



Executive Committee

Date:	13th January 2021	a g e n d a
Time	6.00 pm	
Venue:	<p>This is a virtual meeting of the Executive Committee to be held using Zoom and live-streamed via YouTube</p> <p><i>To watch the live meeting on YouTube, please follow the instructions below:-</i></p> <ol style="list-style-type: none"> 1. Click or visit the following link www.kettering.gov.uk/youtube 2. Select the following video (located at the top of the list) – “Executive Committee 13/01/2021” <p>Committee Members, officers and previously-notified speakers will be sent Zoom meeting joining instructions separately.</p>	
Committee Administrator:	<p> Anne Ireson (01536) 534398</p> <p> anne.ireson@kettering.gov.uk</p>	
<p>HEADLINE ITEM:</p> <p>Former Grange Methodist Church Site – Construction of Eight Houses and Bungalows</p>		
<p>Occasionally, committees may have to consider some business in private and if this is the case the reason is indicated on the Order of Business.</p>		

Members of the Executive Committee:-

Councillor Russell Roberts (Chair); Councillor Lesley Thurland (Deputy Chair), Lloyd Bunday, Mark Dearing, Scott Edwards, David Howes, Ian Jelley and Mark Rowley

Working with and on behalf of local people

Executive Committee Order of Business

Item	Item/ Report Title
1.	Apologies
2.	Declarations of Interest <i>(Members are asked to make any declarations of financial or other interests they may have in relation to items on this agenda. Members are reminded to make a declaration at any stage throughout the meeting if it becomes apparent that this may be required when a particular item or issue is considered.)</i> (a) Disclosable Pecuniary Interests (b) Personal Interests
3.	The minutes of the meeting of the Executive Committee held on 9 th December 2020 to be approved as a correct record and signed by the Chair
4.	Any matters of urgency the Chair of the Committee decides should be considered
5.	<u>Issues referred from Scrutiny Committees</u> None.
6.	<u>Issues referred from Forums</u> None.
7.	<u>Issues referred from Council</u> None.
8.	<u>The Council's Draft Work Programme</u> <i>This plan gives at least 28 days' notice of any key decisions to be made. It also contains information on any meeting, or part of a meeting, that is likely to be held in private at least 28 days before the meeting is due to take place.</i>

Item	Key	Work Prog Reference Number	Report Title	Officer Presenting Report
9.		A20/022	Kettering Borough Council Budget Update – January 2021	Mark Dickenson
10.		A20/023	Former Grange Methodist Church Site – Construction of Eight Houses and Bungalows	John Conway
<p>At this point the meeting may discuss items of business which may involve the exclusion of the press and public in accordance with the provisions of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012</p>				
11.		A20/025	Shopmobility – Wadcroft, Kettering <i>This report is likely to be considered in private and confidential as it contains information relating to: Information relating to the financial or business affairs of any particular person (including the authority holding that information)</i>	Sophie Snart
12.		A20/009	Land off Rothwell Road, South Desborough <i>This report is likely to be considered in private and confidential as it contains information relating to: Information relating to the financial or business affairs of any particular person (including the authority holding that information)</i>	Rochelle Mathieson

Private and Confidential Items

The press and members of the public can be excluded from business of the meeting on the grounds that it involves items of business which include the likely disclosure of exempt information as defined by Paragraphs 1-7 of the Local Government (Access to Information) (Variation) Order 2006 in respect of Schedule 12A to the Local Government Act 1972. The reason for discussing the issue in private is indicated on the Order of Business and was advertised by way of public notice in accordance with the provisions of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

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BOROUGH OF KETTERING

EXECUTIVE COMMITTEE

9th December 2020

(Meeting held virtually)

Present:-

Councillor Russell Roberts (Chair)
Councillors Lloyd Bunday, Mark Dearing, David Howes,
Ian Jelley, Mark Rowley and Lesley Thurland

20.EX.25 APOLOGIES

None.

20.EX.26 DECLARATIONS OF INTEREST

Councillor Mark Rowley declared a disclosable pecuniary interest in item 9 on the agenda (Covid-19: Additional Restrictions Grant) and indicated that he would leave the Zoom meeting during discussion and voting on this item.

20.EX.27 MINUTES

RESOLVED that the minutes of the meeting of the Executive Committee held on 14th October 2020 be approved as a correct record and signed by the Chair.

