- Community cohesion (whether there is a potential positive or negative impact on relations between different communities)

7.3 The relevant service managers, with the assistance of the Policy officers, review each capital programme scheme to check and assess any impact of the intended outcome. Although a provisional capital budget will be included in the capital programme, it will be necessary for a report on the impact to be made to Cabinet before the scheme progresses.

8. Prudential Framework

- 8.1 The Prudential Framework for local authority capital investment was introduced as part the Local Government Act 2003 with effect from the 1 April 2004. The key objectives of the Prudential Code are to ensure, within a clear framework, that the capital investment plans of the Council are affordable, prudent and sustainable. The Council will need to demonstrate that treasury management decisions are taken in accordance with good professional practice and that local strategic planning, asset management and proper option appraisal is supported.
- 8.2 Within the Revenue Budget 2015-2020 the Council will enter into unsupported borrowing where it can demonstrate that financial savings can be achieved by outright purchase of equipment, as opposed to the use of an operating lease and the payment of an annual lease. The Capital Programme 2015-2020 includes details of the borrowing under the framework and this is confirmed as being affordable and is included within the Budget and Council Tax calculations.
- 8.3 The proposed borrowing will be met within the Prudential Indicators set as the Operational Boundary (Limit of Borrowing) under the Treasury Management Strategy. The current Operational Boundary in 2015/2016 is set at £30m with a maximum of 60% of the total value being held as short term loans or variable rate loans. The revised Strategy for 2016/2017 will be submitted for approval to Council in March 2016 and will take account of any future borrowing requirements.

9. Financial Implications

- 9.1 The financing arrangements for the capital programme are within budget. Where rephasing is to be made then the funding will follow.
- 9.2 The revenue implications of all capital schemes will be included in the estimates to be reported to the Cabinet meeting on 2 February 2016.

10. Risk Implications and Sensitivity Analysis

- 10.1 Risk is inherent in any projection of future funding. The estimated resources available to fund the capital programme 2015-2020 and the risk implications and sensitivity/consequences are detailed in the table below. The level of risk is based on the impact on the funding of the capital programme 2015-2020 if the resources are not achieved at the estimated level or at the time expected. This section updates the position as reported in the Capital Programme and Resources 2015-2018 report to Cabinet on 10 June 2015.

Source of Funding	Risk Implications and Sensitivity	Level of Risk
Capital Grant	<p>Risk The capital grant and specific grant included in the resources is a contribution towards private sector housing assistance - Disabled Facilities Grants (DFG). The level of grant included for 2015/2016 is based on the confirmed level of grant and future years are included at this the same level as 2015/2016. The level of grant is confirmed by Central Government annually and can vary from year to year. Grant funding for DFGs is now part of the Better Care Fund.</p> <p>Sensitivity/Consequences This funding represents 16% of total general fund resources over the 5 year period. If the level of grants were to vary significantly the budget allocated for DFGs and the proposed schemes within the programme would need to be revised.</p>	Medium
Capital Receipts	<p>Risk Capital receipts represent 26% of the general fund resources available over the 5 year period 2015-2020. The actual amount and timing of capital receipts can vary significantly. The achievement of capital receipts is monitored and reported in the monthly monitoring reports to ensure no over commitment.</p> <p>Sensitivity/Consequences Capital receipts represent a high proportion of the total general fund resources available to fund the capital programme. The actual level of capital receipts that are achieved is sensitive to market conditions including demand for land and buildings, values and interest rates. The sum total of capital receipts included in the funding table of £6.2m plus £15.5m of sales receipts from the housing joint venture and £61.1m from the Major Housing Project, is a challenging target in the current economic climate. In the event that capital receipts are not achieved at the level or within the year estimated it may be necessary to take on additional temporary borrowing at the prevailing interest rates.</p>	High

