

Public Document Pack

Mid Devon District Council

Community Policy Development Group

**Tuesday, 28 July 2020 at 2.15 pm
Virtual Meeting**

**Next ordinary meeting
Tuesday, 22 September 2020 at 2.15 pm**

Important - this meeting will be conducted and recorded by Zoom only. Please do not attend Phoenix House. The attached Protocol for Remote Meetings explains how this will work.

To join this meeting, please click the following link:

Join Zoom Meeting

<https://zoom.us/j/95168581797?pwd=K0IFYVA1VDhSTk5NdmRUS0J2MUtYdz09>

Meeting ID: 951 6858 1797
Password: 948528

One tap mobile

08000315717,,95168581797#,,,,0#,,948528# United Kingdom Toll-free
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0 800 031 5717 United Kingdom Toll-free
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0 800 358 2817 United Kingdom Toll-free

Meeting ID: 951 6858 1797
Password: 948528

Membership

Cllr C R Slade
Cllr E J Berry
Cllr W Burke
Cllr L J Cruwys
Cllr Mrs C P Daw
Cllr J M Downes
Cllr B Holdman
Cllr D F Pugsley
Cllr Mrs M E Squires

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 **Election of Chairman (Chairman of the Council in the Chair)**
To elect a Chairman for the municipal year 2020-2021

- 2 **Virtual Meeting Protocol (Pages 5 - 10)**
Group to note the virtual meeting protocol.

- 3 **Election of Vice Chairman**
To elect a Vice Chairman for the municipal year 2020-2021

- 4 **Apologies and Substitute Members**
To receive any apologies for absence and notices of appointment of substitute Members (if any).

- 5 **Declarations of Interest under the Code of Conduct**
Councillors are reminded of the requirement to declare any interest, including the type of interest, and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.

- 6 **Public Question Time**
To receive any questions relating to items on the Agenda from members of the public and replies thereto.

Note: A maximum of 30 minutes is allowed for this item.

- 7 **Minutes of the Previous Meeting (Pages 11 - 14)**
Members to consider whether to approve the minutes of the last meeting of the Group held on 28th January 2020 as a correct record.

The Group is reminded that only those members of the Group present at the previous meeting should vote and, in doing so, should be influenced only by seeking to ensure that the minutes are an accurate record.

- 8 **Chairmans Announcements**
To receive any announcements that the Chairman may wish to make.

- 9 **Devon District Council's Joint Safeguarding Policy and MDDC Guidance and Procedures (Pages 15 - 18)**
To provide Members with the updated Safeguarding Policy and a review of best practice.

- 10 **Community Safety Partnership (Pages 19 - 26)**
To consider a report from the Group Manager for Public Health and Regulatory Services providing an update on the Community Safety Partnership (CSP) priorities and the planned activities of the partnership for the coming year.

- 11 **Contaminated Land Cost Recovery Policy** (Pages 27 - 54)
To receive the 5 yearly review of the Contaminated Land Cost Recovery Policy from the Group Manager of Public Health and Regulatory Services.
- 12 **Grant payments to external organisations (the strategic grants review process)** (Pages 55 - 58)
To receive a report from the Head of Planning, Economy and Regeneration and agree the procedure for the review of strategic grant funding for financial years 2021-24.
- 13 **Revenue & Capital Outturn Report** (Pages 59 - 96)
To consider a report of the Deputy Chief Executive (S151) presenting the Revenue and Capital Outturn report, previously considered by Cabinet on 9th July 2020
- 14 **Chairmans Annual Report** (Pages 97 - 98)
To receive the Chairman's draft annual report on the work of the Committee since May 2019.
- 15 **Access to Information - Exclusion of Press and Public**
It may be necessary to pass the following resolution to exclude the press and public having reflected on Article 12 12.02(d) (a presumption in favour of openness) of the Constitution. This decision may be required because consideration of this matter in public may disclose information falling within one of the descriptions of exempt information in Schedule 12A to the Local Government Act 1972. The Cabinet will need to decide whether, in all the circumstances of the case, the public interest in maintaining the exemption, outweighs the public interest in disclosing the information.
- To consider passing the following resolution so that financial information may be discussed.
- Recommended** 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) .
- 16 **Leisure Services update**
To receive a verbal update from the Leisure Manager – Development & Performance.
- 17 **Identification of Items for the Next Meeting**
Note: This item is limited to 10 minutes. There should be no discussion on the items raised.
- 18 **Start Time of Meetings**

To agree the start time of meetings for the municipal year 2020-2021

Stephen Walford
Chief Executive
Monday, 20 July 2020

Covid-19 and meetings

The Council will be holding some meetings in the next few weeks, but these will not be in person at Phoenix House until the Covid-19 crisis eases. Instead, the meetings will be held remotely via Zoom and you will be able to join these meetings via the internet. Please see the instructions on each agenda and read the Protocol on Remote Meetings before you join.

If you want to ask a question or speak, email your full name to Committee@middevon.gov.uk by **no later than 4pm on the day before the meeting**. This will ensure that your name is on the list to speak and will help us ensure that you are not missed – as you can imagine, it is easier to see and manage public speaking when everyone is physically present in the same room. Notification in this way will ensure the meeting runs as smoothly as possible.

If you require any further information please contact Carole Oliphant on:
E-Mail: coliphant@middevon.gov.uk

Mid Devon District Council - Remote Meetings Protocol

1. Introduction

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations permit remote attendance in Local Authority meetings.

Remote attendance is permitted as long as certain conditions are satisfied. These include that the Member is able to hear and be heard by the other Members in attendance. Also, being able to hear and be heard by any members of the public entitled to attend the meeting (in line with the public participation scheme). A visual solution is preferred, but audio is sufficient.

This also relates to members of the public attending the meeting also being heard. The regulations are clear that a meeting is not limited to those present in the same place, but includes electronic, digital or virtual locations (internet locations, web addresses or conference call telephone numbers).

2. Zoom

Zoom is the system the Council will be using for the time-being to host remote / virtual meetings. It has functionality for audio, video, and screen sharing and you do not need to be a member of the Council or have a Zoom account to join a Zoom meeting.

3. Access to documents

Member Services will publish the agenda and reports for committee meetings on the Council's website in line with usual practice. Paper copies of agendas will only be made available to those who have previously requested this and also the Chair of a virtual meeting.

If any other Member wishes to have a paper copy, they must notify the Member Services before the agenda is published, so they can arrange to post directly – it may take longer to organise printing, so as much notice as possible is appreciated. Printed copies will not be available for inspection at the Council's offices and this requirement was removed by the Regulations.

4. Setting up the Meeting

This will be done by Member Services. They will send a meeting request via Outlook which will appear in Members' Outlook calendar. Members will receive a URL link to click on to join the meeting.

5. Public Access

Members of the public will be able to use a weblink and standard internet browser. This will be displayed on the front of the agenda.

6. Joining the Meeting

Councillors must join the meeting early (i.e. at least **five** minutes before the scheduled start time) in order to avoid disrupting or delaying the meeting. Councillors should remember that they may be visible and heard by others, including the public, during this time.

7. Starting the Meeting

At the start of the meeting, the Member Services Officer will check all required attendees are present (viewing the participant list) and that there is a quorum. If there is no quorum, the meeting will be adjourned. This applies if, during the meeting, it becomes inquorate for whatever reason.

The Chair will remind all Members, Officers and the Public that **all microphones will be automatically muted**, unless and until they are speaking. This prevents background noise, coughing etc. which is intrusive and disruptive during the meeting. The Hosting Officer will enforce this and will be able to turn off participant mics when they are not in use. Members would then need to turn their microphones back on when they wish to speak.

8. Public Participation

Participation by members of the public will continue in line with the Council's current arrangements as far as is practicable. However, to ensure that the meeting runs smoothly and that no member of the public is missed, all those who wish to speak must register **by 4pm on the day before the meeting**. They should email their full name to Committee@middevon.gov.uk. If they wish to circulate their question in advance, that would be helpful.

At public question time, the Chair will invite the public by name to speak at the appropriate time. At that point, all public microphones will be enabled. This means that, to avoid private conversations being overheard, no member of the public should speak until it is their turn and they should then refrain from speaking until the end of public question time, when all microphones will be muted again. In the normal way, the public should state their full name, the agenda item they wish to speak to **before** they proceed with their question.

Unless they have registered, a member of the public will not be called to speak.

If a member of the public wishes to ask a question but cannot attend the meeting for whatever reason, there is nothing to prevent them from emailing members of the Committee with their question, views or concern in advance. However, if they do so, it would be helpful if a copy could be sent to Committee@middevon.gov.uk as well.

9. Declaration of Interests

Councillors should declare their interests in the usual way. A councillor with a disclosable pecuniary interest is required to leave the room. For remote meetings, this means that they will be moved to a break-out room for the duration

of this item and will only be invited back into the meeting when discussion on the relevant item has finished.

10. The Meeting and Debate

The Council will not be using the Chat function.

The Chair will call each member of the Committee to speak - the Chair can choose to do this either by calling (i) each member in turn and continuing in this way until no member has anything more to add, or (ii) only those members who indicate a wish to speak using the 'raise hand' function within Zoom. This choice will be left entirely to the Chair's discretion depending on how they wish to manage the meeting and how comfortable they are using the one or the other approach.

Members are discouraged from physically raising their hand in the video to indicate a wish to speak – it can be distracting and easily missed/misinterpreted. No decision or outcome will be invalidated by a failure of the Chair to call a member to speak – the remote management of meetings is intensive and it is reasonable to expect that some requests will be inadvertently missed from time to time.

When referring to reports or making specific comments, Councillors should refer to the report and page number, so that all Members of the Committee have a clear understanding of what is being discussed at all times.

11. Voting

On a recommendation or motion being put to the vote, the Chair (or the Member Services Officer) will go round the virtual room and ask each member entitled to vote to say whether they are for or against or whether they abstain. The Member Services Officer will announce the numerical result of the vote.

12. Meeting Etiquette Reminder

- Mute your microphone – you will still be able to hear what is being said.
- Only speak when invited to do so by the Chair.
- Speak clearly and please state your name each time you speak
- If you're referring to a specific page, mention the page number.

13. Part 2 Reports and Debate

There are times when council meetings are not open to the public, when confidential, or "exempt" issues – as defined in Schedule 12A of the Local Government Act 1972 – are under consideration. It is important to ensure that there are no members of the public at remote locations able to hear or see the proceedings during such meetings.

Any Councillor in remote attendance must ensure that there is no other person present – a failure to do so could be in breach of the Council's Code of Conduct.

If there are members of the public and press listening to the open part of the meeting, then the Member Services Officer will, at the appropriate time, remove them to a break-out room for the duration of that item. They can then be invited back in when the business returns to Part 1.

Please turn off smart speakers such as Amazon Echo (Alexa), Google Home or smart music devices. These could inadvertently record phone or video conversations, which would not be appropriate during the consideration of confidential items.

14. Interpretation of standing orders

Where the Chair is required to interpret the Council's Constitution and procedural rules in light of the requirements of remote participation, they may take advice from the Member Services Officer or Monitoring Officer prior to making a ruling. However, the Chair's decision shall be final.

15. Disorderly Conduct by Members

If a Member behaves in the manner as outlined in the Constitution (persistently ignoring or disobeying the ruling of the Chair or behaving irregularly, improperly or offensively or deliberately obstructs the business of the meeting), any other Member may move 'That the member named be not further heard' which, if seconded, must be put to the vote without discussion.

If the same behaviour persists and a Motion is approved 'that the member named do leave the meeting', then they will be removed as a participant by the Member Services Officer.

16. Disturbance from Members of the Public

If any member of the public interrupts a meeting the Chair will warn them accordingly. If that person continues to interrupt or disrupt proceedings the Chair will ask the Member Services Officer to remove them as a participant from the meeting.

17. After the meeting

Please ensure you leave the meeting promptly by clicking on the red phone button to hang up.

18. Technical issues

In the event that the Chair, the Hosting Officer or the Member Services Officer identifies a problem with the systems from the Council's side, the Chair should declare a recess while the fault is addressed. If it is not possible to address the fault and the meeting becomes inquorate through this fault, the meeting will be adjourned until such time as it can be reconvened.

If the meeting was due to determine an urgent matter or one which is time-limited and it has not been possible to continue because of technical difficulties, the Chief Executive, Leader and relevant Cabinet Member, in consultation with the Monitoring Officer, shall explore such other means of taking the decision as may be permitted by the Council's constitution.

For members of the public and press who experience problems during the course of a meeting e.g. through internet connectivity or otherwise, the meeting will not be suspended or adjourned.

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MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **COMMUNITY POLICY DEVELOPMENT GROUP**
held on 28 January 2020 at 2.15 pm

Present Councillors

W Burke, Mrs C P Daw, J M Downes,
B Holdman, E G Luxton, C R Slade and
L J Cruwys

Apologies Councillor(s)

Mrs M E Squires

Also Present Officer(s):

Lee Chester (Leisure Manager), Rob Fish (Principal Accountant), Clare Robathan (Scrutiny Officer) and Carole Oliphant (Member Services Officer)

55 APOLOGIES AND SUBSTITUTE MEMBERS (00.49)

Apologies were received from Cllr Mrs M E Squires.

56 DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (01.01)

There were no declarations of interest made.

57 PUBLIC QUESTION TIME (01.17)

There were no members of the public present.

58 MINUTES OF THE PREVIOUS MEETING (01.23)

The Minutes of the Meeting held on 10th December 2019 were approved as a correct record and **SIGNED** by the Chairman.

59 CHAIRMANS ANNOUNCEMENTS (01.57)

The Chairman had no announcement to make.

60 DRAFT BUDGET (02.02)

The Group had before it the *draft budget report from the Deputy Chief Executive (S151).

The Principal Accountant explained that the budget gap was currently calculated at £234k and that it had risen due to the changes to the car parking charges proposals made by the Cabinet which would see a £57k reduction in projected income.

He gave further detail on the following:

- Budget proposals for 2020/2021 and the Capital Programme
- Advance payment of the next 3 years pension deficit
- The revised Medium Term Plan
- The proposed revision of the minimum General Reserves (General Fund) limit to £2m

The Group gave consideration to the following:

- Clarification required of the flower beds to be removed
- The reduction of income due to the changes to the car parking charges in Tiverton and how the income was to be replaced
- Clarification of the how the reduction in the public convenience budget was to be achieved
- Clarification of the proposals for bin emptying on the Canal

The Group discussed the removal of the weed team and it was explained that the Homes PDG had made a recommendation to the Cabinet that the weed team be retained. The Group **AGREED** to endorse the recommendation of the Homes PDG.

(Proposed by Cllr Mrs C P Daw and seconded by Cllr L Cruwys)

Note: *draft budget report previously circulated and attached to the minutes.

61 **FINANCIAL MONITORING (28.00)**

The Group had before it and **NOTED** the *Financial Monitoring report presented by the Principal Accountant giving an overview of the income and expenditure to November 2019 and explained.

He explained that the variance had moved £148k and was now £243k in November.

He gave the Group an overview of the main areas of movement between the October and November monitoring reports and consideration was given to:

- Revenues and Benefits – Housing Benefit overpayments recovery
- Planning – Income was less than forecast in this demand lead services
- NNDR – Business Rates were lower than forecast following successful appeals.

Note: *Financial Monitoring report previously circulated and attached to the minutes

62 **SHOWER FACILITIES AT LORDS MEADOW LEISURE CENTRE (33.02)**

Following a request at the previous meeting for information, the Leisure Manager explained to the Group that the poolside communal changing block at Lords Meadow Leisure Centre had been updated and additional signage had been installed which informed users who was permitted to use the facilities.

He informed the Group that sliding shower screens could be installed at the cost of circa £500 and that the budget would be found through the Property Services Budget.

63 IDENTIFICATION OF ITEMS FOR THE NEXT MEETING (38.46)

Members requested that the Leisure Manager provide details of the business case for the spread of classes across different demographics in his 6 monthly update in June 2020.

(The meeting ended at 2.56 pm)

CHAIRMAN

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COMMUNITY WELL-BEING PDG 28 JULY 2020

SAFEGUARDING POLICY, GUIDANCE AND PROCEDURES

Cabinet Member(s): Cllr Dennis Knowles, Cabinet Member for Community Well Being

Responsible Officer: Mrs Jill May, Director of Corporate Affairs & Business Transformation and Corporate Safeguarding Lead Officer

Reason for Report: To provide Members with the updated Safeguarding Policy and a review of best practice.

RECOMMENDATION: That the Community Well-Being PDG notes there has been no significant changes with the Safeguarding Policy and guidance.

Relationship to Corporate Plan: The report helps the Council meet its legal responsibilities in respect to safeguarding and child protection and contributes to the Corporate Plan.

Financial Implications: To provide training for relevant staff.

Legal Implications: If we do not have appropriate policies and procedures in place we may not meet the requirements of relevant Safeguarding legislation i.e. the Children's Act 2004, Care Act 2014, etc.

Risk Assessment: Failure to have adequate policies and procedures in place may result in harm or injury to a child or adults at risk.

Equality Impact Assessment: Equality Impact Assessment: No equality issues identified for this report

1.0 Introduction

- 1.1 The purpose of this report is to update you on the Council's Safeguarding and Child Protection Policy.
- 1.2 The policy and procedures/guidelines reflect Devon Children and Families Partnership and Devon Safeguarding Adults Partnership referral process to ensure our procedures are up to date.
- 1.3 Council services that have direct contact with children or adults at risk or a direct role in maintaining their welfare are Housing, both Neighbourhoods and Housing Options, Leisure and Public Health & Regulatory Services. However, all services have a role in safeguarding and promoting the welfare of children and adults at risk through carrying out their duties.

2.0 Safeguarding Policy

2.1 There are a number of legislations relating to safeguarding and child protection, the main ones are Care Act 2014; Children's Act and Mental Capacity Act.

2.2 Under the Care Act (2014), an adult at risk is someone over 18 years old who: has care and support needs is experiencing, or is at risk of, abuse or neglect as a result of their care and support needs is unable to protect himself or herself against the abuse or neglect or the risk of it.

If someone has care and support needs but is not currently receiving care or support from a health or care service, they may still be an adult at risk.

2.3 The Care Act (2014) sets out the statutory requirement for local authorities, health, police and other agencies to both develop and assess the effectiveness of their local safeguarding arrangements. It sets out a clear legal framework for how local authorities and other parts of the health and care system should protect adults at risk of abuse or neglect. This is founded on the six key principles: Empowerment; Prevention; Proportionality; Protection; Partnership; Accountability.

2.4 Mental capacity and the Mental Capacity Act is our ability to make decisions about all aspects of our lives. This could be affected permanently or temporarily by an injury, a serious illness or a disability.

The Mental Capacity Act (MCA) (2005) protects those who lack capacity and empowers them to make decisions for themselves wherever possible. It applies to people over the age of 16.

The act explains in legal terms how to assess if someone has capacity to make their own decisions, and, if the person is unable to do this for themselves how decisions should be made on their behalf.

2.5 Children under the age of 18 years are protected by the Children's Act of 1989 and 2004. A person is a "child" until they reach 18 years of age.

The Children's Act 2004, adds to this stating that "Any reference to a child includes, in addition to a person under the age of 18, a person aged 18, 19 or 20 who

(a) has been looked after by a local authority at any time after attaining the age of 16; or

(b) has a learning disability ("learning disability" means a state of arrested or incomplete development of mind which induces significant impairment of intelligence and social functioning).

- 2.6 There have been no significant changes to Mid Devon District Councils Safeguarding Policy in the last 12 months.
- 2.7 We support the work of Safer Devon and its partners who are committed to supporting Devon's communities through preventing and tackling community safety issues which negatively affect local people and communities, such as domestic abuse, hidden and visible harm, exploitation, county lines, fraud and cybercrime and suicide prevention.

3.0 Training

- 3.1 All employees have to read the MDDC Safeguarding & Child Protection Policy and guidelines annually and this is managed through the Learning Management System.
- 3.2 The Safeguarding Officer gave an update on child protection, modern slavery, child exploitation and safeguarding presentation to Elected Members in February 2020.

4.0 Monitoring

- 4.1 Over the year the number of referrals and allegations made by staff has been recorded. These are monitored to make sure services are passing on the relevant information to other partner agencies and to ensure / evidence that the procedures put in place deliver. There were 12 incidents between April 2019 and March 2020 and 4 incidents led to closure orders under S76 (7) Anti-social Behaviour, Crime and Policing Act 2014.

Contact for more Information: Jill May Director of Corporate Affairs & Business Transformation.

Circulation of the Report: Leadership Team and Cabinet Member

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COMMUNITY POLICY DEVELOPMENT GROUP 28 JULY 2020

COMMUNITY SAFETY PARTNERSHIP PRIORITIES REPORT 2020 - 2021

Cabinet Member(s): Cllr Dennis Knowles, Community Well Being
Responsible Officer: Simon Newcombe, Group Manager for Public Health and Regulatory Services

Reason for Report: To ensure CPDG has an update on the Community Safety Partnership (CSP) priorities and the planned activities of the partnership for the coming year.

RECOMMENDATION: To note the priorities of the Community Safety Partnership (CSP) and planned activities within the partnerships priorities and action plan for 2020-21.

Relationship to Corporate Plan: The priorities of the CSP and the activities undertaken as part of the action plan compliment the ambitions of the Corporate Plan. In particular this activity contributes to the priority of Community. The CSP works directly with local partners and the wider community to ensure the district is a safe place to live, work and visit.

Financial Implications: There are no direct financial implications as a result of this report aside from highlighting potential ad-hoc costs arising from Domestic Homicide Review responsibilities as set out below. Funding for the Partnership is provided by external grant and the details of this are outlined in Section 5.0 of the report.

The CSP are legally responsible for the delivery of Domestic Homicide Reviews (DHR) under the Domestic Violence, Crime and Victims Act 2004. Until recently this activity was absorbed at county level without any direct financial contribution by local CSPs. They will continue to be coordinated and delivered on a county basis through the Safer Devon Partnership, however all CSPs agreed to contribute £1,125 of their grant from 2020-21, towards the cost of undertaking these reviews.

Legal Implications: The Crime and Disorder Act 1998 makes it a statutory requirement for the police and local authorities to engage with partners to form a community safety partnership for the purposes of reducing crime and disorder. The 1998 Act places a legal responsibility on the partnership to consult with the community on the priorities it has set and to inform them of progress against the action plan. The Act also requires the partnership to carry out a Strategic Assessment of the area which is used to inform the partnership priorities. The partnership is also responsible for conducting Domestic Homicide Reviews and these are supported by Devon County Council.

Risk Assessment: There is a risk to the Council if it does not engage with the partnership in respect of failing to meet statutory duties. In turn, the ability of the partnership to provide effective multi-agency working to reduce crime and disorder in our community is potentially reduced.

Equality Impact Assessment: The 2018-21 CSP Plan has had an equality impact assessment (EIA) completed. The transition to the Trauma Informed approach plan has had an equality impact assessment completed. Overall, no adverse impacts on persons with legally protected characteristics has been identified. However, the CSP Plan and the wider purpose of the CSP itself is to help protect or support some of the most vulnerable persons in our area.

