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To The Members of the Council

Our Ref: SNC/L.18
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Date: 10 August 2010

AGENDA SUPPLEMENT

Dear Sir/Madam

COUNCIL - THURSDAY 12 AUGUST 2010

I refer to the agenda for the above-mentioned meeting and enclose the following additional item:

Item No	Report Title	Page Nos
19.	Masterplan Funding for Attleborough Report of the Interim Chief Executive.	99 - 102

Yours faithfully

Sheila Cresswell

Committee Officer

BRECKLAND COUNCIL

**REPORT OF THE INTERIM CHIEF EXECUTIVE
FULL COUNCIL – 12TH AUGUST 2010**

MASTERPLAN FUNDING FOR ATTLEBOROUGH

1. Purpose of Report

To request approval to accept funding from the Homes and Communities Agency for the Masterplan Project for the Attleborough growth. The project will enable the appointment of a consultant to work with the Council and the Community to meet their needs through the expansion of the area.

2. Recommendations

It is recommended that the Council:

- 2.1 Accepts the funding from the Homes and Communities Agency for the Masterplan Project
- 2.2 Approve the consultant from the Homes and Communities Agency panel to undertake the work

Note: In preparing this report, due regard has been had to equality of opportunity, human rights, prevention of crime and disorder, environmental and risk management considerations as appropriate. Relevant officers have been consulted in relation to any legal, financial or human resources implications and comments received are reflected in the report.

3. Information, Issues and Options

3.1 Background

- 3.1.1 This item has been brought before Members to approve a grant the Council has been awarded.
- 3.1.2 The grant is for the sum of £50,000 which was as a result of a bid for Rural Masterplan funding aimed at assisting Councils with large rural areas, tackle issues that growth and expansion may have in a particular area. The bid was made to assist the planning of the growth of Attleborough to enable the rural aspects and issues in that locality to be managed in way that fully involves the community and the Council.
- 3.1.3 As part of the process the Homes and Communities Agency have also set up a panel of expert consultants through a government procurement process to provide the a route for appointment of appropriate expertise for the process.

3.2 Issues

- 3.2.1 The funding was first awarded to the Council in February 2010 and subsequently put on hold with the change in Government and the review of funding to different projects. The funding was confirmed on the 23rd July 2010, with a request to sign up to the grant conditions and the procurement of the Consultant through the Homes and Communities Agency panel.
- 3.2.2 The award of funding has a short timeframe for expenditure, March 2011 and the project will take 6 months to complete. This means that acceptance of the funding

and the approval of the consultant needs to be approved urgently, otherwise we would be unable to meet the obligations of the grant.

3.2.3 Whilst awaiting the Governments deliberations on the funding, a procurement process was undertaken with the Homes and Communities Agency for a consultant. Consultants from the Homes and Communities Agency's approved list, which had been through a tender process under EU regulations, were asked to submit expressions of interest in the project. These submissions were then asked to submit further tenders and resulted in the interview of three consultants and the selection of Scott Wilson to undertake the work.

3.2.4 The project as a whole will contribute to the capacity of the Planning team in delivering the Local Development Framework for the Attleborough area and the Area Action Plan currently set out in draft. As a neutral party to the process Scott Wilson will work with all the key stakeholders in Attleborough such as the Town Council, the Attleborough Taskforce, Breckland Council and the Community.

3.3 Options

3.3.1 Members are requested to consider the options that are available with regard to the funding :

- (a) Accept the funding from the Homes and Communities Agency and make provision in the Budget book for the allocation of funds to this project and approve Scott Wilson as the consultant for the project.
- (b) Accept the funding from the Homes and Communities Agency but request that they appoint the consultant directly.
- (c) Not accept the funding from the Homes and Communities Agency.

3.4 Reasons for Recommendation(s)

3.4.1 It is recommended that the Council accepts the funding from the Homes and Communities Agency and appoints Scott Wilson to undertake the work as this will enable the timeframe to be met within the project and allow greater involvement of the community within that timeframe. If the Homes and Communities Agency appoints the Contractor directly further approval will need to be sought from the Department of Communities and Local Government as the expenditure is over £20,000. Whilst they are likely to approve the expenditure there is likely to be a delay in the process which would reduce the timeframe the project could be delivered within and not enable as much community involvement as envisaged.