20.EX.28 URGENT BUSINESS

None.

20.EX.29 ISSUES REFERRED FROM SCRUTINY COMMITTEES

None.

20.EX.30 ISSUES REFERRED FROM FORUMS

None.

21.EX.31 ISSUES REFERRED FROM COUNCIL

None.

20.EX.32 THE COUNCIL'S DRAFT WORK PROGRAMME

The draft Work Programme to be published on 16th December 2020 was noted, having been previously circulated by email.

(Councillor Mark Rowley left the meeting)

20.EX.33 COVID-19: ADDITIONAL RESTRICTIONS GRANTS

A report was submitted which apprised members of the Small Business Grants schemes and sought delegated authority to amend the scheme, if required.

Councillor Anne Lee addressed the Committee in support of the report, seeking assurances regarding communication to businesses of the availability of the grants. She also asked for a breakdown of grants made in each of the A6 towns and the rural area, as well as in Kettering itself.

It was noted that, in terms of communication, the process was similar to the previous discretionary grants round. Businesses that appeared on the Council's contact lists were contacted directly to make them aware of where information about the additional restrictions grants could be found online. The Council had developed a section on its website specifically dedicated to coronavirus support for both businesses and residents. A number of posts regarding the grants had been posted on the Council's social media pages and also information given through business networks. Additionally, the grants had been publicised by the government through the national media.

It was agreed that data on the geographical breakdown of grants awarded in the Borough would be circulated to Councillor Lee and members of the Executive when available.

The Portfolio Holder for Finance addressed the committee, commending the Council's swift performance in supporting businesses. It was noted that Kettering Borough Council was in the top five Councils in the country for getting support to people who needed it during the pandemic, including paying invoices promptly as soon as they were received.

In answer to a question regarding an appeal process, it was noted that during the first tranche of grants this was mainly in the form of clarification and verification, which was an audited process.

RESOLVED that the previous action of the Council regarding the criteria and processes for the administration of phase one of the Additional Restrictions Grants (Discretionary) be endorsed, and authority be delegated for the Head of Commercial and Economic Development, Rochelle Mathieson (in consultation with the Finance Portfolio Holder), to further develop future phasing of the Additional Restrictions Grant programme to ensure that it continued to fit local circumstances and business need.

(Councillor Mark Rowley rejoined the meeting)

20.EX.34 THE GREEN PATCH, VALLEY WALK, KETTERING

A report was submitted which sought approval to grant Groundworks Northamptonshire a lease of The Green Patch, Kettering, at an undervalue rent.

The Mayor (Councillor James Burton), Councillor Anne Lee and Councillor Clark Mitchell addressed the Committee in support of the report, drawing Members' attention to the range of initiatives provided by Green Patch, which made a huge contribution to the Council's priorities in promoting health and well-being in the Borough. Assurances were sought in connection with the proposed WeWa link road to East Kettering, which was planned to be routed through the site.

In discussion, Members commended the cross-party commitment to Green Patch and thanked officers for the report.

RESOLVED that Groundworks Northamptonshire be granted a 99-year lease of The Green Patch, Kettering, at a peppercorn rent on terms outlined in the report.

(The meeting started at 6.00 pm and ended at 6.27 pm)

Signed
Chair

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Agenda Item 9

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Committee	EXECUTIVE	Item 9	Page 1
Report Originator	Strategic Management Team	<i>Fwd Plan Ref No: A20/022</i>	
Wards Affected	All	13 th January 2021	
Title	KBC BUDGET UPDATE – JANUARY 2021		

Portfolio Holder: Cllr Lloyd Bunday

1 PURPOSE OF REPORT

The purpose of the report is to:

- a) Provide an update to the budget monitoring figures that were presented to the previous Executive Committee;
- b) In line with best practice, provide a mid-year update on Treasury Management.

2. BACKGROUND

- 2.1. Members do not need reminding of the unprecedented nature of events that have gripped the country (and indeed the world) during the course of 2020.
- 2.2. There is still much uncertainty facing the local government sector as a whole and this report seeks to identify the potential financial impact of these events on this Council. Members should note that this report does not consider the wider impact of these events on the new North Northamptonshire authority. These have been the subject of a separate report to the North Northants Shadow Executive.
- 2.3. The report outlines what the key issues are and the projected outturn for 2020/21. Whilst the report reflects the impact of COVID in 2020 we continue to model and assess the financial implications for the first quarter of 2021.

