

Public Document Pack

Mid Devon District Council

Cabinet

Thursday, 26 October 2017 at 2.15 pm
Phoenix Chambers, Phoenix House, Tiverton

Next ordinary meeting
Thursday, 23 November 2017 at 2.15 pm

Those attending are advised that this meeting will be recorded

Membership

| | |
|-----------------------|---|
| Cllr C J Eginton | Leader |
| Cllr R J Chesterton | Deputy Leader and Planning and Economic Regeneration |
| Cllr P H D Hare-Scott | Finance |
| Cllr C R Slade | Community Well Being |
| Cllr Mrs M E Squires | Working Environment and Support Services |
| Cllr R L Stanley | Housing |

A G E N D A

Members are reminded of the need to make declarations of interest prior to any discussion which may take place

1. **Apologies**

To receive any apologies for absence.

2. **Public Question Time**

To receive any questions relating to items on the Agenda from members of the public and replies thereto.

3. **Minutes of the Previous Meeting** (*Pages 5 - 10*)

To receive the minutes of the meeting of 28 September 2017.

4. **Tiverton Eastern Urban Extension - Area B, Stage 1 Public Consultation Masterplanning** (*Pages 11 - 34*)

To consider a report of the Head of Planning, Economy and Regeneration informing Members of the outcome of the Area B Stage 1 Public Consultation event, seeking guidance on the key issues detailed in the report and also seeking approval to engage consultants to progress the production of the Draft Area B Masterplan.

5. **Financial Monitoring** *(Pages 35 - 58)*

To receive a report of the Director of Finance, Assets and Resources presenting a financial update in respect of the income and expenditure so far in the year.

6. **Medium Term Financial Plan** *(Pages 59 - 82)*

To consider a report of the Director of Finance, Assets and Resources which sets out an updated Medium Term Financial Plan (MTFP) taking account

of the Council's key strategies (i.e. The Corporate Plan, Business Plans, Treasury Management Plan, Asset Management Plan, Work Force Plan and Capital Strategy) and demonstrates it has the financial resources to deliver the Corporate Plan.

7. **Draft 18/19 General Fund and Capital Programme** *(Pages 83 - 160)*

To consider a report of the Director of Finance, Assets and Resources outlining options available in order for the Council to set a balanced budget for 2018/19 and agree a future strategy for further budget reductions for 2019/20 onwards.

8. **Notification of Key Decisions** *(Pages 161 - 174)*

To note the contents of the Forward Plan.

Stephen Walford

Chief Executive

Wednesday, 18 October 2017

Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairman. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting and having regard also to the wishes of any member of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairman or the Member Services Officer in attendance so that all those present may be made aware that is happening.

Members of the public may also use other forms of social media to report on proceedings at this meeting.

Members of the public are welcome to attend the meeting and listen to discussion. Lift access the first floor of the building is available from the main ground floor entrance. Toilet facilities, with wheelchair access, are also available. There is time set aside at the beginning of the meeting to allow the public to ask questions.

An induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter. If you require any further information, or

If you would like a copy of the Agenda in another format (for example in large print) please contact Sally Gabriel on:

Tel: 01884 234229

E-Mail: sgabriel@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.

This page is intentionally left blank

MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **CABINET** held on 28 September 2017 at 2.15 pm

Present

Councillors

C J Eginton (Leader)
R J Chesterton, K Busch, P H D Hare-Scott,
C R Slade, Mrs M E Squires and
R L Stanley

Also Present

Councillor(s)

F W Letch and F J Rosamond

Also Present

Officer(s):

Stephen Walford (Chief Executive), Andrew Jarrett (Director of Finance, Assets and Resources), Andrew Pritchard (Director of Operations), Jill May (Director of Corporate Affairs and Business Transformation), Kathryn Tebbey (Group Manager for Legal Services and Monitoring Officer), Jenny Clifford (Head of Planning, Economy and Regeneration), Catherine Yandle (Group Manager for Performance, Governance and Data Security) and Sally Gabriel (Member Services Manager)

51. **APOLOGIES**

There were no apologies for absence.

52. **PUBLIC QUESTION TIME**

There were no members of the public present.

53. **MINUTES OF THE PREVIOUS MEETING (00-00-39)**

The minutes of the previous meeting held on 31 August 2017 were approved as a true record and signed by the Chairman.

54. **TENANT COMPENSATION POLICY (00-01-37)**

Arising from a report of the Director of Operations, the Homes Policy Development Group had recommended that the revised Tenant Compensation Policy be approved.

The Cabinet Member for Housing outlined the contents of the report stating that the revised policy had been amended to reflect the information in the new Tenancy Agreement and the format of the website. Further information had been added to clarify the position on compensation claims for external areas, including sheds, outhouses and garage, also the position on items damaged during planning demolition works. He also highlighted the situations where compensation may be required.

RESOLVED that the recommendation of the Policy Development Group be approved.

(Proposed by Cllr R L Stanley and seconded by Cllr Mrs M E Squires)

Note: - *Report previously circulated, copy attached to minutes.

55. **RECOMMENDATION FROM THE SCRUTINY COMMITTEE - TIVERTON TOWN CENTRE (00-03-59)**

At its meeting on 11 September 2017, the Scrutiny Committee noted the number of policies and action plans which appeared to have been on-going for a number of years. In particular, in relation to Tiverton Town Centre, the Scrutiny Committee passed the following resolution:

To recommend to the Cabinet that it acts upon the action plans to improve the Tiverton Town Centre and Pannier Market that were approved in 2011.

The Cabinet Member for Planning and Economic Regeneration outlined the contents of the report stating that the report identified by the Scrutiny Committee was thought to be "Tiverton Key Sites" which was discussed by the Cabinet in December 2011. This report identified key sites for potential development within the town; a project board was set up and it did look at potential sites, however at that time there was a lack of private sector investment in the town and although an officer working group continued the work by commissioning a retail study, little investment in the town took place.

With Premier Inn willing to invest in the town and other potential opportunities available, the Town Centre Masterplan/SPD which would look at the whole of the town (rather than just land holdings and property owned by the Council) was now very relevant and being progressed.

Consideration was given to:

- The key sites mentioned within the 2011 report and the fact that they were being considered within the masterplan.
- The need to generate capital receipts for investment.

RESOLVED that a briefing paper be produced for a future meeting of the Scrutiny Committee highlighting the work that was taking place with regard to Tiverton Town Centre.

(Proposed by Cllr R J Chesterton and seconded by Cllr C R Slade)

Note: Briefing paper circulated, copy attached to minutes.

56. **DISCRETIONARY BUSINESS RATES RELIEF SCHEME (00-11-17)**

The Cabinet had before it a * report of the Director of Finance, Assets and Resources introducing a new Discretionary Rate Relief Scheme.

The Cabinet Member for Finance outlined the contents of the report stating that the Government in the spring budget of 2017 had announced funding to local authorities to help those rate payers who had had an increase in their rate bills due to the 2017 revaluation; Mid Devon had been allocated the following funding over a four year period:

2017/18 - £118,000
2018/19 - £57,000*
2019/20 - £24,000*
2020/21 - £3,000*

The Local Authority had been working with a Devon wide group and partner agencies to devise a suitable scheme to meet the financial and business needs of this authority's area.

RESOLVED that the Discretionary Rate Relief Scheme be approved.

(Proposed by Cllr P H D Hare-Scott and seconded by Cllr K I Busch)

Note: - *Report previously circulated, copy attached to minutes.

57. **TEMPORARY AGENCY STAFFING CONTRACT (00-12-42)**

The Cabinet had before it a * report of the Procurement Manager advising Members on the result of the procurement for the provision of temporary agency staff

The Cabinet Member for the Working Environment and Support Services outlined the contents of the report stating that the procurement exercise had been a joint venture with a number of public sector bodies in Devon. She explained the tender process highlighting the evaluation criteria, weighting, the scoring methodology and the amount each authority spent on temporary agency staff in 2016/17.

Consideration was given to:

- The cost effectiveness of using agency staff to cover temporary sickness
- The annual cost to the authority on temporary agency staff compared to other local authorities
- The number of agency staff used had been reduced

RESOLVED that: the contract be awarded to Supplier 1 for a period of 3 years with the option to extend for a further year.

(Proposed by Cllr Mrs M E Squires and seconded by Cllr C R Slade)

Note: - *Report previously circulated, copy attached to minutes.

58. **STRATEGIC LEISURE PARTNER FOR FITNESS EQUIPMENT (00-19-40)**

The Cabinet had before it a * report of the Director of Operations advising Members of the outcome to the procurement exercise to identify a suitable strategic leisure partner

The Cabinet Member for Community Well-Being outlined the contents of the report stating that the extension to the Exe Valley Leisure Centre represented an opportunity to look at an alternative model for the purchase of leisure equipment across the three main leisure sites. He outlined the tender process that had taken place highlighting the evaluation criteria and weightings, the scoring methodology, scores and ranking.

Consideration was given to the provision of trim trails across the district.

RESOLVED that the contract be awarded to Supplier 1 for a period of 5 years with the option to extend for a further 5 years.

(Proposed by Cllr C R Slade and seconded by Cllr R J Chesterton)

Note: - *Report previously circulated, copy attached to minutes.

59. **FINANCIAL MONITORING (00-22-35)**

The Cabinet Member for Finance provided a verbal update on the income and expenditure for the financial year to date. He reported that there was little variance from the previous month with regard to the General Fund; the Housing Revenue Account was showing better than budget, there had been some slippage with regard to the Capital Programme but that the schemes for Palmerston Park and Exe Valley Leisure Centre were now well underway.

It was noted that over the past few months there had been some capital receipts and that this money was planned to be utilised.

60. **PERFORMANCE AND RISK (00-24-17)**

The Cabinet had before it and **NOTED** a * report of the Director of Corporate Affairs and Business Transformation providing Members with an update on the performance against the Corporate Plan and local service targets.

The Group Manager for Performance, Governance and Data Security outlined the contents of the report stating that the projects within corporate aims had been updated.

Consideration was given to the various targets within the corporate priorities and the following was highlighted:

- There had been an increase in the sales/renewals for the garden waste scheme
- The target for delivering affordable homes had been exceeded
- Concerns were raised with regard to the impact of universal credit on rent arrears
- The target for sickness days lost
- The risks highlighted within the risk register

Note: *Report previously circulated, copy attached to minutes.

61. **NOTIFICATION OF KEY DECISIONS (00-30-44)**

The Cabinet had before it, and **NOTED**, its rolling plan * for October 2017 containing future key decisions.

Note: * Plan previously circulated; copy attached to the signed Minutes

62. **ACCESS TO INFORMATION - EXCLUSION OF PRESS AND PUBLIC (00-33-03)**

Prior to considering the following items on the agenda, discussion took place as to whether it was necessary to pass the following resolution to exclude the press and public having reflected on Article 15 15.02(d) (a presumption in favour of openness) of the Constitution. The Cabinet decided that in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

It was therefore:

RESOLVED that under Section 100A(4) of the Local Government Act 1972 the public be excluded from the next item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 respectively of Part 1 of Schedule 12A of the Act, namely information relating to the financial or business affairs of any particular person (including the authority holding that information)

(Proposed by the Chairman)

63. **LORDS MEADOW DEPOT**

The Cabinet had before it a * report of the Director of Finance, Assets and Resources considering options for the depot at Lords Meadow, Crediton

The Cabinet Member for Housing outlined the contents of the report.

RESOLVED that: the asset disposal of the land and depot at Lords Meadow Industrial Estate, Crediton be approved and that the freehold sale as set out within the report proceed.

(Proposed by Cllr R L Stanley and seconded by Cllr P H D Hare-Scott).

Note: * Report previously circulated.

64. **COUNCIL OFFICES, CREDITON**

The Cabinet had before it a * report of the Director of Finance, Assets and Resources outlining options for the future use of the Crediton Office.

The Cabinet Member for Housing outlined the contents of the report outlining the six options available for consideration.

RESOLVED that recommendation 3 in the report be approved and recommendation 6 in the report also be approved, namely: that the Land Charges Service be notified

of the intention to sell the Crediton Office building and that the local community be informed that the property had been registered as an asset of community value.

(Proposed by Cllr R L Stanley and seconded by Cllr C R Slade).

Notes

- (i) Cllr C R Slade declared a personal interest as he was the Council representative on the Community Transport Association who used the Crediton Office;
- (ii) Cllrs K I Busch and Mrs M E Squires requested that their abstention from voting be recorded;
- (iii) * Report previously circulated.

65. **PROPOSED PROPERTY TRANSACTION**

The Chairman had agreed that the item be added to the agenda as a matter of urgency so that the Cabinet (if so resolved) could make recommendation to Council on 25 October 2017. Both the Chairman of the Scrutiny Committee and the Monitoring Officer had been advised.

The Cabinet had before it *information regarding the possible purchase of property in Tiverton.

The Cabinet Member for Housing outlined the information that had been provided.

Following discussion:

| It was **RECOMMENDED** to Council that the property transaction take place.

(Proposed by R L Stanley and seconded by Cllr P H D Hare-Scott)

Note:

- (i) * Information previously circulated;
- (ii) The meeting returned to open forum to announce the decisions agreed under Part II.

(The meeting ended at 3.15 pm)

CHAIRMAN

Cabinet
26 October 2017

TIVERTON EASTERN URBAN EXTENSION: AREA B STAGE 1 PUBLIC CONSULTATION MASTERPLANNING

Cabinet Member: Cllr Richard Chesterton
Responsible Officer: Mrs Jenny Clifford, Head of Planning, Economy & Regeneration

Reason for Report: To report to Members the outcome of the Area B Stage 1 Public Consultation event, to seek guidance on the key issues detailed in the report and to seek approval to engage consultants to progress the production of the Draft Area B Masterplan.

RECOMMENDATIONS:

1. That the masterplanning of Area B of the Tiverton Eastern Urban Extension is progressed with the engagement of consultants to assist in the production of the Draft Masterplan;
2. That the proposed scope of the masterplan set out in section 3 is agreed;
3. That the identified key issues are addressed within the masterplan and that Cabinet gives a steer on the issues identified in section 2.

Relationship to Corporate Plan: To ensure delivery of key plans for Mid Devon, including a thriving economy, better homes, empowering local communities and caring for the environment.

Financial Implications: The cost of engaging consultants to deliver the Area B Masterplan will be financed through Government capacity funding (at no cost to MDDC budget). It is intended that consultants be selected via a tender process. A further report will come before Cabinet for the award of the contract.

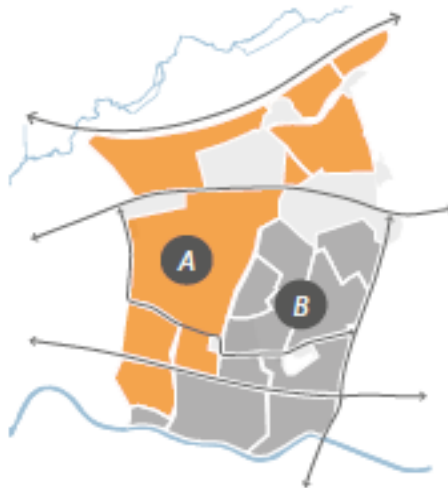
Legal Implications: In order for the masterplan to be adopted as Supplementary Planning Document, public consultation needs to take place in accordance with the requirements of the Council's Statement of Community Involvement. Whilst not forming part of the Development Plan, it will be a material consideration in the determination of planning applications relating to the site.

Risk Assessment: Policy sets out that masterplanning should take place before application submission. Delay in progress on the masterplan will raise uncertainty over the delivery of housing on this part of the site or that speculative planning applications are submitted which have not been masterplanned and do not accord with adopted policies. This could lead to less sustainable and less coordinated development which would not meet policy requirements for essential infrastructure

such as the new A361 road junction, the community hall and primary school at the neighbourhood centre, open space and road improvements.

1.0 INTRODUCTION: BACKGROUND

- 1.1 The Council has resolved to adopt a Masterplan for Area B of the Tiverton Eastern Urban Extension (EUE) as a Supplementary Planning Document (SPD).
- 1.2 The existing Tiverton EUE Masterplan was adopted as a Supplementary Planning Document in April 2014. Whilst covering the whole of the development allocation site, it was not able to address all of the site to the same degree of detail. This was due to the absence of some site-wide survey work in Area B. As a consequence the Adopted Masterplan SPD did not fully resolve the land use issues across the whole allocation. It makes reference to the fully surveyed land area as Area A and the area requiring a greater degree of masterplanning consideration, to the south east of the allocation, as Area B.



- 1.3 Since the adoption of the existing Masterplan in 2014, the Council commissioned a range of survey work to understand Area B and help resolve some of the land use issues in more detail. This work was financed from the Government's large site capacity fund. The objective of this work was to provide an updated evidence base sufficient to complete masterplanning of Area B.

This additional work involved the following surveys / studies:

- Topography
- Arboriculture
- Ground conditions
- Ecology
- Noise assessment
- Air quality
- Area B vehicle trip forecast, options for access and capacity assessment

To support the consideration of access feasibility work a residential amenity assessment was produced.

- 1.4 Following Cabinet approval (2 February 2017) information on Area B of the EUE was agreed for submission for Stage 1 Masterplanning public consultation. Stage 1 is a means to scope out the content and key issues for the Area B Masterplan SPD.
- 1.5 The stage 1 public consultation event took place over a 4 week period during 13 June to 11 July 2017. Eighty seven written replies were received, gathered during the three staffed consultation events or through submission to the Planning Department following the events. (A summary report of the consultations received is attached as **Appendix 1**). Each staffed consultation event attracted in excess of 50 members of the public.
- 1.6 A series of key masterplan issues formed the basis of the public consultation event. The consultation did not seek to resolve these issues but to invite comment and feedback on them:
 - Means of access.
 - Phasing of development.
 - The extent of the developable area and amount of development.
 - The uses within the green infrastructure (GI) area, where these different GI uses are to be located and their management.

The Council's Statement of Community Consultation requires two stages of public consultation on site specific SPDs. Firstly at the scoping stage and secondly on the draft document itself.

2.0 MASTERPLAN PUBLIC CONSULTATION

- 2.1 As detailed above the consultation event concentrated on a series of key issues:
 - a) **Means of access**
- 2.2 The Area B Feasibility Study included within it a suite of documents including a Residential Amenity Assessment. The Residential Amenity Assessment was made available to the public during the consultation process. The Adopted Masterplan SPD identifies access for Area B as coming through Area A and therefore being dependent upon the creation of this highway link in order to deliver Area B. The Stage 1 consultation sought to understand if access to Area B should continue to be sought via Area A, or if an alternative, temporary means of access to Area B should be sought in the short term in order to accelerate the delivery of this part of the Tiverton EUE.
- 2.3 Options considered as part of the consultation were:
 - i) Continue to gain access from Area A as currently proposed (adopted SPD)

- ii) Two way access from Mayfair
 - iii) Two way access from Manley Lane
 - iv) Access via Mayfair and egress via Manley Lane; and
 - v) Access via Manley Lane and egress via Mayfair.
- 2.4 The Feasibility Study concluded that the access and egress to the whole of Area B via Manley Lane would not be possible due to restricted road widths and level changes at the junction with Post Hill. Whilst this could largely be overcome by a one way system there was potential for drivers who were seeking to access Area B being misled by residents of existing properties turning into Mayfair or Manley Lane despite signage to advise otherwise. The option supported through the Study was for a temporary access and egress via Mayfair. Construction traffic could be controlled by a Construction Traffic Management Plan (CTMP) and planning conditions and could be further reduced by operating a one way system with construction vehicles entering via either Mayfair or Manley Lane and exiting via the other. However, whilst access and egress may be acceptable in highway terms its impact requires detailed consideration in terms of landscape and visual amenity, air quality and noise impact on existing residents.
- 2.5 The Feasibility Study identified that whilst properties along Mayfair would be sensitive to changes in traffic levels, it concluded that the overall impact of the Mayfair option would have a slight adverse impact upon the amenity of existing residents in terms of landscape, visual and amenity impact. The noise modelling therefore gave more detailed consideration to the number of units (and therefore traffic volumes) until the impact of development was not considered significant. The noise level associated with 475 dwellings was not considered significant.
- 2.6 In both the consultation events and comments subsequently received, it was clear that alternative means of access was not supported, particularly by local residents. 65 of the 79 non-statutory consultee comments received made reference to unsuitability of any alternative means of access into Area B other than through Area A. Most concern was focused on access through Mayfair (this is in acknowledgement that the Residential Amenity Assessment identifies a preferred route through Mayfair and that access via Manley Lane (even one way access) is highly constrained and therefore has limited opportunity).
- 2.7 The consultation responses gave the following views:
- i) Access into Area B should not be pursued through Mayfair. It would have a sustained detrimental impact on the quality of life for the existing community. A temporary means of access (for a minimum of 9 years) would inevitably become permanent. To provide access through Mayfair would undermine the principles of the Adopted Masterplan undermining many of the characteristics which it seeks to promote including public safety, clean air, wildlife & importantly respect for the existing community. Access through Mayfair would dominate the existing community. It would not integrate with it.

- ii) The Residential Amenity Assessment is flawed. It is simplistic to indicate that the traffic of up to 475 dwellings would not cause detrimental harm with regards to noise, air and light pollution. Indeed, that the noise levels of 500 dwellings is unacceptable but for 475 dwellings it is acceptable. Peak time traffic from 475 vehicles would be intolerable. Further, a site for 475 dwellings, served by a single point of access and reduced to single file traffic at the entrance to the site, would be unprecedented in Tiverton.
 - iii) Proposed footpath widths through Mayfair would be substandard; accidents would occur on the Mayfair / Post Hill junction (as well as at the junction with the un-adopted road within Mayfair). This would be enhanced by the loss of the bus layby on Post Hill.
- 2.8 The consultation process indicated an over whelming response that access through Mayfair should not be provided as an alternative means of access. No consultation responses made reference to Mayfair servicing a reduced number of dwellings – simply that Mayfair should not provide a means of access. Mayfair was considered not to represent a solution, rather the least problematic solution of those presented in the Residential Amenity Assessment.
- 2.9 Consultation comments received from the Highway Authority indicated that access into the site through Mayfair is technically acceptable and that the number of dwellings it can serve before access is provided to Area A is technically acceptable up to 500 dwellings. However the impact on amenity would govern how many dwellings it should serve. The Highway Authority's preferred access to the site is via the distributor road through Area A and that Mayfair should remain subservient to this, forming a secondary point of access for emergency vehicles primarily but for all vehicles should the need arise. No significant increase in traffic should be allowed on Manley Lane due to the substandard nature of the junction with Post Hill and the alignment of the road. Any access to West Manley Lane should be supported by a system of passing bays albeit it is preferred that any access to Manley and West Manley lanes should be pedestrian and cycle, with suitable alignment for emergency access.
- 2.10 The delivery of development on Area B is currently reliant on 2 highway connections. Firstly the completion of the northern part of the A361 road junction and secondly, the availability of a highway link onto the local road access currently through Area A. The delivery of Area B will provide a financial contribution towards the delivery of phase 2 of the new A361 junction. The delivery of access from Area A to Area B will also require a private agreement between landowners as this route is ransomed. If the ransom were to be overcome through the availability of an alternative access, the costs associated with any 'ransomed' access in to Area A would, instead, be available for the quality and gain for the Tiverton EUE as a whole. This would also bring more certainty over the timing of the highway connection as it need not be dependent upon the progress of construction on Area A. Bringing

the delivery of Area B forward would also contribute to swifter delivery of community facilities including the school and community centre. The Council has made a Housing Infrastructure Fund Marginal Viability Fund bid to seek to secure funding to complete the A361 road junction. This would also reflect Government ambitions to accelerate the rate of housing on allocated sites. At present no houses have been delivered on the Tiverton EUE contributing to the shortfall in housing completions which is acting against the Council's housing land supply which currently less than the 5 year plus 20% requirement.

2.11 As detailed in the Planning Report of 29 March 2017, there may be a need to reassess this position / intervene should negotiations between the land owners on Area A and B to deliver the access road between Area A and B not be completed within a reasonable period of time. Based upon the findings of the access feasibility report, residential amenity study and views of the Highway Authority, officers consider that a case can be made that is acceptable in planning terms to allow some dwellings in Area B to be accessed via Mayfair, particularly on a temporary basis until access via Area A is available.

2.12 Members are therefore asked how the proposed Area B masterplan should address the issue of access. Should the masterplan:

- i) Continue to reflect the adopted SPD and only show access from Area A;
- ii) Indicate that whilst the access will continue to be sought from Area A, alternative access on a temporary basis from Mayfair will be considered subject to acceptable planning impacts;
- iii) That in the event of significant delay in the highway connection being formed with Area A and subject to acceptable planning impacts, alternative access arrangements can be considered (that do not include Mayfair &/or the Manley Lane/Post Hill junction)
- iv) That subject to acceptable planning impacts, alternative access arrangements can be considered.

b) Phasing of development

2.13 Consultation responses expressed the following concerns:

- i) To bring forward Area B ahead of Area A would be contrary to the approved Masterplan which seeks to ensure phased development is delivered in a timely manner with public infrastructure including access to the A361, school, shops, employment and public transport. If Area B is started before the infrastructure of Area A is in place it would result in a piecemeal form of development that would not be sustainable or

support social cohesion. There was clear support for the retention of the phasing programme detailed in the Adopted Masterplan with development on Area B following the delivery of Area A in a west to east phasing. Densities should reflect the 'centre to edge' concept of the Design Guide with densities reducing further away from the neighbourhood centre. Densities should reflect good planning practice ensuring it is sympathetic to topography and existing development. Comments received consider that to accelerate development on Area B ahead of Area A would undermine the vision of the garden neighbourhood.

- ii) There is an ambition that the social infrastructure including the school will be delivered early in the planning process. Discussions are underway with the landowner regarding the layout the neighbourhood centre and the siting of the various uses to be located there. DCC Education has instructed consultants to assist in the delivery of the primary school.

2.14 The issue of phasing of Area B in relation to Area A now also needs to reflect updated circumstances following the granting of the outline permission on the Chettiscombe Trust land in Area A. Planning permissions granted allow 1,030 dwellings to be accessed off the left in, left out part of the new A361 junction in advance of the provision of the full junction. The Highway Authority has indicated that Area B now requires the completion of the junction before it may be delivered. Options to advance the delivery of Area B in relation to Area A are therefore now more constrained.

2.15 Officers are of the view that the Area B masterplan should consider in more detail the phasing of delivery of land parcels within Area B. Whilst, there is an incentive for both the Area A and B landowners to deliver community infrastructure including the neighbourhood centre as it aids the sense of place making, the sense of community and provides a focal point to it aiding the sale of properties, the masterplanning process is an opportunity to consider the phasing of community and green infrastructure in relation to Area B.

2.16 Members are therefore asked if:

- i) the phasing of the Area B Masterplan should relate just to Area B in the acknowledgement of the need to complete the A361 junction and the access constraints into Area B, and
- ii) that the phasing of the land parcels should be considered in relation to the delivery of community and green infrastructure within Area B.

c) The extent of the developable area and amount of development.

2.17 The Adopted Masterplan SPD indicates that Area B is capable of accepting 500 dwellings. However this conclusion was not based on a full evidence

base. There is scope for the Area B masterplan to consider the extent of the developable area and amount of development in more detail.

2.18 The consultation process sought to understand if, subject to good planning and design that respects the site and its surroundings, there is support for the area to accommodate a different and potentially greater number of dwellings. Comments received gave the following views:

- i) The amount of development will be dependent on the 'good planning' of the area. Additional housing could be provided subject to the delivery of the principles of the Adopted Masterplan and the concept of the garden neighbourhood. Densities should reflect the 'centre to edge' concept of the Design Guide with the provision and integration of multi-use areas of green infrastructure that protect / enhance wildlife. A number of comments referenced that low density housing should be provided on the ridgeline.

2.19 Members are therefore asked if:

- i) The proposed Area B masterplan should consider the amount of development.

d) The uses within the green infrastructure (GI) area, where these different GI uses are to be located and their management.

2.20 Comments received related both to the allocated area of GI south of West Manley Lane and to the provision of GI within the areas of future housing. Responses raised the following issues:

- i) Land south of West Manley Lane is identified as having special qualities not only in terms of fauna and flora but also in terms of its character and the setting it provides both for the Railway Walk and Grand Western Canal (GWC).
- ii) Clear concerns were expressed over the impact on the proposed development on flooding (including associated impact on private sewage systems) and Tidcombe Fen Site of Special Scientific Interest. A number of respondents sought a green buffer between existing and proposed development.
- iii) Respondents indicated that there is a strong desire that the GI should be well integrated with the proposed development, providing access for all and links to the wider area including the GWC and Railway Walk. It should contribute to the garden neighbourhood concept, providing means for sustainable, healthy living. The GI should provide for a multiple of uses (child's play, dog walking, orchards, wild meadows, allotments, etc). Cycle routes should be well connected to the wider network.

2.21 Consultation responses addressed some broad principles around GI provision, identified some concerns, but did not contribute much by way of

suggesting what type of GI use should go where. This will need to be addressed with the masterplan exercise.

2.22 Members are therefore asked:

- i) If they wish at this stage to give a steer how the proposed Area B masterplan should address green infrastructure, or whether they are content to consider emerging proposals once masterplanning has commenced.

3.0 CONTENT OF DRAFT MASTERPLAN

3.1 The Area B Masterplan will not in itself form part of the Development Plan; rather it will be a material consideration in the determination of planning applications. It is also not intended to fully replace the existing masterplan; it will sit as an addendum to it. The relationship between them is likely to be as follows:

| Content | Adopted masterplan SPD | | Proposed Area B masterplan |
|------------------------------------|------------------------|-------------|----------------------------|
| | Area A | Area B | |
| Introduction | YES | YES | UPDATE |
| Purpose and role of the document | YES | YES | NO CHANGE |
| Meeting planning policy objectives | YES | YES | UPDATE |
| Consultation | YES | YES | UPDATE |
| Design process | YES | YES | NO CHANGE |
| The site and location | YES | YES | NO CHANGE |
| Landownership | YES | YES | UPDATE |
| Site context | YES | YES | NO CHANGE |
| Constraints and opportunities | YES | YES | UPDATE |
| The Vision | YES | YES | NO CHANGE |
| Development concept | YES | YES | UPDATE |
| Guiding principles | YES | YES | NO CHANGE |
| Masterplan | YES | Less detail | UPDATE |
| Amount and land use | YES | Less detail | UPDATE |
| Movement | YES | YES | UPDATE |
| Land use | YES | YES | UPDATE |
| Landscape and POS | YES | YES | UPDATE |
| Reinforcing the structure | YES | YES | UPDATE |
| Housing delivery rate | YES | YES | UPDATE |
| Phasing | YES | YES | UPDATE |
| Delivery, monitoring & review | YES | YES | UPDATE |
| Requirements for future apps | YES | YES | UPDATE |

3.2 Consultants (funded by Capacity Funding set aside for the purpose) will be engaged to produce a Masterplan on behalf of the Council based on the table above.

A provisional timetable is proposed:

| Action | Date |
|--|---------------|
| Cabinet | October 2017 |
| Award of contract for Draft Masterplan | December 2017 |
| Draft Masterplan for Cabinet | May 2018 |
| Stage 2 Public Consultation | June 2018 |

4.0 CONCLUSIONS

- 4.1 The Area B Masterplan SPD will seek to provide a comprehensive framework to guide development in a coordinated and comprehensive manner. Once adopted it will achieve full weight in decision making as a material planning consideration and will sit aside the Adopted Tiverton EUE Masterplan SPD. The first phase of public consultation has been undertaken. The engagement of consultants is now sought to develop the Draft Masterplan ahead of the second stage of public consultation.
- 4.2 Cabinet is further asked to provide guidance on the content and approach to key issues in the Draft Masterplan to help inform the brief for the engagement of consultants.
- 4.3 The emerging content for the Draft Masterplan was considered by the Planning Policy Advisory Group on the 14th September 2017. The view of PPAG was such that Members felt able to support the engagement of consultants in Masterplanning of Area B but that the access arrangements in the emerging Masterplan to reflect the Adopted Masterplan with access from Area A but in the event of significant delay in the access being delivered that an alternative means of access be considered that is not through Mayfair or Manley Lane. Members also felt able to support a review of the number of dwellings permitted on Area B as part of the Masterplanning process.

