

Public Document Pack

Mid Devon District Council

Cabinet

**Tuesday, 6 July 2021 at 10.00 am
Phoenix Chamber, Phoenix House, Tiverton**

**Next ordinary meeting
Tuesday, 3 August 2021 at 10.00 am**

Important - this meeting will take place at Phoenix House, but members of the Public and Press can and should attend via Zoom only. Please do not attend Phoenix House without prior agreement. The attached Protocol for Hybrid Meetings explains how this will work.

Join Zoom Meeting

<https://zoom.us/j/98092578356?pwd=Z21NUEdyYVJ1cDBlVkvVQXhvNHo3Zz09>

Meeting ID: 980 9257 8356

Passcode: 117621

One tap mobile

08002605801,,98092578356#,,,,*117621# United Kingdom Toll-free

08003582817,,98092578356#,,,,*117621# United Kingdom Toll-free

Dial by your location

0 800 260 5801 United Kingdom Toll-free

0 800 358 2817 United Kingdom Toll-free

0 800 031 5717 United Kingdom Toll-free

Meeting ID: 980 9257 8356

Passcode: 117621

Membership

Cllr R M Deed

Cllr R J Chesterton

Cllr Mrs C P Daw

Cllr R Evans

Cllr D J Knowles

Cllr B A Moore

Cllr C R Slade

Cllr Mrs N Woollatt

AGENDA

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

1. **Apologies**
To receive any apologies for absence.
2. **Protocol for Hybrid Meetings** (Pages 5 - 12)
To note the protocol for hybrid meetings.
3. **Public Question Time**
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
4. **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.
5. **Minutes of the Previous Meeting** (Pages 13 - 18)
Members to consider whether to approve the minutes as a correct record of the meeting held on 8 June 2021.
6. **Financial Outturn report 2020/21** (Pages 19 - 60)
To consider a report of the Deputy Chief Executive (S151) presenting the Revenue and Capital Outturn figures for the financial year 2020/21.
7. **Annual Treasury Management Report** (Pages 61 - 72)
To consider a report of the Deputy Chief Executive (S151) providing Members with a review of activities and the Prudential Treasury Indicators on actuals for 2020/21.
8. **Tiverton Town Centre CCTV Options for future use** (Pages 73 - 130)
To consider a report of the Corporate Manager for Property, Leisure and Climate Change providing Members with the Options on completing essential maintenance on the Tiverton Town Centre CCTV system.
9. **Contract Award for Carbon Decarbonisation Project** (Pages 131 - 138)
To consider a report of the Corporate Manager for Property, Leisure and Climate Change seeking approval to deliver a grant-aided project(s) to reduce the carbon emissions of our leisure facilities.
10. **Performance and Risk Outturn** (Pages 139 - 176)
To consider a report of the Operations Manager for Performance, Governance and Health & Safety providing Members with an update on the performance against the Corporate Plan and local service targets for 2020/21.

11. **Update from the Cabinet Member for Continuous Improvement**
To receive a verbal update from the Cabinet Member on progress in driving improvement in services across the Council.
12. **Notification of Key Decisions** (Pages 177 - 182)
To note the contents of the Forward Plan.
13. **3 Rivers Developments Limited Annual Report** (Pages 183 - 236)
To receive a report of the Deputy Chief Executive providing Cabinet with an Annual Report which also includes the Company's Accounts as per the conditions of the Shareholder Agreement.

Stephen Walford
Chief Executive
Monday, 28 June 2021

Covid-19 and meetings

From 7 May 2021, the law requires all councils to hold formal meetings in person. However, the Council is also required to follow government guidance about safety during the pandemic. For a short period – probably until 30 June – the Council will enable all people to continue to participate in meetings via Zoom.

You are strongly encouraged to participate via Zoom to keep everyone safe - there is limited capacity in meeting rooms if safety requirements are to be met. There are restrictions and conditions which apply to those in the building and the use of the building. You **must not** attend a meeting at Phoenix House without complying with the requirements in the new protocol for meetings. You **must** follow any directions you are given.

Please read the new meeting protocol which is available here:
<https://democracy.middevon.gov.uk/documents/s21866/aaaaHybridMeetingProtocolMay2021.pdf>

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.

For assistance please contact Sally Gabriel on:

Tel: 01884 234229

E-Mail: sgabriel@middevon.gov.uk

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Mid Devon District Council – Hybrid Meeting Protocol

1. Introduction

Remote meetings via Zoom have been used during the Covid-19 pandemic in accordance with the temporary legislation. That legislation ceases to apply from 7 May 2021. However, Covid-19 legislation and guidance continues in place and this places specific requirements for meetings in relation to health and safety, risk assessments and related matters.

The Council has therefore put in place temporary arrangements which will enable meetings to take place in compliance with legislation, whilst providing alternative participation opportunities to maintain a Covid-19 safe environment. All are asked to remember that the Council's offices at Phoenix House are not just meeting rooms – they are the place of employment for many and there are implications beyond just how the meetings are held.

The arrangements set out in this Protocol will apply to meetings from 7 May 2021 to (and including) 30 June 2021, unless the Council decides to change, curtail or extend them. At the date of this Protocol, it is expected that arrangements may change later this year – because the Government may change the law, the Covid-19 pandemic may have further receded and/or the Council makes alternative arrangements.

2. Hybrid arrangements – how will they work?

The primary objective is to ensure that meetings can continue as safely as possible and that the rights of Members and the Public are not diminished simply because the meeting is being held through a mix of online and face-to-face means. The Chairman will retain control and discretion over the conduct of the meeting and the Zoom host will provide administrative support to facilitate the meeting.

Please note that, exceptionally, meeting arrangements may change – in response to legislation, court decisions, or risk. This may include a meeting being postponed, or the hybrid arrangements changing or being withdrawn. We ask that you check the arrangements in advance of joining or attending the meeting.

(a) Members (councillors) entitled to vote

All Members entitled to vote in a meeting must be present in the same room – if they are to be classed as 'present' (count towards the quorum) and to cast a vote. If a Member entitled to vote is not in the room, they may still participate via Zoom (see below), but they will not be present (quorum) nor be able to vote.

(b) Other Members, Officers and the Public

The Council will use Zoom to enable all other Members, officers and the Public to attend and participate in meetings safely. Zoom will be enabled in all public meetings. Those attending the meeting physically will be able to see and hear Zoom participants via the existing large TV/monitor screens in the meeting rooms.

Those on Zoom will be able to hear Members in the room and see them – although this will be a whole room view and there will be no zooming in on individual members. It is essential therefore those Members present in the room use the microphones at all times and identify themselves before speaking.

There will be some Officers in the room – the Committee Administrator, the Zoom host and, at times, an additional support officer. There may also be a meeting room host to manage the safety of the meeting. All other Officers should use Zoom, unless they are specifically invited into the room by the Chairman of the meeting.

3. Zoom

Zoom is the system the Council will be using for those attending Hybrid meetings remotely. 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.

4. 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 meeting.

If any other Member wishes to have a paper copy, they must notify 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.

The Public should continue to access agendas via the Council's website - and are encouraged to do so even after the offices at Phoenix House are open again.

5. Setting up the Meeting for Zoom attendance

This will be done by Member Services. They will send a meeting request via Outlook which will appear in Members' Outlook calendar. Members and Officers will receive a URL link to click on to join the meeting. The Public will use the Zoom details on the front of the agenda. The telephone dial-in via Zoom will also be available.

6. Public Access and Participation

(a) Public Access:

Members of the Public will be able to use a web link and standard internet browser. This will be displayed on the front of the agenda. Members of the Public should attend a meeting via Zoom, unless there are exceptional circumstances justifying attendance in person.

If any member of the Public still wishes to attend in person, they must notify Member Services **at least 3 working days before the meeting**. Notifications must be sent by email to:

Committee@middevon.gov.uk

Day of meeting	Notice given by
Monday	Previous Wednesday
Tuesday	Previous Thursday
Wednesday	Previous Friday
Thursday	Monday
Friday	Tuesday

The meeting risk assessment may need to be updated. Member Services will liaise with the Chief Executive, Monitoring Officer and the Chairman of the meeting. A decision will be taken on whether attendance in person can be safely accommodated.

(b) Public Participation (speaking):

Public questions 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 ask each registered person to speak at the appropriate time. 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 may not be called to speak, except at the discretion of the Chairman.

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.

7. Arrangements for any person attending meetings at Phoenix House

Anyone attending a meeting in person must observe the following requirements:

- (a) For non-voting members, officers and the Public – are there exceptional circumstances to justify attending? If so, please notify in advance and in paragraph 6 above. It is essential that the Council knows who is attending and how many will be in the room, so that the meeting risk assessment can be updated.

- (b) Do not attend if you: have any symptoms of Covid-19; are self-isolating (with or without a positive Covid-19 test); or are in a period of post-travel quarantine.
- (c) Wear a mask at all times except when invited to speak by the Chairman of the meeting. If you have a medical exemption for wearing a mask, please attend via Zoom unless you are a Member who must attend to vote.
- (d) Use the hand sanitiser which is available in the building.
- (e) Follow the directions for entering, moving around and exiting the building. Follow the instructions of any Officer present to manage the safety of the meeting and/or the Chairman.
- (f) Sign into the meeting if requested to do so – you may be asked to leave contact details
- (g) Enter and leave the building promptly – do not gather inside after the meeting has finished, or during any break in the meeting
- (h) Bring your own water/refreshments, as these will not be available for the time being.
- (i) Maintain social distancing throughout – this is 2 metres apart, or 1 metre with additional safeguards (e.g. face masks).

8. Starting the Meeting

At the start of the meeting, the Member Services Officer will check all required attendees are present 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 attending via Zoom that **all microphones must be 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.

9. Declaration of Interests

Members should declare their interests in the usual way. A Member with a disclosable pecuniary interest is required to leave the room. If they are attending via Zoom, they will be moved to the waiting room for the duration of the item.

10. The Meeting and Debate

- (a) For Members and Officers physically present

Each member should raise their hand to indicate a request to speak. When called, they must identify themselves for the recording and for the benefit of those attending via Zoom. The microphone must be used when speaking – standing will make it difficult for those on Zoom to hear and is discouraged, including at meetings of Full Council.

(b) For any person attending via Zoom

The Council will not be using the Chat function. The Chairman will call speakers in accordance with the usual rules i.e. either at Public Question Time, or for Members and Officers, when they raise their Zoom hand to speak.

No decision or outcome will be invalidated by a failure of the Chair to call a member to speak – remote management of meetings is intensive and the Hybrid arrangements are likely to be more so. It is reasonable to expect that some requests will be inadvertently missed from time to time.

When referring to reports or making specific comments, Members and Officers should refer to the report and page number whenever possible. This will help all present or in attendance to have a clear understanding of what is being discussed.

11. Voting

Voting for meetings in person is normally through a show of hands. The Member Services Officer will announce the numerical result of the vote for the benefit of those attending via Zoom.

12. Meeting Etiquette Reminder for Zoom attendees

- 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.

If there are members of the public and press attending the meeting, then the Member Services Officer will, at the appropriate time, remove them to a waiting 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 Chairman is required to interpret the Council's Constitution and procedural rules and how they apply to remote attendance, 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 (if attending via Zoom) 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 Chairman will warn them accordingly. If that person continues to interrupt or disrupt proceedings the Chairman may ask the Member Services Officer to remove them as a participant from the meeting.

17. Technical issues – meeting management

If the Chairman, the Hosting Officer or the Member Services Officer identifies a problem with the systems from the Council's side, the Chairman should either declare a recess while the fault is addressed or, if the fault is minor (e.g. unable to bring up a presentation), it may be appropriate to move onto the next item of business in order to progress through the agenda. If it is not possible to address the fault, the meeting will be adjourned until such time as it can be reconvened.

If the meeting was due to determine an urgent matter 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.

Where any Member, Officer or the Public experience their own technical problems during the course of a meeting e.g. through internet connectivity or otherwise, the meeting will not be automatically suspended or adjourned.

18. Technical issues – Individual Responsibility (Members and Officers)

Many members, officers and the Public live in places where broadband speeds are poor, but technical issues can arise at any time for a number of reasons. The following guidelines, if followed, should help reduce disruption.

- Join public Zoom meetings by telephone if there is a problem with the internet. Before all meetings, note down or take a photograph of the front page of the agenda which has the necessary telephone numbers. Annex 1 to this protocol contains a brief step-by-step guide to what to expect
- Consider an alternative location from which to join the meeting, but staying safe and keeping confidential information secure. For officers, this may mean considering whether to come into the office, subject to this being safe and practicable (childcare etc.)
- Have to hand the telephone number of someone attending the meeting – and contact them if necessary to explain the problem in connecting
- Officers should have an ‘understudy’ or deputy briefed and on standby to attend and present as needed (and their telephone numbers to hand)

Phone only access to zoom meetings

(Before you start **make sure you know the Meeting ID and the Meeting Password**) – Both of these are available on the agenda for the meeting

Call the toll free number either on the meeting agenda or on the Outlook appointment (this will start with 0800 --- ----)

(Ensure your phone is on 'speaker' if you can)

A message will sound saying *"Welcome to Zoom, enter your meeting ID followed by the hash button"*

- **Enter Meeting ID followed by #**

Wait for next message which will say *"If you are a participant, please press hash to continue"*

- **Press #**

Wait for next message which will say *"Enter Meeting Password followed by hash"*

- **Enter 6 digit Meeting Password followed by #**

Wait for the following two messages:

"You are currently being held in a waiting room, the Host will release you from 'hold' in a minute"

Wait.....

"You have now entered the meeting"

Important notes for participating in meetings

Press ***6** to toggle between **'mute' and 'unmute'** (you should always ensure you are muted until you are called upon to speak)

If you wish to speak you can **'raise your hand'** by pressing ***9**. Wait for the Chairman to call you to speak. The Host will lower your hand after you have spoken. Make sure you mute yourself afterwards.

MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **CABINET** held on 8 June 2021 at 10.00 am

Present

Councillors

R M Deed (Leader)
R J Chesterton, Mrs C P Daw, R Evans,
D J Knowles, B A Moore, C R Slade and
Mrs N Woollatt

Also Present

Councillor(s)

R J Dolley and B G J Warren

Also Present

Officer(s):

Stephen Walford (Chief Executive), Andrew Jarrett (Deputy Chief Executive (S151)), Jill May (Director of Business Improvement and Operations), Kathryn Tebbey (Head of Legal (Monitoring Officer)), Tristan Peat (Forward Planning Team Leader), Arron Beecham (Forward Planning Officer), Carole Oliphant (Member Services Officer) and Sally Gabriel (Member Services Manager)

16. APOLOGIES (00-03-13)

There were no apologies for absence.

17. PROTOCOL FOR HYBRID MEETINGS (00-03-16)

The protocol for hybrid meetings was NOTED.

18. PUBLIC QUESTION TIME (00-03-26)

There were no questions from members of the public present in the meeting.

19. DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (00-03-31)

Members were reminded of the need to make declarations of interests.

20. MINUTES OF THE PREVIOUS MEETING (00-03-43)

The minutes of the previous meeting were approved as a correct record and signed by the Chairman.

21. JOINT STRATEGY FOR STRATEGIC PLANNING (00-04-13)

The Cabinet had before it a * report of the Head of Planning, Economy and Regeneration seeking formal agreement of the scope, resourcing, timetable and governance arrangements for preparing a non-statutory Joint Strategy for East Devon, Exeter, Mid Devon and Teignbridge Councils.

The Cabinet Member for Planning and Economic Regeneration outlined the contents of the report stating that there was a need for a decision following the change in direction of the four Councils from preparing the Greater Exeter Strategic Plan (GESP) and previous decisions taken to support in principle the production of a joint non-statutory plan, to include joint strategy and infrastructure matters, for the Greater Exeter area.

The preparation of a Joint Strategy would provide an overarching framework that allowed strategic planning and delivery matters to be considered collaboratively. The Joint Strategy would not be a statutory plan and therefore would not set the planning policies of the four Councils. This would be the role of local plans and each Council was currently preparing its own local plan for its area.

He highlighted the fact that the Joint Strategy could also help fulfil the legal duty to cooperate requirements, which would demonstrate a commitment to continued joint working that was vital to help lever in funding to the area to support delivery and critical infrastructure, and would help establish a recognisable brand for the area. It was proposed that the Joint Strategy should not be a one-off document. Instead it could be updated over time and as necessary to reflect the content of local plans as they were adopted, or new strategic infrastructure priorities and projects as they emerged.

A range of options had been considered for resourcing progress on the Joint Strategy and these were set out in appendix A to the report. The option that was recommended was to engage a consultant to prepare the Joint Strategy on behalf of the four Councils, supported in a limited capacity by a group of officers. Appropriate governance arrangements were proposed as set out in appendix B. He emphasised that there would be opportunities for member engagement to help shape the Joint Strategy in its draft form and also following its public consultation before being finalised. Final decision making powers to agree the draft and final versions of the Joint Strategy would rest with the relevant committees of the four Councils.

He outlined the proposed timetable for preparing the Joint Strategy as set out in Section 4 to the report and stated that there were sufficient funds available in the GESB budget to take the Joint Strategy through the stages set out in the timetable, including public consultation.

Consideration was given to:

- The public consultation that would take place but without a public examination
- The timing of the engagement of a consultant
- There would be no additional staff resources and that the Forward Planning Team would progress this work alongside their own work plan
- Member engagement throughout the whole process through relevant forums.

It was therefore:

RECOMMENDED to Council that: the scope, resourcing, timetable and governance arrangements be supported as set out in this report for preparing a non-statutory Joint Strategy for East Devon, Exeter, Mid Devon and Teignbridge Councils.

(Proposed by Cllr R J Chesterton and seconded by Cllr B A Moore)

Reason for the decision – a recommendation to Council that Mid Devon District Council work collaboratively with neighbouring authorities on strategic planning matters as established by the 2011 Localism Act and the NPPF as part of the duty to cooperate with other local authorities to seek to address strategic planning matters.

Note: *Report previously circulated copy attached to minutes.

22. **CULLOMPTON NEIGHBOURHOOD PLAN ADOPTION (00-16-22)**

The Cabinet had before it a *report of the Head of Planning, Economy and Regeneration requesting the making (adopting) of the Cullompton Neighbourhood Plan in order to meet the requirements of the relevant Acts and Regulations.

The Cabinet Member for Planning and Economic Regeneration outlined the contents of the report stating that the Cullompton Neighbourhood Plan had been prepared by Cullompton Town Council and was one of four neighbourhood plans currently being prepared in Mid Devon, the others being for Tiverton, Crediton and Silverton.

The Cullompton Neighbourhood Plan included a vision statement, and 39 planning policies covering a range of planning matters for the period to 2033. The neighbourhood plan recognised that Cullompton would be the strategic focus of new development in Mid Devon, and it was supportive of the principle of the Culm Garden Village.

He outlined the work that had taken place to reach the examination stages of the process and that the examiner's report had been received on 1st July 2020 and that this concluded that, subject to the recommended modifications, the Cullompton Neighbourhood Plan met basic conditions and could proceed to a referendum.

The referendum for the Cullompton Neighbourhood Plan was held on Thursday 6th May 2021 alongside other elections. The result of the referendum was that 87.3% of the votes recorded were cast in favour of a 'yes' to the question: "Do you want Mid Devon District Council to use the neighbourhood plan for Cullompton to help it decide planning applications in the neighbourhood area?"

Since more than 50% of voters were in favour of the Cullompton Neighbourhood Plan the plan attains the same legal status as a local plan and therefore becomes part of the statutory development plan for the area. In accordance with legislative requirements the Council must adopt the neighbourhood plan and bring it into force.

The Council may refuse to make the neighbourhood plan if it considers that making it would be a breach, or would otherwise be incompatible with, any EU obligations or any human rights obligations. Officers held the view that the making of the neighbourhood plan would not breach those obligations. The Council must decide whether to make, or refuse to make, the neighbourhood plan and it was recommended that the neighbourhood plan be made. There was no opportunity at this stage to seek to amend the contents of the neighbourhood plan or make further representations to it.

Consideration was given to:

- That the neighbourhood plan provided local thinking for local policies

- The work of local councillors and volunteers to produce the plan
- Whether any funding was available following the removal of the Community Infrastructure Levy – it was suggested that S106 monies would be available for local projects and that the Government intended to replace the Community Infrastructure Levy with a National Infrastructure Levy at some point and therefore funding opportunities may be available

RECOMMENDED to Council that:

Cullompton Neighbourhood Plan (Appendix 1) is 'made' (adopted) and brought into force as part of the statutory development plan for the area.

(Proposed by Cllr R J Chesterton and seconded by Cllr Mrs N Woollatt)

Reason for the decision – there is a need for the Council to adopt the Cullompton Neighbourhood Plan following the positive result of the referendum.

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

23. **3 RIVERS DEVELOPMENTS LIMITED - COMPANY DOCUMENTS (00-25-56)**

The Cabinet had before it a * report of the Head of Legal (Monitoring Officer). In June 2020, the Cabinet requested a review of the shareholder agreement and articles of association. This report setting out options would provide the conclusion to that review. This report now provides information about the review, an explanation of certain options and the draft documentation for formal review by the Cabinet prior to signature.

The Cabinet Member for Housing and Property Services outlined the contents of the report stating that the shareholder agreement proposed was a combination of work using external legal advice and a project team of officers. This was a living document that would be reviewed from time to time.

Consideration was given to:

- Whether there was a possible conflict of interest with regard to the whole of the Cabinet fulfilling the shareholder function – the meeting was advised that the shareholder function rested with the Cabinet collectively and it could make further delegations if it chose to
- The role of the Leader who appointed the Cabinet and the collective decision-making of the Cabinet
- Confidentiality clauses at paragraph 15.11 of the agreement and the need for the representatives to be able to share information with other Cabinet members and the members of the Council – it was agreed that this clause required some rewording.
- Interest on late payments and the justification for 2% per annum above the base lending rate and views that it should be increased to the statutory interest rate
- Directors remuneration, the approval of salary increases and performance related pay awards, who should approve such increases and previous advice received - it was felt that the company needed to have the freedom to operate and that the shareholder should allow this.

- Whether recommendation (d) was open and transparent – it was felt that any such changes would have been identified by the Cabinet and that delegated decision forms would be published.
- Whether the word ‘may’ should be substituted by the word ‘will in paragraph 2.5 of the agreement – members were reminded that the shareholder function rested with the Cabinet.
- The renumbering of clauses
- Clause 26.3 with regard to interest on late payments – this was covered by loan agreements
- Dispute resolutions by the Chief Executive – which would be the normal escalation path
- Business support provided by the Council and whether there would be any conflict of interest – it was suggested that all professional services had been listed.

RESOLVED that:

- (a) The draft shareholder agreement at Appendix 1 be approved, subject to a review of clause 15.11 (Confidential Information) to ensure that representatives can report back as necessary and to change the interest rate in clause 26.2 (Interest on late payment) to the statutory rate.
- (b) The Deputy Chief Executive (s.151 Officer) be nominated to be the Named Officer for the purposes of the shareholder agreement;
- (c) Subject to recommendation (d)(ii), the draft articles of association at Appendix 2 be approved for discussion with, prior to adoption by, the Company; and
- (d) Delegated authority be given to the Monitoring Officer, in consultation with the Deputy Chief Executive (S.151 Officer) and the Cabinet Member for Finance to –
 - (i) make such changes to the shareholder agreement as are necessary to address the matters and/or changes identified by the Cabinet and then sign it on behalf of the Cabinet; and
 - (ii) negotiate a final version of the articles of association for adoption by 3 Rivers Developments Limited.

(Proposed by Cllr B A Moore and seconded by Cllr R B Evans)

Reason for the decision – a review of these documents would provide a conclusion to the work requested by the Cabinet in June 2020 and would regulate the relationship between the shareholder and the company.

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

24. NOTIFICATION OF KEY DECISIONS (1-13-33)

The Cabinet had before it and **NOTED** its *rolling plan for July 2021 containing future key decisions.

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

25. **3 RIVERS DEVELOPMENTS LIMITED UPDATE REPORT (1-14-12)**

The Cabinet had before it and **NOTED** a * report from the Deputy Chief Executive (S151) providing an update on current project performance and any key risks.

The Cabinet Member for Housing and Property Services outlined the contents of the report stating that this was the 9th monthly update report providing information to members and it was his intention that this update would be provided every 2 months in the future.

The work taking place at St Georges Court was raised, the Chairman and Vice Chairman of the Council had visited the site and had been impressed with the work that was taking place. This information was well received and would be passed on to the company.

(The meeting ended at 11.18 am)

CHAIRMAN

CABINET
06 July 2021

REVENUE AND CAPITAL OUTTURN 2020/21

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

Reason for Report: To present the Revenue and Capital Outturn figures for the financial year 2020/21.

RECOMMENDATION(S): That Cabinet consider the finance position reported and:

1. Note the General Fund Outturn achieved in 2020/21 which shows an overall overspend of £65k. This deficit is proposed to be taken from General Fund reserve which will still leave the balance at £2,186k; above the minimum recommended level of £2,000k.
2. Approve the Net Transfers to Earmarked Reserves of £6,559k detailed in the General Fund Service Budget Variance Reports shown in Appendix 1 and summarised in Appendix 3. Note, this includes £3,411k of Section 31 Grant to smooth the Collection Fund deficits over the next three years, as defined by the Government as separately identified on Appendix 1.
3. Note the positive position achieved on the Housing Revenue Account which shows a saving of £94k and approve the transfer to HRA Earmarked Reserves of the extra £94k shown in paragraph 4.2, as well as the utilisation of reserves totalling £404k identified in Appendices 2 and 3.
4. Approve the carry forward of £26,041k from the 2020/21 Capital Programme (see paragraph 6.3) as all of the schemes will be delivered in 2021/22 or later years. Also approve the transfer to Earmarked Reserves of the unspent £734k 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 2020/21. The Outturn Report indicates how the Council's resources have been used to support the delivery of budgetary decisions. All future spending will be closely linked to four key priority areas identified in the 2020 – 2024 Corporate Plan.

Financial Implications: Good financial management and administration underpin the entire document. A surplus or deficit on the Revenue Budget will impact on the Council's General Fund balances. The Council's financial position is constantly reviewed to ensure its continued financial health.

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. Members will be aware that the Council continues to face a financially difficult and uncertain future. As such, the Strategic Risk Register (monitored by Audit Committee) includes a specific risk relating to this issue:

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 overall financial performance for the 2020/21 financial year. The Outturn figures included are provisional and subject to external audit; the findings of which are to be reported to Audit Committee in September this year.
- 1.2 Monitoring the Budget is an important part of the Council's performance management framework. The aim is to keep a tight control on spending on services within a flexible budget management framework.
- 1.3 The Revenue Outturn position for the financial year 2020/21 is as follows:
- The General Fund (GF) Revenue Outturn position for 2020/21 is a net overspend of £65k as shown in **Appendix 1**. The table below assumes this transfer.
 - The HRA is a "Self-Financing" account for the Council's Housing Landlord function, which is budgeted to "breakeven" (net of approved transfers to/from HRA Reserves). The HRA Outturn for 2020/21 is a net underspend of £94k as shown in **Appendix 2**.

2020/21 Revenue Outturn Position	31 March 2020 £k	In year movement £k	31 March 2021 £k
General Fund Reserve	2,251	(65)*	2,186
Housing Revenue Account Reserve	2,000	0	2,000

* Pre Audit

- 1.4 Members should note that officers have also identified areas where the carry-forward of some unspent budgets where it will be beneficial to help mitigate the impact of financial pressures and commitments in 2021/22. These are proposed to be transferred into Earmarked Reserves. These are identified within the individual service summaries and within **Appendix 3**.
- 1.5 2020/21 has been an exceptional year for all Councils. The financial effects of Covid-19 have been material with significant variances in expenditure incurred and funding received. The Council has lost income across Council Tax, Business Rates and Service Fees and Charges and has incurred additional spend in providing support to businesses and local communities. It has however been largely compensated by a wide variety of additional grant and compensation schemes. **Appendix 4** summarises the additional funding received by the Council, some of which has been passed directly onto struggling businesses and residents, others have helped offset the additional pressures experienced by the Council itself.
- 1.6 The Capital Outturn position for 2020/21 is an underspend of £29,907k with the vast majority carried forward as shown in Section 6. A summary is included within **Appendix 5**.

- 1.7 A summary of the Council's Treasury Management year end position is shown in Section 7.

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. Budget Holders, 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, Budget Holders / Accountants 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.

3 Covid-19

- 3.1 All aspects of life in 2020/21 have been dominated by the Covid-19 Pandemic. Just prior to the start of the financial year (20 March 2020) the country was put into full lockdown. Throughout the year, there have been various degrees of restriction which affected people's movement and businesses ability to trade. As a response, the Authority has delivered a wide range of support: from providing Business Rates Relief and Grant Support Payments to supporting the most vulnerable in society through the Community Shielding Hub, the Track and Trace scheme and Vaccination Centres.
- 3.2 The Council's finances has been materially impacted by this. Significant additional grant income of circa £40,000k was received to enable the Council to provide this vital support. Conversely, the closure of the leisure centres and reduction in the use of our car parks due to the retail closures and the work from home guidance has significantly reduced the income collected. This has been partially offset through the Government's Income Compensation Scheme, which replaced up to 75% of the loss, after authorities have absorbed the first 5% loss.
- 3.3 Staff were also materially impacted, with a work from home where possible in place throughout the year. Over 100 staff were furloughed and a further 27 were redeployed to help those most vulnerable through the Community Shielding Hub and assisting with and making our leisure centres available as Lateral Flow Test and Vaccine Centres.

- 3.4 Despite this, our financial position has remained robust and our Revenue Outturn position is very close to Budget, at £65k or 0.56% overspent. Each aspect of the overall finances are covered across the following sections.
- 3.5 Appendix 4 provides a summary of the additional Covid-19 related funding received by the Council during the year. The Council treats these funds differently depending on the control it has over the funds.
- Some of the funding, such as the Business Rates Reliefs are directly passported to Businesses through the claim scheme the Council has put in place. As such the Council is only acting as an “Agent” for this funding and therefore has no control over it. Any unclaimed funding is to be returned to Government. These funds are not included within the “funding” of the Council and any unspent element is held as a creditor on the Balance Sheet
 - The Council has greater control over other aspects of the additional funding, such as the generic Support Grant tranches and Income Compensation. Here the Council is acting as a “Principal” and therefore can retain unspent elements. These are therefore recognised as “funding” for the Council and any balance is proposed to be held in Earmarked Reserves
- 3.6 The unspent balances on the additional grant funding received has been rolled forward to enable its distribution in 2021/22. In addition, the Government have legislated that the collection fund deficits will be smoothed over three years and have provided grant funding to smooth the cashflow implication of this. Therefore £3,411k have been transferred to reserves and will unwind over that three year timeframe.
- 3.7 The effects of Covid-19 will continue into 2021/22 and probably beyond. In the medium term, external income levels will need to return to pre-pandemic levels, as without this, it will be necessary for the service budgets within the MTFP to be adjusted in future years.