Source of Funding	Risk Implications and Sensitivity	Level of Risk
Unsupport- ed Borrowing	<p>Risk The proposed capital programme 2015-2020 includes unsupported borrowing for the purchase of equipment and vehicles. The unsupported borrowing will be funded through internal borrowing whenever it is most financially advantageous to do so. Internal borrowing is the use of internal funds (short term cash flows and reserves and balances not immediately required) rather than taking external debt.</p> <p>Sensitivity/Consequences The Council will enter into unsupported borrowing where it can demonstrate that financial savings can be achieved by outright purchase of equipment, as opposed to the use of an operating lease and the payment of an annual lease.</p>	Low
Temporary Borrowing External and Internal	<p>Risk Temporary borrowing is included for cash flow purposes to ensure a balanced funding of the capital programme in each of the financial years and in advance of capital receipts. Internal borrowing will be used whenever it is most financially advantageous to do so. Internal borrowing is the use of internal funds (short term cash flows and reserves and balances not immediately required) rather than taking external debt. Funds currently in short term investments may be withdrawn and used in place of external borrowing.</p> <p>Sensitivity/Consequences The actual required temporary borrowing will depend on rephasing in the capital programme and capital receipts achieved in each year. Temporary borrowing will be maintained at the minimum level required and reported as part of the outturn. The cost of funding planned temporary borrowing is included in the revenue budget and is confirmed as affordable. In the event that additional temporary borrowing is required during the financial year the impact on the revenue budget will be reported in the monthly monitoring reports to Members.</p> <p>Fixed term external borrowing may be taken and drawn down as expenditure is required and rates are favourable. External borrowing will be sourced through market loans or PWLB depending on the most favourable rates.</p>	Low

Source of Funding	Risk Implications and Sensitivity	Level of Risk
Reserves	<p>Risk Contributions from reserves are based on actual balances as at 1 April 2015 and take into account budgeted contributions to/from reserves. In the case of the VAT Shelter, the Council receives a share of the VAT recovered by Freebridge Community Housing from housing improvement works. The monies are held in reserve and will be used to fund capital expenditure. The final year of monies being received under the VAT sharing agreement is 2015/2016.</p> <p>Sensitivity/Consequences The reserves are available and as such the sensitivity is low. In the case of the VAT Shelter there is a contractual agreement between the Borough and Freebridge Community Housing for the sharing of VAT reclaimed. In the event that reserves are available as estimated in the capital resources, temporary borrowing would be incurred to ensure a balanced funding of the capital programme in each of the financial years.</p>	Low

- 10.2 Experience shows that the costs of schemes can also vary. Expenditure on the capital programme is included as part of the monthly monitoring report. Any significant variations on individual schemes will be reported and appropriate action taken

11. Policy Implications

The establishment and management of the capital programme are in accordance with the Council's Capital Strategy 2009. The capital strategy will be revised during 2016/2017.

12. Statutory Considerations

None

13. Consultations

Management Team

14. Access to Information

Cabinet Reports
Financial Plan 2014-2018
Financial Plan 2015-2020
Monthly Monitoring Reports 2015/2016

Capital Programme 2015/2016				
Scheme Title	Amended Programme as at November monitoring	Rephasing	Amend- ments	Revised Programme 2015/2016
	£	£	£	£
Major Projects				
S106 Funded Projects				
Tesco Hardwick original allocation £898,790				
Market Contributions - Enhancing KL markets	48,000	(38,000)		10,000
Town Centre Promotion - Marketing/events	34,000	(34,000)		
Sainsbury Hardwick original allocation £822,500				
Car Park Intelligent Signage	105,350	(105,350)		
To be allocated environmental enhancements	14,350			14,350
Combined S106 Schemes				
King's Lynn Bus Station				
Gaywood Tesco	6,800			6,800
Hardwick Tesco	326,120			326,120
Hardwick Sainsbury	319,980			319,980
Council Contribution	300,000			300,000
Total Scheme Expenditure	952,900			952,900
Total S106 Funded Projects	1,154,600	(177,350)		977,250

Scheme Title	Amended Programme as at November monitoring	Rephasing	Amend- ments	Revised Programme 2015/2016
	£	£	£	£
Other Major Projects				
Sports Pavilion, Kingsway - Replacement				
<i>Third Party Contribution - Sport England</i>	(14,850)			(14,850)
Net Expenditure - Sports Pavilion, Kingsway	(14,850)			(14,850)
Town Hall / Archive 'Stories of Lynn'	2,467,590			2,467,590
<i>Third Party Contribution - Fundraising</i>	(185,480)			(185,480)
<i>Third Party Contribution - Heritage Lottery Grant</i>	(1,677,610)			(1,677,610)
Net Expenditure - Stories of Lynn	604,500			604,500
Townscape Heritage Initiative	426,600	(267,600)		159,000
Heritage Lottery Funding	(213,300)	133,800		(79,500)
Net Expenditure - Townscape Heritage Initiative	213,300	(133,800)		79,500
Nar Ouse Regeneration Area				
Remediation	448,000			448,000
Millenium Community Construction	2,000			2,000
Utilities		130,000		130,000
Landscaping	30,000	(11,000)		19,000
Marketing				
Other Project Costs	40,000	(30,000)		10,000
Total Nar Ouse Regeneration Area	520,000	89,000		609,000
Joint Venture / Housing Developments	29,200			29,200
Enterprise Centre (KLIC) - Ground Works	673,000		(673,000)	
Enterprise Centre (KLIC)	1,000,000	(500,000)	673,000	1,173,000
Mintlyn Crematorium - Replace existing 3 Cremators	802,900		20,000	822,900
Mintlyn Crematorium - Works to Chapel Roof		(100,000)	125,000	25,000
South Quay Redevopment - viability	100,000	(100,000)		
Total Other Major Projects	3,928,050	(744,800)	145,000	3,328,250