Relationship to Corporate Plan: The priorities of the CSP and the activities undertaken as part of the action plan compliment the ambitions of the Corporate Plan. In particular this activity contributes to the priority of Community. The CSP works directly with the wider community, youth groups and local partners to ensure the district is a safe place to live, work and visit.

Impact on Climate Change: None directly arising from the report. The partnership undertakes the majority of its work remotely through electronic communications which limits officer travel and physical meetings.

1.0 Introduction

- 1.1 The East & Mid Devon Community Safety Partnership (CSP) has been formed in order to meet our statutory duties under the Crime & Disorder Act 1998 and is a multi-agency group working together to reduce crime and disorder.
- 1.2 The formal operating structure of the partnership was reviewed in 2018 and changed to adopt a two tier meeting structure in order to better engage with partner agencies, however at the February 2020 meeting of the combined CSP Board and the CSP Operational Delivery Group it was agreed to revert to a merged meeting of all partner agencies that would meet four times per year. The role of chairing the partnership can be met by any of the statutory partners within the partnership and most recently this function has been carried out by East Devon District Council but from April 2020 will be taken over by Devon & Cornwall Police.
- 1.3 The Police and Justice Act 2006 requires the local authority to put in place a method of scrutinising the manner in which the partnership functions. Every local authority must have in place a committee with the power to review and scrutinise the actions of the CSP and make recommendations about how it functions. The East and Mid Devon CSP is scrutinised through each Councils Scrutiny Committee via an annual report. A report was presented at the Scrutiny committee meeting held on 20 July 2020.
- 1.4 The principal purpose of this report is for the Community Policy and Development Group to be aware of the planned activities for the CSP going forward.

2.0 Priority Areas

- 2.1 The East & Mid Devon CSP Priorities for 2020-21 are based on the evidence given in the Safer Devon Partnership (SDP) Strategic Assessment, which was

refreshed in 2019. This gave clear indications that the biggest areas of concern are hidden risk, harm and exploitation alongside emerging issues. East & Mid Devon risks are clearly mirrored within the report, matching the key areas.

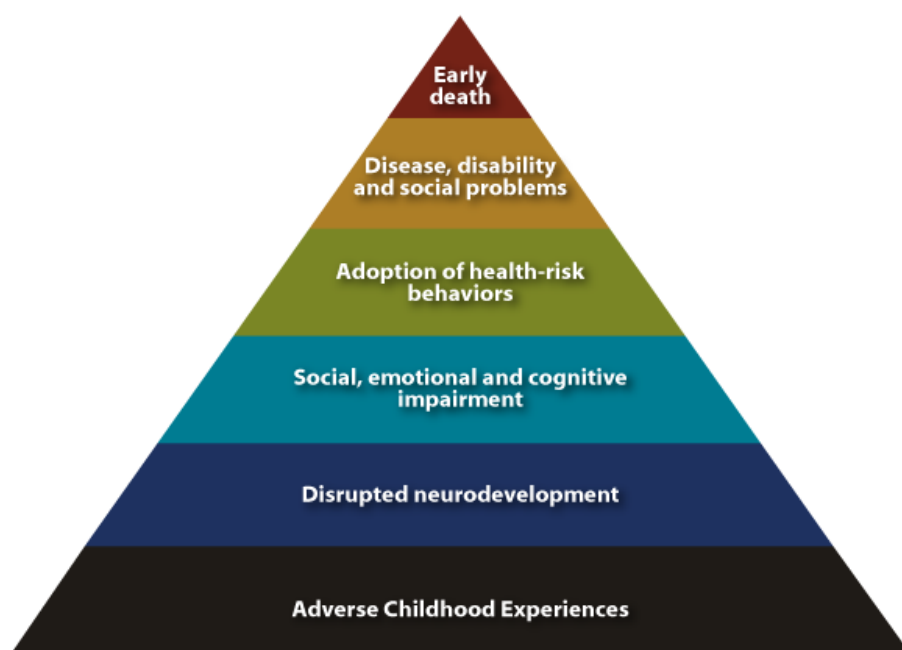
2.2 The CSP has therefore adopted the following priorities moving forward:

1. Domestic Violence & Abuse and Sexual Offences
2. Extra-familial Youth Risk and Vulnerability
3. Problem Alcohol & Drug
4. Exploitation (including Modern Slavery & Human Trafficking)
5. Radicalisation & Extremism
6. Violent Crime

2.4 As resources across all partner agencies become more stretched our approach will be to commit to putting our energy into areas where we can add best value. We will introduce and adopt a 'Trauma Informed' approach across the partner agencies. This approach encourages practitioners and staff to recognise that many service users and community members have experienced some form of traumatic event that they are living with day to day, and may impact on their life choices, activities and actions.

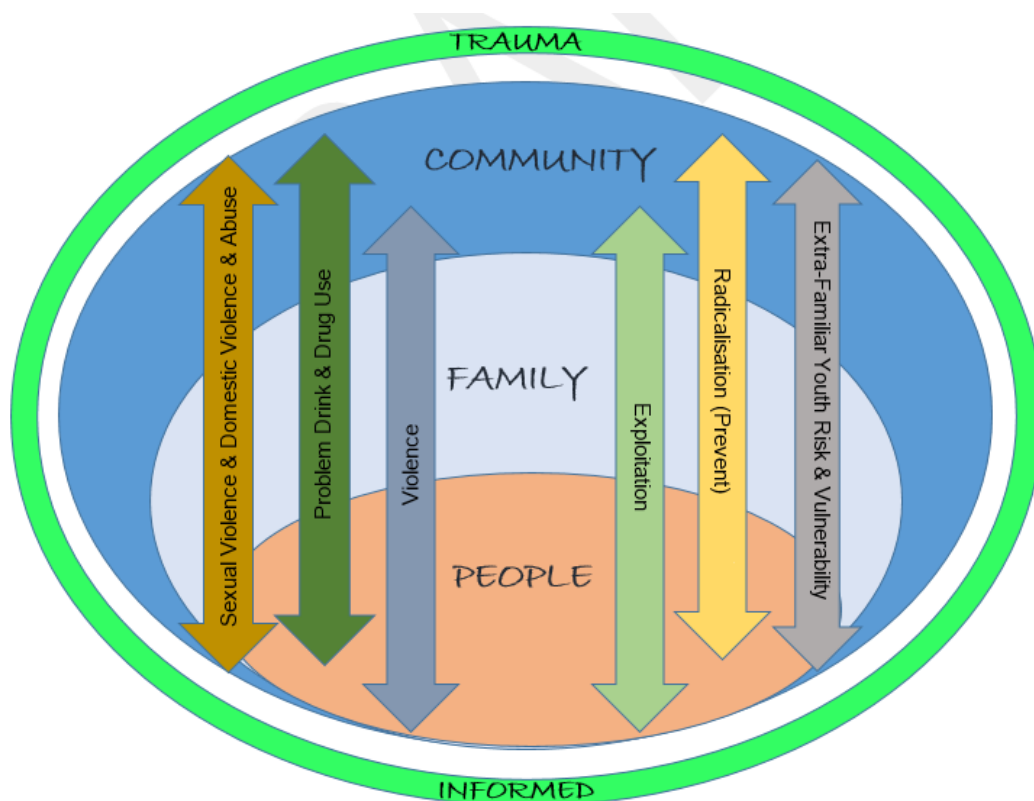
3.0 Trauma Informed Lens

3.1 The CSP recognise that Adverse Childhood Experiences (ACE's) can have a massive, and potentially detrimental effect on many children who, as a result, may experience less opportunity than others as they reach adulthood. There is clear correlation between ACEs and mental health issues, addiction, and vulnerability. We have an opportunity to recognise those links and put in place working practices and support that reduce the risk to individuals, family members and the wider community.



- 3.2 The CSP will aim to look for ways to introduce support to children and young people in order that they are supported through trauma they may experience and not put at a disadvantaged as a result. For adults who have experienced childhood trauma we will look to offer an improved, more positive experience when engaging with professional staff from the CSP agencies.
- 3.3 Trauma Informed Priorities

The diagram below shows how the six priority areas of the CSP impact and cut through all elements of society, i.e. individuals, families and the wider community. The Trauma Informed approach can be used to encompass all these areas of working practice.



- 3.4 The CSP has confirmed commitment to:
- The use and understanding of ACEs/Trauma lens to focus on how harm happens and how safety is compromised within relationships (individual or family) and in the community
 - Developing Person Centred Approaches to Community Safety in line with the Strategic Assessment Priorities.
 - Equitable, timely and evidence based interventions

4.0 Action Plan 2020-21

Work over the coming year will include:

- Training and awareness raising for staff and practitioners on the Trauma Informed approach
- Raising awareness of ACEs and the lifelong legacy with staff and community leaders
- Resilience building for children and young people
- Explore and support nurturing and supportive provision for young people who are experiencing ACEs/Trauma
- Support positive ways to 'close the loop' in the negative cycles trauma can bring to families
- Analysing and responding to the new responsibility for Local Authorities around violent crime.
- We recognise that the transition year from primary to secondary education can be very challenging and will look to support young people and families through this process.
- Remaining aware and vigilant of emerging threats and local priorities within our communities, and responding in a positive, proactive way.

5.0 Spending Plan 2020-21

5.1 Annex 1 indicates the CSP spending plan in relation to the £25,000 grant from the Office of the Police & Crime Commissioner (OPCC). This has been approved by the OPCC (a condition of funding), with a caveat that it may be subject to change if other issues emerge during the year.

5.2 The CSP will also be mindful of the impact of the Covid-19 pandemic and localised areas of concern that relate to this within both districts. It has already been well documented and reported in press and media that a rise in domestic abuse cases has been seen due to the rise in referrals to supporting organisations during 'lock down'. There has also been an increase in anti-social behaviour issues relating to neighbourhood disputes that have bubbled-up during the lockdown period, and noise and bonfires. The CSP will be keeping a watchful eye on emerging issues and linking with the other Devon CSPs and the OPCC to address these.

Contact for more Information: Simon Newcombe, Group Manager for Public Health and Regulatory Services Tel. 01884 244615 or snewcombe@middevon.gov.uk or Julia Ryder, Specialist Lead - Community Safety & Emergency Planning, Tel: 01884 234996 or jryder@middevon.gov.uk

Circulation of the Report:

Cabinet member for Community Well Being – Cllr Dennis Knowles
Leadership Team
Members of Scrutiny Committee
Financial Services
Legal Services

All Group Managers

List of Background Papers:

Community Safety Plan for 2018-21 available at
<https://www.middevon.gov.uk/residents/community-safety/>

Public Health England/College of Policing – *Public health approaches in policy. A discussion paper* (PHE 2019) available at
<https://www.college.police.uk/What-we-do/Support/uniformed-policing-faculty/Documents/Public%20Health%20Approaches.pdf>

Annex 1

Community Safety Partnership Fund 2020-21 Spending Intentions Plan

Project/Service/Pilot title and brief outline	Amount allocated £	How the outcomes will be measured
Problem Drink & Drug Use Axminster Hub – Continued support of this community project supporting drugs and alcohol misuse in the town, supported by Together service.	£1000	Number of clients passing through the Hub. Reduction of community issues caused by drugs & alcohol users. Possible link to YSmart and Space and Together
Extra-Familiar Youth Risk & Vulnerability East & Mid Devon Youth Engagement. Youth development meeting to develop bespoke solutions for the area consideration of Outreach Fixed working or bespoke work	£10,000	Number of clients engaged. Support to vulnerable young people and links to County Lines and other vulnerabilities. Reduction in ASB / positive outcomes recorded in relation to trauma informed working.
Supporting Youth Provision over school holidays for most high risk and vulnerable	£2000	Number of clients engaged. Support to vulnerable young people and links to County Lines and other vulnerabilities.
Supporting Schools and education providers to impact on the CSP priorities via the redesigned Junior Life Skills Programme and revise as appropriate following first year evaluation. Also - Scope possibilities for work in Secondary Schools with Yr 7's that builds on JLS at Yr 6.	£1000	Number of staff or youths engaged with/trained.
Sexual Violence & Domestic Violence & Abuse Supporting Sexual Violence and Domestic Abuse services to provide local projects across the two districts.	£5000	Evaluation of project and positive outcomes. Investigating supporting services locally with rise in referrals and consideration of where best value could be for CSP financial input.
DHR Contributions for each Authority relating to additional resource costs as required for each review.	£2000	Hours of administrative and support time for each DHR
Exploitation Raising the awareness of Modern Slavery & Human Trafficking / NRM process with partnership front line practitioners through Bitesize sessions. Delivery and raising the awareness of Neighbourhood Context Meetings re the Adolescent Safety Framework Risk Pathways and Radicalisation / Extremism. Monitoring via Bitesize Feedback Forms and the CSP.	£1000	Number of Bitesize workshop sessions delivered and number of practitioners reached and upskilled.
Violent Crime Consideration to new Public Health statutory requirement to respond and tackle violent	£1000	

<p>crime and understanding where the CSP can add value. Work with partner agencies to develop strategies and training to support staff to understand and tackle violent crime by means of Bitesize workshops and information exchange.</p>		
<p>Trauma Informed Approach Delivery of Trauma Informed training to professionals and practitioners to raise awareness of this approach to business and influence future working practices. Raising awareness of ACEs.</p>	£1000	<p>Positive links (via East Devon) via Young Devon and VOICE who specialise in Trauma informed working so potential lead for Bitesize sessions. Number of Sessions and informed/trained practitioners.</p>
<p><i>COMMUNITY</i> Devon Mediation Service to allow 'free referrals' from Police and local ASB Officers. Already promised and approved by CSP</p>	£1000	<p>Reduction in the number of neighbour disputes that escalate to formal involvement Number of referrals to the Devon mediation service Number of cases successfully resolved.</p>
Total	£25,000	

COMMUNITY PDG 28 JULY 2020

CONTAMINATED LAND COST RECOVERY POLICY

Cabinet Member(s): Cllr Dennis Knowles (Community Well Being)
Responsible Officer: Simon Newcombe, Group Manager for Public Health & Regulatory Services

Reason for Report: The Contaminated Land Cost Recovery requires review by virtue of time bar.

RECOMMENDATION: That the PDG recommends to Cabinet that the revised Contaminated Land Cost Recovery Policy (attached in Annex A) be adopted

Financial Implications: The objective of the policy is to formalise the approach taken to the recovery of costs and to ensure that the approach is transparent and consistent. The apportionment of remediation costs and exclusion/hardship tests can be complex and having an up to date policy means a consistent decision-making framework is in place if and when required which Defra consider is a best-practice approach.

There may be significant financial implications for Mid Devon District Council arising from its statutory duty to investigate and secure the remediation of contaminated land (under Part 2A of the Environmental Protection Act 1990). These will vary considerably on a case by case basis depending on the nature of the required remediation and the financial status of the liable persons. Nonetheless, formally designating land as contaminated has to pass substantial scientific and legal thresholds and isn't done lightly or frequently as a result. Consequently, whilst we continue to drive remediation of historic land contamination through the planning process, we have had no requirement to designate any land in the district under the Part 2A regime since the policy was last reviewed in 2015. However, triggers leading to investigation of land under the legislation could occur at any time.

The proposed revised policy in itself will not give rise to any additional expenditure. However, in the event of the Council needing to undertake a substantial remediation project it is very unlikely that costs can be met from existing budgets. Furthermore, from March 2017 the Council can no longer apply for external funding from the Defra Contaminated Land Capital Projects Programme to cover its capital costs. In adopting the original version of this Policy it was highlighted that whilst this programme was available at the time (and had been available for a number of years), it was provided at the discretion of Defra and could be withdrawn or changed in the future, which was clearly the case.

Minor amendments have therefore been made to the policy to reflect the withdrawal of this programme.

The suggested approach should facilitate a more efficient and robust method for the recovery of remediation costs.

Failure to adopt an appropriate Cost Recovery Policy may lead to uncertainty and inconsistency in any cost recovery action taken by the Council and may result in financial loss.

Approved by Finance: yes/nø - Group Manager for Financial Services

Budget and Policy Framework

This is a policy regarding cost-recovery arising from undertaking a specific statutory function. The internal budget implications (and potential third-party financial implications) are discussed under Financial Implications above and herein throughout the body of the report and the policy itself. The policy implications are as set out under Legal Implications below and also within the body of the policy itself as determined by the statutory framework.

Approved by Finance: yes/nø - Group Manager for Financial Services

Legal Implications: Under Part 2A of the Environmental Protection Act 1990, the Council has a statutory duty to identify and remediate land where contamination is causing unacceptable risks to human health or the wider environment.

It is not the purpose of this policy to set out when and how land may be determined as contaminated (if at all). That is a matter of the Part 2A legislation, the accompanying statutory guidance and other technical guidance. The purpose of this policy is to ensure a consistent and transparent approach when seeking to recover costs for remediation of Contaminated Land where it is formally determined.

Since the previous adoption of this policy in 2015, following the withdrawal of Defra grant funding (see above), the Council has ceased proactively investigating potential historic contaminated land (i.e. land developed prior to the introduction of planning controls in 1990 and/or the introduction of the Environmental Damage Regulations in March 2009). However, the Council may become aware of land that is potentially contaminated through historic activities that may pose a risk to public health or the environment and therefore under the statutory duties set out within the Part 2A legislation be required to investigate.

In undertaking cost recovery decisions the Council must have regard to any hardship which the recovery might cause to the appropriate person. In doing so, the Council must have regard to the Statutory Guidance for Part 2A (Defra, April 2012). Specific guidance on cost recovery and hardship is given in Section 8 of the Guidance.

Approved by Legal: yes/æ – Elizabeth Palmer, Solicitor on behalf of Head of Legal Services

Risk Assessment: Failure to adopt an appropriate Cost Recovery Policy may lead to uncertainty and inconsistency in any cost recovery action taken by the Council and a failure to meet Statutory Guidance/legal requirements. As a consequence, this may also result in a failure to secure appropriate remediation, thereby not protecting the community from harm to health or preventing further pollution to the environment. Furthermore this could lead to a financial loss by the Council and reputational damage.

Approved by Performance/Governance: yes/æ – Group Manager for Performance, Governance and Data Security

Equality Impact Assessment: No equality issues are specifically identified in this report and the policy does not impact in any way on legally protected characteristics. Nonetheless, the policy specifically addresses issues of financial hardship and equitable apportionment of costs in a manner which is consistent with statutory requirements.

Relationship to Corporate Plan: Having an adopted, transparent policy for cost recovery for contaminated land remediation will help secure the remediation of such land and is consistent with the latest Corporate Plan (2020-24) priority for sustainable communities.

Impact on Climate Change: None directly arising from the report. Indirectly, allowing people to stay in their homes and regenerating existing development has a lower net-carbon footprint than new-build.

1.0 Background and policy changes

1.1 The report presents a revised version of the current Contaminated Land Cost Recovery Policy approved by Cabinet. It was recommended that the policy was reviewed every 5-years and revised where necessary. A review has been undertaken and the policy does not require substantial revision therefore is largely unchanged from the previous version. Minor changes have however been made to reflect the following:

- Reformatting the policy in-line with current policy document templates and changing reference to the 'local authority' to 'the Council' where necessary for clarity.
- Minor legislative updates (EU Exit regulations on Environmental Regulations in 2019 and repeal of Housing Act 1996 in England)
- Pending changes to updated Environment Agency Guidance (Land contamination: risk management (LCRM – due to replace current model procedures called CLR11 in 2020)
- Closure of the Defra Contaminated Land Capital Projects Programme in March 2017
- The updated Housing Assistance Policy 2019-22 (availability of Healthy Homes Grants in addition to the on-going Wessex Home Improvement Loan product)

2.0 **Statutory duty – the Part 2A Contaminated Land regime**

2.1 Part 2A (Section 78) of the Environmental Protection Act 1990 (as inserted by Section 57 of the Environment Act 1995) came into force in 2000 and introduced a duty for all local authorities to identify and remediate land where contamination is causing unacceptable risks to human health or the wider environment. Local authorities are the primary regulator and only they can determine if land is formally contaminated under the legislation.

2.2 The main purpose of Part 2A is to deal with the legacy of land contamination arising from the long history of industrial, military and waste disposal activities in the UK. Contamination can also occur as a result of the geology of the area, or through agricultural use. In applying its duties under Part 2A local authorities safeguard public health and the wider environment.

2.3 The aim is to take a proportionate approach and identify sites where there is most significant land contamination. Thereafter, local authorities have to evaluate whether or not there is a connection between the contamination or pollution in the ground and whether, by a variety of different routes or pathways, the pollutants could come into contact with various different receptors including humans and ground water. Under Part 2A contaminated land is legally defined where there is this source, pathway and receptor connection and that the degree of contamination is such that it could cause a significant possibility of significant

harm to human health, harm to property or significant pollution of designated ecosystems and controlled waters (e.g. groundwater, rivers and lakes). It is the responsibility of local authorities to ensure that unacceptable risks are remediated or mitigated to the extent that the land is no longer capable of meeting the legal definition of contaminated land.

2.4 The Council can secure remediation in two ways, by voluntary negotiation or by serving a Determination Notice and using its legal powers to 'clean-up' a site.

2.5 In common with other environmental legislation, Part 2A utilises the 'polluter pays' principle to ensure those responsible for polluting are liable for the financial costs of remediation.

2.6 The 'polluter pays' principle does not however fit particularly well in the case of the Part 2A legislation. This is because, for example:

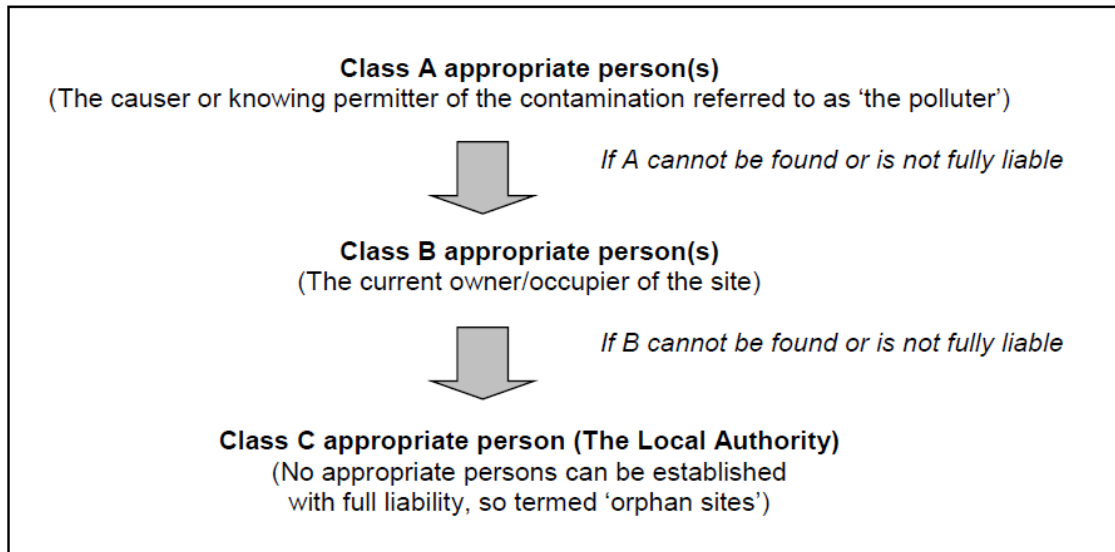
- the original contamination may have occurred many years ago and the responsible companies may have ceased to exist, or responsible persons be dead or untraceable
- the pollution may have migrated from one site to another
- it may be inappropriate to expect the present occupiers to be aware of past occurrences when they purchased their houses

2.7 There is a highly complex series of scientific and legal tests that need to be fulfilled before the 'polluter' can be pursued and liability to pay for remediation established. The outcome of the investigations may identify more than one person who would meet the definition of polluter or it might identify none.

