
LOCAL PUBLIC SERVICE AGREEMENT

April 2003 to March 2006

STOCKPORT COUNCIL

**LOCAL PUBLIC SERVICE AGREEMENT
BETWEEN
STOCKPORT METROPOLITAN BOROUGH COUNCIL AND
THE GOVERNMENT**

INTRODUCTION

1. Stockport Metropolitan Borough Council and the Government have made this Local Public Service Agreement (LPSA) with the intention of further improving the services to local people that Stockport Metropolitan Borough Council provides. This agreement covers the period 1st April 2003 to 31st March 2006.
2. The agreement records the present intentions of Stockport Metropolitan Borough Council and the Government. It is entered into by both in good faith but it is expressly recognised that neither can fetter the future discretion of the Council or of Ministers and Parliament. The agreement is therefore not intended to create legal relations. Subject to that, the following points are agreed.

The Intentions of Stockport Metropolitan Borough Council

3. Stockport Metropolitan Borough Council will use its best endeavours to achieve more demanding performance targets than those it would be expected to achieve in the absence of this Local Public Service Agreement. Those enhanced targets are specified in Schedule 1 to this agreement.

The Intentions of the Government

4. The intentions of the Government set out in this agreement are subject to the outcome of any statutory consultations and any necessary approval of the Treasury and Parliament.
5. The Government will implement the changes to statutory and administrative requirements set out in Schedule 2 to this agreement, subject to confirmation of the legal and operational feasibility of the changes described and to Parliamentary approval of any necessary legislation. The Government will also undertake the discussions with the Council described in Schedule 2.
6. It is recognised by Stockport Metropolitan Borough Council that, on further investigation, it may be necessary to modify the detail of the changes set out in Schedule 2 in ways that seek so far as possible, to give substantially the same extent of benefit to the Council. It is recognised by the Government that, if a change set out in Schedule 2 proves infeasible, it will use its best endeavours to provide an alternative that corresponds as closely as possible and has, so far as possible, substantially the same effect.

7. The Government will pay Stockport Metropolitan Borough Council a Pump Prime Grant of £1,041,102 in support of the expenditures described in Schedule 3 to this agreement. The conditions attached to this "pump-priming" grant are also set out in Schedule 3.

8. The Government will pay a Performance Reward Grant to Stockport Metropolitan Borough Council, as set out in Schedule 4 to this agreement, if it achieves all the enhanced targets specified in Schedule 1. Schedule 4 also sets out the grant it intends to pay if the Council secures a substantial improvement in performance that falls short of the target. The Schedule also stipulates the intending timing of payments of the grant. Stockport Metropolitan Borough Council undertakes to provide audited information confirming the extent of improvement in their performance relative to the Local PSA performance targets set out in Schedule 1, as a precondition for the determination and payment of the Performance Reward Grant.

Date of Agreement: March 2003

**LOCAL PUBLIC SERVICE AGREEMENT
BETWEEN
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THE GOVERNMENT**

March 2003

**For Stockport Metropolitan
Borough Council**

For Her Majesty's Government

.....
Councillor Mark Hunter
**Leader of Stockport
Metropolitan Borough Council**

.....
Rt. Hon Nick Raynsford MP
**Minister of State Local
Government and Regions**

.....
John Schultz
**Chief Executive Stockport
Metropolitan Borough Council**

.....
Rt. Hon Paul Boateng MP
**Chief Secretary to Her Majesty's
Treasury**

The above Ministers sign on behalf of their colleagues listed below:

Rt. Hon John Prescott MP
Deputy Prime Minister

Rt. Hon Gordon Brown MP
Chancellor of the Exchequer

Rt. Hon David Blunkett MP
**Secretary of State for the Home
Department**

Rt. Hon Margaret Beckett MP
**Secretary of State for
Environment, Food and Rural
Affairs**

Rt. Hon Andrew Smith MP
**Secretary of State for Works
and Pensions**

Rt. Hon Alan Milburn MP
Secretary of State for Health

Rt. Hon Alistair Darling MP
Secretary of State for Transport

Rt. Hon Charles Clarke MP
**Secretary of State for Education
and Skills**

SCHEDULE 1

PERFORMANCE TARGETS ADOPTED BY STOCKPORT METROPOLITAN BOROUGH COUNCIL

The improvement in performance on which the payment of PRG is to be based is the 'Enhancement in the Performance with the LPSA' for each target as specified in this Schedule.