Contact for more Information: Christie McCombe, Area Planning Officer (Tiverton Eastern Urban Extension) 01884 234277
cmccombe@middevon.gov.uk

List of Background Papers: The adopted policies relating to the Tiverton Eastern Urban Extension may be viewed in the AIDPD at
<https://new.middevon.gov.uk/residents/planning-policy/mid-devon-local-plan/part-2-aidpd/>

The Adopted Tiverton EUE Masterplan and Stage 1 Public Consultation material may be viewed at
<https://www.middevon.gov.uk/residents/planning-policy/masterplanning/>

Circulation of the Report: Cabinet 2nd February 2017
Members of Cabinet

| <i>Rep No.</i> | <i>Organisation</i> | <i>Summary</i> |
|----------------|---------------------|--|
| 001 | | Obj to access through Mayfair . Area A should provide the access into Area B Even temporary access through Mayfair will result in accidents on Post Hill |
| 002 | | Obj to access through Mayfair Apply the concept of the Adopted Masterplan with access through Area A Use CPO if access through Area A can not be achieved Mayfair is too narrow to provide access Post Hill / Mayfair junction is a danger Deliver the LILO. |
| 003 | | Construction traffic through Mayfair is unacceptable Area A should provide access into Area B |
| 004 | | Retain existing mature planting (trees, hedgerows) within any development proposal |
| 005 | | Area B should not be developed ahead of Area A The funding of the full grade junction should not dependent on Area B |
| 006 | | Area B should not be developed ahead of Area As employment, schools, neighbourhood centre etc. Loss of Post Hill bus stop will cause accidents Mayfair cannot accommodate the Area B traffic How will sewerage / services be delivered ahead of Area A? Use CPO if access through Area A isn't available The 'temporary' access through Mayfair will become permanent |
| 007 | | How will sewerage / services be delivered ahead of Area A? The construction traffic for Area B using the new A361 road junction will not alleviate traffic flows on Post Hill Area B should not be developed ahead of Area As employment, school, neighbourhood centre Access through Mayfair is heavily dependent on No.10 Mayfair The idea of access through Mayfair appears desperate |
| 008 | | The development of Area B should not happen until the full A361 road junction is complete Mayfair and Manley Lane are unsuitable for construction traffic The impact on the amenity of existing residents is unacceptable Area A should provide access into Area B Create a vehicular under pass under Blundell's road Keep traffic away from Blundell's School Minimum space standards for new homes are too small – provide appropriate sized homes Seek contemporary designed homes with energy saving systems Integrate planting to minimise the impact of the development on existing residents How will sewerage / services be delivered ahead of Area A? Danger of flooding and impact on Ailsa Brook |
| 009 | | Area B should not be developed ahead of Area A including access to the A361, school, shops etc Area B should be designed to the 'centre-to-edge' concept with green spaces & highest density housing near services of Area A |

| | | |
|-----|--------------------------------------|---|
| 010 | | Apply the concept of the Adopted Masterplan with access through Area A Ensure the school, shops, employment etc are built ahead of development on Area B The Post Hill / Mayfair junction cannot accommodate the traffic proposed Use CPO if access through Area A cannot be achieved A 'temporary' access through Mayfair will become permanent |
| 011 | | Protect the setting of the Railway Walk and Grand Western Canal (G.W.C) The fields south of Manley Lane have a special quality. Retain it. Apply the concept of the Adopted Masterplan with access through Area A Ensure high quality design and layout for the new development |
| 012 | | The fields south of Manley Lane have a special quality. Retain it. Improve pedestrian access between the Railway Walk and the G.W.C |
| 013 | DCC | Area B contains archaeological sites ranging from the prehistoric, Roman & medieval periods – including a strong presence of prehistoric settlement, a medieval chapel & manor. The Masterplan should be informed by a programme of archaeological investigation. |
| 014 | | Area B should not be developed ahead of Area A as there is no need. Apply the concept of the Adopted Masterplan with access through Area A The development of Area B should not happen until access is available via the A361 road junction The Area B housing should be adjacent to the Area A housing |
| 015 | | Object to any development on Area B |
| 016 | | A one way system of access and construction traffic through Mayfair & out via Manley Lane is unacceptable and dangerous Apply the concept of the Adopted Masterplan with access through Area A The idea of access through Mayfair appears desperate |
| 017 | | Apply the concept of the Adopted Masterplan with access through Area A Mayfair is not wide enough The character of Mayfair would be destroyed How will sewerage / services be achieved ahead of Area A? Seek a mixture of house designs at lower density |
| 018 | | The potential increase in traffic through Halberton is very concerning Construction traffic should use the new A361 road junction All road infrastructure should be in place before any houses are constructed Only one lane closures on the A361 are requested to avoid traffic re-routing through Halberton |
| 019 | | The fields south of Manley Lane have a special quality. Keep the fields as they are |
| 020 | MDDC | How many affordable homes will be built? Give full consideration to landscaping & species types so residents can easily manage them How big will the school be? What status will it have? Is there capacity at Tiverton High for this development? How will the community orchards / allotments be managed? |
| 021 | Devon Countryside Access Forum | |
| 022 | | Apply the concept of the Adopted Masterplan with access through Area A Mayfair & Manley Lane are not suitable for construction or other traffic. The junctions of both with Post Hill are dangerous Access through Mayfair would result in piecemeal development of the EUE Ensure a substantial area of the GI is retained south of Manley Lane Ensure a high level of affordable housing is achieved Provide a mix of uses across the GI with safe pedestrian / cycle routes |
| 023 | | Object to any development on Area B |
| 024 | | The fields south of West Manley Lane have a special quality. Keep them as they are Tiverton has enough housing. The infrastructure (school, hospital, sewerage) can not take any more! |

| | |
|-----|---|
| 025 | <p>The no. of houses proposed does not accord with the 'green neighbourhood' concept</p> <p>Ensure the GI is accessible to all, provides multiple uses for all age groups & provides character areas</p> <p>Provide a balance of housing types including affordable housing</p> <p>Ensure biodiversity through out the scheme</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Access for up to 475 dwellings through Mayfair is unacceptable</p> <p>Ensure the school, shops, health, employment etc are built ahead of Area B</p> <p>The development of Area B should not happen until access is available via the A361 road junction</p> <p>Consider lower density housing across Area B</p> |
| 026 | <p>Apply the concept of the original Masterplan with access through Area A</p> <p>The impact of additional traffic on the residents of Mayfair would be detrimental.</p> <p>Mayfair & Manley Lane are not suitable for additional traffic</p> <p>The Residential Amenity Assessment has irregularities & is biased towards development</p> <p>The temporary access through Mayfair will become permanent</p> <p>To use Mayfair & Manley Lane is not a sustainable solution</p> <p>Plan SK06 of the Feasibility Study shows false visibility distances</p> <p>Removal of the Post Hill bus layby will create accidents</p> <p>The phasing of development through Area B should start adjacent to Area A first</p> <p>Design & layout should be sympathetic to Mayfair / Manley Lane</p> <p>Higher density housing adjacent to the neighbourhood centre / main access routes</p> <p>Ensure a green buffer adjacent to existing Post Hill properties</p> <p>The quality of design & layout should dictate the no. of houses</p> <p>Ensure the school, shops, health, employment are built ahead of Area B</p> <p>The no. of houses should accord with the 'green neighbourhood' concept</p> <p>The GI should be designed to create a sense of place in keeping with the rural location</p> |
| 027 | DUPLICATE COPY |
| 028 | The fields south of Manley Lane have a special quality. Retain it |
| 029 | <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Mayfair / Manley Lane can not accept additional traffic</p> <p>Keep the housing as far away from Halberton as possible</p> <p>500 dwellings is too many</p> <p>The GI should be accessible to all, providing a mix of activities</p> |
| 030 | <p>The development will be out of keeping with the rural character of the area.</p> <p>Integrated cycle ways & footpaths are essential</p> <p>Ensure agricultural vehicles can be suitably accommodated</p> <p>Ensure adequate car parking</p> <p>Enhance biodiversity throughout the scheme</p> |
| 031 | <p>All construction traffic should use the new A361 road junction & not other routes</p> <p>Traffic diverted due to A361 road closures should not be directed through Blundell's – Halberton – Sampford Peverell</p> |
| 032 | <p>Ensure no development south of West Manley Lane. Protect as GI</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Area B should not come forward until Area A is fully occupied</p> |
| 033 | <p>SWW</p> <p>Details noted.</p> <p>Local infrastructure improvements required will be required once an approach is made by the future developer</p> |

| | | |
|-----|-------------------------------------|---|
| 034 | | <p>Accelerating development on Area B ahead of Area A would not produce a well planned, sustainable scheme</p> <p>Traffic calming measures required through Mayfair would increase traffic pollution</p> <p>Mayfair represents the vision of the 'garden neighbourhood' in the Masterplan. Access through Mayfair would be at odds with this</p> <p>Apply the concept of the adopted Masterplan with access through Area A</p> <p>2 way access through Mayfair is unacceptable</p> <p>The Mayfair / Post Hill junction is dangerous & can not accommodate additional traffic</p> <p>The impact of additional traffic through Mayfair over a 10 year period would be hugely significant</p> <p>A 'temporary access' through Mayfair would become permanent</p> |
| 035 | | Significant sized agricultural vehicles require access along Manley Lane. Ensure suitable provision is made |
| 036 | | <p>Area B should not be developed ahead of Area A's employment, school, health, shops etc</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Retain all hedgerows, trees etc where ever possible</p> |
| 037 | | <p>Apply the original concept of the Masterplan with access through Area A</p> <p>A temporary access for up to 10 years is unacceptable on the amenity of existing residents</p> <p>Why have an Adopted Masterplan if it is not applied?</p> <p>Development of Area B should not happen until the A361 junction is complete</p> |
| 038 | | <p>Apply the original concept of the Masterplan with access through Area A</p> <p>Access through Mayfair will have a sustained detrimental impact on existing residents.</p> <p>Sacrificing Mayfair is not an acceptable payoff to accelerate development on Area B</p> |
| 039 | West Manley Lane Conservation Group | <p>Apply the original concept of the Masterplan with access through Area A</p> <p>Access through Mayfair will have a detrimental impact on the existing residents</p> <p>Area A should be completed before Area B is constructed</p> <p>Housing densities should reflect the centre-to-edge concept of the Design Guide</p> <p>West Manley Lane should be a green lane for walkers / cyclists</p> <p>Ensure no development south of West Manley Lane. Protect as GI</p> <p>Enhance biodiversity / retain hedgerows / wildlife corridors</p> <p>Increase outdoor recreational opportunities</p> |
| 040 | | <p>The Mayfair / Post Hill junction is dangerous & can not accommodate additional traffic</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Consider alternative means of access through Hartnoll Farm</p> <p>500 dwellings is the maximum no of dwellings</p> <p>Ensure integrated GI</p> <p>Housing densities should reflect the centre-to-edge concept in the Design Guide</p> <p>Enhance biodiversity / retain hedgerows / wildlife corridors</p> <p>The GI should be accessible to all providing a mix of activities</p> <p>Ensure there's a sound management plan for areas of GI</p> <p>Integrated cycleways & footpaths are essential</p> |
| 041 | | <p>Apply the concept of the adopted Masterplan with access through Area A</p> <p>Access through Area A would have a detrimental impact on existing residents</p> <p>There is insufficient evidence of how flooding & foul waste will be dealt with</p> <p>It's not clear how the new A361 road junction will be financed</p> <p>Ensure the Masterplanning looks properly at the location of leisure facilities</p> <p>Higher densities close to the neighbourhood centre, application of centre-to-edge concept should be applied</p> |
| 042 | | <p>Development on & the loss of agricultural farmland is short sighted</p> <p>Ensure employment land, health facilities etc are in place</p> <p>Can the homes be prevented from becoming holiday homes?</p> |

| | |
|-----|--|
| 043 | <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Provide a buffer between existing & proposed development</p> <p>Ensure there is no loss of privacy for existing [properties</p> <p>The proposed development should reflect the existing large detached low density housing</p> <p>Support the 'garden neighbourhood' concept</p> <p>Ensure completion of full A361 road junction</p> |
| 044 | <p>500 dwellings is the maximum no. of dwellings</p> <p>Existing roads are inadequate</p> <p>There is insufficient evidence of how flooding & foul waste will be dealt with</p> <p>Wildlife will be destroyed</p> <p>Development on & the loss of agricultural land is short sighted</p> <p>The planning system is skewed to assist the developer not the local residents</p> |
| 045 | <p>Ensure no development south of West Manley Lane. Protect as GI</p> <p>Existing roads (Tidcombe Lane, Glebelands Road, Follett Road) can not accommodate any additional traffic that may be attracted to use the GI</p> |
| 046 | <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Ensure only low density housing is provided</p> <p>Ensure adequate on site parking provision. On street parking is dangerous</p> |
| 047 | <p>Area B should not be developed ahead of Area A.</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>There is insufficient evidence on how flooding & foul waste will be dealt with</p> |
| 048 | <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Temporary access for construction traffic only could be made</p> <p>Development should not happen ahead of the provision of community facilities</p> |
| 049 | <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>No access should be provided through Mayfair</p> <p>The Post Hill / Mayfair junction is dangerous – traffic calming will not remove the potential for accidents</p> |
| 050 | <p>The comments relate to Application 17/00910/FULL (10 Mayfair)</p> |
| 051 | <p>The Masterplanning of Area B is welcomed</p> <p>Land South of West Manley Lane has special qualities. It should be retained</p> <p>The careful planning of the GI is welcomed</p> |
| 052 | <p>Land south of West Manley Lane has special qualities. It should be retained</p> |
| 053 | <p>Area B should not be accessed through Manley Lane or Mayfair. It would result in dangerous junctions on Post Hill</p> <p>The altered road layout for Mayfair does not meet acceptable standards e.g minimum footpath widths</p> <p>A single carriageway providing 2 way access would not meet agreed highway standards</p> <p>Any increase in traffic would detrimentally impact on existing residential amenity</p> <p>The Air & Noise Quality criteria in the Amenity study are not clear</p> <p>Loss of the Post Hill bus layby will create congestion & accidents</p> <p>Area B should not be developed ahead of Area A's school, health, shops, employment etc</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Early delivery of Area B could result in piecemeal development</p> <p>Accessing a development of 500 dwellings through a private drive is unacceptable</p> <p>Densities should reflect good planning practice, be sympathetic with topography & existing development</p> <p>Provide a green buffer with existing properties</p> <p>Enhance biodiversity & a variety of uses through the GI</p> |

| | |
|-----|---|
| 054 | <p>The Masterplanning of Area B is welcomed</p> <p>The comprehensive development of the whole of the TEUE is welcomed - avoid piecemeal development</p> <p>Area B should not be developed ahead of Area A's services and facilities</p> <p>Ensure detailed flood and sewerage risk assessments are undertaken for Area B</p> <p>Outline plans for SUDs and sewerage should be included in the Area B Masterplan – development is likely to have a high impact on existing properties</p> <p>Insufficient detail on how SUDs, attenuation ponds and sewerage treatment may be integrated with Area A</p> <p>Access via Mayfair &/or Manley Lane would start the TEUE short of the aspirations of the Adopted Masterplan</p> <p>The Manley Lane & Mayfair junctions with Post Hill would be dangerous for the no. of vehicles proposed</p> <p>Access through Mayfair would have a detrimental impact on the established community</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>500 homes is too many</p> <p>Affordable homes are a priority</p> <p>Apply the centre-to-edge concept of the Design Guide</p> <p>Ensure green spaces and GI throughout</p> <p>Sports fields to be sited near the school / community hub</p> <p>Bringing development on Area B forward floods the market with housing leading to ad hoc delivery of services, over crowding in schools, an unnecessary disturbance to existing residents. Do not undermine the phased delivery as set out in the Adopted Masterplan</p> <p>Saddened to see the Illustrative Framework Plan in the Adopted Masterplan shows housing south of West Manley Lane</p> <p>Protect the existing quality of the countryside south of West Manley Lane</p> <p>Ensure easy links to the Railway Walk and GWC</p> |
| 055 | <p>Area B should not be developed ahead of Area A & its road access to the A361, school, shops, community centre etc. It could lead to piecemeal, unsustainable development</p> <p>No access should be provided through Mayfair or Manley Lane</p> <p>Access through Mayfair does not represent a solution – just the least problematic solution of those presented in the Residential Amenity Assessment</p> <p>The Residential Amenity Assessment is flawed including drawing SK06</p> <p>The visual & landscape amenity assessment does not show the criteria on which the evidence is based – a 10 fold increase in traffic will have a substantial impact on visual amenity, air & noise pollution. Access through Mayfair &/or Manley Lane will have a detrimental impact on existing residents</p> <p>Current consents indicate adequate supply of housing from Area Drawing SK06</p> |
| 056 | <p>Development on & loss of agricultural farmland is unwelcome</p> <p>Access through Mayfair &/or Manley Lane will be detrimental to existing residents & the countryside</p> <p>There is insufficient evidence of how foul waste will be dealt with</p> <p>There is insufficient evidence of the impact of Area B on the local area. It all seems ill conceived</p> |
| 057 | <p>The delivery of Area B ahead of Area A will undermine the Adopted Masterplan & the existing community</p> <p>The Residential Amenity Assessment indicates only an additional 2 cars being generated by 475 dwellings a minute. This is not credible</p> <p>The loss of the bus layby on Post Hill will undermine the public transport provision</p> <p>The planned footway along Mayfair is substandard</p> <p>The development of Area B ahead of Area A undermines the Masterplan that seeks to decrease / mitigate the impact of development</p> <p>How can the noise levels of 500 dwellings be unacceptable but 475 be acceptable?</p> <p>Development should not happen ahead of the provision of the community facilities</p> <p>Proposed densities exceed those in Mayfair. Higher densities should be near the community centre</p> <p>Ensure there is a green buffer adjacent to Mayfair</p> <p>Delivery of Area B ahead of Area A could undermine the development of Area A. It could result in piecemeal development</p> <p>Apply the principle of the phasing of development in the Adopted Masterplan</p> <p>Access through Mayfair / Manley Lane would have a detrimental impact on the existing community</p> |

| | | |
|-----|--|--|
| 058 | <p>Development of Area B ahead of Area A would result in a piecemeal, unsustainable form of development</p> <p>Access through Mayfair would have a sustained detrimental impact on the existing community</p> <p>The temporary access would become permanent</p> <p>The simplistic analysis that Mayfair could accommodate the traffic of 475 dwellings is alarming</p> <p>The Residential Amenity Assessment makes flawed assertions regarding access, noise & air quality</p> <p>Proposed footpath widths are substandard – compromising healthy alternatives & safety</p> <p>The Mayfair / Post Hill junction will result in accidents</p> <p>Ensure a green buffer is provided adjacent to existing development</p> <p>Abandoning the ‘phasing of development’ in the Adopted Masterplan would jeopardise S106 contributions towards the A361 road junction, community centre etc</p> <p>Housing densities should reflect those existing</p> <p>Building heights should respect the setting / outlook from the GWC</p> <p>Apply the concept of the Adopted Masterplan with access through Area A. This would overcome concerns regarding provision of services / foul waste etc</p> <p>Any access proposals other than through Area A should be rejected. Deliver the Adopted Masterplan not a weak, dangerous access option that destroys an existing community</p> | |
| 059 | <p>Retain the areas of GI as they are</p> <p>Provide low density housing</p> <p>No access through Mayfair / Manley Lane</p> | |
| 060 | <p>Land south of West Manley Lane and the setting of the GWC has a special character. This should be retained</p> | |
| 061 | GVA | <p>The EUE has safety, road & air quality risks on Blundell’s school students & staff associated with an increase in traffic through the school</p> <p>The EUE will have an Impact on the rural character of Blundell’s school & the associated marketing of the school & as a large local employer</p> <p>No development of Area B should happen until access is available from the A361</p> <p>The Residential Amenity Assessment doesn’t fully consider the wider road network</p> <p>Control the no. of dwellings that can be built before access is available through Area A</p> <p>Ensure any temporary access arrangement remains temporary & access from Area A is delivered in a timely manner</p> <p>Traffic calming on Blundell’s Road to be delivered in advance of any temporary access</p> <p>Ensure tight control of construction traffic through a Construction Traffic Management Plan for Area B & minimise the impact on the operation of Blundell’s School</p> <p>Ensure commuting & shopping trips are minimised by bringing forward the other land uses in a timely manner</p> <p>Provide high quality GI that respects the setting of the School</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Provide low density housing on Area B</p> <p>More than 500 dwellings would compound highway & flood risks & impact on the landscape</p> |

| | | |
|-----|----------------|--|
| 062 | | <p>Apply the concept of the Adopted Masterplan with access through Area A Area B should not be developed ahead of Area A including access to the A361, school, shops & employment Development of Area B ahead of Area A could result in a piecemeal form of development without infrastructure being in place Bringing Area B ahead of Area A is contrary to the Adopted Masterplan The Residential Amenity Assessment is flawed. The data appears mis-represented. 2 way access will not meet highway safety standards. Access should not be provided through Mayfair &/or Manley Lane Minimum footways can not be achieved with 2 way access through Mayfair Insufficient evidence of the impact of a combination of housing no.s (300, 450, 500) in the Residential Amenity Assessment Any temporary access would become permanent Loss of the bus layby on Post Hill will cause accidents Sewerage is not considered Development to be phased east to west after new local facilities are available Ensure adequate high quality GI Promote the centre-to-edge concept in the Design Guide Do not compromise the setting of the GWC Provide a buffer with existing properties</p> |
| 063 | | <p>Apply the concept of the Adopted Masterplan with access through Area A Access through Mayfair is unacceptable The Residential Amenity Assessment is flawed & inaccurate. The background data to it is not available The Post Hill / Mayfair junction would become dangerous Ensure infrastructure including shops, access from the A361 is available before Area B is built</p> |
| 064 | | <p>Apply the concept of the Adopted Masterplan with access through Area A The development of Area B ahead of Area A could result in piecemeal development. Infrastructure should be provided in a timely manner to mitigate the impact of development Access through Mayfair is unacceptable My property bounds the private drive to No. 10. We have not been directly consulted There would be a significant increase in noise & air pollution</p> |
| 065 | Woodland Trust | <p>Include extensive tree planting in Area B Ensure good accessibility to woodland Tree planting improves air quality, has mental health benefits, increases biodiversity and benefits social inclusion Tree planting can decrease open space maintenance budgets</p> |
| 066 | | <p>Access through Mayfair is unacceptable The Mayfair / Post Hill junction is dangerous Removal of the Post Hill bus layby will create accidents The junction with the unadopted road in Mayfair is dangerous There would be significant harm through noise, light & air quality with access through Mayfair The Residential Amenity Assessment is flawed with irregularities in the data Development would result in a loss of biodiversity Ensure a green buffer with existing properties Access ahead of Area A would undermine the Adopted Masterplan. It would result in piecemeal development</p> |

| | | |
|-----|------------------------|---|
| 067 | | <p>Area B should not be accessed through Mayfair or Manley lane Access other than through Area A does not accord with the Adopted Masterplan to be self-sustaining & respectful of the existing community The development of Area B ahead of Area A could result in piecemeal development. Infrastructure should be provided in a timely manner to mitigate the impact of development The traffic generated by 475 dwellings & construction traffic would have a sustained detrimental impact on the existing community Access through Mayfair would increase noise & poor air quality Access off private drives due to the increase in traffic would be difficult The Residential Amenity Assessment is flawed Access through Mayfair does not accord with the neighbourhood garden concept The new neighbourhood to reflect the character and appearance of the surrounding settlement Inadequate footpath widths There would be no bus service into Area B ahead of the development of Area A Seek good quality , well managed GI Ensure a green buffer is provided for existing development</p> |
| 068 | Tiverton Civic Society | <p>Apply the concept of the Adopted Masterplan with access through Area A Access through Mayfair &/or Manley Lane is unacceptable – this should be used only for pedestrians / cyclists No access to be provided on to West Manley Lane Apply the centre-to-edge densities concept of the Design Guide Areas close to the main road routes to be built first Ensure delivery of affordable housing Utilities to be accessed through Area A No more than 500 houses should be built Minimise the impact on the existing community No houses should be built on the ridgeline Provision of GI is supported Football pitches should not be provided at the Manley Lane / West Manley Lane junction Existing hedgerows to be preserved</p> |
| 069 | Historic England | <p>Ensure a comprehensive assessment of the overall area including surrounding features including the Blundell's & GWC conservation areas and Knighthayes Park. A full EIA on heritage grounds is not required Avoid or minimise harm on the significance of a designated heritage asset Any development to preserve the setting of historic assets or better reveal its significance</p> |
| 070 | DCC | <p>S106 contributions from Area B will be required towards the new primary school in Area A. In addition to 'early years' contributions No development on Area B until the school site has been acquired. S106 contributions from Area B will be required towards secondary school places A technically acceptable access is available through Mayfair but the preferred access is via the Area A distributor road No significant increase in traffic to be allowed on Manley lane S106 contributions from Area B will be required towards the grade separated A361 road junction, improvements to bus / cycle / pedestrian travel, roundabouts to Lowman Way & Heathcote Way, traffic calming from Tidcombe Lane to Putson Lane The road layout within Area B to follow the principles of manual for Street and design excellence GI to be interlinked with the proposed Sustainable Drainage Strategies Ensure the masterplan is informed by a programme of archaeological investigation</p> |

071

Mayfair/Manley Lane should not be used for a temporary access into Area B.
 Access via Mayfair/Manley Lane would result in accidents
 Manley Lane is heavily used by walkers & cyclists
 Access via Mayfair would have a detrimental impact on the amenity of existing residents
 Apply the concept of the Adopted Masterplan with access through Area A

No more than 50 houses to be built before the school, community centre, shops etc are available

072

Access through Mayfair &/or Manley Lane is unacceptable
 Apply the concept of the Adopted Masterplan with access through Area A. Infrastructure will then also be in place
 The technical reports to the Residential Amenity Assessment were not provided
 Road humps to slow traffic generate more pollution
 The arguments for access through Mayfair in the Residential Amenity Assessment are weak
 Existing mature boundaries that are purported to minimise the loss of amenity are see-through for a good part of the year
 Mayfair is designed such that most properties overlook Mayfair. The impact of traffic through Mayfair will be greater
 The tables in the Residential Amenity Assessment are confusing
 That 475 dwellings will have a low impact on existing amenity is incredulous
 Streets in Tiverton serving a similar quantity of traffic are wider and not cul-de-sacs. No other similar residential streets in Tiverton serve 475 dwellings
 Accidents will happen at junctions within Mayfair and on Post Hill
 Removal of the bus pull in will cause accidents
 Development should be phased out from the neighbourhood centre
 Apply the centre to edge concept of the design Guide as regards to housing densities
 Density of development to be dictated by Planning Policy
 Development on Area B ahead of Area A undermines the Adopted Masterplan
 No three storey buildings
 Provide a green buffer to Mayfair
 Ensure multiple uses GI is available with biodiversity in mind too

073

Access through Mayfair into Area B is wholly inappropriate
 The Residential Amenity Assessment is flawed – footways will not be wide enough; Drawing No. SK06 is inaccurate; the existing private drive serves 12 dwellings; visibility at junctions is already difficult and restricted
 The impact of noise from 500 dwellings down to 475 being acceptable, is not credible
 475 cars generating an additional 2 cars per minute is not credible
 Pollution generated by the cars would be significant
 No details of a required pumping station are available
 Access from Area A would allow an ordered & sustainable approach to development on Area B
 A temporary access would become permanent
 To use Mayfair is a 'quick fix'. Not a sustainable choice

074

Apply the concept of the Adopted Masterplan with access through Area A.
 There is no reason for initiating construction on Area B alongside Area A
 Construction of Area A & B simultaneously would be too much construction traffic
 Area A to be built ahead of Area B
 No development south of West Manley Lane
 GI south of West Manley Lane to be left to agriculture / wildlife

| | |
|-----------------------------------|--|
| <p>simi 075</p> | <p>The Residential Amenity Assessment undermines the Adopted Masterplan. Area B should not be constructed until the Area A social infrastructure is in place No access through Mayfair & Manley Lane – they’re too narrow The impact on the amenity of the existing residents of access through Area A would be detrimental Lower density housing near Post Hill residents Lower density housing on the ridgeline Integrate GI within the development Provide a green buffer to Post Hill</p> |
| <p>076</p> | <p>Apply the concept of the Adopted Masterplan with access through Area A. The Residential Amenity Assessment is flawed Access through Mayfair &/or Manley Lane is unsustainable Access through Mayfair will not be respectful of the existing community as defined in the Adopted Masterplan There is no confidence in the findings of the Residential Amenity Assessment relating to noise & air pollution Drawing No. SK07 is inaccurate Relocation of Post Hill bus stop will cause accidents and not prioritise sustainable mode of travel A ‘temporary access’ through Mayfair will become permanent Background technical reports to the Residential Amenity Assessment were not made available There is no reference to sewage and surface water disposal</p> |
| <p>077</p> | <p>The comments relate to Application 17/00910/FULL (10 Mayfair)</p> |
| <p>078</p> | <p>All traffic (operational & construction) for Area B to be provided through Area A Any ‘temporary access’ will become permanent Any alternative access would undermine the Adopted Masterplan The Residential Amenity Assessment is unreliable and flawed Access via Mayfair would undermine the garden neighbourhood vision of the Adopted Masterplan. It would destroy many characteristics of which the EUE is promoting including public safety, clean air, wildlife & respect for the existing community Access through Mayfair would dominate the existing community not integrate with it Development of Area B ahead of Area A undermines all the Adopted Masterplan represents Access through Mayfair conflicts with the Local Plan Review The Residential Amenity Assessment does not represent a ‘robust evidence base’ as required by Local Plan Policy Foul drainage and water cannot be dealt with sustainably ahead of Area A Road safety at the Post Hill junction would be compromised Background reports to the Residential Amenity Assessment are not available – its absence questions the credibility of the consultation proves and independent review Drawing No. SK06 is inaccurate Many of the existing private drives will not meet current visibility standards. They cope at the moment but will not with an increase in traffic The impact of construction traffic on residential amenity will not be low just by their size, noise etc. Peak time traffic from 475 vehicles will be intolerable The mature hedging does not provide a screen in winter 475 dwellings served by a single point of access and reduced to single file traffic at its entrance would be unprecedented in Tiverton Road improvements would need to be funded by the developer. Its more prudent that these funds are used for the long term access delivery and principles of the Adopted Masterplan Early delivery of Area B would not accelerate the rate of housing Development to be phased as set out in the Adopted Masterplan Provide a green buffer with existing dwellings Mixed use GI including for wildlife</p> |

079

Natural England (NE) welcomes the strategic approach (masterplanning) of Area B
 Any development to take account of the ecological and hydrological characteristics of the Tidcombe Fen SSSI
 Surface water arrangements to show how the impact on the fen has been taken into consideration
 The SSSI catchment is likely to extend further than that shown on the Illustrative Framework Plan
 Ensure Area B SuDs complement Area A's
 The wider SuDs package will require a detailed maintenance, monitoring and mitigation package
 All new development to create high quality locally distinctive places including multi-functional GI
 Opportunities to increase the area of Fen meadow and rush pasture to be explored
 Ensure advance and early phase development of GI
 Seek new footpaths & links, tree planting, native species, nest sites, bee bricks into buildings, lighting to encourage wildlife, green & brown roofs, wildlife friendly public spaces, street trees, restoration of environmental features, permeable fencing

080

Enquiry relating to Applic 13/01616/MOUT (Waddeton Park)

081

West Manley
 Conservation
 Group

Development on Area B to follow Area A
 Ensure sufficient land for multi-functional open space
 There is no sound reasoning why more than 500 dwellings on Area B would be required
 Density and design of housing to reflect the Adopted Masterplan and centre to edge concept in the Design Guide
 Ensure adequate garage sizes
 Affordable housing provision to reflect community needs
 Sports and recreational areas should not be detached from good vehicular access and the housing it serves
 Update the Illustrative Framework Plan of the Adopted Masterplan to remove housing development south of West Manley Lane. It questions the robustness of the Area B masterplan.
 Would any development on Area B ahead of an Adopted masterplan be assessed against the design Guide
 Can the new homes be awarded to local residents only?
 Apply the concept of the Adopted Masterplan with access from Area A
 No access from Area B into West Manley Lane or Manley Lane
 Make West Manley Lane a 'shared lane' with reduced speed restrictions
 The Drivers Track to be a natural corridor with no vehicular access
 No provision for sewage & flood protection
 Ensure Area B's SuDs & attenuation ponds link up with Area A's drainage systems
 Increased water flow will impact on private sewage disposal systems
 Ensure the phasing of development is as set out in the Adopted Masterplan. This ensures social infrastructure is in place
 Avoid piecemeal development
 Retain hedge banks, trees & woodland scrub
 The Masterplan should take account of the areas of high archaeological importance
 GI to be environmentally sustainable with clear access to the local community

| | |
|-----|---|
| 082 | <p>The Masterplanning of Area B is welcomed</p> <p>Area A with its transport & sewage infrastructure should be developed first</p> <p>Area B ahead of Area A will have a detrimental impact on local residents</p> <p>The Area B Masterplan should define the SuDs & sewage drainage. The risk to private sewers is not immaterial</p> <p>Suitable SuDs, attenuation ponds & sewage pumping station for Area B may need to be sited in Area A</p> <p>Access through Mayfair &/or Manley Lane would compromise the aspirations of the Adopted Masterplan</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Phasing of development as set out in the Adopted Masterplan</p> <p>Affordable homes are a priority.</p> <p>Apply the 'centre-to-edge' concept of the Design Guide</p> <p>Locate sports fields near the school / community centre</p> <p>There's a danger of flooding the market with too many houses – leading to piecemeal development of social infrastructure if Area A is not built</p> <p>Update the Illustrative Framework Plan in the Adopted Masterplan to remove housing south of West Manley Lane</p> <p>West Manley Lane is an outstanding example of existing GI . Retain & protect it</p> |
| 083 | <p>Do not provide access through Mayfair into Area B.</p> <p>Apply the concept in the Adopted Masterplan with access through Area A</p> |
| 084 | <p>Do not provide access through the existing roads. It will have a detrimental impact on existing residents</p> <p>Build Area A first with permanent access through it into Area B</p> |
| 085 | <p>Do not provide access through Mayfair</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> |
| 086 | <p>Access to be provided through Mayfair with a secondary access route through Area A</p> <p>Provide a cyclepath to link the Railway Line to the Canal</p> <p>The GI to have pedestrian / cycle access with an emphasis towards biodiversity</p> <p>Ensure the GI links to the Canal & Tidcombe Fen</p> <p>No buildings / interpretation with the GI</p> |
| 087 | <p>Ensure no additional traffic is directed through Halberton, particularly heavy construction traffic</p> |

This page is intentionally left blank

CABINET
26 October 2017

AGENDA ITEM

FINANCIAL UPDATE FOR THE SIX MONTHS TO 30 SEPTEMBER 2017

Cabinet Member Cllr Peter Hare-Scott
Responsible Officer Andrew Jarrett – Director of Finance, Assets & Resources

Reason for Report: To present a financial update in respect of the income and expenditure so far in the year.