2.8 For the purposes of the legislation the polluter is the person who caused or knowingly permitted the contamination to occur and this group is known as the Class A appropriate person. Where no party fits this description liability falls upon the current owner/occupier of the site (this group is known as the Class B appropriate person).

2.9 In cases where no appropriate person can be established and/or where the appropriate persons are not liable for part or all of remediation costs, the local authority (Class C appropriate person) becomes the appropriate person and is responsible for remediating the site. Figure 1 illustrates the hierarchy for liability.

Figure 1: Contaminated Land Liability under Part 2A EPA 1990



2.10 When all appropriate persons have been identified and the liability for remediation has been apportioned, then legal tests are carried out on any Class A or B persons to see if any should be excluded from all or part of their liability. These tests include hardship. When these tests have been completed no appropriate persons may be left fully liable. All or part of the liability that remains will fall to the local authority as the Class C person. There are no exclusion tests for local authorities.

2.11 There is no specific definition of 'hardship' within Part 2A and it therefore carries its ordinary meaning; hardness of fate or circumstance, severe suffering. How hardship is proposed to be specifically interpreted and applied in this context within Mid Devon is detailed in the attached proposed Cost Recovery Policy.

2.12 Class A and C person(s) are potentially liable for all land that is contaminated and for all impacts to all receptors (i.e. human-health, property, designated ecosystems and controlled waters). Class B persons are only potentially liable for the specific area of land they own/occupy and are excluded from liability for impacts to controlled waters.

2.13 Where a determination notice has been served and the local authority is left with all or part of the liability to remediate contaminated land (as the Class C person) then it can no longer apply for monies under the Defra Contaminated Land Capital Projects Programme. Therefore the Council is potentially liable for the full costs of remediation.

2.14 Under its previous inspection strategy, the Council had identified more than 930 historic sites that have the *potential* to meet the Part 2A definition of contaminated land. These sites have been risk assessed and placed in five categories A – E, with A having the highest risk of significant contamination and E the lowest with greatest weighting given to potential for significant harm to human health. Currently approximately 12% of all sites have been investigated and remediated where required. To date, the vast majority of these sites have been ‘voluntarily’ remediated through redevelopment and the planning process rather than via regulatory intervention using Part 2A and this situation is unlikely to change.

2.15 In 2010, under Part 2A the Council formally determined one high-risk former timber treatment site in Yeoford (redeveloped for housing in the 1970-80s) following an assessment of all category A sites in the area. Cost recovery for the remediation of the land affected, comprising the curtilage of part or all of four properties in total, was subsequently secured in accordance with the Contaminated Land Cost Recovery Policy. Without the policy in place then the recovery of costs would have been made significantly more difficult and open to challenge.

2.16 Despite redevelopment being the main driver in achieving the remediation of land contamination, the Council has previously been able to commence active intrusive investigations of sites under Part 2A following the completion of identification and risk assessment work. Focus was on sites in either category A or B where redevelopment of the land concerned was unlikely in the near future but where there is current residential occupation or other sensitive use (e.g. housing or allotments).

2.17 Following the withdrawal of Defra capital funding (see above) the Council is no longer able to pro-actively target potential sites. The legal duty to investigate land in our district remains and land may come to our attention at any time as result of other triggers e.g. change of ownership and environmental liability queries or a health event arising from a change of use and we will continue to rely on surveillance and notification by Public Health England to alert us to potential issues. As a consequence the Council may still have to formally determine land as contaminated under Part 2A in the future and must therefore have in place an adequate Contaminated Land Cost Recovery Policy.

3.0 Policy principles

3.1 The attached policy has been drawn up against the background given above and is based upon the relevant sections of the primary legislation (Part 2A) and statutory guidance (Defra April 2012). In developing this policy originally, the

Council have also consulted external officers and policies other local authorities who have determined land as contaminated under Part 2A (e.g. South Oxfordshire DC, Mendip DC, Lewes DC, North Hertfordshire DC, LB Camden). We have also been able to identify a small number of new policies adopted by other authorities since the last review but identified no major policy differences.

3.2 Should the Council have need to implement the policy it must continue to have regard to the primary legislation and statutory guidance (as may be updated) in addition to any relevant case law.

3.3 It is important however, that the Council recognises there is a wide variation in the circumstances associated with land contamination and its approach is to apply nationally published guidance in terms of principles and approaches rather than rigid rules. The policy defines how the Council will apply these principles and approaches in a manner that is as transparent, consistent, fair and equitable as possible and in particular seeks to minimise the financial burden on Class B persons and the taxpayer. Overall, where possible the costs of remediating contaminated land are to be borne by the original polluter (Class A person).

3.4 The policy contains a mechanism to conduct an assessment of hardship which includes 'means testing' in order to establish an appropriate person's ability to pay for remediation works and therefore their level of liability. Information gathered in respect of this decision making process will be treated in confidence and in full accordance with data protection legislation. Information received will only be used for the purpose of cost recovery decisions and in making judgements regarding the ability to pay in each individual case.

3.5 Overall, the policy will act as a guide for the decision making process in respect of the recovery of costs.

4.0 **Recommendation**

4.1 That the PDG recommends to Cabinet that the revised Contaminated Land Cost Recovery Policy (as attached in Annex A) be adopted

Contact for more Information: Simon Newcombe (Group Manager for Public Health & Regulatory Services) 01884 244615 or snewcombe@middevon.gov.uk.

Circulation of the Report:

Cabinet Member for Community Wellbeing (Cllr Dennis Knowles)
Members of the Community Policy Development Group
All Leadership Team
All Group Managers

List of Background Papers:

1. Environmental Protection Act 1990 – Part 2A, sections 78A-78YC
2. The Contaminated Land (England) Regulations 2006 (Statutory instrument 2006 No.1380)
3. Defra Circular 01/2006
4. Defra Environmental Protection Act 1990: Part 2A Contaminated Land Statutory Guidance (2012)
5. Environment Agency Contaminated Land Report CLR 11 – Model Procedures for the Management of Land Contamination and Land contamination: risk management (LCRM – due to replace CLR11 in 2020)
6. Environment Agency Managing and reducing land contamination: guiding principles (GPLC 2016)
7. Mid Devon District Council Housing Assistance Policy (current version 2019-22)

Annex A – Contaminated Land Cost Recovery Policy 2020.

Mid Devon District Council

Public Health and Regulatory Services

CONTAMINATED LAND COST RECOVERY POLICY

Policy Number: PH/EP/CL/01/09

Target audience:

Investigating Officers and Decision-Makers, Leadership Team, Legal Services and any person, organisation, company or business affected by regulatory action regarding land legally determined as Contaminated Land under the Provisions of Part 2A of the Environmental Protection Act 1990.

February 2020

Version Control Sheet

Title: Contaminated Land Cost Recovery Policy PH/EP/CL/01/09

Purpose: The purpose of this policy is to ensure a consistent and transparent approach when seeking to recover costs for remediation of Contaminated Land determined under Part 2A of the Environmental Protection Act 1990

Owner: **Group Manager for Public Health and Regulatory Services**
snewcombe@middevon.gov.uk

Date: **February 2020**

Version Number: 1.2

Status: Review draft

Review Frequency: **Every 10 years or sooner if required**

Next review date: **February 2030**

Consultation **This document was produced in consultation with the following:**

Public Health and Regulatory Service team leads
Group Managers
Leadership Team
Legal Services

Document History

This document obtained the following approvals.

Title	Date	Version Approved
Cabinet	16/07/09	1.0
Cabinet	02/04/15	1.1
Community Well-Being PDG	02/06/20	1.2
Cabinet	tbc	

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Appendix 1 Potential Scenarios and Outcomes

Introduction

The costs of cleaning up contaminated land are not automatically covered by the public purse. The Government's policy is that the polluter (all persons who put the contamination there in the first place) should pay for any contamination they have caused by bearing the financial costs of cleaning it up.

Once a site has been legally determined as Contaminated Land, the Council has a duty to compile a list of **ALL** potential liable parties; this is to include anyone who has owned, occupied or operated on the site and may result in quite a long list. A series of tests is applied to each party (known as exclusion tests) to determine who, if anyone, is the liable party.

The enforcing authority (usually the local authority, therefore Mid Devon District Council in our area) will serve a remediation notice on the polluter to ensure the works are carried out. The remediation notice is a legal document so therefore open to appeal in the courts. Appealing a remediation notice will undoubtedly slow the remediation works.

The legislation (Environmental Protection Act 1990 section 78F) states, however that there are three parties that may become the potential recipients of a remediation notice, only one of which is the polluter. A conflict with the 'polluter pays' principle therefore exists. Potential liable parties are:

- The person(s) who **caused or knowingly permitted** the contaminating substances to be in, on or under the land in question (known collectively as the 'polluter' and referred to in the legislation as the Class A appropriate person)
- The **owner** for the time being of the contaminated land (Class B appropriate person)
- The **occupier** for the time being of the contaminated land (Class B appropriate person)

The most obvious person who should be the recipient of the remediation notice is the original polluter of the site (Class A person). If there is more than one polluter of a site, where for example the site has had a long history of different contaminative uses then the enforcing Council has to decide how much each (Class A) person should pay towards remediation works.

Although the primary responsibility for the cost of the remediation rests with the person who caused or knowingly permitted the contamination if they cannot be found after reasonable inquiry by the regulator, responsibility falls upon the current owners and occupiers of the land (Class B persons). The Council will in all cases do its best to ensure a fair and equitable solution can be found should liability fall upon the current owner/occupier.

Class B parties are only liable for remediation of contamination within the boundaries of their property and cannot be held liable for any pollution of controlled waters (underlying groundwater or surface water features including rivers, lakes and streams).

Responsibility for cleaning up Contaminated Land will only fall on the Council when no liable parties can be found for the site in question; so termed Orphan sites (this is only the case when the Council is not regarded as a potential Class A or B party). Should this be the case, the Council could previously apply to Central Government for financial assistance in covering its reasonable costs. However, the previous assistance scheme (Defra Contaminated Land Capital Projects programme) was closed in 2017 and at time of policy writing this had not been reinstated or replaced which may place a financial burden on the Council where it has been required to take action under the Part 2A legislation.

If a remediation notice is served and not complied with or the Council chooses not to serve a remediation notice, the Council will bear the costs of the clean-up themselves (where external funding cannot be found) and seek to recover those costs from the appropriate persons.

Financial circumstances have no bearing on the identification of the appropriate person, the application of the exclusion tests, apportionment or attribution of liability between liable groups involved in shared actions, although it may entitle the appropriate person to a reduction or release of liability under the hardship provisions when the Council are making cost recovery decisions.

Before attempting to recover any costs from an appropriate person, the Council will take into account any hardship that full recovery of costs will cause and adhere to all applicable statutory guidance. Hardship is given no specific meaning under the Contaminated Land regulations, and so carries its *normal* meaning: 'hardness of fate or circumstance, severe suffering or privation'.

Purpose of this policy

The purpose of this policy is to ensure a consistent and transparent approach when seeking to recover costs for remediation of Contaminated Land determined under Part 2A of the Environmental Protection Act 1990. The following documentation should be read in conjunction with the policy:

1. Environmental Protection Act 1990 – Part 2A, sections 78A-78YC
2. The Contaminated Land (England) Regulations 2006 (SI 2006/1380) with some technical amendments to be made by The Environment (Amendment etc) (EU Exit) Regulations 2019 (SI 2019/458)
3. Defra Circular 01/2006*
4. Defra Environmental Protection Act 1990: Part 2A Contaminated Land Statutory Guidance (2012)
5. Environment Agency Contaminated Land Report CLR 11 – Model Procedures for the Management of Land Contamination and Land contamination: risk management (LCRM – due to replace CLR11 in 2020)
6. Environment Agency Managing and reducing land contamination: guiding principles (GPLC 2016)
7. Mid Devon District Council Housing Assistance Policy (current version)

*replaced by 4. but as non-statutory guidance it has not been replaced and sets out useful background and commentary

POLICY

1. Application

1.1 This policy will apply in the following instance:

- Where the remediation work has been agreed voluntarily or otherwise as a result of direct implementation of section 78 of the Part 2A of the Environmental Protection Act 1990 ('Part 2A') and all sub-sections therein but excluding all remediation provisions regarding designated 'Special Sites' where the Council is not the regulator (this is the Environment Agency in England). The GPLC guidance (see Purpose of Policy) contains more information on Special Sites.

1.2 The flexible nature of this policy is deemed necessary in order for it to be in keeping with the Government's stated objectives for the Contaminated Land Regime (Part 2A), i.e. the encouragement of voluntary remediation and to seeking that the cost burdens faced by individuals, companies and society as a whole are proportionate, manageable and economically sustainable whilst recognising the present lack of specific Government capital grant funding for remediation works. Ultimately, the Part 2A regime provides a duty (to inspect land where required) and powers to remediate land subsequently determined as being harmful (or highly likely be harmful) to human-health and/or polluting to the environment.

2. General Considerations

2.1 This document sets out Mid Devon District Council's ('the Council') policy considerations in relation to the recovery of costs incurred during the remediation of contaminated land.

2.2 In general terms, the Council will;

- Seek to recover in full its reasonable costs incurred when performing its statutory duties in relation to the remediation of contaminated land. In doing so, only apportion remediation costs where they are legally due. For example Class B appropriate persons are only liable for remediation linked to dealing with contamination that is (or potentially is) harmful to human health within their property boundary and are not liable for remediation of controlled waters.
- Wherever possible, apply the 'polluter pays' principle, whereby the remediation costs are borne by the original polluter.
- Where this is not possible, seek all external sources of finance for remediation.
- Have due regard to avoiding hardship that the recovery of costs may cause.
- Aim for an overall result, which is fair and equitable as possible to all parties (including the Council) who may have to meet the costs of remediation

- 1.3 Accordingly, the Council will consider the degree and nature of responsibility of the appropriate person for the creation, or continued existence, of the circumstances that led to the land in question being identified as contaminated land.
- 1.4 The Council will also consider whether it could recover more of its costs by deferring recovery and securing them by a charge on the land in question under section 78P of the Environmental Protection Act 1990. Such deferral may lead to payment from the appropriate person either in instalments (section 78P(12)) or when the land (premises for the purposes of the act) is next sold within a specified period of no more than 30-years from the date of the Charging Notice. Interest may be payable at the rate determined by the Council under section 78P(4).

3. Estimating Remediation Costs

- 3.1 The following procedure will be followed by the Council to estimate the remediation costs on a site specific basis. The procedure must be completed before any decisions are made on waiver or reduction in liability on any appropriate person (Class A or B).
- 3.2 A basic remediation options appraisal will be undertaken by the Council based upon the principles set out in the Environment Agency guidance documents *CLR11: Model Procedures for the Management of Land Contamination and Land contamination: risk management (LCRM 2020)*. The following principles will apply for this policy:
 - Identification of a minimum of 3 feasible remediation options for each pollutant linkage.
 - Carrying out an evaluation of a minimum of 2 feasible remediation options for each pollutant linkage sufficient to obtain a budget estimate of the cost of remediation.
 - Selection of 1 remediation option for each pollutant linkage proposed for implementation on the site and the production of a remediation method statement to refine costs and finalise a budget estimate.
 - The involvement of an independent environmental consultant to propose and estimate remediation costs.
 - In the event of disagreements between the Council and the Class A or B appropriate person (on the proviso that the policy has been followed appropriately) the Council is not obliged to expend any more resources on the estimation of remediation costs.

4. Information for Making Decisions

- 4.1 The Council will expect that anyone who is seeking a waiver or reduction in the recovery of remediation costs will need to present any financial or related information required to support their request within a reasonable time period.
- 4.2 The Council will also seek to obtain such information as is reasonable, having regard to

- How the information may be obtained
- The cost, for all the parties involved, of obtaining the information; and
- The potential significance of the information for any decision

4.3 The appropriate person will be informed of any cost recovery decisions taken, explaining the reasons for those decisions. There shall be no appeal mechanism against the decision unless it can be demonstrated that:

- Information supplied for an assessment was erroneous; or
- The circumstances of the appropriate person have substantially changed between the time of the selection of the remediation methodology/costs and the completion of works in a way that require an assessment to be repeated

5. Threat of Business Closure or Insolvency

5.1 In the case of a small or medium-sized enterprise¹ which is the appropriate person, the Council will consider:

- Whether recovery of the full cost attributable to that person would mean that the enterprise is likely to become insolvent and thus cease to exist; and if so, the cost to the local community of such a closure
- Where the cost of remediation would force an enterprise to become bankrupt, the Council will consider waiving or reducing its costs recovery to the extent needed to avoid making the enterprise insolvent.

5.2 The Council will not normally waive or reduce its costs recovery where:

- It is clear that an enterprise has deliberately arranged matters so as to avoid responsibility for the costs of remediation
- It appears that the enterprise would be likely to become insolvent whether or not recovery of the full cost takes place; or
- It appears that the enterprise could be kept in, or returned to, business even if it does become insolvent under its current ownership.

¹A small or medium sized enterprise is considered to be an independent enterprise with fewer than 250 employees, and either a balance sheet total not exceeding £18m or an average business income not exceeding £36 million (based on The Companies, Partnership and Groups (Accounts and Reports) Regulations 2015 implementing the EU Accounting Directive).

6. Trusts

6.1 Where the appropriate persons include persons acting as trustees, the Council will assume that such trustees will exercise all powers which they have, or may reasonably obtain, to make funds available from the trust, or from borrowing that can be made on behalf of the trust, for the purpose of paying for the remediation. The Council will, nevertheless, consider waiving or reducing its costs recovery to the extent that the costs of remediation to be recovered from the trustees would otherwise exceed the amount that can be made available from the trust to cover these costs.

6.2 The Council will not waive or reduce its costs recovery:

- Where it is clear that the trust was formed for the purpose of avoiding paying the costs of remediation; or
- To the extent that trustees have personally benefited, or will personally benefit from the trust.

7. Charities

7.1 The Council will consider the extent to which any recovery of costs from a charity would jeopardise that charity's ability to continue to provide a benefit or amenity, which is in the public interest. Where this is the case, the Council will consider waiving or reducing its costs recovery to the extent needed to avoid such a consequence. This approach applies equally to charitable trusts and to charitable companies.

8. Registered Social Landlords (RSLs)

8.1 The Council will consider waiving or reducing its costs for recovery if:

- The appropriate person is body eligible for registration as a social housing landlord under section 80 of the Housing and Regeneration Act 2008
- Its liability relates to land used for social housing, and full recovery would lead to financial difficulties for the appropriate person, such that the provision or upkeep of the social housing would be jeopardised.

8.2 The extent of the waiver or reduction will normally be sufficient to avoid any financial difficulties.

9. Specific Considerations Applying to Class A Persons

9.1 The Council will not normally waive or reduce its cost recovery where it was in the course of carrying on a business that the Class A person caused or knowingly permitted the presence of the significant pollutants. This is because the appropriate person is likely to have earned profits or assets from the activity, which created or permitted the presence of those pollutants.

10. Where Other Potentially Appropriate Persons Have Not Been Found.

- 10.1 In some cases where a Class A person has been found, it may be possible to identify another person who caused or knowingly permitted the presence of the significant pollutant linkage in question, but who cannot now be found for the purposes of treating them as an appropriate person. For example, this may apply where a company has been dissolved.
- 10.2 The Council will consider waiving or reducing its costs recovery from a Class A person if that person demonstrates to the satisfaction of the Council that:
- (a) Another identified person, who cannot now be found, also caused or knowingly permitted the significant pollutant to be in, on or under the land: and
 - (b) If that other person could be found, the Class A person seeking the waiver or reduction of the Council's costs recovery would either:
 - (i) Be excluded from liability by virtue of one or more of the exclusion tests set out in Defra Circular 01/2006, or
 - (ii) The proportion of the cost of remediation of which the appropriate person has to bear would have been significantly less, by virtue of the guidance on apportionment set out in Defra Circular 01/2006.
- 10.3 Where an appropriate person is making a case for the Council's costs recovery to be waived or reduced by virtue of paragraph 10.2 above, the Council will expect that person to provide evidence that a particular person, who cannot now be found, caused or knowingly permitted the significant pollutant to be in, on or under the land. The Council will not normally regard it as sufficient for the appropriate person concerned merely to state that such a person must have existed.

11. Specific Considerations Applying to Class B Persons

- 11.1 In some cases the cost of remediation may exceed the value of the land in its current use after the required remediation has been carried out. In such circumstances, the Council will consider waiving or reducing its costs recovery from a Class B person if that person demonstrates to the Council that the cost of remediation is likely to exceed the value of the land including any property. In this context, the 'value' should be taken to be the value that the remediated land would have on the open market, at the time the cost recovery decision is made, disregarding any possible blight arising from contamination.
- 11.2 In general, the extent of the waiver or reduction in costs recovery will be sufficient to ensure that the costs of remediation borne by the Class B person do not exceed the value of the land. However, the Council will seek to recover more of its costs to the extent that the remediation would result in an increase in the value of any other land from which the Class B person would benefit.

- 11.3 In determining the value of the land the Council will formally request that the Class B person provides an independent property valuation completed by an appropriately accredited professional. If there is any doubt or disagreement regarding a valuation that has been provided then the Council retains the right, at its own expense, to obtain a separate independent valuation of the property concerned from the District Valuer or other organisation.
- 11.4 For Class B person owners and occupiers, the Council will consider waiving or reducing its costs recovery where that person satisfies the Council that, at the time the person purchased the dwelling, they did not know, and could not reasonably have been expected to have known, that the land was adversely affected by presence of a pollutant (refer to section 12).
- 11.5 Any such waiver or reduction will be to the extent needed to ensure that the Class B person in question bears no more of the cost of remediation than it appears reasonable to impose, having regard to their income, capital and outgoings.
- 11.6 Inherited property will be treated as though the property was purchased.
- 11.7 In accordance with the contaminated land legislation (Part 2A) a Class B person will not be liable for any remediation costs in respect of pollution of controlled waters.
- 11.8 Where the contaminated land in question extends beyond the dwelling and its curtilage, and is owned or occupied by the same appropriate person, the approach described in paragraph 11.4 and 11.5 above will only be applied to each dwelling and its curtilage independently.
- 11.9 In judging the extent of a waiver or reduction in costs recovery from an owner/occupier of a dwelling, the Council will apply a form of means test ('the Means Test') similar to that used for applications for adult Disabled Facilities Grants (DFGs). These grants are assessed on a means-tested basis, as presently set out in the Housing Renewal Grants Regulations 1996 (SI 1996/2890). The DFG test determines how much a person will contribute towards the cost of necessary renovation work for which they are responsible, taking into account income, capital and outgoings, including allowances for those with particular special needs. For this purpose, any upper limits for grants payable under DFGs will be ignored.
- 11.10 In the event that the Means Test indicates that the Class B person is not eligible for any cost reduction the Class B person will be liable for all of the costs of the remediation work unless section 11.12 of this policy applies. Section 15 of this Policy addresses the scenarios that may arise in this event.
- 11.11 In the event that the Means Test indicates that the Class B person is eligible for a reduction of the costs of remediation, the Council will only be able to recover the proportion, as indicated by the Means Test, of the costs incurred in carrying out the remediation work allowing for any waiver or reduction in the event that section 11.12 of this policy applies. Section 14 of this Policy addresses the scenarios that may arise in this event.