3. FINANCIAL MODELLING

- 3.1 This section of the report brings together the expenditure and income pressures and considers the impact that these have on the 2020/21 Budget.
- 3.2 Table 1 provides a summary of the projected financial implications from the Covid-19 Pandemic. The detailed workings behind this summary are included in Appendix 1.

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Table 1 - General Fund Summary of Pressures (as a result of Covid19)	
Summary of Pressures	Variance 2020/21 £'000
Income Lost - Not Recoverable	2,174
Income Lost - Some Potentially Recoverable	228
Expenditure Pressures	831
Sub - Total	3,232
COVID19 Grant	(1,624)
Income Compensation - Sales, Fees and Charges (estimated)	(504)
Potential Deficit re Covid19	1,104

- 3.3 The Government have to date provided four tranches of additional funding for local authorities to help them respond and to recover from the COVID-19 pressures across all the services they deliver. Table 2 summarises the funding that Kettering Borough Council has received which amounts to £1.575m. In addition the Council has also received £49,000 for compliance and enforcement costs, these are both reflected within the COVID-19 Grant line in Table 1.

Table 2 – COVID 19 Funding				
First Tranche of Covid-19 Funding	Second Tranche of Covid-19 Funding	Third Tranche of Covid-19 Funding	Fourth Tranche of Covid-19 Funding	Total Covid-19 Funding
£44,458	£1,024,078	£171,060	£335,324	£1,574,920

- 3.4 The Government are also providing financial support to local authorities via the **‘income compensation scheme for lost sales, fees and charges’**. The funding is to compensate authorities where COVID-19 has impacted on their ability to generate revenues as a result of lockdown, government restrictions and social distancing measures, related to the pandemic in the 2020/21 financial year.
- 3.5 The scheme will involve a 5% deductible rate for those fees and charges impacted by COVID 19, whereby authorities will have to absorb the first 5% loss – this loss is calculated based on their planned 2020/21 income for eligible sales, fees and charges income, with the Government compensating them for 75p in every pound of relevant loss thereafter.
- 3.6 The scheme will compensate authorities for irrecoverable losses compared to budgets that have been set for the period from 1 April 2020 to 31 March 2021. The Government have also extended this scheme for the first three months of 2021/22.
- 3.7 The guidance issued by the Government sets out the data collection periods and payment schedule for the income compensation scheme. This is summarised in Table 3.

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Table 3 Schedule of Payments

Release of data collection and payment	Period of loss covered
September 2020 data return (intended payment October 2020)	1 April 20 - 31 July 20
December 2020 data return (intended payment January 2020)	1 Aug 20 - 30 Nov 20
April 2021 data return (intended payment May 2021)	1 Dec 20 - 31 Mar 21

- 3.8 The Council submitted a return for the first 4 months of 2020/21 for £201,000 and received this funding from Government in November. A further claim for the period August to November has been submitted for £152,000. It is envisaged that the claims for the final third of 2020/21 will be for a similar sum to the second claim and this is reflected in the projected outturn.
- 3.9 After taking account of the financial challenges resulting from COVID-19 and the additional funding provided by Government, the Council's budget is better placed than most and this is a result of the strategies used for many years whereby savings are identified in full ahead of the financial year.
- 3.10 The total projected COVID 19 pressures amount to around £3.2m. After taking account of Government funding of £2.1m the potential impact from COVID 19 could be around £1.1m.
- 3.11 There are a number of non COVID-19 variations and these are currently projected to result in a favourable variance of around £700,000. The main variations relate to lower borrowing costs and additional income. After taking account of these variations the estimated outturn for the General Fund could be an adverse variance of around £400,000.