3.4.2 The proforma B sets out the financial implications and the requirements for the cashflow arrangements for drawing on the funds which are within the Councils budgetary facility.

4. Risk and Financial Implications

4.1 Risk

There are reputational risks in not taking the resources from the Homes and Communities Agency with the Community as a whole, as well as the Government department which has allocated the resources.

The additional capacity this project offers to the parish of Attleborough would have to be met through the contract with Capita Symonds and is unlikely to offer the same level of resources.

4.2 Financial

A proforma B is attached

5. **Legal Implications**

5.1 The Constitution allows for funding received during the year to be incorporated into the Council's Budget if approved by Council.

6. **Other Implications**

- a) Equalities: there are no Equalities issues relating to this report
- b) Section 17, Crime & Disorder Act 1998: There are no crime and disorder issues relating to this report
- c) Section 40, Natural Environment & Rural Communities Act 2006: The project will be addressing issues relating to the environment as part of the masterplan exercise and do not need to be highlighted separately
- d) Human Resources: There are no human resources issues related to this report
- e) Human Rights: There are no human rights issues related to this report
- f) Other: [e.g. Children's Act 2004]

7. **Alignment to Council Priorities**

7.1 Building safer and stronger communities, prosperous communities, Your Council your services.

8. **Ward/Community Affected**

8.1 Attleborough.

Background Papers

Lead Contact Officer:

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Key Decision Status (Executive Decisions only):

Appendices attached to this report:

Proforma B

BRECKLAND COUNCILPROFORMA FOR EXECUTIVE MEMBER APPROVAL FOR THE RELEASE OF RESOURCES
(CAPITAL AND REVENUE BUDGETS)

FROM: Alison Chubbock (Accountancy Manager)

THIS PROFORMA PROVIDES THE FINANCIAL IMPLICATIONS IN RESPECT OF THE ATTACHED REPORT

REPORT: **Masterplan Funding for Attleborough**
REPORT DATE: **12 August 2010**

	£ Year 1 2010/11	£ Year 2 2011/12	£ Year 3 2012/13	£ Year 4 2013/14	£ Year 5 2014/15
007 0000 *** 4544	£50,000				
007 0000 *** 9274	(£50,000)				
Total	£0				

Considered by:
Full Council**Date:**
12/08/10**Financial Services Comments**

This report requests approval to accept funding of £50,000 from the Homes and Communities Agency (HCA) to be spent on the 'Masterplan Project for Attleborough Growth' and also approve the use of the consultant from the HCA panel to undertake the work.

As detailed in 3.2.4 of the report, this work forms part of the Local Development Framework (LDF) delivery for the Attleborough area. By accepting this funding from the HCA, Breckland will not be required to bear these costs from existing budgets.

There are no significant cash flow implications for Breckland as the £50,000 funding over the six months can be accommodated within our existing cash flows.

Risk

If the funding is not spent on qualifying expenditure or not claimed by the deadlines, there is a risk that Breckland will become liable for the costs.

Due to the risk highlighted above, if this funding is accepted it should be subject to:

- The Growth Programme Manager (in conjunction with the Enabling & Projects Officer) being responsible for monitoring & claiming all qualifying expenditure within the specified deadlines.
- Assurance that the project outputs, milestones and claims can be completed by the specified deadlines.

Procurement

The Constitution requires 3 competitive quotes for contracts of £50,000, therefore, as the HCA has undertaken a tender process with 3 consultants to select Scott Wilson, Breckland procurement rules have been complied with.

Value for Money Efficiencies

The receipt of this funding has resulted in a saving to Breckland, as the costs for the LDF related work do not have to be found from the existing Breckland budgets.

This PB is valid for 3 months from PB date	If this PB is not longer required please advise Finance	If there are changes to the original report it may invalidate this document, it must be reviewed by Finance.
10/08/2010	Page 1 of 1	D:\moderngov\Data\AgendaItemDocs\4\0\0\VAI00011004\ProformaBattleborough masterplanfunding0.doc