RECOMMENDATION(S): 1. The Cabinet note the financial monitoring information for the income and expenditure for the six months to 30 September 2017.

2. The Cabinet approve bringing forward a sum of £45k in order to refurbish the dry side changing rooms, disabled toilets and shower rooms at Exe Valley Leisure Centre. (See para 6.6 below)

Relationship to the Corporate Plan: The financial resources of the Council impact directly on its ability to deliver the corporate plan; prioritising the use of available resources brought forward and any future spending will be closely linked to key Council pledges from the updated Corporate Plan.

Financial Implications: Good financial management and administration underpins the entire document.

Legal Implications: None.

Risk Assessment: Regular financial monitoring information mitigates the risk of over or underspends at year end and allows the Council to direct its resources to key corporate priorities.

Equality Impact Assessment: It is considered that the impact of this report on equality related issues will be nil.

1.0 Introduction

1.1 The purpose of this report is to highlight to Cabinet our current financial status and the likely reserve balances at 31 March 2018. It embraces both revenue, in respect of the General Fund and the Housing Revenue Account (HRA), and capital and aims to focus attention on those areas which are unlikely to achieve budget. It is particularly important for next year's budget setting and, looking further ahead, with the medium term financial plan.

1.2 Favourable variances generating either increased income or cost savings are expressed as credits (negative numbers), whilst unfavourable overspends or incomes below budget are debits (positive numbers). This report only includes budget variances of circa £10k as the purpose of the report is to concentrate on material issues that may require further investigation/action.

2.0 Executive Summary of 2017/18

2.1 The table below shows the opening position of key operational balances of the Council, the forecast in year movements and final predicted position at 31 March 2018:

| Usable Reserves | 31/03/2017 | Forecast in year movement | 31/03/2018 |
|--|-------------------|----------------------------------|-------------------|
| | £k | £k | £k |
| Revenue | | | |
| General Fund (see paragraph 3.2) | (2,241) | 181 | (2,060) |
| Housing Revenue Account (see paragraph 4.2) | (2,000) | 0 | (2,000) |
| Capital | | | |
| Major Repairs Reserve | 0 | 0 | 0 |
| Capital Receipts Reserve | (2,438) | (1,423) | (3,861) |
| Capital Contingency Reserve | (471) | 165 | (306) |

3.0 The General Fund Reserve

3.1 This is the major revenue reserve of the Council. It is increased or decreased by the surplus or deficit generated on the General Fund in the year. This reserve held a balance of £2,241k as at 31/03/17.

3.2 The forecast General fund deficit for the current year is £181k (an increase of £108k since the annual variance of £73k was reported for July) as shown at Appendix A. The most significant movements this month comprise:

| | |
|--|--------|
| Vacant posts in Environmental Services | (£36k) |
| Net overspend forecast in Grounds maintenance | £43k |
| 3 Rivers Development set-up costs | £20k |
| Salary underspend in Property services net of agency costs | (£21k) |
| Reduced income / increased costs in Market Walk | £50k |
| Recycling income | (£20k) |
| Utilities and maintenance in Leisure Facilities greater than budget | £58k |
| Planning fees above budget, partially offset by increased costs in Forward Planning | (£70k) |
| Development Control staff savings reported in July now expected to be spent in latter part of the year | £33k |

3.3 The major variances are highlighted at Appendix B. The current incomes from our major funding streams are shown at Appendix C, whilst current employee costs are shown at Appendix D.

4.0 Housing Revenue Account (HRA)

- 4.1 This is a ring-fenced account in respect of the Council's social housing function. Major variances and proposed corrective action are highlighted at Appendix F.
- 4.2 Appendix E shows that the reserve opening balance is £2m. It is anticipated that the forecast variance of £7k surplus will increase the budgeted transfer to the Housing Maintenance Fund and so the HRA reserve balance should remain at £2m.
- 4.3 Overall, the HRA is forecast to underspend by £7k in 2017/18, made up of two deficits and several surpluses, the most significant of which comprise the following:
- £59k rent shortfall is due to dwelling rents being 0.5% behind target
 - £130k relates to major works since £2,405k is planned to be spent against the £2,275k budget
 - £76k of savings across Repairs & Maintenance, made up of the following
 - £60k surplus generated by the Direct Labour Operation (DLO) carrying out more adaptation work than planned
 - £16k of various staffing savings including apprentice vacancies
 - £43k underspend across Housing and Tenancy Services, made up of a number of small underspends that make up this total amount
- 4.4 There is a budgeted revenue contribution to capital purchases as follows for 2017/18.

| Description | Budget £'000 | Forecast Outturn £'000 | Variance £'000 |
|--------------------|-------------------------|---------------------------------------|---------------------------|
| 1 x Tipper Vehicle | 32 | 21 | (11) |

- 4.5 The following works are expected to be funded from the Housing Maintenance Fund during 2017/18.

| Description | Budget £'000 | Forecast Outturn £'000 | Variance £'000 |
|---|-------------------------|---------------------------------------|---------------------------|
| Birchen Lane re-development | 147 | 147 | 0 |
| Palmerston Park | 1,205 | 573 | (632) |
| Queensway development | 209 | 61 | (148) |
| Burlescombe development | 214 | 0 | (214) |
| Stoodleigh development | 223 | 0 | (223) |
| Land Acquisition for Affordable Housing | 1,851 | 251 | (1,600) |
| | 3,849 | 1,032 | (2,817) |

In addition, £25k is planned to be spent on sewage treatment works and funded by an earmarked reserve.

5.0 Major Repairs Reserve

- 5.1 The Major Repairs Reserve had a nil balance at 31 March 2017. After this year's capital expenditure and funding of the Major Repairs Reserve the closing balance is forecast to be £0k.

6.0 Capital Programme

- 6.1 Capital projects by their very nature often overlap financial years. In some cases it is known from the outset that the construction of buildings may fall into 3 separate accounting years. The status of this year's capital programme is shown at Appendix G.
- 6.2 Committed and Actual expenditure is currently £7,975k against a budgeted Capital Programme of £22,620k. (Note this includes £9,184k of slippage rolled forward from 16/17). As projects often overlap financial years officers have given their best estimate of what is 'deliverable' in 17/18; this amounts to £10,530k. Committed and Actual expenditure will therefore be monitored against this & currently shows an uncommitted amount of £2,555k (£10,530k - £7,975k).
- 6.3 The reduction in the approved Capital Programme to the 'deliverable' programme includes £5,114k in relation to the development project at the rear of the Town Hall which will now be delivered by the Special Purpose Vehicle Company (SPV).
- 6.4 Now we are 6 months into the financial year, forecast (Underspends) and Overspends amount to a net forecast underspend of (£5,116k), this mainly relates to the project at the rear of the Town Hall referred to in para 6.3 above. Please refer to appendix G for a full breakdown.

- 6.5 Forecast slippage into 18/19 financial year has also been reviewed; this amounts to £7,144k. Of this £6,541k relates to council house build projects that will cross the financial year and land acquisition for affordable housing. Again please refer to appendix G for a full breakdown.
- 6.6 As part of the wider enhancement works being carried out at Eve Valley Leisure Centre the property team have suggested some essential maintenance work to refurbish the dry side changing rooms, disabled toilets and shower rooms programmed for next year be delivered in conjunction with exiting works in order to all be operational with effect from 1st January 2018. (See Cabinet recommendation 2 above)

7.0 Capital Contingency Reserve

- 7.1 The Capital Earmarked Reserve has been set aside from Revenue to fund Capital Projects; the movement on this reserve is projected below:

| | £k |
|---|--------------|
| Capital Earmarked Reserve at 1 April 2017 | (471) |
| Funding required to support 2017/18 Capital Programme | 165 |
| Forecast Balance at 31 March 2018 | (306) |

8.0 Capital Receipts Reserve (Used to fund future capital programmes)

- 8.1 Unapplied useable capital receipts are used to part fund the capital programme, the movement on this account for the year to date is given below:

| | £k |
|---|----------------|
| Unapplied Useable Capital Receipts at 1 April 2017 | (2,438) |
| Net Receipts to date (includes 13 "Right to Buy" Council House sales & sale of land at Station Yard & MSCP) | (2,241) |
| Current Balance | (4,679) |
| Forecast further capital receipts in year | (700) |
| Forecast capital receipts to be applied in year | 1,518 |
| Forecast Unapplied Capital Receipts c/fwd. 31 March 2018 | (3,861) |

- 8.2 Please note the majority of these balances on the Capital Contingency Reserve and the Capital Receipts Reserve are required to balance the Medium Term Financial Strategy.

9.0 Treasury Management

9.1 The interest position so far this financial year can be summarised as follows:

Interest Receivable:

| | Budget £k | Forecast outturn £k | Forecast variance £k |
|----------------------------------|--------------|---------------------------|----------------------------|
| Investment Income Received | (259) | (259) | 0 |
| Interest from HRA funding | (54) | (54) | 0 |
| Total Interest Receivable | (313) | (313) | 0 |

10.0 Conclusion

10.1 Members are asked to note the revenue and capital forecasts for the financial year. Managers are working hard to offset overspends, many unavoidable or unforeseen, with budget savings to deliver an outturn close to the budget.

10.2 The work undertaken to produce this monitoring information to 30th September 2017 has been used to inform the 18/19 Budget setting process and Medium Term Financial Plan that is also being reported to this Cabinet meeting.

**Contact for more
information:**

Andrew Jarrett, 01884 23(4242)
ajarrett@middevon.gov.uk

Circulation of the Report:

Cllr Peter Hare-Scott, Management Team

GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 30 SEPTEMBER 2017

| Com | General Fund Summary | Note | 2017/18 Annual Budget £ | Full Year Forecast (0 = On budget) £ | Variance % |
|----------|---|-------|----------------------------------|---|---------------|
| | Cllr C J Eginton | | | | |
| CM | Corporate Management | A | 1,587,680 | 0 | 0.0% |
| LD | Legal & Democratic Services: Member/Election Services | B | 576,570 | 0 | 0.0% |
| PR | Land charges | Q | (32,830) | 0 | 0.0% |
| GM | Grounds Maintenance | E | 541,150 | 43,000 | 7.9% |
| ES | Cemeteries & Bereavement Services | D | (34,850) | (5,000) | 14.3% |
| WS | Waste Services | H | 1,598,920 | (30,000) | -1.9% |
| | Cllr C R Slade | | | | |
| CD | Community Development | I | 82,700 | 2,300 | 2.8% |
| ES | Environmental Services incl. Licensing | D | 599,780 | (32,500) | -5.4% |
| ES | Open Spaces | F | 85,410 | 13,800 | 16.2% |
| IT | IT Services | Q | 859,450 | 23,000 | 2.7% |
| RS | Recreation And Sport | J | 46,640 | 224,000 | 480.3% |
| | Cllr P H D Hare-Scott | | | | |
| FP | Finance And Performance | K | 592,620 | (13,800) | -2.3% |
| RB | Revenues And Benefits | L | 256,180 | 22,900 | 8.9% |
| CP | Car Parks | C | (592,390) | 7,200 | 1.2% |
| | Cllr R L Stanley | | | | |
| ES | ES: Private Sector Housing Grants | D | 163,900 | 0 | 0.0% |
| HG | General Fund Housing | M | 251,340 | 5,000 | 2.0% |
| PS | Property Services | G | 218,850 | 65,000 | 29.7% |
| | Cllr R J Chesterton | | | | |
| CD | Community Development: Markets | I | 34,420 | 10,000 | -29.1% |
| PR | Planning And Regeneration | N | 1,223,710 | (256,630) | -21.0% |
| | Cllr M Squires | | | | |
| CS | Customer Services | O | 794,300 | (12,000) | -1.5% |
| ES | Environment Services - Public Health | D | 94,860 | 0 | 0.0% |
| HR | Human Resources | P | 416,110 | 10,000 | 2.4% |
| LD | Legal & Democratic Services: Legal Services | B | 255,200 | (4,000) | -1.6% |
| | All General Fund Services | | 9,619,720 | 72,270 | 0.8% |
| | Net recharge to HRA | | (1,245,730) | 0 | |
| IE260 | Interest Payable | | 143,680 | 0 | |
| IE290 | Interest Receivable on Investments | | (254,000) | 0 | |
| IE290 | Interest from Funding provided for HRA | | (54,000) | (677) | |
| IE435 | New Homes Bonus Grant | | (1,721,980) | 0 | |
| | Sundry Grants | | | 0 | |
| IE800 | Statutory Adjustments (Capital charges) | | 398,370 | 0 | |
| TREMR | Net Transfer to/(from) Earmarked Reserves | APP B | 1,645,010 | 109,832 | |
| | TOTAL BUDGETED EXPENDITURE | | 8,531,070 | 181,425 | 2.1% |
| 30/IE440 | Formula Grant (RSG & NNDR) | | (2,762,760) | 0 | |
| IE431 | Rural Services Delivery Grant | | (374,510) | 0 | |
| IE432 | Transitional Grant | | (31,510) | 0 | |
| IE410 | Council Tax | | (5,356,390) | 0 | |
| IE439 | CTS Funding Parishes | | 46,960 | 0 | |
| IE420 | Collection Fund Surplus | | (52,860) | 0 | |
| | TOTAL BUDGETED FUNDING | | (8,531,070) | 0 | 0% |
| | Forecast in year (Surplus) / Deficit | | 0 | 181,425 | |
| EQ700 | General Fund Reserve 01/04/17 | | | (2,241,085) | |
| | Forecast General Fund Balance 31/03/18 | | | (2,059,660) | |

This page is intentionally left blank

GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 30 SEPTEMBER 2017

| Note | Description of Major Movements | Full year variance (net of transfer to EMR) | PDG |
|----------|---|---|-------------|
| A | Corporate Management | | Cabinet |
| | | 0 | |
| B | Legal & Democratic Services | | |
| | Minor variances in Electoral Registration | 0 | Cabinet |
| | Minor variances in Legal Services | (4,000) | Cabinet |
| | | (4,000) | |
| C | Car Parks | | |
| | P&D income forecast for yearend down against budget by £20k, £6k of this relates to the installation of the new P&D machines. | 20,000 | Economy |
| | Income from off-street fines is forecasted to be above budget | (20,000) | Economy |
| | Day Permit income expected to be down against budget at yearend | 4,000 | Economy |
| | Premises overspend across Parking Services forecast | 8,200 | Economy |
| | | | |
| | Car Park machine maintenance budget underspend due to the implementation of the new P&D machines | (5,000) | Economy |
| | | 7,200 | |
| D | Environmental Services combined | | |
| | Cemetery income above profile for the 1st Qtr, will review month by month. | (5,000) | Environment |
| | Anticipated Licensing income over and above budget. | (9,500) | Environment |
| | Licensing Officer post now full time. | 13,000 | Environment |
| | Environmental Enforcement salary savings due to vacant District Officers post. | (26,000) | Environment |
| | Environmental Health salary savings due to vacant Environmental Officers post | (10,000) | Environment |
| | | (37,500) | |
| E | Grounds Maintenance | | |
| | Salary underspends due to vacant posts | (27,000) | Environment |
| | Agency overspends | 40,000 | Environment |
| | Overspend on Plant/Vehicle running costs | 10,000 | Environment |
| | Insurance Excess from break in at Park Nursery Depot | 10,000 | Environment |
| | Equipment costs overspend | 5,000 | Environment |
| | Grass cutting contribution from Parishes & Towns not as high as budgeted | 5,000 | Environment |
| | | 43,000 | |
| F | Open Spaces | | |
| | Amory Park Income contribution no longer received | 4,800 | Environment |
| | Sponsorship income down against budget | 3,000 | Environment |
| | Play Area maintenance budget overspend | 6,000 | Environment |
| | | 13,800 | |
| G | Property Services | | |
| | 3 Rivers Development set-up costs re Legal & Tax advice | 20,000 | Homes |
| | No rental income for Station Yard due to sale of the asset | 16,000 | Homes |
| | Salary underspend in Property Services due to vacant posts | (45,000) | Homes |
| | Agency overspend in Property Services | 24,000 | Homes |
| | Reduced income and increased costs from Market Walk vacant shop units | 50,000 | Homes |
| | | 65,000 | |
| H | Waste Services | | |
| | Trade waste - income is down due to losing a couple of big customers | 40,000 | Environment |
| | Trade waste - less in landfill disposal charges | (40,000) | Environment |
| | Recycling income and haulage prices better than budgeted | (30,000) | Environment |
| | | (30,000) | |
| I | Community Development | | |
| | Market Income - Market Manager actively seeking new traders, however footfall in Tiverton is down | 10,000 | Economy |
| | Grant spend (covered by Seed Fund ear marked reserve) | 2,300 | Cabinet |
| | | 12,300 | |
| J | Recreation And Sport | | |
| | All sites Income: revised growth based upon 16/17 Outturn | 138,000 | Community |
| | All sites Rates: charges exceeded annual budget | 9,000 | Community |
| | All sites Water: charges higher than anticipated | 20,000 | Community |
| | All sites Maintenance: Responsive works greater than anticipated | 35,000 | Community |

GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 30 SEPTEMBER 2017

| Note | Description of Major Movements | Full year variance (net of transfer to EMR) | PDG |
|----------|---|---|-----------|
| | All sites Energy costs: Electricity & Gas increases from prior year 16-17 | 12,000 | Community |
| | One off marketing and advertising expenditure | 10,000 | Community |
| | | 224,000 | |
| K | Finance And Performance | | |
| | Salary saving from vacant Finance Manager has been partially off-set by an additional Principal Accountant | (8,000) | Cabinet |
| | Procurement Manager's recharge to Torridge District Council | (5,800) | Cabinet |
| | | (13,800) | |
| L | Revenues And Benefits | | |
| | Housing Benefit Subsidy | (20,000) | Community |
| | Benefits Local Welfare Assistance Scheme (covered by EMR) | 42,900 | Community |
| | | 22,900 | |
| M | General Fund Housing | | |
| | Minor variances | 5,000 | Homes |
| | | 5,000 | |
| N | Planning And Regeneration | | |
| | Building Control Partnership Income - Manager forecast | 27,000 | Community |
| | Enforcement: Salary saving from staff vacancy (now filled) partially offset by costs recently awarded against the authority | (2,500) | Community |
| | Development Control: Saving on staff vacancies now to be spent on additional resources in second half of the year | 0 | Community |
| | Development Control: Fee income (partly used to fund additional resources required in Forward Planning, see below) | (100,000) | Community |
| | Tiverton EUE: Ongoing expenditure (fully funded from EMR) | 11,300 | Community |
| | Garden Village: Ongoing expenditure (fully funded from EMR) | 51,000 | Community |
| | Business Development - Temporary Grants and Funding Officer post (not required from EMR) | (21,730) | Community |
| | Business Development - Town Centre Manager post filled for part of year (not required from EMR) | (31,700) | Community |
| | Forward Planning: Additional resources required due to workload - funded from additional Development Control income | 30,000 | Community |
| | Planning Policy: Ongoing expenditure (fully funded from EMR) | 36,000 | Community |
| | Statutory Development Plan: most of the expenditure now expected to fall into 2018/19; the transfer from reserves will therefore be reduced from the budgeted figure | (256,000) | Community |
| | | (256,630) | |
| O | Customer Services | | |
| | Comms Manager post reintroduced to the establishment (est) | 11,000 | Cabinet |
| | Digital transformation post will not be filled in financial year | (23,000) | Cabinet |
| | | (12,000) | |
| P | Human Resources | | |
| | Increased software costs for HR, Payroll & L&D | 10,000 | Cabinet |
| | | 10,000 | |
| Q | I.T. Services | | |
| | The current contract for data lines procured through DCC is expiring, new infrastructure is required for which DCC will no longer pay, each LA is now individually funding this | 14,000 | Cabinet |
| | Salary overspend due to JE regrade - this forecast may change as the service is currently going through a restructure | 9,000 | Cabinet |
| | | 23,000 | |
| | FORECAST (SURPLUS)/DEFICIT AS AT 31/03/18 | 72,270 | |

| | |
|--------------------|-----------------|
| Cabinet | 5,500 |
| Community | (9,730) |
| Homes | 70,000 |
| Environment | (10,700) |
| Economy | 17,200 |
| | 72,270 |

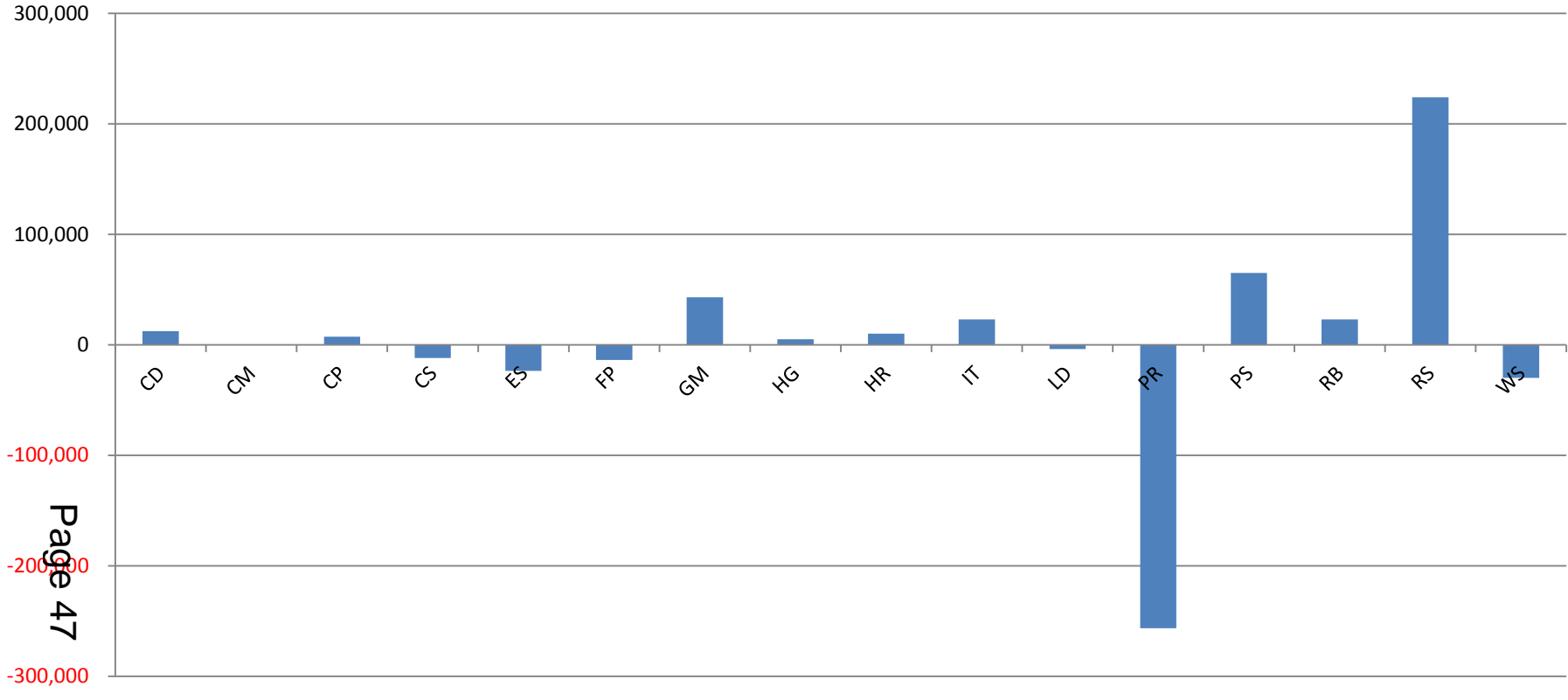
GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 30
SEPTEMBER 2017

| Committee | Net Transfers to / from Earmarked Reserves | Net Budgeted Trfr to EMR | Forecast Actual Net Trfr to EMR | Forecast Variance to Budget |
|-----------|---|--------------------------|---------------------------------|-----------------------------|
| CM | Corporate Management | | | 0 |
| LD | Legal & Democratic Services: Member/Election Services | | | |
| | LD201 Election costs - District | 20,000 | 20,000 | 0 |
| | LD300 Democratic Rep & Management | 5,000 | 5,000 | 0 |
| | LD600 Legal Services | (16,180) | (16,180) | 0 |
| CP | Car Parks | | | 0 |
| ES | Environmental Services combined | | | 0 |
| | ES100 Cemeteries | 25,000 | 25,000 | 0 |
| | ES450 Parks and Open Spaces | 25,000 | 25,000 | 0 |
| | ES450 Parks and Open Spaces | 1,200 | 1,200 | 0 |
| | ES580 Pool Car Running costs | 4,320 | 4,320 | 0 |
| | ES660 Control of Pollution | 4,000 | 4,000 | 0 |
| | ES730 Environmental Enforcement | 2,950 | 2,950 | 0 |
| | ES361 Public Health | (19,700) | (7,278) | 12,422 |
| GM | Grounds Maintenance | | | |
| | GM960 Grounds Maintenance | 38,050 | 38,050 | 0 |
| | GM960 Grounds Maintenance | 14,360 | 14,360 | 0 |
| OS | Open Spaces | | | |
| | EQ643 W70 Developers Contribution | (6,650) | (6,650) | 0 |
| | EQ640 W52 Popham Close Comm Fund | (1,950) | (1,950) | 0 |
| | EQ641 W67 Moorhayes Com Dev Fund | (1,630) | (1,630) | 0 |
| | EQ642 W69 Fayrecroft Willand Ex West | (4,620) | (4,620) | 0 |
| | EQ638 Dev Cont Linear park | (4,170) | (4,170) | 0 |
| | EQ644 Dev Cont Winswood Crediton | (3,080) | (3,080) | 0 |
| PS | Property Services | | | |
| | PS350 Public Conveniences | 1,120 | 1,120 | 0 |
| | PS980 Property Services Staff Unit | 7,400 | 7,400 | 0 |
| | Market Walk/Fore Street Surplus | 50,000 | | (50,000) |
| WS | Waste Services | | | |
| | WS650 Street Cleaning - Vehicle Sinking Fund | 56,470 | 56,470 | 0 |
| | WS650 Street Cleaning - Litter Buster Team | (44,600) | (44,600) | 0 |
| | WS700 Refuse Collection - Litter Buster Team | (9,900) | (9,900) | 0 |
| | WS700 Refuse Collection - Vehicle Sinking Fund | 217,510 | 217,510 | 0 |
| | WS710 Trade Waste - Vehicle Sinking Fund | 21,720 | 21,720 | 0 |
| | WS725 Kerbside Recycling - Vehicle Sinking Fund | 158,810 | 158,810 | 0 |
| | WS725 Kerbside Recycling - Equipment Sinking Fund | 20,000 | 20,000 | 0 |
| | WS770 Unit 3 Carlu Close - Maintenance Sinking Fund | 2,700 | 2,700 | 0 |
| CD | Community Development | | | |
| | CD200 Community Development - GWC grant | (45,000) | (45,000) | 0 |
| | CD200 Grant spend from Seed Fund - EMR released | | (2,300) | (2,300) |
| RS | Recreation And Sport | | | 0 |
| FP | Finance And Performance | | | 0 |
| RB | Revenues And Benefits | | | |
| | RB600 Revenues Misc Income Team Salaries | (20,000) | (20,000) | 0 |
| | RB340 Benefits Local Welfare Assistance Scheme | | (42,900) | (42,900) |

**GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 30
SEPTEMBER 2017**

| Committee | Net Transfers to / from Earmarked Reserves | Net Budgeted Trfr to EMR | Forecast Actual Net Trfr to EMR | Forecast Variance to Budget |
|-----------|---|--------------------------|---------------------------------|-----------------------------|
| HG | General Fund Housing | | | 0 |
| PR | Planning and Regeneration | | | |
| | PR200 Development Control | (294,000) | (294,000) | 0 |
| | PR220 Tiverton EUE | 0 | (53,000) | (53,000) |
| | PR225 Garden Village Project | 0 | (51,000) | (51,000) |
| | PR400 Business Development - Grants & Funding Officer | (21,730) | 0 | 21,730 |
| | PR400 Business Development - Town Centre Manager | (40,700) | (9,000) | 31,700 |
| | PR400 Business Development | (100,000) | (100,000) | 0 |
| | PR800 Planning Policy | (30,000) | (30,000) | 0 |
| | PR810 Statutory Development Plan | | 220,000 | 220,000 |
| CS | Customer Services | | | |
| | CS500 Messenger Services | 1,440 | 1,440 | 0 |
| | CS900 Central Photocopying | 5,000 | 5,000 | 0 |
| | CS902 Central Postage | 2,500 | 2,500 | 0 |
| | CS910 Customer Services Admin | 250 | 250 | 0 |
| | CS932 Customer First | 5,000 | 5,000 | 0 |
| | CS938 Digital Strategy Staffing | (23,180) | 0 | 23,180 |
| HR | Human Resources | | | 0 |
| IT | IT Services | | | 0 |
| | IT800 Phoenix House Printer Sinking Fund | 9,700 | 9,700 | 0 |
| IE | New Homes Bonus monies earmarked for capital and economic regeneration projects | 1,721,980 | 1,721,980 | 0 |
| | | (89,380) | (89,380) | 0 |
| | | 0 | | |
| | Net Transfer to / (from) Earmarked Reserves | 1,645,010 | 1,754,842 | 109,832 |

2017/18 General Fund Projected Outturn Variance £



Page 47

Key

+ = Overspend / Income under target - = Savings / Income above budget

| | | | |
|-----------|-------------------------|-----------|---------------------------|
| CD | Community Development | IT | I.T. Services |
| CM | Corporate Management | LD | Legal and Democratic |
| CP | Car Parks | PR | Planning and Regeneration |
| CS | Customer Services | PS | Property Services |
| ES | Environmental Services | RB | Revenues and Benefits |
| FP | Finance and Performance | RS | Recreation and Sports |
| GM | Grounds Maintenance | WS | Waste Services |
| HG | General Fund Housing | | |
| HR | Human Resources | | |