4 The General Fund Reserves

- 4.1 The General Fund Reserve 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 £2.251m at the start of the year. In 2020/21 the final £65k deficit generated in year is proposed to be transferred to this Reserve leaving a balance of £2,186k. If this is approved, the General Fund Reserve will still remain above the recommended minimum level of £2,000k as required by Cabinet agreement on 16 January 2020.
- 4.2 Detailed budget monitoring reports were provided to both senior managers and Members throughout 2020/21. This monitoring focused on significant budget variances (+/- £20k), including any remedial action where necessary leading to an estimated overall Outturn position. The final written monitoring report considered by the Cabinet gave a detailed position as at 31 December 2020 and predicted an end of year deficit of £89k for the General Fund. Therefore the final position improved by £24k.

- 4.3 The table below shows the overall Budget, Actual and Variance, summarised for 2020/21.

Financial Summary for 2020/21	2020/21 Budget £	2020/21 Actual £	2020/21 Variance £
Total Net Cost of Services	11,386,408	11,033,222	(353,186)
Other Income and Expenditure	138,036	7,132,112	6,994,076
TOTAL BUDGETED EXPENDITURE	11,524,444	18,165,333	6,640,889
TOTAL FUNDING	(11,524,444)	(18,100,397)	6,575,953
Net Income and Expenditure	0	64,937	64,937

- 4.4 As described above, there have been some significant variances at an individual service level. A detailed explanation of these key variances is shown in Appendix 1, service by service. This report highlights the major movements to enable Members to appreciate the more significant trends within each service area. Appendix 1 also provides a summary of the key variances at individual service level to enable full transparency of the position.
- 4.5 In addition to the General Fund Reserve, the Council holds a number of Earmarked Reserves (EMRs) where service underspends are kept so that they can be used to help fund anticipated future expenditure commitments. The net movement of £6,559k to these reserves and the end of year balances held on them are shown in Appendix 3.
- 4.6 As described above, a significant amount of the funding transferred to EMR is due to the smoothing of the Collection Fund Deficit over the next three years. In addition, significant additional Covid-19 related grant funding has been received which has also been transferred to EMR to help mitigate future financial pressures.
- 4.7 The Council (in common with other public bodies) continues to face a difficult financial climate, therefore, it is prudent to retain robust balances to smooth the potential effect to the tax payer of further cuts. The level of Earmarked Reserves in this report further supports the forward planning of the organisation. This approach to financial management will help to deliver our corporate priorities during the short to medium term whilst mitigating the effect of any future cuts in Government funding as we move towards becoming a self-financing organisation.

5 Housing Revenue Account (HRA)

- 5.1 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 2020/21 the Outturn is a net surplus of £94k and Members are requested to approve a transfer to HRA reserves to bring this to zero.
- 5.2 Some of the key variances within this surplus are explained in paragraph 5.4 and the effect of it on the HRA balance is shown below.

HRA Balance

HRA Reserve Summary	£k
HRA balance @ 31/03/2020	(2,000)
Budget saving achieved in 2020/21	(94)
Net transfer to HRA ring-fenced reserves	94
HRA balance @ 31/03/2021	(2,000)

5.3 Given the positive closing financial position delivered in 2020/21, it is recommended to transfer a sum of £94k into the ring-fenced HRA reserves. Inclusive of budgeted contributions, this has resulted in a net contribution to the Housing Maintenance Fund of £923k. The above position leaves the HRA balance of £2,000k untouched as at 31 March 2021.

5.4 Main budget variances during 2020/21 giving rise to the figure of £94k include:

- £390k salary savings relating primarily due to Covid-19 and a delay in commencing developments;
- £471k savings due to reduced maintenance and overheads as a result of Covid-19;
- £416k reduced income and recharges for the above reduced maintenance works;
- £624k settlement of a contract dispute; and
- £336k additional contribution to the Major Repairs Reserve above budget

For further details, please see the HRA Outturn Summary for 2020/21, which is attached as Appendix 2 to this report.

5.5 The Outturn includes a number of accounting entries 'below the line' that don't affect the revenue position for the HRA, such as Depreciation. For presentational purposes these items have been excluded from the report. Members should note that these items will be shown in full in the Statement of Accounts.

5.6 In addition to the above, the HRA holds a number of Earmarked Reserves. The movements on these during 2020/21 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 2021/22 and beyond.

6 The Collection Fund

6.1 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.

6.2 The Council Tax collection rate for 2020/21 was 97.0% (98.5% in 2019/20). This demonstrates how our Revenues section has consistently been effective in collecting the annual charge in extremely challenging economic times. This resulted in a collection deficit of £1,109k for the year, with Mid Devon's share of this amounting to £92k.

- 6.3 The National Non-Domestic Rates collection rate was 96.8% for 2020/21 (99.2% in 2019/20). Again, this demonstrates how our Revenues section has consistently been effective in collecting the annual charge in extremely challenging economic times. This resulted in a collection deficit of £9,135k for the year, with Mid Devon's share of this amounting to £3,570k.
- 6.4 As highlighted in above, additional Section 31 Grant of £3,411k has been received to smooth the implication of these deficits over 3 years in line with MHCLG legislative requirements.

7 Capital Outturn

- 7.1 A Capital Outturn summary is attached as Appendix 5 to this report. The revised Capital Budget for 2020/21 amounted to £36,961k. At the year-end only £7,054k had been spent leaving the Capital Programme underspent in total by £29,906k. It is important to recognise the difference between a Revenue and Capital under spend; Revenue is an under spend against a cash budget, Capital is an under spend against an outline approval. Therefore this does not necessarily result in a cash balance to carry forward, instead it generally leads to a lower Capital Financing Requirement (in essence lower borrowing).
- 7.2 Capital Receipts of £376k (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.
- 7.3 As shown in Appendix 5, there are capital projects totalling £26,041k which have not been completed as at the 31 March 2021. This planned expenditure, therefore, needs to be rolled forward to be included in the 2021/22 Capital Programme. These schemes will continue to be funded as before through a mix of unspent Capital Grants, Capital Earmarked Reserves or Prudential Borrowing. In addition there is £248k relating to Disabled Facilities Grant (including £72k related to HRA), £244k relating to Right to Buy, £128k for Major Repairs to Housing Stock and £114k HRA Renewable Energy that will remain in reserves for future prioritisation.
- 7.4 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:

Capital Receipts Reserve Summary	£k
Balance at 1 April 2020	(5,157)
Sale of Council Houses (10)	(847)
General Fund Sales	(97)
Pooling of Housing Capital Receipts to Government	227
Capital Receipts applied in year	376
Balance at 31 March 2021	(5,498)

Note – the remaining balance of £5.498m 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.

- 7.5 The Capital Earmarked Reserve has been set aside from Revenue to fund capital projects; the balance on this reserve now stands at £255k having reduced by the £46k required to fund the 2020/21 Capital Programme. The remaining balance is committed to fund any slippage and to balance the Capital Medium Term Financial Plan.
- 7.6 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 2021 is £3,061k; again much of this remaining balance is committed to funding any slippage and to balance the Capital Medium Term Financial Plan.

8 Treasury Management

- 8.1 A review of the 2020/21 investment performance, including the details of interest payable, are included within the separate 2020/21 Treasury Outturn Report on this agenda.
- 8.2 During the year, the Council maintained an average balance of £21.3m of internally managed funds. These internally managed funds earned interest of £124k giving an average rate of return of 0.25%. The comparable performance indicator is the 3 month LIBID rate¹, which was 0.015%.
- 8.3 As at the 31 March 2021, the Council had short term cash investments totalling £17,500k. In addition, the Council held £5m invested in Churches, Charities and Local Authorities (CCLA) Property Funds earning dividends of £206k (4.13%) in 2020/21.
- 8.4 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.
- 8.5 During the year ended 31 March 2021, a net £1,102k was loaned to the Company and total loan value at this date was £10,163k. During the year £496k interest was received by the Authority in respect of these loans.
- 8.6 These loans are subject to overarching management review on a regular basis with any impairments made reported within both the periodic monitoring reports and in the year-end financial statements. The year-end review, carried out in compliance with IFRS 9 Financial Instruments, concluded that no further impairments above and beyond the £790k impairment made in 2019/20 in respect of one of the project loans and the working capital loan was necessary.

9 Conclusion

- 9.1 Members are asked to note the Revenue and Capital Outturn figures for the financial year 2020/21 and agree the proposed earmarking of surplus funds

¹ The London Interbank Bid Rate (LIBID) is the average interest rate at which major London banks bid for eurocurrency deposits from other banks in the interbank market.

generated by in-year savings from both the General Fund and the HRA. In addition, Members are requested to approve the incomplete projects on the 2020/21 Capital Programme be rolled forward into the 2021/22 Capital Programme.

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Background Papers:

Circulation of the Report:

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GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

	Budget 2020/21 £	Actual 2020/21 £	Variance 2020/21 £	Net contributions To / (From) Earmarked Reserves 2020/21 £	Net General Fund Impact 2020/21 £
Community Development	138,290	165,300	27,010	0	27,010
Corporate Management	1,648,161	1,648,332	171	0	171
Car Parks	(632,962)	(117,826)	515,136	0	515,136
Customer Services	751,285	644,636	(106,649)	21,670	(84,979)
Environmental Services	836,070	725,035	(111,035)	83,564	(27,471)
Finance and Performance	744,000	838,649	94,649	(280)	94,369
Grounds Maintenance	567,810	474,906	(92,904)	(15,565)	(108,469)
General Fund Housing	315,520	58,134	(257,386)	212,253	(45,133)
Human Resources	513,490	409,164	(104,326)	37,000	(67,326)
I.T. Services	983,650	966,712	(16,938)	3,455	(13,483)
Legal and Democratic Services	1,052,350	968,498	(83,852)	74,080	(9,772)
Planning and Regeneration	1,240,550	670,770	(569,780)	585,835	16,055
Property Services	734,240	410,552	(323,688)	296,751	(26,937)
Revenues and Benefits	499,200	45,159	(454,041)	59,935	(394,106)
Recreation and Sport	434,750	1,961,013	1,526,263	250,884	1,777,147
Waste Services	1,989,480	1,901,495	(87,985)	(80,288)	(168,273)
ALL GENERAL FUND SERVICES	11,815,884	11,770,528	(45,356)	1,529,295	1,483,938
Net recharge to HRA	(1,481,630)	(1,440,130)	41,500		41,500
Statutory Adjustments (Capital Charges)	1,052,154	702,824	(349,330)	224,602	(124,728)
NET COST OF SERVICES	11,386,408	11,033,222	(353,186)	1,753,897	1,400,710
					0
Finance Lease Interest Payable	48,340	109,926	61,586		61,586
Interest Charged Between GF and HRA	(49,000)	(43,528)	5,472		5,472
Interest Receivable / Payable on Other Activities	439,878	95,568	(344,310)		(344,310)
Interest Receivable on Investments	(568,322)	(764,906)	(196,584)		(196,584)
Transfers into Earmarked Reserves (see Appendix 3)	2,597,050	6,972,759	4,375,709	2,037,700	6,413,409
Transfers from Earmarked Reserves (see Appendix 3)	(1,369,370)	(2,844,015)	(1,474,645)	(38,976)	(1,513,621)
Net Contribution to/(from) New Homes Bonus Reserve	(960,540)	(981,467)	(20,927)		(20,927)
Contribution to Collection Fund Smoothing Reserves*	0	3,411,251	3,411,251	304,040	3,715,291
Revenue contribution to fund 2020/21 Capital Programme	0	1,176,524	1,176,524	(1,176,524)	0
TOTAL EXPENDITURE	11,524,444	18,165,333	6,640,889	2,880,137	9,521,026
FUNDED BY:-					
Business Rates					
National Non-Domestic Rates	(3,312,727)	(1,583,404)	1,729,323		1,729,323
S31 Grant associated with Covid-19 Reliefs*	0	(4,868,479)	(4,868,479)	3,171,340	(1,697,139)
National Non-Domestic Rates (Surplus)/Deficit	0	(191,808)	(191,808)		(191,808)
Business Rates Benefit from Devon Pool	(150,000)	(167,727)	(17,727)		(17,727)
Council Tax					0
Council Tax - (Band D at £208.84)	(6,064,827)	(6,064,827)	0		0
Collection Fund Surplus*	(112,000)	(128,165)	(16,165)	239,911	223,746
Unringfenced Grants					0
New Homes Bonus Grant	(1,418,190)	(1,418,189)	1		1
Rural Services Delivery Grant	(466,700)	(466,695)	5		5
Other Grants	0	(8,103)	(8,103)		(8,103)
Covid-19 Related Funding					0
Covid-19 Grant	0	(1,183,857)	(1,183,857)		(1,183,857)
Covid-19 Income Compensation Scheme	0	(2,019,144)	(2,019,144)		(2,019,144)
TOTAL FUNDING	(11,524,444)	(18,100,397)	(6,575,953)	3,411,251	(3,164,702)
NET INCOME AND EXPENDITURE	0	64,937	64,937	6,291,388	6,356,324

* These lines have been included to transparently show the additional Section 31 Grant received in respect of reduced NNDR and Council Tax income, the majority of this has been placed in an EMR to be released to cover the 2020/21 deficit that will be released over 3 years in line with MHCLG legislative requirements.

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Community Development

Code	Community and Development	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
1,000	Employees	61,170	50,672	(10,498)	-17.2%
2,000	Premises	65,700	62,707	(2,993)	-4.6%
3,000	Transport	0	0	0	0.0%
4,000	Supplies and Services	99,770	82,743	(17,027)	-17.1%
Total Direct Expenditure		226,640	196,123	(30,517)	-13.5%
7,000	External Income	(88,350)	(30,823)	57,527	65.1%
Net Direct Expenditure		138,290	165,300	27,010	19.5% (a)
Total Community and Development Expenditure		138,290	165,300	27,010	19.5%
Community and Development - Service units					
CD200	Community Development	77,650	71,650	(6,000)	-7.7%
CD300	Tiverton Pannier Market	60,640	93,650	33,010	54.4%
CD305	Market - Electric Nights	0	0	0	0.0%
CD400	Crediton Market Square	0	0	0	0.0%
Total Community and Development Expenditure		138,290	165,300	27,010	19.5%
				£	£
Total Expenditure Variation					27,010 (a)
Major Cost Changes					0
Major Cost Savings					
CD200	Community Development Grants - saving from claim no longer being made			(6,000)	
CD300	Salaries - delay in appointment of market manager			(8,500)	
CD300	Supplies and services - minor savings from reduced advertising and special events			(5,300)	
					(19,800)
Major Changes in Income Levels					
CD300	Reduced Market income due to a suspension of Market tolls during Covid-19 lockdowns and a reduction in traders due to shielding			52,500	
					52,500
Minor Variations					(5,690)
Total Expenditure Variation					27,010 (a)
EARMARKED RESERVES					
Utilised 2020/21					
Proposed contribution c/fwd to 2021/22					
Net movement in earmarked reserves					0
Total Expenditure variation after Earmarked Reserves					27,010

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Corporate Management

		2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
Code	Corporate				
1,000	Employees	1,335,891	1,326,731	(9,160)	-0.7%
2,000	Premises	0	0	0	0.0%
3,000	Transport	3,210	101	(3,109)	-96.9%
4,000	Supplies and Services	184,810	277,800	92,990	50.3%
Total Direct Expenditure		1,523,911	1,604,632	80,721	5.3%
7,000	External Income	124,250	43,700	(80,550)	64.8%
Net Direct Expenditure		1,648,161	1,648,332	171	0.0% (a)
Total Corporate Expenditure		1,648,161	1,648,332	171	0.0%
Corporate Management Service Units					
CM100	Leadership Team	442,690	432,707	(9,983)	-2.3%
CM210	Performance, Governance and Data	86,790	86,901	111	0.1%
CM300	Corporate Fees/charges	356,280	421,001	64,721	18.2%
CM340	Unison	8,830	1,783	(7,047)	-79.8%
CM600	Pension Backfunding	753,571	755,338	1,767	0.2%
CM800	Tiverton Hub	0	(49,397)	(49,397)	0.0%
Total Corporate Expenditure		1,648,161	1,648,332	171	0.0%
				£	£
Total Expenditure Variation					171 (a)
Major Cost Changes					
CM100 /	3RS - Inter Authority / company costs associated with: advice, consultancy engaged, new				
CM300	directorate appointments and some previous work undertaken for the Council.			100,920	
	Bank charges over budget due to greater volume of payments i.e Covid-19 grant payments and				
CM300	greater volume of electronic transactions (less cash transactions)			16,600	
CM300	External audit fees forecast for the year above budget			25,898	
					143,418
Major Cost Savings					
CM100	Salary savings on not filling Director (Operations) post			(45,000)	
CM300	Apprenticeship Levy charges below budget			(10,100)	
CM300	Valuation fees under forecast for the year			(4,600)	
					(59,700)
Major Changes in Income Levels					
CM300	Charge for Bad Debt provision below forecast			(8,300)	
	Grant received relating to Covid-19. This funding relates to expenditure incurred across other				
CM800	Council services			(49,400)	
					(57,700)
Minor Variances					(25,847)
Total Expenditure Variation					171
EARMARKED RESERVES					
Utilised 2020/21					
Proposed contribution c/fwd to 2021/22					
Net movement in earmarked reserves					0
Total Expenditure variation after Earmarked Reserves					171

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Car Parks

Code	Car Parks	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
1,000	Employees	0	0	0	0.0%
2,000	Premises	213,450	200,859	(12,591)	-5.9%
3,000	Transport	0	0	0	0.0%
4,000	Supplies and Services	67,510	63,489	(4,021)	-6.0%
Total Direct Expenditure		280,960	264,347	(16,613)	-5.9%
7,000	External Income	(913,922)	(382,174)	531,748	58.2%
Net Direct Expenditure		(632,962)	(117,826)	515,136	81.4% (a)
Total Car Park Expenditure		(632,962)	(117,826)	515,136	81.4%
Car Park - Service units					
CP520	Multi-Storey Car Park (MSCP)	(71,330)	12,616	83,946	-117.7%
CP530	Amenity Car Parks	12,450	26,320	13,870	111.4%
CP540	Paying Car Parks	(574,082)	(156,762)	417,320	-72.7%
Total Car Park Expenditure		(632,962)	(117,826)	515,136	81.4%
				£	£
Total Expenditure Variation					515,136 (a)
Major Cost Changes					
CP520	Increase in utility costs due to backed Electricity charges & MSCP operating 24 hours			13,000	
					13,000
Major Cost Savings					
CP540	Resurfacing of Becks Sq not carried out during 2020/21			(30,000)	
					(30,000)
Major Changes in Income Levels					
CP	Pay and Display Income down across all car parks due to Covid-19			521,980	
CP540	PCN income reductions due to Covid-19			17,480	
					539,460
Minor Variations					(7,324)
Total Expenditure Variation					515,136 (a)
EARMARKED RESERVES					
Utilised 2020/21					
Proposed contribution c/fwd to 2021/22					
Net movement in earmarked reserves					0
Total Expenditure variation after Earmarked Reserves					515,136

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Customer Services

Code	Customer Services	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
1,000	Employees	681,700	634,426	(47,274)	-6.9%
2,000	Premises	0	0	0	0.0%
3,000	Transport	1,290	0	(1,290)	-100.0%
4,000	Supplies and Services	68,295	47,098	(21,197)	-31.0%
Total Direct Expenditure		751,285	681,524	(69,761)	-9.3%
7,000	External Income	0	(36,888)	(36,888)	0.00%
Net Direct Expenditure		751,285	644,636	(106,649)	-14.2% (a)
Total Customer Services Expenditure		751,285	644,636	(106,649)	-14.2%
Customer Services - Service units					
CS200	Communications	100,245	79,954	(20,291)	-20.2%
CS900	Central Photocopying	4,530	4,840	310	6.9%
CS902	Central Postage	18,820	17,767	(1,053)	-5.6%
CS930	Customer First Management	162,530	165,106	2,576	1.6%
CS932	Customer First	465,160	376,969	(88,191)	-19.0%
Total Customer Services Expenditure		751,285	644,636	(106,649)	-14.2%
				£	£
Total Expenditure Variation					(106,649) (a)
Major Cost Changes					0
Major Cost Savings					
CS200	Salary savings from delay in recruiting for vacant role			(15,800)	
CS932	Salary savings from delay in recruiting for vacant roles offset by agency. £8.4K of this underspend will go towards the salary overspend on PS960 Caretaking Services			(36,400)	
CS932	Supplies and Services savings on computer software, switch charges and telephones			(14,100)	
					(66,300)
Major Changes in Income Levels					
CS932	DCC grant - backfill Customer Welfare Officer. 12 mth fixed contract (costs falling in 2021/22 will be a contribution to EMR - see below)			(30,000)	
CS932	Job Retention Scheme Funding for furloughed staff			(6,708)	
					(36,708)
Minor Variations					(3,641)
Total Expenditure Variation					(106,649) (a)
EARMARKED RESERVES					
Utilised 2020/21					
Proposed contribution c/fwd to 2021/22					
CS932	Contribution to EQ776 DCC grant - backfill Customer Welfare Officer			21,670	
Net movement in earmarked reserves					21,670
Total Expenditure variation after Earmarked Reserves					(84,979)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Environmental Services

Code	Environmental Services	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
1,000	Employees	924,480	864,776	(59,704)	-6.5%
2,000	Premises	157,320	110,920	(46,400)	-29.5%
3,000	Transport	38,620	30,353	(8,267)	-21.4%
4,000	Supplies and Services	116,920	113,342	(3,578)	-3.1%
	S106 Expenditure		89,207	89,207	
	Total Direct Expenditure	1,237,340	1,208,599	(28,741)	-2.3%
7,000	External Income	(401,270)	(441,051)	(39,781)	-9.9%
	S106 contributions		(42,513)	(42,513)	0.0%
	Net Direct Expenditure	836,070	725,035	(111,035)	-13.3% (a)
	Total Environmental Services Expenditure	836,070	725,035	(111,035)	-13.3%
	Environmental Services - Service units				
ES100	Cemeteries	(110,150)	(88,984)	21,166	19.2%
ES101	Cemetery Lodge	0	800	800	0.0%
ES110	Bereavement Services	24,850	24,685	(165)	-0.7%
ES200	CCTV Initiatives	6,010	10,287	4,277	71.2%
ES250	Community Safety	6,220	7,875	1,655	26.6%
ES252	Building Safer Community Fund	0	254	254	0.0%
ES260	Food Protection	(1,070)	599	1,669	156.0%
ES270	Water Quality Monitoring	(24,000)	(17,060)	6,940	28.9%
ES354	Private Sector Housing	(11,640)	(15,662)	(4,022)	-34.6%
ES360	Dog Warden	3,990	3,765	(225)	-5.7%
ES361	Public Health	0	0	0	0.0%
ES450	Parks and Open Spaces	62,010	54,465	(7,545)	-12.2%
ES455	Amory Park	13,070	13,932	862	6.6%
ES460	Play Areas	51,040	40,960	(10,080)	-19.7%
ES500	Emergency Planning	7,500	7,400	(100)	-1.3%
ES550	Licensing	(116,460)	(98,132)	18,328	15.7%
ES580	Pool Car Running Costs	1,280	9,044	7,764	606.6%
ES600	Pest Control	5,000	1,494	(3,507)	-70.1%
ES660	Control of Pollution	9,400	(38,771)	(48,171)	-512.5%
ES670	Local Air Pollution	(10,050)	(9,513)	537	5.3%
ES730	Environmental Enforcement	134,280	119,750	(14,530)	-10.8%
ES733	Environmental Health	653,930	570,580	(83,350)	-12.7%
ES740	Licensing Unit	130,860	127,267	(3,593)	-2.7%
PS480	MDDC Footpaths and Railway Walks	0	0	0	0.0%
	Total Environmental Services Expenditure	836,070	725,035	(111,035)	-13.3%
	Total Expenditure Variation			£ (111,035)	£ (111,035) (a)
	Major Cost Changes				
ES200	Unbudgeted CCTV to be funded from EMR (see below)			6,970	
ES580	Increased vehicle maintenance costs due to aging Pool Cars			6,000	
					12,970
	Major Cost Savings				
ES450	Tree maintenance underspend- reactive work only due to no Tree Office in place and Covid-19 restrictions (see below EMR)			(7,300)	
ES450	Planned maintenance underspend - due to Covid-19 (see below EMR)			(25,480)	
ES450	Works to paddling pools not carried out due to Covid-19 closure (see below EMR)			(30,000)	
ES733	Salary savings due to vacant District Officer for part of the year			(12,380)	
ES733	Salary savings due to vacant posts within Public Health and secondment to DCC			(43,200)	
					(118,360)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Environmental Services

Major Changes in Income Levels		
ES550	Licensing income reduced due to Covid-19	20,000
ES100	Cemetery Income down against budget	23,500
ES200	Income received for CCTV works to be completed by May 21 (see below EMR)	(5,000)
ES733	Grant income received for Covid-19 compliance and enforcement (see below EMR)	(30,976)
		7,524
Minor Variations		(702)
SERVICE MOVEMENT BEFORE STATUTORY ADJUSTMENTS		(98,568)
ES450	Net S106 receipts and grants (see EMR below) Parks and Open Spaces	31,573
ES460	Net S106 receipts and grants (see EMR below) Play Areas	3,710
ES660	Net S106 receipts and grants (see EMR below) Control of Pollution	(47,750)
Total Expenditure Variation		(111,035) (a)
EARMARKED RESERVES		
Utilised 2020/21		
	S106 - Air Quality	(18,048)
	S106 - Public Open Space	(35,283)
	Release from EQ710 to fund Stay Over Stay Safe leaflets	(242)
	Release from EQ710 to fund Projects overspend	(12)
	Release from EQ710 to fund Domestic Homicide Reviews	(1,125)
	Release from EQ710 to fund Crediton Town CCTV Project 2021	(2,000)
	EQ709 - CCTV Works	(6,970)
	Release from EQ756 re fund fleet contract	(1,830)
Proposed contribution c/fwd to 2021/22		
	S106 - Air Quality	65,797
	EQ706 - Contribution received for CCTV works during May 21	5,000
	EQ773 - Contribution towards increased tree works for 2021/22	17,300
	EQ779 Paddling pool resin replacement	30,000
	EQ784 - Covid-19 compliance and enforcement grant income	30,976
	Net movement in earmarked reserves before statutory adjustments	83,564
Total Expenditure variation after Earmarked Reserves		(27,471)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Finance and Performance

		2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
Code	Finance and Performance				
1,000	Employees	574,890	683,754	108,864	18.9%
2,000	Premises	0	0	0	0.0%
3,000	Transport	1,170	95	(1,075)	-91.9%
4,000	Supplies and Services	168,540	160,556	(7,984)	-4.7%
Total Direct Expenditure		744,600	844,404	99,804	13.4%
7,000	External Income	(600)	(5,755)	(5,155)	-859.16%
Net Direct Expenditure		744,000	838,649	94,649	12.7% (a)
Total Finance and Performance Expenditure		744,000	838,649	94,649	12.7%
Finance and Performance - Service units					
FP100	Accountancy Services	436,790	534,627	97,837	22.4%
FP200	Internal Audit	92,100	91,088	(1,012)	-1.1%
FP300	Procurement	121,580	120,605	(975)	-0.8%
FP400	Purchase Ledger	47,320	18,478	(28,842)	-61.0%
FP500	Sales Ledger	46,210	73,851	27,641	59.8%
Total Finance and Performance		744,000	838,649	94,649	12.7%
				£	£
Total Expenditure Variation					94,649 (a)
Major Cost Changes					
FP100	Agency overspend due to temp Group Manager for Finance (12 Months) & recruitment costs			98,000	
FP100	Spend on Apprenticeship training (off-set by Apprenticeship levy below)			5,000	
FP300	Increased software charges for the tender Procurement system			8,000	
					111,000
Major Cost Savings					
FP100	Budgeted software update has been delayed to 2021/22 (see below EMR)			(16,720)	
					(16,720)
Major Changes in Income Levels					
FP100	Apprenticeship levy income to off-set spend above			(5,000)	
					(5,000)
Minor Variations					
					5,369
Total Expenditure Variation					
					94,649 (a)
EARMARKED RESERVES					
Utilised 2020/21					
EQ748 - Release EMR to off-set additional staff costs				(17,000)	
Proposed contribution c/fwd to 2021/22					
EQ749 - Capita Upgrade delayed				16,720	
Net movement in earmarked reserves					(280)
Total Expenditure variation after Earmarked Reserves					
					94,369

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Grounds Maintenance

		2020/21 Budget	2020/21 Actual	Variance	Variance
Code	Grounds Maintenance	£	£	£	%
1,000	Employees	515,050	453,289	(61,761)	-12.0%
2,000	Premises	0	0	0	0.0%
3,000	Transport	86,580	96,607	10,027	11.6%
4,000	Supplies and Services	37,480	12,929	(24,551)	-65.5%
Total Direct Expenditure		639,110	562,824	(76,286)	-11.9%
7,000	External Income	(71,300)	(87,918)	(16,618)	-23.31%
Net Direct Expenditure		567,810	474,906	(92,904)	-16.4% (a)
Total Grounds Maintenance Expenditure		567,810	474,906	(92,904)	-16.4%
Grounds Maintenance - Service units					
GM960	Grounds Maintenance	567,810	474,906	(92,904)	-16.4%
Total Grounds Maintenance Expenditure		567,810	474,906	(92,904)	-16.4%
				£	£
Total Expenditure Variation					(92,904) (a)
Major Cost Changes					
Additional agency costs - manager post agency filled				13,300	
Additional fleet maintenance - funded by EMR release				15,565	
					28,865
Major Cost Savings					
Salary savings due to vacancies during the year				(64,000)	
Training delayed due to Covid-19				(9,600)	
Plants and shrubs now funded by Town Councils				(13,700)	
Underspend on equipment				(5,300)	
Reduction in fuel costs - reduced mileage and lower fuel prices				(8,200)	
					(100,800)
Major Changes in Income Levels					
Sale of vehicle				(14,650)	
Furlough grant				(8,715)	
					(23,365)
Minor Variations					2,396
Total Expenditure Variation					(92,904) (a)
EARMARKED RESERVES					
Utilised 2020/21					
FM100	Release from EQ756 to fund fleet contract			(15,565)	
Proposed contribution c/fwd to 2021/22					
Net movement in earmarked reserves					(15,565)
Total Expenditure variation after Earmarked Reserves					(108,469)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