Stockport Metropolitan Borough Council's Local PSA targets are:

No.	Stockport Metropolitan Borough Councils Local PSA Targets	Heading	National/Local Target
1	Improve access to affordable housing	Housing	Local
2	Improve approval times of new housing and council tax benefit claims	Benefits	Local
3	Improve highway conditions	Transport	National
4	Reduce road traffic accidents	Transport	National
5	Improving the health and well-being of looked after children	Crime	Local
6	Reduce teenage pregnancies	Health	National
7	Reduce domestic burglary	Crime	National
8	Increase independent living of older people	Social Care	National
9	Increase recycling	Environment	Local
10	Reduce truancy	Education	National
11	Cost effectiveness	Council-wide	National

Target 1

To reduce average re-let times for local authority dwellings and thereby improve access to affordable, well-maintained housing

To reduce the average length of stay in hostel accommodation of households which include dependent children or a pregnant woman and which are unintentionally homeless and in priority need.

Indicators by which performance will be measured

- 1) BVPI 68 – Average relet times for local authority dwellings in the financial year
- 2) Average length of placement in hostel accommodation.

Current performance (2001/2002)

- 1) 76 days (calendar)
- 2) 24 weeks

Performance at the end of the period of the Local PSA (2005/2006)

Performance expected without the Local PSA

- 1) 68 days (calendar)
- 2) 22 weeks

Performance target with the Local PSA

- 1) 45 days (calendar)
- 2) 14 weeks

Enhancement in Performance with the Local PSA

- 1) 23 days (calendar)
- 2) 8 weeks

Interim performance target (2004/2005)

- 1) 61 days (calendar)
- 2) 19 weeks

Target 2

To reduce the average time for processing new housing and council tax benefit claims

Indicator by which performance will be measured

BVPI 78 a – Speed of processing: average time for processing new claims

Current performance (2001/2002)

38 days

Performance at the end of the period of the Local PSA (2005/2006)

Performance expected without the Local PSA

36 days

Performance target with the Local PSA

33 days

Enhancement in performance with the Local PSA

3 days

Interim performance targets (2004/2005)

36 days

Note:

Performance Reward Grant on this target will not be payable if the accuracy of determinations (as measured by BVPI 79a) falls below 97.3%.

Target 3

To improve the condition of local roads

Indicators by which performance will be measured

1. BVPI 96 – Conditions of principal road network with a structural index in excess of 70, as measured using UKPMS rules and parameters
2. BVPI 97 a – Condition of classified non-principal roads (percentage of network for which at least one of the UKPMS Condition Index thresholds specified in DfT guidance for the baseline year has been equalled or exceeded)
3. BVPI 97 b – Condition of unclassified non-principal roads (percentage of network for which at least one of the UKPMS Condition Index thresholds specified in DfT guidance for the baseline year has been equalled or exceeded)

Current/Baseline Performance (year ending 31 March 2002)

1. 15.1%
2. 46.3%
3. 38.5%

Performance at the end of the period of the Local PSA (year ending 31 March 2006)

Performance expected without the Local PSA

1. 8%
2. 22%
3. 20%

Performance expected with the Local PSA

1. 5.5%
2. 8%
3. 18%

Enhancement in Performance with the Local PSA

1. 2.5% points
2. 14% points
3. 2% points

Interim Performance Target (year ending 31 March 2005)

1. 10%
2. 14%
3. 23%

Note on changes to BVPI survey methodology between base and final years

DfT is working to seek to devise a method for converting data from one BVPI measurement system to another. But if this proves impossible for any or all of the RM indicators for a target, the LA would have to measure a sample of that part of the road network in the final year of the LPSA ; it would use the system by which the baseline had been measured, including the UKPMS software. The aim would be to minimise costs, consistent with having confidence in the results.

DfT would specify a small sample of roads to be surveyed, from those registered as at risk of becoming in poor condition by the target year. It would not be necessary to survey :

- any that had been registered as with zero residual life or with at least one of the UKPMS Condition Index thresholds specified in DfT guidance equalled or exceeded - ie in poor condition - and which had not been treated, since they would be assumed to still be in poor condition
- roads which had been properly treated could be assumed to have become in good condition (although DfT might need to sample a few to check that the work had been done correctly)
- roads which had been registered as likely to remain in good condition beyond the target year would probably be assumed to still be in good enough condition.