This page is intentionally left blank

This page is intentionally left blank

GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 30 SEPTEMBER 2017

| | 2017/18 Annual Budget | 2017/18 Profiled Budget | 2017/18 Actual | 2017/18 Variance |
|--------------------------------|--------------------------|----------------------------|-------------------|---------------------|
| | £ | £ | £ | £ |
| Total Employee Costs | | | | |
| General Fund | | | | |
| Community Development | 62,120 | 31,060 | 25,591 | (5,469) |
| Corporate Management | 1,299,200 | 649,600 | 660,468 | 10,868 |
| Customer Services | 711,710 | 355,855 | 334,021 | (21,834) |
| Environmental Services | 981,140 | 490,570 | 477,351 | (13,219) |
| Finance And Performance | 535,450 | 267,725 | 238,089 | (29,636) |
| General Fund Housing | 206,040 | 103,020 | 99,982 | (3,038) |
| Grounds Maintenance | 442,560 | 221,280 | 200,689 | (20,591) |
| Human Resources | 341,290 | 170,645 | 166,464 | (4,181) |
| I.T. Services | 488,880 | 244,440 | 250,737 | 6,297 |
| Legal & Democratic Services | 462,960 | 231,480 | 256,169 | 24,689 |
| Planning And Regeneration | 1,755,840 | 877,920 | 754,541 | (123,379) |
| Property Services | 423,430 | 211,715 | 188,751 | (22,964) |
| Recreation And Sport | 1,828,350 | 914,175 | 908,025 | (6,150) |
| Revenues And Benefits | 701,690 | 350,845 | 328,384 | (22,461) |
| Waste Services | 1,986,040 | 993,020 | 906,708 | (86,312) |
| | 12,226,700 | 6,113,350 | 5,795,972 | (317,378) |
| Housing Revenue Account | | | | |
| BHO09 Repairs And Maintenance | 603,330 | 346,248 | 347,275 | 1,027 |
| BHO10 Supervision & Management | 1,369,080 | 684,540 | 701,846 | 17,306 |
| BHO11 Special Services | 37,180 | 18,590 | 12,519 | (6,071) |
| | 2,009,590 | 1,049,378 | 1,061,639 | 12,261 |
| Total | 14,236,290 | 7,162,728 | 6,857,611 | (305,117) |

| | 2017/18 Annual Budget | 2017/18 Profiled Budget | 2017/18 Actual | 2017/18 Variance |
|--------------------------------|--------------------------|----------------------------|-------------------|---------------------|
| | £ | £ | £ | £ |
| Agency Staff | | | | |
| General Fund | | | | |
| Car Parks | 0 | 0 | 0 | 0 |
| Community Development | 0 | 0 | 0 | 0 |
| Corporate Management | 0 | 0 | 0 | 0 |
| Customer Services | 0 | 0 | 0 | 0 |
| Environmental Services | 0 | 0 | 2,813 | 2,813 |
| Finance And Performance | 0 | 0 | 0 | 0 |
| General Fund Housing | 0 | 0 | 0 | 0 |
| Grounds Maintenance | 5,000 | 2,500 | 28,914 | 26,414 |
| Human Resources | 0 | 0 | 0 | 0 |
| I.T. Services | 0 | 0 | 0 | 0 |
| Legal & Democratic Services | 0 | 0 | 0 | 0 |
| Planning And Regeneration | 0 | 0 | 0 | 0 |
| Property Services | 0 | 0 | 8,142 | 8,142 |
| Recreation And Sport | 0 | 0 | 0 | 0 |
| Revenues And Benefits | 0 | 0 | 37,549 | 37,549 |
| Waste Services | 179,250 | 89,625 | 87,185 | (2,440) |
| | 184,250 | 92,125 | 164,603 | 72,478 |
| Housing Revenue Account | | | | |
| BHO09 Repairs And Maintenance | 0 | 0 | (1,128) | (1,128) |
| BHO10 Supervision & Management | 0 | 0 | 175 | 175 |
| BHO11 Special Services | 0 | 0 | 0 | 0 |
| | 0 | 0 | (952) | (952) |
| Total | 184,250 | 92,125 | 163,650 | 71,525 |

This page is intentionally left blank

**HOUSING REVENUE ACCOUNT FINANCIAL MONITORING INFORMATION FOR
THE PERIOD FROM 01 APRIL TO 30 SEPTEMBER 2017**

| | | 2017/18 Annual Budget | Forecast | Variance |
|---|-------|--------------------------|----------------|--------------|
| Housing Revenue Account (HRA) | Notes | £ | £ | % |
| Income | | | | |
| SHO01 Dwelling Rents Income | A | (12,368,590) | 59,000 | -0.5% |
| SHO04 Non Dwelling Rents Income | B | (571,420) | (18,000) | 3.2% |
| SHO06 Tenant Charges For Services | C | (350) | 0 | 0.0% |
| SHO07 Leaseholders' Service Charges | D | (21,640) | (5,000) | 23.1% |
| SHO08 Contributions Towards Expenditure | E | (36,470) | (10,000) | 27.4% |
| SHO09 Alarm Income - Non Tenants | F | (209,520) | (3,000) | 1.4% |
| SHO10 H.R.A. Investment Income | G | (40,000) | (10,000) | 25.0% |
| SHO11 Miscellaneous Income | H | (19,000) | 0 | 0.0% |
| Services | | | | |
| SHO13A Repairs & Maintenance | I | 3,098,380 | (76,000) | 0.0% |
| SHO17A Housing & Tenancy Services | J | 1,315,290 | (43,000) | -3.3% |
| SHO22 Alarms & L.D. Wardens expenditure | K | 121,700 | (20,000) | -16.4% |
| Accounting entries 'below the line' | | | | |
| SHO29 Bad Debt Provision Movement | L | 25,000 | 0 | 0.0% |
| SHO30 Share Of Corporate And Democratic | M | 165,320 | 0 | 0.0% |
| SHO32 H.R.A. Interest Payable | N | 1,214,500 | 0 | 0.0% |
| SHO34 H.R.A. Transfers between earmarked reserves | O | 2,952,820 | 0 | 0.0% |
| SHO36 H.R.A. R.C.C.O. | P | 32,000 | (11,000) | -34.4% |
| SHO37 Capital Receipts Reserve Adjustment | Q | (26,000) | 0 | 0.0% |
| SHO38 Major Repairs Allowance | R | 2,275,000 | 130,000 | 5.7% |
| SHO45 Renewable Energy Transactions | S | (130,000) | 0 | 0.0% |
| | | (2,222,980) | (7,000) | -0.3% |
| Net recharge to HRA | | 1,245,730 | | |
| Capital Charges | | 977,250 | | |
| Net Housing Revenue Account Budget | | 0 | | |

| Housing Revenue Account | £k |
|--|----------------|
| Total HRA reserve as at 01/04/7 | (2,000) |
| Forecast movement in the year | 0 |
| Forecast HRA reserve as at 31/03/18 | (2,000) |

| Housing Maintenance Fund | £k |
|---|---------------|
| Opening balance | 10,970 |
| Reserve utilised for capital works (see appendix G) | (1,032) |
| Budgeted transfer to reserves | 2,182 |
| Forecast variance for the year (see above) | 7 |
| Forecast closing balance | 12,127 |

| Renewable Energy Fund | £k |
|---|------------|
| Opening balance | 455 |
| Expenditure forecast for this year (see appendix G) | (98) |
| Net income forecast for this year | 130 |
| Forecast closing balance | 487 |

This page is intentionally left blank

**HOUSING REVENUE ACCOUNT FINANCIAL MONITORING INFORMATION FOR THE PERIOD
FROM 01 APRIL TO 30 SEPTEMBER 2017**

| Note | Description of Major Movements | Corrective Action | Forecast |
|----------|---|-------------------|----------------|
| | | | Variance £ |
| | | | |
| A | Dwelling rent is 0.5% behind target | N/A | 59,000 |
| B | Garage voids are lower than budgeted | N/A | (18,000) |
| D | Minor variance | N/A | (5,000) |
| E | Rechargeable works have been higher than budgeted | N/A | (10,000) |
| F | Minor variance | N/A | (3,000) |
| G | Cash balances have been high again in 2017/18 | N/A | (10,000) |
| I | Significantly more time than expected will be spent on adaptations work, leading to a transfer of costs | N/A | (60,000) |
| | Underspends due to staffing vacancies | N/A | (16,000) |
| J | Several minor savings forecast across budget areas including training, environmental and tree works give rise to this total | N/A | (43,000) |
| K | Minor savings forecast | N/A | (20,000) |
| P | Tipper vehicle expected to cost less than budgeted | N/A | (11,000) |
| R | MRA is forecast to spend £2,405k (£2,278k budgeted plus £87k slippage rolled forward from 16/17 plus an additional £40k on Fire Risk Assessment work) | N/A | 130,000 |
| | | TOTAL | (7,000) |

This page is intentionally left blank

MID DEVON DISTRICT COUNCIL
MONITORING OF 2017/18 CAPITAL PROGRAMME

Appendix G

| Code | Scheme | Budgeted Capital Programme 2017/18 | Deliverable Capital Programme 2017/18 | Actual Expenditure 2017/18 | Committed Expenditure 2017/18 | Total | Variance to Adj Capital Programme | Forecast (Underspend)/ Overspend | Forecast Slippage to 18/19 | Notes |
|---|---|------------------------------------|---------------------------------------|----------------------------|-------------------------------|------------------|-----------------------------------|----------------------------------|----------------------------|---|
| | | £ | | £ | £ | £ | £ | £ | £ | |
| General Fund Projects | | | | | | | | | | |
| Lords Meadow Leisure Centre | | | | | | | | | | |
| CA624 | Main car park resurfacing | 50,000 | 50,000 | 35,210 | 0 | 35,210 | (14,790) | (5,000) | | Total Project cost circa £45k |
| Exe Valley Leisure Centre | | | | | | | | | | |
| CA630 | Exe Valley Leisure Centre - Replenish sand filters | 25,000 | 25,000 | 0 | 0 | 0 | (25,000) | | | This Project is planned due to be completed during Q3 17/18 |
| CA627 | EVLC - Pressure set replacement Hot/Cold | 50,000 | 50,000 | 0 | 0 | 0 | (50,000) | (5,000) | | Forecast total Project cost circa £45k. Planned completion Feb'18 |
| CA626 | EVLC - Fitness extension | 657,000 | 657,000 | 228,032 | 539,211 | 767,243 | 110,243 | 49,000 | | This forecast variance includes wet side improvement works amounting to £43k in 16/17. Planned project completion Jan '18 |
| Culm Valley Leisure Centre | | | | | | | | | | |
| CA631 | CVSC replace end of life AC for fitness Gym | 30,000 | 30,000 | 0 | 0 | 0 | (30,000) | (5,000) | | Forecast total Project cost circa £25k |
| Pannier Market | | | | | | | | | | |
| CA509 | Pannier Market - Improvement Project back log maintenance | 60,000 | 60,000 | 43,842 | 0 | 43,842 | (16,158) | (16,000) | | Project complete - see Pannier Market Clock Tower CA508 - Scaffolding shared |
| CA507 | Tiverton Pannier Market Pippens | 70,000 | 0 | 0 | 0 | 0 | 0 | (70,000) | | This Project will no longer be undertaken |
| CA508 | Pannier Market Clock Tower | 12,000 | 12,000 | 28,256 | 0 | 28,256 | 16,256 | 16,000 | | Project complete - see Pannier Market back log maint CA509 - Scaffolding shared between projects |
| MSCP Improvements | | | | | | | | | | |
| CA709 | MSCP improvements (refer to Matrix condition report) | 139,000 | 70,000 | 0 | 0 | 0 | (70,000) | | 139,000 | Spend on this project will be undertaken with consideration to proposed Premier Inn project - Planned commencement Jan '18 |
| MDDC Shops/Industrial Units | | | | | | | | | | |
| CA510 | Energy Assessment works - new legislation - Indust Units/Shops/Mkt Walk | 50,000 | 25,000 | 0 | 0 | 0 | (25,000) | | 25,000 | This Project is likely to straddle 17/18 & 18/19 Financial years |
| Play Areas | | | | | | | | | | |
| CA632 | Play area refurbishment District wide - Amory Park Tiverton | 50,000 | 0 | 0 | 0 | 0 | 0 | | 50,000 | This project is likely to be delivered in Q2 18/19 |
| CA628 | Play area refurbishment - West Exe Recreation Ground Tiverton | 50,000 | 0 | 0 | 2,300 | 2,300 | 2,300 | | 50,000 | This project is likely to be delivered in Q2 18/19 |
| Other Projects | | | | | | | | | | |
| CA460 | Crediton Office - Structural improvement work | 30,000 | 20,000 | 0 | 0 | 0 | (20,000) | (10,000) | | This project is likely to be delivered in Q4 17/18 |
| CA461 | A361 junction to facilitate Eastern Urban Extension (funded by s106) | 1,750,000 | 1,000,000 | 0 | 0 | 0 | (1,000,000) | | | MDDC contribution to DCC to help fund this junction now agreed at £1m |
| CA455 | St Lawrence Green Project | 30,000 | 30,000 | 0 | 0 | 0 | (30,000) | | | |
| CA570 | Coggans Well building acquisition | | | 268,176 | 0 | 268,176 | 268,176 | 268,000 | | This acquisition will be funded by Useable Capital Receipts |
| CA468 | Replacement Car park Machines | | | 60,922 | 7,922 | 68,844 | 68,844 | 69,000 | | This project will be funding by a combinations of EMR's (£20k) & the balance from Useable Capital Receipts |
| General Fund Development Schemes | | | | | | | | | | |
| CA462 | Rear of Town Hall development site (6 Houses, 24 Apartments) | 5,114,000 | 0 | 2,464 | 1,000 | 3,464 | 3,464 | (5,114,000) | | This project will now be delivered by the SPV & any associated costs will be novated to the new company |
| ICT Projects | | | | | | | | | | |
| CA433 | Unified Comms/telephony | 107,000 | 107,000 | 0 | 0 | 0 | (107,000) | | 67,000 | Circa £40k spend in 17/18 |
| CA456 | Digital Transformation replacement of CRM | 100,000 | 0 | 0 | 0 | 0 | 0 | (100,000) | | This Project will no longer be undertaken in 17/18 - future funds will be bid for in accordance with Leadership Team/ICT strategy |
| CA463 | Secure Wifi replacement | 50,000 | 50,000 | 0 | 0 | 0 | (50,000) | (50,000) | | Project to be delivered on Revenue circa £10k |
| CA464 | Parking System Replacement (enforcement) | 40,000 | 40,000 | 370 | 0 | 370 | (39,630) | | | |
| CA465 | Replacement Queue System | 30,000 | 0 | 0 | 0 | 0 | 0 | (30,000) | | This Project will no longer be undertaken in 17/18 - future funds will be bid for in accordance with Leadership Team/ICT strategy |
| CA466 | Core System Refreshes - Revs/Bens | 20,000 | 20,000 | 0 | 0 | 0 | (20,000) | | | This Project will no longer be undertaken in 17/18 - future funds will be bid for in accordance with Leadership Team/ICT strategy |
| CA467 | Replacement Estates/Property Systems | 50,000 | 0 | 0 | 0 | 0 | 0 | (50,000) | | |
| CA421 | Replacement of PC estate 330s | 31,000 | 31,000 | 18,964 | 0 | 18,964 | (12,036) | | | |
| CA423 | Continued replacement of WAN/LAN | 60,000 | 60,000 | 0 | 0 | 0 | (60,000) | | | |
| CA425 | Server farm expansion/upgrades | 96,000 | 96,000 | 12,233 | 0 | 12,233 | (83,767) | | | |
| CA437 | Digital Transformation | 61,000 | 61,000 | 2,430 | 30 | 2,460 | (58,540) | | | |
| CA439 | Mobile Working NDL MX | 7,000 | 7,000 | 7,000 | 0 | 7,000 | 0 | | | |
| CA444 | SQL/Oracles refreshes | 21,000 | 21,000 | 2,500 | 7,975 | 10,475 | (10,525) | | | |
| Replacement Vehicles | | | | | | | | | | |
| CA714 | Medium Sweeper (Street Cleansing) | 70,000 | 70,000 | 0 | 0 | 0 | (70,000) | | | |
| CA715 | Van Tipper (Grounds Maintenance) | 26,000 | 26,000 | 0 | 0 | 0 | (26,000) | | | |
| CA716 | Ransomes Mower (Grounds Maintenance) | 35,000 | 35,000 | 0 | 0 | 0 | (35,000) | | | |
| CA712 | Iveco Tipper (or equivalent) | 24,000 | 24,000 | 0 | 0 | 0 | (24,000) | | | |
| CA814 | Dennis Eagle Terberg RCV 22-26t (or equivalent) | 160,000 | 160,000 | 166,409 | 2,820 | 169,229 | 9,229 | 10,000 | | Trade Waste vehicle |
| CA821 | 5 Refuse Vehicles with Food waste capability | 900,000 | 900,000 | 0 | 830,667 | 830,667 | (69,333) | (69,000) | | Garden Waste (3 large & 3 small refuse vehicles) |
| CA822 | 7.5T Tipper | 100,000 | 100,000 | 0 | 0 | 0 | (100,000) | | | |
| CA825 | 3.5T Tipper | 25,000 | 25,000 | 0 | 0 | 0 | (25,000) | | | |
| CA827 | 3.5T Tipper | 25,000 | 25,000 | 0 | 0 | 0 | (25,000) | | | |
| | | 10,205,000 | 3,887,000 | 876,807 | 1,391,925 | 2,268,733 | (1,618,267) | (5,112,000) | 331,000 | |

| Code | Scheme | Budgeted Capital Programme 2017/18 | Deliverable Capital Programme 2017/18 | Actual Expenditure 2017/18 | Committed Expenditure 2017/18 | Total | Variance to Adj Capital Programme | Forecast (Underspend)/ Overspend | Forecast Slippage to 18/19 | Notes |
|---|---|------------------------------------|---------------------------------------|----------------------------|-------------------------------|------------------|-----------------------------------|----------------------------------|----------------------------|---|
| CG217 | Private Sector Housing Grants Empty homes and enforcement | 104,000 | 30,000 | 0 | 0 | 0 | (30,000) | | 64,000 | |
| CG201 | Disabled Facilities Grants-P/Sector | 664,000 | 555,000 | 200,980 | 183,391 | 384,371 | (170,629) | | 109,000 | |
| <p>Please note where possible commitments are raised on the Finance Ledger. Currently the total commitment for Private Sector Housing Grants held outside the ledger is £184k. This underspend includes underspent budget on Private Tenant DFG's amounting to 171k; these are effectively ring fenced, therefore leaving £30k uncommitted. (£201k - £171k) Commitments include all approved grants. The timing of when these are drawn down is dependent on the client (up to 1 year), therefore at year end although sums may be committed, some may be carried forward to 2018/19 as slippage.</p> | | | | | | | | | | |
| | | 768,000 | 585,000 | 200,980 | 183,391 | 384,371 | (200,629) | 0 | 173,000 | |
| CA200 | Affordable Housing Projects Grants to Housing Associations to provide units (funded by commuted sums) | 115,000 | 115,000 | 7,959 | 0 | 7,959 | (107,041) | | 99,000 | |
| | | 115,000 | 115,000 | 7,959 | 0 | 7,959 | (107,041) | 0 | 99,000 | |
| Total General Fund Projects | | 11,088,000 | 4,587,000 | 1,085,746 | 1,575,317 | 2,661,063 | (1,925,937) | (5,112,000) | 603,000 | |
| CA100 | HRA Projects Major repairs to Housing Stock | 2,365,000 | 2,365,000 | 838,736 | 991,551 | 1,830,287 | (534,713) | 40,000 | | Additional works on fire risk Assessments £40k |
| CA111 | Renewable Energy Fund Spend | 100,000 | 100,000 | 51,488 | 0 | 51,488 | (48,512) | | | |
| CG200 | Disabled Facilities Grants - Council Houses | 299,000 | 299,000 | 130,327 | 0 | 130,327 | (168,673) | | | |
| CA135 | Land acquisition for Affordable Housing | 2,100,000 | 500,000 | 0 | 0 | 0 | (500,000) | | 1,600,000 | A substantial amount of this project will slip into 18/19 |
| CA112 | Birchen Lane | 238,000 | 238,000 | 86,533 | 77,878 | 164,412 | (73,588) | | | Forecast project completion Q3 2018/19. Additional £261k to be funded by S106 |
| CA119 | Palmerston Park Tiverton - affordable dwellings (26 units) | 2,694,000 | 2,062,000 | 374,292 | 2,708,819 | 3,083,110 | 1,021,110 | | 1,500,000 | Affordable Housing Contribs per Cabinet report 02/03/17 |
| CA124 | Queensway (Beech Road) Tiverton (3 units) | 298,000 | 150,000 | 7,719 | 0 | 7,719 | (142,281) | | 250,000 | Forecast project completion Q4 2018/19 |
| CA120 | Burlescombe (6 units) | 776,000 | 100,000 | 220 | 3,840 | 4,060 | (95,940) | | 700,000 | Forecast project completion Q4 2018/19 |
| CA125 | Waddeton Park - (70 units) | 1,991,000 | 0 | 71 | 0 | 71 | 71 | | 1,991,000 | This project is likely to be delivered in 18/19 |
| CA126 | Sewerage Treatment Works - Washfield | 25,000 | 25,000 | 0 | 0 | 0 | (25,000) | | | Forecast project completion Q4 2017/18 |
| CA127 | Stoodleigh - Pending feasibility (4 units) | 520,000 | 50,000 | 0 | 0 | 0 | (50,000) | | 500,000 | A substantial amount of this project will slip into 18/19 |
| CA132 | HRA ICT Projects Repairs - mobile replacement | 30,000 | 30,000 | 11,340 | 10,013 | 21,354 | (8,646) | | | |
| CA133 | Tenancy Mobile | 40,000 | 0 | 0 | 0 | 0 | 0 | (40,000) | | This Project will no longer be undertaken in 17/18 - future funds will be bid for in accordance with Leadership Team/ICT strategy |
| CA134 | HRA Replacement Vehicles Van Tipper 4.5T (Responsive Repairs) | 32,000 | 0 | 0 | 0 | 0 | 0 | (32,000) | | Vehicle not required in 17/18 |
| CA122 | Iveco Tipper 3.5t (or equivalent) | 24,000 | 24,000 | 21,455 | 0 | 21,455 | (2,545) | (3,000) | | |
| Total HRA Projects | | 11,532,000 | 5,943,000 | 1,522,180 | 3,792,102 | 5,314,282 | (628,718) | (35,000) | 6,541,000 | |
| CAPITAL PROGRAMME GRAND TOTAL | | 22,620,000 | 10,530,000 | 2,607,926.21 | 5,367,418.20 | 7,975,344 | (2,554,656) | (5,147,000) | 7,144,000 | |

CABINET
26 OCTOBER 2017

MEDIUM TERM FINANCIAL PLAN – GENERAL FUND (GF) AND CAPITAL PROGRAMME

Cabinet Member Cllr Peter Hare-Scott
Responsible Officer Andrew Jarrett – Director of Finance, Assets & Resources

Reason for Report: To produce an updated Medium Term Financial Plan (MTFP) which takes account of the Council's key strategies (i.e. The Corporate Plan, Business Plans, Treasury Management Plan, Asset Management Plan, Work Force Plan and Capital Strategy) and demonstrates it has the financial resources to deliver the Corporate Plan. This models potential changes in funding levels, new initiatives, unavoidable costs and proposed service savings.

RECOMMENDATION: Members approve the updated MTFP and fully endorse the proposals outlined in paragraph 6.2.

Relationship to Corporate Plan: The Medium Term Financial Plan (MTFP) sets out the financial resources available to deliver the Council's ongoing Corporate Plan pledges/objectives.

Financial Implications: By undertaking an annual review of the MTFP the Council can ensure that its Corporate Plan pledges/objectives are affordable.

Legal Implications: None.

Risk Assessment: The MTFP makes a number of financial assumptions based on a sensible/prudent approach, taking account of the most up to date professional advice that is available. However, many of these assumptions are open to challenge and due to this fact appendix 1, included within this report, shows the financial effect on key items in the plan if assumptions were to change (this is referred to as sensitivity analysis).

Equality Impact Assessment: It is considered that the impact of this report on equality related issues will be nil.

1.0 Introduction & Purpose of the Medium Term Financial Plan

- 1.1 The main purpose of the MTFP is to show how the Council will strategically manage its finances over the next 4 financial years, in order to support the delivery of the pledges/objectives detailed in the new Corporate Plan.
- 1.2 The MTFP links the financial requirements, constraints and objectives included in all the key planning documents of the Council (i.e. Asset Management Plan, Treasury Management Strategy, Work Force Plan, and Business Plans) which culminate with the Corporate Plan.
- 1.3 The MTFP has been a key corporate requirement for a number of years and is an essential part of the budget setting process. It provides a financial model which forecasts the cost of providing Council services over a rolling 5 year

period, together with an estimate of the financial resources that will be available. This model provides an early warning mechanism if there is a significant budget gap between estimated costs and available resources.

- 1.4 Therefore, the MTFP helps strategically plan for next years annual budget setting process, but of equal importance, gives Management and Members an overview of future budget gaps so strategic decisions can be made over levels of future spending, Council Tax levels, policies for fees/charges, asset investment or disposal etc.
- 1.5 In addition to considering the General Fund financial position the MTFP also reviews the affordability of the Council's capital programme over the same 4 year period. Again it predicts required capital projects (in the main focusing on essential asset replacement and health & safety items) matched against potential capital receipts and grant funding. This plan focuses on known capital commitments. However, at some point in the future we may well have to consider new items which will be subject to formal prioritisation (including spend to save capability). The major change for this updated capital MTFP are some significant sums for town regeneration and potential commercial acquisitions.
- 1.6 In addition to these two key areas of Council expenditure we also prepare an MTFP for our Housing Revenue Account. This shows a four year programme, based on costs and income streams for our properties from April 2018 onwards.

2.0 Framework for the Medium Term Financial Plan

- 2.1 The starting base for the MTFP is the 2017/18 approved budget, which is then adjusted for any supplementary estimates approved by the Council or any significant budget variances identified in the monthly budget monitoring report to the Cabinet.
- 2.2 This base then has to be adjusted for unavoidable costs, such as, pay increases, inflation, service pressures associated with new legislation, a growing property base or improving performance etc. The MTFP will also consider forecasts for investment receipts and fee/charges levels.
- 2.3 Finally the MTFP considers and makes assumptions regarding future levels of Council Tax (including the potential growth in Tax base) and the likely level of future Central Government funding.
- 2.4 The MTFP models an overall aggregated position for the Council based on a range of assumptions. This then predicts an overall budget position, which can highlight a potential budget gap and then propose remedial action which can be taken to resolve it. Clearly, these assumptions can be challenged and will vary due to changes in the local, national and international economic position. As a consequence, I have included Appendix 1, which attempts to shows risks within the plan and the potential financial sensitivity to changes in the assumptions.
- 2.5 The development of a 5 year financial model is based on a number of assumptions and perceived risks. These become more difficult to predict the

further into the future you consider. In general terms a prudent/reasonable approach has been taken regarding forecasts, professional accounting guidance has been followed and external technical opinion has been sought where necessary.

2.6 The following underlying caveats have been adopted as a base assumption during the life of the MTFP:

- Each year the Council will target a balanced revenue budget without the use of reserve balances.
- We will attempt to ensure that the General Fund Balance does not fall below our current minimum agreed level (25% of net expenditure = £2.1m in 2018/19).
- Resources will be directed to high priority services and hence away from low priority services. With the exception of spend to save projects on lower priority services that can either cut future costs or increase revenue to enable cross subsidisation of higher priority services.
- Council Tax increases will be kept within Government set guidelines. In reality this now gives the Council very little scope to significantly increase Council Tax levels as the current nationally prescribed referendum rate is a maximum of 2% or £5 for the 2018/19 financial year. This plan assumes that the current rate will remain unaltered throughout the five year cycle.
- Further efficiency/procurement savings will be secured and then factored into future spending plans.
- We will continue to explore new commercial opportunities (as a 'business as usual' model is clearly no longer deliverable).
- Prudential borrowing will only be made during the life of the MTFP after the production of a fully costed business case with a reasonable payback period.

2.7 With regard to the Capital Programme, the Council will continue to prioritise schemes. The draft capital programme will also be reviewed/challenged by the Capital Strategy Asset Group (CSAG). In addition we will also look to dispose of surplus assets in order to maximise capital receipts and reduce ongoing revenue maintenance costs associated with holding the asset. Careful consideration will also need to be used to ensure we achieve the maximum market value when disposing of assets.

3.0 Current status and strategy for the Medium Term Financial Plan

3.1 The Medium Term Financial Plan (MTFP) has been developed to provide a financial framework within which the Council can deliver the pledges/objectives in the Corporate Plan. This strategy focuses on the forward financial issues/pressures facing the General Fund and Capital Programme.

3.2 Due to the need to get budget information to all of the PDG and Cabinet meetings during October and November there are still a few key issues that

have not been resolved or are still to be fully evaluated. These issues may either improve or worsen the summary budget position currently reported and can be summarised as follows.

- Application by the Devon Pool to become 100% Business Rates Pilot
- Impact of new Homeslessness legislation from 01/04/18
- Impact of full rollout of Universal Credit from 01/04/18
- Autumn Statement announcement in November 2017
- Finalisation of Formula Grant settlement
- Ongoing service reviews (including changes to fees/charges)

3.3 This MTFP has estimated further year on year reductions in Government funding, in fact incorporating the elimination of the Revenue Support Grant by 2019/20, a reduction of £0.5m from 2017/18 on top of the £4m reduction since 2010/11.

3.4 The financial forecast is explored in detail in the MTFP, which forms part of this plan. It also shows the strong inter-relation between the General Fund and delivering a sustainable capital programme. The MTFP model predicts an estimated cumulative shortfall on the General Fund budget of £4.1m (made up of the amounts required to balance the budget each year of £617k, £1,082k, £1,145k and £1,221k). Without any action the General Fund reserve of £2,241k would become overdrawn by £2.0m, a movement of £4.2m. The deficit in 2018/19 is £617k, which increases annually, peaking at £1.2m in 2021/22. These predictions have included amounts to fund our future capital programme and future proposed savings and cost movements.

3.5 However, Members must realise that some of the proposed savings will require political support and therefore if some suggestions are deemed to be unacceptable then other savings will need to be proposed.

3.6 At this point it is still worth stressing that against a backdrop of an aggregate cut in Central Government Grant of approximately £4m between 2010/11 and 2017/18. The Council continues to deliver a wide range of well performing services.

4.0 Summary of the Medium Term Financial Plan

4.1 Table 1, shown below, gives a summary position for the MTFP, over the next 4 years. This shows an overall deficit totalling £4.1m over the life of the plan. This is clearly a growing challenge based upon a number of assumptions, caveats, decisions and is now made even harder by the volume related risks that the Government has transferred to Councils with the changes to Council Tax Benefit and Business Rate localisation. As well as cuts direct to the Council's budget from central government we have and will continue to suffer indirectly from cuts to Devon County Council's budget and from other public sector bodies such as the Department of Work and Pensions.

4.2 Clearly, any major variations in these assumptions would require a fundamental review of the Council's MTFP and would be reported back to Cabinet and the wider Membership as soon as practical, coupled with proposed courses of action that could be implemented.

General notes:

- NHB receipts will be significantly reduced from 2018/19 onwards due to recent legislation reducing the dowry from 6 to 4 years and bringing in a new baseline of 0.4%.
- It should also be noted that previous discussions with Devon County Council regarding the funding of all of the infrastructure assets that will not be fully covered by estimated future receipts from the Community Infrastructure Levy (CIL) may need to be part funded from the District's NHB receipts.
- It is highly likely that we will have to reduce or rephrase our Council House building aspirations in light of the rent legislation cutting housing rent levels until 2020.
- The Capital Programme has only included known Housing projects that the HRA have planned to deliver. It is highly likely that other building schemes will come forward during the life of this MTFP cycle.