General Fund Housing

		2020/21 Budget	2020/21 Actual	Variance	Variance
Code	General Fund Housing	£	£	£	%
1,000	Employees	325,730	289,078	(36,652)	-11.3%
2,000	Premises	8,020	12,079	4,059	50.6%
3,000	Transport	12,420	6,284	(6,136)	-49.4%
4,000	Supplies and Services	455,170	411,875	(43,295)	-9.5%
Total Direct Expenditure		801,340	719,315	(82,025)	-10.2%
7,000	External Income	(485,820)	(661,181)	(175,361)	-36.10%
Net Direct Expenditure		315,520	58,134	(257,386)	-81.6% (a)
Total General Fund Housing Services Expenditure		315,520	58,134	(257,386)	-81.6%
General Fund Housing - Service units					
HG320	Housing and Homelessness Advice	147,120	(73,122)	(220,242)	-149.7%
HG345	Rough Sleeping Initiative	0	(49,966)	(49,966)	0.0%
HG350	Community Alarms	(117,340)	(78,885)	38,455	32.8%
HG373	Homelessness and Enabling Team	257,740	225,998	(31,742)	-12.3%
HG376	Ivor Macey House Project	28,000	34,109	6,109	21.8%
Total General Fund Housing Services Expenditure		315,520	58,134	(257,386)	-81.6%
				£	£
Total Expenditure Variation					(257,386) (a)
Major Cost Changes					0
Major Cost Savings					
Savings against Consultancy budget				(35,325)	
Housing Options staffing savings				(29,547)	
					(64,872)
Major Changes in Income Levels					
Income from community alarms was down on budget due to the impact of Covid-19. Officers were unable to visit properties. Included within this figure is £6k Impairment Allowance				30,963	
Rough Sleeping Initiative Grant				(57,701)	
Flexible Homelessness Support Grant				(154,552)	
					(181,290)
Minor Variations					(11,224)
Total Expenditure Variation					(257,386) (a)
EARMARKED RESERVES					
Utilised 2020/21					
Proposed contribution c/fwd to 2021/22					
Flexible Homelessness Support Grant				154,552	
MHCLG Rough Sleeping Initiative				57,701	
Net movement in earmarked reserves					212,253
Total Expenditure variation after Earmarked Reserves					(45,133)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Human Resources

Code	Human Resources	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
1,000	Employees	444,260	366,743	(77,517)	-17.4%
2,000	Premises	0	0	0	0.0%
3,000	Transport	3,350	800	(2,550)	-76.1%
4,000	Supplies and Services	65,880	48,354	(17,526)	-26.6%
Total Direct Expenditure		513,490	415,898	(97,592)	-19.0%
7,000	External Income	0	(6,733)	(6,733)	0.00%
Net Direct Expenditure		513,490	409,164	(104,326)	-20.3% (a)
Total Human Resources Expenditure		513,490	409,164	(104,326)	-20.3%
HR - Service units					
HR100	Human Resources	343,030	282,761	(60,269)	-17.6%
HR200	Staff Development Training	33,750	457	(33,293)	-98.6%
HR300	Payroll	48,870	47,699	(1,171)	-2.4%
HR400	Learning and Development	53,190	45,680	(7,510)	-14.1%
HR600	Health and Safety Officer	34,650	32,567	(2,083)	-6.0%
Total Human Resources Expenditure		513,490	409,164	(104,326)	-20.3%
				£	£
Total Expenditure Variation					(104,326) (a)
Major Cost Changes					0
Major Cost Savings					
HR100	Salary savings due to vacant posts			(47,000)	
HR100	Computer software budget of £25k for software upgrade not spent (see below EMR)			(25,000)	
HR200	Corporate training underspend due to Covid-19 restrictions (see below EMR)			(30,000)	
					(102,000)
Major Changes in Income Levels					0
Minor Variations					(2,326)
Total Expenditure Variation					(104,326) (a)
EARMARKED RESERVES					
Utilised 2020/21					
Proposed contribution c/fwd to 2021/22					
	EQ778 - HFX software upgrade			25,000	
	EQ666 - Customer Improvement programme training			12,000	
	Net movement in earmarked reserves				37,000
Total Expenditure variation after Earmarked Reserves					(67,326)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

ICT Services

Code	ICT Services	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
1,000	Employees	579,870	544,228	(35,642)	-6.1%
2,000	Premises	0	0	0	0.0%
3,000	Transport	1,020	292	(728)	-71.4%
4,000	Supplies and Services	403,360	437,983	34,623	8.6%
Total Direct Expenditure		984,250	982,503	(1,747)	-0.2%
7,000	External Income	(600)	(15,791)	(15,191)	-2531.77%
Net Direct Expenditure		983,650	966,712	(16,938)	-1.7% (a)
Total ICT Services Expenditure		983,650	966,712	(16,938)	-1.7%
ICT - Service units					
IT100	Gazetteer Management	74,880	49,969	(24,911)	-33.3%
IT300	Central Telephones	31,000	34,037	3,037	9.8%
IT400	ICT Network and Hardware	65,000	70,702	5,702	8.8%
IT500	ICT Software Support and Maint.	235,430	253,975	18,545	7.9%
IT600	ICT Staff Unit	319,430	339,494	20,064	6.3%
IT700	Cyber Security	41,300	27,287	(14,013)	-33.9%
IT800	Phoenix House Printing	16,300	9,220	(7,080)	-43.4%
IT900	Digital Services	200,310	182,029	(18,281)	-9.1%
Total ICT Services Expenditure		983,650	966,712	(16,938)	-1.7%
				£	£
Total Expenditure Variation					(16,938) (a)
Major Cost Changes					
IT300	Additional BT costs not budgeted - delayed Skype calling			7,500	
IT400	Additional equipment due to Covid-19			12,300	
IT500	Capital project costs moved to revenue - funded by EMR			15,830	
IT600	Staffing and agency costs			5,380	
IT600	Consultancy to support Revs and Bens requirements			18,130	
IT400	Additional broadband width for home working due to Covid-19			2,750	
IT400	Equipment maintenance (Blade Server) not included in budget			2,250	
IT900	Additional software costs			8,300	
					72,440
Major Cost Savings					
IT100	Salary savings due to vacant posts			(22,100)	
IT300	Mobile phones contract delayed - moved to EMR			(5,000)	
IT400	Computer hardware underspend - 8k to EMR			(16,800)	
IT700	ICT Health check underspend due to Covid-19 delays - moved to EMR			(8,960)	
IT800	Reduction in printing due to homeworking			(7,080)	
IT900	Salary savings from delay in recruiting for vacant roles			(29,600)	
					(89,540)
Major Changes in Income Levels					
IT600	Training grant to improve and develop cyber crime awareness			(3,000)	
IT600	Apprenticeship Levy received			(8,400)	
IT700	Cyber phase 3 grant agreement			(2,000)	
					(13,400)
Minor Variations					13,562
Total Expenditure Variation					(16,938) (a)
EARMARKED RESERVES					
Utilised 2020/21					
IT400	Release from EQ655 to fund capital costs to revenue			(2,678)	
IT500	Release from EQ655 to fund capital costs to revenue			(7,400)	
IT500	Release from EQ653 to fund capital costs to revenue			(8,427)	
Proposed contribution c/fwd to 2021/22					
IT300	Contribution to EQ759 to fund mobile phone contract			5,000	
IT700	Contribution to EQ655 to fund delayed Pen Testing			8,960	
IT400	Contribution to EQ655 to fund IT Hardware replacement kit			8,000	
Net movement in earmarked reserves					3,455
Total Expenditure variation after Earmarked Reserves					(13,483)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Legal and Democratic Services

Code	Legal and Democratic Services	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
1,000	Employees	567,200	571,650	4,450	0.8%
2,000	Premises	0	0	0	0.0%
3,000	Transport	17,700	910	(16,790)	-94.9%
4,000	Supplies and Services	512,150	466,534	(45,616)	-8.9%
Total Direct Expenditure		1,097,050	1,039,094	(57,956)	-5.3%
7,000	External Income	(44,700)	(70,596)	(25,896)	-57.93%
Net Direct Expenditure		1,052,350	968,498	(83,852)	-5.3% (a)
Total Legal and Democratic Services		1,052,350	968,498	(83,852)	-5.3%
Legal and Democratic Services - Service units					
LD100	Electoral Registration	203,830	144,900	(58,930)	-28.9%
LD200	Election costs	0	(1,880)	(1,880)	N/A
LD300	Democratic Rep and Management	366,600	326,036	(40,564)	-11.1%
LD400	Committee Services	124,030	124,533	503	0.4%
LD600	Legal Services	357,890	374,909	17,019	4.8%
Total Legal and Democratic Services		1,052,350	968,498	(83,852)	
				£	£
Total Expenditure Variation					(83,852) (a)
Major Cost Changes					
LD600	Legal consultancy fees relating to 3RS Review			33,400	
					33,400
Major Cost Savings					
LD100	Budget for boundary review not required until 2021/22			(45,000)	
LD100	Savings on printing and reply paid postage			(15,350)	
LD100	Savings on computer software after not renewing mobile canvasser app			(11,370)	
LD300	Savings on member mileage due to Covid-19			(16,160)	
LD300	Savings on member allowances due to vacant seats			(11,620)	
LD300	Savings on member training and expenses due to Covid-19			(9,790)	
LD600	Delayed expenditure on Computer Software (see EMR contribution below)			(15,080)	
					(124,370)
Major Changes in Income Levels					
LD100	Reduction to Individual Electoral Reform funding			17,160	
					17,160
Minor Variations					(10,042)
Total Expenditure Variation					(83,852) (a)
EARMARKED RESERVES					
Utilised 2020/21					
Proposed contribution c/fwd to 2021/22					
LD100	Contribution to EQ788, Boundary Review to be completed in 2021/22			45,000	
LD300	Contribution to EQ789, Additional Member Support			14,000	
LD600	Contribution to EQ783, Legal Services Case Management System to be spent in 2021/22			15,080	
Net movement in earmarked reserves (other than budgeted)					74,080
Total Expenditure variation after Earmarked Reserves					(9,772)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Planning and Regeneration

Code	Planning and Regeneration	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
1,000	Employees	1,906,180	1,772,630	(133,550)	-7.0%
2,000	Premises	0	5,118	5,118	0.0%
3,000	Transport	43,970	26,854	(17,116)	-38.9%
4,000	Supplies and Services	452,900	630,775	177,875	39.3%
	S106 Expenditure		74,844	74,844	0.0%
	Total Direct Expenditure	2,403,050	2,510,222	107,172	4.5%
7,000	External Income	(1,162,500)	(1,173,008)	(10,508)	-0.9%
	S106 contributions		(128,044)	(128,044)	0.0%
	Grant funding		(538,401)	(538,401)	0.0%
	Net Direct Expenditure	1,240,550	670,770	(569,780)	-45.9% (a)
	Total Planning and Regeneration Expenditure	1,240,550	670,770	(569,780)	-45.9%
Planning and Regeneration - Service units					
PR100	Building Regulations	(8,140)	(1,621)	6,519	80.1%
PR110	Enforcement	110,370	85,093	(25,277)	-22.9%
PR200	Development Control	246,040	3,871	(242,169)	-98.4%
PR210	Local Land Charges	(19,200)	(43,358)	(24,158)	-125.8%
PR220	Tiverton EUE	55,780	61,908	6,128	11.0%
PR225	Garden Village Project	56,170	25,936	(30,234)	-53.8%
PR300	Environmental Enhancement	0	0	0	0.0%
PR400	Business Development	427,810	367,880	(59,930)	-14.0%
PR401	Reopening High Street Fund	0	11,754	11,754	0.0%
PR402	Cullompton HAZ	0	(62,364)	(62,364)	0.0%
PR411	Business Development Recharge	0	0	0	0.0%
PR420	Tiverton Town Centre Regen Project	0	0	0	0.0%
PR500	Historic Buildings	0	0	0	0.0%
PR600	Forward Planning Unit	270,620	160,466	(110,154)	-40.7%
PR699	Forward Planning Unit Rech	0	0	0	0.0%
PR800	Planning Policy	0	0	0	0.0%
PR810	Statutory Development Plan	99,390	56,783	(42,607)	-42.9%
PR820	Assets of community value	0	82	82	0.0%
PR900	Dangerous Buildings And Trees	1,710	4,339	2,629	153.8%
	Total Planning and Regeneration Expenditure	1,240,550	670,770	(569,780)	-45.9%
				£	£
	Total Expenditure Variation				(569,780) (a)
Major Cost Changes					
PR200	Supplies and services - overspend from defending appeals, consultancy and advertising of planning applications			98,500	
PR200	Provision for planning appeal costs			35,000	
PR220	Spend on Tiverton EUE - (see EMR release below)			6,128	
PR225	Spend on Garden Village - (see EMR release below)			100,576	
PR400	Love Your Town Grants - (see EMR release below)			27,175	
PR400	High Street Innovator Grants - (see EMR release below)			1,349	
PR400	Spend on Cullompton Town Centre Masterplan - (see EMR release below)			13,587	
PR401	Spend on reopening the High Streets			11,750	
PR600	Consultancy, delivering Gypsy and Traveller pitches on urban extensions(see EMR release below)			7,000	
PR600	Independent review of the draft Cullompton Neighbourhood Plan - (see EMR release below)			3,050	
PR600	Wessex Community Assets support, 4th year of support for community led housing project - (see EMR release below)			3,125	
PR810	Spend on Local Plan - (see EMR release below)			54,893	
					362,133

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Planning and Regeneration

Major Cost Savings		
PR110	Salary savings on role moved to Development Management admin team - (see EMR release below) - (see EMR contribution below)	(17,000)
PR110	Supplies and services savings on enforcement action	(7,600)
PR200	Salary savings from delay in recruiting for vacancies, post moved from Enforcement and staff time charged to HIF projects - (see EMR contribution below)	(31,000)
PR200	Transport savings from reduced mileage claims	(6,000)
PR210	Saving on DCC search fees	(9,650)
PR400	Salary savings from delay in recruiting for vacant roles - (see EMR contribution below)	(28,000)
PR400	Underspend on projects as staff have been working on delivering Covid-19 grant schemes - (see EMR release below)	(78,000)
PR600	Salary savings from delay in recruiting for vacant roles - (see EMR contribution below)	(74,000)
PR810	Saving on GESP membership	(37,500)
PR810	Delay of Crediton Master planning. (See return funds to EMR below to fund spend in 2021/22)	(60,000)
		(348,750)
Major Changes in Income Levels		
PR100	Reduced income due to Covid-19; a reduction in the developer applications with the larger fees although market share of smaller domestic applications has increased	13,000
PR200	S31 Grant receipts - (see EMR contribution below)	(270,500)
PR210	Increased income due to Covid-19 - Suspension of SDLT	(9,500)
PR225	Capacity funding receipt for Garden Village - (see EMR contribution below)	(130,000)
PR400	Reduced income due to Covid-19; a reduction in the developer applications requiring planning performance agreements and pre-app advice	6,000
PR402	Heritage England grant unspent in year on Cullompton HAZ project - (see EMR contribution below)	(62,364)
PR600	Neighbourhood Plan grant receipt, (see EMR contribution below) for spend on 2021 referendum	(20,000)
PR600	LGA grant receipt, (see EMR contribution below) for spend in 2021	(20,000)
		(493,364)
Minor Variations		(26,525)
SERVICE MOVEMENT BEFORE STATUTORY ADJUSTMENTS		(506,506)
PR200	Net S106 Receipts and Grants (also see EMR below)	(63,275)
Total Expenditure Variation		(569,781) (a)
EARMARKED RESERVES		
Utilised 2020/21		
PR200	S106 - Public Open Space	(68,189)
PR220	Release from EQ820 to fund spend on EUE	(6,128)
PR225	Release from EQ824 to fund spend on Garden Village	(100,576)
PR400	Release from EQ728 to fund spend on Cullompton Town Centre Masterplan	(13,587)
PR400	Release from EQ722 to fund Love Your Town Grants	(27,175)
PR400	Release from EQ681 to fund High St Innovator Grants	(1,349)
PR600	Release from EQ698 to fund spend on delivering Gypsy and Traveller pitches	(7,000)
PR600	Release from EQ821 to fund spend on Cullompton Neighbourhood Plan	(3,050)
PR600	Release from EQ741 to fund spend on community led housing projects	(3,125)
PR810	Release from EQ728 to fund spend on Local Plan	(54,893)
Proposed contribution c/fwd to 2021/22		
PR200	S106 - Public Open Space	128,044
PR200	Contribution to EQ656/781 S31 grant funding for Cullompton J28 and work to reopen railway station	220,500
PR200	Contribution to EQ782, Planning, testing of national model design codes	50,000
PR200	Planning Improvement Programme	150,000
PR225	Contribution to EQ824, capacity funding received to be spent in future years	130,000
PR400	Contribution to EQ722 for further Love Your Town Grants	30,000
PR402	Contribution to EQ722 to fund spend on Cullompton HAZ	62,364
PR600	Contribution to EQ821 to fund spend on Neighbourhood Plan work	20,000
PR600	Contribution to EQ821 to fund spend on Housing Advisers Programme in 2021/22	20,000
PR810	Returned budgeted transfer to spend on Crediton Masterplan to EQ728 for spend in 2021/22	60,000
Net movement in earmarked reserves		585,835
Total Expenditure variation after Earmarked Reserves		16,055

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Property Services

Code	Property Services	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
1,000	Employees	685,420	642,244	(43,176)	-6.3%
2,000	Premises	527,110	581,684	54,574	10.4%
3,000	Transport	34,030	26,346	(7,684)	-22.6%
4,000	Supplies and Services	134,330	143,156	8,826	6.6%
Total Direct Expenditure		1,380,890	1,393,430	12,540	0.9%
7,000	External Income	(646,650)	(982,878)	(336,228)	-52.0%
Net Direct Expenditure		734,240	410,552	(323,688)	-44.1% (a)
Total Property Services Expenditure		734,240	410,552	(323,688)	-44.1%
Property Services - Service units					
PS160	Asset Management	40,000	31,803	(8,197)	-20.5%
PS350	Public Conveniences	50,710	50,697	(13)	0.0%
PS400	Flood Defences and Land Drainage	26,430	14,604	(11,826)	-44.7%
PS600	Street Naming and Numbering	7,830	4,347	(3,483)	-44.5%
PS700	Contract Services - P-Health	10,420	8,609	(1,811)	-17.4%
PS810	Phoenix House	241,380	295,772	54,392	22.5%
PS850	Old Road Depot	38,190	57,217	19,027	49.8%
PS880	Bus Station Maintenance	(15,690)	(15,827)	(137)	-0.9%
PS890	10 Phoenix Lane	(10,690)	(12,293)	(1,603)	-15.0%
PS950	Climate Change	0	(294,861)	(294,861)	0.0%
PS960	Caretaking Services	46,730	57,048	10,318	22.1%
PS970	Office Building Cleaning	62,250	16,646	(45,604)	-73.3%
PS980	Property Services	630,490	593,990	(36,500)	-5.8%
PS990	30/38 Fore Street	(110,970)	(87,768)	23,202	20.9%
PS991	Industrial Units	(119,110)	(112,984)	6,126	5.1%
PS992	Market Walk	(164,730)	(175,217)	(10,487)	-6.4%
PS993	Lowman Green Unit	(10,000)	(8,690)	1,310	13.1%
PS994	Moorhayes Community Centre	0	8,459	8,459	0.0%
PS995	Coggans Well	11,000	(21,000)	(32,000)	-290.9%
Total Property Services		734,240	410,552	(323,688)	-44.1%
				£	£
Total Expenditure Variation					(323,688) (a)
Major Cost Changes					
PS810	Phoenix House additional maintenance costs are funded from EMR (see below EMR)			68,722	
	Building cleaning has been outsourced during the year, budget for this costs is within PS970				
	Office cleaning, additional cleaning measures due to Covid-19 has also impacted on this				
PS810	overspend			30,000	
	Building cleaning has been outsourced during the year, budget for this costs is within PS970				
	Office cleaning, additional cleaning measures due to Covid-19 has also impacted on this				
PS850	overspend			15,000	
PS960	Caretaking Services salary overspend off-set by £8k within Customer First			10,000	
PS950	Spend from Climate change Grant (see changes in Income)			42,430	
					166,152
Major Cost Savings					
PS160	General underspends on Asset Management maintenance			(12,000)	
PS810	Underspend on specific maintenance projects due to office closures (see below EMR)			(35,000)	
PS970	Office Building Cleaning new external contract, cost now sits within individual building codes			(46,000)	
PS980	Salary savings within Property Services due to vacant posts			(40,000)	
PS995	Specific maintenance underspend (see below EMR)			(30,000)	
					(163,000)
Major Changes in Income Levels					
PS950	Climate change grant funding received (see below EMR)			(337,421)	
PS990	Fore Street flat rental income not achieved			22,000	
PS992	Market Walk reduction in void service charges and void income			(12,000)	
					(327,421)
Minor Variations					581
Total Expenditure Variation					(323,688) (a)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Property Services

EARMARKED RESERVES			
Utilised 2020/21			
PS980	Reduced release from EQ756 to fund fleet contract - budgeted release was too high	1,083	
PS810	EQ828 - Aircon expenditure - Phoenix House	(13,600)	
PS810	EQ837 - Cold water pump and ducting works - Phoenix House	(20,192)	
PS810	EQ827 - Meeting room furniture, carpet tiles and internal decoration - Phoenix House	(34,961)	
Proposed contribution c/fwd to 2021/22			
PS810	Specific maintenance projects Phoenix House	35,000	
PS950	Climate Change grant funding	299,421	
PS995	Coggans Well high level roof repairs	30,000	
	Net movement in earmarked reserves		296,751
Total Expenditure variation after Earmarked Reserves			(26,938)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Leisure Services

		2020/21 Budget	2020/21 Actual	Variance	Variance	
Code	Leisure Services	£	£	£	%	
1,000	Employees	2,003,700	1,899,553	(104,147)	-5.2%	
2,000	Premises	1,244,050	852,546	(391,504)	-31.5%	
3,000	Transport	8,530	3,814	(4,716)	-55.3%	
4,000	Supplies and Services	291,010	189,896	(101,114)	-34.7%	
Total Direct Expenditure		3,547,290	2,945,809	(601,481)	-17.0%	
7,000	External Income	(3,112,540)	(984,796)	2,127,744	68.4%	
Net Direct Expenditure		434,750	1,961,013	1,526,263	351.1% (a)	
Total Leisure Services Expenditure		434,750	1,961,013	1,526,263	351.1%	
Leisure Services - Service units						
RS100	Leisure Facilities Maintenance and Equipment	513,500	232,198	(281,302)	-54.8%	
RS110	Leisure Management and Administration	46,420	24,388	(22,032)	-47.5%	
RS140	Exe Valley Leisure Centre	(80,230)	806,491	886,721	1105.2%	
RS150	Lords Meadow Leisure Centre	(16,732)	585,702	602,434	3600.5%	
RS151	Feasibility	0	8,196	8,196	0.0%	
RS160	Culm Valley Sports Centre	(28,208)	304,038	332,246	1177.8%	
Total Leisure Services Expenditure		434,750	1,961,013	1,526,263	351.1%	
				£	£	
Total Expenditure Variation					1,526,263 (a)	
Major Cost Changes					0	
Major Cost Savings						
RS100	Specific maintenance across Leisure Centre not been carried out due to Covid-19 closures (see below EMR)			(280,000)		
RS	Saving across all Leisure utilities budgets due to Covid-19 closures (see below EMR)			(108,000)		
RS	Saving on staffing costs due to carrying vacancies and reduction to casual claims			(77,760)		
RS	Savings against vending supplies following decision to discontinue vending sales			(23,925)		
RS	Savings against operational costs largely due to Covid-19 closures			(91,650)		
					(581,335)	
Major Changes in Income Levels						
RS	Reduction in income due to Covid-19			2,585,000		
RS	Loss of vending income following decision to discontinue vending sales			32,886		
RS	Recharge to DCC for Dual Use lower than budget			20,500		
RS	Job Retention Scheme grants received for furloughed staff			(520,404)		
					2,117,982	
Minor Variations					(10,384)	
Total Expenditure Variation					1,526,263 (a)	
EARMARKED RESERVES						
Utilised 2020/21						
Proposed contribution c/fwd to 2021/22						
EQ764 Specific Maintenance projects across Leisure				220,884		
EQ764 Utility water EMR				30,000		
Net movement in earmarked reserves					250,884	
Total Expenditure variation after Earmarked Reserves						1,777,147

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Revenues and Benefits

Code	Revenues and Benefits	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
1,000	Employees	699,680	732,893	33,213	4.7%
2,000	Premises	0	0	0	0.0%
3,000	Transport	4,670	3,477	(1,193)	-25.6%
4,000	Supplies and Services	223,620	720,399	496,779	222.2%
	Housing Benefit Payments	11,651,970	12,629,959	977,989	8.4%
	Total Direct Expenditure	12,579,940	14,086,728	1,506,788	12.0%
	Income from Housing Benefit Subsidy	(11,646,970)	(12,610,050)	(963,080)	8.3%
	All other Income	(433,770)	(1,431,519)	(997,749)	230.0%
7,000	External Income	(12,080,740)	(14,041,569)	(1,960,829)	-16.2%
	Net Direct Expenditure	499,200	45,159	(454,041)	-91.0% (a)
	Total Revenues and Benefits Expenditure	499,200	45,159	(454,041)	-91.0%
	Revenues and Benefits - Service units				
RB100	Collection of Council Tax	397,010	394,630	(2,380)	-0.6%
RB200	Collection of Business Rates	(103,370)	(523,527)	(420,157)	-406.5%
RB300	Housing Benefit Admin	117,520	(1,341)	(118,861)	-101.1%
RB340	Local Welfare Assistance Scheme	15,000	15,000	0	0.0%
RB350	Universal Credit Partnership	0	0	0	0.0%
RB400	Housing Rent Allowances	5,000	19,909	14,909	298.2%
RB410	Council Tax Benefit	0	(1,027)	(1,027)	0.0%
RB600	Revenues Recovery Team	68,040	107,653	39,613	58.2%
RB700	NDR - Business Support Grant	0	35,000	35,000	0.0%
RB800	Council Tax Hardship Fund	0	(1,138)	(1,138)	0.0%
	Numerous Cost Centres have been used during the year to hold the various one-off Covid-19 Grants given to businesses. Overall this department has paid out more than £32,000k in 2020/21. All unspent balances have been cleared to reserves to be spent in 2021/22, or returned to Government if not fully claimed.				
	Total Revenues and Benefits Expenditure	499,200	45,159	(454,041)	-91.0%
	Total Expenditure Variation			£ (454,041)	£ (a)
	Major Cost Changes				
	The demand for Housing Benefit in 20/21 was higher than budgeted, see				
*	increased Subsidy received below			977,990	
	Grants paid outside scope to be covered from New Burdens funding			35,000	
	Council Tax Hardship Fund compensation to the C/Tax Collection Fund, please				
**	see grant award detailed below			473,430	
	Major Cost Savings				1,486,420
					0

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Revenues and Benefits

Major Changes in Income Levels		
Increased 20/21 Housing Benefit Subsidy related to increased costs detailed * above	(931,080)	
Overpayment recovery which includes HB Sundry Debtors, recovery from ongoing HB and PDP being recovered at DWP	(73,720)	
19/20 HB Subsidy Adjustment following 19/20 Audit	41,720	
Additional C/Tax Annexe Grant	(7,310)	
Additional CTB and HB admin Grant than budgeted	(23,130)	
Income received from Court Costs and Penalties lower than budgeted	40,910	
Various New Burdens grants from DWP in respect of Housing Benefits - initiatives delivered either within existing resource or to offset additional software costs	(51,300)	
HB New Burdens Grant for Grant administration - Test and Trace and Hardship fund	(51,030)	
Council Tax Hardship Fund Grant Award, related to increased costs detailed ** above	(474,560)	
NNDR New Burdens Grant for Grant administration. (Note £60k to be rolled forward in EMR for continued administration in 21/22 - see below)	(425,000)	
		(1,954,500)
Minor Variations		14,039
Total Expenditure Variation		(454,041) (a)
EARMARKED RESERVES		
Utilised 2020/21		
Release from EQ756 to fund fleet contract	(65)	
Proposed contribution c/fwd to 2021/22		
RB200 NNDR New Burdens Grants for 21/22 Grant Administration	60,000	
Net movement in earmarked reserves		59,935
Total Expenditure variation after Earmarked Reserves		(394,106)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Waste Services

Code	Waste Services	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
1,000	Employees	2,716,320	2,778,108	61,788	2.3%
2,000	Premises	311,450	308,020	(3,430)	-1.1%
3,000	Transport	875,710	911,548	35,838	4.1%
4,000	Supplies and Services	669,540	579,587	(89,953)	-13.4%
	S106 Expenditure		0	0	
	Total Direct Expenditure	4,573,020	4,577,263	4,243	0.1%
7,000	External Income	(2,583,540)	(2,675,768)	(92,228)	-3.6%
	Net Direct Expenditure	1,989,480	1,901,495	(87,985)	-4.4% (a)
	Total Waste Services Expenditure	1,989,480	1,901,495	(87,985)	-4.4%
	Waste Services - Cost Centres				
FM100	Fleet Management	96,280	130,070	33,790	35.1%
WS650	Street Cleansing	449,720	402,904	(46,816)	-10.4%
WS700	Refuse Collection	460,370	273,793	(186,577)	-40.5%
WS710	Trade Waste Collection	(169,920)	(276,459)	(106,539)	-62.7%
WS725	Kerbside Recycling	605,070	843,386	238,316	39.4%
WS750	Waste Management Staff Unit	273,400	261,102	(12,298)	-4.5%
WS770	Unit 3 Carlu Close	274,560	266,700	(7,860)	-2.9%
	Total Waste Services Expenditure	1,989,480	1,901,495	(87,985)	-4.4%
				£	£
	Total Expenditure Variation				(87,985) (a)
	Major Cost Changes				
FM100	Agency - manager post covered by agency			34,500	
WS650	Salary savings due to vacancies - offset by agency spend			18,350	
All Codes	Additional fleet maintenance - funded by EMR release			31,800	
WS650	Additional bins funded by EMR release			8,650	
WS700	Agency costs - offset by salary savings			54,320	
WS700	Clinical waste charges			4,590	
All Codes	Vehicle Damage			37,420	
WS725	Agency overspend			152,000	
	Plant and repairs overspend - spare motor and parts for baler - funded by				
WS725	EMR			7,400	
WS725	Additional bins funded by EMR release			26,500	
WS725	Printing overpend on WEEE mailshot - funded by grant			11,500	
WS725	Fuel stock overpend due to increased rounds			11,700	
WS725	Additional salary costs			5,500	
WS725	WEEE Advertising costs funded by EMR release			4,300	
WS725	Weighing scales for EU paperwork funded by EMR release			3,690	
					412,220