Note: 25% of the potential Performance Reward Grant on this target is available for indicator 1); 50% for indicator 2); and 25% for indicator 3.

Target 4

Reducing deaths and serious injuries on the roads in Stockport

Indicator by which performance will be measured

Numbers of people killed or seriously injured (KSI) on the roads in Stockport, as measured by STATS 19.

Baseline/Current performance

	1994/98 average	1999	2000	2001
All KSI	111	93	80	72

Performance at the end of the period of the Local PSA (year ending 31 December 2005)

Performance expected without the Local PSA

All KSI 64

Performance target with the Local PSA

All KSI 61

Enhancement in performance with the Local PSA

3 fewer people killed or seriously injured

Interim performance targets (year ending 31 December 2004)

All KSI 64

Target 5

Improving the health and well being of looked after children

Indicators by which performance will be measured

- 1) PAF C18 (Numerator only): % of children aged 10 or over who had been looked after continuously for at least 12 months who were given a reprimand, final warning or conviction during the year for an offence they committed whilst they were looked after (see note * below)
- 2) PAF C19: the average of the % children looked after at 30 September who had been looked after continuously for at least 12 months, and who had routine immunisations up to date, had their teeth checked by a dentist during the previous 12 months, and had an annual health assessment during the previous 12 months.

* For indicator 1, the performance at the end of the LPSA period will be based on cumulative performance for 2004/2005 and 2005/2006. The % will be calculated by adding together the numerator (number of children receiving a reprimand, final warning or conviction) for 2004/2005 and 2005/2006, and then dividing by the total of the denominators (the number of children looked after for more than 12 months aged 10-17 years old) for 2004/2005 and 2005/2006. (A child is counted only once in any one financial year, but may be counted in each financial year).

Indicators 1 and 2 will be based on the OC2 return which is completed as at 30th September each year. 2005/2006 performance will therefore relate to the position as at 30th September 2005.

Current performance (2001/2002)

- 1) 13%
- 2) 49.1%

Performance at the end of the period of the Local PSA (2005/2006)

Performance expected without the Local PSA

- 1) 9.5%
- 2) 80%

Performance target with the Local PSA

- 1) 7.2%
- 2) 95%

Enhancement in performance with the Local PSA

- 1) 2.3% point reduction
- 2) 15% point increase

Interim performance targets (2004/2005)

- 1) 7.5%
- 2) 88%

Note:

The Performance Reward Grant for this target will be divided as follows:
indicator 1 – 60%; indicator 2 – 40%

Target 6

Improving life chances for children by reducing the conception rate for under 18's by 50% by 2010

Indicator by which performance will be measured

Number of conceptions to under 18 year olds per 1000 females aged 15-17 within Stockport MBC area

Data source: ONS 3 year average conception data for 2003-05, and 2004-06 as published by the Department of Health in February 2006, 2007 and 2008

Current performance

Stockport's 3-year average for 1998-2000 is a rate of 38.9/1000

Performance at the end of the period of the Local PSA

Performance expected without the Local PSA

The Stockport 3-year average for the years 2004-06 will be a rate of 34.2/1000

Performance target with the Local PSA

The Stockport 3-year average for the years 2004-06 will be a rate of 27.9/1000

Enhancement in performance with the Local PSA

A reduction in the rate/1000 of 6.3/1000

Interim performance target

The 3 year-average for the years 2003-05 will be 31.8/1000

Target 7

To reduce domestic burglary by 25% with no local authority having a rate more than three times the national average by 2005

Indicator by which performance will be measured

Total number of domestic burglaries in Stockport

Current performance (2001/2002)

3510 domestic burglaries

Performance at the end of the period of the Local PSA (2005/2006)

Performance expected without the Local PSA

2870 domestic burglaries

Performance target with the Local PSA

2676 domestic burglaries

Enhancement in performance with the Local PSA

194 less domestic burglaries

Interim performance targets (2004/2005)

2,900 domestic burglaries

Target 8

To provide high quality pre-admission and rehabilitation services to older people to help them live as independently as possible.