5.0 Balances and Reserves

- 5.1 The Council started 2017/18 with an available General Fund Balance (GFB) of £2,241k (i.e. just over the minimum agreed level) and on that basis it is imperative that we look to match on-going spending plans to our available in-year resources.
- 5.2 A Council holds a GFB for a number of reasons, firstly to deal with any short term cash flow or funding issues, secondly to provide a contingency for exceptional one-off acts (i.e. flooding, fire, terrorism, business rate failure etc.) and thirdly to provide a buffer for known circumstances whose final effect is unknown (i.e. changes in legislation or major funding changes). Obviously, the more uncertainty that exists, the higher the balance required.
- 5.3 Here is just a flavour of the operational, financial and legislative uncertainties facing the Council moving forward:
- A revenue funding deficit of circa £1.2m by the end of 2021/22
 - Volume risks of CTSS and Business Rates localisation
 - Move to 100% Business Rates retention and the increased volatility that the new scheme has introduced
 - Growth of property and commercial base – stepped cost impact but additional revenue based on current government incentives (payment by results of delivery)
 - Government funding – RSDG removal, Fairer Funding Review, Business Rates uncertainty
 - Changes to New Homes Bonus and Housing Benefit Admin Grant etc.

- Further cuts to Welfare system and introduction of Universal Credit Scheme
- Risk of spend to save projects and commercial investments – will projected savings and incomes materialise?
- Changes to DCC funding provision of specific services that could have a knock-on effect to Mid Devon (e.g. Grounds Maintenance contributions, support for recycling activities and changes to municipal tips).
- Any upfront revenue costs associated with the Eastern Urban Extension / new properties in Cullompton/Garden Village
- Changes to the referendum limits
- “Spend to save” costs associated with the business and digital transformation project and ongoing savings delivered in subsequent years
- Inflows and outflows of monies in respect of substantial property transactions
- New commercial opportunities and regeneration programmes
- Potential future partnership working with other authorities
- Possible impact of BREXIT on the economy including changes in interest rates

All of the above items highlight once again just how difficult it is to forecast ahead with any degree of accuracy. Nevertheless the medium term financial plan helps us examine the likely trends to assist in setting realistic capital and revenue budgets going forward.

6.0 How to Manage the Budget Deficit

6.1 Many of the issues, assumptions and sensitivity of items included within the MTFP are complex, often inter-related and will undoubtedly be subject to variation and ultimately fundamental review depending on the levels of future Formula Grant reductions. However, strategic decisions have been ongoing to reduce our current and future operational costs.

6.2 It is fair to say that the Council is currently in a relatively strong financial position (evidenced by the last three reports by our external auditors) however, it is now at a funding tipping point – i.e. the previous methodology of salami slicing budgets by x% and expecting managers to continue to deliver the same level of service will not work any longer. The MTFP shows an overall funding gap of £4.1m up to 2021/22. In order to reduce this deficit the Council will strive to constantly manage its costs and revenues by:

- A continued reduction of service and employee costs – which may incur short term upfront costs
- Ensure fees/charges are revisited regularly and that we are charging for all items possible – are there areas of service provision that we could charge for?
- Continue and expand partnership working where practical
- Investigation of a number of spend to save projects
- Review our current and future property asset requirements
- Maximise procurement efficiencies
- Explore new commercial opportunities

- Examine different ways of delivering services to reduce costs
- Continued benchmarking and learning from best practice
- Consideration of growing the commercial property base to align delivery with government funding priorities

6.3 Ultimately it remains unrealistic to assume that the suggestions listed in paragraph 6.2 will enable the Council to balance its service delivery aspirations against the backdrop of the very substantial cuts in both current and future sources of local government funding.

6.4 The above plans will require all service areas to play an active role in securing future savings and we will also continue to consult with all of our major stakeholders, especially the tax payers, to ensure all future budgetary decisions accord with their priorities.

7.0 The Corporate Plan

7.1 Clearly there is a very strong link between finance and corporate/service performance. By integrating the MTFP, the Work Force Plan and the Corporate Plan the Council can demonstrate how it will afford to deliver its key objectives. This will also shape the ongoing priorities of the Council, as with finite resources it will need to decide on what its key priorities are.

8.0 On-going Delivery of a MTFP

8.1 The MTFP, including the MTFP will continue to be updated on an annual basis. This will ensure that the MTFP will be a live document, subject to amendment and review by Leadership Team and Members and will provide a clear guide prior to commencing the annual budget setting process in future years.

9.0 Conclusion

9.1 Like all Councils, Mid Devon is facing an ongoing and very challenging financial future, but with a clearly shaped Corporate Plan which will need to be aligned to available financial resources (which will include a regularly updated Work Force Plan) the District will be well placed to continue delivering a wide spectrum of cost effective services that are valued by its residents.

9.2 It should also be noted that Management will continue to play a pro-active role in both reducing ongoing service costs and exploring new possibilities to raise additional income.

9.3 Having a realistic financial plan for the next 4 years will enable the Council to ensure it is allocating its limited financial resources to its key priorities. Our current Corporate Plan sets out our goals/objectives over a four year period and must clearly be matched by the financial resources that are available. The Government's move from a relatively fixed core funding system to more of a '*payment by results*' process has introduced a lot more uncertainty and volatility for the future of our funding streams, which makes medium term financial planning an even more challenging process.

9.4 Like any strategic plan, the MTFP has been compiled based upon all available information at a fixed point in time. Clearly, as time moves on assumptions will change, central government will set new targets, bring in new legislation and adjust funding levels. Residents expectations will change, Member priorities will alter and therefore any plans must be flexible enough to cope with major changes. As we are still in a period of major financial uncertainty it is imperative that reserve levels are held at a prudent level (£2.1m in the short to medium term) and that Members are provided with regular updates on the financial impact of any variation to what has been previously assumed.

Contact for more information: Andrew Jarrett
Director of Finance, Assets & Resources
01884 234242
ajarrett@middevon.gov.uk

Circulation of the Report: Leadership Team
Elected Members
Group Managers

Key Assumptions used in Medium Term Financial Plan

A number of assumptions have been made in formulating the strategy. Clearly some of these are harder to predict than others and in addition the magnitude of the “error” of prediction may be greater in certain specific areas. Detailed below are the main assumptions made and importantly an analysis of the sensitivity to variance.

Formula Grant

We have currently used the future outline figures provided by Department of Communities and Local Government last year. In December we will receive our final grant settlement which might be different.

The 2016/17 settlement showed the elimination of the revenue support grant received from the government by 2019/20.

Inflation

Future inflation is of course an unknown quantity. The level of inflation assumed in this plan is moderate and it could come to pass that the actual inflation figures are higher, having a significant impact on our medium terms projections.

The Pay inflation also includes an increase in respect of the Apprenticeship Levy and pension contributions. We are setting budgets for the second year of the triennial pension fund valuation which sets new pension contribution rates and will next be updated in 2019..

Investment Return

The model assumes that interest rates will initially remain static and then gradually increase although rates are expected to remain low. This has been confirmed by looking at a broad spectrum of advice from a number of treasury specialists.

Council Tax Income

We have also assumed a relatively small growth in properties throughout the life of the MTFP. Clearly if any major residential building projects are agreed/advanced over the next 2-3 years they will then be factored into future MTFP (but it should be noted that extra housing also affects the Council’s cost base too).

Sensitivity Analysis

As previously mentioned, many of the assumptions could be subject to challenge and may well alter during the life of the MTFP. Therefore, it is important to show the magnitude (or sensitivity) in financial terms of minor alterations to assumptions made. A change in the inflation factors causes the following movements:

| | Budget in 2017/18 £'000 | Change by 1.0% £'000 | Change by 5.0% £'000 |
|------------------------------------|-------------------------------|----------------------------|----------------------------|
| Employee costs | 12,736 | 127.36 | 636.8 |
| Premises | 1,691 | 16.91 | 84.55 |
| Transport | 1,020 | 10.20 | 51.00 |
| Income ⁽¹⁾ | (9,378) | (93.78) | (468.90) |
| Supplies & Services ⁽¹⁾ | 3,626 | 36.26 | 181.30 |
| Council Tax Income | (5,356) | (53.56) | (267.80) |
| Revenue Support Grant | (497) | (4.97) | (24.85) |
| Non Domestic Rates | (2,265) | (22.65) | (113.25) |

Note (1) – income and supplies & services both exclude housing benefit payments and subsidy of £19m.

Risk

All of the assumptions made in the MTFP have been examined for risk and estimates of expenditure and income have been made on a prudent/most likely occurrence. This has been based on previous experience, evidence in the current financial year, consultation with specialist advisers and taking account of all known market factors at the time of finalising the plan.

**MID DEVON DISTRICT COUNCIL GENERAL FUND
MEDIUM TERM FINANCIAL PLAN 2017-18 TO 2021-22**

| | Current Base | | | | | | | | |
|---|---------------------|--------------|---------------------|-------------|---------------------|-------------|---------------------|-------------|---------------------|
| | 2017-18 | Infl | 2018-19 | Infl | 2019-20 | Infl | 2020-21 | Infl | 2021-22 |
| | £ | % | £ | % | £ | % | £ | % | £ |
| Employee costs | | | | | | | | | |
| Cost pressures | | | 93,000 | | 20,000 | | 30,000 | | 30,000 |
| Savings | | | (57,526) | | 0 | | 0 | | 0 |
| Base budget | 12,735,560 | | 12,862,916 | | 13,059,619 | | 13,275,814 | | 13,505,401 |
| <i>Inflation base</i> | 12,735,560 | 1.0% | 12,898,390 | 1.3% | 13,079,619 | 1.5% | 13,305,814 | 1.5% | 13,535,401 |
| Total in year cost | 12,735,560 | | 12,898,390 | | 13,079,619 | | 13,305,814 | | 13,535,401 |
| Premises costs | | | | | | | | | |
| Cost pressures | | | 239,336 | | 0 | | 0 | | 0 |
| Savings | | | 0 | | 0 | | 0 | | 0 |
| Base budget | 1,690,690 | | 1,724,504 | | 2,012,936 | | 2,063,259 | | 2,114,841 |
| <i>Inflation base</i> | 1,690,690 | 2.00% | 1,963,840 | 2.5% | 2,012,936 | 2.5% | 2,063,259 | 2.5% | 2,114,841 |
| Total in year cost | 1,690,690 | | 1,963,840 | | 2,012,936 | | 2,063,259 | | 2,114,841 |
| Transport related costs | | | | | | | | | |
| Cost pressures | | | 0 | | 0 | | 0 | | 0 |
| Savings | | | (12,570) | | 0 | | 0 | | 0 |
| Base budget | 1,020,430 | | 1,020,430 | | 1,033,057 | | 1,058,883 | | 1,085,355 |
| <i>Inflation base</i> | 1,020,430 | 0.00% | 1,007,860 | 2.5% | 1,033,057 | 2.5% | 1,058,883 | 2.5% | 1,085,355 |
| Total in year cost | 1,020,430 | | 1,007,860 | | 1,033,057 | | 1,058,883 | | 1,085,355 |
| Supplies and services | | | | | | | | | |
| Cost pressures | | | 0 | | 50,000 | | 0 | | 0 |
| Savings | | | 0 | | 0 | | 0 | | 0 |
| Base budget | 3,625,800 | | 3,699,520 | | 3,792,008 | | 3,938,058 | | 4,036,510 |
| <i>Inflation base</i> | 3,625,800 | | 3,699,520 | 2.5% | 3,842,008 | 2.5% | 3,938,058 | 2.5% | 4,036,510 |
| Total in year cost | 3,625,800 | | 3,699,520 | | 3,842,008 | | 3,938,058 | | 4,036,510 |
| Housing Benefit payments | 18,225,770 | 0% | 18,225,770 | 0% | 18,225,770 | 0% | 18,225,770 | 0% | 18,225,770 |
| Sub total | 37,298,250 | | 37,795,379 | | 38,193,390 | | 38,591,784 | | 38,997,876 |
| Support service recharge | (1,245,730) | 1% | (1,353,660) | 1.3% | (1,370,581) | 1.5% | (1,391,139) | 1.5% | (1,412,007) |
| Total gross expenditure | 36,052,520 | | 36,441,719 | | 36,822,809 | | 37,200,645 | | 37,585,870 |
| Fees, charges and grants | | | | | | | | | |
| Cost pressures | | | 75,000 | | 25,000 | | 25,000 | | 25,000 |
| Savings | | | (211,000) | | (85,000) | | (70,000) | | 0 |
| Base budget | (9,377,760) | | (9,488,540) | | (9,865,154) | | (10,173,282) | | (10,473,739) |
| <i>Inflation base</i> | (9,377,760) | | (9,624,540) | 2.5% | (9,925,154) | 2.5% | (10,218,282) | 2.5% | (10,448,739) |
| One off initiatives (See note 1) | 0 | | 0 | | 0 | | 0 | | 0 |
| Total in year cost | (9,377,760) | | (9,624,540) | | (9,925,154) | | (10,218,282) | | (10,448,739) |
| Housing benefit subsidy | (18,300,770) | 0% | (18,275,770) | 0% | (18,275,770) | 0% | (18,275,770) | 0% | (18,275,770) |
| Total income | (27,678,530) | | (27,900,310) | | (28,200,924) | | (28,494,052) | | (28,724,509) |
| NET COST OF SERVICES | 8,373,990 | | 8,541,409 | | 8,621,886 | | 8,706,592 | | 8,861,360 |
| Interest Payable | 143,680 | | 143,370 | | 146,000 | | 260,000 | | 258,000 |
| Interest payable on new loans for Leisure equipment | 0 | | 45,000 | | 45,000 | | 45,000 | | 45,000 |

**MID DEVON DISTRICT COUNCIL GENERAL FUND
MEDIUM TERM FINANCIAL PLAN 2017-18 TO 2021-22**

| | Current Base | | | | | | | | | |
|---|--------------------|------|--------------------|------|--------------------|------|--------------------|------|--------------------|--|
| | 2017-18 | Infl | 2018-19 | Infl | 2019-20 | Infl | 2020-21 | Infl | 2021-22 | |
| | £ | % | £ | % | £ | % | £ | % | £ | |
| Net transfers to / (from) earmarked reserves | 1,645,010 | | 1,368,280 | | 1,841,970 | | 1,691,970 | | 1,691,970 | |
| Interest Receivable | (49,000) | | (49,000) | | (41,520) | | (37,970) | | (42,770) | |
| Interest receivable/payable on other activities | 0 | | (25,000) | | (25,000) | | (25,000) | | (25,000) | |
| Dividends Receivable | (205,000) | | (205,000) | 2.5% | (210,125) | 2.5% | (215,378) | 2.5% | (220,763) | |
| Interest Receivable HRA to GF | (54,000) | | (50,540) | | (48,480) | | (46,360) | | (44,200) | |
| New Homes Bonus | (1,721,980) | | (1,200,000) | | (1,100,000) | | (950,000) | | (950,000) | |
| Principal Timing Adjustment | 44,690 | | 49,634 | | 53,804 | | 35,435 | | 33,435 | |
| Capital Financing | 353,680 | | 345,936 | | 429,268 | | 618,736 | | 806,306 | |
| TOTAL BUDGET EXPENDITURE | 8,531,070 | | 8,964,089 | | 9,712,802 | | 10,083,026 | | 10,413,339 | |
| Funded by: | | | | | | | | | | |
| Average property growth (Council Tax) | | | | | (40,000) | | (80,000) | | (120,000) | |
| Growth in Business Rates from Premier Inn | | | | | (30,000) | | (70,000) | | (70,000) | |
| Growth in Business Rates | | | | | (30,000) | | (60,000) | | (75,000) | |
| Reduction in CTR grant to TC/PCs | 46,960 | -15% | 39,920 | -15% | 33,930 | -15% | 28,840 | -15% | 24,514 | |
| NNDR Appeals | 0 | | 0 | | 50,000 | | 50,000 | | 50,000 | |
| NNDR movement to 100% localisation | 0 | | 0 | | (220,000) | | (225,000) | | (229,000) | |
| Transition Grant | (31,510) | | 0 | | 0 | | 0 | | 0 | |
| Revenue Support Grant | (497,550) | | (179,260) | | 0 | | 0 | | 0 | |
| Rural Services Delivery Grant | (374,510) | | (288,084) | | (288,084) | | (288,084) | | (288,084) | |
| NNDR | (2,265,210) | | (2,300,000) | 2.0% | (2,346,000) | 2.0% | (2,392,920) | 2.0% | (2,440,778) | |
| Collection fund surplus | (52,860) | | (50,520) | | (50,520) | | (50,520) | | (50,520) | |
| Council Tax | (5,356,390) | | (5,568,720) | | (5,709,951) | | (5,851,181) | | (5,992,412) | |
| TOTAL FUNDING | (8,531,070) | | (8,346,664) | | (8,630,625) | | (8,938,865) | | (9,191,280) | |
| Budget (Surplus) / Deficit | 0 | | 617,425 | | 1,082,178 | | 1,144,161 | | 1,222,059 | |
| Opening balance 01 April | (2,241,085) | | (2,021,862) | | (1,404,437) | | (322,259) | | 821,902 | |
| Net Monitoring Forecast Variance | 219,223 | | | | | | | | | |
| Closing balance 31 March | (2,021,862) | | (1,404,437) | | (322,259) | | 821,902 | | 2,043,961 | |
| Savings to be found | | | 617,425 | | 1,082,178 | | 1,144,161 | | 1,222,059 | |
| 25% of Net Budget Requirement | (2,132,768) | | (2,086,666) | | (2,157,656) | | (2,234,716) | | (2,297,820) | |
| Deficit/Surplus | 110,906 | | 682,229 | | 1,835,397 | | 3,056,618 | | 4,341,781 | |

* **Approved Council policy is to maintain General Fund balance at 25% of the net budget requirement**

Notes:

1. A £5 increase in Council Tax year on year is assumed purely for illustrative purposes - please note a 1% increase in Council Tax generates circa £56k per annum.
2. Property growth based on a prudent assumption after reviewing figures quoted in Forward Planning's housing supply data - obviously if achieve higher level we receive more Council Tax income but some of our costs will increase and some on a stepped basis (e.g. refuse/recycling, etc.).
3. Most of the New Homes Bonus is used to support current and future Capital Programmes - mainly this money is earmarked towards future capital projects.
4. The Council Tax reduction grant passed to Town and Parish Council's will be reduced in line with the level of central government grant cuts received by Mid Devon.
5. Too early to model impact of new 100% NNDR funding proposals - but have assumed we are granted 100% Pilot status.
6. Rural Services Delivery Grant is to be removed from 2019/20, but the Government are stating this would be subsumed into the future Business Rates allocations.

**MID DEVON DISTRICT COUNCIL GENERAL FUND
MEDIUM TERM FINANCIAL PLAN 2018-19 TO 2021-22
COST PRESSURES SUMMARY**

| | 2018-19 £ | 2019-20 £ | 2020-21 £ | 2021-22 £ |
|---|----------------|---------------|---------------|---------------|
| Employee costs | | | | |
| Pension costs | 20,000 | 20,000 | 30,000 | 30,000 |
| New posts | 73,000 | | | |
| Employees total to summary | 93,000 | 20,000 | 30,000 | 30,000 |
| Premises costs | | | | |
| Service cost pressures | | | | |
| Leisure | 165,400 | | | |
| Shops, Depot, Open Spaces | 73,936 | | | |
| Premises total to summary | 239,336 | 0 | 0 | 0 |
| Transport costs | | | | |
| Transport total to summary | 0 | 0 | 0 | 0 |
| Supplies and services | | | | |
| New Homelessness legislation | | 50,000 | | |
| Supplies and Services total to summary | 0 | 50,000 | 0 | 0 |
| Fees, charges and grants | | | | |
| Void pressure at Market Walk | 50,000 | | | |
| HB Admin Grant | 25,000 | 25,000 | 25,000 | 25,000 |
| Fees, charges and grants summary | 75,000 | 25,000 | 25,000 | 25,000 |
| Net Total | 407,336 | 95,000 | 55,000 | 55,000 |

**MEDIUM TERM FINANCIAL PLAN 2018-19 TO 2021-22
SAVINGS SUMMARY**

| | 2018-19 £ | 2019-20 £ | 2020-21 £ | 2021-22 £ |
|---|------------------|-----------------|-----------------|--------------|
| Employee costs | | | | |
| Establishment reductions | (57,526) | | | |
| Employees total to summary | (57,526) | 0 | 0 | 0 |
| Premises costs | | | | |
| Premises total to summary | 0 | 0 | 0 | 0 |
| Transport related costs | | | | |
| | (12,570) | | | |
| Transport total to summary | (12,570) | 0 | 0 | 0 |
| Supplies and services | | | | |
| Supplies and Services total to summary | 0 | 0 | 0 | 0 |
| Fees, charges and grants | | | | |
| Coggans Well | (21,000) | | | |
| Profit from 3 Rivers Developments | (50,000) | (50,000) | (50,000) | |
| Premier Inn car parking | | (35,000) | (20,000) | |
| Development Control fees | (140,000) | | | 0 |
| Fees, charges and grants summary | (211,000) | (85,000) | (70,000) | 0 |
| Total Initiatives | (281,096) | (85,000) | (70,000) | 0 |

This page is intentionally left blank

Medium Term Financial Plan 2018/19 - 2021/22 - Capital

Appendix 4

| | Provisional Capital Programme | Estimated Capital Programme | Estimated Capital Programme | Estimated Capital Programme | Total |
|--|-------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-------|
| | 2018/19 | 2019/20 | 2020/21 | 2021/22 | |
| | £k | £k | £k | £k | £k |

Estates Management

Leisure - Site Specific

Lords Meadow Leisure Centre

| | | | | | |
|---|----|----|----|--|----|
| Lords Meadow - Replace main pool filters | 80 | | | | 80 |
| Lords Meadow - Tennis Courts surface and lining | 25 | | | | 25 |
| LMLC pool tiling and balance tank repairs | | 25 | | | 25 |
| Lords Meadow - Squash Court Climate Control | | 50 | | | 50 |
| LMLC - Pool Cover | | | 25 | | 25 |

Exe Valley Leisure Centre

| | | | | | |
|---|----|-----|--|--|-----|
| EVLC pool tiling and balance tank repairs | 25 | | | | 25 |
| Evlc - Replace isolated CHP for Bio Mass Boiler (spend to save) | | 150 | | | 150 |
| EVLC - Pool Cover | 25 | | | | 25 |
| EVLC - Water cooled Chiller -Major Maintenance | | 30 | | | 30 |

Culm Valley sports centre

| | | | | | |
|------------------------------------|--|--|-----|--|-----|
| Culm Valley- Fitness Gym Extension | | | 500 | | 500 |
|------------------------------------|--|--|-----|--|-----|

| | | | | | |
|--------------|------------|------------|------------|----------|------------|
| Total | 155 | 255 | 525 | 0 | 935 |
|--------------|------------|------------|------------|----------|------------|

0

Other MDDC Buildings

Pannier Market

| | | | | | |
|--|--|-----|--|--|-----|
| Pannier Market -Paving replacement (linked to Tiverton masterplan) | | 150 | | | 150 |
|--|--|-----|--|--|-----|

| | Provisional Capital Programme 2018/19 | Estimated Capital Programme 2019/20 | Estimated Capital Programme 2020/21 | Estimated Capital Programme 2021/22 | Total |
|--|--|--|--|--|-------|
|--|--|--|--|--|-------|

Phoenix House

| | | | | | |
|--|----|-----|----|--|-----|
| Phoenix House - Replacement BMS software | | | 20 | | 20 |
| Phoenix House - AHU changes to allow cooling | | 100 | | | 100 |
| Phoenix House - Electric water heater replacement | 25 | | | | 25 |
| Phoenix House- Toilet refurbishment flooring and units | 30 | 30 | | | 60 |
| Phoenix House - Boiler replacement | | 100 | | | 100 |

General Car parks

| | | | | | |
|--|--|----|--|--|----|
| P&D resurfacing and lining - Becks Square Tiverton | | 50 | | | 50 |
|--|--|----|--|--|----|

MSCP Improvements

| | | | | | |
|---------------------------------------|--|----|--|--|----|
| MSCP refer to Matrix condition report | | 50 | | | 50 |
|---------------------------------------|--|----|--|--|----|

Note - MSCP and Phoenix Lane access road resurfacing to be negotiated with Premier Inn project

MDDC Depot sites

| | | | | | |
|---|----|----|--|-------|-------|
| Old Road yard resurfacing | | 35 | | | 35 |
| Old Road Depot - Actions following condition report | 50 | 50 | | | 100 |
| Carlu Close - Potential Air Conditioning units | | 20 | | | 20 |
| Grounds Maintenance relocation (subject to feasibility) | 80 | | | | 80 |
| Land Purchase for combined depot | | | | 1,000 | 1,000 |

MDDC Shops/Industrial Units

0

Play Areas

| | | | | | |
|---|----|----|----|----|-----|
| Play area refurbishment District wide - 18/19 Detailed scheme?? | | | | | 0 |
| Play area refurbishment District wide | 50 | 50 | 50 | 50 | 200 |

Cemeteries

| | | | | | |
|---|--|----|--|--|----|
| Tiverton and Crediton Cemetery Chapel maintenance | | 50 | | | 50 |
|---|--|----|--|--|----|

| | Provisional Capital Programme 2018/19 | Estimated Capital Programme 2019/20 | Estimated Capital Programme 2020/21 | Estimated Capital Programme 2021/22 | Total |
|--|--|--|--|--|-------|
|--|--|--|--|--|-------|

Other Projects

Land drainage flood defence schemes - 18/19 Detailed scheme??

| | | | | | |
|---|----|----|----|----|-----|
| Land drainage flood defence schemes | 25 | 25 | 50 | 50 | 150 |
| Land drainage flood defence schemes - Ashleigh Park Bampton | 87 | | | | 87 |

Note - Town Centre Master Planning initial consultant costs will be revenue but affordable schemes identified will be highlighted in future Capital MTFP

General Fund Development Schemes

| | | | | | |
|--|-------|-------|-------|-------|--------|
| Tiverton redevelopment project | | 6,000 | 7,000 | 7,000 | 20,000 |
| Tiverton Redevelopment project - Asset acquisition | 4,000 | | | | 4,000 |
| Commercial property/Land Acquisition | | 2,500 | 2,500 | 2,500 | 7,500 |

| | | | | | |
|--------------|--------------|--------------|--------------|---------------|---------------|
| Total | 4,347 | 9,210 | 9,620 | 10,600 | 33,777 |
|--------------|--------------|--------------|--------------|---------------|---------------|

0

Economic Development Schemes

*Cullompton Townscape Heritage Initiative (Subject to £1.152m HLF bid)

| | | | | | |
|----------------------------------|-----|-----|-----|-----|-----|
| Tiverton Town Centre improvement | 40 | 253 | 251 | 251 | 755 |
| Pannier Market Projects | | 25 | 25 | | 50 |
| Mills Electricity Project | 100 | 100 | 100 | | 300 |
| Broadband Project | 100 | 100 | | | 200 |

| | | | | | |
|--------------|------------|------------|------------|------------|--------------|
| Total | 240 | 478 | 376 | 251 | 1,345 |
|--------------|------------|------------|------------|------------|--------------|

0

* Project to be delivered over 5 years therefore likely to be complete in 2023/24. Depending on successful HLF bid. At this stage equal cost £1,257k assumed over 5 year period & therefore will straddle this MTFP until 2023/24. Submission for 2nd HLF bid due 08/12/17, bid value may change in new submission.

All Economic Development schemes are subject to acceptable Business Case

Harlequin Valley site options being considered as to whether could be a potential site for SPV delivery

| | Provisional Capital Programme 2018/19 | Estimated Capital Programme 2019/20 | Estimated Capital Programme 2020/21 | Estimated Capital Programme 2021/22 | Total |
|--|--|--|--|--|-------|
|--|--|--|--|--|-------|

ICT Projects

| | | | | | |
|---|------------|------------|------------|------------|--------------|
| Desktop states replacement/refresh | 50 | | 50 | | 100 |
| Remote Sites connections refresh - Aug '19 | | 40 | | | 40 |
| Server virtualisation/storage replacement | | | | 90 | 90 |
| Continuous replacement of WAN/LAN | | 100 | | | 100 |
| CRM replacement | 75 | 75 | | | 150 |
| Additional payment kiosk - subject to Business case | | 25 | | | 25 |
| HR System Refresh | | | | 35 | 35 |
| Efin System Refresh | | | | 45 | 45 |
| Idox System Refresh | | | | 45 | 45 |
| Revenues & Benefits System Refresh | | | | 45 | 45 |
| Housing System Refresh | | | 75 | | 75 |
| AIM/ACR System Refresh | | 30 | | | 30 |
| SQL/Oracles refreshes | | 100 | | | 100 |
| Data centre hardware refresh servers/storage | 120 | | | | 120 |
| Application Virtualisation /deployment | | 50 | | | 50 |
| Website development | | 20 | | | 20 |
| Mobile/agile business transformation - estimate only for change of kit, servers and comms links | | 300 | | | 300 |
| Project Liberty (SQL database and Information Services - Tech Refresh) | | 50 | | | 50 |
| Leisure Technical Refresh - Portal Solution | | 35 | | | 35 |
| Replacement Grounds Maintenance system | 100 | | | | 100 |
| Total | 345 | 825 | 125 | 260 | 1,555 |

0

Affordable Housing Projects

| | | | | | |
|---|------------|------------|------------|------------|------------|
| Grants to housing associations to provide houses (covered by Commuted Sums) | 116 | 116 | 116 | 116 | 464 |
| Total | 116 | 116 | 116 | 116 | 464 |

0

Private Sector Housing Grants

| | | | | | |
|-------------------------------------|------------|------------|------------|------------|--------------|
| Empty homes and enforcement | 106 | 108 | 110 | 115 | 439 |
| Disabled Facilities Grants–P/Sector | 500 | 510 | 520 | 525 | 2,055 |
| Total | 606 | 618 | 630 | 640 | 2,494 |

| | Provisional Capital Programme 2018/19 | Estimated Capital Programme 2019/20 | Estimated Capital Programme 2020/21 | Estimated Capital Programme 2021/22 | Total |
|-----------------------------|--|--|--|--|---------------|
| Replacement Vehicles | | | | | 0 |
| Recycling Collection | | | | | |
| Telehandler | | 134 | | | 134 |
| Recycling Tipper | | | 22 | | 22 |
| Waste Collection | | | | | |
| Refuse Collection Vehicles | | 680 | | | 680 |
| Street Cleansing | | | | | |
| Large Sweeper | | 120 | 120 | | 240 |
| Van Tipper | | 26 | | | 26 |
| Grounds Maintenance | | | | | |
| Van Tipper | 52 | 78 | 26 | 0 | 156 |
| Total | 52 | 1,038 | 168 | 0 | 1,258 |
| TOTAL GF PROJECTS | 5,861 | 12,540 | 11,560 | 11,867 | 41,828 |

HRA Projects**Existing Housing Stock**

| | | | | | |
|---|-------|-------|-------|-------|-------|
| Major repairs to Housing Stock | 2,101 | 2,092 | 1,993 | 1,984 | 8,170 |
| Renewable Energy Fund | 100 | 100 | 100 | 100 | 400 |
| Disabled Facilities Grants - Council Houses | 300 | 300 | 300 | 300 | 1,200 |

Housing Development Schemes

| | | | | | |
|---|-------|-------|-------|-------|-------|
| Palmerston Park - Soil Nailing -RC Wall -Tree Clearance-Re sequencing charges | 1,056 | | | | 1,056 |
| Birchen Lane - PHL correction work | 143 | | | | 143 |
| * Watery Lane Tiverton - Garage conversion (15 Units - Subject to design) | | 1,000 | | | 1,000 |
| Waddeton Park Tiverton (70 Units) | | 3,000 | 3,000 | 3,000 | 9,000 |
| * Round Hill Tiverton (21 Units - Subject to design) | | 3,000 | | | 3,000 |
| * Replace end of life units (8 units) | | 2,000 | | | 2,000 |
| Council Housing building schemes to be identified | | | 2,000 | 2,000 | 4,000 |

Note - Decision to be made whether HRA will buying or leasing newly built properties from the SPV

| | Provisional Capital Programme 2018/19 | Estimated Capital Programme 2019/20 | Estimated Capital Programme 2020/21 | Estimated Capital Programme 2021/22 | Total |
|--|--|--|--|--|-------|
|--|--|--|--|--|-------|

Commercial Development Schemes

* Shapland Place Tiverton garage conversion (2-3 Units - Subject to design)

Note - consideration of land banking/demand for commercial developments

1,000 1,000

HRA ICT Projects

| | | | | | |
|--------------|--------------|---------------|--------------|--------------|---------------|
| Total | 3,700 | 12,492 | 7,393 | 7,384 | 30,969 |
|--------------|--------------|---------------|--------------|--------------|---------------|

0

* Proposed Council House Building / industrial units schemes subject to full appraisal

HRA Replacement Vehicles

Van Tipper 3.5T (Voids)
Van Tipper 7T (Voids)
Van Tipper 4.5T (Responsive Repairs)

| | | | | | |
|--------------|-----------|-----------|-----------|----------|-----------|
| | | | 25 | | 25 |
| | 40 | | | | 40 |
| | | 24 | | | 24 |
| Total | 40 | 24 | 25 | 0 | 89 |

0

| | | | | | |
|---------------------------|--------------|---------------|--------------|--------------|---------------|
| TOTAL HRA PROJECTS | 3,740 | 12,516 | 7,418 | 7,384 | 31,058 |
| | 0 | 0 | 0 | 0 | 0 |

| | | | | | |
|-----------------------------|--------------|---------------|---------------|---------------|---------------|
| GRAND TOTAL GF + HRA | 9,601 | 25,056 | 18,978 | 19,251 | 72,886 |
|-----------------------------|--------------|---------------|---------------|---------------|---------------|

| Provisional Capital Programme | Estimated Capital Programme | Estimated Capital Programme | Estimated Capital Programme | Total |
|-------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-------|
| 2018/19 | 2019/20 | 2020/21 | 2021/22 | |

MDDC Funding Summary

| | 2018/19 £k | 2019/20 £k | 2020/21 £k | 2021/22 £k | Total £k |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|
| EXISTING FUNDS | | | | | |
| Capital Grants Unapplied Reserve | 636 | 626 | 636 | 641 | 2,539 |
| Capital Receipts Reserve | 1,125 | 1,298 | 874 | 874 | 4,171 |
| Earmarked Reserves | 1462 | 8526 | 3063 | 3365 | 16,416 |
| Miscellaneous Funding | 2,338 | 2,582 | 2,480 | 2,471 | 9,871 |
| Subtotal | 5,561 | 13,032 | 7,053 | 7,351 | 32,997 |
| NEW FUNDS | | | | | |
| Borrowing | 4,000 | 12,000 | 11,900 | 11,900 | 39,800 |
| Revenue Contributions | 40 | 24 | 25 | 0 | 89 |
| Subtotal | 4,040 | 12,024 | 11,925 | 11,900 | 39,889 |
| TOTAL FUNDING | 9,601 | 25,056 | 18,978 | 19,251 | 72,886 |

This page is intentionally left blank

CABINET
26 OCTOBER 2017

DRAFT 2018/19 GENERAL FUND AND CAPITAL BUDGETS

Cabinet Member Cllr Peter Hare-Scott
Responsible Officer Andrew Jarrett, Director of Finance, Assets & Resources

Reason for the report: To consider options available in order for the Council to set a balanced budget for 2018/19 and agree a future strategy for further budget reductions for 2019/20 onwards.