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Waste Services

Major Cost Savings		
FM100	Salaries savings due to vacancy - offset by agency spend	(43,780)
WS650	Salary savings due to vacancies - offset by agency spend	(59,230)
WS650	Reduction in fuel costs - reduced mileage and lower fuel prices	(9,500)
WS700	Reduction in printing and postage	(6,030)
WS700	Reduction in chemicals and materials	(2,920)
WS700	Uninsured losses - historical refund. Waste Transfer Station roller door damage 2019. Costs recovered from Hitchcocks insurance	(4,820)
WS700	Salary savings due to vacancies - offset by agency spend	(76,700)
WS700	Reduction in fuel costs - reduced mileage and lower fuel prices	(44,320)
WS710	Salary and agency underspend due to vacancies and revise schedules	(18,600)
WS710	Reduced car allowances	(2,600)
WS710	Equipment underspend. More items in stock	(7,570)
WS710	Bad debt provision not required	(5,800)
WS710	Reduced waste disposal charges due Covid-19 closures	(72,100)
WS725	Recycling credits - voluntary groups - offset against income reduction	(36,880)
WS725	Training underspend due to Covid-19	(3,840)
WS725	Recycling haulage fees	(8,500)
WS750	Salary savings due to vacancies - offset by agency spend	(4,280)
WS770	Uninsured losses - historical refund. Waste Transfer Station roller door damage 2019. Costs recovered from Hitchcocks insurance	(9,625)
WS770	Specific project maint structural works not carried out (see below EMR)	(15,000)
		(432,095)
Major Changes in Income Levels		
FM100	Shared Transport Manager post delayed due to Covid-19	20,000
WS650	Fees and Charges reduced - Grand Western Canal on reduced rate and partial year	7,740
WS700	2019-20 Increased Landfill Shared Savings	(41,800)
WS700	Increased garden permits	(59,200)
WS700	Sale of vehicle	(2,500)
WS700	Sale of wheelie bins	(15,180)
WS700	Increased bulky waste collections	(7,250)
WS710	Reduced income from trade due to Covid-19	15,400
WS710	Internal trade waste charges to services	(20,340)
WS725	Reduced income due to price volatility - Recycling materials	64,000
WS725	Recycling credits - voluntary groups - offset against income reduction	36,090
WS725	Recycling credits increased	(65,750)
All Codes	Job Retention Scheme Funding for furloughed staff	(21,210)
WS725	WEEE grant	(13,280)
		(103,280)
Minor Variations		35,170
Total Expenditure Variation		(87,985) (a)
EARMARKED RESERVES		
Utilised 2020/21		
WS725	Release from EQ758 to fund baler repairs	(10,000)
WS725	Release from EQ757 to fund WEEE livery	(4,300)
WS725	Release from EQ745 to fund weight scales for EU paperwork	(3,690)
WS725	Release from EQ744 to fund waste containers	(26,500)
WS650	Release from EQ744 to fund waste containers	(6,500)
FM100	Release from EQ756 to fund fleet contract	(31,798)
	NHB release for Carlu water containment	(12,500)
Proposed contribution c/fwd to 2021/22		
WS770	Structural works to Transfer Station	15,000
Net movement in earmarked reserves		(80,288)
Total Expenditure variation after Earmarked Reserves		(168,273)

HOUSING REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Code	Housing Revenue Account	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
1,000	Employees	2,891,590	2,457,477	(434,113)	-15.0%
2,000	Premises	197,320	162,982	(34,338)	-17.4%
3,000	Transport	256,060	203,270	(52,790)	
4,000	Supplies and Services	7,532,960	8,452,618	919,658	12.2%
Total Direct Expenditure		10,877,930	11,276,347	398,417	3.7%
7,000	External Income	(13,323,780)	(13,768,574)	(444,794)	-3.3%
Net Direct Expenditure		(2,445,850)	(2,492,226)	(46,376)	1.9%
5,000	Internal Recharges	1,481,630	1,440,130	(41,500)	-2.8%
6,500	Capital Charges	964,220	958,496	(5,724)	-0.6%
Total Indirect Expenditure		2,445,850	2,398,626	(47,224)	1.9%
Total HRA Expenditure		0	(93,600)	(93,600)	(a)
Income					
SHO01	Dwelling Rents Income	(12,366,750)	(12,324,685)	42,065	-0.3%
SHO04	Non Dwelling Rents Income	(595,720)	(558,651)	37,069	-6.2%
SHO07	Leaseholders' Service Charges	(21,640)	(26,290)	(4,650)	21.5%
SHO08	Contributions Towards Expenditure	(29,220)	(141,047)	(111,827)	382.7%
SHO10	H.R.A. Investment Income	(53,000)	(64,885)	(11,885)	22.4%
SHO11	Miscellaneous Income	(7,350)	(19,082)	(11,732)	159.6%
Services					
SHO13A	Repairs and Maintenance	4,099,980	3,529,631	(570,349)	-13.9%
SHO17A	Housing and Tenancy Services	2,323,670	2,683,609	359,939	15.5%
Accounting entries 'below the line'					
SHO29	Bad Debt Provision Movement	53,000	53,374	374	0.7%
SHO30	Share of Corporate And Democratic Costs	299,040	290,628	(8,412)	-2.8%
SHO32	H.R.A. Interest Payable	1,115,180	1,070,854	(44,326)	-4.0%
SHO34	H.R.A. Transfers to earmarked reserves	2,072,410	1,711,723	(360,687)	-17.4%
SHO36	Financing of capital expenditure	964,220	1,319,183	354,963	36.8%
SHO37	Capital Receipts Reserve Adjustment	(26,000)	(13,000)	13,000	-50.0%
SHO38	Major Repairs Allowance	2,260,000	2,596,285	336,285	14.9%
SHO42	Accumulated absences adjustment	0	(38,873)	(38,873)	0.0%
SHO45	Renewable Energy Transactions	(87,820)	(162,374)	(74,554)	84.9%
Total HRA Expenditure		0	(93,600)	(93,600)	
				£	£
Total HRA Expenditure Variation					(93,600) (a)

HOUSING REVENUE ACCOUNT OUTTURN SUMMARY 2020/21

Major Cost Changes		
SHO13A	Staffing vacancies and delay in redevelopment team commencing	(389,870)
SHO13A	Standby contracts ending	(45,000)
SHO13A	Saving on redevelopment overhead budget	(73,230)
SHO13A	Non-employee savings in Planned Maintenance	(211,180)
SHO13A	Non-employee savings in Responsive and Voids Maintenance	(207,210)
SHO13A	Savings on vehicle overheads (including vehicle sales, car allowance and fuel charges for personal use)	(52,890)
SHO13A	Reduced DLO recharge for revenue and capital works due to impact of Covid 19	173,280
SHO13A	Demand for Disabled Facilities Works below budget principally due to Covid 19	57,710
SHO13A	Demand for Private Sector Disabled Facilities Works below budget this was due to Covid 19	185,380
SHO13A	External Cleaning contract spend	23,340
SHO17A	Underspend against the sewage works budget	(50,000)
SHO17A	Underspend against the communal roads budget	(21,000)
SHO17A	Warden services underspend	(28,380)
SHO17A	Various underspends on the Environmental Works budget	(14,410)
SHO17A	Underspend on debt recovery actions	(13,220)
SHO17A	Anti-Social-Behaviour budget underspend	(13,360)
SHO17A	Car Allowance underspend against budget	(15,440)
SHO17A	Shop maintenance budget underspend	(25,490)
SHO17A	Computer Software budget underspend	(14,690)
SHO17A	Salary saving across Tenancy Services	(16,840)
SHO17A	Training budget underspend	(15,440)
SHO17A	Contract dispute-settlement and associated legal costs [total cost £669,120 charged against a £45,210 expense budget]	623,910
SHO17A	Tenant Involvement expenditure below budget	(13,180)
SHO17A	Insurance excess provision unspent	(10,000)
ALL	General Fund recharge below budget	(41,500)
SHO32A	Interest payable below budget	(44,330)
SHO38	Contribution to the Major Repairs Reserve is above budget as the accounting requirements allow a transfer equal to the depreciation charge for the year	336,290
		83,250
Major Changes in Income Levels		
SHO01	Overall Dwelling Rent budget below budget due to slight shortfall in social rents and bad debt write-offs in Q4	42,070
SHO04	Garage rent income below budget	40,950
SHO08	The workforce have been able to conduct rechargeable works that have not been impacted by Covid-19, this has aided in the shortfall in other areas impacted by the pandemic	(111,830)
SHO10	Investment Income above budget	(11,890)
SHO11	Sundry Income above budget	(11,730)
SHO45	Government contribution for furloughed staff salaries	(29,060)
SHO45	Renewable Energy Transactions	(74,550)
		(156,040)
Minor Variances totalling		(20,810)
Total HRA Expenditure Variation		(93,600) (a)
EARMARKED RESERVES (memorandum account)		
Transferred/(Utilised) 2020/21		
	£	£
Affordable Rent Surplus utilised for capital purposes		0
Renewable Energy Fund utilised from the reserve for capital	(135,504)	
Housing Maintenance Fund transferred for capital expenditure	(225,183)	
Budgeted transfer to the Renewable Energy Fund	89,000	
Budgeted transfer to the Affordable Rent reserve	87,000	
Budgeted transfer to the Housing Maintenance Fund	1,190,632	
Budgeted transfer to the Loan Premium Deficit reserve	705,778	
		1,711,723
Proposed contribution c/fwd to 2021/22		
Affordable Rent Surplus	63,130	
Renewable Energy Fund	73,374	
Housing Maintenance Fund final transfer	(42,904)	
		93,600
Net movement in earmarked reserves (other than that shown as part of main HRA Summary)		93,600
Total Expenditure variation after Earmarked Reserves		0

GENERAL FUND AND HOUSING REVENUE ACCOUNT EARMARKED RESERVES SUMMARY 2020/21

EARMARKED RESERVES AT 31 March 2021

Total Miscellaneous General Fund Reserves	Cost Centres	B/F 31/3/20	(Cont To Emr)	Utilisation of EM	Transfers	C/F 31/3/21
Capital Earmarked Reserves	EQ650	(301,165)	0	46,000	0	(255,165)
NNDR Reserve	EQ659	(720,759)	(3,475,380)	150,500	0	(4,045,639)
New Homes Bonus Reserve	EQ653	(3,498,874)	(1,418,190)	1,855,733	0	(3,061,331)
Other GF Revenue Reserves	Cost Centres	B/F 31/3/20	(Cont To Emr)	Utilisation of EM	Transfers	C/F 31/3/21
Capital EMR PSH Grants	EQ652	(305,220)	0	52,090	0	(253,130)
Economic Development EMR	EQ654	(101,000)	0	0	0	(101,000)
ICT Projects Reserve	EQ655	(23,446)	(316,960)	10,078	0	(330,329)
Cullompton Rail Station	EQ656	(40,000)	(120,500)	0	0	(160,500)
Flood Defence Ashleigh Park Bampton	EQ657	(67,000)	0	0	0	(67,000)
Phoenix Lane PC's Conversion	EQ658	(38,000)	0	0	38,000	0
Gen Reserves - Support for 2021-22 budget	EQ660	0	0	0	(223,746)	(223,746)
High St Innovator Payment	EQ681	(1,859)	0	1,349	0	(510)
Emr Corp Training	EQ666	0	(12,000)	0	0	(12,000)
Car Park Machine Replacement	EQ686	(6,000)	(3,000)	0	0	(9,000)
Gypsies and Travellers	EQ698	(7,000)	0	7,000	0	0
Cred Market Square Resurfacing	EQ699	(20,000)	0	0	0	(20,000)
Community Dev Tap Fund Contr (CD200)	EQ701	(4,306)	0	0	0	(4,306)
Community Dev Seed Grant Fund (CD200)	EQ702	0	0	0	0	0
Community Dev Pct Money (CD210)	EQ703	0	0	0	0	0
Pannier Mkt Clock Tower Repair (CD300)	EQ704	0	0	0	0	0
Cemetery Grave Shoring Equip (ES100)	EQ705	(553)	0	0	553	0
Multi-Story Planned Works (CP520)	EQ706	(80,000)	(5,000)	80,000	0	(5,000)
Resurfacing Amenity Car Parks (CP530)	EQ707	(58,352)	0	12,670	0	(45,682)
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	6,970	0	0
Community Safety Partnership (ES256)	EQ710	(14,702)	0	3,379	0	(11,324)
P Sector Housing (ES354)	EQ711	(24,524)	0	0	0	(24,524)
PSH - Rogue Landlord Grant	EQ712	(43,027)	0	0	0	(43,027)
Parks & O Spaces Shelter Maint (ES450)	EQ713	(42,381)	0	0	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	12,663	0
Corp Training (HR200)	EQ718	(8,515)	0	0	0	(8,515)
ICT Staff Unit Training (IT600)	EQ719	(2,550)	0	0	0	(2,550)
District Elections (LD201)	EQ720	0	(25,000)	0	0	(25,000)
Elected Members Training (LD300)	EQ721	(15,000)	(5,000)	0	0	(20,000)
PR400 Economic Development	EQ722	(97,000)	(92,364)	27,175	(100,000)	(262,189)
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	(12,051)	0	0	0	(12,051)
Brownfield Shared Plan DCLG (PR600)	EQ726	(36,263)	0	0	0	(36,263)
Forward Planning GESP Post 18M (PR600)	EQ727	0	0	0	0	0
Statutory Development Plan (PR810)	EQ728	(476,704)	(100,000)	70,370	0	(506,334)
Custom Build Grant (PR810)	EQ729	(76,277)	0	0	0	(76,277)
Community Housing Fund	EQ741	(111,485)	0	3,125	0	(108,360)
Homelessness Support	EQ742	(307,498)	(154,552)	101,660	0	(360,390)
Rough Sleeping Initiative	EQ743	(33,984)	(57,701)	0	0	(91,685)
Replacement Waste Containers	EQ744	(75,000)	0	33,000	0	(42,000)
Waste Options Report	EQ745	(18,980)	0	3,690	0	(15,290)
Food Protection	EQ746	(14,550)	0	0	0	(14,550)
Brexit Reserve	EQ747	(32,847)	0	0	0	(32,847)
Finance Additional Staff Costs	EQ748	(17,000)	0	17,000	0	0
Finance System Improvements	EQ749	0	(16,720)	0	0	(16,720)
Fleet Contract Fund	EQ756	(329,647)	(799,600)	345,343	0	(783,904)
Livery Wraps -Waste Vehicles	EQ757	(26,600)	0	4,300	20,600	(1,700)
Recycling Baler Repairs	EQ758	(10,000)	0	10,000	0	0
Mobile Phone Contract	EQ759	(5,000)	(5,000)	0	0	(10,000)
Waste Infrastructure	EQ769	(1,250,000)	(777,700)	0	0	(2,027,700)
Cs Replacement Scanners	EQ770	(10,000)	0	0	0	(10,000)
Industrial Unit Specific Maint	EQ771	(20,000)	0	0	0	(20,000)
Coggans Well Roof Repairs	EQ772	(6,240)	(30,000)	0	6,240	(30,000)
Tree Works	EQ773	(10,000)	(17,300)	0	0	(27,300)
Planning Legal Expense Reserve	EQ774	(100,000)	0	0	0	(100,000)
Building Control Emr	EQ775	(17,000)	0	0	0	(17,000)
CS Cust Welfare Officer B/Fill	EQ776	0	(21,670)	0	0	(21,670)
C/Tax Smoothing Reserve	EQ777	0	(239,911)	0	0	(239,911)
Hfx System Upgrade - HR	EQ778	0	(25,000)	0	0	(25,000)
Play Area-Paddling Pool Resin	EQ779	0	(30,000)	0	0	(30,000)
Housing Advisers Programme	EQ780	0	(20,000)	0	0	(20,000)
J28 Cullompton	EQ781	0	(100,000)	0	0	(100,000)
Plan-Test Nat Model Des Codes	EQ782	0	(50,000)	0	0	(50,000)

GENERAL FUND AND HOUSING REVENUE ACCOUNT EARMARKED RESERVES SUMMARY 2020/21

EARMARKED RESERVES AT 31 March 2021

Legal Case Management System	EQ783	0	(15,080)	0	0	(15,080)
C-19 Compliance & Enforce Grant	EQ784	0	(30,976)	0	0	(30,976)
Climate Change Grant	EQ785	0	(299,421)	0	0	(299,421)
Carlu Close Specific Projects	EQ786	0	(15,000)	0	0	(15,000)
21-22 Cont'D Nndr Grants Admin	EQ787	0	(160,000)	0	100,000	(60,000)
Boundary Review	EQ788	0	(45,000)	0	0	(45,000)
Member Srv Additional Staffing	EQ789	0	(14,000)	0	0	(14,000)
Planning Improvement Programme	EQ790	0	(250,000)	0	0	(250,000)
Post Covid-19 Income Recovery	EQ791	0	(300,000)	0	0	(300,000)
PR400-Street Name Post Replace	EQ802	(20,000)	0	0	0	(20,000)
MHCLG Covid-19 General Grant	EQ809	(38,976)	0	38,976	0	0
Capacity Funding- EUE	EQ820	(22,047)	0	6,128	0	(15,919)
Neighbourhood Planning Funding	EQ821	(20,500)	(20,000)	3,050	0	(37,450)
Culm Garden Village Project	EQ824	(678,145)	(130,000)	155,936	0	(652,209)
Flood Projects (PS400)	EQ826	(32,400)	0	0	0	(32,400)
Phoenix Hse Replace Fire Panel (PS810)	EQ827	(91,000)	(35,000)	34,961	15,000	(76,039)
Phoenix Hse Meeting Rm Aircon (PS810)	EQ828	(20,000)	0	13,600	0	(6,400)
Old Road Depot (PS850)	EQ829	(10,000)	0	0	0	(10,000)
Property Serv MS Op Vehicle (PS980)	EQ830	(12,000)	0	0	12,000	0
Recycling Vehicle Refurb (WS725)	EQ833	0	0	0	0	0
Waste Response Costs (WS)	EQ834	0	0	0	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	(773,376)	(395,000)	419,192	0	(749,184)
GF Shops (PS)	EQ838	(237,000)	0	30,000	0	(207,000)
Equipment Sinking Fund	EQ684 & EQ750-755 & EQ839	(510,379)	(194,200)	29,220	54,900	(620,459)
Maintenance Sinking Fund	EQ685 & EQ763-768	(497,968)	(333,584)	0	0	(831,552)
Plant Sinking Fund	EQ760-761	(222,500)	(34,360)	0	63,790	(193,070)
Total Other GF Revenue Reserves		(7,353,035)	(5,296,599)	1,520,261	0	(11,129,373)

Section 106	Various	(1,639,818)	(193,841)	230,889	0	(1,602,771)
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Developers Contributions - Open Space Maintainer	Cost Centres	B/F 31/3/20	(Cont To Emr)	Utilisation of EM	Transfers	C/F 31/3/21
Dev Cont Linear Park	EQ638	(42,638)	0	4,170	0	4,170
W52 Popham Close Comm Fund	EQ640	(14,090)	0	1,950	0	1,950
W67 Moorhayes Com Dev Fund	EQ641	(13,403)	0	1,630	0	1,630
W69 Fayrecroft Willand Ex West	EQ642	(33,360)	0	4,620	0	4,620
W70 Developers Contribution	EQ643	(39,758)	0	6,650	0	6,650
Dev Cont Winswood Crediton	EQ644	(31,478)	0	3,080	0	3,080
Total Developers Maintenance Reserves		(174,727)	0	22,100	0	(152,627)

Total Developers Contributions / s106 Funds	(1,814,545)	(193,841)	252,989	0	(1,755,398)
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	B/F 31/3/20	(Cont To Emr)	Utilisation of EM	Transfers	C/F 31/3/21
TOTAL GENERAL FUND EARMARKED RESERVES	(13,688,379)	(10,384,010)	3,825,482	0	(20,246,906)

Net movement into General Fund Earmarked Reserves = (TREM)

(6,558,528)
6,558,528 **0**

HRA Earmarked Reserves	Cost Centres	B/F 31/3/20	(Cont To Emr)	Utilisation of EM	Transfers	C/F 31/3/21
HRA Sewage Treatment Plant works	EQ691	(30,000)	0	0	0	(30,000)
Renewable Energy Fund E.M.R.	EQ692	(674,243)	(162,374)	135,503	0	(701,114)
HRA Affordable Rent Surplus	EQ693	(48,800)	(150,130)	0	0	(198,930)
Housing Maintenance E.M.R.	EQ694	(14,198,285)	(1,190,632)	268,088	0	(15,120,829)
HRA Premium Deficit for PWLB loan	EQ696	(2,810,527)	(705,778)	0	0	(3,516,306)
Total HRA EARMARKED RESERVES		(17,761,856)	(2,208,914)	403,591	0	(19,567,178)

Net movement into HRA Earmarked Reserves = (HOTREM)

(1,805,323)
1,805,323 **0**

GRAND TOTAL OF MDDDC EARMARKED RESERVES	(31,450,234)	(12,592,924)	4,229,073	0	(39,814,085)
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GENERAL FUND & HRA GRANTS RECEIVED SUMMARY 2020/21

Grants Credited to Taxation & Non-Specific Grant Income

Name of Grant	Amount Received £	Amount Paid Out £	Amount Remaining £
Covid-19 Additional Scheme (ARG)	(2,377,393)	2,360,496	(16,897)
NDR Business Support Grant	(1,129,000)	1,129,000	-
Economic Vulnerability & Hardship	(107,440)	98,100	(9,340)
Covid-19 Income Compensation Scheme	(2,019,144)	N/A	N/A
New Homes Bonus	(1,418,189)	N/A	N/A
Covid-19 Non-Ringfenced Grant	(1,157,619)	N/A	N/A
Rural Services Delivery Grant	(466,695)	N/A	N/A
Other Non-Ringfenced Grant	(8,103)	N/A	N/A
Subtotal	(8,683,583)	3,587,595	(26,238)

N.B. Where the Amount Paid Out is N/A this is because the grant was not paid to external beneficiaries, but rather utilised to cover the Council's in-year expenses or earmarked for future purposes.

Grants Credited to Services

Name of Grant	Amount Received £
Corporate Management	
Grant for Tiverton Hub Costs	(22,652)
DCC Covid-19 Costs Across Services	(49,400)
Environmental Services	
Section 106	(65,797)
General Fund Housing	
Flexible Homelessness Support Grant	(154,552)
Rough Sleeping Initiative	(120,305)
Planning & Regeneration	
Section 106 - Public Open Space	(128,044)
MHCLG Garden Village Project	(130,000)
MHCLG Section 31 Development Management	(270,500)
Historic England Grant	(97,901)
Property Services	
Climate Change Grants	(337,421)
Revenues and Benefits	
MHCLG 2020/21 Business Support	(170,000)
BEIS 2020/21 November Lockdown	(166,800)
NDR Cost of Collection Grant	(110,909)
DWP Council Tax Admin Grant	(169,402)
DWP Housing Benefit Admin Grant	(68,483)
Rent Allowances	(12,351,203)
Council Tax Hardship Fund	(474,560)
BEIS 2020/21 Business Support	(76,500)
DWP Resource Management Grant	(51,300)
Test & Trace Hardship Fund	(51,030)
Other grants (various services)	(139,953)
Covid-19 Job Retention Scheme (Furlough)	(594,687) (see below)
Subtotal	(15,801,400)

Capital Grants Receipts in Advance

Name of Grant	Amount Received £
Affordable Housing	(407,885)
Disabled Facility Grant	(570,600)
Subtotal	(978,485)

Total Grants Received (Gross)	(25,463,468)
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Covid-19 Job Retention Scheme (Furlough)

Service Area	Amount Received £
Customer Services	(6,708)
Grounds Maintenance	(8,715)
HRA	(29,060)
Property Services	(8,590)
Recreation & Sport	(520,404)
Waste Services	(21,210)
Subtotal	(594,687)

Grants Where The Council Acts As Agent

Name of Grant	Amount Received £	Amount Paid Out £	Amount Remaining £
NDR Business Support Grant	(22,580,000)	19,890,000	(2,690,000)
Covid-19 National Scheme (LRGS)	(1,461,564)	1,005,923	(455,641)
Covid-19 Tier 2 Open	(615,429)	612,783	(2,646)
Covid-19 Tier 2 Closed	(172,401)	124,879	(47,522)
Covid-19 Tier2/3 Pub	(64,000)	53,000	(11,000)
Covid-19 Lockdown 3 Closed	(4,383,000)	3,081,000	(1,302,000)
Covid-19 Lockdown 3 Addendum	(4,489,089)	3,162,785	(1,326,304)
Self Isolation Payments	(110,496)	56,500	(53,996)
Subtotal	(33,875,979)	27,986,869	(5,889,110)

Code	Scheme	Adjusted Capital Programme 2020/21	Total Actual Spend to 31/03/21	Variance to 2020/21 to budget	Slippage to be carried forward to 2021/22	To Earmarked Reserve	Notes
		£000's	£000's	£000's	£000's	£000's	
General Fund Projects							
Leisure							
CA642	Reception infrastructure review - All sites	120,000	0	-120,000	120,000		This project will slip to 22/23
CA643	All Leisure Etarmis - Security Swipe - (linked to security project)	30,000	0	-30,000	30,000		This project will slip to 22/23
Phoenix House							
CA487	Etarmis - Security Swipe - (linked to security project)	50,000	0	-50,000	50,000		This project will slip to 22/23
CA488	Boiler replacement & controls	90,000	83,836	-6,164			Project complete
General Car parks							
CA489	MSCP Capital Project - Phase 2	589,000	681,670	92,670			}
CA709	MSCP improvements (refer to Matrix condition report)	133,000	133,000	0			} As per Cabinet report Aug 2019 this overspend has been met by
CA718	MSCP-Top Deck surfacing	120,000	122,000	2,000			} Revenue EMR's
MDDC Depot Sites							
CA830	Carlu Close - Interceptor upgrade	10,000	0	-10,000			This project is under £20k Dimimimis & has therefore been charged to Revenue
CA833	Carlu Close - Water containment for Water Transfer Station	80,000	0	-80,000			This project is under £20k Dimimimis & has therefore been charged to Revenue
CA831	Carlu Close - Solar PV options	18,000	32,081	14,081			Project complete
Play Areas							
CA472	Open Space Infrastructure (incl Play Areas)	50,000	0	-50,000	40,000		Required budget slipped to 2021/22
CA632	Play area refurbishment - Amory Park Tiverton	49,000	0	-49,000	74,000		Required budget slipped to 2021/22. Additional £25k NHB from CA628
CA628	Play area refurbishment - West Exe Recreation Ground Tiverton	50,000	74,782	24,782	0		Project Complete - This project has been be funded in total by S106. £25k NHB to be redirected to CA632 & £25k NHB to be redirected to CA648
CA647	Play area refurbishment - Glebelands Cheriton Bishop	0	34,586	34,586	0		Project Complete - This project has been be funded in total by S106.
CA648	Play area refurbishment - Chestnut Drive Willand				25,000		Required budget slipped to 2021/22. £25k NHB from project CA628 slipped to fund this scheme
MDDC Shops & Industrial Units							
CA583	Market Walk - Flat roof replacement	30,000	0	-30,000	30,000		Remaining budget slipped to 2021/22
Other Projects							
CA491	Fire Dampeners - Corporate sites	80,000	0	-80,000	80,000		Remaining budget slipped to 2021/22
CA485	GP Practice NHS Hub Building	2,175,000	0	-2,175,000	2,175,000		Remaining budget slipped to 2021/22 -MDDC loan contribution now due towards end of scheme
CA490	West Exe South - Remodelling - additional parking spaces	90,000	0	-90,000	90,000		Remaining budget slipped to 2021/22
CA473	Land drainage flood defence schemes - St Marys Hemyock	50,000	0	-50,000	50,000		Remaining budget slipped to 2021/22
CA420	Land drainage flood defence schemes - Ashleigh Park Bampton	87,000	0	-87,000	87,000		Remaining budget slipped to 2021/22
CA574	Fore Street Flats refurbishment	47,000	0	-47,000	47,000		This project will slip to 22/23
CA476	Tiverton Cemetery - Infrastructure extension	47,000	49,349	2,349			Project complete

Code	Scheme	Adjusted Capital Programme 2020/21	Total Actual Spend to 31/03/21	Variance to 2020/21 to budget	Slippage to be carried forward to 2021/22	To Earmarked Reserve	Notes
		£000's	£000's	£000's	£000's	£000's	
CA576	Tiverton Town Centre improvements	140,000	0	-140,000	140,000		Remaining budget slipped to 2021/22
CA832	Land acquisition for operational needs	1,000,000	0	-1,000,000	1,000,000		Remaining budget slipped to 2021/22
HIF Schemes							
CA719	Cullompton Town Centre Relief Road (HIF) bid	3,884,000	324,589	-3,559,411	3,605,000		Remaining budget slipped to 2021/22
CA720	Tiverton EUE A361 Junction Phase 2 (HIF (bid)	284,000	120,976	-163,024	166,000		Remaining budget slipped to 2021/22
Economic Development Schemes							
CA582	* Hydro Mills Electricity Project	680,000	0	-680,000			This Project is already included in the 21/22 Capital Programme, the total forecast cost is £800k proposed to be funded by borrowing, unless any other external grant funded sources can be secured.
ICT Projects							
CA492	Final phase of Desktop estate replacement/refresh	50,000	2,220	-47,780	48,000		Remaining budget slipped to 2021/22
CA456	CRM replacement	175,000	0	-175,000	175,000		Remaining budget slipped to 2021/22. This will be cloud based and highly likely to be revenue in nature. It is envisaged that Yr1 costs will be circa £193k.
CA433	Unified Communications/telephony	74,000	0	-74,000	66,000		Remaining budget slipped to 2021/22 (£8k charged to Revenue in 20/21)
CA425	Server farm expansion/upgrades	84,000	0	-84,000	74,000		Remaining budget slipped to 2021/22 (£10k charged to Revenue in 20/21)
CA437	Digital Transformation	33,000	0	-33,000	33,000		Remaining budget slipped to 2021/22. High likely to be Revenue in nature.
CA480	Lalpac Licensing System replacement	80,000	0	-80,000	80,000		Remaining budget slipped to 2021/22. To be considered in conjunction with the CRM Project (CA456).
Other General Fund Development Projects							
CA493	Other projected 3 Rivers Borrowing	2,399,000	0	-2,399,000	2,399,000		Remaining budget slipped to 2021/22
CA462	3 Rivers Scheme - Riverside Development (rear of Town Hall) Tivertc	3,923,000	1,317,827	-2,605,173	2,605,000		Remaining budget slipped to 2021/22
CA486	3 Rivers scheme - Knowle Lane, Cullompton	8,002,000	0	-8,002,000	8,002,000		Remaining budget slipped to 2021/22
CA581	Post Hill, Tiverton	3,605,000	969,429	-2,635,571			This project spend relates to acquisition of land. Scheme build cost are detailed in the forward 21/22 Capital programme extending into the life of the MTFP
CA483	3 Rivers Scheme - Threwstones, Tiverton	23,000	0	-23,000			Project complete
CA484	3 Rivers Scheme - Orchard House, Halberton	446,000	0	-446,000	446,000		Remaining budget slipped to 2021/22
		28,877,000	3,946,344	(24,930,656)	21,737,000	0	
Private Sector Housing Grants							
CG201	Disabled Facilities Grants-P/Sector	572,000	370,918	-201,082		176,000	} This underspend will remain in DFG EMR in CGU }
CG208	Wessex Reinvestment Trust Grants Scheme	75,000	100,000	25,000			
		647,000	470,918	(176,082)	0	176,000	
Total General Fund Projects							
		29,524,000	4,417,262	(25,106,738)	21,737,000	176,000	

Code	Scheme	Adjusted Capital Programme 2020/21	Total Actual Spend to 31/03/21	Variance to 2020/21 to budget	Slippage to be carried forward to 2021/22	To Earmarked Reserve	Notes
		£000's	£000's	£000's	£000's	£000's	
HRA Projects - Existing Housing Stock							
CA100	Major Repairs to Housing Stock	2,561,000	1,937,512	-623,488	495,000	128,000	Remaining budget of £495k slipped to 2021/22. The remaining £128k will remain in the MRA EMR
CA111	Renewable Energy Fund	250,000	135,503	-114,497		114,000	Remaining budget slipped to 2021/22
CA150	27A Broad Lane, Tiverton	0	27,896	27,896			Additional unit converted by DLO - funded by 1:4:1 Receipts & HMF
CA153	22A Brewin Road, Tiverton	0	35,266	35,266			Additional unit converted by DLO - funded by 1:4:1 Receipts & HMF
CG200	Home Adaptations - Disabled Facilities	314,000	242,291	-71,709		72,000	Remaining budget slipped to 2021/22
Housing Development Schemes							
CA146	HRA Regeneration Scheme 1	2,000,000	0	-2,000,000	2,000,000		Remaining budget slipped to 2021/22
CA145	RTB Buyback 103 Queensway	0	159,995	159,995	0		RTB Buyback - funded by 1:4:1 Receipts & HMF
CA147	Affordable Housing/Purchase of ex RTB	500,000	0	-500,000	0	244,000	Balance of budget following two RTB's (CA145 & CA149) will remain in EMR
CA124	Queensway (Beech Road) Tiverton (3 units)	287,000	2,915	-284,085	284,000		Remaining budget slipped to 2021/22
CA141	Round Hill Tiverton- Site	1,500,000	0	-1,500,000	1,500,000		Remaining budget slipped to 2021/22
CA148	RTB Buyback 16 Somerville Park		0	0	0		
CA149	RTB Buyback Flat 5 Blagdon Place	0	95,619	95,619	0		RTB Buyback - funded by 1:4:1 Receipts & HMF
HRA Other Projects							
CA126	Sewerage Treatment Works - Washfield	25,000	0	-25,000	25,000		Remaining budget slipped to 2021/22
Total Housing Revenue Account Projects		7,437,000	2,636,997	(4,800,003)	4,304,000	558,000	
2020/21 CAPITAL PROGRAMME GRAND TOTAL		36,961,000	7,054,258	(29,906,742)	26,041,000	734,000	

Code	Funding Stream	Adjusted Capital Programme 2020/21 £000's	Total Actual Funding to 31/03/21 £000's
General Fund Projects			
9801	S106 & Affordable Housing Contributions	50,000	124,070
9990	General Capital Reserve	138,000	60,985
9701	Govt Grant (DCLG passported from DCC)	647,000	485,469
9727	New Homes Bonus (GF)	1,751,000	888,856
9957	Private Sector Housing Grants EMR	0	14,936
9980	Contribution from existing Useable Capital Receipts	307,000	51,970
9942	Borrowing	24,888,000	2,317,083
9954	Other Capital Grants Unapplied	20,000	0
9990	Economic Development EMR	80,000	14,985
9958	Heritage Enterprise Grant Bid	600,000	0
9990	ICT EMR	50,000	32,190
9990	Other EMR	140,000	174,640
9959	HIF Funding	853,000	460,503
Total General Fund Projects		29,524,000	4,625,687
HRA Projects			
9980	Useable Capital Receipts	1,125,000	242,291
9710	MRA Reserve	2,561,000	1,952,077
9727	New Homes Bonus (HRA)	21,000	0
9980	UCR 1:4:1 replacement homes	836,000	111,477
9990	Renewable energy EMR	250,000	135,503
9990	Housing Maintenance Fund	1,047,000	240,168
9990	Affordable rents surplus EMR	72,000	0
9801	S106 & Affordable Housing Contributions	0	0
9990	HRA EMR	25,000	14,913
9704	Home England Grant	0	14,556
9942	Borrowing	1,500,000	0
Total HRA Projects		7,437,000	2,710,986
2020/21 CAPITAL PROGRAMME GRAND TOTAL FUNDING			
		36,961,000	7,336,672

Cabinet
06 July 2021

Annual Treasury Management Review 2020/21

Cabinet Member: Councillor Andrew Moore
Responsible Officer: Deputy Chief Executive (S151), Andrew Jarrett

Reason for Report: To provide Members with a review of activities and the Prudential Treasury Indicators on actuals for 2020/21.