11.12 The Council may also consider a waiver or reduction in costs that a Class B person may be liable for in the following circumstances:

- It can be demonstrated that the Council has acted unreasonably in any grant of planning permission, tenancy agreement or building control approval in that it failed to take into account direct evidence provided to the Council of actual or potential significant contamination and/or failed to take all reasonable steps to establish a potential contamination constraint in accordance with its statutory duties (as they applied at the time the permission, agreement or approval was granted).
- In *exceptional* circumstances a Class B person may be eligible for a Healthy Homes Grants or Wessex Home Improvement Loan (or equivalent as set out under the current, adopted Council Housing Assistance Policy) if the contamination present is sufficient for it to be categorised as a Class 1 hazard in accordance with current national Housing Health and Safety Rating System (HHSRS) or any equivalent replacement risk assessment system. In the case of a grant then the Council will consider reducing the amount of liability to a maximum extent of the upper limit of a grant payable under Housing Assistance Policy.

12. Precautions Taken Before Acquiring a Freehold or Leasehold Interest

12.1 In some cases, the appropriate person may have been reckless as to the possibility that land they have acquired may be contaminated, or they may have decided to take a risk that the land was not contaminated. Conversely, precautions may have been taken to ensure that he did not acquire land which is contaminated.

12.2 The Council will consider reducing its cost recovery where a Class B person who is the owner of the land demonstrates to the satisfaction of the Council that:

- (a) They took such steps prior to acquiring the freehold, or accepting the grant of assignment of a leasehold, as would have been reasonable at that time to establish the presence of any pollutants;
- (b) When they acquired the land, or accepted the grant of assignment of the leasehold, they were unaware of the presence of the significant pollutant now identified and could not reasonably have been expected to have been aware of its presence; and
- (c) It would be fair and reasonable, taking into account the interests of national and local tax payers, that they will not bear the whole cost of remediation.

12.3 The Council will bear in mind that the safeguards which might reasonably be expected to be taken will be different in different types of transaction. For example, acquisition of recreational land as compared with commercial land transactions, and as between buyers of different types e.g. private individuals as compared with major commercial undertakings.

12.4 Any acquisition of land made by a Class B person prior to the coming into force of Part 2A of the Environmental Protection 1990 (1 April 2000) will not be required to be accompanied by evidence of reasonable precautions. This is because prior to the introduction of the legislation it can reasonably be argued that the purchaser could not have been aware of their potential liabilities and also enquires made to the Council would not have been made in the same manner as enquires made after the legislation came into force.

13. Environmental Insurance

13.1 A range of commercial and homeowner environmental insurance policies have been available in the UK for a number of years. These include Environmental Impairment Liability Policies, Property Transfer Policies, First-Party Liability Policies, Homeowner Environmental Insurance Policies and other related insurance products.

13.2 A valid environmental insurance policy if held by a Class A or B appropriate person often provides protection against risk of liability under the contaminated land legislation (Part 2A). Such policies, especially for domestic properties, normally only cover pre-existing contamination unknown at the time the property/land was purchased. In this context this may include Part 2A sites where there was no evidence of significant contamination at the time of the property transfer. Some commercial policies do cover pre-existing contamination known to the insurer and insured when the policy is taken out.

13.3 In the event of any liability residing with an appropriate person the Council will enquire if a valid environmental insurance policy is held and the scope of cover it provides. If cover provided by the policy protects the insured against all or part of any liability under Part 2A the Council will take this into account when making any cost-recovery decisions.

14. Policy in the Event of Insufficient Means being Proved (Class B Persons)

14.1 There are two possible scenarios:

(a) The Class B person is proved to have insufficient equity and no means to pay for any proportion of the remediation works. In this situation hardship has been proven and all costs will be waived. The Council will then be liable for the relevant remediation costs as the Class C appropriate person.

(b) The Class B person has sufficient equity but has no other means to pay for all of the remediation works. In this situation hardship has not been fully established but a reduction in liability can be considered. The Council can approve a loan, repayable at the Bank of England base interest rate, to cover all or part of cost of the necessary work that the Class B person cannot afford at the time of the assessment. The Council will require that the grant be registered as a legal charge against the property. This will remain a legal charge on the property until the Class B person decides to repay the loan or the property is sold and the debt is repaid.

15. Policy in the Event of Sufficient Means being Proved (Class B Persons)

15.1 The Class B person will be responsible for all of the costs of the remediation. There are two options available to them:

- (a) The Class B person reaches an agreement, in writing, with the Council to arrange, organise and directly commission the necessary remediation works. In this circumstance the Class B person will be required to repay all of the Council's reasonably incurred costs in completing the necessary remediation work. This is subject to there being sufficient resources available within the Council's capital works or other relevant budget.
- (b) Alternatively, the Class B person may take responsibility for arranging, commissioning and paying for the remediation works directly. In such a situation the role of the Council is to review the work undertaken and ensure it is satisfied that the works have been undertaken to an appropriate standard. This will be done in the same manner as the review of remediation work undertaken by the Council as part of a conditional planning permission.

16. Responsibility for Final Decisions regarding Cost-recovery

16.1 The responsibility for making final decisions in respect of cost recovery on a case by case basis shall be held by Group Manager for Public Health and Regulatory Services in consultation with the Deputy Chief Executive (s151 officer) and the portfolio holder for Community Well-being.

17. Policy Review

17.1 The Council should monitor the application of this policy in order to assess its impact and effectiveness with regard to its duties under contaminated land legislation and in its fulfilment of the Council's objectives.

17.2 Accordingly, this Policy should be reviewed from time to time in order to reflect its performance and take account of any changes to legislation guidance, case law, best-practice and Council objectives etc. In any event, the policy should be formally reviewed every 10 years as a minimum.

APPENDIX 1: Potential Scenarios and Outcomes

The following example scenarios describe how financial liability could potentially be determined and apportioned under this policy. They are fictional, simplified and for illustrative purposes only.

Scenario 1
<p>A residential site built in the 1970s has been determined as Contaminated Land due to unacceptable concentrations of arsenic in the garden soils. Prior to the site being residential it was a saw mill and that timber treatment may have been carried out for a short period during this occupation using arsenic based chemicals to prolong the life of wood. No information was provided (or other evidence available) at the time planning permission was granted that indicated timber treatment had been carried out and there was no national planning policy in place at the time requiring contaminated land to be a material consideration in the planning decision. The site was therefore NOT investigated for arsenic contamination prior being redeveloped for housing. The developer no longer exists in any legal capacity but the company operating the timber works does. Investigations have not found the site to have any other previous uses and the concentrations of arsenic are significantly above average arsenic concentrations compared with 'background' local soils.</p>
Potential Outcome
<p>The timber treatment works (or more specifically its legal entity) should be classed as the Class A appropriate person as they are the original polluter of the site. They would be the recipient of the remediation notice and be required to conduct remediation to the appropriate standard.</p> <p>Note: Should the developer of the houses still be in existence than liability may be divided between them and the operator of the Timber treatment works. The developer increased the sensitivity of the site without undertaking any contamination assessment and so may be seen as a 'knowing permitter' (Class A appropriate person) and therefore potentially liable.</p> <p>If the Class A person can demonstrate that it can be excluded from liability by one or more of exclusion tests available under the legislation then liability may fall to the current residential property owners (Class B persons). The policy on cost-recovery will apply with particular attention on assessing hardship.</p>

Scenario 2
<p>A site is determined Contaminated Land due to presence of oils in the soils. The site is derelict but if left the contamination has the potential to move onto adjoining residential properties. The owner and operator of the site cannot be established.</p>
Potential Outcome

Investigations have not been able to determine a Class A appropriate person (polluter) or a Class B appropriate person (current owner/occupier). The site is regarded as an orphan site and the liability for ensuring contamination is cleaned up to prevent it moving offsite falls to the Council. No remediation notice will be served (the Council cannot serve a notice upon itself - instead a remediation statement will be issued outlining what the necessary works will entail).

Scenario 3

A site has been determined Contaminated Land. No Class A appropriate person (polluter) can be established. The current occupier of the site rents the site from its owner. Neither the owner nor the occupier of the site undertakes any activity that would have caused the contamination of the site.

Potential Outcome

Class B liability would be considered to be the owner of the property and the policy on cost-recovery will apply with particular attention of assessing hardship. The tenant (occupier) would not be considered to have any liability in this case.

Scenario 4

A site has been determined as Contaminated Land. A Class A appropriate person (polluter) has been established. A valuation of the polluting company's assets estimates it to be worth £1.2million. An options appraisal has indicated that remediation works are likely to cost £2million.

Potential Outcome

The company is likely to apply for hardship. The Council must consider whether serving a remediation notice will cause the company hardship. The Council may therefore not serve the remediation notice; it will assess the company's ability to pay and apportion those reasonable costs to the company. The Council will apply for external Central Government funds to cover the remainder of the works (if available).

Scenario 5

A site has been determined as Contaminated Land; the site has 3 privately owned residential properties. The site has been determined on the basis of arsenic and lead in the garden soils. The site was a lead pipe factory from 1960-1975 and a timber treatment works (using arsenic products) from 1975-1990. The operator of the lead pipe factory no longer exists. The company that built the houses no longer exists. The operator of the timber treatment works still exists.

Property 1 has **lead** and **arsenic** present in the soil

Property 2 has **lead** in the soil
Property 3 has **arsenic** in the soil

Potential Outcome

The liable party responsible for remediating property 1 and 3 would be the operator of the timber treatment works as the original polluter of the site (Class A appropriate person). The original polluter for property 2 is no longer in existence and therefore the liability falls upon the current owner/occupier of the property and the policy on cost-recovery will apply with particular attention to assessing hardship.

Scenario 6

A site was determined Contaminated Land in 2018; the site has 3 privately owned residential properties. The contamination is believed to have migrated onto the site from an adjoining industrial site that was in operation between 1975 and 1980; the original polluter of the site (Class A appropriate person) cannot be established. The residential properties are Victorian and were built in 1880. All of the properties are single homes and worth £335-345,000.

Property 1 was bought in 1950 for £35,000, the property is owned outright.
Property 2 was bought in 2019 for £340,000, the property is owned outright.
Property 3 was bought in 2017 for £335,000 with a 95% mortgage.

Potential Outcome

The owner of property 1 would not be considered as a class B appropriate person on the basis that it was not contaminated when they purchased the property. It is likely that the financial costs of remediation will have to be met by the Council (through external Central Government funding if available).

The owner of property 2 purchased it without a mortgage after it was determined Contaminated Land and failed to undertake adequate due diligence; by owning the property outright they also have full equity to the current value of the property (£340,000). They are unlikely to be considered for hardship.

The owner of property 3 has little or no net equity from their property; hardship may be proven and works funded by the Council (again through external Central Government funding if available).

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COMMUNITY WELLBEING

28th July 2020

STRATEGIC GRANTS PROGRAMME EVALUATION AND REVIEW

Cabinet Member(s): Cllr Dennis Knowles – Community Well-Being

Responsible Officer: Mrs Jenny Clifford, Head of Planning, Economy and Regeneration

Reason for report: To agree the procedure for a review of strategic grant funding for financial years 2021-24.

RECOMMENDATIONS:

1. That the Community PDG nominates members for a working group to look at the Council's funding priorities for the period 2021-24
2. That the committee asks Cabinet to set the level of funding for the three years 2021-24.

Financial Implications: The budget allocated for the combined grants during the 2020/21 financial year was £148,150 (£71,650 + £45,000 + £31,500). The funding available for 2021-24 will be dependent on the Council's budgetary review this autumn.

Legal Implications: In the event that funding priorities change and a proposal comes forward which will result in some organisations receiving less or no funding, careful consideration should be given to whether such a proposal ought to be subject to a form of consultation before a final decision is made. This is not to say that it should be – rather that the need for consultation (or otherwise) should be addressed.

Risk Assessment: The purpose of the working group is to provide a more informed basis for decision making and will minimise risks with regard to any potential change to the grants.

Equality Impact Assessment: The grants provided by the Council are intended to fund organisations that offer strategic benefit to the district either through their support to vulnerable residents, or their contribution to the local economy. Each of these organisations will have their own Equality policies and procedures in place.

Relationship to Corporate Plan: The allocation of grants provides support to external agencies delivering services that advance the Council's Homes, Community and Economy priorities.

Impact on Climate Change: Ensuring that residents are able to get information and advice through locally delivered services and are able to access local cultural, leisure and green space opportunities reduces travel and related environmental impact.

1.0 Introduction

- 1.1 Under the Strategic Grants Programme 2017-2020 the Council offered three-year funding to five external agencies whose services were seen to be of strategic importance in supporting Mid Devon's vulnerable residents and complementing the Council's own services.
- 1.2 In addition, the Council provided funding under its Economic Development budget to support the running of the Grand Western Canal, and Tiverton Museum of Mid Devon Life, including the Tourist Information Service as key organisations supporting the tourism sector, and therefore the local economy.
- 1.3 For the years 2017-2020 grants amounting to £148,150 annually were distributed to these seven organisations.

	2017-18	2018-19	2019-20
Age UK Mid Devon	9,650	9,650	9,650
Churches Housing Action Team (CHAT)	12,500	12,500	12,500
Citizens Advice	15,500	15,500	25,500
Involve – Voluntary Action in Mid Devon	12,000	12,000	12,000
Mid Devon Mobility ¹	22,000 ²	22,000 ²	22,000 ²
Strategic Grants Programme	71,650	71,650	71,650
Grand Western Canal	45,000	45,000	45,000
Tiverton Museum of Mid Devon Life	27,500	27,500	27,500
Tourist Information Service	4,000	4,000	4,000
Economic Development Grants	76,500	76,500	76,500
TOTAL GRANTS	148,150	148,150	148,150

¹ formerly Tiverton and District Community Transport Association, TDCTA

² Of which £5,600 is deducted at source to pay for rental of Shopmobility Office in MSCP

- 1.4 At a Cabinet meeting on the 19th December 2019 it was agreed to extend the strategic grants programme for a further year to Mar 2021 in order to undertake a thorough review of the grants programme, and to include in the review the two organisations funded through economic development budget. The detailed resolutions at this meeting were as follows:

- That recipients of all grant agreements in place as part of the council's strategic grants programme are offered a single year extension (to end 31st March 2021) to ensure continuity of service provision.
- That recipients of the two grants not currently included within the council's strategic grants programme (Grand Western Canal and Tiverton Museum and Tourist Information Service) are also offered a single-year extension (to end 31st March 2021) to ensure continuity of service provision.

- That in future years all grants are considered as part of one budget and decision-making process, and that these sit within the Community Well-Being portfolio.
 - That officers are instructed to commence work early in the financial year 2020/21 to initiate a full evaluation and review of the grants programme; to carry out the same process as was undertaken previously to establish the 3-year programme; and to bring forward recommendations on a new 3-year programme with reference to the Community PDG as appropriate.
- 1.5 Following these resolutions, a report was due to be presented at the Community PDG on the 23rd March to initiate the Grants Review process. However, due to the Covid19 lockdown the committee meeting was cancelled and the Grants Review was put on hold.
- 1.6 Following the easing of lockdown it is now opportune to revisit the grants review so that the necessary budgetary decisions are made for the financial year 2021-22 and external organisations have a clear and early understanding of their funding position from 2021 onwards.
- 1.7 Moreover, the Covid19 epidemic provides a further reason to re-assess and re-set our relationships with the voluntary sector, given the new emerging needs within the community, and the economic impact of the pandemic not only on the Council, but also on the voluntary sector and on residents
- 2.0 Strategic Grants Programme 2021-24**
- 2.1 Under the Strategic Grants Programme 2017-2020, grants were offered under three service areas:
- Welfare Information and Advice
 - Community Transport Services
 - Voluntary Sector Infrastructure Support
- 2.2 With the extension of the Strategic Grants Programme to include grants to the Grand Western Canal, Tiverton Museum and Tourist Information Service, these categories no longer encompass the range of objectives the Council may wish to support.
- 2.3 Furthermore, the changed circumstances created by the coronavirus pandemic make it even more appropriate to review the Council's objectives for the grants programme, and its priorities for investment in the community and voluntary sectors.
- 2.4 It is therefore proposed, that the Community PDG sets up a working group to draw up a clear set of priorities for the grants programme. At the same time, in view of the need to review the Council's budgets this autumn as a response to the financial impact of the pandemic on the Council's own finances, it seeks

from Cabinet a view on the level of funding likely to be available for the period 2021-24.

- 2.5 In order to undertake the review, and give voluntary and community sector organisations sufficient notice of intended funding levels for 2021-24, the following timetable is proposed

Step	Milestone	Date
	Report to Community Wellbeing PDG	28 th July 2020
	Setting up of working party to develop detailed criteria for Strategic Grants Programme	August 2020
	Report to Community Wellbeing PDG	22 nd Sept 2020
	Decision by Cabinet on grant priorities	1 st Oct 2020
	Invitation for bids to the 2021-24 Strategic Grants Programme	2 nd Oct 2020
	Deadline for applications	15 th Nov 2020
	Assessment of applications	Nov - Dec 2020
	Grant awards announced	by 31 st Dec 2021
	Funding agreements issued and signed off	March 2021
	New arrangements implemented	April 2021

Contact for more information: John Bodley Scott, Economic Development Team Leader x 4363

Circulation of the report: Cllr Dennis Knowles

List of background papers:

CABINET
09 July 2020

AGENDA ITEM

REVENUE AND CAPITAL OUTTURN 2019/20

Cabinet Member Cllr Alex White
Responsible Officer Deputy Chief Executive (S151): Andrew Jarrett

Reason for Report: To present the revenue and capital outturn figures for the financial year 2019/20.

RECOMMENDATION(S): That Cabinet -

1 - Note the General Fund outturn achieved in 2019/20 which shows an overall overspend of £232k. This deficit is proposed to be taken from General Fund reserve which will still leave the balance above our minimum recommended level.

2 - Approve the net transfers to earmarked reserves of £686k detailed in the General Fund service budget variance reports shown in Appendix 1 and summarised in Appendix 3.

3 - Note the positive position achieved on the Housing Revenue Account which shows a saving of £608k and approve the “earmarking” of the extra £608k shown in paragraph 4.2, as well as the utilisation of reserves totalling £859k identified in Appendices 2 and 3.

4 - Approve the carry forward of £9.741m from the 2019/20 capital programme (see paragraph 6.3) as all of the schemes will be delivered in 2020/21 or later years. Also approve the transfer to Earmarked reserves of the un-spent £208k identified in Appendix 4.

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 carried forward from 2019/20. All future spending will be closely linked to key council pledges from the updated corporate plan.

Financial Implications: Good financial management and administration underpin 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: No equality issues identified for this report.

Impact on Climate Change: No impacts identified for this report.

1 Executive Summary

- 1.1 This report contains information relating to the Council's performance for the 2019/20 financial year. The outturn figures included are provisional subject to external review; the findings of which are to be reported to Audit Committee in August this year.
- 1.2 Monitoring the budget is an important part of the Council's performance management framework.
- 1.3 The revenue outturn position for the financial year 2019/20 is as follows:
- The General Fund (GF) Revenue Outturn position for 2019/20 is a net overspend of £232k. The table below assumes this transfer.
 - The HRA is a "Self-Financing" account for the Council's Housing Landlord function, which is budgeted to "break even" (net of approved transfers to/from HRA Reserves). The HRA Outturn for 2019/20 is a net underspend of £608k.

	31 March 2019	In year movement	31 March 2020
	£k	£k	£k
General Fund Reserve	2,501	(250)	2,251
Housing Revenue Account Reserve	2,000	0	2,000

- 1.4 The Capital outturn position for 2019/20 is shown in Section 6.

2 Introduction

- 2.1 Members of the Cabinet should note that the outturn report is fundamentally a set of management reports that show the year end position on all service areas. The Finance Team then have to turn these management reports into the statutory financial statements which are subject to a wide number of complex accounting rules that often significantly change the final picture of a service's financial position for the year. However, it is important to note that the bottom-line profit or loss for the year remains constant.
- 2.2 Members will be aware from previous experience that the position can change between "in-year" projections and the final outturn position, mainly due to demand-led service costs and income levels. The budget monitoring process involves a regular review of budgets. Budgetholders, with support and advice from their accountants, review the position and update their forecasts based on currently available information and knowledge of service requirements for the remainder of the year. As with any forecast there is always a risk that assumptions and estimates will differ from the eventual outcome.
- 2.3 During the budget setting process we continue to ensure that revenue budgets are set on a robust basis and take a prudent view of the likely levels of income and expenditure.

2.4 On March 20 2020, the country was put into lockdown as a response to the Covid 19 pandemic. It has affected us all greatly, and the impacts on this Authority have been wide ranging: from the ways we make decisions; to new operations including assistance to those who are shielding, the distribution of grants to support local businesses and additional assistance for the homeless; the closure of leisure centres and wholesale changes to working practices, with most staff working from home or indeed on furlough. However, the timing of the crisis is such that the impacts on the financial year being reported are minimal. It will have truly significant effects on our income as leisure centres have closed, car parks are empty and a broad range of services are suspended. The effects of this and the Council's responses to them will be reported through the appropriate channels.

3 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 £2.501m at the end of 2018/19 following the end of year transfers. In 2019/20 there were a number of transfers and contributions to general reserves resulting in the final transfer out of £250k being the £232k deficit generated in year plus £18k Brexit funding received in 2018/19 and transferred to an EMR this year. If this is approved, the General Fund Reserve will still remain slightly above the recommended minimum level of £2.0m as required by Cabinet agreement on 16 January 2020.

3.2 Detailed budget monitoring reports were provided to both senior managers and Members throughout 2019/20. This monitoring focused on significant budget variances (+/- £10k), included remedial action where necessary and estimated an overall outturn position. The final written monitoring report considered by the Cabinet gave a detailed position as at 31 December 2019 and predicted an end of year deficit of £252k for the General Fund. Therefore the final position improved by £20k.