RECOMMENDATION: To consider the draft budget proposals for 2018/19 and start to plan for additional savings as identified in the Medium Term Financial Plan.

Relationship to the Corporate Plan: To deliver our Corporate Plan's priorities within existing financial resources.

Financial Implications: The current budget for the General Fund shows a deficit of £617k. In addition we have predicted a funding deficit of £1.8m on our General Fund by 2021/22. This highlights the need to take steps to plan for further reductions to our ongoing expenditure levels.

It is a statutory requirement for the Local Authority to set a balanced budget each year.

Risk Assessment: Service Managers and Finance staff have assessed volatility in income and large contractor budgets, taking account of current and estimated future demand patterns. In addition prudent levels of reserves will also continue to be maintained.

Equality Impact Assessment: It is considered that the impact of this report on equality related issues will be nil.

1.0 Introduction

1.1 2018/19 will be the third year of a four year fixed funding settlement which will see a further reduction of £318k and then the complete removal of the remaining Revenue Support Grant of £179k by 2019/20.

1.2 It is worth reflecting that our budgets are affected in a number of ways:

- a) The funding received from central government.
- b) Devon County Council (DCC) and other public bodies' budgets being cut leads to them cutting funding to us and others, in a variety of ways.
- c) Government departments such as Department of Work and Pensions and Department for Communities and Local Government also have lower budgets and reduce grants.
- d) Changes in customer demand/expectations in the context of the local/national economy.

- 1.3 Although the priority is to balance next year's budget, strategic decisions will need to be made to accommodate reduced funding going forward. So far senior managers will have produced a draft budget based upon "business as usual."
- 1.4 Based on seven years of public sector austerity many services can no longer continue to reduce cost and still expect "business as usual". It is important to remember that some services are statutory and in some cases must breakeven. i.e. we cannot generate a profit. This restricts where savings/cuts can be imposed and section 7 below provides more details.
- 1.5 The proposed savings embodied in the draft budget will need to be agreed by Members, as every proposed saving that is rejected will need to be matched by a suggestion of where a similar saving could be made. Members will be aware that the budget is an evolving process. We have already made a range of assumptions relating to: pay awards, inflation, fees/charges, demand for services, property increases, etc. More information may well change/alter our assumptions in the months leading up to February, when the budget has to be finalised. So the current budget gap of £617k will be revised over the next few months, but it is based on the most current information, in conjunction with professional guidance, that is available.
- 1.6 The Council continues to look into opportunities to further reduce operational costs without immediately reducing service levels. However it remains a real possibility moving forward that some difficult decisions will have to be made relating to what the Council can and can't afford to deliver/support in the future.

2.0 The Draft 2018/19 Budget

- 2.1 The initial aggregation of all service budgets (which also includes assumptions surrounding predictions of interest receipts, contributions to our capital programme, transfers from/to reserves and Council Tax levels) currently indicates a General Fund budget gap of £617k (see Appendix 1).
- 2.2 At this point it is worth summarising how we have arrived at this deficit. The table shown below shows the main budget variances affecting the 2018/19 draft budget.

Table 1 – Reconciliation of Major 2018/19 Budget Variances

| Variances | Amount £k |
|--|------------------|
| <i>External items outside of our control</i> | |
| Reduced formula grant settlement | 318 |
| Decrease in Housing Benefit Grant and increase in associated costs | 57 |
| Pay award and pension increases | 239 |
| Rural Services Delivery Grant | 86 |
| Transition Grant | 32 |
| <i>Subtotal</i> | 732 |
| <i>Other changes</i> | |
| Increase in service cost pressures | 317 |

| | |
|---|------------|
| Not utilising New Homes Bonus to balance the budget | 89 |
| Increase in property sinking funds | 100 |
| Interest payments on loans for new Leisure equipment | 45 |
| Service cost reductions | (108) |
| New or increased income identified by service managers | (272) |
| Increase in Council Tax income (£5 rise + 370 new properties) | (212) |
| Net recharge to HRA | (108) |
| Minor changes | 34 |
| Draft budget gap for 2018/19 | 617 |

2.3 In compiling the 2018/19 draft budget we have also examined budget performance during 2017/18 and then made any relevant budget corrections for staffing changes, levels of income, changes in legislation, increases in inflation, etc.

2.4 Due to the need to get budget information to all of the PDG and Cabinet meetings during October and November there are still a few key issues that have not been resolved or are still to be fully evaluated. These issues may either improve or worsen the summary budget position currently reported and can be summarised as follows.

- Application by the Devon Pool to become 100% Business Rates Pilot
- Impact of new Homeslessness legislation from 01/04/18
- Impact of full rollout of Universal Credit from 01/04/18
- Autumn Statement announcement in November 2017
- Finalisation of Formula Grant settlement
- Ongoing service reviews (including changes to fees/charges)

3.0 The Past

3.1 Just to remind members of the financial journey the Council has been on since the austerity programme in 2010/11, here is a list of some of the challenges that have been presented to MDDC in balancing budgets during recent years.

- Net loss of £4m in Formula Grant
- Loss of funding for Housing Benefit admin and Regional Housing Pot removed circa £0.6m
- Council Tax freezes accepted for a number of years
- Increased costs associated with Local Land Provision
- Tax and pension related pressures totalling £350k as follows
 - National Insurance change
 - Increased pension back-funding costs
 - Government mandated auto-enrolment to the Pension Scheme
- Apprentice Levy of £50k introduced

3.1 The following lists just some of the actions taken by MDDC to mitigate these funding reductions.

- Significant efficiency agenda has led to service reductions amounting to over £2m
- Increased income has been generated by a number of services
 - Waste shared savings agreement with DCC
 - Garden Waste Scheme
 - Improved recycling scheme
- Increased commercialisation
 - £200k profit from market Walk and Fore Street properties
- Business Rates Devon Pool participation
- Profit from the Special Purpose Vehicle will return to the General Fund, along with a margin on interest received
- Increasing CCLA holding to £5m
- Colocation with Department for Work & Pensions (DWP)
- Revised Car Parking Strategy in 2016/17
- Rationalising our property estate, including depots, parks, toilets and car parks
- Joint working with North Devon DC as part of the Building Control Partnership
- DCC Transfer Station located at Carlu Close

4.0 The Future

- 4.1 It is clear that a lot of work has already been undertaken in order to deliver a draft budget gap of £617k, i.e. further efficiency savings of circa £250k included in the service appendices. We now are set with two tasks: firstly, to deliver a balanced General Fund budget by February 2018 in order to formally set the Council Tax and secondly, and of equal importance, begin to plan how our future spending plans can be financed. The work with town and parish councils will continue.

5.0 Capital Programme

- 5.1 In addition to this revenue funding pressure, is our ongoing commitment to future capital programmes, not helped by the current low levels of capital receipts. Even greater pressure may be placed on future programmes if additional borrowing was made to fund new Council Houses, Depots, Sport Centre enhancements, Town Centre enhancement works, vehicle replacements, etc.
- 5.2 The draft Capital Programme for 2018/19 is attached at Appendix 5. Excluding the new commitments to fund town centre regeneration or further commercial/land acquisitions, the size of our current and future capital programmes remains very small, due to the reductions in funding and level of sale receipts and now only includes material projects that are essential maintenance, or asset replacement or income generating/cost reducing.

6.0 The Autumn PDGs and Cabinet meetings

- 6.1 The first round of draft budget meetings will allow discussions with Members, Senior Management, Service Managers and Finance Officers in order to review the proposed draft 2018/19 budget – see Appendix 2. This will include

scrutinising and challenging the initial position (and confirming acceptance of all proposed savings put forward) and discussing any other budget areas that Members would like to see additional savings from.

- 6.2 Before the next round of PDGs and Cabinet in January the Council will receive formal confirmation regarding its; Formula Grant other emerging legislative changes, more information regarding the 2017/18 budget performance etc. At this point if any of the initial assumptions/estimates significantly worsen, then we will need to bring further savings options forward for consideration.

7.0 Public Consultation

- 7.1 Earlier year's consultations have consistently highlighted the three most valued services:

- REFUSE COLLECTION & RECYCLING - First
- PARKS, OPEN SPACES & PLAY AREAS - Second
- ENVIRONMENTAL HEALTH - Third

The three services valued the lowest comprised:

- COMMUNITY GRANTS - First
- PUBLIC CONVENIENCES - Equal second
- COMMUNITY SAFETY - Equal second

- 7.2 With the Council having to make more challenging decisions with regard to service prioritisation these views and our Corporate Plan should be foremost in determining changes to the base budget.

8.0 Statutory, Discretionary Services and the Level of Service Provision

- 8.1 Whilst the Council has a legal obligation to perform some activities, others are at the discretion of the elected members, subject to funding. Although some undertakings are clearly statutory and others clearly discretionary, there are some service areas that have elements of both.

- 8.2 The main *discretionary* services of the Council comprise:

- Business development (although a corporate priority)
- Community development (includes community group grants)
- Leisure facilities
- Parks and open spaces (identified as important to the public at 6.1)
- Shops and industrial units

What can we do to balance the budget?

- 8.3 An activity's net cost could be changed by one or more of these factors:
- a) Changing the frequency
 - b) Changing the quality, instead of a "Platinum service" we may be forced to offer a "Silver service"
 - c) Increasing fees or start charging for a service

- d) Reducing the overheads
- e) Stopping the activity entirely
- f) Different models of service delivery (including partnership)

8.4 Over the last five or six years the Authority has concentrated its efforts in maintaining frontline service levels across all sectors by reducing overheads. It is now clear that following those budgetary cuts some service areas are struggling to deliver their service plans, within their existing budgets. Indeed in a few cases external reviews have necessitated increasing the resources in a particular service area to meet our legal obligations.

What options are available if something is *statutory*?

8.5 Although we cannot stop the function, we may be able to approach it differently in terms of frequency or quality.

8.6 Some of our income streams are influenced by external market forces and in setting prices we have to be mindful of the going market rate. Aside from Council tax, the main income streams are:

- Building control fees
- Burial fees
- Car park charges
- Industrial unit rent
- Leisure centre fees
- Licence fees
- Market tolls
- Shop rents
- Planning fees
- Trade waste fees
- Garden waste

8.7 Any multi million pound business employing staff and utilising assets needs teams to support them and our frontline services are no different.

8.8 The key components, some statutory, others essential, include:

- Audit
- Accountancy
- Customer First
- Procurement (Buying goods and services)
- Human resources (Includes health and safety)
- IT
- Legal services
- Property services

8.9 For example our waste service has to have vehicles and depots to operate from, both of which need to be maintained. The staff need to be managed, to be paid, and legislation provides for health and safety considerations. Depots and buildings such as Phoenix House are fixed costs, although even here we have created savings by renting out some space. The “back office” activities are therefore intrinsically linked to the “frontline” and savings from both areas have continued to be made.

9.0 Conclusion

- 9.1 The feedback from all of the PDGs and Scrutiny will be reported to the January Cabinet for consideration in order to set a balanced 2018/19 budget and agree a forward plan. Group Managers will be working with Leadership Team and elected members in order to determine ways in which savings of £1m can be achieved over the next three years, based on the priorities identified in the Corporate Plan. Having identified possible savings, there will need to be careful consideration of their potential impact, probable lead times for delivery of that saving and any associated disengagement costs or possible 'spend to save' implications that would arise.

Contact for more information: Andrew Jarrett
Director of Finance, Assets & Resources
01884 234242
ajarrett@middevon.gov.uk

Circulation of the Report: Leadership Team
Elected Members
Group Managers

GENERAL FUND REVENUE ACCOUNT DRAFT BUDGET SUMMARY 2018/19

| | Notes | Net Direct Costs Budget 2017/18 £ | Budget Changes £ | Draft Net Direct Costs Budget 2018/19 £ |
|--|-------|--|------------------------|---|
| Cabinet | 2,4 | 4,287,630 | 183,810 | 4,471,440 |
| Community | 2,4 | 2,648,810 | 156,570 | 2,805,380 |
| Economy | 2,4,7 | (700,830) | 69,170 | (631,660) |
| Environment | 2,4 | 2,252,740 | 28,930 | 2,281,670 |
| Homes | 2,4 | 1,131,370 | (163,100) | 968,270 |
| TOTAL NET DIRECT COST OF SERVICES | | 9,619,720 | 275,380 | 9,895,100 |
| Net recharge to HRA | 6 | (1,245,730) | (107,930) | (1,353,660) |
| Provision for the financing of capital spending | | 398,370 | (2,800) | 395,570 |
| NET COST OF SERVICES | | 8,772,360 | 164,650 | 8,937,010 |
| PWLB Bank loan interest payable | | 106,920 | (4,920) | 102,000 |
| Finance Lease interest payable | | 36,760 | 4,610 | 41,370 |
| Interest payments for new loans | | 0 | 45,000 | 45,000 |
| Interest from Funding provided for HRA | | (54,000) | 3,460 | (50,540) |
| Interest receivable/payable on other activities | | 0 | (25,000) | (25,000) |
| Interest Received on Investments | 5 | (254,000) | 0 | (254,000) |
| New Homes Bonus | 8 | (1,721,980) | 521,980 | (1,200,000) |
| Transfers into earmarked reserves | 3 | 2,366,980 | (321,840) | 2,045,140 |
| Transfers from earmarked reserves | 3 | (632,590) | (44,270) | (676,860) |
| Proposed contribution from New Homes Bonus Reserve | | (89,380) | 89,380 | 0 |
| TOTAL BUDGETED EXPENDITURE | | 8,531,070 | 433,050 | 8,964,120 |
| Funded by:- | | | | |
| Revenue Support Grant | | (497,550) | 318,290 | (179,260) |
| Rural Services Delivery Grant | | (374,510) | 86,430 | (288,080) |
| Transition Grant | | (31,510) | 31,510 | 0 |
| NNDR revenue | | (2,265,210) | (34,790) | (2,300,000) |
| CTS Funding Parishes | | 46,960 | (7,040) | 39,920 |
| Collection Fund Surplus | | (52,860) | 2,340 | (50,520) |
| Council Tax (28,246 x £197.15) | 1 | (5,356,390) | (212,330) | (5,568,720) |
| TOTAL FUNDING | | (8,531,070) | 184,410 | (8,346,660) |
| REQUIREMENT TO BALANCE THE BUDGET | | 0 | 617,460 | 617,460 |

Current Assumptions :

1. Council Tax has been increased by £5 as an illustration with an increased property growth of 370.
2. 2018/19 salary budgets include an increase of 1%.
3. All earmarked reserves have been reviewed and adjustment made based upon existing need.
4. All income flows have been reviewed and adjusted for changes in demand and unit price.
5. Investment income has been based upon the existing lending criteria now in force.
6. Support services have been calculated in accordance with the annual process.
7. Car parking fees are based upon 2017/18 fees and vends.
8. New Homes Bonus receipts based on new legislation changes.

PDG SERVICE UNIT MOVEMENTS

Appendix 2

| GENERAL FUND SUMMARY | | Budget Net Direct Cost | Current Budgeted Net Direct Cost | Movement | +/- % |
|----------------------|-------------------------------|------------------------|----------------------------------|----------------|-------------|
| | | 2017/18 | 2018/19 | 2018/19 | 2018/19 |
| Cabinet | | | | | |
| SCM01 | Leadership Team | 459,240 | 468,900 | 9,660 | 2.1% |
| SCM02 | Corporate Functions | 0 | 81,250 | 81,250 | N/A |
| SCM03 | Corporate Fees/Charges | 226,930 | 207,550 | (19,380) | -8.5% |
| SCM06 | Pension Backfunding | 901,510 | 890,060 | (11,450) | -1.3% |
| SFP01 | Accountancy Services | 321,260 | 332,620 | 11,360 | 3.5% |
| SFP02 | Internal Audit | 103,460 | 88,000 | (15,460) | -14.9% |
| SFP03 | Procurement | 77,840 | 71,970 | (5,870) | -7.5% |
| SFP04 | Purchase Ledger | 45,480 | 45,850 | 370 | 0.8% |
| SFP05 | Sales Ledger | 44,580 | 44,190 | (390) | -0.9% |
| SHR01 | Human Resources | 266,470 | 279,020 | 12,550 | 4.7% |
| SHR02 | Mddc Staff Training | 41,530 | 132,250 | 90,720 | 218.4% |
| SHR03 | Payroll | 57,520 | 57,890 | 370 | 0.6% |
| SHR04 | Learning And Development | 50,590 | 51,150 | 560 | 1.1% |
| SIT01 | It Gazetteer Management | 65,080 | 69,750 | 4,670 | 7.2% |
| SIT03 | It Information Technology | 794,370 | 807,500 | 13,130 | 1.7% |
| SLD01 | Electoral Registration | 135,590 | 143,340 | 7,750 | 5.7% |
| SLD02 | Democratic Rep And Management | 440,980 | 458,260 | 17,280 | 3.9% |
| SLD04 | Legal Services | 255,200 | 241,890 | (13,310) | -5.2% |
| | | 4,287,630 | 4,471,440 | 183,810 | 4.3% |
| Community PDG | | | | | |
| SCD01 | Community Development | 82,700 | 87,530 | 4,830 | 5.8% |
| SCS20 | Customer Services Admin | 108,030 | 106,540 | (1,490) | -1.4% |
| SCS22 | Customer First | 686,270 | 697,310 | 11,040 | 1.6% |
| SES01 | Emergency Planning | 0 | 7,880 | 7,880 | N/A |
| SES04 | Public Health | 44,370 | 4,090 | (40,280) | -90.8% |
| SES16 | Es Staff Units/Recharges | 607,020 | 709,040 | 102,020 | 16.8% |
| SES17 | Community Safety | 59,960 | 540 | (59,420) | -99.1% |
| SES18 | Food Safety | (12,530) | (17,580) | (5,050) | 40.3% |
| SES21 | Licensing | (15,480) | (8,180) | 7,300 | -47.2% |
| SES22 | Pest Control | 4,000 | 4,000 | 0 | 0.0% |
| SES23 | Pollution Reduction | 4,240 | 840 | (3,400) | -80.2% |
| SPR01 | Building Regulations | 500 | (5,170) | (5,670) | -1134.0% |
| SPR02 | Enforcement | 100,380 | 100,900 | 520 | 0.5% |
| SPR03 | Development Control | 156,910 | 13,410 | (143,500) | -91.5% |
| SPR04 | Local Land Charges | (32,830) | (31,130) | 1,700 | -5.2% |
| SPR09 | Forward Planning | 204,290 | 227,280 | 22,990 | 11.3% |
| SPR11 | Regional Planning | 348,160 | 288,960 | (59,200) | -17.0% |
| SRB01 | Collection Of Council Tax | 201,600 | 233,560 | 31,960 | 15.9% |
| SRB02 | Collection Of Business Rates | (76,180) | (100,860) | (24,680) | 32.4% |
| SRB03 | Housing Benefit Admin & Fraud | 111,380 | 168,260 | 56,880 | 51.1% |
| SRB04 | Housing Benefit Subsidy | (75,000) | (45,000) | 30,000 | -40.0% |
| SRB06 | Debt Recovery | 94,380 | 97,590 | 3,210 | 3.4% |
| SRS01 | Recreation And Sport | 46,640 | 265,570 | 218,930 | 469.4% |
| | | 2,648,810 | 2,805,380 | 156,570 | 5.9% |

PDG SERVICE UNIT MOVEMENTS

Appendix 2

| GENERAL FUND SUMMARY | | Budget Net Direct Cost | Current Budgeted Net Direct Cost | Movement | +/- % |
|-------------------------------|--------------------------------|------------------------|----------------------------------|------------------|---------------|
| | | 2017/18 | 2018/19 | 2018/19 | 2018/19 |
| <u>Economy PDG</u> | | | | | |
| SCD02 | Economic Development - Markets | 34,420 | 51,290 | 16,870 | 49.0% |
| SCP01 | Parking Services | (592,390) | (588,620) | 3,770 | -0.6% |
| SES03 | Community Safety - C.C.T.V. | 3,060 | (1,950) | (5,010) | -163.7% |
| SPR06 | Economic Development | 413,470 | 421,200 | 7,730 | 1.9% |
| SPS12 | GF Properties Shops / Flats | (559,390) | (513,580) | 45,810 | -8.2% |
| | | (700,830) | (631,660) | 69,170 | -9.9% |
| <u>Environment PDG</u> | | | | | |
| SES02 | Cemeteries | (34,850) | (76,420) | (41,570) | 119.3% |
| SES05 | Open Spaces | 85,410 | 72,530 | (12,880) | -15.1% |
| SGM01 | Grounds Maintenance | 541,150 | 584,180 | 43,030 | 8.0% |
| SPS03 | Flood Defence And Land Drain | 26,430 | 26,430 | 0 | 0.0% |
| SPS04 | Street Naming & Numbering | 7,560 | 7,360 | (200) | -2.6% |
| SPS07 | Public Transport | (15,110) | (13,110) | 2,000 | -13.2% |
| SPS11 | Public Conveniences | 43,230 | 54,110 | 10,880 | 25.2% |
| SWS01 | Street Cleansing | 374,320 | 376,220 | 1,900 | 0.5% |
| SWS02 | Waste Collection | 445,110 | 375,500 | (69,610) | -15.6% |
| SWS03 | Recycling | 608,700 | 605,800 | (2,900) | -0.5% |
| SWS04 | Waste Management | 170,790 | 269,070 | 98,280 | 57.5% |
| | | 2,252,740 | 2,281,670 | 28,930 | 1.3% |
| <u>Homes PDG</u> | | | | | |
| SES15 | Private Sector Housing Grants | 163,900 | (22,610) | (186,510) | -113.8% |
| SHG03 | Homelessness Accommodation | 251,340 | 242,170 | (9,170) | -3.6% |
| SPS05 | Administration Buildings | 257,310 | 231,920 | (25,390) | -9.9% |
| SPS06 | Mddc Depots | 28,120 | 58,530 | 30,410 | 108.1% |
| SPS08 | Office Building Cleaning | 53,490 | 54,210 | 720 | 1.3% |
| SPS09 | Property Services Staff Unit | 377,210 | 404,050 | 26,840 | 7.1% |
| | | 1,131,370 | 968,270 | (163,100) | -14.4% |
| GRAND TOTAL | | 9,619,720 | 9,895,100 | 275,380 | -0.6 |

2018/19 BUDGETS

Transfers into Earmarked Reserves

Appendix 3

| SERVICE | MAINT 18/19 BUDGET | PLANT 18/19 BUDGET | EQUIPMENT 18/19 BUDGET | VEHICLES 18/19 BUDGET | OTHER 18/19 | NEW HOMES BONUS | Market Walk /Fore Street Surplus |
|--------------|--------------------|--------------------|------------------------|-----------------------|----------------|------------------|----------------------------------|
| CS500 | | | | 1,440 | | | |
| CS900 | | | | | | | |
| CS902 | | | | | | | |
| CS910 | | | | | | | |
| CS932 | | | | | | | |
| ES100 | 25,000 | | | | | | |
| ES450 | 25,000 | | | 1,200 | | | |
| ES580 | | | | 4,320 | | | |
| ES660 | | | | | | | |
| ES730 | | | | 2,210 | | | |
| GM960 | | 14,360 | | 42,010 | | | |
| EQ754 | | | 2,200 | | | | |
| LD201 | | | | | 20,000 | | |
| LD300 | | | | | 5,000 | | |
| PR810 | | | | | 100,000 | | |
| PS350 | | | | 1,120 | | | |
| PS880 | 5,000 | | | | | | |
| PS980 | | | | 7,400 | | | |
| RB100 | | | | 740 | | | |
| RS140 | | | 100,000 | | | | |
| EQ737 | | | | 52,670 | | | |
| EQ738 | | | | 230,900 | | | |
| EQ739 | | | | 23,070 | | | |
| EQ740 | | | | 158,800 | | | |
| EQ761 | | 20,000 | | | | | |
| EQ | 2,700 | | | | | | |
| IE435 | | | | | | 1,200,000 | |
| NHB | | | | | | | |
| TOTAL | 57,700 | 34,360 | 102,200 | 525,880 | 125,000 | 1,200,000 | 0 |

2,045,140

2018/19 BUDGETS

Appendix 4

Transfers from Earmarked Reserves

| SERVICE | UTILISE NHB | OTHER |
|----------------------------------|------------------|------------------|
| CS938 | | |
| DIGITAL STRATEGY STAFFING | | |
| ES733 | (35,900) | |
| PUBLIC HEALTH | | |
| LD600 | | |
| LEGAL SERVICES | | |
| PR200 | | |
| DEVELOPMENT CONTROL | | |
| PR220 | | (52,030) |
| TIVERTON EUE | | |
| PR225 | | (51,830) |
| GARDEN VILLAGE PROJECT | | |
| PR400 | (45,000) | |
| BUSINESS DEVELOPMENT | | |
| PR400 | (100,000) | |
| BUSINESS DEVELOPMENT | | |
| PR810 | (350,000) | |
| STATUTORY DEVELOPMENT PLAN | | |
| RB600 | | |
| REVENUES MISC INCOME TEAM | | |
| ES361 | | |
| PUBLIC HEALTH | | |
| EQ638 | | (4,170) |
| DEV CONT LINEAR PARK | | |
| EQ640 | | (1,950) |
| W52 POPHAM CLOSE COMM FUND | | |
| EQ641 | | (1,630) |
| W67 MOORHAYES COM DEV FUND | | |
| EQ642 | | (4,620) |
| W69 FAYRECROFT WILLAND EX WEST | | |
| EQ643 | | (6,650) |
| W70 DEVELOPERS CONTRIBUTION | | |
| EQ644 | | (3,080) |
| DEV CONT WINSWOOD CREDITION | | |
| EQ660 | | (20,000) |
| ES354 PRIVATE SECTOR HOUSING EMR | | |
| | | |
| | | |
| | | |
| TOTAL | (530,900) | (145,960) |
| | | (676,860) |

CABINET PDG 2018/19 Service Unit Budgets

SCM01 Leadership Team

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|--------------|
| 1000 | Employees | 204,137 | 454,450 | 462,440 | 7,990 |
| 3000 | Transport | 2,016 | 1,140 | 3,010 | 1,870 |
| 4000 | Cost Of Goods And Services | 2,833 | 3,710 | 3,510 | (200) |
| 7000 | Income | 0 | (60) | (60) | 0 |
| | Sum: | 208,987 | 459,240 | 468,900 | 9,660 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|------------------|----------------|
| CM100 | Leadership Team | 468,900 |
| | TOTAL | 468,900 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SCM02 Corporate Functions

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 0 | 0 | 80,250 | 80,250 |
| 3000 | Transport | 0 | 0 | 0 | 0 |
| 4000 | Cost Of Goods And Services | 0 | 0 | 1,000 | 1,000 |
| | Sum: | 0 | 0 | 81,250 | 81,250 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|--------------------------------|-----------------------|
| CM210 | Performance, Governance & Data | 81,250 |
| | TOTAL | 81,250 |

Major cost increases

This is a new budget to cover the cost of the Group Manager for Performance & Data as well as a Freedom of Information Officer.

Major cost decreases and changes in income

Not applicable.

SCM03 Corporate Fees

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|-----------------|
| 1000 | Employees | 3,923 | 77,540 | 68,370 | (9,170) |
| 3000 | Transport | (1) | 360 | 0 | (360) |
| 4000 | Cost Of Goods And Services | 168,085 | 149,030 | 139,180 | (9,850) |
| 7000 | Income | (20,839) | 0 | 0 | 0 |
| | Sum: | 151,168 | 226,930 | 207,550 | (19,380) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|------------------|----------------|
| CM300 | Corporate Fees | 198,250 |
| CM340 | Unison | 9,300 |
| | TOTAL | 207,550 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes, but external audit fees have reduced by £10k and the provision for superannuation contribution has been built into the service budgets and so isn't required here any longer.

SCM06 Pension Backfunding

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 850,415 | 900,110 | 888,660 | (11,450) |
| 4000 | Cost Of Goods And Services | 1,345 | 1,400 | 1,400 | 0 |
| | Sum: | 851,760 | 901,510 | 890,060 | (11,450) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| CM600 | Pension Backfunding | 890,060 |
| | TOTAL | 890,060 |

Major cost increases

No major changes.

Major cost decreases and changes in income

The only change is where the GF is picking up a smaller proportion of the costs due to the overall split changing this year.

SFP01 Accountancy Services

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 371,600 | 287,840 | 298,740 | 10,900 |
| 3000 | Transport | 1,000 | 1,000 | 800 | (200) |
| 4000 | Cost Of Goods And Services | 35,954 | 32,420 | 33,080 | 660 |
| 7000 | Income | (3) | 0 | 0 | 0 |
| | Sum: | 408,551 | 321,260 | 332,620 | 11,360 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| FP100 | Accountancy Services | 332,620 |
| | TOTAL | 332,620 |

Major cost increases

Group Manager salary has resulted in £10k increase.

Major cost decreases and changes in income

No major changes.

SFP02 Internal Audit

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 100,880 | 102,980 | 0 | (102,980) |
| 3000 | Transport | 131 | 200 | 0 | (200) |
| 4000 | Cost Of Goods And Services | 41 | 280 | 88,000 | 87,720 |
| | Sum: | 101,053 | 103,460 | 88,000 | (15,460) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| FP200 | Internal Audit | 88,000 |
| | TOTAL | 88,000 |

Major cost increases

No major changes.