4. FUTURE YEARS

- 4.1 It is important that Members are aware of the Financial challenges that COVID 19 could have on the new Unitary from 2021/22. A report outlining these issues along with the 2021/22 draft budgets were presented to the Shadow Executive at its meeting on 7th December 2020 and 7th January 2021. The link to these reports is as follows:

December Report

<https://cmis.northamptonshire.gov.uk/cmis5live/MeetingsCalendar/tabid/73/ctl/ViewMeetingPublic/mid/410/Meeting/3815/Committee/458/SelectedTab/Documents/Default.aspx>

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January Report

<https://cmis.northamptonshire.gov.uk/cm5live/MeetingsCalendar/tabid/73/ctl/ViewMeetingPublic/mid/410/Meeting/3670/Committee/458/SelectedTab/Documents/Default.aspx>

5. HOUSING REVENUE ACCOUNT

- 5.1 The Council's Housing Revenue Account (HRA) budget for 2020/21 is £15.4m – the main income source is housing rents. The income levels continue to be monitored closely and whilst collection rates are broadly in line to those of previous years, income is currently projected to come in around £100,000 lower than budget, this relates to the under-recovery of income resulting from void rates being higher than budgeted and a higher number of Right to Buy Sales than anticipated. This pressure is mitigated by expenditure being around £100,000 lower than budget, this is mainly due to subcontractor costs being lower than anticipated. Table 4 provides an update on the 2020/21 financial position for the HRA

Table 4 - HRA	Current Budget	Projected Outturn	Variance
	£'000	£'000	£'000
Gross Expenditure	15,438	15,338	(100)
Gross Income	(15,438)	(15,338)	100
Net Expenditure	0	0	0

- 5.2 The HRA expenditure budgets tend to be less volatile than that of the General Fund – largely as a result of the most significant budgets such as loan and interest repayments being fixed.

6. CAPITAL PROGRAMME

- 6.1 It was reported to the June meeting that the Council's ability to deliver the Housing Revenue Account capital programme as previously planned had been severely impacted as result of COVID-19. Therefore, a 'Plan B' capital programme was created and subsequently approved in order to maintain investment in the housing stock at planned levels in 2020/21. The Council continues to make good progress following these changes and the HRA Capital Programme remains on target to be delivered within budget.
- 6.2 Table 5 provides a summary of the Capital Programme and reflects the following changes, following approval of these schemes at the Council meeting in September 20;

General Fund

- **Gallery, Library and Manor House Museum (GLaM)** - the Council bid for external funding of £3m from the Governments 'Get Building Fund' for

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transformational improvements to the Alfred East Art Gallery, This was supplemented by additional funding of £740,000 from contributions from KBC and NCC.

- Disabled Facility Grants (DFGs) – The Government notified the Council in December that it has received additional funding of £87,000 – in accordance with the Council’s Financial Regulations, schemes that are fully funded up to £250,000 can be approved by SMT – this was approved by SMT on 8th December.
- Following a change to the Public Works Loan Board (PWLB) borrowing criteria, the borrowing for Commercial Investments purely for yield from PWLB is no longer prohibited. As a result of these changes the projected outturn for 2020/21 shows a variance of £20m this is reflected in Table 5.

Housing Revenue Account (HRA)

- Following a tender process for the New Build Schemes at Scott Road and Albert Street the Working budget was increased from £3,571,000 to £4,222,000, this change was approved by Council in September 2020.

Table 5 - Capital Programme 2020/21	Working Budget	Projected Outturn	Variance
	£000	£000	£000
Expenditure			
Council Home Improvement Programme	9,496	9,496	0
Town Centres Delivery Plan	8,092	8,092	0
Community Facilities	1,982	1,982	0
Supporting Service Delivery	6,208	6,208	0
Commercial Strategy	20,331	331	(20,000)
Private Sector Housing Improvement	883	883	0
Total Capital Expenditure	46,992	26,992	(20,000)

7. TREASURY MANAGEMENT UPDATE

- 7.1 The Treasury Management Policy Statement is a high level document, which defines the Council’s policies and objectives of its Treasury Management activities.
- 7.2 To comply with the requirements of best practice, the Treasury Management Strategy is reported to members in advance of the forthcoming financial year,

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(this was approved by the Executive and Council at the February meetings) and a mid-year report that covers the following:

- 7.3 The Treasury Management Strategy Statement (TMSS) and Annual Investment Strategy for 2020/21 were approved by Council on 26th February 2020. There have been no policy changes to either of these strategies.
- 7.4 The current estimates for capital expenditure and financing arrangements since the capital programme was approved by Council on 25th February 2020 have all previously been reported to the Executive.
- 7.5 The Council's current investment and borrowing portfolios (as at 30th November 2020) are detailed in Table 6. These are in line with the Council's Treasury Management Strategy.