Scheme Title	Amended Programme as at November monitoring	Rephasing	Amend- ments	Revised Programme 2015/2016
	£	£	£	£
Major Housing Development				
Lynnsport - Resite hockey pitch	417,800		(417,800)	
Major Housing Development - Procurement Phase	166,200			166,200
Major Housing Development - Build Phase	10,732,000	(8,254,390)	(1,230,210)	1,247,400
S106 Budget			440,000	440,000
Major Housing Development - infrastructure and project costs				
Hockey and tennis			1,127,000	1,127,000
Roads and car park			429,950	429,950
Model Railway			29,560	29,560
Dutton Pavillion				
Project Costs			122,500	122,500
Third party contributions			(297,000)	(297,000)
S106 Contributions			(440,000)	(440,000)
Total Major Housing Development	11,316,000	(8,254,390)	(236,000)	2,825,610
Joint Venture - NORA Housing				
Phase 1 - including all site wide infrastructure	377,700	(200,000)	638,900	816,600
Phase 2	5,176,700	(528,700)		4,648,000
Phase 2 and 3 - Ground and Infrastructure Works	638,900		(638,900)	
Total Joint Venture - NORA Housing	6,193,300	(728,700)		5,464,600
Total Major Projects	22,591,950	(9,905,240)	(91,000)	12,595,710

Scheme Title	Amended Programme as at November monitoring	Rephasing	Amend- ments	Revised Programme 2015/2016
	£	£	£	£
Operational Schemes				
Central and Community Services				
Community Projects	100,000		(100,000)	
Community Projects - Lily project		(50,000)	50,000	
Disabled Facilities Grants	911,900	(211,900)	(82,900)	617,100
Adapt Grant	873,400	(373,400)	(79,400)	420,600
Home Repair Assistance Loan	30,000		(12,700)	17,300
Emergency Repair Grant	6,000		(550)	5,450
Additional Adaptation Assistance Loan	10,000		(10,000)	
Careline Grant	30,000		(2,700)	27,300
Safe and Secure Grant	30,000		(2,700)	27,300
Total Private Sector Housing Assistance	1,891,300	(585,300)	(190,950)	1,115,050
Careline - Replacement vehicles				
Careline - Replacement alarm units	10,000			10,000
Care and Repair - Vehicles	44,650	(44,650)		
ICT Development Programme	284,900	(10,000)		274,900
ICT Server Room - hardware refresh	30,000			30,000
ICT Desktop Refresh				
Total Central and Community Services	2,360,850	(689,950)	(240,950)	1,429,950
Chief Executive				
Community Projects			50,000	50,000
Tourist Signs A47	23,000			23,000
Hunstanton Regeneration				
Town Centre Enhancement	19,000	(11,700)		7,300
Hunstanton Green - Parks For People HLF Scheme	9,900			9,900
Town Team	3,700			3,700
Hunstanton Sailing and Watersports Club	30,000			30,000
Total Chief Executive	85,600	(11,700)	50,000	123,900

Scheme Title	Amended Programme as at November monitoring	Rephasing	Amendments	Revised Programme 2015/2016
	£	£	£	£
Commercial Services				
Allotments - KL Curtis Field Fencing	10,000			10,000
Arts Centre Complex	48,000	(42,000)		6,000
Car Parks - Pay & Display Machine Replacement	17,600	(17,600)		
Car Parks - Resurfacing	23,000			23,000
Car parks - Vehicles	11,720	(11,720)		
Car parks Old cattle mkt (sains) replace lighting	85,000			85,000
CCTV Control Room Upgrade	122,500	(82,500)		40,000
CCTV Wireless Transmission and Camera Replacement	173,500	(108,500)		65,000
CCTV Remote Monitoring System	35,600	(10,000)		25,600
Corn Exchange - Front of House / toilets - refurb / replacement equipment / redecorate	10,000			10,000
Corn Exchange - Replace flying trusses	10,000			10,000
Corn Exchange - Replace Followspots	35,000		(5,000)	30,000
Corn Exchange - New Sound Desk	30,000			30,000
Corn Exchange - Conference chair/tables replacement	12,500			12,500
Customs House - Reinstatement Works to Cupola	90,000	(70,000)		20,000
Downham Market Leisure Centre - Flooring Replacement	11,200			11,200
Downham Market Leisure Centre - Replacement Fitness Equipment	100,000		(35,000)	65,000
Downham Market Leisure Centre - Replacement Spin Bikes	20,000			20,000
Grounds Maintenance Equipment	42,590		(22,000)	20,590
Grounds Maintenance Vehicles	60,740	(60,740)		
Kettlewell Gardens - CCTV and Street Lighting	30,000	(30,000)		
Guildhall replace lighting system	20,000	(20,000)		
Leisure Card - Gladstone server Platform Upgrade	22,300			22,300
Lynnsport - Floor / Surface Replacement - General areas / Athletic track / Gymnastics	73,000			73,000
Lynnsport - Extension / layout existing car park	236,000		(236,000)	
Lynnsport - changing room refurbishment	2,000			2,000
Lynnsport - Fire Alarm System Upgrade	7,500			7,500