Major cost decreases and changes in income

Salaries - The Audit Team Leader is now the Group Manager for Performance & Data, salary costs have been transferred to SCM02.

The Internal Auditors have been tupee across as the Council is now partnership working with the Devon Audit Partnership.

SFP03 Procurement

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 68,186 | 72,770 | 74,600 | 1,830 |
| 3000 | Transport | 547 | 650 | 650 | 0 |
| 4000 | Cost Of Goods And Services | 4,329 | 4,420 | 4,420 | 0 |
| 7000 | Income | (7,679) | 0 | (7,700) | (7,700) |
| | Sum: | 65,383 | 77,840 | 71,970 | (5,870) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| FP300 | Procurement | 71,970 |
| | TOTAL | 71,970 |

Major cost increases

No major changes.

Major cost decreases and changes in income

Income from Torridge for the recharge of the Procurement Manager 1 day a month.

SFP04 Purchase Ledger

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 43,989 | 42,040 | 42,580 | 540 |
| 3000 | Transport | 8 | 40 | 40 | 0 |
| 4000 | Cost Of Goods And Services | 3,111 | 3,400 | 3,230 | (170) |
| | Sum: | 47,108 | 45,480 | 45,850 | 370 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| FP400 | Purchase Ledger | 45,850 |
| | TOTAL | 45,850 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SFP05 Sales Ledger

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 37,387 | 42,130 | 42,580 | 450 |
| 3000 | Transport | (11) | 40 | 40 | 0 |
| 4000 | Cost Of Goods And Services | 1,740 | 2,410 | 1,570 | (840) |
| | Sum: | 39,117 | 44,580 | 44,190 | (390) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| FP500 | Sales Ledger | 44,190 |
| | TOTAL | 44,190 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SHR01 Human Resources

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 298,216 | 238,890 | 240,430 | 1,540 |
| 3000 | Transport | 2,474 | 2,740 | 2,470 | (270) |
| 4000 | Cost Of Goods And Services | 30,004 | 24,840 | 36,120 | 11,280 |
| 7000 | Income | 0 | 0 | 0 | 0 |
| | Sum: | 330,694 | 266,470 | 279,020 | 12,550 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| HR100 | Human Resources | 223,270 |
| HR600 | Health & Safety Officer | 55,750 |
| | TOTAL | 279,020 |

Major cost increases

Higher software charges for HR systems £10k.

Major cost decreases and changes in income

No major changes.

SHR02 Mddc Staff Training

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|--------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 116,338 | 41,530 | 132,250 | 90,720 |
| 3000 | Transport | (0) | 0 | 0 | 0 |
| 7000 | Income | (240) | 0 | 0 | 0 |
| | Sum: | 116,098 | 41,530 | 132,250 | 90,720 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|----------------------------|-----------------------|
| HR200 | Staff Development Training | 132,250 |
| HR210 | Cpd Training | 0 |
| HR220 | Post Entry Training | 0 |
| HR230 | Health & Safety Training | 0 |
| | TOTAL | 132,250 |

Major cost increases

The budget has been moved off of the costs centres to a central code for re-allocation as per Group Managers training plans.

Major cost decreases and changes in income

No major changes.

SHR03 Payroll

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 54,108 | 57,310 | 57,490 | 180 |
| 3000 | Transport | 46 | 0 | 0 | 0 |
| 4000 | Cost Of Goods And Services | 385 | 460 | 400 | (60) |
| 7000 | Income | (120) | (250) | 0 | 250 |
| | Sum: | 54,420 | 57,520 | 57,890 | 370 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| HR300 | Payroll | 57,890 |
| | TOTAL | 57,890 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SHR04 Learning And Development

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 38,481 | 49,800 | 50,270 | 470 |
| 3000 | Transport | 317 | 380 | 380 | 0 |
| 4000 | Cost Of Goods And Services | 344 | 410 | 500 | 90 |
| | Sum: | 39,142 | 50,590 | 51,150 | 560 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| HR400 | Learning & Development | 51,150 |
| | TOTAL | 51,150 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SIT01 It Gazetteer Management

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 57,611 | 58,280 | 62,810 | 4,530 |
| 3000 | Transport | 55 | 50 | 50 | 0 |
| 4000 | Cost Of Goods And Services | 11,919 | 6,750 | 6,890 | 140 |
| 7000 | Income | (460) | 0 | 0 | 0 |
| | Sum: | 69,125 | 65,080 | 69,750 | 4,670 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| IT100 | Gazetteer Management | 69,750 |
| | TOTAL | 69,750 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SIT03 It Information Technology

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|---------------|
| 1000 | Employees | 422,557 | 440,810 | 459,700 | 18,890 |
| 3000 | Transport | 720 | 1,500 | 1,200 | (300) |
| 4000 | Cost Of Goods And Services | 334,735 | 352,060 | 346,600 | (5,460) |
| 7000 | Income | (3,377) | 0 | 0 | 0 |
| | Sum: | 754,635 | 794,370 | 807,500 | 13,130 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|--------------------------------|----------------|
| IT300 | Central Telephones | 21,180 |
| IT400 | I.T. Network & Hardware | 72,280 |
| IT500 | I.T. Software Support & Maint. | 226,520 |
| IT600 | I.T. Staff Unit | 463,720 |
| IT700 | Psn Compliance | 0 |
| IT800 | Phoenix House Printing | 23,800 |
| | TOTAL | 807,500 |

Major cost increases

Salaries - Addition of an ICT Trainee post £21k, 1% budgeted payrise and movement in SCPs.

Training moved back to the corporate training budget (£8.7k) .

Major cost decreases and changes in income

No major changes.

SLD01 Electoral Registration

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 99,653 | 101,300 | 103,390 | 2,090 |
| 3000 | Transport | 215 | 300 | 300 | 0 |
| 4000 | Cost Of Goods And Services | 68,815 | 65,290 | 75,350 | 10,060 |
| 7000 | Income | (35,916) | (31,300) | (35,700) | (4,400) |
| | Sum: | 132,767 | 135,590 | 143,340 | 7,750 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| LD100 | Electoral Registration | 143,340 |
| | TOTAL | 143,340 |

Major cost increases

Minor increases in software and printing budgets to match the actuals give rise to the increase in costs here.

Major cost decreases and changes in income

No major changes.

SLD02 Democratic Rep And Manag

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 94,673 | 97,940 | 112,220 | 14,280 |
| 3000 | Transport | 16,753 | 17,300 | 17,100 | (200) |
| 4000 | Cost Of Goods And Services | 313,331 | 325,740 | 328,940 | 3,200 |
| | Sum: | 424,757 | 440,980 | 458,260 | 17,280 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-----------------------------|-----------------------|
| LD300 | Democratic Rep & Management | 348,080 |
| LD400 | Committee Services | 110,180 |
| | TOTAL | 458,260 |

Major cost increases

Increase in staffing due to addition of a part time Scrutiny Support Officer.

Major cost decreases and changes in income

No major changes.

SLD04 Legal Services

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 257,058 | 273,780 | 259,700 | (14,080) |
| 3000 | Transport | 165 | 500 | 300 | (200) |
| 4000 | Cost Of Goods And Services | 27,728 | 15,120 | 16,090 | 970 |
| 7000 | Income | (31,826) | (34,200) | (34,200) | 0 |
| | Sum: | 253,125 | 255,200 | 241,890 | (13,310) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| LD600 | Legal Services | 241,890 |
| | TOTAL | 241,890 |

Major cost increases

Savings due to staffing restructure.

Major cost decreases and changes in income

No major changes.

COMMUNITY PDG 2018/19 Service Unit Budgets

SCD01 Community Development

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|--------------|
| 1000 | Employees | 220,011 | 100 | 0 | (100) |
| 3000 | Transport | 3,974 | 0 | 0 | 0 |
| 4000 | Cost Of Goods And Services | 278,154 | 82,600 | 87,530 | 4,930 |
| 7000 | Income | (58,971) | 0 | 0 | 0 |
| | Sum: | 443,169 | 82,700 | 87,530 | 4,830 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|-------------------------|----------------|
| CD200 | Community Development | 87,530 |
| CD205 | Ho Communities & Gov | 0 |
| CD210 | Community Services Unit | 0 |
| | TOTAL | 87,530 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SCS20 Customer Services Admin

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|----------------|
| 1000 | Employees | 78,590 | 81,270 | 81,530 | 260 |
| 3000 | Transport | (29) | 40 | 40 | 0 |
| 4000 | Cost Of Goods And Services | 28,995 | 26,720 | 24,970 | (1,750) |
| 7000 | Income | (41) | 0 | 0 | 0 |
| | Sum: | 107,515 | 108,030 | 106,540 | (1,490) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|-------------------------|----------------|
| CS900 | Central Photocopying | 4,530 |
| CS902 | Central Postage | 18,670 |
| CS910 | Customer Services Admin | 83,340 |
| | TOTAL | 106,540 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SCS22 Customer First

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|---------------|
| 1000 | Employees | 604,482 | 634,820 | 647,380 | 12,560 |
| 3000 | Transport | 1,974 | 2,840 | 2,750 | (90) |
| 4000 | Cost Of Goods And Services | 50,240 | 48,610 | 47,180 | (1,430) |
| 7000 | Income | (252) | 0 | 0 | 0 |
| | Sum: | 656,444 | 686,270 | 697,310 | 11,040 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|---------------------------|----------------|
| CS200 | Communications | 90,250 |
| CS500 | Messenger Services | 45,010 |
| CS930 | Customer First Management | 175,340 |
| CS932 | Customer First | 386,610 |
| CS936 | Crediton Office Section | 0 |
| CS938 | Digital Strategy Staffing | 100 |
| | TOTAL | 697,310 |

Major cost increases

Communications staffing increased by 2FTE: Manager and apprentice posts £53k

Major cost decreases and changes in income

Customer First Admin salary base reduced as FOI officer FTE post transferred
Digital Strategy budget not retained for 18/19, £23k saving

SES01 Emergency Planning

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|--------------|
| 4000 | Cost Of Goods And Services | 0 | 0 | 7,880 | 7,880 |
| | Sum: | 0 | 0 | 7,880 | 7,880 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|--------------------|----------------|
| ES500 | Emergency Planning | 7,880 |
| | TOTAL | 7,880 |

Major cost increases

Budget moved from SES17 Community Safety. £8k contribution towards an Emergency Planning Co-ordinator post at Devon County Council.

Major cost decreases and changes in income

No major changes.

SES04 Public Health

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|-----------------|
| 1000 | Employees | 38,636 | 39,490 | 0 | (39,490) |
| 2000 | Premises | 387 | 100 | 100 | 0 |
| 3000 | Transport | 651 | 250 | 0 | (250) |
| 4000 | Cost Of Goods And Services | 26,795 | 6,780 | 6,240 | (540) |
| 7000 | Income | (1,997) | (2,250) | (2,250) | 0 |
| | Sum: | 64,472 | 44,370 | 4,090 | (40,280) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|------------------|----------------|
| ES360 | Dog Warden | 4,090 |
| ES361 | Public Health | 0 |
| | TOTAL | 4,090 |

Major cost increases

No major changes.

Major cost decreases and changes in income

Public Health Officer salary moved to ES733.

SES11 Pool Cars

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 952 | 0 | 0 | 0 |
| 3000 | Transport | 6,081 | 2,250 | 2,250 | 0 |
| 4000 | Cost Of Goods And Services | 109 | 0 | 0 | 0 |
| 7000 | Income | (9,563) | (2,250) | (2,250) | 0 |
| | Sum: | (2,421) | 0 | 0 | 0 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| ES580 | Pool Car Running Costs | 0 |
| | TOTAL | 0 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SES16 Es Staff Units/Recharges

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|----------------|
| 1000 | Employees | 537,748 | 566,620 | 665,640 | 99,020 |
| 2000 | Premises | 0 | 0 | 0 | 0 |
| 3000 | Transport | 28,011 | 28,020 | 32,620 | 4,600 |
| 4000 | Cost Of Goods And Services | 16,808 | 12,480 | 10,780 | (1,700) |
| 7000 | Income | (1,980) | (100) | 0 | 100 |
| | Sum: | 580,588 | 607,020 | 709,040 | 102,020 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|---------------------------|----------------|
| ES720 | Es Management | 0 |
| ES730 | Environmental Enforcement | 148,400 |
| ES733 | Environmental Health | 560,640 |
| | TOTAL | 709,040 |

Major cost increases

Increase in salaries is a result of staff movement from Public Health and Private Sector Housing to Environmental Health and Admin staff have moved from the Enforcement staff unit to Waste Management.

Major cost decreases and changes in income

£33k in salary costs have been moved to utilise the Disabled Facilities Grant monies.

SES17 Community Safety

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|-----------------|
| 1000 | Employees | 46,282 | 49,920 | 150 | (49,770) |
| 3000 | Transport | 1,350 | 1,670 | 0 | (1,670) |
| 4000 | Cost Of Goods And Services | 31,496 | 14,370 | 6,390 | (7,980) |
| 7000 | Income | (31,744) | (6,000) | (6,000) | 0 |
| | Sum: | 47,384 | 59,960 | 540 | (59,420) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|-------------------------------|----------------|
| ES250 | Community Safety | 540 |
| ES252 | Building Safer Community Fund | 0 |
| ES254 | Csp - Police Fund | 0 |
| ES256 | Community Safety Partnership | 0 |
| | TOTAL | 540 |

Major cost increases

No major changes

Major cost decreases and changes in income

Staff costs moved to SES16 (£50k)

Cost of good and services moved to SES01 Emergency Planning

SES18 Food Safety

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|-----------------|-----------------|----------------|
| 1000 | Employees | 218 | 510 | 510 | 0 |
| 4000 | Cost Of Goods And Services | 17,708 | 17,230 | 19,380 | 2,150 |
| 7000 | Income | (37,153) | (30,270) | (37,470) | (7,200) |
| | Sum: | (19,227) | (12,530) | (17,580) | (5,050) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|--------------------------|-----------------|
| ES260 | Food Protection | 3,870 |
| ES270 | Water Quality Monitoring | (21,450) |
| | TOTAL | (17,580) |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SES21 Licensing

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 91,005 | 92,090 | 111,010 | 18,920 |
| 3000 | Transport | 1,368 | 1,100 | 1,600 | 500 |
| 4000 | Cost Of Goods And Services | 23,312 | 20,740 | 20,710 | (30) |
| 7000 | Income | (129,796) | (129,410) | (141,500) | (12,090) |
| | Sum: | (14,111) | (15,480) | (8,180) | 7,300 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| ES550 | Licensing | (121,710) |
| ES740 | Licensing Unit | 113,530 |
| | TOTAL | (8,180) |

Major cost increases

Salaries - Licensing Officer post now full time and at a Grade 7, £16k.

Major cost decreases and changes in income

Increase income to cover additional salary cost on a 75% recovery basis.

SES22 Pest Control

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|----------|
| 4000 | Cost Of Goods And Services | 5,415 | 4,000 | 4,000 | 0 |
| | Sum: | 5,415 | 4,000 | 4,000 | 0 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|------------------|----------------|
| ES600 | Pest Control | 4,000 |
| | TOTAL | 4,000 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SES23 Pollution Reduction

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|----------------|
| 2000 | Premises | (1,752) | 920 | 0 | (920) |
| 4000 | Cost Of Goods And Services | 13,666 | 12,940 | 10,890 | (2,050) |
| 7000 | Income | (11,873) | (9,620) | (10,050) | (430) |
| | Sum: | 42 | 4,240 | 840 | (3,400) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|----------------------|----------------|
| ES650 | Contaminated Land | 0 |
| ES660 | Control Of Pollution | 10,620 |
| ES670 | Local Air Pollution | (9,780) |
| | TOTAL | 840 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPR01 Building Regulations

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|----------------|
| 1000 | Employees | 197,768 | 240,260 | 212,660 | (27,600) |
| 3000 | Transport | 16,421 | 16,870 | 15,850 | (1,020) |
| 4000 | Cost Of Goods And Services | 45,342 | 24,170 | 24,120 | (50) |
| 7000 | Income | (252,847) | (280,800) | (257,800) | 23,000 |
| | Sum: | 6,684 | 500 | (5,170) | (5,670) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|-------------------------------|----------------|
| PR100 | Building Regulations | (6,960) |
| PR900 | Dangerous Buildings And Trees | 1,790 |
| | TOTAL | (5,170) |

Major cost increases

The Building Control Manager is now paid by North Devon District Council, and there will be a corresponding reduction in MDDC's share of income to cover this

Major cost decreases and changes in income

See above re cost increases

SPR02 Enforcement

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 69,785 | 87,350 | 87,910 | 560 |
| 3000 | Transport | 4,056 | 3,720 | 3,690 | (30) |
| 4000 | Cost Of Goods And Services | 24,038 | 9,310 | 9,300 | (10) |
| | Sum: | 97,879 | 100,380 | 100,900 | 520 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| PR110 | Enforcement | 100,900 |
| | TOTAL | 100,900 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPR03 Development Control

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|------------------|----------------|----------------|------------------|
| 1000 | Employees | 812,555 | 932,370 | 957,350 | 24,980 |
| 2000 | Premises | 0 | 0 | 0 | 0 |
| 3000 | Transport | 27,664 | 29,340 | 27,240 | (2,100) |
| 4000 | Cost Of Goods And Services | 177,442 | 98,200 | 96,820 | (1,380) |
| 7000 | Income | (1,337,362) | (903,000) | (1,068,000) | (165,000) |
| | Sum: | (319,700) | 156,910 | 13,410 | (143,500) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|------------------------|----------------|
| PR200 | Development Control | (90,450) |
| PR220 | Tiverton Eue | 52,030 |
| PR225 | Garden Village Project | 51,830 |
| | TOTAL | 13,410 |

Major cost increases

Additional post funded in PR225 (Garden Village Project) but this will be funded from reserves

Major cost decreases and changes in income

Planning charges are expected to increase by 20% by 1st April 2018. In addition, fees will be generated from Planning Performance Agreements and S106 Monitoring

SPR04 Local Land Charges

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|-----------------|-----------------|--------------|
| 1000 | Employees | 51,185 | 51,130 | 51,720 | 590 |
| 3000 | Transport | 34 | 100 | 100 | 0 |
| 4000 | Cost Of Goods And Services | 32,538 | 36,440 | 37,550 | 1,110 |
| 7000 | Income | (138,301) | (120,500) | (120,500) | 0 |
| | Sum: | (54,543) | (32,830) | (31,130) | 1,700 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|---------------------------|-----------------|
| PR210 | Local Land Charges | (31,310) |
| PR820 | Assets Of Community Value | 180 |
| | TOTAL | (31,130) |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPR09 Forward Planning

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|---------------|
| 1000 | Employees | 188,536 | 202,060 | 218,330 | 16,270 |
| 3000 | Transport | 723 | 500 | 500 | 0 |
| 4000 | Cost Of Goods And Services | 36,946 | 6,730 | 8,450 | 1,720 |
| 7000 | Income | 0 | (5,000) | 0 | 5,000 |
| | Sum: | 226,206 | 204,290 | 227,280 | 22,990 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|-----------------------|----------------|
| PR600 | Forward Planning Unit | 227,280 |
| | TOTAL | 227,280 |

Major cost increases

An additional part time post has been funded, but this will be recharged to PR810 (Statutory Development Plan), which in turn is funded from reserves

Major cost decreases and changes in income

No income is expected to arise in this service

SPR11 Regional Planning

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 0 | 50,160 | 50,960 | 800 |
| 4000 | Cost Of Goods And Services | 195,091 | 298,150 | 238,150 | (60,000) |
| 7000 | Income | (224) | (150) | (150) | 0 |
| | Sum: | 194,867 | 348,160 | 288,960 | (59,200) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|----------------------------|-----------------------|
| PR800 | Planning Policy | 14,200 |
| PR810 | Statutory Development Plan | 274,760 |
| | TOTAL | 288,960 |

Major cost increases

No major changes.

Major cost decreases and changes in income

The £60k decrease reflects the amount that will be spent on the Local Plan in 2017/18 and so only the residual amount is needed in the budget for 2018/19.

SRB01 Collection Of Council Tax

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|---------------|
| 1000 | Employees | 259,659 | 235,670 | 265,030 | 29,360 |
| 2000 | Premises | 0 | 0 | 0 | 0 |
| 3000 | Transport | 2,887 | 6,150 | 6,290 | 140 |
| 4000 | Cost Of Goods And Services | 105,777 | 104,780 | 103,240 | (1,540) |
| 7000 | Income | (124,229) | (145,000) | (141,000) | 4,000 |
| | Sum: | 244,093 | 201,600 | 233,560 | 31,960 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|---------------------------|----------------|
| RB100 | Collection Of Council Tax | 233,560 |
| | TOTAL | 233,560 |

Major cost increases

C/Tax and Business Rates staff are now generic therefore all relevant staff coded to RB100, a member of staff moved from RB200, please refer to SRB02 below.

Major cost decreases and changes in income

No major changes.

SRB02 Collection of Business Rates

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|-----------------|------------------|-----------------|
| 1000 | Employees | 28,556 | 28,030 | 100 | (27,930) |
| 3000 | Transport | 6 | 0 | 0 | 0 |
| 4000 | Cost Of Goods And Services | 7,905 | 6,290 | 8,640 | 2,350 |
| 7000 | Income | (111,960) | (110,500) | (109,600) | 900 |
| | Sum: | (75,492) | (76,180) | (100,860) | (24,680) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|------------------------------|------------------|
| RB200 | Collection of Business Rates | (100,860) |
| | TOTAL | (100,860) |

Major cost increases

C/Tax & Business Rates staff are now generic, therefore all relevant staff coded to RB100 a member of staff moved to SRB01 above.

Major cost decreases and changes in income

No major changes.

SRB03 Housing Benefit Admin

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|---------------|
| 1000 | Employees | 339,407 | 352,520 | 357,510 | 4,990 |
| 3000 | Transport | 179 | 200 | 200 | 0 |
| 4000 | Cost Of Goods And Services | 70,393 | 53,000 | 66,540 | 13,540 |
| 7000 | Income | (387,311) | (294,340) | (255,990) | 38,350 |
| | Sum: | 22,668 | 111,380 | 168,260 | 56,880 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|-------------------------------|----------------|
| RB300 | Housing Benefit Admin | 153,260 |
| RB340 | Local Welfare Assist Scheme | 15,000 |
| RB350 | Universal Credit Deliv P/Ship | 0 |
| | TOTAL | 168,260 |

Major cost increases

Additional costs to deliver Local Welfare Assistance scheme no longer funded by DCC £15k, note £15k also budgeted in HRA.

Major cost decreases and changes in income

Assumed 10% reduction in Housing Benefit & Local Council Tax Reduction Scheme
Admin grant £28.4k
Universal Credit Delivery Partnership no further funding available from DWP £9.9k

SRB04 Housing Benefit Subsidy

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|------------------|-----------------|-----------------|---------------|
| 4000 | Cost Of Goods And Services | 17,858,426 | 18,225,770 | 18,400,250 | 174,480 |
| 7000 | Income | (18,045,295) | (18,300,770) | (18,445,250) | (144,480) |
| | Sum: | (186,869) | (75,000) | (45,000) | 30,000 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|-------------------------|-----------------|
| RB400 | Housing Rent Allowances | (45,000) |
| | TOTAL | (45,000) |

Major cost increases

Forecast Housing Benefit payments have been realigned to reflect current and projected spend in this area.

Major cost decreases and changes in income

Forecast Housing Benefit Subsidy income has been realigned to reflect current and projected spend in this area & also to factor in uncertainty with the planned move to Universal Credit in April 2018.

SRB06 Debt Recovery

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|--------------|
| 1000 | Employees | 58,997 | 88,580 | 94,180 | 5,600 |
| 3000 | Transport | (14) | 50 | 50 | 0 |
| 4000 | Cost Of Goods And Services | 3,252 | 5,750 | 3,360 | (2,390) |
| | Sum: | 62,235 | 94,380 | 97,590 | 3,210 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|---------------------------|----------------|
| RB600 | Revenues Misc Income Team | 97,590 |
| | TOTAL | 97,590 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SRS01 Recreation And Sport

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|----------------|
| 1000 | Employees | 1,743,729 | 1,853,510 | 1,874,360 | 20,850 |
| 2000 | Premises | 790,876 | 707,030 | 876,890 | 169,860 |
| 3000 | Transport | 4,397 | 4,380 | 8,530 | 4,150 |
| 4000 | Cost Of Goods And Services | 306,707 | 274,780 | 285,950 | 11,170 |
| 7000 | Income | (2,458,841) | (2,793,060) | (2,780,160) | 12,900 |
| | Sum: | 386,868 | 46,640 | 265,570 | 218,930 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|-------------------------------|----------------|
| RS100 | Leis Facilities Maint & Equip | 250,000 |
| RS110 | Leisure Management & Admin | (94,310) |
| RS120 | Amory Park | 0 |
| RS140 | Exe Valley Leisure Centre | (30,330) |
| RS145 | Market Walk Gym | 550 |
| RS150 | Lords Meadow Leisure Centre | 30,640 |
| RS160 | Culm Valley Sports Centre | 109,020 |
| | TOTAL | 265,570 |

Major cost increases

- Salaries- £20k 1% pay increase, spinal point rises and optimum deployment
- Maintenance-£15 increase on capital to revenue budget, £50k on responsive maintenance
- Utilities & rates- £100k increased costs in 17-18, budgeted to reflect this also increased costs at EVLC from the extension
- Income-£12k minor reduction on forecast performance

Major cost decreases and changes in income

ECONOMY PDG 2018/19 Service Unit Budgets

SCD02 Economic Development

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|---------------|
| 1000 | Employees | 62,142 | 62,500 | 67,390 | 4,890 |
| 2000 | Premises | 51,839 | 45,420 | 47,890 | 2,470 |
| 3000 | Transport | 119 | 0 | 0 | 0 |
| 4000 | Cost Of Goods And Services | 19,855 | 18,900 | 19,410 | 510 |
| 7000 | Income | (88,414) | (92,400) | (83,400) | 9,000 |
| | Sum: | 45,541 | 34,420 | 51,290 | 16,870 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|-----------------------|----------------|
| CD300 | Markets | 51,290 |
| CD305 | Market Special Events | 0 |
| | TOTAL | 51,290 |

Major cost increases

No major changes

Major cost decreases and changes in income

Market toll income budget reduced in line with anticipated occupancy levels.

SCP01 Parking Services

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|------------------|------------------|------------------|--------------|
| 1000 | Employees | 612 | 0 | 0 | 0 |
| 2000 | Premises | 189,749 | 174,720 | 174,830 | 110 |
| 4000 | Cost Of Goods And Services | 9,232 | 32,340 | 31,740 | (600) |
| 7000 | Income | (800,226) | (799,450) | (795,190) | 4,260 |
| | Sum: | (600,633) | (592,390) | (588,620) | 3,770 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|-----------------------|------------------|
| CP510 | Market Car Park | (183,770) |
| CP520 | Multi-Storey Car Park | (55,770) |
| CP530 | Amenity Car Parks | 6,780 |
| CP540 | Paying Car Parks | (355,860) |
| | TOTAL | (588,620) |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SES03 Community Safety - C.C.T.V.

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|----------------|
| 1000 | Employees | 4,769 | 3,830 | 20 | (3,810) |
| 3000 | Transport | (1) | 0 | 0 | 0 |
| 4000 | Cost Of Goods And Services | 941 | 4,230 | 4,030 | (200) |
| 7000 | Income | (6,000) | (5,000) | (6,000) | (1,000) |
| | Sum: | (291) | 3,060 | (1,950) | (5,010) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|------------------|----------------|
| ES200 | Cctv Initiatives | (1,950) |
| | TOTAL | (1,950) |

Major cost increases

No major changes

Major cost decreases and changes in income

Staff costs transferred to SES16 Environment Staff Unit, which falls within the Community PDG.

SPR06 Economic Development

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 68,373 | 230,570 | 237,940 | 7,370 |
| 2000 | Premises | 0 | 0 | 0 | 0 |
| 3000 | Transport | 988 | 4,840 | 1,700 | (3,140) |
| 4000 | Cost Of Goods And Services | 107,622 | 178,060 | 181,560 | 3,500 |
| 7000 | Income | (1,279) | 0 | 0 | 0 |
| | Sum: | 175,705 | 413,470 | 421,200 | 7,730 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|------------------------------|-----------------------|
| PR400 | Business Development | 421,200 |
| PR405 | Industrial Sites & Buildings | 0 |
| | TOTAL | 421,200 |

Major cost increases

Salaries - addition of an Apprentice post

Major cost decreases and changes in income

No major changes.

SPS12 Gf Properties Shops/Flats

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|------------------|------------------|------------------|---------------|
| 2000 | Premises | 48,013 | 22,160 | 80,450 | 58,290 |
| 4000 | Cost Of Goods And Services | 16,815 | 17,390 | 6,970 | (10,420) |
| 7000 | Income | (563,486) | (598,940) | (601,000) | (2,060) |
| | Sum: | (498,657) | (559,390) | (513,580) | 45,810 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|----------------------------|------------------|
| PS890 | 10 Phoenix Lane | (10,690) |
| PS990 | 32-38 Fore Street | (87,470) |
| PS991 | Industrial Units | (108,670) |
| PS992 | Market Walk | (275,750) |
| PS993 | Lowman Green Unit | (10,000) |
| PS994 | Moorhayes Community Centre | (2,000) |
| PS995 | Coggans Well | (19,000) |
| | TOTAL | (513,580) |

Major cost increases

36-38 Fore St increased maintenance costs for works required to newly purchased properties 19k.

Industrial Units Specific Revenue spend of £10k.

Market Walk increase in maintenance for provision of vacant units of £16k and Specific Revenue Projects works of £10k.

Major cost decreases and changes in income

Budget of £10k moved from supplies and services to premises to off-set increased maintenance costs in Market Walk.

Income from newly purchased properties 36-38 Fore St £43.6k.

Coggans Well House increased income of £21k.

Reduction of £59k in Market Walk rental income.

ENVIRONMENT PDG 2018/19 Service Unit Budgets

SES02 Cemeteries

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|-----------------|-----------------|-----------------|
| 1000 | Employees | 86,327 | 62,230 | 24,200 | (38,030) |
| 2000 | Premises | 20,907 | 21,030 | 21,350 | 320 |
| 3000 | Transport | 357 | 340 | 0 | (340) |
| 4000 | Cost Of Goods And Services | 9,758 | 9,930 | 11,340 | 1,410 |
| 7000 | Income | (122,524) | (128,380) | (133,310) | (4,930) |
| | Sum: | (5,176) | (34,850) | (76,420) | (41,570) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|----------------------|-----------------|
| ES100 | Cemeteries | (100,930) |
| ES110 | Bereavement Services | 24,510 |
| | TOTAL | (76,420) |

Major cost increases

No major changes.

Major cost decreases and changes in income

1 FTE moved to Grounds Maintenance GM960.

SES05 Open Spaces

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|-----------------|
| 1000 | Employees | 35,434 | 34,980 | 0 | (34,980) |
| 2000 | Premises | 90,284 | 68,090 | 95,990 | 27,900 |
| 3000 | Transport | 4,889 | 4,060 | 0 | (4,060) |
| 4000 | Cost Of Goods And Services | 27,297 | 26,080 | 23,040 | (3,040) |
| 7000 | Income | (28,528) | (47,800) | (46,500) | 1,300 |
| | Sum: | 129,376 | 85,410 | 72,530 | (12,880) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|--------------------------------|----------------|
| ES450 | Parks & Open Spaces | 24,730 |
| ES455 | Amory Park Recreation | 27,280 |
| ES460 | Play Areas | 20,520 |
| PS480 | Mddc Footpaths & Railway Walks | 0 |
| | TOTAL | 72,530 |

Major cost increases

Premises budget increased by £20k for Specific Revenue projects.

Major cost decreases and changes in income

Tree Officer salary moved to Planning and Estates and Open Spaces Officer moved to Property Services.