Table 6	
Investment Portfolio	£000
Santander	25,242
HSBC	30,106
Goldman Sachs	5,000
Bank of Scotland	3,050
Rockspring (Property Fund)	6,712
Lothbury (Property Fund)	5,012
Hermes (Property Fund)	5,000
Other	3,501
Total	83,623

Borrowing Portfolio	£000
Daventry District Council	3,500
PWLB	127,924
Total	131,424

- 7.6 The Council's projected closing capital financing requirement (CFR) for 2020/21 is £140.7m. The CFR denotes the Council's underlying need to borrow for capital purposes. If the CFR is positive the Council may borrow from the PWLB or the market (external borrowing) or from internal balances on a temporary basis (internal borrowing). The balance of external and internal borrowing is generally driven by market conditions.

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7.7 Table 7 shows the Council has estimated external borrowings of £139m at the 31st March 2021 – this is dependent on the capital outturn for 2020/21.

Table 7	2020/21 Original Budget £000	2020/21 Current Projection £000
Gross Borrowing	188,589	139,237
Less Investments	36,900	59,994
Net Borrowing	153,673	79,243
CFR (year end position)	190,804	140,727
Operational Boundary (External Debt)	235,000	235,000
Authorised Limit	240,000	240,000

8 CONSULTATION AND CUSTOMER IMPACT

8.1 As outlined in the report.

9 POLICY IMPLICATIONS

9.1 As outlined in the report.

10 USE OF RESOURCES

10.1 As outlined in the report.

11. CLIMATE CHANGE

11.1 The Council remains committed to the climate change agenda as approved by Council in July and this remain a key consideration in any future decisions.

12. RECOMMENDATIONS

That the Executive notes

- (i) The budget position for 2020/21.
- (ii) The Treasury Management performance for the period 1st April – 30th November 2020.

Background Papers:

Contact Officers: M Dickenson

Previous Reports/Minutes:

Monthly Durable Budget Reports

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Appendix A

Area	COVID Pressures £'000
Car Parking - On Street	305
Car Parking - Off Street	560
Treasury Management (exc Borrowing)	160
Commercial Investments	481
Council Tax Court Costs	509
Other Items	159
Income Lost - Not Recoverable	2,174
Trade Waste	(6)
Planning & Building Control Fees	177
Other Items	57
Income Lost - Potentially Recoverable	228
Domestic Recycling / Waste	344
Homelessness	(64)
Leisure	200
Other Items	350
Expenditure Pressures	831
Gross Covid19 Impact	3,232
Covid19 Grant	(1,624)
Covid19 Grant - Sales, Fees & Charges	(504)
Net Covid19 Impact	1,104

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Report Originator	John Conway Head of Housing	<i>Fwd Plan Ref No:</i> A20/023	
Wards Affected	Avondale Grange	13 th January 2021	
Title	THE FORMER GRANGE METHODIST CHURCH SITE- CONSTRUCTION OF EIGHT HOUSES AND BUNGALOWS		

Portfolio Holder: Councillor Mark Rowley

<p>1. <u>PURPOSE OF REPORT</u></p> <p>(i) To note the progress made on The Grange Methodist Church housing development site; and</p> <p>(ii) To note the financial envelope of the scheme and propose that this project be included in the draft North Northants Housing Revenue Account (HRA) capital budget for 2021/22.</p>

2. INFORMATION

- 2.1 In October 2018 Executive Committee resolved to recommend to Full Council that a capital budget of £210,000 was provided to purchase the site of the former Grange Methodist Church site at Stamford Road, Kettering, so that it could be redeveloped to provide new council housing. At the same time a budget of £200,000 was agreed to carry out initial feasibility and pre-contract works on this and two other sites.
- 2.2 At the conclusion of the feasibility stage it was agreed to progress with pre-contract works on two of the sites, including The Grange Methodist Church.
- 2.3 A further capital budget of £300,000 was approved through the 2020/21 budget process to progress HRA new build sites to a full planning submission and contract award.
- 2.4 The site has been designed to accommodate eight new homes for rent, consisting of four two-bedroom bungalows, two standard three-bedroom houses and two larger three/four-bedroom houses which have been specially designed to cater for a household with a disabled household member. All units meet the Nationally Described Space Standards. The bungalows will all be built to include wet rooms. The larger three/four-bedroom homes will be fully wheelchair accessible on the ground floor, including a wet room and bedroom for a wheelchair user. There is an increasing need for this type of housing. There are currently over 30 households registered on Keyways who require a three-bedroom property with a wet room. It is difficult to source specialist accommodation of this nature from Registered Providers and the private sector.
- 2.5 The proposed layout of the site is shown overleaf:

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- 2.6 A full planning application has been submitted for the site and a determination is expected in early 2021. Assuming permission is granted for the scheme, the second stage of a two-stage tender process can commence. An initial stage has already been completed and six contractors have been selected to provide a detailed tender for the scheme upon planning being granted.
- 2.7 The design work on the site has been carried out up to the technical design stage and a detailed cost plan and risk register have been produced to indicate the appropriate budget required to deliver the scheme to completion.
- 2.8 The overall project costs (excluding land costs), proposed budget and revenue implications are shown in Table 1, below:

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Table 1 The Former Grange Methodist Church Site Costs:

Project Costs	£000
Works costs (inc. preliminaries, overheads and profits)	1,434
Planning and Building Control fees	4
Professional fees	298
Risk allowances	87
Inflation	37
Total	1,860

Proposed Budget 2020/21	1,860
Borrowing	1,302
141 Receipts	558
Total Financing	1,860
Cost Per Unit	232,500

Revenue Implications	£000
Income from Rents	49
Expenditure	33
Net Income to the HRA	16

2.9 The cost per unit reflects the fact that the scheme provides larger and more specialist house types to cater for disabled people and their families.

2.10 Once full planning permission is granted, the project can progress to the tender stage which is programmed to take eight weeks. It is estimated that the build will take 37 weeks. Once the tender process is completed the recommendation for contract award will be brought to a future North Northants Executive Committee for approval.

3. CONSULTATION AND CUSTOMER IMPACT

3.1 This project will provide eight new affordable rented homes, which will be allocated to households on the Council's choice-based lettings system, 'Keyways'.

3.2 The homes will contribute towards meeting identified housing need in the area and will also contribute to overall housing completions. The scheme makes use of redundant, brownfield land which is currently unsightly and attracting vandalism and antisocial behaviour.

3.3 Consultation was carried out with local residents as part of the planning process.

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4. POLICY AND RESOURCE IMPLICATIONS

4.1 The HRA Capital Programme is based on the strategic priorities set out in Kettering Borough Council's Housing Strategy 2015/20.

- Increasing housing supply across all tenures
- Ensuring decent, safe and healthy homes
- Helping people to live independently

4.2 There are no human resources implications arising from this project, which is being managed within existing staff resources.

5. LEGAL AND EQUALITY IMPLICATIONS

5.1 The procurement process to select the contractor for the scheme must comply with the law relating to procurement by public authorities and the Council's own contract regulations. It will be necessary to enter into contract with the successful tenderer.

5.2 The scheme has been submitted for planning consent and work will only proceed once the full permission has been obtained and any pre-commencement conditions have been complied with.

5.3 The homes provided on the scheme will improve the quality of life and wellbeing of disabled people and their families.

6. CLIMATE CHANGE IMPLICATIONS

6.1 A fabric first approach has been taken in designing the scheme. It is intended that the energy efficiency rating of the homes will be high and achieve an EPC B rating. This has been achieved on schemes at Scott Road and Albert Street in Kettering. Low carbon heating and other specialist technologies have not been proposed, due to the already higher costs of providing bespoke design to meet the needs of specific households whose needs are not being met in the private sector.

6.2 In the event that any cost savings materialise as the project progresses, consideration will be given to whether further enhancements can be made that will help to tackle climate change.

6.3 The procurement exercise for this project will include an assessment of contractors' commitment in practical terms to tackling climate change.

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7. RECOMMENDATION

- 7.1 To note the progress made on The Grange Methodist Church housing development site.
- 7.2 To note the financial envelope of the scheme and propose that this project be included in the draft North Northants HRA capital budget for 2021/22.

Background Papers:

Title

Date

Contact Officer

Previous Minutes/Reports:

Ref:

Date:

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Regulations 2000.

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