Recommendations(s):

1. That Members note the treasury activities for the year.
2. That the actual 2020/21 Prudential and Treasury Indicators in this report be approved.

Relationship to the Corporate Plan: Maximising our return from all associated treasury activities contributes towards the current levels of spending in accordance with our Corporate Plan.

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

Legal Implications: Authorities are required by regulation to have regard to the Prudential Code when carrying out their duties under Part 1 of the Local Government Act 2003.

Risk Assessment: The S151 Officer is responsible for the administration of the financial affairs of the Council. Implementing this strategy and the CIPFA Code of Practice on Treasury Management manages the risk associated with the Council's treasury management activity.

1. Introduction

1.1. This Council is required by regulations issued under the Local Government Act 2003 to produce an annual treasury management review of activities and the actual prudential and treasury indicators for 2020/21. This report meets the requirements of both the CIPFA Code of Practice on Treasury Management (the Code) and the CIPFA Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

1.2. During 2020/21 the minimum reporting requirements were that the full Council should receive the following reports:

- an Annual Treasury Strategy in advance of the year (Council 26/02/2020);
- a Mid-Year Treasury Update Report (minimum) (Council 06/01/2021);
- an Annual Review (Outturn) following the end of the year describing the activity compared to the strategy (this report).

1.3. The regulatory environment places responsibility on members for the review and scrutiny of treasury management policy and activities. This report is, therefore, important in that respect, as it provides details of the outturn position for treasury activities and highlights compliance with the Council's policies previously approved by members.

1.4. This Council confirms that it has complied with the requirement under the Code to give prior scrutiny to all of the above treasury management reports by Cabinet before they were reported to the full Council. Member training on treasury management issues was undertaken during 2019 in order to support members' scrutiny role.

2. The Council's Capital Expenditure and Financing

2.1. The Council undertakes capital expenditure on long-term assets. These activities may either be:

- Financed immediately through the application of capital or revenue resources (Capital Receipts, Capital Grants, Revenue Contributions etc.), which has no resultant impact on the Council's borrowing need; or
- If insufficient financing is available, or a decision is taken not to apply resources, the capital expenditure will give rise to a borrowing need.

2.2. The actual capital expenditure forms one of the required Prudential Indicators. The table below shows the actual capital expenditure and how this was financed.

General Fund	2019/20 Actual £000	2020/21 Actual £000
Capital expenditure	8,983	6,086
Financed in year	1,941	2,130
Unfinanced capital expenditure	7,042	3,956
HRA		
Capital expenditure	4,006	2,714
Financed in year	4,006	2,637
Unfinanced capital expenditure	0	77

3. The Council's Overall Borrowing Need

3.1. The Council's underlying need to borrow to finance capital expenditure is termed the Capital Financing Requirement (CFR).

3.2. **Gross borrowing and the CFR** - in order to ensure that borrowing levels are prudent over the medium term and only for a capital purpose, the Council should ensure that its gross external borrowing does not, except in the short term, exceed the total of the Capital Financing Requirement in the preceding year (2019/20) plus the estimates of any additional Capital Financing Requirement for the current (2020/21) and next two financial years. This essentially means that the Council is

not borrowing to support revenue expenditure. This indicator allowed the Council some flexibility to borrow in advance of its immediate capital needs in 2020/21. The table below highlights the Council's gross borrowing position against the CFR. The Council has complied with this Prudential Indicator.

Under) / Over funding of CFR	31 March 2020 Actual £000	31 March 2021 Actual £000
CFR General Fund	15,682	18,295
CFR HRA	40,431	39,550
Total CFR	56,113	57,845
Gross borrowing position	39,916	39,467
(Under) / Over funding of CFR	(16,197)	(18,378)

3.3. **The Authorised Limit** – the Authorised Limit is the “affordable borrowing limit” required by Section 3 of the Local Government Act 2003. Once this has been set, the Council does not have the power to borrow above this level. The table below demonstrates that during 2020/21 the Council has maintained gross borrowing within its Authorised Limit.

3.4. **The Operational Boundary** – the Operational Boundary is the expected borrowing position of the Council during the year. Periods where the actual position is either below or over the boundary are acceptable subject to the authorised limit not being breached.

Borrowing Approvals	2020/21 £000
Authorised limit	95,000
Maximum gross borrowing position during the year	39,916
Operational boundary	86,000
Average gross borrowing position	39,692

4. Treasury Position as at 31 March 2021

4.1. At the beginning and the end of 2020/21 the Council's treasury (excluding borrowing by PFI and finance leases) position was as follows:

Debt Portfolio	31 March 2020 Principal £000	31 March 2021 Principal £000
Fixed PWLB Borrowing	38,937	37,104
Total debt	38,937	37,104
CFR	55,133	55,409
(Under) / over borrowing	(16,197)	(18,305)
Total investments	20,000	17,500

Net debt	18,937	19,604
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4.2. The maturity structure of the debt portfolio was as follows:

Debt Maturity Structure	31 March 2020 Actual £000	31 March 2021 Actual £000
Under 12 months	1,833	1,870
12 months and within 24 months	1,870	1,924
24 months and within 5 years	5,836	5,944
5 years and within 10 years	10,778	11,095
10 years and within 20 years	18,620	16,271
20 years and within 30 years	0	0

Investment Portfolio	Actual 31/03/20 £000	Actual 31/03/20 %	Actual 31/03/21 £000	Actual 31/03/21 %
Treasury investments				
Banks	10,000	40%	0	0%
Local authorities	9,000	36%	15,500	69%
Other Government Organisations	1,000	4%	2,000	9%
Total managed in house*	20,000	80%	17,500	78%
Property funds (CCLA)	5,000	20%	5,000	22%
Total managed externally	5,000	20%	5,000	22%
TOTAL TREASURY INVESTMENTS	25,000	100%	22,500	100%

*See Appendix 1 for a breakdown of internally managed investments held as at 31 March.

4.3. The value shown in the above table for the Council's CCLA investment is the amount paid by the Council on share acquisition. This differs to the carrying amount in the year end accounts of £4,725k (£4,759k in 2019/20) as there is a requirement to carry the investment at Fair Value. It is expected that the Fair Value of the fund will recover over the longer term, and so this temporary drop in value is unlikely to be realised as a loss to Council funds.

4.4. In addition, the Council has lent funds to its 100% owned subsidiary company, 3 Rivers Developments Ltd. The value of the lending at the year end stood at:

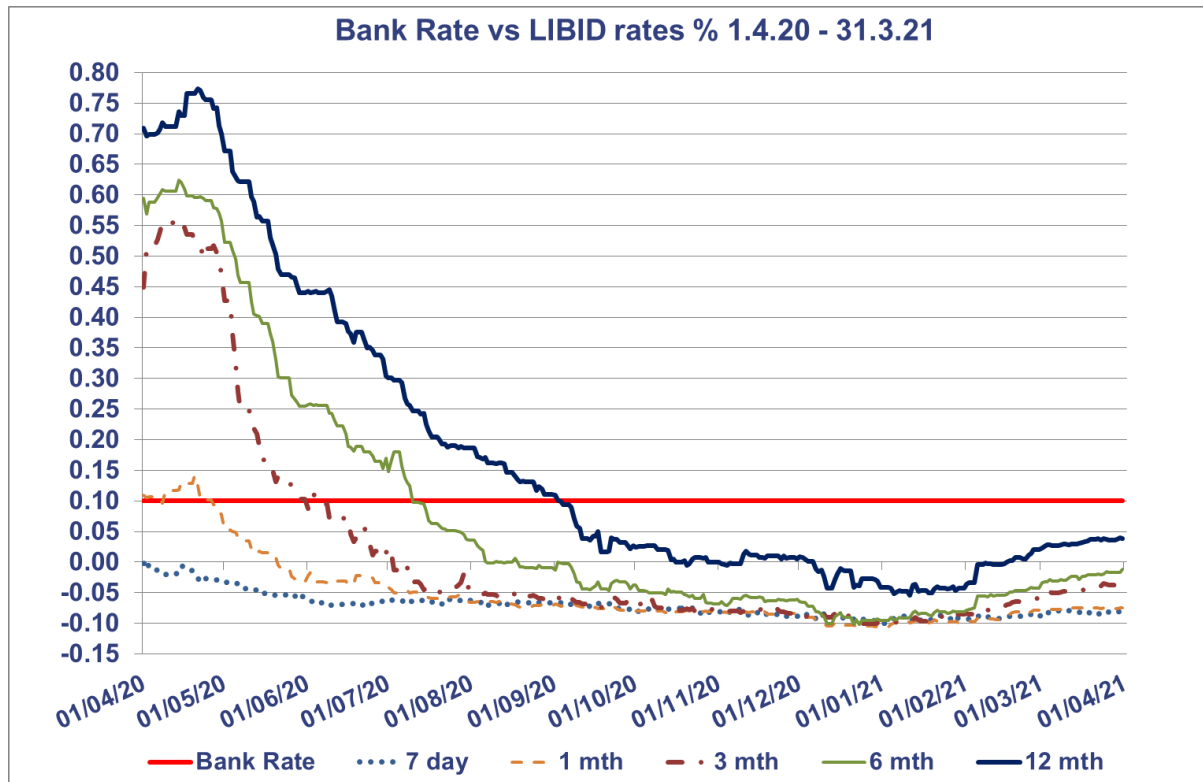
Non Treasury investments	Actual 31/03/20 £000	Actual 31/03/20 %	Actual 31/03/21 £000	Actual 31/03/21 %
Subsidiaries (3 Rivers Developments Ltd)	9,061	100%	10,163	100%
TOTAL NON TREASURY INVESTMENTS	9,061	100%	10,163	100%

5. The strategy for 2020/21

(wording supplied by Link Asset Services, our treasury management advisers)

5.1. Investment strategy and control of interest rate risk

5.1.1. As shown in the chart below, investment returns which had been low during 2019/20 and plunged during 2020/21 to near zero or even into negative territory.



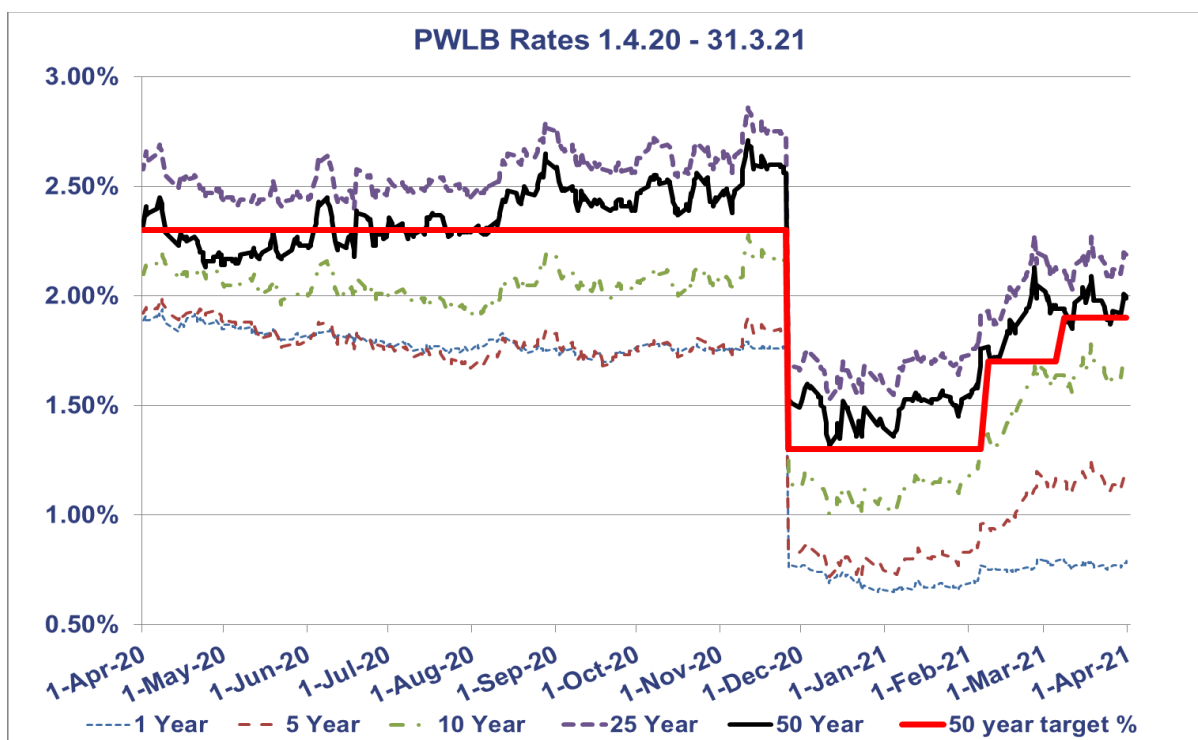
5.1.2. Most local authority lending managed to avoid negative rates and one feature of the year was the growth of inter local authority lending. The expectation for interest rates within the Treasury Management Strategy for 2020/21 was that Bank Rate would continue at the start of the year at 0.75 % before rising to end 2022/23 at 1.25%. This forecast was invalidated by the Covid-19 pandemic bursting onto the scene in March 2020 which caused the Monetary Policy Committee to cut Bank Rate in March, first to 0.25% and then to 0.10%, in order to counter the hugely negative impact of the national lockdown on large swathes of the economy. The Bank of England and the Government also introduced new programmes of supplying the banking system and the economy with massive amounts of cheap credit so that banks could help cash-starved businesses to survive the lockdown. The Government also supplied huge amounts of finance to local authorities to pass on to businesses. This meant that for most of the year there was much more liquidity in financial markets than there was demand to borrow, with the consequent effect that investment earnings rates plummeted.

5.1.3. Investment balances have been kept to a minimum through the agreed strategy of using reserves and balances to support internal borrowing, rather

than borrowing externally from the financial markets. External borrowing would have incurred an additional cost, due to the differential between borrowing and investment rates as illustrated in the charts shown above and below. Such an approach has also provided benefits in terms of reducing the counterparty risk exposure, by having fewer investments placed in the financial markets.

5.2. Borrowing strategy and control of interest rate risk

- 5.2.1. During 2020/21, the Council maintained an under-borrowed position. This meant that the capital borrowing need (the Capital Financing Requirement) was not fully funded with loan debt, as cash supporting the Council's reserves, balances and cash flow was used as an interim measure. This strategy was prudent as investment returns were low and minimising counterparty risk on placing investments also needed to be considered.
- 5.2.2. The policy of avoiding new borrowing by running down spare cash balances, has served well over the last few years. However, this was kept under review to avoid incurring higher borrowing costs in the future when this Authority may not be able to avoid new borrowing to finance capital expenditure and/or the refinancing of maturing debt.
- 5.2.3. Interest rate forecasts expected only gradual rises in medium and longer term fixed borrowing rates during 2020/21 and the two subsequent financial years. Variable, or short-term rates, were expected to be the cheaper form of borrowing over the period.



	1 Year	5 Year	10 Year	25 Year	50 Year
Low	0.65%	0.72%	1.00%	1.53%	1.32%
Date	04/01/2021	11/12/2020	11/12/2020	11/12/2020	11/12/2020
High	1.94%	1.99%	2.28%	2.86%	2.71%
Date	08/04/2020	08/04/2020	11/11/2020	11/11/2020	11/11/2020
Average	1.43%	1.50%	1.81%	2.33%	2.14%
Spread	1.29%	1.27%	1.28%	1.33%	1.39%

Link Group Interest Rate View		8.3.21											
	Mar-21	Jun-21	Sep-21	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24
BANK RATE	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10
3 month ave earnings	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10
6 month ave earnings	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10
12 month ave earnings	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20
5 yr PWLB	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.30	1.30	1.40	1.40	1.40	1.40
10 yr PWLB	1.60	1.60	1.60	1.60	1.70	1.70	1.70	1.80	1.80	1.90	1.90	1.90	1.90
25 yr PWLB	2.10	2.10	2.10	2.20	2.30	2.30	2.30	2.40	2.40	2.50	2.50	2.50	2.50
50 yr PWLB	1.90	1.90	1.90	2.00	2.10	2.10	2.10	2.20	2.20	2.30	2.30	2.30	2.30

5.2.4. HM Treasury had imposed two changes in the margins over gilt yields for PWLB rates in 2019-20 without any prior warning; the first on 9 October 2019, added an additional 1% margin over gilts to all PWLB rates. That increase was then partially reversed for some forms of borrowing on 11 March 2020, but not for mainstream non-HRA capital schemes. A consultation was then held with local authorities and on 25 November 2020, the Chancellor announced the conclusion to the review of margins over gilt yields for PWLB rates; the standard and certainty margins were reduced by 1% but a prohibition was introduced to deny access to borrowing from the PWLB for any local authority which had purchased assets for yield in its three year Capital Programme. The new margins over gilt yields are as follows: -

- **PWLB Standard Rate** is gilt plus 100 basis points (G+100bps)
- **PWLB Certainty Rate** is gilt plus 80 basis points (G+80bps)
- **PWLB HRA Standard Rate** is gilt plus 100 basis points (G+100bps)
- **PWLB HRA Certainty Rate** is gilt plus 80bps (G+80bps)
- **Local Infrastructure Rate** is gilt plus 60bps (G+60bps)

5.2.5. There is likely to be only a gentle rise in gilt yields and PWLB rates over the next three years as Bank Rate is not forecast to rise from 0.10% by March 2024 as the Bank of England has clearly stated that it will not raise rates until inflation is sustainably above its target of 2%; this sets a high bar for Bank Rate to start rising.

6. Borrowing Outturn

6.1. Borrowing

6.1.1. Due to investment concerns, both counterparty risk and low investment returns, no borrowing was undertaken during the year.

6.2. Borrowing in advance of need

6.2.1. The Council has not borrowed more than, or in advance of its needs, purely in order to profit from the investment of the extra sums borrowed.

6.3. Borrowing

6.3.1. Due to investment concerns, both counterparty risk and low investment returns, no borrowing was undertaken during the year.

6.4. Rescheduling

6.4.1. No rescheduling was done during the year as the average 1% differential between PWLB new borrowing rates and premature repayment rates made rescheduling unviable.

7. Investment Outturn

7.1. Investment Policy

7.1.1. The Council's investment policy is governed by MHCLG investment guidance, which has been implemented in the Annual Investment Strategy approved by the Council on 26/02/2020. This policy sets out the approach for choosing investment counterparties, and is based on credit ratings provided by the three main credit rating agencies, supplemented by additional market data from our treasury advisers (Link Asset Services).

The investment activity during the year conformed to the approved strategy, and the Council had no liquidity difficulties.

7.2. Investments held by the Council

7.2.1. The Council maintained an average balance of £21.3m of internally managed funds. The internally managed funds earned interest of £124k giving an average rate of return of 0.25%. The comparable performance indicator is the 3 month LIBID rate, which was 0.0150%.

7.2.2. The Council held £5m invested in Churches, Charities and Local Authorities (CCLA) property funds earning dividends of £206k (4.13%) in 2020/21.

7.2.3. Interest received from 3 Rivers Ltd amounted to £496k in 2020/21.

8. Other Issues

8.1. IFRS 9 fair value of investments

8.1.1. Following the consultation undertaken by the Ministry of Housing, Communities and Local Government (MHCLG) on IFRS 9, the Government has introduced a mandatory statutory override for local authorities to reverse out all unrealised Fair Value movements resulting from pooled investment funds. This came into effect on 1 April 2018 for 2018/19. The statutory override applies for five years from this date. Local authorities are required to disclose the net impact of the unrealised Fair Value movements in a separate unusable reserve throughout the duration of the override in order for the Government to keep the override under review and to maintain a form of transparency.

8.1.2. Risk management will need to take account of the 2018/19 Accounting Code of Practice proposals for the valuation of investments. Whilst for many authorities, this may not be a significant issue, key considerations include:

- Expected credit loss model. Whilst this should not be material for vanilla treasury investments such as bank deposits, this is likely to be problematic for some investments such as property funds, loans to third parties or loans to subsidiaries.
- The valuation of investments previously valued under the available for sale category e.g. equity related to the “commercialism” agenda, property funds, equity funds and similar, have been changed to Fair Value through the Profit and Loss (FVPL).

8.2. Non-treasury management investments.

8.2.1. As shown in the Non-Treasury Investments table in Section 4, the Authority holds a 100% interest in 3 Rivers Developments 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.

8.2.2. During the year ended 31 March 2021, £1.742m was loaned to the Company and £0.640m of existing loans was repaid. This brings the total loan value at 31 March 2021 to £10.163m. During the year £496k interest was paid to the Authority in respect of these loans.

8.2.3. These loans are subject to overarching management review on a regular basis. This is reflected in the impairments of £790k made in both periodic monitoring reports and in the year end financial statements for 2019/20. The year-end review, carried out in compliance with IFRS 9 Financial Instruments, determined that no further impairments were required for the year ending 31 March 2021.

8.3. Counterparty limits

8.3.1. At the end of March 2020 approval was given by the S151 Officer and the Cabinet Member for Finance to exceed the £5m limit on deposits held with the Council's bank, NatWest, for a period of 3 months, in order to administer the Small Business Grants Fund and the Retail, Hospitality and Leisure Business Grants Fund. £22.732m was received from Government on 1st April 2020 in respect of these.

8.3.2. Further approval was given at the end of June 2020 for a temporary counterparty limit of £10m on deposits held with the Council's bank for 3 months, which was extended at the start of October for a further 3 months.

8.3.3. At the start of January 2021 a new round of business grant funds were announced, with this Council set to receive £7.307m to fund the schemes. With grant funds from November & December still ongoing, this would increase the total of grant funds being held to £12.108m, and so new

temporary approval was given to move to a flexible limit of £5m plus the balance of any emergency grant funds being administered by the Council. This was incorporated into the Treasury Management Strategy Statement for 2021/22 and has become a permanent change to the counterparty limit with NatWest following approval by Council on 24 February 2021.

Contact for further information:

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Appendix 1: Investment Portfolio

Internally managed investments held as at 31 March:

Bank/Building Society/Local Authority/PCC	Term		Fixed Interest Rate %	31/03/20	31/03/21
	From	To		£000	£000
Close Brothers	04/09/2019	02/09/2020	1.10%	1,000	
Santander	17/09/2019	17/09/2020	0.94%	2,000	
Santander	01/10/2019	01/04/2020	0.83%	1,500	
Santander	07/10/2019	07/04/2020	0.83%	1,500	
Rugby Borough Council	09/10/2019	07/10/2020	0.90%	1,000	
Goldman Sachs	29/10/2019	29/04/2020	0.95%	1,000	
Goldman Sachs	05/11/2019	05/05/2020	1.00%	1,000	
Highlands Council	27/11/2019	25/11/2020	0.92%	1,000	
Lloyds	30/12/2019	30/12/2020	1.10%	2,000	
Merseyside PCC	02/01/2020	30/04/2020	0.85%	1,000	
Nottingham City Council	02/03/2020	17/04/2020	0.80%	2,500	
Central Bedfordshire Council	03/03/2020	27/05/2020	0.95%	2,000	
Eastleigh Borough Council	13/03/2020	14/04/2020	1.10%	1,500	
Cheltenham Borough Council	20/03/2020	20/04/2020	0.95%	1,000	
Blackpool Borough Council	22/09/2020	06/04/2021	0.23%		2,000
Spelthorne Borough Council	27/07/2020	26/07/2021	0.42%		1,500
Broxbourne Borough Council	02/09/2020	01/09/2021	0.40%		2,000
Salford City Council	14/09/2020	14/06/2021	0.20%		2,000
Staffordshire Moorlands DC	16/10/2020	15/10/2021	0.22%		1,000
South Somerset DC	20/10/2020	20/07/2021	0.20%		3,000
Surrey Heath Borough Council	10/12/2020	10/06/2021	0.10%		2,000
Nottinghamshire PCC	21/12/2020	21/06/2021	0.12%		2,000
Ashford Borough Council	25/02/2021	25/11/2021	0.08%		2,000
Total				20,000	17,500

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CABINET 6 JULY 2021

TIVERTON TOWN CENTRE CCTV OPTIONS FOR ESSENTIAL MAINTENANCE

Cabinet Member(s):	Cllr Dennis Knowles, Cabinet Member for Community and Wellbeing
Responsible Officer:	Andrew Busby, Corporate Manager for Property, Leisure and Climate Change
Reason for Report:	To provide Members with the Options on completing essential maintenance on the Tiverton Town Centre CCTV system.

RECOMMENDATION (S):

- 1) To give delegated power to the Cabinet Member for Community and Wellbeing and the Deputy Chief Executive (151), in consultation with Property Services to seek the remainder of external funding required for the delivery of Option 2 as a minimum, but to aim to achieve Option 3 and complete the works within the current calendar year.
- 2) To accept the grant of £25k from the OPCC, subject to the terms and conditions on Annex C.
- 3) To accept the fund of £3,161 from the OPCC, subject to the terms and conditions on Annex D and as detailed in section 11.
- 4) To accept £5k from the Tiverton Town Centre Partnership, as detailed on para 9.1.

Financial Implications: The Council has been awarded a grant of £25K for the Office of the Police and Crime Commissioner (OPCC). In line with the grant terms of the agreement for the successful grant awarded.

The Council will approach Tiverton Town Council (TTC) for a further financial contribution and a discussion about the future ownership of the system. The ongoing maintenance and servicing of the system is a revenue cost pressure, which is partly offset by the financial contributions already received annually from TTC. For further details please refer to para 9.1.

Budget and Policy Framework: The OPCC grant application submitted in March 2021, was successful, the grant award is £25K. The cost to deliver the recommended option for the essential maintenance of the TTC Public Space Surveillance (PSS) system will require additional funding, otherwise the Council would need to return the value of the grant to the OPCC. The grant has to be fully spent by the 31 December 2021.

Legal Implications: Any CCTV Scheme owned and operated by the Council must comply with the following legislation:

- General Data Protection Regulation 2018 (and the Data Protection Code of Practice for Surveillance Cameras and Personal Information issued by the Information Commissioner);
- Human Rights Act 1998;
- Protection of Freedoms Act 2012 (and the Surveillance Camera Code of Practice issued in accordance with this Act);
- Freedom of Information Act 2000;
- Regulatory and Investigatory Powers Act 2000.

The Council has to ensure that the CCTV scheme used (including the equipment) allows it to comply with the above statutory requirements. In particular, one of the key obligations is to process personal information in a manner that ensures appropriate security. See para 2.4 below.

Risk Assessment: If the CCTV is not operating the police, and the Council, have less evidence to identify and pursue individuals who have been involved in criminal and/or anti-social activities in the area, therefore crime, and anti-social behaviour, could potentially rise. If there is wider coverage of the town centre area more incidents and criminal/anti-social activity can be monitored and images provided to the police/relevant Council services, which can be viewed in real time as part of a new PSS system or provided on USB as part of a chain of evidence. The cameras that form part of the TTC system provide security on Council land.

Equality Impact Assessment: This report does not specifically highlight any Equality implications, however Officers will continue to comply with the public sector equality duty as set out in Section 149 of the Equality Act 2010.