Indicators by which performance will be measured

Social Services Performance Assessment Indicators

- 1) C28 – Number of households receiving intensive home care per 1000 adults aged 65 years or over
- 2) C32 – Number of older people helped to live at home per 1000 population aged 65 years or over
- 3) C26 – Number of supported admissions of older people to permanent residential/nursing care per 10000 population

Current performance (2001/2002)

- 1) C28 – 9.1 per 1000
- 2) C32 – 84 per 1000
- 3) C26 – 111.2 per 10000

Performance at the end of the period of the Local PSA (for year ending 31 March 2006)

Performance expected without the Local PSA

- 1) C28 – 11 per 1000
- 2) C32 – 90 per 1000
- 3) C26 – 105 per 10000

Performance target with the Local PSA

- 1) C28 – 16 per 1000
- 2) C32 – 105 per 1000
- 3) C26 – 80 per 10000

Enhancement in performance with the Local PSA

- 1) C28 – increase in rate of 5 per 1000
- 2) C32 – increase in rate of 15 per 1000
- 3) C26 – decrease in rate of 25 per 10000

Interim performance targets (for year ending 31 March 2005)

- 1) C28 – 14 per 1000
- 2) C32 – 102 per 1000
- 3) C26 – 90 per 10000

Special condition:

It is agreed that the Performance Reward Grant relating to this target will be divided as follows: indicator 1: 40%; indicator 2: 20%; indicator 3: 40%

Target 9 - To increase the amount of household waste recycled or composted

Indicator by which performance will be measured

% of household waste recycled or composted (BVPI 82a and 82b) in 4 target areas

Current Performance (2001/2002)

Area 1 – Reddish – 3.34%
Area 2 – Heaton Mersey/Edgeley – 3.64%
Area 3 – Brinnington – 4.64%
Area 4 – Adswold/Bridgehall/Cheadle – 3.16%

Performance at the end of the period of the Local PSA (year ending 31 March 2006)

Performance expected without the Local PSA

Area 1 – 7.02%
Area 2 – 9.68%
Area 3 – 6.25%
Area 4 – 6.23%

Performance target with the Local PSA

Area 1 – 16.25%
Area 2 – 20.47%
Area 3 – 16.83%
Area 4 – 15.86%

Enhancement in performance with the Local PSA

Area 1 – 9.23% point improvement
Area 2 – 10.79% point improvement
Area 3 – 10.58% point improvement
Area 4 – 9.63% point improvement

Interim performance target (year ending end 31 March 2005)

Area 1 – 11.64%
Area 2 – 15.32%
Area 3 – 11.54%
Area 4 – 11.14%

Notes:

Each area will independently be worth 25% of the potential Performance Reward Grant.

No Performance Reward grant will be paid in respect of this target if the overall rate of recycling or composting in Stockport (as measured by BVPI 82a and 82b) falls below 34.3%.

Target 10 - Improve Overall attendance and reduce school truancies by a further 10% from the level achieved.

Indicators by which performance will be measured

- 1) Overall absence in primary schools (Percentage of half days missed due to unauthorised and authorised absence in secondary schools maintained by the local education authority but excluding special schools).
- 2) Overall absence in secondary schools (Percentage of half days missed due to unauthorised and authorised absence in primary schools maintained by the local education authority but excluding special schools).
- 3) Unauthorised absence in primary schools (BV 46 - Percentage of half days missed due to unauthorised absence in secondary schools maintained by the local education authority but excluding special schools).
- 4) Unauthorised absence in secondary schools (BV 45 - Percentage of half days missed due to unauthorised absence in primary schools maintained by the local education authority but excluding special schools).

These sub targets are equally weighted for the purposes of performance reward grant. Targets will be assessed against national DfES attendance information expected to be published autumn 2005 relating to academic year 2004/2005.

Current performance (academic year 2001/2002)

- 1) Primary schools overall absence – 5.6%
- 2) Secondary schools overall absence – 8.3%
- 3) Primary school unauthorised absence – 0.4%
- 4) Secondary school unauthorised absence – 0.9%

Performance at the end of the period of the Local PSA (academic year ending summer 2005)

Performance expected without the Local PSA

- 1) Primary school overall absence – 4.8%
- 2) Secondary school overall absence – 6.8%
- 3) Primary school unauthorised absence – 0.33%
- 4) Secondary school unauthorised absence – 0.75%

Performance target with the Local PSA

- 1) Primary school overall absence – 4.6%
- 2) Secondary school overall absence – 6.5%
- 3) Primary school unauthorised absence – 0.3%
- 4) Secondary school unauthorised absence – 0.7%