3.3 The table below shows the overall budget, actual and variance, summarised for 2019/20.

	2019/20 Budget £	2019/20 Actual £	Variance £
Total Cost of Services	10,244,904	10,743,136	498,232
Other Income and Expenditure	(60,605)	(388,540)	(327,935)
TOTAL BUDGETED EXPENDITURE	10,184,299	10,354,596	170,297
TOTAL FUNDING	(10,184,299)	(10,122,290)	62,009
Net Income and Expenditure	0	232,306	232,306

3.4 A detailed explanation of all the key variances is shown in Appendix 1, service by service. Inevitably, within a service, there are often variances which compensate. Some areas may create savings which in turn can be partly or fully offset by overspends elsewhere. In this report we have tried to highlight the major movements to enable Members to appreciate the more significant trends within each service area.

NB – where any of the above variances were deemed to be recurring, the 2020/21 budget was adjusted accordingly.

3.5 The overall effect of the 2019/20 financial year would result in a General Fund Balance of £2.252m which is in line with the Council's own minimum requirement of £2.0m (agreed by Cabinet 16 January 2020).

3.6 In addition to the GF Balance, the Council holds a number of Earmarked Reserves (EMRs) which are used to help fund anticipated future expenditure commitments. The net movement of £0.683m from these reserves and the end of year balances held on them are shown in Appendix 3.

3.7 **Market Walk and Fore Street Shops, Tiverton**

Members will no doubt be keen to see this year's results following the acquisition of the shops in March 2015. At minus 1.2% the return on investment has dropped compared to 2018/19 (+1.3%). Net rental income has reduced due to negative rent reviews. Further, the number of vacant units has risen, which is partly due to relets being withheld in Fore Street pending the Tiverton Enhancement Project (now discontinued). These are challenging times "on the high street" and we are mindful that we must balance the return on our investment with the perception and vision for the town, hence we may accept a lower return in exchange for occupancy of the units.

The various elements are shown in different areas of the Income and Expenditure account, but the overall position is as follows:

	<u>£k</u>
Net rental income after expenses (Shown within property Services committee)	(128)
Interest payable on Public Works Loan Board loan	95
Statutory Capital Financing (over 50 years)	83

Net (surplus)/deficit for the year	50
	=====

This income equates to an approximate return net of borrowing costs of -1.2% being $-50k \div 4,173k$ (£4.173m = Principal).

4.0 **Housing Revenue Account (HRA)**

4.1 This is a ring-fenced reserve in respect of the Council's housing landlord function. It is increased or decreased by the surplus or deficit generated on the HRA in the year. For 2019/20 the outturn is a net surplus of £608k and Members are requested to approve a transfer to HRA reserves to bring this to zero.

4.2 This surplus is explained in paragraph 4.4 and the effect of it on the HRA balance is shown below.

HRA Balance

	£m
HRA balance @ 31/03/19	(2.000)
Budget saving achieved in 2019/20	(0.608)
Additional transfer to 30yr modernisation programme	0.608
HRA balance @ 31/03/20	(2.000)

- 4.3 After the strong closing financial position delivered in 2019/20, it is recommended to transfer a sum of £608k into the Housing Maintenance Fund earmarked reserve. This is in addition to the £764k budgeted in-year contribution. The above position leaves an HRA balance of £2.0m as at 31 March 2020.
- 4.4 Main budget variances during 2019/20 giving rise to the figure of £608k include £252k salary savings (which include savings relating to retirements and vacant posts as well as standby payments to depot staff); £235k underspend on new projects and £61k saving where anticipated financing of capital spend was not utilised, whilst the increased number of affordable housing units being applied in year contributed to dwelling rents exceeding expectations by £122k. For further details, please see the HRA Outturn Summary for 2019/20, which is attached as Appendix 2 to this report.
- 4.5 In addition to the above, the HRA hold a number of earmarked reserves. The movements on these during 2019/20 and their closing balances are shown on Appendix 3. This money is effectively “ring fenced” and will be held to meet expenditure on projects during 2020/21 and beyond.

5.0 The Collection Fund

- 5.1 Mid Devon is a collection authority for council tax and national non-domestic rates, and as such, is required to produce a collection fund account for the Mid Devon area. The Council collects council tax on behalf of Devon County Council, Devon Fire and Rescue Service, Devon & Cornwall Police and the Town/Parish Councils.
- 5.2 The council tax collection rate for 2019/20 was 97.8% (97.8% in 2018/19). This demonstrates how our Revenues section has consistently been effective in collecting the annual charge in extremely challenging economic times. The Non Domestic Rates collection rate was 98.8% for 2019/20 (99.3% in 2018/19).

6.0 Capital Outturn

- 6.1 A capital outturn summary is attached as Appendix 4 to this report. The revised capital budget for 2019/20 amounted to £35.193m. At the year-end we had spent £12.197m leaving the capital programme underspent in total by £22.996m.

- 6.2 Capital receipts of £0.463m (this includes general useable capital receipts and ring-fenced replacement homes capital receipts) were applied to finance the programme with the balance of the expenditure met by a combination of borrowing, external grants and contributions from reserves.
- 6.3 As shown in Appendix 4 there are capital projects totalling £9.741m which have not been completed as at the 31 March 2020. This expenditure, therefore, needs to be rolled forward to be included in the 2020/21 capital programme. These schemes are still fully funded by either unspent capital grants or by provisions held within capital earmarked reserves. In addition there is £99k relating to Affordable Housing and £109k HRA Renewable Energy that will remain in a reserve for future prioritisation.
- 6.4 The Capital Receipts Reserve (note this includes general useable capital receipts and ring-fenced replacement homes capital receipts) is used to part fund the capital programme - the movement on this account for the year is given below:

	£m
Balance at 1 April 2019	(3.621)
• Sale of Council Houses (29)	(2.334)
• General Fund Sales	(0.075)
• Open Market Housing sales (2)	(0.485)
• Pooling of Housing Capital Receipts to Government.	0.895
• Capital Receipts applied in year	0.463
Balance at 31 March 2020	(5.157)

Note – the remaining balance of £5.157m is committed in order to fund any slippage, specific projects in ICT and Private Sector Housing and to balance the Capital Medium Term Financial Plan.

- 6.5 The Capital Earmarked Reserve has been set aside from Revenue to fund capital projects; the balance on this reserve now stands at £301k made up by the following transactions:

	£k
Balance at 1 April 2019	(415)
Contribution to EMR	(2)
Funding required to deliver the 2019/20 Programme	116
Balance at 31 March 2020	(301)

Note – the remaining balance of £301k is committed in order to fund any slippage and to balance the Capital Medium Term Financial Plan.

- 6.6 The Council also holds New Homes Bonus which can be used for either Revenue or to support future Capital Programmes, the balance held at 31 March 2020 is £3.499m; again much of this remaining balance is committed to funding any slippage and to balance the Capital Medium Term Financial Plan.

7.0 Treasury Management

- 7.1 A review of the 2019/20 investment performance, including the details of interest payable, are included within the separate 2019/20 Treasury Outturn Report.

- 7.2 As detailed in this report, the Authority holds a 100% interest in 3 Rivers Development Limited, a private limited company engaged in construction in the Mid Devon area. The Authority advances funds to the Company to facilitate operations with the intention that they are repaid from the proceeds of the sale of the developments.

During the year ended 31 March 2020, £6.446m was loaned to the Company and total loan value at this date was £9.061m. During the year £251k interest was paid to the Authority in respect of these loans.

These loans are subject to overarching management review on a regular basis. This is reflected in the impairments made in both periodic monitoring reports and in the year end financial statements. The year end review, carried out in compliance with IFRS 9 Financial Instruments, led to impairments totalling £790k in respect of one of the project loans and the working capital loan.

8.0 Conclusion

- 8.1 Members are asked to note the revenue and capital outturn figures for the financial year 2019/20 and agree the proposed earmarking of surplus funds generated by in year savings from both the GF and the HRA. In addition, Members are requested to approve the incomplete projects on the 2019/20 capital programme be rolled forward into the 2020/21 capital programme.

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Circulation of the Report:

Cllr White
Leadership Team

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GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

	Budget 2019/20 £	Actual 2019/20 £	Variance £
Community Development	142,855	144,110	1,255
Corporate Management	1,681,157	2,533,656	852,500
Car Parks	(528,562)	(518,213)	10,349
Customer Services	768,871	698,169	(70,702)
Environmental Services	798,477	1,001,853	203,376
Finance & Performance	690,320	685,174	(5,146)
Grounds Maintenance	610,190	529,519	(80,671)
General Fund Housing	77,524	9,004	(68,520)
Human Resources	465,090	470,705	5,615
I.T.Services	987,535	970,193	(17,342)
Legal & Democratic Services	1,136,206	1,036,659	(99,547)
Planning & Regeneration	993,725	1,452,261	458,536
Property Services	589,780	494,460	(95,320)
Revenues & Benefits	431,290	540,485	109,195
Recreation and Sport	527,245	659,881	132,635
Waste Services	2,015,282	1,817,494	(197,788)
ALL GENERAL FUND SERVICES	11,386,985	12,525,409	1,138,425
Net recharge to HRA	(1,534,110)	(1,534,110)	0
Statutory Adjustments (Capital Charges)	392,029	418,832	26,803
Statutory Adjustments (Capital Loans & Investments Written Off)	0	(666,995)	(666,995)
NET COST OF SERVICES	10,244,904	10,743,136	498,233
Finance Lease Interest Payable	58,280	58,280	(0)
Interest Charged Between GF & HRA	(49,000)	(45,479)	3,521
Interest Receivable / Payable on Other Activities	167,580	100,469	(67,111)
Interest Receivable on Investments	(442,540)	(594,907)	(152,367)
CTS Funding parishes	0	0	0
Transfers into Earmarked Reserves	3,344,196	3,627,968	283,772
Transfers from Earmarked Reserves	(2,551,270)	(3,722,926)	(1,171,655)
Contribution from New Homes Bonus Reserve	(587,850)	(587,850)	0
Revenue contribution to fund 2019/20 Capital Programme	0	775,905	775,905
TOTAL EXPENDITURE	10,184,299	10,354,596	170,297
FUNDED BY:-			
Formula Grant (RSG & RSDG & NNDR)	(3,001,386)	(2,839,376)	162,010
Business Rates Benefit from Devon Pool	0	(100,000)	(100,000)
New Homes Bonus Grant	(1,243,503)	(1,243,503)	0
COVID 19 Grant	(38,976)	(38,976)	0
Collection Fund Surplus	(71,330)	(71,331)	(1)
Council Tax - (Band D at £203.84)	(5,829,104)	(5,829,104)	0
TOTAL FUNDING	(10,184,299)	(10,122,290)	62,009
NET INCOME AND EXPENDITURE	0	232,306	232,306

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Community Development

Code	Community and Development	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	51,330	62,849	11,519	22.4%
2,000	Premises	45,110	39,307	(5,803)	-12.9%
3,000	Transport	0	0	0	0.0%
4,000	Supplies and Services	134,765	127,242	(7,523)	-5.6%
Total Direct Expenditure		231,205	229,398	(1,807)	-0.8%
7,000	External Income	(88,350)	(85,288)	3,062	3.5%
Net Direct Expenditure		142,855	144,110	1,255	0.9% (a)
5,000	Support Services	54,280	54,280	0	0.0%
6,500	Depreciation	57,070	57,070	0	0.0%
Total Indirect Expenditure		111,350	111,350	0	0.0%
Total Community & Development Expenditure		254,205	255,460	1,255	0.5%
Community & Development - Service units					
CD200	Community Development	173,075	167,795	(5,280)	-3.1%
CD300	Tiverton Pannier Market	81,130	89,195	8,065	9.9%
CD305	Market - Electric Nights	0	(1,530)	(1,530)	0.0%
CD400	Crediton Market Square	0	0	0	0.0%
Total Community & Development Expenditure		254,205	255,460	1,255	0.5%
				£	£
Total Expenditure Variation					1,255 (a)
Major Cost Changes					
CD300	Salaries - job evaluation and additional cover over the busy Christmas period			13,000	13,000
Major Cost Savings					
CD200	Community Development grant funding			(5,280)	(5,280)
Major Changes in Income Levels					
Minor Variations					
					(6,465)
Total Expenditure Variation					1,255 (a)
EARMARKED RESERVES					
Utilised 2019/20					
CD200	Release of reserve no longer required to General Fund Reserves			(4,597)	
CD300	Release of reserve no longer required to General Fund Reserves			(7,000)	
Proposed contribution c/fwd to 2019/20					
Net movement in earmarked reserves					
					(11,597)
Total Expenditure variation after Earmarked Reserves					(10,342)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Corporate Management

Code	Corporate	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	1,543,710	1,525,386	(18,324)	-1.2%
2,000	Premises	0	0	0	0.0%
3,000	Transport	3,110	1,907	(1,203)	-38.7%
4,000	Supplies and Services	156,700	997,726	841,026	536.7%
Total Direct Expenditure		1,703,520	2,525,019	821,499	48.2%
7,000	External Income	(22,363)	8,638	31,001	138.6%
Net Direct Expenditure		1,681,157	2,533,656	852,500	50.7% (a)
5,000	Support Services	(159,870)	(159,870)	0	0.0%
6,500	Depreciation	0	0	0	0.0%
Total Indirect Expenditure		(159,870)	(159,870)	0	0.0%
Total Corporate Expenditure		1,521,287	2,373,786	852,500	56.0%
Corporate Management Service Units					
CM100	Leadership Team	573,440	547,352	(26,088)	-4.5%
CM199	Leadership Team Recharge	(573,420)	(573,420)	0	0.0%
CM210	Performance, Governance & Data	105,470	95,428	(10,042)	-9.5%
CM220	Brexit	(15,363)	(15,363)	0	0.0%
CM300	Corporate Fees/charges	508,430	1,389,398	880,968	173.3%
CM340	Unison	11,540	11,433	(107)	-0.9%
CM310	Corporate Performance	1,750	1,750	0	0.0%
CM600	Pension Backfunding	909,440	917,053	7,613	0.8%
CM800	Tiverton Hub	0	156	156	0.0%
Total Corporate Expenditure		1,521,287	2,373,786	852,500	56.0%
				£	£
Total Expenditure Variation					852,500 (a)
Major Cost Changes					
CM300	3 Rivers - Working capital impairment - IFRS 9 the risk of non-repayment of the loan			173,000	
CM300	3 Rivers - Riverside impairment - Relates to the potential overspend on the project leading to non- repayment of loan			617,000	
CM300	Impairment of South West Mutual Investment			50,000	
CM300	Bank charges above budget			15,260	
CM220	Training and technology spend from Brexit budget			19,470	
					874,730
Major Cost Savings					
CM100	Salary savings including element from Director post not replaced			(26,000)	
CM300	Valuation fees for the year less than anticipated			(13,000)	
CM300	Charges on Apprenticeship levy less than budgeted			(19,510)	
					(58,510)
Major Changes in Income Levels					
CM210	Grant received for providing various services incl Transparency code			(8,100)	
CM300	Increase in Bad Debt Provision to reflect Covid uncertainty			64,190	
CM220	Grant Income above budget, netted of against training overspend			(19,470)	
					36,620
Minor Variances					
Various	Other minor variances			(340)	
Total Expenditure Variation					852,500
EARMARKED RESERVES					
Utilised 2019/20					
Proposed contribution c/fwd to 2019/20					
Net movement in earmarked reserves					0
Total Expenditure variation after Earmarked Reserves					852,500

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Car Parks

Code	Car Parks	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	0	(0)	(0)	0.0%
2,000	Premises	185,578	183,048	(2,530)	-1.4%
3,000	Transport	0	0	0	0.0%
4,000	Supplies and Services	67,150	95,794	28,644	42.7%
	Total Direct Expenditure	252,728	278,842	26,114	10.3%
7,000	External Income	(781,290)	(797,055)	(15,765)	-2.0%
	Net Direct Expenditure	(528,562)	(518,213)	10,349	2.0% (a)
5,000	Support Services	229,850	229,850	0	0.0%
6,500	Depreciation	218,450	218,450	(0)	0.0%
	Total Indirect Expenditure	448,300	448,300	(0)	0.0%
	Total Car Park Expenditure	(80,262)	(69,913)	10,349	12.9%
	Car Park - Service units				
CP510	Market Car Park	8,430	8,430	0	0.0%
CP520	Multi-Storey Car Park (MSCP)	189,140	203,915	14,775	7.8%
CP530	Amenity Car Parks	32,948	36,317	3,369	10.2%
CP540	Paying Car Parks	(310,780)	(318,574)	(7,794)	2.5%
	Total Car Park Expenditure	(80,262)	(69,913)	10,349	12.9%
				£	£
	Total Expenditure Variation				10,349 (a)
	Major Cost Changes				
CP	Increase cash & electronic collection costs			16,000	
CP540	Implementing new pricing tariffs has resulted in a one-off overspend			8,000	
					24,000
	Major Cost Savings				0
	Major Changes in Income Levels				
CP520	P&D shortfall for MSCP due to Premier Inn works.			8,400	
CP540	Increased P&D income from new tariff charges			(8,000)	
CP540	Parking permits increase in income			(21,000)	
CP540	Reduced PCN income due to staff vacancy in Enforcement Team (see salary savings within Environmental Services)			6,660	
					(13,940)
	Minor Variations				289
	Total Expenditure Variation				10,349 (a)
	EARMARKED RESERVES				
	Utilised 2019/20				
	Proposed contribution c/fwd to 2019/20				
	Net movement in earmarked reserves				0
	Total Expenditure variation after Earmarked Reserves				10,349

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Customer Services

Code	Customer Services	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	681,900	620,148	(61,752)	-9.1%
2,000	Premises	0	0	0	0.0%
3,000	Transport	1,290	769	(521)	-40.4%
4,000	Supplies and Services	85,681	78,097	(7,585)	-8.9%
	Total Direct Expenditure	768,871	699,013	(69,858)	-9.1%
7,000	External Income	0	(844)	(844)	0.00%
	Net Direct Expenditure	768,871	698,169	(70,702)	-9.2% (a)
5,000	Support Services	(771,610)	(771,610)	(0)	0.0%
6,500	Depreciation	1,110	1,110	0	0.0%
	Total Indirect Expenditure	(770,500)	(770,500)	(0)	0.0%
	Total Customer Services Expenditure	(1,629)	(72,332)	(70,703)	-4340.3%
	Customer Services - Service units				
CS200	Communications	131,880	128,856	(3,024)	-2.3%
CS299	Communications Rech	(131,850)	(131,850)	0	0.0%
CS500	Messenger Services	66,490	51,854	(14,636)	-22.0%
CS599	Messenger Services Rech	(66,500)	(66,500)	0	0.0%
CS900	Central Photocopying	21,010	19,159	(1,851)	-8.8%
CS901	Central Photocopying Rech	(20,990)	(20,990)	0	0.0%
CS902	Central Postage	23,130	23,658	528	2.3%
CS903	Central Postage Rech	(23,110)	(23,110)	0	0.0%
CS910	Customer Services Admin	153,030	120,718	(32,312)	-21.1%
CS915	Customer Services Admin Rech	(163,010)	(163,010)	(0)	0.0%
CS930	Customer First Management	169,060	165,496	(3,564)	-2.1%
CS931	Customer First Management Rech	(169,070)	(169,070)	0	0.0%
CS932	Customer First	584,881	569,038	(15,843)	-2.7%
CS933	Customer First Rech	(576,580)	(576,580)	0	0.0%
CS938	Digital Strategy Staffing	0	0	0	0.0%
	Total Customer Services Expenditure	(1,629)	(72,332)	(70,703)	-4340.3%
	Total Expenditure Variation			£ (70,703)	£ (70,703) (a)
	Major Cost Changes				0
	Major Cost Savings				
	Salary Savings due to various vacant posts during the year			(72,000)	(72,000)
	Major Changes in Income Levels				
	Minor Variations				1,297
	Total Expenditure Variation				(70,703) (a)
	EARMARKED RESERVES				
	Utilised 2019/20				
	Proposed contribution c/fwd to 2019/20				
	Net movement in earmarked reserves				0
	Total Expenditure variation after Earmarked Reserves				(70,703)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Environmental Services

Code	Environmental Services	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	900,198	881,359	(18,839)	-2.1%
2,000	Premises	145,329	185,835	40,506	27.9%
3,000	Transport	43,800	44,449	649	1.5%
4,000	Supplies and Services	123,070	125,370	2,300	1.9%
	S106 Expenditure		158,728	158,728	
	Total Direct Expenditure	1,212,397	1,395,741	183,344	15.1%
7,000	External Income	(413,920)	(387,484)	26,436	6.4%
	S106 contributions		(6,404)	(6,404)	0.0%
	Net Direct Expenditure	798,477	1,001,853	203,376	25.5% (a)
5,000	Support Services	734,430	734,430	0	0.0%
6,500	Depreciation	89,760	89,760	0	0.0%
	Total Indirect Expenditure	824,190	824,190	0	0.0%
	Total Environmental Services Expenditure	1,622,667	1,826,043	203,376	12.5%
	Environmental Services - Service units				
ES100	Cemeteries	134,365	170,724	36,359	27.1%
ES101	Cemetery Lodge	(8,400)	0	8,400	100.0%
ES110	Bereavement Services	31,810	31,482	(328)	-1.0%
ES112	Bereavement Services Rech	(31,810)	(31,810)	0	0.0%
ES200	CCTV Initiatives	12,820	14,051	1,231	9.6%
ES250	Community Safety	84,900	80,806	(4,094)	-4.8%
ES251	Community Safety recharge	0	0	0	0.0%
ES252	Building Safer Community Fund	0	0	0	0.0%
ES256	Community Safety Partnership	0	0	0	0.0%
ES260	Food Protection	102,870	100,630	(2,240)	-2.2%
ES270	Water Quality Monitoring	40,730	46,320	5,590	13.7%
ES349	Private Sector Housing team Rech	0	0	0	0.0%
ES354	Private Sector Housing	79,650	100,542	20,892	26.2%
ES360	Dog Warden	19,470	22,789	3,319	17.0%
ES361	Public Health	0	0	0	0.0%
ES450	Parks & Open Spaces	373,210	368,707	(4,503)	-1.2%
ES455	Amory Park	50,064	51,547	1,483	3.0%
ES460	Play Areas	221,040	260,689	39,649	17.9%
ES500	Emergency Planning	40,600	39,830	(770)	-1.9%
ES550	Licensing	78,920	81,726	2,806	3.6%
ES580	Pool Car Running Costs	7,480	5,160	(2,320)	-31.0%
ES600	Pest Control	30,130	26,798	(3,333)	-11.1%
ES650	Contaminated Land	0	0	0	0.0%
ES660	Control of Pollution	115,630	228,121	112,491	97.3%
ES670	Local Air Pollution	7,290	7,157	(133)	-1.8%
ES720	ES Management	0	0	0	0.0%
ES730	Environmental Enforcement	221,760	208,704	(13,056)	-5.9%
ES731	Environmental Enforcement Rech	(220,950)	(220,950)	0	0.0%
ES733	Environmental Health	756,218	751,952	(4,266)	-0.6%
ES734	Environmental Health Rech	(532,400)	(532,400)	0	0.0%
ES740	Licensing Unit	144,900	151,099	6,199	4.3%
ES741	Licensing Unit Rech	(144,900)	(144,900)	0	0.0%
ES760	Health & Safety Officer	0	0	0	0.0%
PS480	MDDC Footpaths & Railway Walks	7,270	7,270	0	0.0%
	Total Environmental Services Expenditure	1,622,667	1,826,043	203,376	12.5%