Scheme Title	Amended Programme as at November monitoring	Rephasing	Amendments	Revised Programme 2015/2016
	£	£	£	£
Commercial Services Contd				
Lynnsport - Replacement Athletics Equipment	10,000			10,000
Lynnsport - Fitness Area - replacement air conditioning	30,000			30,000
Third Party Contribution	(20,000)		5,000	(15,000)
Net Expenditure	10,000		5,000	15,000
Lynnsport - Retractable seating	1,500			1,500
Lynnsport - Skatepark replacement ramps	70,000	(70,000)		
Lynnsport -functional training area			25,000	25,000
Oasis - Air Handling Unit	11,000			11,000
Oasis - Cafeteria & Poolside Furniture	15,100			15,100
Oasis - Funcastle Vinyl products replacement	15,000	(15,000)		
Oasis - Pool Covers / Jacuzzi Refurb	10,000	(10,000)		
Oasis - pool disabled changing area and 2 other changing areas			15,000	15,000
Play Areas - Replacement Equipment and Surfacing	105,200	(35,000)		70,200
Resort - Beach Safety Signage	15,000			15,000
Resort - Refurb Crazy Golf Course	18,500	(18,500)		
Resort - Promenade flood defence gates	135,200			135,200
St James Pool - Floor / surface replacements	20,000	(20,000)		
St James- replacement scoreboard			10,000	10,000
Public Conveniences - Improvements	55,200	(25,000)		30,200
Refuse - Black bins		10,000		10,000
Refuse - Brown Composting bins (replacements)	25,800			25,800
Refuse - Green Recycling bins	49,000	(12,000)		37,000
Refuse - Trade Bins			20,000	20,000
Public Cleansing Sweepers / Vehicles	96,530	(191,290)	94,760	
Neighbourhood Teams vehicles and equipment	94,760		(94,760)	
New Nursery Hardwick Narrows	111,500		88,500	200,000
St Edmunds Church DMkt - Relocating grave stones	30,000	(30,000)		
Estate Roads - Resurfacing (former HRA)	10,000	(10,000)		

Scheme Title	Amended Programme as at November monitoring	Rephasing	Amend- ments	Revised Programme 2015/2016
	£	£	£	£
Commercial Services Contd				
STW - Refurb / connect to public sewer	243,700	(234,700)		9,000
Third Party Contribution	(34,700)	34,700		
Net Expenditure STW Refurb	209,000	(200,000)		9,000
STW - Decommission redundant sites / Refurb pumping stations	30,500	(30,300)		200
DDA stage 2 works	20,000	(20,000)		
Health and Safety - Council Facilities	15,000	(14,500)	1,500	2,000
King's Court - Relocate Post Room to Ground Floor	15,000		(1,500)	13,500
King's Court - Refurbishment of Lifts	100,000		(45,000)	55,000
King's Court/Town Hall - Replacement Microphone Systems	45,000	(45,000)		
Works to Oldsunway Bridge	20,000	(20,000)		
North Lynn Industrial Estate - 1-8 Brygen Rd reroof	293,000		(14,000)	279,000
Hardwick Industrial Estate unit 55/56 - Externalise drainage downpipes	40,000	(40,000)		
Total Commercial Services	3,036,540	(1,249,650)	(193,500)	1,593,390
Environment and Planning				
Environmental Monitoring	42,800	(12,000)	(26,800)	4,000
Total Environment and Planning	42,800	(12,000)	(26,800)	4,000
Total Operational Schemes	5,525,790	(1,963,300)	(411,250)	3,151,240
Total Capital Programme	28,117,740	(11,868,540)	(502,250)	15,746,950