Enhancement in performance with the Local PSA

- 1) 0.2% point reduction in primary school overall absence
- 2) 0.3% point reduction in secondary school overall absence
- 3) 0.03% point reduction in primary school absence
- 4) 0.05% point reduction in secondary school absence

Interim performance targets (academic year ending summer 2004)

- 1) Primary school overall absence – 4.8%
- 2) Secondary school overall absence – 6.7%
- 3) Primary school unauthorised absence – 0.36%
- 4) Secondary school unauthorised absence – 0.81%

Target 11

Improving overall annual cost effectiveness of Stockport Metropolitan Council.

Indicator by which performance will be measured, and current performance

Stockport Metropolitan Borough Council will work with the ODPM to establish a basket of indicators against which the cost effectiveness of the Council can be judged, within 3 months of the date of this agreement. The basket will be based upon the guidance provided by ODPM and will be tailored to reflect the particular circumstances of the Council.

The Council also agrees, in principle at this stage, that an increase in cost effectiveness of 2 percent per year should be regarded as the performance achievable without the PSA, an increase from a baseline of 100 to 106. The target performance with the PSA will be set at a level of either 107.5 or 108 over the three year period of the LPSA.

The Council and ODPM agree that the portion of the Performance Reward Grant related to the cost-effectiveness measure, as specified in Schedule 4 to this agreement, will relate to whatever measure of cost-effectiveness is incorporated in the agreement at the time the grant entitlement is determined. If there is no agreed measure of cost-effectiveness, no Performance Reward Grant will be paid in respect of cost-effectiveness.

SCHEDULE 2: FREEDOMS AND FLEXIBILITIES

The Government intends to make the changes specified below in various statutory and administrative requirements, as they relate to Stockport Metropolitan Borough Council.

The legal and practical feasibility of some of the changes had not been established at the time that this agreement was concluded. If the precise changes specified prove infeasible, the Government will use its best endeavours to achieve substantially the same effects by other means.

Access to Housing –Target 1

Change 1:

The ODPM will be developing a comprehensive skills strategy for sustainable communities. As part of this agenda, the Office will: promote Regional Centres of Excellence (RCEs) which will bring together key agencies and learning providers to drive forward the skills and knowledge agenda for everyone involved in creating sustainable communities; and continue to help build capacity in the housing construction industry through “Making Connections”, a joint initiative between the government and industry which aims to ensure that people have the right skills to meet the future needs of the industry.

Transport - Target 3

Change 2:

The DFES confirm that, in conjunction with the Sector Skills Development Agency, they are encouraging employers to develop a powerful and effective network of Sector Skills Councils. DFES would expect that the relevant council would consider amongst other things local road maintenance skills shortages. Whilst the network is being developed, SSDA will play a key role in addressing sectoral skills issues.

Change 3:

The Department for Transport (DfT) confirms that the Highways Agency (HA) is already cooperating in the delivery of the A6 North-South bypass in order to maximise the use of previous detailed work and minimise delays to delivery of the South East Manchester Multi-modal Study proposal. DfT agrees to facilitate further discussions between Stockport MBC and the HA on the scheme should it prove necessary.

Crime - Target 7

Change 4:

Relevant officials from Home Office and the Department for Trade and Industry will attend a presentation on the findings from Stockport MBC’s work to address the market of stolen goods. The presentation, to be facilitated by the Regional Crime Reduction Team for the North West, will take place within 3 months of the signing of this agreement.

Unsupported Credit Approvals

Change 5:

The Government will permit Stockport Metropolitan Borough Council scope for additional £2.00m of borrowing during the period of this Local PSA. The borrowing will be unsupported by any additional grant or subsidy.

The Department for Transport, Local Government and the Regions will therefore issue an "Unsupported Credit Approval" (UCA) (a Supplementary Credit Approval that attracts no additional revenue support) of £2.00M to Stockport Metropolitan Borough Council. This UCA will be usable at any time during the Local PSA in respect of the projects listed below, subject to the maximum amount mentioned against each project.