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Environmental Services

	£	£
Total Expenditure Variation		203,376 (a)
Major Cost Changes		
ES740 Licensing - salary overspend due to JE regrades. We will be able to adjust fees going forward.	7,000	7,000
Major Cost Savings		
ES354& ES733 Vacant posts during the year - mostly off-set by unachieved income	(22,000)	
ES730 Vacant post in Environmental Enforcement has resulted in a one-off salary saving	(10,000)	(32,000)
Major Changes in Income Levels		
ES550 Licensing income - unpredictability on licence numbers under the new animal licensing regulations.	4,700	
ES354 HMO income not achieved due to vacant post	16,900	
ES354 Income write-off due to loss of a major Housing prosecution case	18,000	
ES100 Cemetery Income down on Internments & Exclusive Burial Rights	34,000	73,600
Minor Variations		
		2,450
SERVICE MOVEMENT BEFORE STATUTORY ADJUSTMENTS		51,050
ES450 Net S106 receipts & grants (also see EMR below) Parks & Open Spaces		4,449
ES455 Net S106 receipts & grants (also see EMR below) Amory Pk		138
ES460 Net S106 receipts & grants (also see EMR below) Play Areas		32,632
ES660 Net S106 receipts & grants (also see EMR below) Control of Pollution		115,106
Total Expenditure Variation		203,376 (a)
EARMARKED RESERVES		
Utilised 2019/20		
S106 - Air Quality	(121,509)	
S106 - Public Open Space	(37,220)	
Proposed contribution c/fwd to 2019/20		
S106 - Air Quality	6,403	
Net movement in earmarked reserves before statutory adjustments		(152,326)
Total Expenditure variation after Earmarked Reserves		51,050

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Finance and Performance

Code	Finance and Performance	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	540,600	540,477	(123)	0.0%
2,000	Premises	0	0	0	0.0%
3,000	Transport	1,280	1,926	646	50.5%
4,000	Supplies and Services	148,440	150,526	2,086	1.4%
Total Direct Expenditure		690,320	692,928	2,608	0.4%
7,000	External Income	0	(7,754)	(7,754)	0.00%
Net Direct Expenditure		690,320	685,174	(5,146)	-0.7% (a)
5,000	Support Services	(707,200)	(707,200)	0	0.0%
6,500	Depreciation	0	0	0	0.0%
Total Indirect Expenditure		(707,200)	(707,200)	0	0.0%
Total Finance and Performance Expenditure		(16,880)	(22,026)	(5,146)	-30.5%
Finance and Performance - Service units					
FP100	Accountancy Services	514,100	519,325	5,225	1.0%
FP199	Accountancy Services Rech	(514,010)	(514,010)	0	0.0%
FP200	Internal Audit	105,070	101,961	(3,109)	-3.0%
FP299	Internal Audit Rech	(105,060)	(105,060)	0	0.0%
FP300	Procurement	126,250	125,755	(495)	-0.4%
FP399	Procurement Rech	(138,280)	(138,280)	0	0.0%
FP400	Purchase Ledger	99,220	97,447	(1,773)	-1.8%
FP499	Purchase Ledger Rech	(104,200)	(104,200)	0	0.0%
FP500	Sales Ledger	140,160	135,166	(4,994)	-3.6%
FP599	Sales Ledger Rech	(140,130)	(140,130)	0	0.0%
Total Finance and Performance		(16,880)	(22,026)	(5,146)	-30.5%
				£	£
Total Expenditure Variation					(5,146) (a)
Major Cost Changes					
					0
Major Cost Savings					
Salary Saving due to vacant posts				(5,000)	(5,000)
Major Changes in Income Levels					
					0
Minor Variations					
					(146)
Total Expenditure Variation					(5,146) (a)
EARMARKED RESERVES					
Utilised 2019/20					
Proposed contribution c/fwd to 2019/20					
Net movement in earmarked reserves					0
Total Expenditure variation after Earmarked Reserves					(5,146)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Grounds Maintenance

Code	Grounds Maintenance	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	530,340	475,974	(54,366)	-10.3%
2,000	Premises	0	0	0	0.0%
3,000	Transport	90,940	95,172	4,232	4.7%
4,000	Supplies and Services	37,410	26,238	(11,172)	-29.9%
Total Direct Expenditure		658,690	597,384	(61,306)	-9.3%
7,000	External Income	(48,500)	(67,865)	(19,365)	-39.93%
Net Direct Expenditure		610,190	529,519	(80,671)	-13.2% (a)
5,000	Support Services	(585,560)	(585,560)	0	0.0%
6,500	Depreciation	3,260	3,260	0	0.0%
Total Indirect Expenditure		(582,300)	(582,300)	0	0.0%
Total Grounds Maintenance Expenditure		27,890	(52,781)	(80,671)	-289.2%
Grounds Maintenance - Service units					
GM960	Grounds Maintenance	808,200	727,529	(80,671)	-10.0%
GM961	Grounds Maintenance Rech	(780,310)	(780,310)	0	0.0%
Total Grounds Maintenance Expenditure		27,890	(52,781)	(80,671)	-289.2%
				£	£
Total Expenditure Variation					(80,671) (a)
Major Cost Changes					0
Major Cost Savings					
Salary savings - service restructure and vacant posts during the year.				(44,100)	
Underspend on training budget and equipment.				(10,470)	
Underspend on repairs of plant and equipment. This is due to some of the equipment being relatively new.				(6,000)	
					(60,570)
Major Changes in Income Levels					
Additional income for adhoc work.				(10,000)	
Sale of old mowers and vehicle.				(7,200)	
					(17,200)
Minor Variations					(2,901)
Total Expenditure Variation					(80,671) (a)
EARMARKED RESERVES					
Utilised 2019/20					
Proposed contribution c/fwd to 2019/20					
Net movement in earmarked reserves					0
Total Expenditure variation after Earmarked Reserves					(80,671)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

General Fund Housing

Code	General Fund Housing	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	273,180	252,342	(20,838)	-7.6%
2,000	Premises	7,750	5,032	(2,718)	-35.1%
3,000	Transport	14,950	13,942	(1,008)	-6.7%
4,000	Supplies and Services	379,998	447,703	67,706	17.8%
	Total Direct Expenditure	675,878	719,020	43,142	6.4%
7,000	External Income	(598,354)	(710,016)	(111,662)	-18.66%
	Net Direct Expenditure	77,524	9,004	(68,520)	-88.4% (a)
5,000	Support Services	43,230	43,230	0	0.0%
6,500	Depreciation	620	620	0	0.0%
	Total Indirect Expenditure	43,850	43,850	0	0.0%
	Total General Fund Housing Services Expendi	121,374	52,854	(68,520)	-56.5%
	General Fund Housing - Service units				
HG320	Housing & Homelessness Advice	230,590	233,506	2,916	1.3%
HG330	Refugee Housing Scheme	0	0	0	0.0%
HG340	Community Land Trusts	3,125	3,125	0	0.0%
HG345	Rough Sleeping Initiative	(25,335)	(25,335)	0	0.0%
HG347	Rough Sleeping Initiative MDDC/EDDC	(8,650)	(8,650)	0	0.0%
HG350	Community Alarms	(101,090)	(138,254)	(37,164)	-36.8%
HG373	Homelessness & Enabling Team	297,580	263,308	(34,272)	-11.5%
HG376	Ivor Macey House Project	22,733	22,733	0	0.0%
HG379	Homeless & Enabling Team Rech	(297,580)	(297,580)	0	0.0%
	Total General Fund Housing Services Expendi	121,374	52,854	(68,520)	-56.5%
				£	£
	Total Expenditure Variation				(68,520) (a)
	Major Cost Changes				
HG320	Impairment Allowance to reflect Covid			6,000	
HG320	Bad Debts Written Off			10,300	
					16,300
	Major Cost Savings				
HG320	Temp Accommodation net costs under budget			(36,000)	
HG350	Community Alarms: estimated surplus due to underspend on service overheads			(19,000)	
	Salary underspends within the GF Housing staff unit. Legislative changes implemented at the beginning of 2018/19 brought in a need to work differently. Provision had been made for an Officer to work with housing applicants when they first presented as homeless but as the new procedures became embedded, the need for this post could not be justified. Looking forward this post has not been retained for the next budget year. Minor other savings included			(31,000)	
					(86,000)
	Major Changes in Income Levels				
HG320	Discretionary Allowance less than budgeted			21,270	
HG350	Community Alarms : Income above budget			(13,000)	
					8,270
	Minor Variations				
	Various Small variances			(7,090)	
	Total Expenditure Variation				(68,520) (a)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

General Fund Housing

EARMARKED RESERVES	
Utilised 2019/20	
Proposed contribution c/fwd to 2019/20	
Net movement in earmarked reserves	0
Total Expenditure variation after Earmarked Reserves	(68,520)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Human Resources

Code	Human Resources	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	418,730	434,010	15,280	3.6%
2,000	Premises	0	0	0	0.0%
3,000	Transport	2,500	3,397	897	35.9%
4,000	Supplies and Services	43,860	40,432	(3,428)	-7.8%
Total Direct Expenditure		465,090	477,839	12,749	2.7%
7,000	External Income	0	(7,135)	(7,135)	0.00%
Net Direct Expenditure		465,090	470,705	5,615	1.2% (a)
5,000	Support Services	(427,800)	(427,800)	0	0.0%
6,500	Depreciation	0	0	0	0.0%
Total Indirect Expenditure		(427,800)	(427,800)	0	0.0%
Total Human Resources Expenditure		37,290	42,905	5,615	15.1%
HR - Service units					
HR100	Human Resources	372,770	391,839	19,069	5.1%
HR199	Human Resources Rech	(372,710)	(372,710)	0	0.0%
HR200	Staff Development Training	37,260	32,925	(4,335)	-11.6%
HR210	CPD Training	0	0	0	0.0%
HR220	Post Entry Training	0	0	0	0.0%
HR230	Health & Safety Training	0	0	0	0.0%
HR300	Payroll	73,150	66,588	(6,562)	-9.0%
HR399	Payroll Rech	(73,160)	(73,160)	0	0.0%
HR400	Learning & Development	54,990	53,097	(1,893)	-3.4%
HR499	Learning & Development Rech	(55,030)	(55,030)	0	0.0%
HR600	Health & Safety Officer	42,900	42,236	(664)	-1.5%
HR699	Health & Safety Officer Rech	(42,880)	(42,880)	0	0.0%
Total Human Resources Expenditure		37,290	42,905	5,615	15.1%
				£	£
Total Expenditure Variation					5,615 (a)
Major Cost Changes					
Salary overspend due to staff changes within HR				24,000	24,000
Major Cost Savings					
Vacant posts during the year				(12,000)	(12,000)
Major Changes in Income Levels					
0					
Minor Variations					
(6,385)					
Total Expenditure Variation					5,615 (a)
EARMARKED RESERVES					
Utilised 2019/20					
Proposed contribution c/fwd to 2019/20					
Net movement in earmarked reserves					0
Total Expenditure variation after Earmarked Reserves					5,615

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

ICT Services

Code	ICT Services	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	550,200	549,662	(538)	-0.1%
2,000	Premises	0	0	0	0.0%
3,000	Transport	1,020	1,856	836	82.0%
4,000	Supplies and Services	436,315	422,845	(13,470)	-3.1%
Total Direct Expenditure		987,535	974,364	(13,171)	-1.3%
7,000	External Income	0	(4,170)	(4,170)	0.00%
Net Direct Expenditure		987,535	970,193	(17,342)	-1.8% (a)
5,000	Support Services	(977,030)	(977,030)	0	0.0%
6,500	Depreciation	22,350	22,350	0	0.0%
Total Indirect Expenditure		(954,680)	(954,680)	0	0.0%
Total ICT Services Expenditure		32,855	15,513	(17,342)	-52.8%
ICT - Service units					
IT100	Gazetteer Management	84,790	81,395	(3,395)	-4.0%
IT199	Gazetteer Management Rech	(84,780)	(84,780)	0	0.0%
IT300	Central Telephones	62,060	77,708	15,648	25.2%
IT399	Central Telephones Rech	(66,990)	(66,990)	0	0.0%
IT400	ICT Network & Hardware	207,335	180,694	(26,641)	-12.8%
IT499	ICT Network & Hardware Rech	(192,420)	(192,420)	0	0.0%
IT500	ICT Software Support & Maint.	488,710	471,337	(17,373)	-3.6%
IT599	ICT Software Support & Maint. Rech	(501,920)	(501,920)	0	0.0%
IT600	ICT Staff Unit	380,950	378,010	(2,940)	-0.8%
IT699	ICT Staff Unit Rech	(380,940)	(380,940)	0	0.0%
IT700	Cyber Security	36,280	41,884	5,604	15.4%
IT800	Phoenix House Printing	20,700	16,890	(3,810)	-18.4%
IT899	Phoenix House Printing Rech	(20,690)	(20,690)	0	0.0%
IT900	Digital Services	249,770	265,336	15,566	6.2%
IT999	Digital Services Recharge	(250,000)	(250,000)	0	0.0%
Total ICT Services Expenditure		32,855	15,513	(17,342)	-52.8%
				£	£
Total Expenditure Variation					(17,342) (a)
Major Cost Changes					
IT700	Delay in Central Government utilising the internet for submission of statutory returns - meaning the Council has to pay for a private sector network connection.			7,090	
IT300	New contact centre support and maintenance not included in 19-20 budget.			8,200	
IT300	Phone switch support and maintenance. This will disappear in 20-21 when voice Sk			8,000	
IT500	Idox support fees more than budgeted. Migration work to new hardware required.			11,800	
IT900	Overspend on computing software licence fee			7,000	
					42,090
Major Cost Savings					
IT100/600	Salary savings due to vacant posts			(9,000)	
IT400	Underspend on computer hardware. This was to help offset overspend on IT300.			(10,000)	
IT400	The new contract for datalines came in less than budgeted.			(13,000)	
IT500	Client access licence. Indicative prices used for budget setting included a licence for per user and device. Only a user licence is required to deliver applications.			(27,800)	
					(59,800)
Major Changes in Income Levels					
Minor Variations					
					368
Total Expenditure Variation					(17,342) (a)
EARMARKED RESERVES					
Utilised 2019/20					
Proposed contribution c/fwd to 2019/20					
Net movement in earmarked reserves					0
Total Expenditure variation after Earmarked Reserves					(17,342)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Legal and Democratic Services

Code	Legal and Democratic Services	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	568,696	751,172	182,476	32.1%
2,000	Premises	200	39,721	39,521	19760.3%
3,000	Transport	17,700	17,699	(1)	0.0%
4,000	Supplies and Services	593,810	632,207	38,397	6.5%
	Total Direct Expenditure	1,180,406	1,440,798	260,392	22.1%
7,000	External Income	(44,200)	(404,139)	(359,939)	-814.34%
	Net Direct Expenditure	1,136,206	1,036,659	(99,547)	22.1% (a)
5,000	Support Services	(42,050)	(42,050)	0	0.0%
6,500	Depreciation	0	0	0	0.0%
	Total Indirect Expenditure	(42,050)	(42,050)	0	22.1%
	Total Legal and Democratic Services	1,094,156	994,609	(99,547)	22.1%
	Legal & Democratic Services - Service units				
LD100	Electoral Registration	272,080	230,282	(41,798)	-15.4%
LD199	Electoral Registration Rech	(820)	(820)	0	0.0%
LD200	Election costs	113,716	135,059	21,343	N/A
LD300	Democratic Rep & Management	709,170	697,075	(12,095)	-1.7%
LD400	Committee Services	163,000	158,154	(4,846)	-3.0%
LD499	Committee Services Rech	(163,000)	(163,000)	0	0.0%
LD600	Legal Services	420,850	358,700	(62,150)	-14.8%
LD699	Legal Services Rech	(420,840)	(420,840)	0	0.0%
	Total Legal and Democratic Services	1,094,156	994,609	(99,547)	
	Total Expenditure Variation			£ (99,547)	£ (99,547) (a)
	Major Cost Changes				
LD201	District election spend not fully covered by available EMR			19,000	
LD100	Net overspend on printing & postage costs			9,000	
					28,000
	Major Cost Savings				
LD600	Software budget underspend net of subscription spend			(7,000)	
LD600	Underspend on consultancy budget			(48,000)	
LD100	Consultancy budget for boundary review not required			(30,000)	
LD100	Saving on staff costs due to carrying a vacancy for a number of months			(5,000)	
LD400	Saving on staff costs due to carrying a vacancy for a number of months			(5,000)	
LD100	Saving against budgeted software costs			(5,000)	
					(100,000)
	Major Changes in Income Levels				
LD600	Under recovery of S106 income			9,400	
LD600	Fees and Charges income above budget			(11,000)	
LD100	Increase in IER funding above budget			(16,800)	
LD100	Sales of electoral register not budgeted for			(5,000)	
					(23,400)
	Minor Variations				(4,147)
	Total Expenditure Variation				(99,547) (a)
	EARMARKED RESERVES				
	Utilised 2019/20				
	Proposed contribution c/fwd to 2019/20				
	Net movement in earmarked reserves (other than budgeted)				0
	Total Expenditure variation after Earmarked Reserves				(99,547)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Planning and Regeneration

Code	Planning and Regeneration	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	1,844,252	1,798,797	(45,455)	-2.5%
2,000	Premises	0	1,380	1,380	0.0%
3,000	Transport	48,716	43,941	(4,775)	-9.8%
4,000	Supplies and Services	636,059	815,049	178,990	28.1%
	S106 Expenditure		207,945	207,945	0.0%
	Total Direct Expenditure	2,529,027	2,867,112	338,084	13.4%
7,000	External Income	(1,360,856)	(1,195,494)	165,362	12.2%
	S106 contributions		(29,091)	(29,091)	0.0%
	Grant funding	(174,446)	(190,266)	(15,820)	-9.1%
	Net Direct Expenditure	993,725	1,452,261	458,536	46.1% (a)
5,000	Support Services	488,170	488,170	0	0.0%
6,500	Depreciation	0	0	0	0.0%
	Total Indirect Expenditure	488,170	488,170	0	0.0%
	Total Planning and Regeneration Expenditure	1,481,895	1,940,431	458,536	30.9%
	Planning and Regeneration - Service units				
PR100	Building Regulations	29,900	12,108	(17,792)	-59.5%
PR110	Enforcement	160,400	157,236	(3,164)	-2.0%
PR200	Development Control	223,560	732,639	509,079	227.7%
PR210	Local Land Charges	(2,230)	(18,482)	(16,252)	-728.8%
PR220	Tiverton EUE	186,779	186,779	0	0.0%
PR225	Garden Village Project	2,804	3,004	200	7.1%
PR300	Environmental Enhancement	3,090	3,090	0	0.0%
PR400	Business Development	438,123	430,060	(8,063)	-1.8%
PR411	Business Development Recharge	(26,290)	(26,290)	0	0.0%
PR420	Tiverton Town Centre Regen Project	0	86,509	86,509	0.0%
PR500	Historic Buildings	8,010	8,010	0	0.0%
PR600	Forward Planning Unit	313,394	237,947	(75,447)	-24.1%
PR699	Forward Planning Unit Rech	(318,350)	(254,445)	63,905	20.1%
PR800	Planning Policy	0	0	0	0.0%
PR810	Statutory Development Plan	451,575	382,670	(68,905)	-15.3%
PR820	Assets of community value	4,520	4,560	40	0.9%
PR900	Dangerous Buildings And Trees	6,610	(4,965)	(11,575)	-175.1%
	Total Planning and Regeneration Expenditure	1,481,895	1,940,431	458,536	30.9%
	Total Expenditure Variation			£ 458,536	(a)
	Major Cost Changes				
PR200	Miscellaneous planning costs			100,000	
PR420	Tiverton Town Centre Regeneration - aborted capital project costs			86,500	
					186,500
	Major Cost Savings				
PR400	Specific maintenance project underspend (see EMR below)			(20,000)	
PR600	Salary savings			(23,000)	
PR600	Savings on consultancy, grants and stationery			(10,000)	
					(53,000)
	Major Changes in Income Levels				
PR200	Planning Fees under budget due to number and scale of applications received			170,500	
PR900	Income from Section 97 work			(10,650)	
					159,850
	Minor Variations				(13,669)
	SERVICE MOVEMENT BEFORE STATUTORY ADJUSTMENTS				279,681
PR200	Net S106 Receipts & Grants (also see EMR below)				178,855
	Total Expenditure Variation				458,536 (a)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Planning and Regeneration

EARMARKED RESERVES	
Utilised 2019/20	
S106 - Public Open Space	(207,945)
Proposed contribution c/fwd to 2019/20	
S106 - Public Open Space	29,091
Net movement in earmarked reserves	(178,855)
Total Expenditure variation after Earmarked Reserves	279,681

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Property Services

Code	Property Services	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	643,540	566,733	(76,807)	-11.9%
2,000	Premises	450,440	402,934	(47,506)	-10.5%
3,000	Transport	33,040	41,401	8,361	25.3%
4,000	Supplies and Services	121,470	170,896	49,426	40.7%
Total Direct Expenditure		1,248,490	1,181,964	(66,526)	-5.3%
7,000	External Income	(658,710)	(687,504)	(28,794)	-4.4%
Net Direct Expenditure		589,780	494,460	(95,320)	-16.2% (a)
5,000	Support Services	(764,010)	(764,010)	0	0.0%
6,500	Depreciation	305,690	305,690	(0)	0.0%
Total Indirect Expenditure		(458,320)	(458,320)	(0)	0.0%
Total Property Services Expenditure		131,460	36,140	(95,320)	-72.5%
Property Services - Service units					
PS140	3 RIVERS DEVELOPMENT	0	(0)	(0)	0.0%
PS141	3 RIVERS - THREWSTONE CLOSE	0	0	0	0.0%
PS142	3 RIVERS - BURLESCOMBE	0	0	0	0.0%
PS150	Surplus Sites for Disposal	2,010	2,010	0	0.0%
PS160	Asset Management	136,840	132,702	(4,138)	-3.0%
PS350	Public Conveniences	125,160	85,157	(40,003)	-32.0%
PS400	Flood Defences and Land Drainage	48,370	47,623	(747)	-1.5%
PS600	Street Naming & Numbering	15,380	19,352	3,972	25.8%
PS700	Contract Services - P-Health	9,350	9,795	445	4.8%
PS810	Phoenix House	440,210	398,822	(41,388)	-9.4%
PS815	Phoenix House Rech	(481,200)	(481,200)	0	0.0%
PS820	DCC Library	1,460	3,360	1,900	130.1%
PS830	Town Hall	5,310	5,310	0	0.0%
PS840	Crediton Office Building	0	(315)	(315)	0.0%
PS850	Old Road Depot	69,590	79,025	9,435	13.6%
PS855	Old Road Depot Rech	(69,610)	(69,610)	0	0.0%
PS860	Station Yard Depot	0	0	0	0.0%
PS870	Lords Meadow Depot	0	0	0	0.0%
PS880	Bus Station Maintenance	(7,860)	(11,429)	(3,569)	-45.4%
PS890	10 Phoenix Lane	(5,860)	(7,496)	(1,636)	-27.9%
PS970	Office Building Cleaning	91,850	85,695	(6,155)	-6.7%
PS971	Office Building Cleaning Rech	(91,840)	(91,840)	0	0.0%
PS980	Property Services	779,820	727,453	(52,368)	-6.7%
PS981	Property Services Rech	(774,030)	(774,030)	0	0.0%
PS990	30/38 Fore Street	(22,410)	1,959	24,369	108.7%
PS991	Industrial Units	(61,750)	(64,186)	(2,436)	-3.9%
PS992	Market Walk	(75,360)	(50,923)	24,437	32.4%
PS993	Lowman Green Unit	(5,550)	(5,550)	0	0.0%
PS994	Moorhayes Community Centre	370	(6,296)	(6,666)	-1801.6%
PS995	COGGANS WELL	1,210	754	(457)	-37.7%
PT100	People's Park Trust	0	0	0	0.0%
Total Property Services		131,460	36,140	(95,320)	-72.5%