SGM01 Grounds Maintenance

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|---------------|
| 1000 | Employees | 425,867 | 460,550 | 490,810 | 30,260 |
| 2000 | Premises | 35,432 | 24,640 | 24,590 | (50) |
| 3000 | Transport | 70,138 | 72,630 | 75,630 | 3,000 |
| 4000 | Cost Of Goods And Services | 43,215 | 34,330 | 35,330 | 1,000 |
| 7000 | Income | (34,637) | (51,000) | (42,180) | 8,820 |
| | Sum: | 540,015 | 541,150 | 584,180 | 43,030 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|---------------------|----------------|
| GM960 | Grounds Maintenance | 584,180 |
| | TOTAL | 584,180 |

Major cost increases

1 FTE moved from Bereavement Services.

Major cost decreases and changes in income

Income reduced to reflect the current level of works recharged to Towns & Parishes.

SPS03 Flood Defence And Land Dra

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|----------|
| 1000 | Employees | 0 | 0 | 0 | 0 |
| 2000 | Premises | 2,978 | 26,230 | 26,230 | 0 |
| 4000 | Cost Of Goods And Services | 40,515 | 200 | 200 | 0 |
| 7000 | Income | (5,000) | 0 | 0 | 0 |
| | Sum: | 38,493 | 26,430 | 26,430 | 0 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|------------------------------|----------------|
| PS400 | Flood Defence And Land Drain | 26,430 |
| | TOTAL | 26,430 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPS04 Street Naming & Numbering

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 5,518 | 5,920 | 5,720 | (200) |
| 2000 | Premises | (389) | 2,970 | 2,970 | 0 |
| 3000 | Transport | (1) | 0 | 0 | 0 |
| 4000 | Cost Of Goods And Services | 65 | 60 | 60 | 0 |
| 7000 | Income | (1,625) | (1,390) | (1,390) | 0 |
| | Sum: | 3,569 | 7,560 | 7,360 | (200) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|---------------------------|-----------------------|
| PS600 | Street Naming & Numbering | 7,360 |
| | TOTAL | 7,360 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPS07 Public Transport

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 2000 | Premises | 4,133 | 8,000 | 8,000 | 0 |
| 4000 | Cost Of Goods And Services | 840 | 890 | 890 | 0 |
| 7000 | Income | (19,687) | (24,000) | (22,000) | 2,000 |
| | Sum: | (14,714) | (15,110) | (13,110) | 2,000 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| PS880 | Bus Station Maintenance | (13,110) |
| | TOTAL | (13,110) |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPS11 Public Conveniences

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 33,303 | 23,120 | 18,780 | (4,340) |
| 2000 | Premises | 54,693 | 58,270 | 65,270 | 7,000 |
| 3000 | Transport | 5,085 | 4,040 | 3,260 | (780) |
| 4000 | Cost Of Goods And Services | 8,487 | 8,000 | 7,000 | (1,000) |
| 7000 | Income | (58,019) | (50,200) | (40,200) | 10,000 |
| | Sum: | 43,549 | 43,230 | 54,110 | 10,880 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| PS350 | Public Conveniences | 54,110 |
| | TOTAL | 54,110 |

Major cost increases

No major changes.

Major cost decreases and changes in income

Income levels for PC contributions from Towns and Parishes have been adjusted to reflect 17-18 income.

SWS01 Street Cleansing

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 206,486 | 257,510 | 263,940 | 6,430 |
| 2000 | Premises | 46 | 0 | 0 | 0 |
| 3000 | Transport | 104,534 | 85,980 | 83,300 | (2,680) |
| 4000 | Cost Of Goods And Services | 38,146 | 44,300 | 42,450 | (1,850) |
| 7000 | Income | (9,964) | (13,470) | (13,470) | 0 |
| | Sum: | 339,247 | 374,320 | 376,220 | 1,900 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| WS650 | Street Cleansing | 376,220 |
| | TOTAL | 376,220 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SWS02 Waste Collection

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|-----------------|
| 1000 | Employees | 828,816 | 899,970 | 865,920 | (34,050) |
| 2000 | Premises | 28 | 0 | 0 | 0 |
| 3000 | Transport | 542,390 | 460,700 | 446,780 | (13,920) |
| 4000 | Cost Of Goods And Services | 560,717 | 561,340 | 523,600 | (37,740) |
| 7000 | Income | (1,361,192) | (1,476,900) | (1,460,800) | 16,100 |
| | Sum: | 570,759 | 445,110 | 375,500 | (69,610) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|------------------------|----------------|
| WS700 | Refuse Collection | 539,450 |
| WS710 | Trade Waste Collection | (141,950) |
| | TOTAL | 397,500 |

Major cost increases

No major changes.

Major cost decreases and changes in income

WS700 Salaries - Moved a Grade 4 post to SWS04 (£24k).

Following a round review, reduction in overtime and agency costs (£9.4k).

Budget for training moved to the corporate training code (£7k).

Budget for plant hire now used for a sinking fund (£14k).

Reduced usage of clinical waste service and doing in house collection of WEEE (£20k).

Target to increase number of garden waste customers by 500. (£24k)

Clinical waste recharge income £7k.

Reduction in caddy liner sales £5k

WS710 - Reduction in disposal charges (£23k), this is however offset by reduced income £13.5k and in house skip recharges £10k.

SWS03 Recycling

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|----------------|
| 1000 | Employees | 893,680 | 883,680 | 922,530 | 38,850 |
| 2000 | Premises | 191,061 | 173,350 | 203,960 | 30,610 |
| 3000 | Transport | 245,883 | 224,920 | 233,320 | 8,400 |
| 4000 | Cost Of Goods And Services | 389,522 | 232,950 | 170,430 | (62,520) |
| 7000 | Income | (868,220) | (906,200) | (924,440) | (18,240) |
| | Sum: | 851,927 | 608,700 | 605,800 | (2,900) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|---------------------|----------------|
| WS725 | Kerbside Recycling | 437,350 |
| WS740 | 16 Shop - Recycling | 0 |
| WS770 | Unit 3 Carlu Close | 172,610 |
| | TOTAL | 609,960 |

Major cost increases

WS725 - Salaries 1% payrise, SCP movement and increase in agency.

WS770 - Premises, includes increased insurance costs for the Waste Transfer Station £20k, this is however paid for by DCC, please see income note. Electricity budget set in line with actual spend £10k.

WS700 - Transport, hire of skip truck £10k please see cost decreases note.

Major cost decreases and changes in income

WS725 - Skips, not using a contractor and doing service in house (£10k).

WS725 - Movement in recycling income and haulage costs (£20k), mainly due to increase in material prices for glass and cardboard.

WS770 - Insurance costs paid for by DCC (£25k).

WS770 - Equipment budget not required (£10k).

WS770 - Income from DCC for the Waste Transfer Station JCB sinking fund (£15k).

SWS04 Waste Management

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|---------------|
| 1000 | Employees | 141,219 | 162,410 | 264,130 | 101,720 |
| 2000 | Premises | 0 | 0 | 0 | 0 |
| 3000 | Transport | 2,121 | 2,560 | 2,320 | (240) |
| 4000 | Cost Of Goods And Services | 3,754 | 5,820 | 2,620 | (3,200) |
| 7000 | Income | (4) | 0 | 0 | 0 |
| | Sum: | 147,091 | 170,790 | 269,070 | 98,280 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|-----------------------------|----------------|
| WS750 | Waste Management Staff Unit | 269,070 |
| | TOTAL | 269,070 |

Major cost increases

Salaries - Moved a Grade 4 post from SWS02 £24k. Group Manager £11k. To realign the Service staff costs have been moved from SGM01 Grounds Maintenance £16k and SES16 Environmental Enforcement £45K, which falls within the Community PDG.

S

Major cost decreases and changes in income

HOMES PDG 2018/19 Service Unit Budgets

SES15 Private Sector Housing C

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|------------------|----------------|-----------------|------------------|
| 1000 | Employees | 156,731 | 155,280 | 0 | (155,280) |
| 3000 | Transport | 5,457 | 6,880 | 0 | (6,880) |
| 4000 | Cost Of Goods And Services | 2,571 | 2,240 | 2,390 | 150 |
| 7000 | Income | (270,593) | (500) | (25,000) | (24,500) |
| | Sum: | (105,834) | 163,900 | (22,610) | (186,510) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|-----------------------------|-----------------|
| ES354 | Private Sector Housing Team | (22,610) |
| | TOTAL | (22,610) |

Major cost increases

No major changes.

Major cost decreases and changes in income

Employee costs have been moved to Public Staff Staff unit ES733.

SHG03 Homelessness Accom

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|-------|----------------------------|-----------------|----------------|----------------|----------------|
| 1000 | Employees | 191,430 | 207,260 | 204,460 | (2,800) |
| 2000 | Premises | 3,698 | 5,300 | 5,470 | 170 |
| 3000 | Transport | 11,421 | 11,840 | 11,700 | (140) |
| 4000 | Cost Of Goods And Services | 192,350 | 199,640 | 192,340 | (7,300) |
| 7000 | Income | (313,788) | (172,700) | (171,800) | 900 |
| | Sum: | 85,111 | 251,340 | 242,170 | (9,170) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|-------------|---------------------------|----------------|
| HG320 | Housing & Homelessness Ad | 42,970 |
| HG373 | Housing Options Staff | 199,200 |
| | TOTAL | 242,170 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPS05 Administration Buildings

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 2,180 | 20 | 20 | 0 |
| 2000 | Premises | 337,486 | 298,630 | 272,710 | (25,920) |
| 3000 | Transport | 2 | 0 | 0 | 0 |
| 4000 | Cost Of Goods And Services | 62,982 | 34,480 | 32,990 | (1,490) |
| 7000 | Income | (100,086) | (75,820) | (73,800) | 2,020 |
| | Sum: | 302,563 | 257,310 | 231,920 | (25,390) |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|--------------------------|-----------------------|
| PS800 | Civic Suite | 0 |
| PS810 | Phoenix House | 218,390 |
| PS820 | Dcc Library | (2,880) |
| PS830 | Town Hall | 0 |
| PS840 | Crediton Office Building | 16,410 |
| | TOTAL | 231,920 |

Major cost increases

No major changes.

Major cost decreases and changes in income

Specific project revenue budget requirement has reduced for 18-19.

SPS06 Mddc Depots

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 2000 | Premises | 61,626 | 53,830 | 57,170 | 3,340 |
| 4000 | Cost Of Goods And Services | 2,494 | 1,440 | 1,360 | (80) |
| 7000 | Income | (11,153) | (27,150) | 0 | 27,150 |
| | Sum: | 52,966 | 28,120 | 58,530 | 30,410 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|-------------------------|-----------------------|
| PS850 | Old Road Depot | 58,530 |
| PS860 | Station Yard Depot | 0 |
| PS870 | Lords Meadow Depot | 0 |
| | TOTAL | 58,530 |

Major cost increases

No major changes.

Major cost decreases and changes in income

Income budgets for the rental of Station Yard and Lords Meadow Depot have been taken out due to the sale of both assets.

SPS08 Office Building Cleaning

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 38,668 | 41,250 | 41,470 | 220 |
| 3000 | Transport | (22) | 0 | 0 | 0 |
| 4000 | Cost Of Goods And Services | 20,725 | 12,240 | 12,740 | 500 |
| | Sum: | 59,371 | 53,490 | 54,210 | 720 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|--------------------------|-----------------------|
| PS970 | Office Building Cleaning | 54,210 |
| | TOTAL | 54,210 |

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPS09 Property Services Staff I

| Group | Description | 2016/17 Actuals | 2017/18 Budget | 2018/19 Budget | Movement |
|--------------|----------------------------|------------------------|-----------------------|-----------------------|-----------------|
| 1000 | Employees | 281,773 | 361,520 | 381,250 | 19,730 |
| 2000 | Premises | 0 | 0 | 0 | 0 |
| 3000 | Transport | 21,194 | 17,960 | 21,800 | 3,840 |
| 4000 | Cost Of Goods And Services | 14,304 | 6,130 | 5,200 | (930) |
| 7000 | Income | (685) | (8,400) | (4,200) | 4,200 |
| | Sum: | 316,586 | 377,210 | 404,050 | 26,840 |

| Cost Centre | Cost Centre Name | 2018/19 Budget |
|--------------------|------------------------------|-----------------------|
| PS980 | Property Services Staff Unit | 404,050 |
| | TOTAL | 404,050 |

Major cost increases

Estates and Open Spaces Officer salary costs have moved into this costs centre.

Major cost decreases and changes in income

No major changes.

£k

Estates Management**Lords Meadow Leisure centre**

| | |
|---|----|
| Lords Meadow - Replace main pool filters | 80 |
| Lords Meadow - Tennis Courts surface and lining | 25 |

Exe Valley Leisure Centre

| | |
|---|----|
| EVLC pool tiling and balance tank repairs | 25 |
| EVLC - Pool Cover | 25 |

| | |
|--------------|------------|
| Total | 155 |
|--------------|------------|

Other MDDC Buildings**Phoenix House**

| | |
|--|----|
| Phoenix House - Electric water heater replacement | 25 |
| Phoenix House- Toilet refurbishment flooring and units | 30 |

MDDC Depot Sites

| | |
|---|----|
| Old Road Depot - Actions following condition report | 50 |
| Grounds Maintenance relocation (subject to feasibility) | 80 |

Play Areas

| | |
|---------------------------------------|----|
| Play area refurbishment District wide | 50 |
|---------------------------------------|----|

Other Projects

| | |
|---|----|
| Land drainage flood defence schemes | 25 |
| Land drainage flood defence schemes - Ashleigh Park Bampton | 87 |

General Fund Development Schemes

| | |
|--|--------------|
| Tiverton Redevelopment project - Asset acquisition | 4,000 |
| Total | 4,347 |

Economic Development Schemes

| | |
|-----------------------------------|------------|
| Tiverton Town Centre improvements | 40 |
| Mills Electricity Project | 100 |
| Broadband Project | 100 |
| Total | 240 |

ICT Projects

| | |
|--|------------|
| Desktop states replacement/refresh | 50 |
| CRM replacement | 75 |
| Data centre hardware refresh servers/storage | 120 |
| Replacement Grounds Maintenance system | 100 |
| Total | 345 |

Affordable Housing Projects

Grants to housing associations to provide houses (covered by Commuted Sums) 116

Total 116**Private Sector Housing Grants**

Empty homes and enforcement 106

Disabled Facilities Grants–P/Sector 500

Total 606**Replacement Vehicles****Grounds Maintenance**

Van Tipper 52

Total 52**TOTAL GF PROJECTS 5,861****HRA Projects****Existing Housing Stock**

Major repairs to Housing Stock 2,101

Renewable Energy Fund 100

Disabled Facilities Grants - Council Houses 300

Housing Development Schemes

Palmerston Park - Soil Nailing -RC Wall -Tree Clearance-Re sequencing charges 1,056

Birchen Lane - PHL correction work 143

Total 3,700**HRA Replacement Vehicles**

Van Tipper 7T (Voids) 40

Total 40**TOTAL HRA PROJECTS 3,740****GRAND TOTAL GF + HRA 9,601****MDDC Funding Summary****2018-19****EXISTING FUNDS £k**

Capital Grants Unapplied Reserve 636

Capital Receipts Reserve 1,125

Earmarked Reserves 1462

Miscellaneous Funding 2,338

Subtotal 5,561**NEW FUNDS**

Borrowing 4,000

Revenue Contributions 40

Subtotal 4,040**TOTAL FUNDING 9,601**

MID DEVON DISTRICT COUNCIL – NOTIFICATION OF KEY DECISIONS

November 2017

The Forward Plan containing key Decisions is published 28 days prior to each Cabinet meeting

| Title of report and summary of decision | Decision Taker | Date of Decision | Officer contact | Cabinet Member | Intention to consider report in private session and the reason(s) |
|--|---|-------------------------------|---|--|--|
| <p>Land for Affordable Housing</p> <p>To acquire land (in consultation with the Cabinet Member for Housing) for the provision of affordable housing (under the scheme of delegation) at Waddeton Park, Post Hill, Tiverton</p> | Director of Finance, Assets and Resources | Not before 1st Nov 2017 | Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242 | | Open |
| <p>10 Year Management Plan for Open Spaces</p> <p>The Open Spaces Manager will put forward provisional plans for a framework of development for open spaces, play areas and cemeteries in the District.</p> | Environment Policy Development Group Cabinet | 7 Nov 2017 23 Nov 2017 | Andrew Pritchard, Director of Operations Tel: 01884 234950 | Cabinet Member for Community Well Being (Councillor Colin Slade) | Open |
| Market Rights Policy | Economy Policy | | Alan Ottey, Tiverton Town Centre and | Cabinet Member for Planning and | Open |

Agenda Item 8.

| Title of report and summary of decision | Decision Taker | Date of Decision | Officer contact | Cabinet Member | Intention to consider report in private session and the reason(s) |
|---|---|--|---|---|---|
| A report proposing the adoption of a new Market Policy. | Development Group Cabinet Council | 9 Nov 2017 23 Nov 2017 13 Dec 2017 | Market Manager | Economic Regeneration (Councillor Richard Chesterton) | |
| Amenity car parks A report presenting options for the use of Amenity Car Parks going forwards. | Economy Policy Development Group Cabinet | 9 Nov 2017 23 Nov 2017 | Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242 | Cabinet Member for Housing (Councillor Ray Stanley) | Open |
| Mid Devon Destination Management Plan & Action Plan Report updating Members on the current impact tourism has on Mid Devon's local economy and how we can develop the sector over the next 5 years. | Economy Policy Development Group Cabinet | 9 Nov 2017 23 Nov 2017 | John Bodley-Scott, Economic Development Team Leader | Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton) | Open |

| Title of report and summary of decision | Decision Taker | Date of Decision | Officer contact | Cabinet Member | Intention to consider report in private session and the reason(s) |
|--|---|---|---|--|---|
| <p>Market Environmental Strategy</p> <p>To receive a report considering the Environmental Strategy for the Tiverton Pannier Market</p> | <p>Economy Policy Development Group</p> <p>Cabinet</p> <p>Council</p> | <p>9 Nov 2017</p> <p>23 Nov 2017</p> <p>13 Dec 2017</p> | <p>Adrian Welsh, Group Manager for Growth, Economy and Delivery</p> | <p>Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)</p> | <p>Open</p> |
| <p>Severe Weather Emergency Protocol and Extended Winter Provision Protocol</p> <p>As a member of the Devon and Cornwall Housing Options Partnership (DCHOP) the Housing service recognises that local areas should try to prevent rough sleeping at any time of the year. However, the winter period can present the greatest risks to the health of rough sleepers. Therefore a protocol needs to be agreed with the other LAs in the County.</p> | <p>Homes Policy Development Group</p> <p>Cabinet</p> | <p>14 Nov 2017</p> <p>23 Nov 2017</p> | <p>Michael Parker, Housing Options Manager Tel: 01884 234906</p> | <p>Cabinet Member for Housing (Councillor Ray Stanley)</p> | <p>Open</p> |

| Title of report and summary of decision | Decision Taker | Date of Decision | Officer contact | Cabinet Member | Intention to consider report in private session and the reason(s) |
|---|---|--|---|--|---|
| <p>Community Housing Fund Grant Policy</p> <p>To receive a report from the Housing Services Manager regarding the new Community Housing Fund Policy.</p> | <p>Homes Policy Development Group</p> <p>Cabinet</p> <p>Council</p> | <p>14 Nov 2017</p> <p>23 Nov 2017</p> <p>13 Dec 2017</p> | <p>Claire Fry, Housing Services Manager Tel: 01884 234920</p> | <p>Cabinet Member for Housing (Councillor Ray Stanley)</p> | <p>Open</p> |
| <p>Rechargeable Repairs</p> <p>To receive a report reviewing the Rechargeable Repairs policy.</p> | <p>Homes Policy Development Group</p> <p>Cabinet</p> | <p>14 Nov 2017</p> <p>23 Nov 2017</p> | <p>Mark Baglow, Group Manager for Building Services Tel: 01884 233011</p> | <p>Cabinet Member for Housing (Councillor Ray Stanley)</p> | <p>Open</p> |
| <p>Corporate Debt Recovery Policy</p> <p>To consider a revised policy.</p> | <p>Audit Committee</p> <p>Cabinet</p> | <p>21 Nov 2017</p> <p>4 Jan 2018</p> | <p>Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242</p> | <p>Cabinet Member for Finance (Councillor Peter Hare-Scott)</p> | <p>Open</p> |
| <p>Local Enforcement Policy (post consultation)</p> <p>Report of the Head of Planning and Regeneration following the consultation process</p> | <p>Cabinet</p> <p>Council</p> | <p>23 Nov 2017</p> <p>13 Dec 2017</p> | <p>Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346</p> | <p>Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)</p> | <p>Open</p> |

| Title of report and summary of decision | Decision Taker | Date of Decision | Officer contact | Cabinet Member | Intention to consider report in private session and the reason(s) |
|---|------------------------|--------------------------------|---|---|---|
| <p>Half Yearly Investment Performance and Review of Treasury Management Strategy</p> <p>Report regarding treasury performance during the first 6 months of the 2017/18 financial year.</p> | Cabinet | 23 Nov 2017 | Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242 | Cabinet Member for Finance (Councillor Peter Hare-Scott) | Open |
| <p>Supply of Kitchens</p> <p>To consider the outcome of the procurement exercise for the supply of kitchens to Council property.</p> | Cabinet | 23 Nov 2017 | Andrew Pritchard, Director of Operations Tel: 01884 234950 | Cabinet Member for Housing (Councillor Ray Stanley) | Open |
| <p>Heart of the South West - Joint Committee</p> <p>To receive a report to formally agree the joint committee.</p> | Cabinet Council | 23 Nov 2017 13 Dec 2017 | Stephen Walford, Chief Executive Tel: 01884 234201 | Leader of the Council (Councillor Clive Eginton) | Open |
| <p>Gender Pay Gap</p> <p>To consider a report outlining the current position with regard to the Gender Pay Gap within the authority.</p> | Cabinet | 23 Nov 2017 | Jane Cottrell, Group Manager for Human Resources Tel: 01884 234919 | Leader of the Council (Councillor Clive Eginton) | Open |

| Title of report and summary of decision | Decision Taker | Date of Decision | Officer contact | Cabinet Member | Intention to consider report in private session and the reason(s) |
|--|-----------------------|----------------------------|--|---|--|
| | | | | | |
| Tax Base Calculation Report detailing the statutory calculations necessary to determine the Tax Base for the Council Tax | Cabinet Council | 23 Nov 2017 13 Dec 2017 | Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242 | Cabinet Member for Finance (Councillor Peter Hare-Scott) | Open |
| Council Tax Reduction Scheme Report regarding a scheme for 2018 | Cabinet Council | 23 Nov 2017 13 Dec 2017 | Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242 | Cabinet Member for Finance (Councillor Peter Hare-Scott) | Open |
| Greater Exeter Strategic Plan To consider a report of the Head of Planning, Economy and Regeneration regarding a draft strategic plan. | Cabinet Council | 23 Nov 2017 13 Dec 2017 | Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346 | Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton) | Open |
| Insurance Tender To consider delegating authority to the Head of Finance, Assets and Resources in consultation | Cabinet | 23 Nov 2017 | Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242 | Cabinet Member for Finance (Councillor Peter Hare-Scott) | Open |

| Title of report and summary of decision | Decision Taker | Date of Decision | Officer contact | Cabinet Member | Intention to consider report in private session and the reason(s) |
|--|---|--|---|--|--|
| with the Cabinet Member for Finance to decide the outcome of the insurance tender process due to time restrictions. | | | | | |
| Asbestos Surveying - Licensed and Unlicensed Removal 2017-2021 To consider the outcome of the tender process | Cabinet | 23 Nov 2017 | Andrew Pritchard, Director of Operations Tel: 01884 234950 | Cabinet Member for Housing (Councillor Ray Stanley) | Open |
| Town and Parish Charter To undertake a four yearly review the Town and Parish Charter | Community Policy Development Group Cabinet | 28 Nov 2017 4 Jan 2018 | Jill May, Director of Corporate Affairs and Business Transformation Tel: 01884 234381 | Cabinet Member for Community Well Being (Councillor Colin Slade) | Open |
| Air Quality To consider the formation of a new policy. | Community Policy Development Group Cabinet Council | 28 Nov 2017 4 Jan 2018 21 Feb 2018 | Simon Newcombe, Group Manager for Public Health and Regulatory Services Tel: 01884 234615 | Cabinet for the Working Environment and Support Services (Councillor Margaret Squires) | Open |

| Title of report and summary of decision | Decision Taker | Date of Decision | Officer contact | Cabinet Member | Intention to consider report in private session and the reason(s) |
|---|---|-------------------------------|---|---|--|
| Corporate Anti Social Behaviour Policy 4 yearly review | Community Policy Development Group Cabinet | 28 Nov 2017 4 Jan 2018 | Andrew Pritchard, Director of Operations Tel: 01884 234950 | Cabinet Member for Housing (Councillor Ray Stanley) | Open |
| Community Safety Partnership Plan 2 yearly review | Community Policy Development Group Cabinet | 28 Nov 2017 4 Jan 2018 | Andrew Pritchard, Director of Operations Tel: 01884 234950 | Cabinet for the Working Environment and Support Services (Councillor Margaret Squires) | Open |
| Town Centre Masterplan following public consultation To consider that masterplan. | Cabinet | 4 Jan 2018 | Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346 | Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton) | Open |
| Cleaning Contractors To approve the outcome of the procurement exercise. | Cabinet | 4 Jan 2018 | Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242 | Cabinet for the Working Environment and Support Services (Councillor Margaret Squires) | Open |

| Title of report and summary of decision | Decision Taker | Date of Decision | Officer contact | Cabinet Member | Intention to consider report in private session and the reason(s) |
|---|--|--|--|--|--|
| | | | | | |
| Vehicle Maintenance Contract To consider the maintenance contract. | Environment Policy Development Group Cabinet | 9 Jan 2018 1 Feb 2018 | Stuart Noyce, Group Manager for Street Scene and Open Spaces | Leader of the Council (Councillor Clive Eginton) | Open |
| Bereavement Services Fees and Charges A review of fees and charges | Environment Policy Development Group Cabinet | 9 Jan 2018 1 Feb 2018 | Andrew Pritchard, Director of Operations Tel: 01884 234950 | Leader of the Council (Councillor Clive Eginton) | Open |
| Economic Strategy To consider a new policy. | Economy Policy Development Group Cabinet Council | 11 Jan 2018 1 Feb 2018 21 Feb 2018 | Adrian Welsh, Group Manager for Growth, Economy and Delivery | Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton) | Open |
| Tenancy Strategy To consider a report regarding the revised strategy. | Homes Policy Development Group Cabinet | 16 Jan 2018 1 Feb 2018 | Claire Fry, Housing Services Manager Tel: 01884 234920 | Cabinet Member for Housing (Councillor Ray Stanley) | Open |

| Title of report and summary of decision | Decision Taker | Date of Decision | Officer contact | Cabinet Member | Intention to consider report in private session and the reason(s) |
|--|---|-------------------------------|---|--|--|
| | | | | | |
| Tenancy Policy To consider a report regarding the revised Policy. | Homes Policy Development Group Cabinet | 16 Jan 2018 1 Feb 2018 | Claire Fry, Housing Services Manager Tel: 01884 234920 | Cabinet Member for Housing (Councillor Ray Stanley) | Open |
| Gas Safety Policy To consider a report regarding the revised Gas Safety Policy. | Homes Policy Development Group Cabinet | 16 Jan 2018 1 Feb 2018 | Mark Baglow, Group Manager for Building Services Tel: 01884 233011 | Cabinet Member for Housing (Councillor Ray Stanley) | Open |
| Community Engagement Strategy 2016-17 Report updating Members on progress made with the Community Engagement Action Plan (2015-16) and to review the strategy and focus for 2016-17. | Community Policy Development Group Cabinet | 30 Jan 2018 1 Feb 2018 | Liz Reeves, Head of Customer Services Tel: 01884 234371 | Cabinet Member for Community Well Being (Councillor Colin Slade) | Open |
| Wireless Broadband update | Cabinet | 1 Feb 2018 | Adrian Welsh, Group Manager for Growth, Economy and Delivery | Cabinet Member for Planning and Economic Regeneration (Councillor | Open |

| Title of report and summary of decision | Decision Taker | Date of Decision | Officer contact | Cabinet Member | Intention to consider report in private session and the reason(s) |
|---|-----------------------|---------------------------|--|---|--|
| | | | | Richard Chesterton) | |
| Tiverton Town Centre Masterplan Report of the Head of Planning and Regeneration outlining the draft masterplan for consultation following deferral from the meeting on 11 May to allow for further consideration to take place. | Cabinet | 1 Feb 2018 | Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346 | Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton) | Open |
| Budget Report outlining options available in order for the Council to move towards a balanced budget for 2018/19 | Cabinet Council | 1 Feb 2018 21 Feb 2018 | Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242 | Cabinet Member for Finance (Councillor Peter Hare-Scott) | Open |
| Play Area Contractors To consider the outcome of the procurement exercise for the provision of play area contractors | Cabinet | 1 Feb 2018 | Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242 | Cabinet Member for Community Well Being (Councillor Colin Slade) | Open |
| Capital Programme Report seeking Council | Cabinet Council | 1 Feb 2018 21 Feb 2018 | Andrew Jarrett, Director of Finance, Assets and | Cabinet Member for Finance (Councillor Peter | Open |

| Title of report and summary of decision | Decision Taker | Date of Decision | Officer contact | Cabinet Member | Intention to consider report in private session and the reason(s) |
|---|------------------------|-------------------------------|---|--|---|
| approval for the 2018/19 Capital Programme | | | Resources Tel: 01884 234242 | Hare-Scott) | |
| National Non - Domestic Rates Report providing an update on the income generation and financial implications of the number of business rates properties in Mid Devon and requesting that the NNDR1 be approved. | Cabinet | 1 Feb 2018 | Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242 | Cabinet Member for Finance (Councillor Peter Hare-Scott) | Open |
| Policy Framework Report outlining the Policy Framework for the year | Cabinet Council | 1 Feb 2018 21 Feb 2018 | Stephen Walford, Chief Executive Tel: 01884 234201 | Leader of the Council (Councillor Clive Eginton) | Open |
| Establishment Report outlining the overall structure of the Council | Cabinet Council | 1 Feb 2018 21 Feb 2018 | Jane Cottrell, Group Manager for Human Resources Tel: 01884 234919 | Cabinet for the Working Environment and Support Services (Councillor Margaret Squires) | Open |

| Title of report and summary of decision | Decision Taker | Date of Decision | Officer contact | Cabinet Member | Intention to consider report in private session and the reason(s) |
|--|---|--|--|---|---|
| <p>Review of Bereavement Services</p> <p>To receive a report regarding a review of Bereavement Services, to include National Assisted Burials</p> | <p>Environment Policy Development Group</p> <p>Cabinet</p> | <p>6 Mar 2018</p> <p>10 May 2018</p> | <p>Andrew Pritchard, Director of Operations Tel: 01884 234950</p> | <p>Leader of the Council (Councillor Clive Eginton)</p> | <p>Open</p> |
| <p>Gypsies and Travellers Policy</p> <p>To receive a report regarding a policy for Gypsy and Travellers.</p> | <p>Community Policy Development Group</p> <p>Cabinet</p> <p>Council</p> | <p>27 Mar 2018</p> <p>5 Apr 2018</p> <p>9 May 2018</p> | <p>Simon Newcombe, Group Manager for Public Health and Regulatory Services Tel: 01884 234615</p> | <p>Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)</p> | <p>Open</p> |
| <p>Revised Data Protection Policy</p> <p>To consider a revised policy</p> | <p>Cabinet</p> | <p>5 Apr 2018</p> | <p>Catherine Yandle, Group Manager for Performance, Governance and Data Security Tel: 01884 234975</p> | <p>Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)</p> | <p>Open</p> |
| <p>Revised Freedom of Information Policy</p> | <p>Cabinet</p> | <p>5 Apr 2018</p> | <p>Catherine Yandle, Group Manager for</p> | <p>Cabinet for the Working</p> | <p>Open</p> |

| Title of report and summary of decision | Decision Taker | Date of Decision | Officer contact | Cabinet Member | Intention to consider report in private session and the reason(s) |
|---|----------------|-------------------------|---|--|---|
| To consider a revised policy | | | Performance, Governance and Data Security Tel: 01884 234975 | Environment and Support Services (Councillor Margaret Squires) | |
| ICT Strategy Report of the Head of Customer Services regarding review of the ICT Strategy | Cabinet | Not before 1st Jun 2018 | Liz Reeves, Head of Customer Services Tel: 01884 234371 | Cabinet Member for Community Well Being (Councillor Colin Slade) | Open |