PROPOSALS FOR UNSUPPORTED CREDIT APPROVAL

TARGET	DESCRIPTION	AMOUNT (£)
3	Additional capital funding to support increased investment in highway maintenance to achieve stretch target	600,000
7	Set up a pilot scanning facility	60,000
11	To provide funding for a new financial management system for the Council	1,340,000
	TOTAL	2,000,000

IN SUPPORT OF INVEST TO SAVE OR INVEST TO IMPROVE PROJECTS

To assist in achieving the targets set out in this Agreement, the Government will make a pump priming grant of £1,041,102 to Stockport Metropolitan Borough Council as a contribution towards expenditure of an "invest to save" or "invest to improve" nature. This grant will be paid no later than the financial year following that in which this Agreement was concluded.

The Grant is intended to contribute to the costs of the projects detailed below in table 1, to the extent shown in the final column. It must be spent, during the period of this Local PSA, in accordance with this Schedule, or as otherwise agreed with the Government as likely to assist in achieving the enhanced performance specified in Schedule 1. Conditions protecting the proper use of public funds will apply.

Target No.	PROJECT	PLANNED TOTAL COUNCIL AND PARTNERS EXPENDITURE (£)	GRANT CONTRIBUTION TOWARDS THIS EXPENDITURE (£)
1	Improve relet times through recruitment of additional employee resource to support relet process Creation of additional resource for homeless investigation	170,000	52,000
2	Recruitment of two additional benefit assessment officers	80,000	40,000
4	To provide additional support resources with necessary skills to progress safety schemes	100,000	50,000
5	To provide additional staff to track and target externally placed looked after children, a mentoring scheme, IT software and to commission a remand strategy for offenders looked after.	231,000	93,000
6	To provide an increase in the number of clinic sessions, youth support session, midwifery community outreach support and peer education	202,000	101,000
7	Project management, planning and co-ordination across agencies and specialist crime analysis required to support the identification and targeting of stolen goods markets and to support the Scanning Pilot facility	0	120,000
8	To provide bridging finance for the reconfiguration of home care services and expanding community based intermediate care services	0	200,000
9	Recruitment of Community Recycling Officers to support initiative within the four poorest performing	182,000	91,000

	areas in terms of recycling		
10	To support data management in relation to the identification and ranking of schools, Pupil Referral Units in relation to unauthorised absence, to provide leaflets and guidance packs for all parents, attendance audits, resource packs for schools and to provide early intervention work to be carried out	0	150,000
11 & 12	Introduction of financial management system plus resources for additional target	65,000	144,102
	TOTAL	1,030,000	1,041,102

SCHEDULE 4: PERFORMANCE REWARD GRANT

The provisions of this Schedule are subject to any additional provisions on the performance reward grant elsewhere in the Agreement.

The total potential grant

Subject to the proviso below about a twelfth target, the total potential grant is equivalent to 2.5% of the authority's net budget requirement for 2002/03. It is divided equally among the targets. Where a target has sub-targets, the amount for the sub-target is sub-divided equally between the sub-targets, unless otherwise stated. The relevant net budget requirement was £260,038,000.

It is the intention of Stockport MBC and the Government to seek to reach agreement on a twelfth target, to be added to this agreement, and to do so within 3 months of the date of this agreement. If no twelfth target is agreed by that time (or such other time as the authority and the government may agree), the total potential reward grant is 11/12ths of the amount that would be determined by the provisions in the previous paragraph.

The reward for achievement on a target

The proportion of the potential grant attributed to a target or sub-target that is payable is the same as the proportion of the 'enhancement in performance with the Local PSA' specified in Schedule 1 that the authority achieves, subject to a maximum proportion of 100% and a minimum of 60%. If the authority achieves less than 60% of that enhancement in performance, nothing is included in the grant in relation to that target or sub-target.

Payment of the grant.

Main grant

The grant will be paid in two equal instalments in the financial year following that in which the end date of the Local PSA falls, and the next financial year, subject to the qualification below relating to interim payments on account.

Interim payment of account

Where the authority and the Government have agreed an interim level of performance in relation to a target (or sub-target) as specified in Schedule 1, and the authority achieves it, the Government intends to pay one-fifth of the grant attributed to that target (or sub-target) in the financial year before the first year in which payment of the main grant would be due. This is treated as a 'payment on account'. The definitive calculation of the grant will be made as described above. The balance of the grant entitlement will be paid in equal instalments in the two subsequent financial years. If the definitive calculation yields a smaller grant entitlement than the 'payment on account', the excess payment will be recovered.