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Property Services

	£	£
Total Expenditure Variation		(95,320) (a)
Major Cost Changes		
PS810 Phoenix House utilities overspend	7,600	
PS990 Rates and services charges for vacant Fore St shop	11,000	
PS991 Rates and services charges for vacant Market Walk shops	29,000	
		47,600
Major Cost Savings		
PS350 Utilities underspend due to fewer Public Conveniences & backdated credits on overpayments	(40,000)	
PS810 Rate reduction on premises has resulted in a one off underspend	(44,000)	
PS980 Salary savings due to vacant posts during the year & Underspent training budget	(61,000)	
		(145,000)
Major Changes in Income Levels		
PS990 Loss of income from Fore Street Flats and rates from vacant shop unit	18,290	
PS980 & PS994 Increased income from Solar feed-in tariff's	(14,000)	
PS980 Increased income from recharges to DCC & DWP services charges	(6,000)	
		(1,710)
Minor Variations		3,790
Total Expenditure Variation		(95,320) (a)
EARMARKED RESERVES		
Utilised 2019/20		
Funding of aborted capital project - Phoenix Lane toilet conversion	(1,626)	
Proposed contribution c/fwd to 2019/20		
Net movement in earmarked reserves		(1,626)
Total Expenditure variation after Earmarked Reserves		(96,946)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Revenues and Benefits

Code	Revenues and Benefits	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	735,310	719,362	(15,948)	-2.2%
2,000	Premises	0	975	975	0.0%
3,000	Transport	4,920	4,644	(276)	-5.6%
4,000	Supplies and Services	184,730	230,083	45,353	24.6%
	Housing Benefit Payments	16,911,200	13,547,856	(3,363,344)	-19.9%
	Total Direct Expenditure	17,836,160	14,502,920	(3,333,240)	-18.7%
	Income from Housing Benefit Subsidy	(16,956,200)	(13,417,592)	3,538,608	-20.9%
	All other Income	(448,670)	(544,844)	(96,174)	21.4%
7,000	External Income	(17,404,870)	(13,962,435)	3,442,435	19.8%
	Net Direct Expenditure	431,290	540,485	109,195	25.3% (a)
5,000	Support Services	467,160	467,160	0	0.0%
6,500	Depreciation	0	0	0	0.0%
	Total Indirect Expenditure	467,160	467,160	0	0.0%
	Total Revenues and Benefits Expenditure	898,450	1,007,645	109,195	12.2%
	Revenues and Benefits - Service units				
RB100	Collection Of Council Tax	656,020	706,940	50,920	7.8%
RB199	Collection Of Council Tax Recharge	(203,080)	(203,080)	0	0.0%
RB200	Collection Of Business Rates	104,050	91,986	(12,064)	-11.6%
RB300	Housing Benefit Admin	398,920	285,469	(113,451)	-28.4%
RB340	Local welfare assistance scheme	15,000	15,223	223	1.5%
RB350	Universal Credit Partnership	0	0	0	0.0%
RB399	Housing Benefit Admin Recharge	(28,320)	(28,320)	0	0.0%
RB400	Housing Rent Allowances	(45,000)	130,264	175,264	389.5%
RB410	Council Tax Benefit	0	(2,144)	(2,144)	0.0%
RB600	Revenues Recovery Team	143,140	153,586	10,446	7.3%
RB699	Revenues Recovery Team Recharge	(142,280)	(142,280)	0	0.0%
	Total Revenues and Benefits Expenditure	898,450	1,007,645	109,195	12.2%

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Revenues and Benefits

	£	£
Total Expenditure Variation		109,195 (a)
Major Cost Changes		
Software costs associated with Citizens Access	33,950	
Software costs associated with new CTR scheme	11,000	
		44,950
Major Cost Savings		
The demand for Housing Benefit in 19/20 was lower than budgeted this is mainly due to the transition to Universal Credit (see decreased subsidy income detailed below)	(3,363,340)	
* Revenues and Benefits salary savings; in the main due to vacant posts in HB in part offset by additional overtime & temporary increases for supervisors acting up	(16,140)	
		(3,379,480)
Major Changes in Income Levels		
* Decreased 19/20 Housing Benefit Subsidy related to decreased costs detailed above	3,366,460	
Overpayment recovery which includes HB Sundry Debtors, recovery from ongoing HB & PDP being recovered at DWP, these have been reviewed in conjunction with claims migrating to Universal Credit.	126,200	
Increase of 10% in Bad Debt provision in respect of future HB Overpayment recovery due to the uncertainty of Covid19	45,950	
Various New Burdens grants from DWP in respect of Housing Benefits - initiatives delivered either within existing resource or to offset additional software costs detailed above	(69,480)	
Single Occupancy Discount Penalties not budgeted	(7,070)	
Income received on Court Costs lower than budgeted	5,560	
Additional C/Tax Annexe Grant	(7,740)	
Additional CTB admin Grant than budgeted & CTB entitlement (pre 01/04/13) not repayable to MHCLG	(5,610)	
Additional New Burdens NNDR Grant for the administration of Retail Rate Relief delivered within existing resource	(9,225)	
		3,445,045
Minor Variations		(1,320)
Total Expenditure Variation		109,195 (a)
EARMARKED RESERVES		
Utilised 2019/20		
Proposed contribution c/fwd to 2019/20		
Net movement in earmarked reserves		0
Total Expenditure variation after Earmarked Reserves		109,195

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Leisure Services

Code	Leisure Services	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	2,044,878	1,967,915	(76,963)	-3.8%
2,000	Premises	1,053,084	1,136,722	83,638	7.9%
3,000	Transport	8,530	4,715	(3,816)	-44.7%
4,000	Supplies and Services	338,203	304,110	(34,093)	-10.1%
Total Direct Expenditure		3,444,695	3,413,461	(31,235)	-0.9%
7,000	External Income	(2,917,450)	(2,753,580)	163,870	5.6%
Net Direct Expenditure		527,245	659,881	132,635	25.2% (a)
5,000	Support Services	489,840	489,840	0	0.0%
6,500	Depreciation	567,320	567,320	0	0.0%
Total Indirect Expenditure		1,057,160	1,057,160	0	0.0%
Total Leisure Services Expenditure		1,584,405	1,717,041	132,635	8.4%
Leisure Services - Service units					
RS100	Leisure Facilities Maintenance & Equipment	615,374	611,126	(4,248)	-0.7%
RS110	Leisure Management & Administration	69,590	47,072	(22,518)	-32.4%
RS140	Exe Valley Leisure Centre	290,800	411,394	120,594	41.5%
RS145	Market Walk Gym	0	0	0	0.0%
RS150	Lords Meadow Leisure Centre	327,665	334,214	6,549	2.0%
RS151	Feasibility	49,023	49,023	0	0.0%
RS160	Culm Valley Sports Centre	231,953	264,213	32,260	13.9%
Total Leisure Services Expenditure		1,584,405	1,717,041	132,635	8.4%
				£	£
Total Expenditure Variation					132,635 (a)
Major Cost Changes					
RS	Overspend on Utilities across all Leisure sites due to previously under estimated usage.			87,860	
					87,860
Major Cost Savings					
RS	Underspend on staffing costs due to carrying a number of vacancies through the year			(104,000)	
RS	Underspend on expenditure - software, advertising & vending supplies			(39,000)	
					(143,000)
Major Changes in Income Levels					
RS	Reduction in wetside income from casual swim in line with national trend			23,000	
RS	Reduction in dryside income due to loss of regular bookings to alternative venues & difficulty in recruiting qualified coaches			55,000	
RS	Over achieved on membership targets for fitness			(32,000)	
RS	Loss of income in March 2020 due to Covid 19			90,000	
RS	Memberships suspended following closure of centres on 20/03/2020 - income carried into 2020/21 on a pro rata basis			44,100	
RS	FOH - Reduction in vending and equipment sales & vouchers cashed in against fitness and wetside income			12,000	
					192,100
Minor Variations					(4,325)
Total Expenditure Variation					132,635 (a)
EARMARKED RESERVES					
Utilised 2019/20					
Proposed contribution c/fwd to 2019/20					
Net movement in earmarked reserves					0
Total Expenditure variation after Earmarked Reserves					132,635

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Waste Services

Code	Waste Services	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %
1,000	Employees	2,659,620	2,601,864	(57,756)	-2.2%
2,000	Premises	305,872	358,640	52,768	17.3%
3,000	Transport	849,580	857,562	7,982	0.9%
4,000	Supplies and Services	629,530	659,333	29,803	4.7%
	S106 Expenditure		1,445	1,445	
	Total Direct Expenditure	4,444,602	4,478,843	34,241	0.8%
7,000	External Income	(2,429,320)	(2,660,732)	(231,412)	-9.5%
	S106 contributions		(618)	(618)	0.0%
	Net Direct Expenditure	2,015,282	1,817,494	(197,788)	-9.8% (a)
5,000	Support Services	394,060	394,060	0	0.0%
6,500	Depreciation	366,189	366,189	0	0.0%
	Total Indirect Expenditure	760,249	760,249	0	0.0%
	Total Waste Services Expenditure	2,775,531	2,577,743	(197,788)	-7.1%
	Waste Services - Cost Centres				
FM100	Fleet Management	83,760	85,375	1,615	1.9%
FM199	Fleet Management Recharge	(83,750)	(83,750)	0	0.0%
WS650	Street Cleansing	629,129	561,040	(68,089)	-10.8%
WS699	Street Cleansing Recharge	(17,560)	(17,560)	0	0.0%
WS700	Refuse Collection	1,051,674	902,691	(148,983)	-14.2%
WS710	Trade Waste Collection	(32,880)	(105,522)	(72,642)	-220.9%
WS725	Kerbside Recycling	1,111,296	1,148,632	37,336	3.4%
WS750	Waste Management Staff Unit	349,380	353,765	4,385	1.3%
WS760	Waste Management Staff Unit Rech	(328,380)	(328,380)	0	0.0%
WS770	Unit 3 Carlu Close	347,622	396,212	48,590	14.0%
WS780	UNIT 3 CARLU CLOSE RECHARGE	(334,760)	(334,760)	0	0.0%
	Total Waste Services Expenditure	2,775,531	2,577,743	(197,788)	-7.1%

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Waste Services

	£	£
Total Expenditure Variation		(197,788) (a)
Major Cost Changes		
WS710 Disposal costs up due to an increase in customer base	14,000	
WS710 Purchase of additional bins	23,000	
WS725 Recycling containers	6,000	
WS725 Salary savings offset by agency spend - see Major Cost Savings	37,000	
WS770 Overspend on Rates due to a revaluation	69,460	
		149,460
Major Cost Savings		
WS650 Salary savings due to vacant posts	(66,000)	
WS700 Salary savings offset by agency spend - see Major Cost Changes	(39,000)	
WS725 Recycling materials - haulage costs	(10,000)	
		(115,000)
Major Changes in Income Levels		
WS700 Shared saving scheme increase from budget. 2018-19 additional £79k estimating an additional £50k for 2019-20	(129,000)	
WS700 Garden waste, sales down in March will pick up in April.	9,600	
WS700 Sale of wheelie bins	(7,000)	
WS710 Trade Waste - Increase in customer base and reduced discounts	(92,000)	
WS725 Recycling materials	(15,000)	
		(233,400)
Minor Variations		325
SERVICE MOVEMENT BEFORE STATUTORY ADJUSTMENTS		(198,615)
WS725 Net S106 receipts & grants (also see EMR below)		827
Total Expenditure Variation		(197,788) (a)
EARMARKED RESERVES		
Utilised 2019/20		
S106 - Waste & Recycling funds	(1,445)	
Proposed contribution c/fwd to 2019/20		
S106 - Waste & Recycling funds	618	
Net movement in earmarked reserves		(827)
Total Expenditure variation after Earmarked Reserves		(198,615)

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HOUSING REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Housing Revenue Account

Code	Housing Revenue Account	2019/20 Budget £	2019/20 Actual £	Variance £	Variance %	
1000	Employees	2,621,550	2,810,915	189,365	7.2%	
2000	Premises	194,770	148,038	(46,732)	-24.0%	
3000	Transport	266,510	254,776	(11,734)		
4000	Supplies and Services	7,395,180	8,905,305	1,510,125	20.4%	
	Total Direct Expenditure	10,478,010	12,119,034	1,641,024	15.7%	
7000	External Income	(12,989,370)	(15,215,039)	(2,225,669)	-17.1%	
	Net Direct Expenditure	(2,511,360)	(3,096,005)	(584,645)	23.3%	
5000	Internal Recharges	1,534,110	1,534,110	0	0.0%	
6500	Capital Charges	977,250	954,215	(23,035)	-2.4%	
	Total Indirect Expenditure	2,511,360	2,488,325	(23,035)	0.9%	
	Total HRA Expenditure	0	(607,680)	(607,680)	N/A	(a)
	Income					
SHO01	Dwelling Rents Income	(11,977,170)	(12,100,184)	(123,014)	1.0%	
SHO04	Non Dwelling Rents Income	(564,870)	(569,283)	(4,413)	0.8%	
SHO07	Leaseholders' Service Charges	(21,640)	(25,310)	(3,670)	17.0%	
SHO08	Contributions Towards Expenditure	(27,720)	(106,520)	(78,800)	284.3%	
SHO09	Alarm Income - Non Tenants	0	0	0	0.0%	
SHO10	H.R.A. Investment Income	(83,000)	(110,480)	(27,480)	33.1%	
SHO11	Miscellaneous Income	(7,350)	(18,540)	(11,190)	152.2%	
SHO11	Capital Grants & Contributions relating to Palmerston Park	0	(733,519)	(733,519)		
	Services					
SHO13A	Repairs & Maintenance	3,605,110	3,478,198	(126,912)	-3.5%	
SHO17A	Housing & Tenancy Services	2,697,590	2,277,472	(420,118)	-15.6%	
SHO22	Alarms expenditure	0	0	0	0.0%	
	Accounting entries 'below the line'					
SHO27	Depreciation	2,504,390	6,683,909	4,179,519	166.9%	
SHO29	Bad Debt Provision Movement	53,000	134,644	81,644	154.0%	
SHO30	Share Of Corporate And Democratic	334,810	332,577	(2,233)	-0.7%	
SHO32	H.R.A. Interest Payable	1,178,580	1,117,741	(60,839)	-5.2%	
SHO34	H.R.A. Transfers to earmarked reserves	1,713,350	2,297,871	584,521	34.1%	
SHO34	Utilisation of earmarked reserves	0	(859,027)	(859,027)		
SHO35	Reversal of depreciation	(2,504,390)	(6,683,909)	(4,179,519)	166.9%	
SHO36	Financing of capital expenditure	977,250	954,215	(23,035)	-2.4%	
SHO36	Revenue contribution to capital operations (funded from earmarked reserves)	0	859,027	859,027		
SHO37	Capital Receipts Reserve Adjustment	(26,000)	(37,700)	(11,700)	45.0%	
SHO38	Major Repairs Allowance	2,285,000	2,532,147	247,147	10.8%	
SHO42	Accumulated absences adjustment	0	(10,577)	(10,577)		
SHO44	Capital Grants & Contributions relating to Palmerston Park reversal	0	733,519	733,519		
SHO45	Renewable Energy Transactions	(136,940)	(146,272)	(9,332)	6.8%	
	Total HRA Expenditure	0	(0)	(0)		

HOUSING REVENUE ACCOUNT OUTTURN SUMMARY 2019/20

Housing Revenue Account

				£	£	
	Total HRA Expenditure Variation				(607,680)	(a)
	Major Cost Changes					
	Salary savings inclusive of savings on Standby relating to Depot staff			(165,700)		
	Planned Maintenance savings including Legionella Testing, Asbestos Works and Solid Fuel testing			(86,100)		
	Expenditure on materials and contractors above budget across Disabled Adaptations, Voids Maintenance and Responsive Maintenance			112,000		
	Salary savings due to retirements and vacant posts not being filled immediately			(86,000)		
	Savings on staff development budget			(30,000)		
	Housing Mgt O/Heads savings: Consultancy and Printing			(24,400)		
	Budget for new projects has largely been underspent in year			(235,000)		
	ASB budget underspend in year			(15,740)		
	Maintenance savings on HRA Shops			(34,000)		
	Underspend on Estates Mgt including sewerage works			(47,000)		
	Borrowing for capital programme not required in year therefore saving on forecast interest payable			(60,840)		
	Reduced contribution to reserve for Loan Premium deficit			(79,000)		
	Bad Debt Provision increase to reflect Covid uncertainty			81,640		
	Contribution to the Major Repairs Allowance			247,150		
					(422,990)	
	Major Changes in Income Levels					
	Dwelling Rents income above budget principally due to increase numbers of Affordable Housing units being applied in year			(122,000)		
	Rechargeable works above budget			(78,600)		
	Investment Income above forecast			(27,500)		
	Renewable Energy transactions					
	DLO income relating to Disabled Facilities Grants less than forecast			79,100		
	Net revenue on Renewables improved on initial estimates			(9,300)		
	Sundry Income slightly above budget			(11,540)		
					(169,840)	
	Minor Variances totalling				(14,850)	
	Total HRA Expenditure Variation				(607,680)	(a)
	EARMARKED RESERVES (memorandum account)		£	£		
	Utilised 2019/20					
	Affordable Rent Surplus		(72,000)			
	Renewable Energy Fund		(40,695)			
	Housing Maintenance Fund		(746,332)			
					(859,027)	
	Proposed contribution c/fwd to 2020/21					
	Affordable Rent Surplus		120,800			
	Renewable Energy Fund		146,272			
	HRA loan premium deficit		659,120			
	Housing Maintenance Fund		764,000			
	Final balance transferred to Housing Maintenance Fund		607,680			
					2,297,872	
	Net movement in earmarked reserves (other than that shown as part of main HRA Summary)					
	Total Expenditure variation after Earmarked Reserves				(607,680)	