Relationship to Corporate Plan: Property services are committed to ensuring the wellbeing and safety of Mid Devon communities. The way that the Council manages CCTV has a direct impact on the safety of the community so it is therefore important to ensure that the CCTV is operating correctly and efficiently.

Impact on Climate Change: The environmental impact is considered to be low; however, the operation of the CCTV will be included when calculating our carbon footprint.

1.0 Introduction/Background

1.1 The Tiverton Town Centre Public Space Surveillance (PSS) system comprises 29 pan tilt zoom (PTZ) and fixed view cameras around the town. These are pro-actively monitored by a dedicated operator in a control room situated in the Multi Storey Car Park (MSCP), for a number of hours each week dependent upon the likelihood of potential incidents and times of day of these events. Transmission from these cameras utilises a combination of fibre optic, hard wired and wireless links, with a main wireless backhaul to the control room location.

- 1.2 The PSS CCTV is a discretionary service to which the Council has a limited budget to maintain the system. The monitoring of the CCTV system is done on a voluntary basis with additional hours when necessary to protect the MSCP. The Council pays the volunteer 7 hours per week towards the monitoring of the CCTV. The police service regularly contacts the CCTV volunteer to aid officers in policing activity, crime prevention and improving community relations.
- 1.3 The PSS CCTV was an initiative from June 2011 when a working member's group review of the CCTV led to some of the CCTV systems being upgraded during the 2016/17 financial year, utilising technology available at the time, much of which has now been superseded with replacement items proving more cost effective and providing increased surveillance capability.

2.0 TTC CCTV System Current Arrangements

- 2.1 The PSS system that was originally installed was updated to a low cost, high-definition camera system five years ago. The Council consulted with the partner agencies including the Police, Highways and Devon County Council to identify the best location for the cameras to ensure the best possible coverage of the town centre's key areas. These are areas where there is most public footfall or known hotspots for criminal activity and anti-social behaviour.
- 2.2 The control room has two monitors and a large hard drive to store the footage, for up to 31 days. Software is in use and the CCTV operator has had the relevant data protection training to view, retrieve and add footage to secure memory devices as required by the Police Authority, following a strict protocol for chain of evidence.
- 2.3 Current levels of investment mean we have an operational system however; repairs are costly and have increased significantly, which in turn places additional pressure on this discretionary service. There was no sinking fund set up for future replacement of this system when the technology required replacement.
- 2.4 It should be noted that the current Dahua cameras and control equipment installed in the PSS system are Chinese manufactured. Although these cameras can provide reasonable images, they are at the low end of the quality scale and relatively inexpensive. More importantly, in order for digital/Internet Protocol (IP) to interface with different manufacturers' equipment, there is a standard known as Open Network Video Interface Forum (ONVIF). When the Council's cameras were installed, Dahua and other Chinese manufacturers were full members of ONVIF, although from March 2020, they have had restrictions placed on their membership.

This is due to them being placed on the US government's <https://www.reuters.com/article/us-britain-tech-china-idUSKBN2AI0QJ> 'Entity' list. This is a list of countries that the US government has blacklisted for human rights violations. The Entity List prohibits a US based business from

exporting their products to the named organisations. ONVIF is a company incorporated in the US, hence the restrictions on Dahua.

From a practical perspective, this means that although Dahua may still be members of ONVIF, they are no longer entitled to relevant updates and the new test tools. This places any Dahua equipment belonging to the Council at risk to cyber security breaches, making the equipment and data vulnerable.

- 2.5 The control room supervisor has highlighted there are frequent “drop outs” of much of the town centre camera system, this indicates a failure at the main collection point in Phoenix Lane, due to the network switch at that location becoming overloaded. It is recommended that this switch be upgraded or removed and the fibre link re-instated, to handle the substantial data throughput of all of the connected cameras, becoming the transmission medium to the control room.

3.0 PSS Transmission

- 3.1 A collection point is provided within a street cabinet located on Phoenix Lane. This acts as a collection point for the fibre optic, hard wired and wireless transmission of the cameras and provides connection to the wireless backhaul link to the control room.
- 3.2 Cameras located on Fore Street shop fronts are hard wired back to this location with existing redundant cabling remaining in situ along Fore Street, Fibre optic cable interconnects the cabinet to a camera in the Pannier Market which also comprises a point to multipoint link for cameras within the market area, and Newport Street. There exists a redundant fibre optic cable which is suspected to link to the old control room location in the MSCP. This has been replaced with a microwave link to the MSCP, however the opportunity should be explored for re-utilising this fibre link, which provides a robust transmission of data and improved transfer reliability.
- 3.3 The individual backhaul links of the cameras are of low capacity and in several cases camera data is aggregated onto a single link, causing delays in transmission. These require upgrading to provide reliable transmission of all cameras.
- 3.4 All redundant equipment and cabling should be removed and general housekeeping of the entire PSS undertaken, whilst the cameras are generally fit for purpose (although not ONVIF compliant), advances in technology mean that the entire camera fleet would benefit from an upgrade to ONVIF compliant cameras with improved low light capability, as several areas have inconsistent lighting, meaning the camera is on the threshold of changing from daylight to low light, resulting in poor images in darkness.

4.0 Options Available and Condition Survey

- 4.1 Option 1 would be for the PSS to remain in its current format and state of repair, it would be able to be controlled by the new MSCP system but the “drop outs” and failures of the system would continue.
- 4.2 Option 2 is less cost than Option 3 in that it utilises some of the existing equipment (which would not be fully compliant) and proposed camera upgrades would not be completed.
- 4.3 Option 3 is the complete replacement of the PSS system and linking to the future hub in Exeter.
- 4.4 Option 4 is for the Council to withdraw from providing the service and move to decommission the CCTV system. Officers would also explore with Tiverton Town Council if they were interested in taking the CCTV system on as a service.
- 4.5 A copy of the Town PSS Condition Survey is at Annex B – Part 2 Restricted Town Centre Condition Survey Infrastructure.

5.0 MSCP

- 5.1 To complement the PSS, a new 20-camera high-definition system has recently been installed and commissioned into the MSCP. This project has merged the two separate control systems into one in order to create a more manageable solution for the provision of evidence and for the operator. This system will be live during June 2021.
- 5.2 The control room layout has been altered to enable the supervisor to be able to operate and monitor both the MSCP and PSS systems as one surveillance system. This new system will also enable remote access to properly authorised police officers with a full audit trail from a fully ONVIF compliant system. Some of the MSCP cameras will also view public space areas and roads outside the car park.
- 5.3 A full Operational Requirement (OR) and Data Protection Impact Assessment (DPIA) has been carried out on the existing PSS and MSCP CCTV systems.
- 5.4 It is intended to increase the quality of evidence from recording at 10 images per second to 25 (real-time) images per second and to retain all images in line with the OR/DPIA for 31 days.

6.0 CCTV Surveillance

- 6.1 The CCTV supervisor remains employed for 7 hours per week; however, he increases these hours considerably in a number of ways, additional hours to cover school and public holidays, police requests for weekend operations support and voluntary monitoring of the PSS and MSCP CCTV systems. Presently the cameras are currently ‘staffed’ and funded in excess of 35 hours per week, with the aim of reducing ASB in the MSCP in particular across the busy period of the day when visitors to the Town and users of the MSCP are heading home at the end of the day.

- 6.2 The CCTV supervisor continues to work very closely with the local policing team and can on occasions be called out when an operation is planned and when a particularly serious crime has occurred in the area and where CCTV can play an important part in identifying suspect individuals or vehicles that have been in the town centre on that evening.
- 6.3 In order to support the police the CCTV supervisor will change or increase his hours to help with any police operations. Recent operations have included targeting public order offences, anti-social behaviour (ASB), assault, violent attacks, drug related offences and shop lifting. This time is re-charged accordingly to the Police, which is time and date dependent upon receipt of the request.
- 6.4 As part of the operational review we intend to ensure that the CCTV operator receives payment for services where applicable. We will also establish where the boundary for voluntary work starts and finishes.

7.0 Incidents

- 7.1 In the last 12 months the police have made 85 formal requests and daily live requests that are not captured under the formal system for CCTV footage in relation to incidents that have occurred in the Town Centre area. Time is also spent searching for any useful evidence relating to criminal activity or vehicles that can assist police investigations. Gaining intelligence regarding the movement of known individuals and their associate's helps give the police a good overview of their activities and can assist when planning warrants or operations.
- 7.2 During this reporting period there have been authorised requests from the CCTV operator relating to a traffic incident for insurance purposes, a number of serious assaults, some including weapons, a rape, and a missing person incident, that was captured on the cameras.
- 7.3 Regular phone calls are received by members of the community asking for footage relating to damage to their vehicles but these are then routed via the Police to gain a crime number and their insurance company. The CCTV operator will review the information required and will release CCTV images in accordance with data protection requirements.
- 7.4 It is not easy to identify how many cases go to court where CCTV footage has been requested by the police, as it is not always possible to get the information from the CPS or the courts. However if the Corporate Facilities Manager and CCTV Supervisor have any incidents in 'live view' we will provide a Landlord's statement to the police at the same time as providing the footage. In these cases, we may be notified of the case results directly from the court.

8.0 Stakeholders

- 8.1 The Council continues to liaise with other agencies that have an interest in the town CCTV system. This includes the police, Town Council and local traders.

- 8.2 The Single Point of Contact (SPOC) for MDDC is now represented on the Tiverton Town Partnership, which a useful link to discuss and understand local traders concerns about the PSS system and its current and future capabilities.

9.0 Financial

- 9.1 The operational budget for the CCTV systems across the portfolio in the 2021-22 financial year is £51.2k with an annual contribution from Tiverton Town Council of £6k and an additional £5K from the Tiverton Town Partnership that will be utilised to provide the interface controls between the new MSCP system and the existing PSS system. The 21-22 budget includes £40k of specific maintenance works for CCTV across the corporate portfolio.
- 9.2 The options for the future funding for the operation and upgrading of the Town Surveillance system are as follows:
- Option 2: To utilise some of the current equipment, complete substantial repairs, and build resilience into the PSS £83K less the secured OPCC grant of £25K is £58k.
 - Option 3: To replace the current system and to link to the new MSCP system creating one holistic surveillance system that will support proactive policing and the community £110K less the secured OPCC grant of £25K is £85k.
 - Option 4: To decommission the CCTV system it would cost circa £7k, which includes camera removal. It would save the Council circa £4k per annum on operational costs but would also avoid on-going capital costs and associated depreciation charges should external funding not be available. There would also be implications under the Transfer of Undertakings, Protection of Employment (TUPE).

10.0 The OPCC grant agreement Annex C

- 10.1 Annex C details the terms and conditions of the OPCC agreement.

11.0 OPCC fund for Unlock and Summer 2021 Annex D

- 11.1 The Council has also secured £3,161 from the OPCC Covid 19 unlock and summer 2021 partnership fund to provide additional hours for the CCTV supervisor to monitor the Tiverton Town Centre CCTV system. Tiverton Town Council have also contributed £1k and a further £2,161 will be met from the Welcome Back Fund. Annex D details the OPCC agreement.
- 11.2 This scheme runs up to 31 September 2021 and is based on increasing the operational monitoring hours from 7 hours per week to 37 hours per week from approval to the 31 September 2021.

12.0 Conclusion

- 12.1 The surveillance system in the town has proven its worth against crime and identifying local criminal activity, however this has been difficult in recent times as the system regularly falters and has been out of action for days at a time in the last year. The local community and traders are concerned about crime prevention in the town and they rely on a resilient system that is functional.
- 12.2 The Property Services team has completed an assessment to ensure that the Council is operating its CCTV system in accordance with the latest Information Commissioners Office (ICO) guidance and has updated existing procedures to determine how the CCTV system is used in practice.
- 12.3 It is the recommendation of this report that Officers seek additional external funding to implement Option 2 as a minimum but to aim for Option 3 . The external funding needs to be in place for completing Option 2 or 3 before works commence. The Council would need to return the value of the grant to the OPCC if further external funds cannot be secured.

Contact for more Information: Andrew Busby, Corporate Manager for Property, Leisure and Climate Change. Email: abusby@middevon.gov.uk Telephone: 01884 234948

Circulation of the Report: Cllr Dennis Knowles, Leadership Team.

List of Background Papers:

Annex A - Cost Plan

Annex B - Part 2 Restricted Town Centre Condition Survey Infrastructure

Annex C- The terms of the grant agreement from the OPCC

Annex D- The terms of the funding agreement from the OPCC for increased monitoring hours

Tiverton Town CCTV Options for Future Use

Item	Description	Cost Option 2 (£)	Cost Option 3 (£)
1.00	Camera/Switches & Engineering Installation		
1.01	Camera repalce/upgrades/switches alterations and installation work	40,234.70	£ 65,785.66
	Subtotal	£ 40,234.70	£ 65,785.66
2.00	Data Transfer /Backhaul Improvement Works		
2.01	Wireless backhaul or Rod/Rope/Ducting	4,500.00	4,500.00
2.02	Fibre link to improve backhaul	1,965.00	1,965.00
	Subtotal	£ 6,465.00	£ 6,465.00
3.00	Remedial Works & Control Room		
3.01	Control Room Works - storage/video management system/installation	17,000.00	17,000.00
3.02	Remove and replace redundant cabling across the Town	6,000.00	6,000.00
	Subtotal	£ 23,000.00	£ 23,000.00
Cost Summary			
	Subtotals	£ 69,699.70	£ 95,250.66
	Contingency 5%	£ 3,484.99	£ 4,762.53
	Subtotals Contract Prices	£ 73,184.69	£ 100,013.19
	Predicted Contract Value	£ 73,184.69	£ 100,013.19
Professional Fees			
	Project Start/Briefing Meeting on site - 1 day site visit	£ 750.00	£ 750.00
	Prepare Technical Specification	£ 3,730.00	£ 3,730.00
	Sub Contractor Tender Site Visits - 2 days site visits	£ 2,085.00	£ 2,085.00
	Review Tender Returns	£ 2,685.00	£ 2,685.00
	Project Handover meeting - 1 day site visit	£ 750.00	£ 750.00
	Total	£ 10,000.00	£ 10,000.00
	GRAND Total	£ 83,184.69	£ 110,013.19

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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GRANT AGREEMENT

This Document sets out the Grant Funding Agreement between:

- (1) The Police and Crime Commissioner for Devon and Cornwall and the Isles of Scilly , and;
- (2) (the **Recipient**).

To the sum of:

From:

To:

Interpretation

Applicant / Applying Organisation	The organisation(s) or partnerships/consortia making a proposal to the PCC for a grant award
Funded Project	Refers to a Project where the proposal for funding has been successful and a Grant Agreement has been signed.
Grant Agreement	Sets out the explicit terms of the Funded Project and is to be signed by the Authorised Signatory of the Recipient prior to the Grant Commencement.
Grant	The sum approved for payment and awarded to the Recipient.
Grant Cessation	The date of which the Grant Agreement between the PCC and the Recipient concludes and funding ceases.
Grant Commencement	The commencement date of the Funded Project.
Grant Period	The full period the Project will cover from Grant Commencement to Grant Cessation.
Grant Terms and Conditions	Consist of the standard conditions and any other conditions upon which the Grant Award is provided, as set out in this document.
KPI	Key Performance Indicators
OPCC	Office of the Police and Crime Commissioner for Devon and Cornwall
Other funding contributors	A funding provider which agrees to a financial commitment
PCC	The Police and Crime Commissioner for Devon and Cornwall
Recipient	- the Organisation that has received the Grant.

1. Background

1.1 Grant to support xxxxx with the purchase and installation of CCTV equipment.

2. Purpose & Scope

2.1 The Recipient acknowledges that its receipt of the Grant is conditional on its compliance with the terms and conditions of this agreement.

2.2 The Recipient must use the Grant only for the delivery of the project as set out in Schedule 1. The Recipient must not, without prior written consent of the OPCC;

2.2.1 Make any material changes to the Funded Project

2.2.2 Use any portion of the Grant for any purposes or activities outside the Funded Project elements in Schedule 1 that are identified for the OPCC.

2.2.3 Spend any of the Grant on liabilities incurred before the Grant Period (unless expressly agreed in writing with the OPCC).

2.3 The Grant is given on the condition that it is used for the Funded Project during the Grant period. If the Recipient has not spent any or all of the Grant on the OPCC elements of the Funded Project by the end of the Grant period, the Recipient must, as soon as it becomes aware that the full amount of the Grant will not be applied to the Funded Project during the Grant Period must notify the OPCC. Unless the OPCC (in its absolute discretion) notifies the Recipient that the Recipient may retain any unspent amount of the Grant (on such terms and conditions as the OPCC may impose), the Recipient must return any unspent amount of the Grant to the OPCC.

2.4 Revenue costs do not qualify for Grant funding.

3 Payment

3.1 The OPCC will pay the Grant to the Recipient on the receipt of a payment request/invoice.

4 Third Party Funding

4.1 By entering into this agreement, the Recipient warrants to the OPCC that it has disclosed in the Application any other sources of funding for the Project that, at the time of submission of the Application, had either been received or were being

sought by the Recipient, with details as to the purposes to which that funding has been or will be applied. The Recipient must inform the OPCC if, at any time before the Grant Cessation, it receives any funding from any other source or person towards the Project not stated in the Application to be already committed to the Recipient, including the amount of that funding and purposes to which it is to be applied.

4.2 Where, before or during the Grant Period, the Recipient receives any funding from any other source towards the Funded Project that is not Match Funding or was not already committed to the Recipient and disclosed in the Application, the OPCC may, where it is apparent that funding is duplicated in the Funded Project, require repayment of part of the Grant (up to the amount of duplicate funding received).

5 Recipient Warranties

5.1 The Recipient warrants, represents and undertakes that:

5.1.1 It has full power and authority to enter into this Agreement and to deliver the Project, and that all necessary approvals and consents have been obtained and are in full force and effect;

5.1.2 The information contained in the Application was in all material respects accurate and not misleading, and that since the Application there has not been any material change to that information or to the Recipient's position or developments that would have adversely affected the decision of a reasonable public-sector funder to fund the Project substantially on the terms of this Agreement;

5.1.3 To the best of its knowledge, nothing will have, or is likely to have, a material adverse effect on its ability to deliver the Project.

6 Project Standards & Conduct

6.1 The Recipient will:

6.1.1 Use the Grant wholly and exclusively for the purpose specified in their proposal form and only on capital expenditure.

- 6.1.2 Deliver the new, or upgraded, system as set out in Schedule 1 which must be completed within 6 months of the Grant being paid to the Recipient.
- 6.1.3 Immediately notify the OPCC in writing if there is any material change affecting its finances or activities or any other matters stated in the Grant Proposal, throughout the period that the Grant is being provided.
- 6.1.4 Have a formal constitution, memorandum and articles of incorporation, or equivalent, with clearly identified aims and objectives.
- 6.1.5 Ensure that any monitoring service complies with all necessary regulatory requirements.
- 6.1.6 Maintain and implement an appropriate Sustainability Plan (where applicable) to support good financial practice.
- 6.1.7 Throughout the period funded by the OPCC, operate an Equal Opportunities Policy and take steps to ensure that the service is delivered in a non-discriminatory manner.
- 6.1.8 Demonstrate that it actively promotes equality of opportunity for disadvantaged groups through the service delivery, marketing, evaluation and management of the Funded Project.

7 Safeguarding

- 7.1 The Recipient must comply with all relevant law and guidance in relation to the safeguarding of children and adults.

8 Repayment or Recovery of the Grant

- 8.1 In the event that actual costs paid are more than 10% lower than the preferred quote submitted in the application, the recipient of the grant is required to notify the PCC who may seek an equivalent reduction in grant contribution.
- 8.2 Repay to the PCC on demand, all or part of the Grant (as specified by the OPCC), if the Recipient has failed to comply with any Grant Conditions or any other obligations under this Funding Agreement.
- 8.3 Repay to the PCC on demand, all or part of the Grant (as may be specified by the OPCC), if the Recipient ceases to operate for the purposes in respect of

which the Grant was paid within 5 years of commencement of operation of the CCTV system.

9 Duration, Termination and Consequences

9.1 Agreement comes into effect on the Commencement date, unless otherwise terminated in accordance with its terms, will continue for a period of 24 months to the Grant Cessation or, if later, the date on which all Grant monies have been spent.

9.2 Without prejudice to its other rights under this Agreement, the PCC may terminate this Agreement at any time on 6 months' written notice. Where the PCC terminates under this clause 9.2, it may not (unless otherwise entitled to do so under clause 8):

9.2.1 Recover any Grant monies already paid to the Recipient; or

9.2.2 Withhold any Grant monies otherwise due to be paid to the Recipient before the end of the notice period.

9.3 Without prejudice to its other rights under this Agreement, the Recipient may terminate this Agreement at any time on 6 months written notice. The termination period may be shorter subject to negotiation with the PCC. Where the Recipient terminates under this clause 9.3, the PCC may be entitled to (subject to clause 8):

9.3.1 recover any Grant monies already paid to the Recipient; and/or;

9.3.2 withhold any Grant monies otherwise due to be paid to the Recipient before the end of the notice period.

9.4 Without prejudice to any of the above or any other legal rights or obligations the parties may have vis-à-vis each other, in the event of any breach by the Recipient of any term of this Grant Agreement, the PCC may, at its sole discretion, serve written notice to terminate this Agreement on 14 days' notice, and, in such an event, the parties agree that any future monies due to the Recipient may be withheld and that the PCC reserves the right to seek recovery of monies already paid as permitted by Clause 8 above.

9.4.1 If at any time within 5 years of commencement of operation of the CCTV system the Recipient intends on transferring, reassigning or otherwise sub-contracting any part of the Funded Project to a third party who is not a party to this

agreement, the Recipient must give written notice to the OPCC prior to any transfer, reassignment or sub-contract being commenced.

- 9.4.1.1 Such a transfer, reassignment or sub-contract must not be entered into without the PCC's written consent

10 Insurances

- 10.1 The Recipient must hold or put in place adequate insurances (including but not limited to public liability), and will provide evidence of the insurance to the OPCC on request.
- 10.2 The Recipient must put in place and maintain in force at its own cost appropriate insurance in respect of all liabilities that may be incurred by the Recipient in connection with the Funded Project.

11 Indemnity

- 11.1 The Recipient agrees to indemnify fully the PCC, and any servant, agent, employee and contractor of same, against any and all losses, liabilities, damages, claims and expenses of any nature whatsoever arising out of or based upon any breach of, or failure to comply with this Grant Agreement or any term, condition, or obligation thereof, at any time during the Grant Period or at any time thereafter.

12 Accounting & Record Keeping

- 12.1 The Recipient is required to keep accurate and up-to-date records showing how the Grant and any past financial assistance from local or public authorities have been used.
- 12.2 Submit for inspection any records of accounts and any other records of audit/independent examination (where applicable), as may be required relating to the use of the Grant, within 14 days of a request to do so.
- 12.3 The Recipient must keep all invoices, receipts, accounts and any other relevant documents relating to the expenditure of the Grant for at least six (6) years following receipt of any Grant monies to which they relate.

13 Reporting & Review (Outputs & Outcomes)

- 13.1 Provide the OPCC with periodic progress reports and other information that may be required, and to keep the OPCC fully informed of all matters relating to the need for, and use of, the Grant.
- 13.2 Provide an annual report, for each of the 5 years following the start of live operating, on how the Grant has been used, including any details that the OPCC may reasonably require.
- 13.3 During the period for which the Grant is provided, develop, adopt, implement and monitor quality assurance measures to govern the most effective development and delivery of the Funded Project and broader operation of the Recipient, to the satisfaction of the OPCC.
- 13.4 The Recipient will agree any revisions to the service delivery pattern, with the OPCC.

14 Publicity & PCC Brand

- 14.1 Acknowledge the support of the PCC in all printed materials by using the PCC's approved logo or wording as appropriate. All communications must be approved in advance by the OPCC.
- 14.2 The PCC brand or logo cannot be used to endorse the Recipient in the application to other funders.

15 Assets

- 15.1 The Recipient must ensure that the Assets are operated and maintained in good condition for a minimum of 5 years. If the equipment is decommissioned or ceases to operate within that period, the PCC will seek reimbursement on a pro-rata basis.
- 15.2 Any assets purchased with Grant Funding provided by the PCC by the Recipient from the OPCC will remain the property of OPCC unless formally agreed otherwise in writing.

16 Data Protection & Information Governance

- 16.1 The Recipient must observe its obligations under the Freedom of Information Act 2000 (FOIA), General Data Protection Regulations (GDPR) and under the common law duty of confidentiality, as appropriate.
- 16.2 The Recipient will provide necessary assistance and cooperation as reasonably requested by the OPCC to enable the OPCC to comply with its obligations under FOIA and EIR.
- 16.3 The Recipient acknowledges that the OPCC, acting in accordance with the codes of practice issued and revised from time to time under FOIA and/or EIR, may disclose information concerning the Recipient and this Agreement either without consulting with the Recipient, or following consultation with the Recipient and having taken its views into account.

17 Confidentiality

- 17.1 Without prejudice to the obligations of the Recipient under clause 15.1 in relation to personal information that is confidential; each party must, except as permitted by this clause, keep confidential information disclosed to it by the other party in connection with this Agreement, and must use all reasonable endeavours to prevent their Staff from making any disclosure to any person of that information.
- 17.2 A party may disclose the other party's confidential information:
- 17.2.1 to comply with applicable law;
 - 17.2.2 to any appropriate Regulator;
 - 17.2.3 in connection with any dispute resolution or litigation between the parties;
 - 17.2.4 as permitted under any other express arrangement or other provision of this Agreement; and
 - 17.2.5 where the disclosing party is the OPCC .

18 Liability

- 18.1 The total liability of the OPCC under this Agreement is limited to payment of the Grant, subject to the conditions set out in this Agreement.

18.2 In the event of an overspend, the PCC will not provide any additional funding over and above the Grant awarded.

18.3 The OPCC has no responsibility for any other costs incurred by the Recipient in connection with the activities to which the Grant relates, and the Recipient must indemnify and keep the OPCC indemnified against any losses, damages, costs, expenses, liabilities, claims, actions, proceedings or other liabilities that result from or arise out of the Recipient's acts or omissions in relation to the Project or its duties to third parties.

19 General

19.1 All provision of grants and commissioning will adhere to the Financial Regulations, as published as Section F of the Code of Corporate Governance.

19.2 The Recipient will not use the grant, either directly or indirectly, in relation to any political activity.

TO BE SIGNED BY THE FINANCE MANAGER FOR THE GRANT RECIPIENT

I confirm that I have read, understood and accept the conditions of grant detailed above:

SIGNATURE:	
NAME:	
JOB TITLE:	
ORGANISATION:	
DATE:	

Electronic signatures are accepted. Once completed, please e-mail to:
richard.martin@devonandcornwall.pnn.police.uk

TO BE SIGNED BY THE TREASURER TO THE POLICE AND CRIME COMMISSIONER

SIGNATURE:	
NAME:	Nicky Allen
JOB TITLE:	Treasurer
ORGANISATION:	Office of the Police and Crime Commissioner
DATE:	

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Please return before 10th May 2021

COVID 19 UNLOCK AND SUMMER 2021 PARTNERSHIP FUND

Spending Intentions Plan – ENTE Hotspots

Location: Tiverton

CSP: East & Mid Devon

Funding request total: £ 3161
(up to £10,000 of OPCC funding is available but requires match funding)

Total funding £6322


Confirmation of local match funding:

[please confirm that local match funding is being provided and by whom]

Tiverton Town Council - £1000
Welcome Back Funding – £2,161

Title and brief outline of approach.	Total cost	OPCC funding request	Expected start and likely duration <i>[all initiatives must end by 30th Sept]</i>	Key outcomes seeking to achieve and how activity will be monitored and managed?	Agreed
Funding can be spent on: 1. ENTE/taxi marshals 2. CCTV monitoring hrs 3. Safe drinking schemes and initiatives 4. CCTV infrastructure (limited circumstances)					
ENTE/Taxi Marshals <i>[Marshals must be for the defined locality and be for evening and night time hours.]</i>					
CCTV Monitoring Hours	£6322	£3161	1/6/2021-30/9/2021	Additional direct CCTV monitoring hours linking with the local NPT to ensure safe town centre and parking facilities in Tiverton town centre.	Yes
Safe and responsible drinking support schemes					

CCTV infrastructure – limited circumstances [Up to 40% (£4,000) of the match funding element can be used but all works will need to be completed by 21 st June 2021].					
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Signature	
Name (printed)	Julia Ryder
Position	Specialist Lead, Community Safety & Emergency Planning, MDDC
Date	13/05/2021

Notes:

Funding may be spent on:

- *ENTE and/or taxi marshals* (with specific steps to take on board learnings from COVID 19 Safer Summer Scheme 2020 in terms of training, briefing, continuity of staff, links to policing team and local communications to promote public understanding and visibility)
<https://devonandcornwall.s3.amazonaws.com/Documents/Our%20information/Key%20document/SummerScheme-updated.pdf>
- *Additional CCTV monitoring hours.* This can also be used to support initial training and induction for new volunteers to expand coverage of volunteer schemes but training will need to be completed by 1st July 2021.
- *Safe and responsible drinking schemes* – including training on drunken vulnerability, interventions and activities by safe and responsible drinking schemes like pubwatch and Best Bar None and support for street pastors or other voluntary initiatives which support safety in the night time economy (e.g. St John's ambulance).
- *CCTV infrastructure:* There is some scope for a proportion of match funding – up to 40% - to be spent on CCTV infrastructure (new cameras or repairs or re-positioning of cameras) but only where this will be in place by 21st June 2021 and is a demonstrable gap within the ENTE.

Arrangements

- The £10,000 local match funding requirement cannot be met through use of other OPCC funds, such as 2021/22 CSP grant or funding provided to Devon and Cornwall Police for Op Marnow.

- Spending plans will be submitted to OPCC.
- Funding will be provided through an addendum letter to the 21/22 CSP Grant Conditions. In line with the provisions of the grant agreement, the local delivery partner will be responsible for ensuring compliance with all required procurement, data and EDHR obligations.
- The need for flexibility in delivery is recognised. Plans may adjust as summer progresses (for example shifts in balance between initiatives and timing of certain initiatives to reflect realities of ENTE). CSPs will not be required to seek agreement for operational flex and adjustments. However where delivery substantially shifts from submitted plan or finances are adjusted by +/- 20% the CSP will submit a spending re-profile/update.
- OPCC will require a delivery report by the end of October 2021 covering a narrative on delivery, financial spend and outcomes. The OPCC will be carrying out some surveying over the summer period in hotspot locations and will be seeking local engagement in surveying.
- The OPCC will seek a brief interim update on activities in June 2021 and August 2021 to enable updates to be provided to the Police and Crime Commissioner.

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CABINET 6 JULY 2021

CONTRACT AWARD FOR DECARBONISATION PROJECT

- Cabinet Member(s):** Cllr Bob Evans, Deputy Leader and Cabinet Member for Housing and Property Services, Cllr Colin Slade Cabinet Member for the Environment and Climate Change
- Responsible Officer:** Andrew Busby, Corporate Manager for Property, Leisure and Climate Change

Reason for Report: To seek approval to deliver three grant-aided projects, to reduce the carbon emissions of our facilities.