Capital Programme 2015-2020					
Scheme Title	Revised Programme 2015/2016	Revised Programme 2016/2017	Revised Programme 2017/2018	Programme 2018/2019	Programme 2019/2020
Major Projects					
S106 Funded Projects					
Tesco Hardwick original allocation £898,790					
Market Contributions - Enhancing KL markets	10,000	30,000	38,000		
Town Centre Promotion - Marketing/events		50,000			
Sainsbury Hardwick original allocation £822,500					
Car Park Intelligent Signage		105,350			
To be allocated environmental enhancements	14,350				
Combined S106 Schemes					
King's Lynn Bus Station					
Gaywood Tesco	6,800				
Hardwick Tesco	326,120				
Hardwick Sainsbury	319,980				
Council Contribution	300,000				
Third Party Contributions					
Total Scheme Expenditure	952,900				
Total S106 Funded Projects	977,250	185,350	38,000		

Scheme Title	Revised Programme 2015/2016	Revised Programme 2016/2017	Revised Programme 2017/2018	Programme 2018/2019	Programme 2019/2020
Other Major Projects					
Sports Pavilion, Kingsway - Replacement <i>Third Party Contribution - Sport England</i>	(14,850)				
Net Expenditure - Sports Pavilion,	(14,850)				
Town Hall / Archive 'Stories of Lynn' <i>Third Party Contribution - Fundraising</i> <i>Third Party Contribution - Heritage Lottery</i>	2,467,590 (185,480) (1,677,610)				
Net Expenditure - Stories of Lynn	604,500				
Townscape Heritage Initiative Heritage Lottery Funding Net Expenditure - Townscape Heritage	159,000 (79,500) 79,500	1,421,000 (710,500) 710,500	110,000 (55,000) 55,000	110,000 (55,000) 55,000	26,660 (13,330) 13,330
Nar Ouse Regeneration Area					
Remediation Millienium Community Construction Utilities Landscaping Other Project Costs Total Nar Ouse Regeneration Area	448,000 2,000 130,000 19,000 10,000 609,000	 20,000 15,000 35,000	 20,000 15,000 35,000		
Joint Venture / Housing Developments Enterprise Centre (KLIC) Mintlyn Crematorium - Replace existing 3 Cremators Mintlyn Crematorium - Works to Chapel South Quay Redevelopment - viability Total Other Major Projects	29,200 1,173,000 822,900 25,000 3,328,250	 500,000 100,000 100,000 1,445,500	 90,000	 55,000	 13,330

Scheme Title	Revised Programme 2015/2016	Revised Programme 2016/2017	Revised Programme 2017/2018	Programme 2018/2019	Programme 2019/2020
Major Housing Development					
Major Housing Development - Procurement Phase	166,200				
Major Housing Development - Build Phase	1,247,400	8,424,060	19,835,730	10,527,810	9,125,620
S106 Budget	440,000	1,999,660			
Major Housing Development - infrastructure and project costs					
Hockey and tennis	1,127,000	59,000			
Roads and car park	429,950	4,818,340			
Model Railway	29,560				
Dutton Pavillion					96,000
Project Costs	122,500	54,000	154,000	154,000	154,000
Third party contributions	(297,000)				
S106 Contributions	(440,000)	(1,250,660)			
Total Major Housing Development	2,825,610	14,104,400	19,989,730	10,681,810	9,375,620
Joint Venture - NORA Housing					
Phase 1 - including all site wide infrastructure	816,600	500,000			
Phase 1 - Ground and Infrastructure Works					
Phase 1 - Construction					
Phase 1 - Project Fees					
Phase 1 - Land					
Phase 1 - NCC Contributions					
Third Party Contributions					
Phase 2	4,648,000	2,528,700			
Total Joint Venture - NORA Housing	5,464,600	3,028,700			
Total Major Projects	12,595,710	18,763,950	20,117,730	10,736,810	9,388,950

