

* Name of proposal/policy	Property Exploitation	* Budget number	13-005-07 / 16-006-10
* Service area responsible	Property and Asset Management - Place Directorate	* Cabinet meeting date	14 th February 2017
* Name of completing officer	Alison Parry	* Approved by Director / Assistant Director	Tony Ciaburro
* Version	1.0	* Date	2 February 2017

PART A

* Section 1a: Description of proposal under consideration/development	* Section 1b: Is this new or existing? Does it link to current provision?
<p>NCC owns or occupies in excess of 340 properties. Of these 12 have been rationalised and set against the business case for Project Angel. 160 are maintained through the dedicated Asset Management budgets which leaves a further 170 properties that need to be considered for further efficiency savings. Moreover the NCC Asset and Property Strategy will be re-written in order to adapt to a more commercial approach to securing income and avoiding/ reducing costs. The precise figures will be determined through the development of relevant Business cases.</p> <p>NB. This is now combined with proposal number 16-006-10</p>	<p>Efficiency saving inherited in 2016-17 financial year with the transfer of LGSS Asset Management team to the PLACE Directorate on October 1st 2016. Prior to this transfer there does not appear to have been any significant sustainable base budget savings either achieved or planned. Efficiencies have been largely achieved through one-off cuts and adjustments in previous years. For 2017-18 a review of assets has been commissioned with a view to provide a schedule of proposed property closures that will in effect bring in a base-line saving equating to £1m in 2017-18 as a result of reduced energy and maintenance costs, and revenue savings from capital receipts etc. (NB. Now proposal is for £1m)</p>

*** Section 2: How does this align with the Council Plan/ corporate priorities/ partnership strategies and plans/ Next Generation Council?**

Delivers increased wellbeing and/or safeguarding by ensuring that...	✓
People of all ages are safe, protected from harm and able to live happy, healthy and independent lives in our communities	
People have the information and support they need to make healthy choices and achieve wellbeing	
People achieve economic prosperity, in a healthy, low carbon economy which gives access to jobs, training and skills development	
Communities thrive in a pleasant and resilient environment, with robust transport and communications infrastructure	
Resources are utilised effectively and efficiently, in coordination with partners and providers	✓

Does it align with any NCC/ partnership strategies and plans? (if so, please list below)
Council Asset Management Plan

Does it support the transformation into a Next Generation Council? (if so, please explain below)
Yes – more efficient use of our Assets.

*** Section 3: If this relates to a statutory duty, please give details of the relevant legislation below:**

The provision of buildings itself is not a statutory duty but it will provide the accommodation from which the Council will deliver most of its statutory and non-statutory duties.

Section 4: Have other alternatives been considered?

The new Asset Management Strategy will explore a range of alternative opportunities.

Section 5: Financial / resource implications

a) Costs (e.g. invest to save)

None at this stage. However, detailed business cases for Invest to save initiatives will be explored.

b) Staffing implications

None at this stage. However, a rationalisation of property may require staff relocations.

c) Savings

£1m comprised an existing £500k from Leverage of Assets Phase 2 and a new 'Property Exploitation' £500k

Section 6: Has a similar initiative/proposal been implemented elsewhere? What were the benefits or risks? Are there lessons that can be learned?

Yes in other local authorities where PLACE Directorates have been established.

THIS SECTION HAS REPLACED THE EQUALITY IMPACT ASSESSMENT FORM AND MUST BE COMPLETED TO DEMONSTRATE COMPLIANCE WITH THE EQUALITY DUTY

*** Section 7: Who will be affected by this proposal? (this may be service user data, or be based on a particular geographical area or more general population data depending on the proposal) Include demographic information where this is available e.g. breakdown by gender, age, ethnicity, disability etc. BIPI can support with the provision of data. You may include staff, partner organisations and any other stakeholders who might be affected by the proposal.**

Data Source (include link where published) and summary of what it tells us for example "X number of people use this service, X are male, Y are female etc"	Why is this relevant to the proposal?
List of County Council properties and their locations is available on the County Council website: see http://www3.northamptonshire.gov.uk/councilservices/council-and-democracy/transparency/open-data-our-publications/Pages/local-authority-land-and-assets.aspx	

* Section 8: Based on the above information, will this proposal have an impact on the following? ✓ the relevant box for each line and then expand on the reasons why in Section 9				
	Positive	Negative	Neutral	Unsure
<u>Age</u>			✓	
<u>Disability</u>			✓	
<u>Gender reassignment</u>			✓	
<u>Marriage and civil partnership</u>			✓	
<u>Pregnancy and Maternity</u>			✓	
<u>Race</u>			✓	
<u>Religion or Belief (or No Belief)</u>			✓	
<u>Sex</u>			✓	
<u>Sexual orientation</u>			✓	