Recommendation:

- (1) That the Cabinet accepts the grant from the Public Sector Decarbonisation Scheme and agrees to implement the works to reduce the Council's carbon emissions.**
- (2) That the Cabinet agrees to approve and award the contract for the supply and installation of low energy efficient LED lighting to Contractor 1.**
- (3) That the Deputy Chief Executive (S151) and the Deputy Leader and Cabinet Member for Housing and Property Services are given delegated authority to take all necessary actions to deliver the Salix funded projects as detailed in para 1.3, for any contract variations and approval of any necessary significant design changes.**

Financial Implications: These are detailed within the report on section 4.

Budget and Policy Framework: The cost for replacing end of life light fittings and heating plant have been identified within the capital and revenue budgets, under the 30-year maintenance programme for corporate property. This project is 100% funded by Salix and includes project support costs. Pursuant to section 31(4) of the Local Government Act 2003, the Minister of State determines that the grant will be paid subject to the conditions stated within the Salix agreements.

Legal Implications: The decarbonisation project will be carried out in accordance with the terms and conditions of the Grant agreement and its relevant schedules. The Council continues to liaise with Salix and provide regular progress reports. Procurement exercises have been conducted to comply with the Council's policy and legal obligations, specifically in compliance with the Council's Contract Procedure Rules and the Public Contracts Regulations 2015. The form of contract for the LED lighting will be JCT Intermediate Building Contract 2011 and our own standard terms and conditions 2019.

Risk Assessment: The main risk is in relation to the delivering the project within the allocated timeframe. Procurement has been undertaken in two parts, one for the air source heat pump installation by seeking three quotations and the other via competitive tender as outlined within this report.

Equality Impact Assessment: This report does not specifically highlight any equality implications; however, officers will continue to comply with the public sector equality duty as set out in Section 149 of the Equality Act 2010.

Relationship to Corporate Plan: Environment – Encourage retrofitting of measures to reduce energy use in buildings.

Impact on Climate Change: The projects will deliver significant savings on carbon emissions at very little direct cost. Successful delivery of the project not only signals the Council's commitment to its climate emergency declaration in action, this will also demonstrate to Salix and central government that the Council can deliver projects to reduce carbon emissions within the district. The recommendations of the report are environmentally positive and will reduce the Council's carbon footprint by up to 520 tonnes over the life of the new assets.

1.0 Introduction

1.1 The Department for Business, Energy and Industrial Strategy (BEIS) has launched a Public Sector Decarbonisation Scheme (PSDS). The Grant Scheme allocates £1bn of grant funding to encourage green investment aligning with the Government's Net Zero and clean growth goals. The Grant Scheme is for up to 100% of costs for capital energy efficiency and heat decarbonisation projects within public sector non-domestic buildings. The delivery of projects is required by no later than 30th September 2021. The external oversight of Salix adds an independent audit that the project is cost effective in terms of both carbon emissions and money.

1.2 The Council's successful bid for the Public Sector Decarbonisation Funding has resulted in a grant award of £310,821; the Council can improve on the previously installed energy saving measures further using new technology. The Council has also secured £38k in the form of two additional Salix grants.

1.3 The additional grants are for the development of a Heat Decarbonisation Plan to 2030 at £18k, with a further £20k relating to skilled project support on the delivery of this Public Sector Decarbonisation project. The Council therefore have three separate grant agreements with Salix:

- Public Sector Decarbonisation Fund £310,821
- Heat Decarbonisation Plan £18k
- Project Delivery £20k

Total £348,821

1.4 The bid was for works in relation to two leisure centres at Exe Valley in Tiverton, Lords Meadow in Crediton and Culm Valley Sport Centre in Cullompton. The bid for works at Lords Meadow Leisure consists of the introduction of air source heat pump to reduce the heating load on the existing

gas boilers. Internal and external low energy lighting upgrade work, excluding the sports pitches, where LED (light emitting diode) lighting is not currently installed. The works at the remaining two sites consists of the installation of internal and external LED lighting excluding all but one sports pitch at Culm Valley Sports Centre.

- 1.5 The Salix grant funding includes the constraint of a very fast design and installation timetable, which if not met runs the risk of some of the funding being reclaimed by Salix. With this constraint in mind the method of procurement was considered in detail with the Council's experienced employer's agent and a single stage design chosen as the best methodology to engage a contractor swiftly for the air source heating pump installation at circa £20k of the total £310,821, whilst still safeguarding the Council's interests. This was procured by obtaining three quotations to ensure best value for money.
- 1.6 The short delivery timetable means that decision-making is crucial to the project running to time. Cabinet are being asked to delegate authority to take all necessary actions to deliver the projects, including any contract variations.

2.0 Climate Change

- 2.1 The projects delivers savings on carbon emissions at very little direct cost. Successful delivery of the projects not only signals the Council's commitment to its climate emergency declaration in action but will also demonstrate to Salix and central government that the Council can deliver other projects to reduce carbon emissions within the district. The external oversight of Salix adds an independent audit that the project is cost effective in terms of both carbon emissions and money.
- 2.2 The funding will allow energy efficiency measures, including the installation of an air source heat pump for reducing gas consumption, as well as both external and internal LED lighting, to be installed. These installed measures will mean that over the life of the assets CO2 emissions will be cut by up to 520 tonnes.

3.0 Procurement

- 3.1 The cost for retro fitting the low energy lighting (excluding all but one sports pitch) is the largest part of the project and therefore the highest value that has been through a tender exercise. The installation of the air source heat pump has been procured by obtaining three quotations to ensure value for money. The remaining project items for consultancy and the project support will be procured via the appropriate framework.
- 3.2 The return date for the LED lighting tender was on the 16 June 2021.
- 3.3 A total of 57 contractors expressed an interest in this project and seven contractors submitted a tender return. Four contractors priced all sections and submitted a programme showing completion within the time period allowed for the project.

- 3.4 The ITT asked questions under a number of headings that had either a pass/fail or a weighted score as set out in Table 2 below, these having been published within the ITT documents sent to the interested contractors. The weighting for the evaluation process is split 60% on cost and 40% on quality.
- 3.5 Levels of insurance were also required and contractors needed to confirm their ability to provide such levels of insurance.
- 3.6 The evaluation of returned submissions was undertaken by the Corporate Projects Officer and an independent Employers Agent. The scores from the evaluators were then averaged.
- 3.7 The results of the scoring and tender figures are shown below in Table 1 that included options on project delivery.

Table 1

Assessment area	Contractor 1	Contractor 2	Contractor 3	Contractor 4
Quality 40%	36.0	23.0	29.0	32.0
Price 60%	53.8	60.0	53.7	47.8
TOTAL	89.8	83.0	82.7	79.8

- 3.8 Table 2 shows the tender return sums with the names of the companies available on the restricted Annex A document.

Table 2

Tenderer	Tendered Sum
Contractor 1	£327,071
Contractor 2	£293,007
Contractor 3	£327,110
Contractor 4	£367,861

- 3.9 Table 3 shows tendered sum with reduced Client Provisional Sums (from £57K to £15K) and day work figures that were options on project delivery.

Table 3

Tenderer	Tendered Price for Works with £35k of Prov Sums and no day works
Contractor 1	£269,261
Contractor 2	£244,787
Contractor 3	£297,9510
Contractor 4	£342,1142

4.0 Financial Analysis

- 4.1 The cost of this project will be met from the Salix grant funding. The grant includes the support of consultants who will report into the Corporate Projects Officer, which will support the delivery of the project. This will improve the in-house capability of the Council in relation to projects of this type. The proposed project will also deliver financial and environmental benefits.
- 4.2 The Council's Revenue and Capital resources are under continuous pressure and the grants reduce that cost pressure and assist the Council with planned asset replacement costs, as well as delivering reduced electricity charges at circa £40k per annum.
- 4.3 A provision of £159k for heating improvements at Lords Meadow is included in the approved capital programme for 2023/24, this grant will reduce that expenditure by circa £20k. At that time, the likelihood was that this would be funded from borrowing and would therefore need to return to Cabinet for approval once a business case/tender had been put together, this will no longer be necessary.
- 4.4 Other relevant budget provisions in the 30-year corporate revenue maintenance programme were £40k estimated for replacing end of life fittings with LED lighting at Exe Valley Leisure Centre in 2022-23, with a further £40k in 23-24. At Lords Meadow Leisure Centre and Culm Valley Sports Centre, an additional £85k was spread over the 2022/23 and 2023/24 financial years.
- 4.5 The grant funding therefore reduces the cost pressure of maintenance on the general fund by £165k.
- 4.6 These cost items were to be funded from prudential borrowing and therefore reliant on the production of business cases demonstrating the affordability of the projects and a suitable return.

4.7 The financial allocation for the three grants that total (£348,821) are:

- £270K LED installation project
- £20K Consultancy, design and specification
- £20k Project delivery
- £18K Heat Decarbonisation Plan
- £20K ASHP LMLC

Total £348,821

5.0 Tender Observations

- 5.1 An arithmetical check of the tenders has been carried out. There were errors with two of the tender returns, which were clarified by the evaluation panel.
- 5.2 Upon selection of the successful tender submission, a detailed analysis of the items included within the tender can be undertaken, with the aim to find potential improved alternatives to replace those allowed for, without compromising the quality of the goods and works through value engineering.
- 5.3 Project delivery and value for money meetings will be carried out in house by the Corporate Projects Manager with the adhoc support of an Employers Agent to ensure independent quality of assurance.

6.0 Conclusion

- 6.1 The decarbonisation projects will assist the Council with their aim to be net zero by 2030 by reducing our carbon footprint by up to 520 tonnes over the life of the assets and will provide a heat decarbonisation plan to 2030.
- 6.2 The decarbonisation project will reduce the cost pressure on our capital and revenue budgets that includes our 30-year maintenance programme for replacing end of life assets, as well as reducing expenditure on electricity.
- 6.3 All three of the Salix grants must be claimed by the 30 September 2021; therefore, the projects have to be completed by that date.

Contact for more Information: Andrew Busby Corporate Manager for Property, Leisure & Climate Change – abusby@middevon.gov.uk (01884 234948).

Circulation of the Report: Deputy Leader and Cabinet Member for Housing and Property Services, Cabinet Member for the Environment and Climate Change and Leadership Team.

List of Background Papers: None.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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CABINET 6 JULY 2021:

ANNUAL REVIEW AGAINST THE CORPORATE PLAN FOR 2020/21

Cabinet Member Cllr Bob Deed
Responsible Officer Chief Executive, Stephen Walford

Reason for Report: To provide Members with an update on performance against the corporate plan and local service targets for 2020/21.

RECOMMENDATION:

- 1) That the Cabinet reviews the performance and feeds back any areas of concern.
- 2) That Cabinet approve the 4 year KPI targets against the Corporate Plan.

Relationship to Corporate Plan: Corporate Plan priorities and targets are effectively maintained through the use of appropriate performance indicators and regular monitoring.

Financial Implications: None identified

Legal Implications: None

Risk Assessment: If performance is not monitored we may fail to meet our corporate and local service plan targets or to take appropriate corrective action where necessary.

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

Climate Impact Assessment: A number of performance indicators are either directly or indirectly related to our corporate ambition to reduce carbon emissions. Monitoring the performance of these can help evaluate impact of Council interventions as well as guide future decisions on spend and investment.

1.0 Introduction

- 1.1 The Corporate Plan was approved by Cabinet on 16 January 2020 and runs from April 2020 until March 2024. This is the first annual report against the current Corporate Plan. The attached KPI appendices cover the entire financial year. Progress is monitored throughout the year by reporting against the declared Aims for each Priority identified.
- 1.2 In terms of the priorities for the coming year, the Cabinet will be focused on embedding a recovery from the pandemic, while trying to ensure that delivery against the corporate plan is back on track. As members will see from the KPI report, there are a number of areas that have been dramatically affected by the pandemic and it will be important to understand where these are inevitable

and understood 'blips' on a trajectory, where they might be structural changes caused by what's occurred in the last year, and most importantly how to get delivery back on track wherever possible to ensure that corporate aims can be met.

- 1.3 The proposed targets for the 4 years of the Corporate Plan 2020-2024 are attached as Appendix 6 for Cabinet's approval.

2.0 Environment Appendix 1

Aim - Increase recycling rates and reduce the amounts of residual waste generated

- 2.1 The final result for the recycling rate for the year was just below target at 53.5% compared to 53.12% last year. The residual waste was above target at 379.8Kg last year's final result was on target at 365Kg per household.
- 2.2 The waste service has experienced significantly increased levels of recycling and residual waste during lockdown periods, waste arisings have increased by 1975.57 tonnes compared to last year. All our near neighbours also saw an increase in residual waste per household. The service was also adversely affected by staff absences and constraints at the start of the pandemic.
- 2.3 Both measures for missed collections are better than target at 0.02% of all collections for the second year running.
- 2.4 The number of households paying for the chargeable garden waste service exceeded the target of 11,100 customers. An increase of 16.45% compared to the previous year; this is the largest increase since 2017/18.
- 2.5 Altogether a good set of results, the priority for 2021/22 is the three weekly waste collection trial which is due to start in July for three months. This will establish whether this is viable and how much of an improvement it might lead to in terms of recycling rates and a corresponding fall in residual Kg per household. Recycling rates need to significantly increase, so further work is likely to be needed to explore ways in which this could be achieved.

Aim - Encourage "green" sources of energy supply new policies and develop plans to decarbonise energy consumption in Mid Devon

- 2.6 At an extraordinary meeting of Full Council on 26 June 2019, Members voted unanimously to support an ambitious cut in carbon emissions; to aim for Mid Devon to become carbon neutral by 2030.
- 2.7 The Climate Change Strategy and Action Plan were approved by Cabinet on 1 October 2020. The Climate and Sustainability Specialist started on 1 March 2021.
- 2.8 The Council has secured more than £310,000 of Public Sector Decarbonisation Scheme grant to fund the installation of energy efficiency and cost-saving measures at its three leisure centres.

- 2.9 The Council will also receive an additional £38,000 in the form of two grants from Salix, which is administering the government funding. These two grants are specifically to assist the development of a Heat Decarbonisation Plan to 2030 (£18,000) and £20,000 for skilled project support on the delivery of our Public Sector Decarbonisation Scheme that will be rolled out to the leisure centres. All three funding schemes will help the Council take valuable steps closer to realising its ambition to become carbon neutral by 2030.

3.0 Homes Appendix 2

Aim - Deliver more affordable housing and greater numbers of social rented homes

- 3.1 No new council houses were built during 2020/21 but one right to buy property was bought back. However in March the Council announced plans to build more than 50 new council houses between 2021 and 2024. For 2021/22 a target of 17 has been set.
- 3.2 None of the targets for housing delivery have been met but it must be recognised that the Covid pandemic increased the challenges during 2020/21 with the industry being completely shut down during the first period of lockdown. In this light the number of completions should be viewed favourably.

Aims - Work with Community Land Trusts and other organisations to deliver homes retained in perpetuity for local need Support the establishment of Community Land Trusts in partnership with Parish Councils and other local bodies

- 3.3 Two Community Land Trusts were assisted during 2020/21 meeting the target.

Aim - Work with landlords to ensure the quality of homes in the private rented sector

- 3.4 Empty homes brought back into use were once again above target at 101 (138 last year).

Aim - Support and grow active tenancy engagement

- 3.5 A tenant survey was successfully completed with a response rate of 34%. Work is continuing on analysing the results and developing an action plan.
- 3.6 Staff continued to provide a high level of support to tenants while working from home during the pandemic. Repairs staff were redeployed to maintain corporate assets while non-urgent work was suspended during the first lockdown but have been working fairly normally throughout the remainder of the year. The teams received a lot of positive feedback from customers.

Aim - Work with local stakeholders to initiate delivery of the new garden village at Culm

- 3.7 Two stakeholder forums were held remotely during 2020/21, in August and September, on the Building with Nature accreditation and the Connecting the Culm project.

4.0 Economy Appendix 3

Aims - Identify strategic and tactical interventions to create economic and community confidence and pride in the places we live. This includes a continued focus on Town Centre Regeneration

Develop and deliver regeneration plans for all 3 main towns in partnership with Town and Parish Councils, private and third sector and communities Promote the regeneration of our Town Centres by working with landlords and property developers to improve and increase the supply of quality housing

- 4.1 Progress has been made on both the Tiverton Town Centre and Cullompton Town masterplans during 2020/21 with stage 2 consultations for both scheduled for 2021/22.
- 4.2 The Council's own retail properties have good occupancy rates with only three vacancies across the portfolio in Tiverton, one of which has been recently let subject to contract.
- 4.3 The number of empty business units across the district have reduced during 2020/21 and the number of business rate accounts has increased, although this is partly due to small businesses registering for the first time in order to secure grant funding. This is an encouraging sign of business resilience, however the next 6-9 months will be the test as national support mechanisms unwind and economic activity rebalances to its own level.
- 4.4 The Council has administered £36M of Covid grant funding to businesses over the course of the pandemic along with £2M of new rate reliefs. This was an enormous amount of work undertaken by staff from Revenues, Growth and Economic Development, redeployed Leisure staff and Finance.
- 4.5 Growth and Economic Development and Public Health staff have worked hard to help businesses and retail areas to open safely when they were allowed after the periods of lockdown.

Aim - the creation of South West Mutual Bank and seek opportunities to encourage new branches being opened in areas that aren't well-served by existing banking services providers

- 4.6 A meeting was held in December 2020 by the Deputy Chief Executive and the Cabinet Member for Finance with SW Mutual Bank's Director to receive an update on progress. Clearly, the prevailing Covid19 challenges have slowed down previously identified actions and delayed key milestones, however, at

the conclusion of the meeting it was agreed that a quarterly progress update report would be provided in the future.

5.0 Community Appendix 4

- 5.1 In addition to the business grant funding referred to above the Council has £534,410 funding specifically to help adversely affected individuals through Hardship funding and Self Isolation payments. For the latter the Council had 263 applications up to March 2021; 104 were paid (£52k), 144 rejected and 15 were awaiting assessment.

Aim - Secure decent digital connectivity for all of Mid Devon

5.2 Town centre Wi-Fi projects are proposed to be delivered in 2021.

Aim - Seek opportunities to address public health issues and disparities to improve the health and wellbeing of everyone in Mid Devon

- 5.3 Despite the Leisure centres being closed for several periods during the pandemic a few people were still referred under the various schemes and started in the Autumn. These programmes will continue in 2021/22.
- 5.4 During the closures Leisure staff were redeployed to other services including Street Scene, Planning, Housing, grant payments and NFI work. During the first lockdown some were working on the Shielding project and later with community testing at EVLC and vaccinations at LMLC.

6.0 Corporate Appendix 5

- 6.1 The Planning KPIs are all on target or better than target which, bearing in mind both the vacancies in key areas and the relatively undiminished volume of applications, is a significant success.
- 6.2 The responses to FOI requests have been 100% on time for two years.
- 6.3 The Council's own industrial units had 100% occupancy rates at the end of the year.
- 6.4 Collection rates for Council tax and NNDR are only slightly below target which is a real achievement during a pandemic when no formal recovery took place.
- 6.5 The Devon and Somerset Metro Board reached an important milestone in February, submitting a Strategic Outline Business Case to the Department for Transport to reopen stations at Cullompton and Wellington. This is a crucial step forward in the process of implementing improvements to the rail network including the provision of these new stations.

7.0 Recommendations

- 7.1 1) That the Cabinet reviews the performance and feeds back any areas of concern.
2) That Cabinet approve the 4 year KPI targets against the Corporate Plan.

Contact for more Information: Catherine Yandle Operations Manager for Performance, Governance and Health & Safety email: cyandle@middevon.gov.uk

Circulation of the Report: Leadership Team and Leader

Corporate Plan PI Report Environment

Monthly report for 2020-2021

Arranged by Aims

Filtered by Aim: Priorities Environment

For MDDC - Services

Key to Performance Status:

Performance Indicators:

No Data

Well below
target

Below target

On target

Above target

Well above
target

* indicates that an entity is linked to the Aim by its parent Service

Corporate Plan PI Report Environment

Priorities: Environment

Aims: Increase recycling and reduce the amount of waste

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Residual household waste per household (measured in Kilograms) (figures have to be verified by DCC)</u>	365.00	362.0	34.3	63.0	93.8	126.5	154.7	184.4	216.6	248.3	276.3	314.8	344.7	379.8	Darren Beer	(April - March) A 3.42% increase compared to previous year; The lockdown period has contributed to this rise due to residents creating more residual waste to be disposed

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Corporate Plan PI Report Environment

Priorities: Environment

Aims: Increase recycling and reduce the amount of waste

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
																of from home. (LD)
<u>Number of Fixed Penalty Notices (FPNs) Issued (Environment)</u>	17	No Target	0	0	4	4	4	5	10	10	10	10	10	10	Darren Beer	(March) Lockdown restrictions during March have reduced the occurrence of offences (LD)
<u>% of Household Waste Reused, Recycled and Composted (figures have to be verified by DCC)</u>	53.12%	54.5%	52.6%	53.7%	54.3%	54.3%	54.3%	55.4%	54.8%	54.6%	54.0%	53.7%	53.2%	53.5%	Darren Beer	(March) Waste arisings have increased by 1975.57 tonnes compared to last year with 1214.19 of those tonnes being recyclables the remaining 761.27 tonnes are residual waste which is encouraging however if the waste hierarchy is

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Corporate Plan PI Report Environment

Priorities: Environment

Aims: Increase recycling and reduce the amount of waste

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
																applied an emphasis on prevention and reuse would reduce waste arisings as well as residual waste. (LD)
<u>Number of Households on Chargeable Garden Waste</u>	10,007	11,100	10,007	10,837	10,928	11,088	11,154	11,245	11,251	11,176	11,232	11,315	11,501	11,653	Darren Beer	(March) An increase of 16.45% compared to the previous year; this is the largest increase since 2017/18. (LD)
<u>% of missed collections reported (refuse and organic waste)</u>	0.02%	0.03%	0.01%	0.02%	0.02%	0.01%	0.01%	0.02%	0.02%	0.02%	0.02%	0.02%	0.02%	0.02%	Darren Beer	(March) Missed collections for refuse/organic are 0.01% under the annual target (LD)
<u>% of Missed Collections logged (recycling)</u>	0.02%	0.03%	0.03%	0.03%	0.03%	0.03%	0.03%	0.03%	0.03%	0.03%	0.03%	0.02%	0.02%	0.02%	Darren Beer	(March) Missed collections for recycling

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Corporate Plan PI Report Environment

Priorities: Environment

Aims: Increase recycling and reduce the amount of waste

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
																collections are 0.01% under the annual target (LD)

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Corporate Plan PI Report Climate Change

Monthly report for 2020-2021
 Arranged by Aims
 Filtered by Aim: Priorities Climate Change
 For MDDC - Services

Key to Performance Status:

Performance Indicators:

No Data

Well below
target

Below target

On target

Above target

Well above
target

*

indicates that an entity is linked to the Aim by its parent Service

Page 149

Corporate Plan PI Report Climate Change

Priorities: Climate Change

Aims: Green Sources of Energy

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Electric Car Charger Units</u>	n/a	8	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	Jason Ball, Andrew Busby	(Quarter 4) Between 5 and 15 high potential locations identified. Options report submitted for Cabinet 13 May 2021 in order to empower officers to secure funded installations. (CY)

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Corporate Plan PI Report Climate Change

Priorities: Climate Change

Aims: Green Sources of Energy

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>New Solar Initiatives</u>	n/a	250	n/a	n/a		n/a	n/a	211	n/a	n/a	251	n/a	n/a	251	Jason Ball, Andrew Busby	(Quarter 4) 37 customers have now been accepted for solar panel installations and 8 for retrofit batteries (CY)
<u>Electric Car Charger usage</u>	n/a	2,000	11	58	139	399	762	994	1,248	1,342	1,513	1,603	1,712	1,867	Jason Ball, Andrew Busby	(March) Year finished slightly below target after effects of lockdowns earlier in the year (CY)

Aims: Biodiversity

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Corporate Tree Planting Scheme</u>	n/a	Develop corporate tree planting scheme by end 20/21	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	No	Jason Ball, Andrew Busby	(2020 - 2021) Post the national restrictions volunteers have now met again on the allocated area of land adjacent to Morrison's in Tiverton with a date on planting expected to be early in the New Year and Property Services also

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Corporate Plan PI Report Climate Change

Priorities: Climate Change

Aims: Biodiversity

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
																met Sustainable Crediton who are looking to plant trees at the end of January 2021 Cllr Slade has allocated Tiverton Tree Team £500 from his Mayor's Community Fund (CY)
<u>Community climate and biodiversity grants</u>	n/a	Funding agreed is first stage	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	No	Jason Ball, Andrew Busby	(2020 - 2021) Following a meeting with Mid Devon District Council, members of the St Lawrence Community Group and Sustainable Crediton have joined forces to take over planting up the flower beds on St Lawrence Green with pollinator friendly varieties. (CY)

Page 151

Aims: Retro-fitting measures

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Corporate</u>	n/a	1	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	1	Jason Ball,	(2020 - 2021) Carlu Close

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Corporate Plan PI Report Climate Change

Priorities: Climate Change

Aims: Retro-fitting measures

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Renewable Energy Projects</u>															Andrew Busby	solar PV project has been completed and the hydro project is a live planning application at present. (CY)
<u>ECO Flex</u>	n/a	600						424	550	637	744	818	909	1,032	Simon Newcombe	
<u>Housing Assistance Policy</u>	n/a	5	1	1	1	1	1	1	2	2	4	5	5	5	Simon Newcombe	
<u>Home Improvement Loans</u>	n/a	5	n/a	n/a	0	n/a	n/a	1	n/a	n/a	5	n/a	n/a	10	Simon Newcombe	(Quarter 4) As we are coming out of lockdown we are seeing a rise in enquiries which in turn leads to loans sanctioned. This is a great result given the difficulties of the last year. (TW)

Aims: Other

Corporate Plan PI Report Climate Change

Priorities: Climate Change

Aims: Other

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Community Schemes</u>	n/a		n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	Jason Ball, Andrew Busby	(Quarter 4) The C&S Specialist will enable community groups to promote sustainability activities and resources on the new climate website. (CY)
<u>Council Carbon Footprint</u>	n/a	19,000	n/a	n/a		n/a	n/a		n/a	n/a		n/a	n/a	19,439	Jason Ball, Andrew Busby	(Quarter 4) LED lighting and new boiler installation in Phoenix House, Carlu Close solar PV (CY)

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Corporate Plan PI Report Homes

Monthly report for 2020-2021
Arranged by Aims
Filtered by Aim: Priorities Homes
For MDDC - Services

Key to Performance Status:

Performance Indicators:

No Data

Well below
target

Below target

On target

Above target

Well above
target

* indicates that an entity is linked to the Aim by its parent Service

Corporate Plan PI Report Homes

Priorities: Homes

Aims: Deliver Housing

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Net additional homes provided</u>	n/a	393	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	335	Jenny Clifford, Simon Newcombe	(2020 - 2021) The annual target has not been met. However, house completions have been sustained notwithstanding the challenges that the Covid-19 pandemic has placed on the construction industry. (TP)
<u>Self Build Plots</u>	n/a	5	n/a	n/a	3	n/a	n/a	3	n/a	n/a	6	n/a	n/a	6	Jenny Clifford	(Quarter 3) Three custom and self build plots were permissioned in October 2020 on three sites. (TP)
<u>Gypsy & Traveller Pitches</u>	n/a	2	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	n/a	n/a	1	Jenny Clifford	(Quarter 4) 1 pitch implemented in January 2021. Planning permission has been granted for 5 pitches as part of mixed development at Pedlarspool, Crediton. (TP)
<u>Number of affordable</u>	133	94	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	30	Jenny	(2020 - 2021) Evidence shows that some

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Corporate Plan PI Report Homes

Priorities: Homes

Aims: Deliver Housing

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>homes delivered (gross)</u>															Clifford	delivery of Affordable Housing has been sustained on site allocations, but delivery overall has been impacted by the challenges the Covid 19 pandemic has placed on the construction industry. (TP)
<u>New Social Rent Council Houses</u>	26		n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	Andrew Busby, Simon Newcombe	(Quarter 4) We have converted 2 additional properties and bought back 2 RTB properties during the year (CY)
<u>Number of Homelessness Approaches</u>	n/a	721 for 2019/20	n/a	n/a	125	n/a	n/a	289	n/a	n/a	433	n/a	n/a	587	Simon Newcombe	

Aims: Community Land Trusts

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Community Land Trusts Assisted</u>	n/a	2	n/a	n/a		n/a	n/a	1	n/a	n/a	2	n/a	n/a	2	Jenny Clifford	(Quarter 4) Two CLTs have been assisted in the period 2020 - 2021 (Chawleigh Community Trust and Sampford Peverell Community Land Trust). (TP)

Aims: Private Sector Housing

Corporate Plan PI Report Homes

Priorities: Homes

Aims: Private Sector Housing

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Deliver homes by bringing Empty Houses into use</u>	138	72	1	9	26	31	34	44	59	60	71	78	88	101	Simon Newcombe	
<u>Houses in Multiple Occupation (HMOs) investigations</u>	n/a	100%						100%	100%	100%	100%	98%	92%	93%	Simon Newcombe	(February) 8 HMO enquiries received 5 have had initial investigation carried out. Covid restrictions, lack of resources and additional workload mean that not all HMO enquiries have been progressed. (TW)
<u>Landlord engagement and Support</u>	n/a	9	n/a	n/a	4	n/a	n/a	8	n/a	n/a	12	n/a	n/a	14	Simon Newcombe	(Quarter 4) Pin point and social media post (TW)

Aims: Council Housing

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>% Complaints Responded to On Time</u>	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	Simon Newcombe	
<u>Tenant Census</u>	n/a		n/a	n/a	34%	n/a	n/a	34%	n/a	n/a	34%	n/a	n/a	34%	Simon Newcombe	
<u>% Emergency Repairs</u>	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	Simon Newcombe	

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Corporate Plan PI Report Homes

Priorities: Homes

Aims: Council Housing

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Completed on Time</u>																
<u>% Urgent Repairs Completed on Time</u>	100.0%	95.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	99.1%	Simon Newcombe	
<u>% Routine Repairs Completed on Time</u>	99.3%	95.0%	100.0%	100.0%	100.0%	100.0%	98.4%	99.8%	100.0%	100.0%	99.5%	97.5%	100.0%	100.0%	Simon Newcombe	
<u>% Repair Jobs Where an Appointment Was Kept</u>	98.9%	95.0%	100.0%	100.0%	99.8%	100.0%	99.0%	99.7%	100.0%	100.0%	99.3%	99.6%	100.0%	99.0%	Simon Newcombe	
<u>% Properties With a Valid Gas Safety Certificate</u>	99.82%	100.0%	99.6%	99.4%	98.9%	98.9%	99.2%	99.4%	99.5%	99.5%	99.5%	99.4%	99.9%	99.4%	Simon Newcombe	

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Corporate Plan PI Report Economy