Scheme Title	Revised Programme 2015/2016	Revised Programme 2016/2017	Revised Programme 2017/2018	Programme 2018/2019	Programme 2019/2020
Operational Schemes					
Central and Community Services					
Lily project			25,000	25,000	
Disabled Facilities Grants	617,100	945,500	964,700	800,000	800,000
Adapt Grant	420,600	634,900	645,300	618,200	618,200
Home Repair Assistance Loan	17,300	27,300	27,300	27,300	27,300
Emergency Repair Grant	5,450	5,450	5,450	5,450	5,450
Additional Adaptation Assistance Loan		9,100	9,100	9,100	9,100
Careline Grant	27,300	27,300	27,300	27,300	27,300
Safe and Secure Grant	27,300	27,300	27,300	27,300	27,300
Total Private Sector Housing	1,115,050	1,676,850	1,706,450	1,514,650	1,514,650
Careline - Replacement vehicles		27,660			
Careline - Replacement alarm units	10,000	10,000	10,000		
Care and Repair - Vehicles		59,100			
ICT Development Programme	274,900	160,000	150,000	150,000	150,000
ICT Server Room - hardware refresh	30,000				
ICT Desktop Refresh				200,000	100,000
Total Central and Community Services	1,429,950	1,933,610	1,891,450	1,889,650	1,764,650
Chief Executive					
Public Art - Maritime Trail					
Housing EnablerSchemes					
Community Projects	50,000	50,000	50,000	50,000	50,000
Tourist Signs A47	23,000				
Hunstanton Regeneration					
Town Centre Enhancement	7,300	11,700			
Hunstanton Green - Parks For People HLF	9,900	164,150			
Town Team	3,700				
Hunstanton Sailing and Watersports Club	30,000				
Total Chief Executive	123,900	225,850	50,000	50,000	50,000

Scheme Title	Revised Programme 2015/2016	Revised Programme 2016/2017	Revised Programme 2017/2018	Programme 2018/2019	Programme 2019/2020
Commercial Services					
Allotments - KL Curtis Field Fencing	10,000				
Arts Centre Complex	6,000	42,000		230,000	
Car Parks - Pay & Display Machine Replacement		17,600			
Car Parks - Resurfacing	23,000	197,800	221,000		
Car Parks - Electronic Handhelds		24,000			
Car parks - Vehicles		31,130			
Car parks Old cattle mkt (sains) replace lighting	85,000				
Car Parks - St James' Multi-storey barriers & ticket machines					150,000
CCTV Control Room Upgrade	40,000	82,500			
CCTV Wireless Transmission and Camera Replacement	65,000	108,500			
CCTV Remote Monitoring System	25,600	10,000			
Corn Exchange - Auditorium remedial works		20,000			
Corn Exchange - Internal decoration / refurbishment		80,000			
Corn Exchange - Front of House / toilets - refurb / replacement equipment / redec	10,000				
Corn Exchange - Replace current house lighting system		25,000			
Corn Exchange - Replace flying trusses	10,000				
Corn Exchange - Replace Followspots	30,000				
Corn Exchange - Repoint brickwork		20,000			
Corn Exchange - Refurbish seating			20,000	20,000	20,000
Corn Exchange - New Sound Desk	30,000				
Corn Exchange - Conference chair/tables	12,500	12,500			
Corn Exchange - front facade clean and pigeon proofing				20,000	
Corn Exchange- pit lift brakes replacement			30,000		
Corn Exchange - replace speakers					110,000
Corn Exchange- replace bar tills				10,000	
Customs House - Reinstatement Works to Cupola	20,000	70,000			

Scheme Title	Revised Programme 2015/2016	Revised Programme 2016/2017	Revised Programme 2017/2018	Programme 2018/2019	Programme 2019/2020
Commercial Services Contd					
Downham Market Leisure Ctr - Air Conditioning Fitness Suite		15,000			
Downham Market Leisure Ctr - Hot Water Calorifier		10,000			
Downham Market Leisure Centre - Flooring Replacement	11,200				
Downham Market Leisure Centre - Replacement Fitness Equipment	65,000				
Downham Market Leisure Centre - Replacement Spin Bikes	20,000				
Downham Market Leisure Centre - Pool Plant filter media replacement			10,000		
Downham Market Leisure Centre -Main hall/dance studio resealing			10,000		
Downham Market Leisure Centre - Dryside Boiler			20,000		
Downham Market Leisure Centre -Fitness Room Flooring			10,000		
Emergency planning Corporate radio system(inc CCTV, car parks, Events)			50,000		
Fairstead Community Centre flooring replacement		10,000			
Grounds Maintenance Equipment	20,590	34,100	35,510		
Grounds Maintenance Vehicles		136,510	193,510	108,230	117,050
Kettlewell Gardens - CCTV and Street Lighting		30,000			
Guildhall replace lighting system				20,000	
Leisure Card - Gladstone server Platform Upgrade	22,300				