GENERAL FUND AND HOUSING REVENUE ACCOUNT EARMARKED RESERVES SUMMARY 2019/20

EARMARKED RESERVES AT 31 March 2020

Total Miscellaneous General Fund Reserves	Cost Centres	B/F 31/3/19	(Cont To Emr)	+ Utilisation of EMR	Transfers	C/F 31/3/20
Capital Earmarked Reserves	EQ650	(414,981)	(1,626)	115,441	0	(301,165)
NNDR Reserve	EQ659	(1,172,372)	(130,000)	981,613	(400,000)	(720,759)
New Homes Bonus Reserve	EQ653	(2,754,003)	(1,243,503)	801,768	(303,136)	(3,498,874)
Other GF Revenue Reserves	Cost Centres	B/F 31/3/19	(Cont To Emr)	+ Utilisation of EMR	Transfers	C/F 31/3/20
Capital EMR PSH Grants	EQ652	(1,060,366)	0	52,010	703,136	(305,220)
Economic Development EMR	EQ654	(101,000)	0	0	0	(101,000)
ICT Projects Reserve	EQ655	(56,000)	0	32,554	0	(23,446)
Cullompton Rail Station	EQ656	(40,000)	0	0	0	(40,000)
Flood Defence Ashleigh Park Bampton	EQ657	(67,000)	0	0	0	(67,000)
Phoenix Lane PC's Conversion	EQ658	(38,000)	0	0	0	(38,000)
High St Innovator Payment	EQ681	(1,934)	0	390	(315)	(1,859)
Car Park Machine replacement Sinking Fund	EQ686	(3,000)	(3,000)	0	0	(6,000)
Gypsies and Travellers	EQ698	0	(7,000)	0	0	(7,000)
Cred Market Square Resurfacing	EQ699		(20,000)	0	0	(20,000)
Community Dev Tap Fund Contr (CD200)	EQ701	(29,481)	0	25,175	0	(4,306)
Community Dev Seed Grant Fund (CD200)	EQ702	(3,330)	0	3,330	0	0
Community Dev Pct Money (CD210)	EQ703	(1,267)	0	1,267	0	0
Pannier Mkt Clock Tower Repair (CD300)	EQ704	(7,000)	0	7,000	0	0
Cemetery Grave Shoring Equip (ES100)	EQ705	(553)	0	0	0	(553)
Multi-Story Planned Works (CP520)	EQ706	(80,000)	0	0	0	(80,000)
Resurfacing Amenity Car Parks (CP530)	EQ707	(65,000)	0	6,648	0	(58,352)
Struct Surfacing P&D Car Parks (CP540)	EQ708	(2,600)	0	0	0	(2,600)
CCTV Initiatives Tiv TC Proj (ES200)	EQ709	(6,970)	0	0	0	(6,970)
Community Safety Partnership (ES256)	EQ710	(14,702)	0	0	0	(14,702)
P Sector Housing (ES354)	EQ711	(30,524)	0	6,000	0	(24,524)
PSH - Rogue Landlord Grant	EQ712	(51,925)	0	8,898	0	(43,027)
Parks & O Spaces Shelter Maint (ES450)	EQ713	(44,825)	0	2,444	0	(42,381)
Parks & O Spaces Tree Inspection (ES450)	EQ714	(25,426)	0	0	0	(25,426)
Air Quality Monitoring (ES660)	EQ716	(2,708)	0	0	0	(2,708)
Ground Maintenance Service (GM960)	EQ717	(12,663)	0	0	0	(12,663)
Corp Training 12/13 Under C/Fwd (HR200)	EQ718	(8,515)	0	0	0	(8,515)
ICT Staff Unit Training 17-18 (IT600)	EQ719	(2,550)	0	0	0	(2,550)
District Elections (LD201)	EQ720	(93,716)	(20,000)	113,716	0	0
Elected Members Training (LD300)	EQ721	(10,000)	(5,000)	0	0	(15,000)
PR400 Economic Development	EQ722	(37,000)	(60,000)	0	0	(97,000)
Land Charges Software Licence (PR210)	EQ723	(5,000)	0	0	0	(5,000)
New Burdens Grant Fund - LLC	EQ724	(19,263)	0	0	0	(19,263)
LABGI Local Auth Bus Grow Init (PR400)	EQ725	(12,366)	0	0	315	(12,051)
Brownfield Shared Plan DCLG (PR600)	EQ726	(33,817)	(2,446)	0	0	(36,263)
Forward Planning GESP Post 18M (PR600)	EQ727	(15,000)	0	15,000	0	0
Statutory Development Plan (PR810)	EQ728	(520,489)	(100,000)	143,785	0	(476,704)
Custom Build Grant 2017-18 (PR810)	EQ729	(63,850)	(15,000)	2,573	0	(76,277)
Community Housing Fund	EQ741	(114,610)	0	25,858	(22,733)	(111,485)
Homelessness Support	EQ742	(224,648)	(126,980)	21,398	22,733	(307,498)
Rough Sleeping Initiative	EQ743	0	0	(33,984)	0	(33,984)
Replacement Waste Containers	EQ744	(8,000)	(67,000)	0	0	(75,000)
Waste Options Report	EQ745	(40,000)	0	21,020	0	(18,980)
Food Protection	EQ746	(14,550)	0	0	0	(14,550)
Brexit Reserve	EQ747	0	(15,363)	0	(17,484)	(32,847)
Finance Additional Staff Costs	EQ748	0	(17,000)	0	0	(17,000)
Fleet Contract Fund	EQ756	0	0	268,164	(597,811)	(329,647)
Livery Wraps -Waste Vehicles	EQ757	0	(26,600)	0	0	(26,600)
Recycling Baler Repairs	EQ758	0	(10,000)	0	0	(10,000)
Mobile Phone Contract	EQ759	0	(5,000)	0	0	(5,000)
Leisure 2121 Slippage Fr 19-20	EQ764	0	(223,796)	0	0	(223,796)
Waste Infrastructure	EQ769	0	0	0	(1,250,000)	(1,250,000)
Cs Replacement Scanners	EQ770	0	(10,000)	0	0	(10,000)
Industrial Unit Specific Maint	EQ771	0	(20,000)	0	0	(20,000)
Coggans Well Roof Repairs	EQ772	0	(6,240)	0	0	(6,240)
Tree Works	EQ773	0	(10,000)	0	0	(10,000)
Planning Legal Expense Reserve	EQ774	0	(100,000)	0	0	(100,000)
Building Control Emr	EQ775	0	(17,000)	0	0	(17,000)
Pr400-Street Name Post Replace	EQ802	0	(20,000)	0	0	(20,000)
MHCLG Covid19 General Grant	EQ809	0	(38,976)	0	0	(38,976)
Capacity Funding- EUE	EQ820	(199,926)	(22,047)	199,926	0	(22,047)
Neighbourhood Planning Funding	EQ821	(25,000)	0	4,500	0	(20,500)
Culm Garden Village Project	EQ824	(671,499)	(150,000)	143,354	0	(678,145)
Flood Projects 2015-16 (PS400)	EQ826	(14,400)	(18,000)	0	0	(32,400)
Phoenix Hse Replace Fire Panel (PS810)	EQ827	(50,000)	(41,000)	0	0	(91,000)
Phoenix Hse Meeting Rm Aircon (PS810)	EQ828	(20,000)	0	0	0	(20,000)
Old Road Depot (PS850)	EQ829	(10,000)	0	0	0	(10,000)
Property Serv MS Op Vehicle (PS980)	EQ830	(12,000)	0	0	0	(12,000)
Recycling Vehicle Refurb (WS725)	EQ833	(1,600)	0	1,600	0	0
Waste Response Costs (WS)	EQ834	(5,000)	0	5,000	0	0
Insurance MMI (CM300)	EQ835	(86,278)	0	0	0	(86,278)
Members iPad (LD300)	EQ836	(8,275)	0	0	0	(8,275)
Property Maint Reserve	EQ837	(596,951)	(275,000)	98,575	0	(773,376)
GF Shops - Surplus 2015/16 (PS)	EQ838	(237,000)	0	0	0	(237,000)
Equipment Sinking Fund	EQ684 & EQ750-755 & EQ839	(324,540)	(194,200)	8,361	0	(510,379)
Maintenance Sinking Fund	EQ685 & EQ763-768	(215,167)	(82,700)	23,695	0	(274,172)
Plant Sinking Fund	EQ760-761	(197,600)	(34,360)	9,460	0	(222,500)
Vehicles Sinking Fund	EQ730-740	(1,923,211)	(409,600)	485,000	1,847,811	(0)
Total Other GF Revenue Reserves		(7,568,095)	(2,173,309)	1,702,716	685,652	(7,353,036)

GENERAL FUND AND HOUSING REVENUE ACCOUNT EARMARKED RESERVES SUMMARY 2019/20

EARMARKED RESERVES AT 31 March 2020

Section 106	Various	(2,247,425)	(52,146)	659,753	0	(1,639,818)
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Developers Contributions - Open Space Maintenance	Cost Centres	B/F 31/3/19	(Cont To Emr)	+ Utilisation of EMR	Transfers	C/F 31/3/20
Dev Cont Linear Park	EQ638	(46,808)	0	4,170	0	(42,638)
W52 Popham Close Comm Fund	EQ640	(16,040)	0	1,950	0	(14,090)
W67 Moorhayes Com Dev Fund	EQ641	(15,033)	0	1,630	0	(13,403)
W69 Fayrecroft Willand Ex West	EQ642	(37,980)	0	4,620	0	(33,360)
W70 Developers Contribution	EQ643	(46,408)	0	6,650	0	(39,758)
Dev Cont Winswood Crediton	EQ644	(34,558)	0	3,080	0	(31,478)
Total Developers Maintenance Reserves		(196,827)	0	22,100	0	(174,727)

Total Developers Contributions / s106 Funds		(2,444,252)	(52,146)	681,853	0	(1,814,545)
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	B/F 31/3/19	(Cont To Emr)	Utilisation of EMR	Transfers	C/F 31/3/20
RESERVES	(14,353,703)	(3,600,584)	4,283,392	(17,484)	(13,688,379)

HRA Earmarked Reserves	Cost Centres	B/F 31/3/19	(Cont To Emr)	+ Utilisation of EMR	Transfers	C/F 31/3/20
HRA Sewage Treatment Plant works	EQ691	(30,000)	0	0	0	(30,000)
Renewable Energy Fund E.M.R.	EQ692	(568,666)	(146,272)	40,695	0	(674,243)
HRA Affordable Rent Surplus	EQ693	0	(120,800)	72,000	0	(48,800)
Housing Maintenance E.M.R.	EQ694	(13,572,938)	(1,371,679)	746,332	0	(14,198,285)
HRA Premium Deficit for PWLB loan	EQ696	(2,151,407)	(659,120)	0	0	(2,810,527)
Total HRA EARMARKED RESERVES		(16,323,011)	(2,297,871)	859,027	0	(17,761,855)

RESERVES		(30,676,714)	(5,898,455)	5,142,419	(17,484)	(31,450,234)
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Code	Scheme	Adjusted Capital Programme 2019/20 £000's	Total Actual Spend to 31/03/20 £000's	Variance to 2019/20 budget £000's	Slippage to be carried forward to 2020/21 £000's	To Earmarked Reserve £000's	Notes
General Fund Projects							
Leisure							
CA633	Lords Meadow - Replace main pool filters	80,000	73,972	-6,028	0		Project complete
CA639	Spinning Room - New window - improve light	20,000	0	-20,000	0		Project Complete Q2 19/20. Under £20k Capital diminimis therefore recharged to Revenue & funded through a contribution from NHB
CA640	Leisure Spinning Bike Replacement - all sites	60,000	60,000	0	0		Project complete
CA626	EVLC Gym Extension - adjustment from 18/19 closing	0	2,968	2,968	0		Project complete
Culm Valley Leisure Centre							
CA641	Fitness Gym Kit Replacement	185,000	167,716	-17,284	0		Project complete
MDDC Depot Sites							
CA829	Carlu Close - Air Conditioning units	25,000	0	-25,000	0		Project Complete but Under £20k Capital diminimis therefore recharged to Revenue & funded through a contribution from NHB
CA830	Carlu Close - Interceptor upgrade	30,000	0	-30,000	10,000		Required budget slipped to 2020/21
CA831	Carlu Close - Solar PV options	20,000	1,716	-18,284	18,000		Remaining budget slipped to 2020/21
Play Areas							
CA472	Open Space Infrastructure (incl Play Areas)	50,000	0	-50,000	50,000		Remaining budget slipped to 2020/21
CA632	Play area refurbishment District wide - Amory Park Tiverton	50,000	1,360	-48,640	49,000		Remaining budget slipped to 2020/21
CA628	Play area refurbishment - West Exe Recreation Ground Tiverton	50,000	0	-50,000	50,000		Remaining budget slipped to 2020/21
Other Projects							
CA473	Land drainage flood defence schemes - St Marys Hemyock	25,000	0	-25,000	50,000		Remaining budget on CA473 & CA477 slipped to 2020/21
CA420	Land drainage flood defence schemes - Ashleigh Park Bampton	87,000	0	-87,000	87,000		Remaining budget slipped to 2020/21
CA574	Fore Street Flats refurbishment	47,000	150	-46,850	47,000		Remaining budget slipped to 2020/21
CA709	MSCP improvements (refer to Matrix condition report)	136,000	2,982	-133,018	133,000		Remaining budget slipped to 2020/21
CA718	MSCP-Top Deck surfacing	120,000	0	-120,000	120,000		Remaining budget slipped to 2020/21
CA476	Tiverton Cemetery - Infrastructure extension	80,000	32,374	-47,626	47,000		Remaining budget slipped to 2020/21
CA477	Land drainage flood defence schemes	25,000	0	-25,000	0		See comment on CA473 above
CA202	Flexible Temporary Accommodation	75,000	71,093	-3,907	0		Project complete
CA576	Tiverton Town Centre improvements	40,000	0	-40,000	140,000		Remaining budget on CA576 & CA579 slipped to 2020/21
CA579	Tiverton Town Centre - Street scene improvements	100,000	0	-100,000	0		See comment on CA576 above
CA832	Land acquisition for operational needs	600,000	0	-600,000	600,000		Remaining budget slipped to 2020/21
CA482	Contribution to South West Mutuals Bank	50,000	49,995	-5	0		Project complete
CA302	Air Quality Monitoring Equipment	0	25,600	25,600	0		Project complete - Project over £20k diminimis therefore transferred from revenue & funded from S106 monies
General Fund Development Schemes							
CA575	District Wide Redevelopment project - Asset acquisition	3,953,000	0	-3,953,000	0		Detailed schemes identified as part of forthcoming MTFP
CA462	Rear of Town Hall Development site (Riverside) - 3 Rivers Loan	3,679,000	2,283,557	-1,395,443	1,395,000		Remaining budget slipped to 2020/21
CA483	3 Rivers Loan - Threwstones, Tiverton	468,000	445,000	-23,000	23,000		Remaining budget slipped to 2020/21
CA484	3 Rivers Loan - Orchard House, Halberton	958,000	512,500	-445,500	446,000		Remaining budget slipped to 2020/21
CA486	3 Rivers Loan - Knowle Lane, Cullompton	3,714,000	2,904,500	-809,500	810,000		Remaining budget slipped to 2020/21
CA580	Tiverton redevelopment project	1,200,000	0	-1,200,000	0		Project aborted therefore costs re charged to Revenue
CA581	Waddeton Park	2,000,000	0	-2,000,000	0		This project is now detailed in its entirety in the MTFP that was presented to Cabinet on 17/10/19
CA719	Cullompton Town Centre Relief Road	650,000	471,452	-178,548	179,000		Remaining budget slipped to 2020/21
CA720	Tiverton EUE A361 Junction Phase 2	50,000	16,073	-33,927	34,000		Remaining budget slipped to 2020/21
CA485	GP Practice NHS Hub Building Crediton	2,100,000	0	-2,100,000	2,100,000		Remaining budget slipped to 2020/21
Economic Development Schemes							
CA582	* Hydro Mills Electricity Project * All Economic Development schemes are subject to acceptable Business Case	680,000	0	-680,000	680,000		Remaining budget slipped to 2020/21
ICT Projects							
CA421	Desktop states replacement/refresh	6,000	6,594	594	0		Project complete
CA456	CRM replacement	175,000	0	-175,000	175,000		Remaining budget slipped to 2020/21
CA474	Data centre hardware refresh servers/storage	120,000	99,354	-20,646	0		Project complete
CA433	Unified Communications/telephony	107,000	32,554	-74,446	74,000		Remaining budget slipped to 2020/21
CA464	Parking System Replacement (enforcement)	40,000	0	-40,000	0		Project no longer required as coded to Revenue
CA465	Replacement Queue System	30,000	0	-30,000	0		Project no longer required
CA423	Continued replacement of WAN/LAN	60,000	0	-60,000	0		Project no longer required
CA425	Server farm expansion/upgrades	84,000	0	-84,000	84,000		Remaining budget slipped to 2020/21
CA437	Digital Transformation	33,000	0	-33,000	33,000		Remaining budget slipped to 2020/21
CA478	UPS Power supplies refresh	25,000	0	-25,000	0		Project under £20k Capital diminimis therefore recharged to Revenue
CA479	Continuous replacement/Upgrade of WAN/LAN (networking hardware s	100,000	0	-100,000	0		Project no longer required. Core switches project flagged in MTFP
CA480	Lalpac Licensing System replacement (SN)	80,000	0	-80,000	80,000		Remaining budget slipped to 2020/21
CA481	Replacement Access Database - Property Services	100,000	0	-100,000	0		This Project is timetabled for delivery in 21/22 & is flagged as part of the MTFP
Replacement Vehicles							
CA717	Van Tipper (Grounds Maintenance)	25,000	25,330	330	0		Project complete
CA715	Van Tipper (Grounds Maintenance)	25,000	25,330	330	0		Project complete
CA712	Iveco Tipper (or equivalent) 3.5T Tipper	28,000	27,830	-170	0		Project complete
CA822	7.5T Tipper	45,000	44,773	-227	0		Project complete
CA825	3.5T Tipper	28,000	27,830	-170	0		Project complete
CA827	3.5T Tipper	28,000	27,830	-170	0		Project complete
		22,546,000	7,440,436	-15,105,564	7,514,000.00	0	
Private Sector Housing Grants							
CG217	Empty homes and enforcement	108,000	0	-108,000	0		} Additional spend funded from DFG monies EMR in CGU }
CG201	Disabled Facilities Grants-P/Sector	562,000	633,783	71,783	0		
CG208	Wessex	0	100,000	100,000	0		
		670,000	733,783	63,783	0.00	0	
Affordable Housing Projects							
CA200	Grants to Housing Associations to provide units (funded by commuted s	117,000	17,514	-99,486	0	99,000	This underspend will remain in S106 Affordable Housing EMR in CGU
		117,000	17,514	-99,486	0.00	99,000	
Total General Fund Projects							
		23,333,000	8,191,732	-15,141,268	7,514,000.00	99,000	
HRA Projects - Existing Housing Stock							
CA100	Major repairs to Housing Stock	2,285,000	1,984,382	-300,618	301,000		Remaining budget slipped to 2020/21
CA111	Renewable Energy Fund	250,000	40,695	-209,305	100,000	109,000	£100k slipped to 2020/21. £109k will remain in EMR for future prioritisation
CG200	Home Adaptations - Disabled Facilities	300,000	286,479	-13,521	14,000		Remaining budget slipped to 2020/21
Housing Development Schemes							
CA119	Palmerston Park - Additional budget required	634,000	1,219,902	585,902	0		Additional spend on this project is in part offset by additional Homes England Grant of £441k
CA112	Birchen Lane development - adjustment from 18/19 closing	0	55	55	0		Project complete
CA120	Burlescombe Development - adjustment from 18/19 closing	0	-4,341	-4,341	0		Project complete
CA135	Land acquisition for affordable housing	2,100,000	0	-2,100,000	0		Detailed schemes identified in MTFP
CA124	Queensway (Beech Road) Tiverton (3 units)	287,000	0	-287,000	287,000		Remaining budget slipped to 2020/21
CA126	Sewerage Treatment Works - Washfield	25,000	0	-25,000	25,000		Remaining budget slipped to 2020/21
CA139	Replace end of life HRA Assets	2,000,000	0	-2,000,000	0		Detailed schemes identified in MTFP
CA140	Council Housing building schemes to be identified	2,000,000	0	-2,000,000	0		Detailed schemes identified in MTFP
CA141	Round Hill Tiverton- Site	1,500,000	0	-1,500,000	1,500,000		Remaining budget slipped to 2020/21
CA142	RTB Buyback - 6 Cherry Gardens	153,000	152,438	-562	0		Project complete
CA143	RTB Buyback- 39 Cameron Close	129,000	128,940	-60	0		Project complete
CA144	RTB Buyback- 130 Butts Parks	197,000	197,098	98	0		Project complete
		11,860,000	4,005,648	-7,854,352	2,227,000	109,000	
Total Housing Revenue Account Projects							
		11,860,000	4,005,648	-7,854,352	2,227,000	109,000	
2019/20 Capital Programme Grand Total							
		35,193,000	12,197,380	-22,995,620	9,741,000	208,000	

Code	Funding Stream	Adjusted Capital Programme Funding 2019/20 £000	Total Actual Funding to 31/03/20 £000
General Fund Projects			
9801	S106 & Affordable Housing Contributions	272,000	293,114
9990	General Capital Reserve	245,000	115,441
9701	Govt Grant (DCLG pass ported from DCC)	562,000	733,783
9727	New Homes Bonus (GF)	1,340,000	193,993
9957	Private Sector Housing Grants EMR	34,000	0
9980	Contribution from existing Useable Capital Receipts	331,000	34,132
9942	Borrowing	18,712,000	6,251,075
9954/9723	Other Capital Grants Unapplied	292,000	247,316
9990	Economic Development EMR	80,000	0
9958	Heritage Enterprise Grant Bid	600,000	0
9990	Vehicles EMR	87,000	86,925
9990	Other EMR	223,000	103,947
9959	HIF Funding	555,000	132,007
Total General Fund Projects		23,333,000	8,191,732
HRA Projects			
9980	Useable Capital Receipts	693,000	286,479
9710	MRA Reserve	2,285,000	1,984,382
9727	New Homes Bonus (HRA)	42,000	0
9980	UCR 1:4:1 replacement homes	1,020,000	142,241
9990	Renewable energy EMR	250,000	40,695
9990	Housing Maintenance Fund	4,098,000	746,332
9990	Affordable rents surplus EMR	72,000	72,000
9990	HRA EMR	25,000	0
9704	Home England Grant	733,000	733,519
9942	PWLB Borrowing	2,642,000	0
Total HRA Projects		11,860,000	4,005,648
2019/20 CAPITAL PROGRAMME GRAND TOTAL FUNDING		35,193,000	12,197,380

Community PDG Annual Chairman's Report 2019/20

The year kicked off with our first meeting in June, during which we discussed whether Parish and Town Councils should be able to recommend that a street be named after an individual whilst they were still alive. It was agreed that this should be allowed. It was subsequently approved by Council and our recommended wording was placed in the Street Naming and Numbering procedure.



The Council continues to support local charitable organisations, and the Group heard a presentation from the Churches Housing Action Team (CHAT) on the work they are doing in the District. The Group also reviewed the level of grant funding for external agencies under the Community Strategic Grants Programme for the period 2020 to 2023. We agreed to set up a Working Group to review the level of funding to individual strategic grant recipients in light of the reduced level of council funding.



The Group continues to hear regular updates from the Leisure Manager, outlining the health and wellbeing activities in the three leisure facilities at Exe Valley, Culm Valley and Lords Meadow. We have been pleased with the partnership work and wellbeing initiatives in facilities, as well as the refurbishment work that has taken place. During the year the Group also reviewed the Leisure Pricing Policy and delegated the decision for Leisure fees and charges to the Cabinet Member for Community Well Being.

An important part of the yearly activity is to review routine reports and receive regular financial updates, including performance and risk and the revenue and capital outturn figures. This year the Group focussed on the underspend on the Capital Programme and in particular which projects had slipped and when they would be progressed. We also discussed the draft budget for 2020/21, notably endorsing a recommendation from the Homes PDG that the weed team be retained.

As ever, the Group received a number of regular standing items, including: the annual review of Regulation of Investigatory Powers Act (RIPA); the annual review of the Corporate Health and Safety Policy; and the Single Equalities Policy and Equality Objective 2019-2021. We also have a standing item on community engagement, as part of which we considered the internal auditor's recommendation that a Customer Engagement Champion is introduced by the Council. Members felt that the idea was good but felt that the Leader, the Cabinet Member for Community Wellbeing and the Chairman of the Audit Committee would be best placed to make that decision.

A key policy discussion of note this year was on CCTV, and in particular the viability of installing mobile CCTV cameras for enforcement purposes. We heard from the Director of Operations that the Council would need to ensure it had a Policy on the deployment of cameras that was compliant with data protection legislation and the

latest guidance. The Group therefore agreed that a 'Use of CCTV' policy should be developed, detailing the governance around the use of mobile cameras and compliance with the latest guidance. This will be brought to the Group to review in June 2020.

During an update from the Cabinet Member for Community Well Being, the Group discussed representation at the Police and Crime Panel in Plymouth. In response to requests from Members, he confirmed that he would raise the issues of rural crime, county lines and the large area that Mid Devon Police had to cover at the next meeting of the Panel.

Given that poor air quality is one of the largest environmental risks to public health, an important discussion took place on the adopted Air Quality Action Plan for Crediton and the Cullompton. The Group discussed progress on the plan, as well as the air quality issues outside of schools, and heard how the Council is working with Devon County Council on the local transport plan and looking at any gaps in the strategic approach.

The Group also discussed the Council Tax Reduction Scheme and the revised Exceptional Hardship Policy. The hardship policy is an interim measure to transition people onto the new council tax levels and that net income was calculated for the whole household. We discussed how the new policy will be used to help customers bridge the loss of reduction in year one of the new scheme. Members requested details of the other criteria, apart from income, where people could get a reduction. The Group therefore recommended to the Cabinet that both were adopted.

This has been my first year as Chair of the Community PDG, having come to it following five years as Cabinet Member for Community Well Being up to 2019. This year the Group has made progress in promoting the health, safety and wellbeing of people within the District, and as we go into the next municipal year we will continue to focus on these important issues. Alongside the issues we have discussed this year, the Group plans to also look at community engagement in the next year, notably how we can better engage members of the public in decision making. I would like to thank the Members and Officers for their contributions, as well as our Clerk, Carole Oliphant, for keeping us on track.

Cllr Colin Slade