* Section 9: Initial impact	
* Section 9a: From your analysis in section 8 above, please explain the positive implications	
N/A	
* Section 9b: From your analysis in section 8 above, please explain why you have categorised any of the implications as neutral	
At this stage, priority will be given to efficiencies that can be achieved through the use and exploitation of redundant land and assets, therefore not affecting frontline service delivery. Any change to this approach would go through the Cabinet approval process and would be subject to individual equality impact assessments.	
* Section 9c: From your analysis above, please explain the negative implications	* Section 9d: What actions have you identified to mitigate any negative implications?
N/A	N/A
* Section 9e: From your analysis above, please explain the areas where you are unsure of the impact	* Section 9f: What actions have you identified to fill gaps in information?

N/A	N/A
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* Section 10: Internal considerations: are there any implications for the following?		
	✓ or X	If there are any implications, please explain them here and identify any actions you may need to take as a result
<u>Staff</u>	✓	Rationalisation of property may require staff relocation(s)
<u>Financial (NCC)</u>	✓	This will provide a £1m saving for NCC
<u>Legal</u>	X	
<u>NCC Policy</u>	✓	The NCC Asset and Property Strategy will be re-written in order to adapt to a more commercial approach to securing income and reducing costs.
<u>Performance</u>	X	
<u>Data quality / information security</u>	X	
<u>IT</u>	X	
<u>Strategic assets</u>	✓	160 NCC owned or occupied properties are maintained through the dedicated Asset Management budgets which leaves a further 170 properties that need to be considered for further efficiency savings. The precise figures will be determined through the development of relevant Business cases.
<u>LGSS / federated bodies</u>	X	
<u>Procurement</u>	X	
<u>Project support</u>	X	
<u>Other (if appropriate)</u>	X	

* Section 11: External considerations: are there any implications for the following?		
	✓ or X	If there are any implications, please explain them here and identify any actions you may need to take as a result
<u>Community impact</u>		
<u>Impact on the consumer (e.g. communication needs, access, rurality, complaints)</u>		
<u>Reputation</u>		
<u>Political</u>		
<u>Partners</u>		
<u>Human Rights</u>		
<u>Health impact – individual</u>		
<u>Health impact – wider community</u>		
<u>Economic impact - individual</u>		
<u>Economic impact – wider community</u>		
<u>Community Safety impact</u>		
<u>Environmental impact</u>		
<u>Consultation</u>		
<u>Other (if appropriate)</u>		

Based on the impacts and considerations above, please identify the RAG status

RAG Status	Overall RAG	Time	Proposal Delivery	Cash Saving	Risk	Issue	Dependency

* Section 12a: What are the risks associated with NOT implementing the proposal? (tick if applicable)	✓	* Section 12b: What actions have you identified to mitigate the risks? Will anything in the current arrangements need to be changed to acknowledge this risk? Is implementing the proposal the only way to mitigate the risks?
Non-compliance with legislation or NCC policy		
Financial	✓	If the saving is not found from this proposal it will need to be found from alternative areas, which may directly impact upon front-line service delivery
Change in performance/ data quality/ information security		
Reputational/ Political		
Increase in complaints and/ or legal challenge		
Other		

* Section 13: Budget Delivery Programme Highlight Report information – total amount allocated to savings proposal 2017-18 through to 2020-2021; profiled budget; 2017-18 action plan extended savings narrative; cost code information				
Total amount allocated to savings proposal 2017-18				
2017-18 (£000)		1,000		
Impact of saving within the budget profile				
Q1		Q2		Q3
				Q4
				£1,000,000
	Milestone	Owner	By when	
1	PLACE Governance Board approval of schedule rationalisation	I Boll	April 2017	
2	Cabinet Approval of rationalisation as part of Property Asset Strategy	I Boll	May 2017	

3	Mobilisation of approved rationalisation	I Boll	From May 2017
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*** Section 14: Do you need to undertake further work (e.g. consultation, further proposal development, further equality analysis) based on the impact and actions identified above? If yes, set this out below and then carry out the work and complete Part B:**

This proposal will form part of the overall budget consultation process. Any feedback received (as well as any further intelligence gathered in the course of developing the project) will inform a final analysis of the impact of the proposal which will be considered by Cabinet and Council in February when taking a final decision on the budget. The EqIA will be updated accordingly.

PART B

Section 15: Consultation, follow up data and information gathered from actions identified above

	What does this information tell us?
This proposal formed part of the overall budget consultation process.	We received no comments specifically on this proposal.

Section 16: Final impact analysis (taking the findings from Part B into account) – including review date if required

The final impact has been assessed as neutral at this stage because there is not anticipated to be a customer impact.