Scheme Title	Revised Programme 2015/2016	Revised Programme 2016/2017	Revised Programme 2017/2018	Programme 2018/2019	Programme 2019/2020
Commercial Services Contd					
Lynnsport - Floor / Surface Replacement - General areas / Athletic track / Gymnastics	73,000				
Lynnsport - changing room refurbishment	2,000				
Lynnsport - Fire Alarm System Upgrade	7,500				
Lynnsport - Replacement Athletics Equipment	10,000				
Lynnsport - Fitness Area - replacement air conditioning	30,000				
Third Party Contribution	(15,000)				
Net Expenditure	15,000				
Lynnsport - Fitness equipment spin bikes		17,000			
Lynnsport - Retractable seating	1,500				
Lynnsport - Skatepark replacement ramps		70,000			
Lynnsport - Parking Barrier		12,000			
Lynnsport - replacement adult/junior fitness equipment			108,000		
Lynnsport - replacement boilers and associated plant		120,000			
Lynnsport - toilets and changing room refurbishment- all main building and barn and trackside changing - 5 areas		10,000	20,000	20,000	
Lynnsport - bar furniture			20,000		
Lynnsport - female changing room sauna			15,000		
Lynnsport - replacement exterior surface at side/student entrance		30,000			
Lynnsport - CCTV extend coverage in fitness and bar areas		25,000			
Lynnsport- functional training area	25,000				
Oasis - Air Handling Unit	11,000				
Oasis - Cafeteria & Poolside Furniture	15,100				
Oasis - Fitness Equipment Replacement		80,000			
Oasis - Funcastle Vinyl products		15,000			
Oasis - Plant Room Refurbishment					30,000
Oasis - Pool Covers		15,000			
Oasis - Bowls Carpet and underlay			15,000		
Oasis - pool disabled changing area and 2 other changing areas	15,000	15,000	15,000		
Play Areas - Replacement Equipment and Surfacing	70,200	20,000	20,000	20,000	20,000

Scheme Title	Revised Programme 2015/2016	Revised Programme 2016/2017	Revised Programme 2017/2018	Programme 2018/2019	Programme 2019/2020
Commercial Services contd					
Resort - Beach Safety Signage	15,000				
Resort - Refurb Crazy Golf Course		18,500			
Resort - Promenade flood defence gates	135,200				
St James Pool - Floor / surface replacements		20,000			
St James Pool - Fitness Equipment and Spin Bikes		60,000			
St James - Filter media change			15,000		
St James- reception toilets		25,000			
St James- sauna room upgrade/ steam room generator update		10,000			
St James'- replacement scoreboard	10,000				
Public Conveniences - Improvements	30,200	25,000			
Refuse - Black bins	10,000		20,800		
Refuse - Brown Composting bins (replacements)	25,800	15,000		15,000	
Refuse - Green Recycling bins	37,000		40,000		
Refuse - Trade Bins	20,000		20,000		20,000
Refuse - Vehicles				26,220	
Public Cleansing Sweepers / Vehicles		433,850	200,790	124,850	317,120
New Nursery Hardwick Narrows	200,000				
St Edmunds Church DMkt - Relocating grave stones		30,000			
Estate Roads - Resurfacing (former HRA)		10,000	10,500	10,000	
STW - Refurb / connect to public sewer Third Party Contribution	9,000	234,700 (34,700)			
Net Expenditure STW Refurb	9,000	200,000			
STW - Decommission redundant sites / Refurb pumping stations	200	30,300	61,000		
DDA stage 2 works		20,000			
Health and Safety - Council Facilities	2,000	14,500			
King's Court - Relocate Post Room to Ground Floor	13,500				
Kings court - Redecoration		20,000			
Kings Court - New Generator		35,000			
King's Court - Refurbishment of Lifts	55,000				
King's Court/Town Hall - Replacement Microphone Systems		45,000			

Scheme Title	Revised Programme 2015/2016	Revised Programme 2016/2017	Revised Programme 2017/2018	Programme 2018/2019	Programme 2019/2020
Works to Oldsunway Bridge		20,000			
North Lynn Industrial Estate - 1-8 Brygen Rd reroof	279,000				
Hardwick Industrial Estate unit 55/56 - Externalise drainage downpipes		40,000			
Total Commercial Services	1,593,390	2,477,790	1,181,110	624,300	784,170
Environment and Planning					
Environmental Monitoring	4,000	12,000			
Total Environment and Planning	4,000	12,000			
Total Operational Schemes	3,151,240	4,649,250	3,122,560	2,563,950	2,598,820
Total Capital Programme	15,746,950	23,413,200	23,240,290	13,300,760	11,987,770

RESOURCES AND PERFORMANCE PANEL WORK PROGRAMME 2015/2016

2 June 2015

- 2014/2015 Full Year Performance Monitoring Report – B Box
- 2014/2015 Full Year Action Report – B Box
- Q4 2014/2015 Corporate Business Plan Monitoring Report – B Box

Cabinet Report: Review of Overview and Scrutiny

23 June 2015

- Staff Sickness Absence 2014/2015 – D Clack

21 July 2015

- 2015/2016 Performance Indicator Target Setting Report – B Box
- Employment Monitoring Annual Report – B Box
- Presentation on Property Services – M Henry, Property Services Manager

1 September 2015

- Hunstanton Sailing Club Progress Report – L Hampshire
- Formal Complaints against the Borough Council 1 April 2014 – 31 March 2015 – R Harding
- Q1 2015/2016 Performance Monitoring and Action Report – B Box

Cabinet Reports: Non Domestic Rates – Extension of Transitional Relief, Council Tax Support Scheme 2016/17

29 September 2015

- Hunstanton Sailing Club Progress Report (Deferred from 1 September 2015)
- Transforming Services and Channel Shift – H Howell

Cabinet Report: Devolution

27 October 2015

- Corporate Communications – Annual Update – S Clifton, H Howell, A Howell
- Presentation on Corporate Business Plan – I Burbidge

Cabinet Report: Customer Services and Channel Shift

24 November 2015

- Exempt Report: Hunstanton Sailing Club Business Plan
- Q2 2015/16 Performance Monitoring Report – B Box
- Q2 2015/2016 Action Report – B Box
- Corporate Business Plan – Summary of actions completed during 2014/2015 – B Box
- Nomination of representative to serve on Hunstanton Sailing Club Development Sub-Committee

5 January 2016

- Presentation on Sickness Absence Management – D Clack

Cabinet Reports:

- Final Council tax Support Scheme 2016/2017
- Housing Benefit and Council Tax Support Risk Based Verification: Policy Update
- Corporate Business Plan 2015-2019
- 2015/2016 Budget Monitoring

26 January 2016

(5.00 pm – Treasury Management Awareness Training – All Members invited to attend)

- Exempt Report: Progress Report on Corporate Apprenticeship Scheme – B Box

Cabinet Reports:

- Procurement – Print Equipment
- Budget 2016/2017

- Capital Programme 2015/2020

23 February 2016

- 2015/16 Q3 Performance Monitoring Report

22 March 2016

- Hunstanton Sailing Club – Interim Report

FORTHCOMING ITEMS

Presentations from Corporate Project Groups

Corporate Communications – Annual Update – S Clifton, H Howell, A Howell (September 2016)

Hunstanton Sailing Club Progress Report – six monthly basis (May 2016/November 2016)

Visit to Hunstanton Sailing Club once first floor works complete – date to be advised

Update Report on Improving Attainment in West Norfolk – Annual Basis (October 2016)

Members Training Programme 2016/2017

Project Management/cost: Bus Station Project – Finance – L Hampshire/O Paparega

Employment Monitoring Report – B Box

June 2016 Corporate Business Plan Monitoring Report – Q4

FORWARD DECISIONS LIST

Date of meeting	Report title	Description of report	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
2 February 2016	Budget 2016/17		Key	Council	Leader Asst Exec Dir – L Gore		Public
	Capital Programme 2015-2020		Key	Council	Leader Asst Exec Dir – L Gore		Public
	Electric Vehicles Charging Points		Non	Cabinet	ICT Leisure & Public Space and Environment Exec Dir – C Bamfield		Public
	Procurement – Print Equipment		Key	Cabinet	Leader Exec Dir – D Gates		Public
	Community Infrastructure Levy		Key	Council	Housing and Community Exec Director – G Hall		Public

Date of meeting	Report title	Description of report	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
01 March 2016	Treasury Management Strategy 2016/17		Non	Council	Leader Asst Exec Dir – L Gore		Public
	Asset Management : Land with Development Potential		Key	Council	Regeneration & Industrial Assets Exec Dir – C Bamfield		Private- Contains exempt Information under para 3 – information relating to the business affairs of any person (including the authority)
	King's Lynn: Strategic Land Acquisition		Key	Council	Regeneration & Industrial Assets Exec Dir – C Bamfield		Private- Contains exempt Information under para 3 – information relating to the business affairs of any person

							(including the authority)
	Electoral Review		Key	Council	Leader Chief Executive		Public
	Affordable Housing Company		Non	Cabinet	Housing & Community Chief Executive		Public

Date of meeting	Report title	Description of report	Key or Non Key Decision	Decision Maker	Cabinet Member and Lead Officer	List of Background Papers	Public or Private Meeting
5 April 2016	The Statement of Community Involvement		Non	Cabinet	Development Exec Director G Hall		Public
	NORA Joint Venture – Phase 3		Key	Council	Regeneration Chief Executive		Public