Monthly report for 2020-2021
 Arranged by Aims
 Filtered by Aim: Priorities Economy
 For MDDC - Services

Key to Performance Status:

Performance Indicators:	No Data	Well below target	Below target	On target	Above target	Well above target
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*
 Indicates that an entity is linked to the Aim by its parent Service

Corporate Plan PI Report Economy

Priorities: Economy

Aims: Incubator and start-up space

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Incubator and Start-up space</u>	n/a	Target not yet set as initial work required													Jenny Clifford	(February) Scoping exercise to understand requirements has been affected by staff redeployment into COVID-19 response work and will not now take place until later in 2021. (JC)
<u>Sites for Commercial Development</u>	n/a	2						0	0	0	0	0	0	0	Keith Ashton, Andrew Busby	(March) Kingmills/Simmons Place footprint for other sites. (CY)

Aims: Improve and regenerate our town centres

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Number of business rate accounts</u>	3,241	3,250	3,104	3,112	3,123	3,137	3,149	3,339	3,340	3,349	3,347	3,355	3,356	3,356	Dean Emery	
<u>Business Rates RV</u>	n/a		£45,355,994	£45,388,169	£45,354,679	£45,377,354	£45,470,574	£45,519,079	£45,519,379	£45,564,477	£45,584,367	£45,584,392	£45,577,552	£45,601,082	Dean Emery	
<u>Empty Business Properties</u>	n/a							267	258	304			250	244	Dean Emery	
<u>Tiverton Town Centre Masterplan</u>	n/a		n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a		Jenny Clifford, Adrian Welsh	(2020 - 2021) Projects associated with the masterplanning work have been

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Corporate Plan PI Report Economy

Priorities: Economy

Aims: Improve and regenerate our town centres

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
																considered by Cabinet in order to prepare for possible funding opportunities. Informed by this work a Community Renewal Fund bid has been submitted. Stage 2 consultation on the masterplan is programmed for Autumn 21. (JC)
<u>Cullompton Town Centre Masterplan</u>	n/a		n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a		Jenny Clifford, Adrian Welsh	(2020 - 2021) The draft masterplan was agreed for public consultation at the May 21 Cabinet meeting. Stage 2 public consultation is due to commence in June 21. (JC)
<u>Pannier Market Regular Traders</u>	n/a	Varies from 75 to 80% depending on the day							77.7%		77.0%	41.0%	35.7%	34.7%	Adrian Welsh	(March) Social distancing limitations and pandemic were still issues over this period. Early signs are encouraging following the 12 April 21 reopening and work continues to attract more traders to the market. (CY)
<u>West Exe North and South</u>	n/a		n/a	n/a	13	n/a	n/a	13	n/a	n/a	13	n/a	n/a	13	Keith Ashton, Andrew Busby	(Quarter 4) 92%, 1 unit vacant (CY)

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Corporate Plan PI Report Economy**Priorities: Economy****Aims: Improve and regenerate our town centres****Performance Indicators**

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Fore St Tiverton</u>	n/a		n/a	n/a	4	n/a	n/a	4	n/a	n/a	4	n/a	n/a	4	Keith Ashton, Andrew Busby	(Quarter 4) 80% 1 vacant unit, let STC (CY)
<u>Market Walk Tiverton</u>	n/a		n/a	n/a	13	n/a	n/a	13	n/a	n/a	14	n/a	n/a	14	Keith Ashton, Jason Ball, Andrew Busby	(Quarter 4) 93% 1 vacant unit, some interest being shown (CY)

Aims: Community Land Trusts**Performance Indicators**

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Community Land Trusts Assisted</u>	n/a	2	n/a	n/a		n/a	n/a	1	n/a	n/a	2	n/a	n/a	2	Jenny Clifford	(Quarter 4) Two CLTs have been assisted in the period 2020 - 2021 (Chawleigh Community Trust and Sampford Peverell Community Land Trust). (TP)

Aims: Digital Connectivity**Performance Indicators**

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Digital connectivity</u>	n/a	>24 Mbps	n/a	n/a		n/a	n/a		n/a	n/a		n/a	n/a		Adrian Welsh	(Quarter 4) Town centre wifi projects are still proposed to be delivered in 2021. (CY)

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Corporate Plan PI Report Community

Monthly report for 2020-2021

Arranged by Aims

Filtered by Aim: Priorities Community

Filtered by Flag: Exclude: Corporate Plan Aims 2016 to 2020

For MDDC - Services

Key to Performance Status:

Performance Indicators:	No Data	Well below target	Below target	On target	Above target	Well above target
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* indicates that an entity is linked to the Aim by its parent Service

Page 163

Corporate Plan PI Report Community

Priorities: Community

Aims: Health and Wellbeing

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Annual Community Safety Partnership (CSP) Action Plan</u>	n/a	12												12	Simon Newcombe	(March) Completed 20/21 Action Plan and project spend summary approved at May 2021 CSP Board meeting. Covid adjusted core project plan fully delivered and updated 21/22 plan

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Corporate Plan PI Report Community

Priorities: Community

Aims: Health and Wellbeing

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Safeguarding standards for drivers</u>	n/a	100%						100%					100%	100%	Simon Newcombe	approved. (SN) (February) Training has been delivered remotely/online during pandemic. All scheduled training completions due to end of Feb 2021 have been completed for those drivers retaining a licence (SN)
<u>Mental Health First Aiders</u>	n/a	5	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	n/a	n/a	0	Matthew Page	(Quarter 4) Refresher training has been provide for 2 staff and plans are in place to offer training to increase numbers in 21/22 (CY)
<u>National and regional promotions</u>	n/a	5	0	1	1	1	2	3	4	5	5	5	6	7	Simon Newcombe	(March) HHSRS national review (TW)

Aims: Community Involvement

Corporate Plan PI Report Community

Priorities: Community

Aims: Community Involvement

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>% of complaints resolved w/in timescales (10 days - 12 weeks)</u>	94%	90%	100%	100%	96%	91%	94%	93%	90%	90%	90%	90%	90%	90%	Lisa Lewis	(March) 32 closed at 1st check 39 closed at 2nd check (RT)
<u>Number of Complaints</u>	313		5	21	45	64	97	122	145	163	184	211	230	273	Lisa Lewis	(March) Actual number reported (CY)

Aims: Leisure Centres

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Health Referral Initiative starters</u>	n/a	15	0	0	0	0	0	0	4	2	0	0	0	0	Corinne Parnall	(March) covid-19 (K)
<u>Health Referral Initiative completers</u>	n/a	15	0	0	0	0	0	0	0	0	0	0	0	0	Corinne Parnall	(March) covid-19 (K)
<u>Health Referral Initiative</u>	n/a	5	0	0	0	0	0	0	0	0	0	0	0	0	Corinne Parnall	(March) covid-19 (K)

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Corporate Plan PI Report Community

Priorities: Community

Aims: Leisure Centres

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>conversions</u>																

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Corporate Plan PI Report Corporate

Monthly report for 2020-2021

Arranged by Aims

Filtered by Aim: Priorities Delivering a Well-Managed Council

For MDDC - Services

Key to Performance Status:

Performance Indicators:

No Data

Well below
target

Below target

On target

Above target

Well above
target*
Indicates that an entity is linked to the Aim by its parent Service

Corporate Plan PI Report Corporate

Priorities: Delivering a Well-Managed Council

Aims: South West Mutual Bank

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>South West Mutual Bank</u>	n/a		n/a	n/a	n/a	n/a	n/a		n/a	n/a	n/a	n/a	n/a		Andrew Jarrett	(October - March) A meeting was held in December 2020 by the Dep CE and the Cabinet Member for Finance with SW Mutual Bank's Director to receive an update on progress. Clearly, the prevailing Covid19 challenges have slowed down previously identified actions and delayed key milestones, however, at the conclusion of the meeting it was agreed that a quarterly progress update report would be provided in the future. (CY)

Aims: Commercial Opportunities

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Tiverton Other</u>	n/a		n/a	n/a	8	n/a	n/a	8	n/a	n/a	8	n/a	n/a	8	Keith Ashton,	(Quarter 4) 100% Occupancy (CY)

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Corporate Plan PI Report Corporate

Priorities: Delivering a Well-Managed Council

Aims: Commercial Opportunities

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
															Andrew Busby	
<u>Industrial Units Cullompton</u>	n/a		n/a	n/a	15	n/a	n/a	14	n/a	n/a	14	n/a	n/a	15	Keith Ashton, Andrew Busby	(Quarter 4) 100% Occupancy (CY)

Aims: Other

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>Sickness absence %</u>	3.27%	2.78%	n/a	n/a	2.17%	n/a	n/a	1.99%	n/a	n/a	1.89%	n/a	n/a	2.10%	Matthew Page	(Quarter 2) Short term sickness has considerably reduced due to a combination of the new sickness policy but also the impact of COVID-19 and WFH (as well as the need for staff to self isolate) (CY)
<u>Appraisals completed</u>	75%	100%	n/a	n/a	n/a	n/a	n/a	0%	n/a	n/a	n/a	n/a	n/a	97%	Matthew Page	(October - March) Deadline has been moved to the 31 March 2021 due to the

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Corporate Plan PI Report Corporate

Priorities: Delivering a Well-Managed Council

Aims: Other

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
																new online Appraisal/PDR system coming in and the need to train/upskill line managers and employees on how to use the system. (CY)
New Performance Planning Guarantee determine within 26 weeks	100%	100%	n/a	n/a	100%	n/a	n/a	100%	n/a	n/a	100%	n/a	n/a	100%	Jenny Clifford, Eileen Paterson	(Quarter 1) COVID-19 (RP)
Major applications overturned at appeal (over last 2 years)	2%	10%	n/a	n/a	4%	n/a	n/a	5%	n/a	n/a	4%	n/a	n/a	5%	Jenny Clifford, Eileen Paterson	
Major applications overturned at appeal % of appeals	10.00%		n/a	n/a	0%	n/a	n/a	0%	n/a	n/a	0%	n/a	n/a	0%	Jenny Clifford, Eileen Paterson	(Quarter 4) Target less than 10% (RP)
Minor applications overturned at appeal (over last 2	0%	10%	n/a	n/a	0%	n/a	n/a	0%	n/a	n/a	2%	n/a	n/a	2%	Jenny Clifford, Eileen Paterson	

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Corporate Plan PI Report Corporate

Priorities: Delivering a Well-Managed Council

Aims: Other

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
<u>years)</u>																
<u>Minor applications overturned at appeal % of appeals</u>	13%		n/a	n/a	0.25%	n/a	n/a	0.25%	n/a	n/a	1.73%	n/a	n/a	1.66%	Jenny Clifford, Eileen Paterson	
<u>Response to FOI Requests (within 20 working days)</u>	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	Catherine Yandle	
<u>Working Days Lost Due to Sickness Absence</u>	8.12days	7.00days	n/a	n/a	1.41days	n/a	n/a	2.61days	n/a	n/a	4.18days	n/a	n/a	5.80days	Matthew Page	
<u>Staff Turnover</u>	n/a	14.0%	n/a	n/a		n/a	n/a		n/a	n/a	12.7%	n/a	n/a	15.0%	Matthew Page	(Quarter 4) We are in line with the sector in terms of staff turnover (CY)
<u>% total Council tax collected - monthly</u>	98.50%	98.50%	10.72%	19.37%	28.02%	36.82%	45.54%	54.55%	64.10%	73.26%	80.75%	91.27%	94.34%	96.96%	Dean Emery	
<u>% total NNDR collected - monthly</u>	99.20%	99.20%	10.09%	16.52%	31.01%	38.88%	47.90%	55.45%	62.86%	70.21%	77.03%	84.56%	90.94%	96.81%	Dean Emery	(August) COVID effect and no formal recovery. Better to compare actuals in prev yr and work out the

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Corporate Plan PI Report Corporate

Priorities: Delivering a Well-Managed Council

Aims: Other

Performance Indicators

Title	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Group Manager	Officer Notes
																value down c £104,190 (DE)

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Key Performance Indicators 2020-24

Corporate References			KPI Details							Context / Narrative		Lead Officer
KPI ref	PDG or Corporate	Cabinet Member	Description of Indicator	Measurement	Current / Historical Performance	20/21 Target	21/22 Target	22/23 Target	23/24 Target	Benchmarking	Any other Comments	Responsible Officer
		<i>Name of relevant member</i>	<i>Written description</i>	<i>How it is measured? (RAG, %, weight, number, deadline?)</i>	<i>Give last year's data, or previous trend, or explain new indicator? 19/20 Actual(target)</i>				<i>End of current Corporate Plan where do we need to be?</i>	<i>Why have we proposed the target at this level? Comparison with Devon districts PLUS LG benchmarking family (not just Devon!)</i>	<i>Any other relevant comments from the service</i>	<i>Name of relevant Manager</i>
01	ENV	Colin Slade	Residual Waste per Household	Weight	365 (365) kg	362 kg	362 kg	359kg	356kg	Devon average 351.5KG we are third highest (lower is better).	Covid has led to being below target in the current year, targets can be revised with information gleaned from the 3 weekly pilot scheme as appropriate later in the year. Defra EPR and DRS proposals may impact	Darren Beer
02	ENV	Colin Slade	% Waste Reused, Recycled & Composted	%	53 (54) %	54.50%	54.50%	56.00%	58.00%	Devon average 51% we are third lowest (higher is better). DCC Stretch target 70% by 2025		Darren Beer
03	ENV	Colin Slade	Number of FPNS Issued	Number	18	None	None	None	None	Responsive	Target not appropriate	Darren Beer
04	ENV	Colin Slade	Missed collections waste	%	0.02 (0.03) %	0.03%	0.03%	0.03%	0.03%	L-T target	Very low numbers missed, leave as is	Darren Beer
05	ENV	Colin Slade	Missed collections recycle	%	0.02 (0.03) %	0.03%	0.03%	0.03%	0.03%	L-T target		Darren Beer
06	ENV	Colin Slade	Garden Waste Customers	Number	10007 (10000)	11100	11200	11200	11200	Internal 2016/20 CP target	Stay at home guidance has led to achieving better than increased target but this is unlikely to be sustained. Outcome of Defra Consistency in Household and Business Recycling proposals may impact in 23-24	Darren Beer
07	Climate	Colin Slade	Council Carbon Footprint	Number	20402 baseline	19000 CO2t	18250 CO2t	17807	17187	Initiatives identified for 20/21 from the action Plan	Refer to Adopted Climate Change Action Plan	Andrew Busby
08	Climate	Colin Slade	New Solar Initiatives	Number	211	250	Completed			Sign-ups to Solar Together	Sign-ups now closed, we could report resultant solar panel and retrofit battery installations	Andrew Busby
09	Climate	Colin Slade	Corporate Renewable Energy Projects	Number	New	1	4	2	2	Carlu close 20/21	Leisure x3, Green tariff, Hydromills start only, to continue into 2023	Andrew Busby
10	Climate	Colin Slade	Electric Car Charger usage	Number	2000	2000	2300	2700	3000	Number of uses per year		Andrew Busby
11	Climate	Colin Slade	Electric Car Charger units	Number	New	8	8	8	8	2 per main town and 2 more		Andrew Busby
12	Climate	Colin Slade	Eco Flex sign ups	Number	New	600	300	300	tb - scheme may end	Each LA sets its own grant criteria (Statement of Intent) based on their local circumstances	May cease after 21/22 target 300 next year	Simon Newcombe
13	Climate	Colin Slade	Home Improvement Loans Lendology CIC scheme	Number	New	5	10	10	10	Will be 10 in future. MDDC currently third highest in number of loans approved.	Subject to ongoing capital injections via surplus BCF funding	Simon Newcombe
14	Climate	Colin Slade	Housing Assistance Policy	Number	New	5	5	5	5	Major schemes ECO Flex top-ups. See ECO Flex for benchmarking challenges	Vulnerable persons only	Simon Newcombe
15	Climate	Colin Slade	Corporate Tree Planting Scheme	RAG	New	Yes/No	500	500	1000	Develop scheme/Secure funding	Numbers to be reported in future target 500-1000	Andrew Busby
16	Climate	Colin Slade	Community Climate & Biodiversity Grants	RAG	New	Yes/No	Agree funding			Agreeing funding is the first stage	Numbers to be reported in future	Andrew Busby
17	Climate	Colin Slade	Community Schemes	Number	New	4	4	4	4	Work with TCs to improve public assets	Climate conversations	Andrew Busby

Corporate References			KPI Details							Context / Narrative		Lead Officer
KPI ref	PDG or Corporate	Cabinet Member	Description of Indicator	Measurement	Current / Historical Performance	20/21 Target	21/22 Target	22/23 Target	23/24 Target	Benchmarking	Any other Comments	Responsible Officer
18	ECON	Richard Chesterton	Tiverton Town Centre Masterplan	RAG	New	Yes/No	Stage 2 consultation complete	Final adoption by council		Suite of town centre health check indicators to be developed which will aid understanding of health in relation to others and impact of recovery/ regeneration efforts	Review of TC vision, reassess geographic areas for intervention, prioritisation and id of quick win projects, adoption of SPD and delivery plan	Jenny Clifford
19	ECON	Richard Chesterton	Cullompton Town Centre Masterplan	RAG	New	Yes/No	Stage 2 consultation complete	Final adoption by council		Suite of town centre health check indicators to be developed which will aid understanding of health in relation to others and impact of recovery/ regeneration efforts	Adopt the masterplan following stage 2 consultation	Jenny Clifford
19	ECON	Richard Chesterton	Crediton Town Centre Masterplan	RAG	New		Stage 1 issues consultation completed	Stage 2 consultation complete	Final adoption by council	Suite of town centre health check indicators to be developed which will aid understanding of health in relation to others and impact of recovery/ regeneration efforts	Consultants appointed and stage 1 issues consultation complete.	Jenny Clifford
20	ECON	Richard Chesterton	Incubator/Start-up Space planning applications	Number	New	see note	2	1	1	Sites already in operation in Cullompton and Tiverton	Approx. one a year in previous years. Sites may come forward through a range of models including privately.	Jenny Clifford
21	ECON	Bob Evans	Sites for Commercial Development	Number	New	2 acres	2 acres	2 acres	1 acre	Acreage acquired	0.75 hectare/ 1.8 acres of usable space.6 units @ Simmons Place and 11 @ Kings Mill.	Andrew Busby
22	ECON	Richard Chesterton	Business Rates Accounts	Number	3241	None	None	None	None	Proxy for business births and deaths	To monitor change	Dean Emery
23	ECON	Richard Chesterton	Rateable Value NNDR	£0	New	None	None	None	None	Financial measure	To monitor change	Dean Emery
24	ECON	Richard Chesterton	Empty Properties (EPR)	Number	New	None	None	None	None	Instead of Empty shops	To monitor change	Dean Emery
25	ECON	Richard Chesterton	Pannier Market Regular traders	%	New	None	85%	85%	85%	Varies between markets on different days. 75% trader occupation Tues, 80% trader occupation Fri and Sat	Baseline 3 year rolling average 2017/2020 (2020/21 figures excluded due to lockdown) Tuesdays 78%, Friday 89%, Saturday 80%	Adrian Welsh
26	ECON	Richard Chesterton	Community Land Trusts assisted	Number	New	1	1	1	1	There are few CLTs operating in the District currently	Monitor CLT activity	Jenny Clifford
27	ECON	Bob Evans	Corporate Retail Units Occupancy rates	Number	New	None	90%	90%	90%	3 separate PIs for MDDC units	% actual occupancy reported, 5.5% ROI	Andrew Busby
28	HOMES	Bob Evans/Richard chesterton	Net Additional Homes delivered	Number	New	393	393	393	393	National benchmarking via Housing Delivery Test and Local Plan Review annual delivery rate. HDT target exceeded last 2 years	Link to Housing Delivery Test and monitoring of Local Plan delivery	Jenny Clifford
29	HOMES	Bob Evans	Affordable Homes delivered	Number	94 (100)	94	94	94	94	Local Plan target	Target derived from Local Plan. 25% First Homes for purchase and remainder for rent via other registered providers.	Jenny Clifford
30a	HOMES	Bob Evans	Build Council Houses	Number	26 (26)	None	17	15	5	Housing Strategy/Secure Planning permission	Mix of modular (Pods) and traditional build inc. infill and redevelopment sites. 1-4-1 receipt programme only - emerging Housing Strategy identifies 60 units in 1-4-1 programme 21-25 all social rent.	Andrew Busby/Simon Newcombe

Corporate References			KPI Details							Context / Narrative		Lead Officer
KPI ref	PDG or Corporate	Cabinet Member	Description of Indicator	Measurement	Current / Historical Performance	20/21 Target	21/22 Target	22/23 Target	23/24 Target	Benchmarking	Any other Comments	Responsible Officer
30b	HOMES	Bob Evans	Build Council Houses	Number	None	None	None	70		Housing Strategy/Secure Planning permission	Strategy identifies further 100 units (affordable rent) into housing stock via non-1-4-1 mechanisms 21-25 inc. 70 @ Post Hill.	Andrew Busby/Simon Newcombe
31	HOMES	Richard Chesterton	Self build plots delivered	Number	New	5	5	5	5	Number of plots delivered	Target derived from Local Plan	Jenny Clifford
32	HOMES	Richard Chesterton	Gypsy & traveller pitches delivered	Number	New	2	2	2	2	Number of pitches	Target derived from Local Plan	Jenny Clifford
33	HOMES	Bob Evans	Empty Homes brought back into use	Number	138 (72)	72	72	72	72	Comparison with national average benchmark of 0.85% of all registered properties	Subject to Housing strategy and further funding being agreed. 388 properties being monitored	Simon Newcombe
34	HOMES	Bob Evans	HMOs investigations	Number	New		100%	100%	100%	All potential HMOs reported investigated	Average period to date	Simon Newcombe
35	HOMES	Bob Evans	Landlord Engagement	Number	New	9	9	10	10	Events/webinars	Increased emphasis post Covid	Simon Newcombe
36	HOMES	Bob Evans	Homeless Approaches	Number	721	None	None	None	None	Benchmarking is done on prevention duty accomodation secured for 6+ months we are 74% v South West 61%	Monitor due to increased risk	Simon Newcombe
37	HOMES	Bob Evans	Tenant Census Response Rate	%	New	34%	Develop Action Plan	Number of actions delivered (tbc once Action Plan formalised)	40%	Census is based on a selection of agreed national Qs. Carry out analysis and adopt Action Plan	Census isn't annual - every four years or so.Revert back to response rate for a new survey 23/24 with increased response target	Simon Newcombe
38	HOMES	Bob Evans	% Properties With a Valid Gas Safety Certificate	%	99.9 (100)%	100%	100%	100%	100%	Statutory Target		Simon Newcombe
39	HOMES	Bob Evans	Complaints responded to on time	%	100 (100)%	100%	100%	100%	100%	Housing Ombudsman Service Complaints Handling Code		Simon Newcombe
40	HOMES	Bob Evans	Emergency Repairs	%	100 (100)%	100%	100%	100%	100%	Other Councils >95%		Simon Newcombe
41	HOMES	Bob Evans	Urgent Repairs	%	100 (100)%	95%	95%	95%	95%	Other Councils >95%		Simon Newcombe
42	HOMES	Bob Evans	Routine repairs	%	99.3 (100)%	95%	95%	95%	95%	Other Councils >95%		Simon Newcombe
43	HOMES	Bob Evans	Repairs appointments kept	%	98.9 (100)%	95%	95%	95%	95%	Other Councils >95%		Simon Newcombe
44	COMM	Dennis Knowles	Community Safety Partnership Action Plan	Number	New	12	12	tbc - annual plan	tbc - annual plan	Actions/interventions identified in plan	From CSP Action Plan adopted annually/dependant on OPCC funding - commissioning based from 22/23	Simon Newcombe
45	COMM	Dennis Knowles	Safeguarding Standards for Drivers (Licensing)	%	New	100%	100%	100%	100%	DBS checks/Safeguarding Training	H&S	Simon Newcombe
46	COMM	Dennis Knowles	Mental Health 1st Aiders trained	Number	New	5	5	Maintain level	Maintain level		Increase from current 10 trained	Matthew Page
47	COMM	Dennis Knowles	National and Regional Promotions	Number	New	5	5	7	7	Monitor success in engagement with promotions through SM contacts and web hits	Re Health & Wellbeing	Simon Newcombe
48	COMM	Dennis Knowles/Richard Chesterton	Digital Connectivity Super fast Coverage	%	New	>24 Mbps	Lobby	Lobby	Lobby	Superfast broadband definition by Govnt >24 Mbps, CDS >30 Mbps	Customer digital accessibility survey	Adrian Welsh
49	COMM	Nikki Woollatt	Health Referral Initiatives Starters	Number	New	15	15	15	20	Suspended because of Covid	All Schemes: Cancer Rehab Escape Pain (not funded) Strength & Balance Cardiac Rehab & GP referrals	Lee Chester
50	COMM	Nikki Woollatt	Health Referral Initiatives Completers	Number	New	10	10	10	15	Suspended because of Covid		Lee Chester
51	COMM	Nikki Woollatt	Health Referral Initiatives Conversions	Number	New	5	5	5	10	Suspended because of Covid		Lee Chester
52	COMM	Nikki Woollatt	Complaints received	Number	313	None	None	None	None	A spike may indicate service delivery issues		Lisa Lewis
53	COMM	Nikki Woollatt	Complaints resolved on time (stage 1)	%	94 (90)%	90%	90%	90%	90%	Indications so far are other councils monitor satisfaction not time taken	Being reviewed may be more useful to monitor stage 2 complaints	Lisa Lewis

Corporate References			KPI Details							Context / Narrative		Lead Officer
KPI ref	PDG or Corporate	Cabinet Member	Description of Indicator	Measurement	Current / Historical Performance	20/21 Target	21/22 Target	22/23 Target	23/24 Target	Benchmarking	Any other Comments	Responsible Officer
54	CORP	Andrew Moore	South West Mutual Bank	RAG	New	None	None	None	None	Monitor Progress	DCE to provide 1/4trly updates on progress during 21/22	Andrew Jarrett
55	CORP	Bob Evans	Corporate Commercial Units Occupancy rates	Number	New	None	90%	90%	90%	2 separate Pls MDDC units	% actual occupancy reported, 5.5% ROI	Andrew Busby
56	CORP	Nikki Woollatt	Working days Sick	Number	8 (7)	7 days	7 days	7 days	7 days	Sw Councils an d Public Sector data	Sickness likely to rise post pandemic	Matthew Page
57	CORP	Nikki Woollatt	Sickness Absence	%	2.78 (3.27)%	2.78%	2.78%	2.78%	2.78%	SW Councils and Public Sector data	Sickness likely to rise post pandemic	Matthew Page
58	CORP	Nikki Woollatt	Staff Turnover	%	18%	14%	15%	14%	14%	SW Councils and Public Sector data	Aggressive headhunting in some service areas and post pandemic movement could lead to spikes in turnover.	Matthew Page
59	CORP	Nikki Woollatt	Appraisals completed	%	New	100.00%	100.00%	100.00%	100.00%	By 31 March annually	Online system allows us to track full completion of Appraisals	Matthew Page
60	CORP	Andrew Moore	Council Tax Collection rate	%	98.5 (98.5)%	98.50%	96.00%	98.50%	98.50%	Broadly the same across Devon/Somerset	Rate used in Taxbase calculation	Dean Emery
61	CORP	Andrew Moore	NNDR Collection rate	%	99.2 (99.2)%	99.20%	97.00%	99.20%	99.20%	Broadly the same across Devon/Somerset	Projected rate post Covid	Dean Emery
62	CORP	Dennis Knowles	FOI on time	%	100 (100)%	100%	100%	100%	100%	Statutory target 90%	100% on time since April 2019	Catherine Yandle
63	CORP	Richard Chesterton	Major applications overturned at Appeal	%	2 (10)%	<10%	<10%	<10%	<10%	National Target allowing benchmarking	Measured on a 2 year rolling basis	Myles Joyce
64	CORP	Richard Chesterton	Major Appeals	%	10%	None	none	none	none	% of major appeals allowed. Can be tracked, but as this is not a national indicator we are not able to benchmark against others	Locally requested	Myles Joyce
65	CORP	Richard Chesterton	Non-major applications overturned at Appeal	%	0 (10)%	<10%	<10%	<10%	<10%	National Target allowing benchmarking	Measured on a 2 year rolling basis	Myles Joyce
66	CORP	Richard Chesterton	Non-major Appeals	%	13%	None	None	None	None	% of non major appeals allowed. Can be tracked, but as this is not a national indicator we are not able to benchmark against others	Locally requested	Myles Joyce
67	CORP	Richard Chesterton	Cost of Appeals	£	New	None	none	none	none	Cannot be benchmarked against other Councils. Data not readily available	Cost to MDDC arising from Planning Inspector decisions over appeal award claims for unreasonable behaviour (doesn't include MDDC costs)	Myles Joyce
68	CORP	Richard Chesterton	Performance Planning Guarantee	%	99 (100)%	100%	100%	100%	100%	Statutory target. Widespread use of extensions of time across Councils to meet planning guarantee	Addressed through seeking extensions of time to reduce risk of planning fee return. Need to reduce reliance upon extensions of time and determine within target timescale of application	Myles Joyce

MID DEVON DISTRICT COUNCIL – NOTIFICATION OF KEY DECISIONS

July 2021

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

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Tree Conservation and Maintenance Policy 5 yearly review	Environment Policy Development Group Cabinet	13 Jul 2021 3 Aug 2021	Andrew Busby, Corporate Manager for Property, Leisure and Climate Change Tel: 01884 234948	Cabinet Member for the Environment and Climate Change (Councillor Colin Slade)	Open
Public Spaces Protection Order To receive the Public Spaces Protection Order after public consultation and recommend adoption to Cabinet.	Environment Policy Development Group Cabinet	13 Jul 2021 3 Aug 2021	Vicky Lowman, Environment and Enforcement Manager	Cabinet Member for the Environment and Climate Change (Councillor Colin Slade)	Open
Tree Policy To receive the 5 yearly review of the Tree Policy	Environment Policy Development Group Cabinet	13 Jul 2021 3 Aug 2021	Andrew Busby, Corporate Manager for Property, Leisure and Climate Change Tel: 01884 234948	Cabinet Member for the Environment and Climate Change (Councillor Colin Slade)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Fees and Charges - Private Sector Housing To consider fees and charges.	Homes Policy Development Group Cabinet	20 Jul 2021 3 Aug 2021	Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615	Cabinet Member for Housing and Property Services (Councillor Bob Evans)	Open
Aids and Adaptations Policy To consider a revised policy.	Homes Policy Development Group Cabinet	20 Jul 2021 3 Aug 2021	Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615	Cabinet Member for Housing and Property Services (Councillor Bob Evans)	Open
Housing Strategy (first draft) with formal consultation plan To consider the draft strategy.	Homes Policy Development Group Scrutiny Committee Cabinet	20 Jul 2021 16 Aug 2021 31 Aug 2021	Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615	Cabinet Member for Housing and Property Services (Councillor Bob Evans)	Open
Playing Pitch Strategy To consider the Playing Pitch Strategy for consultation.	Cabinet	3 Aug 2021	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Housing Infrastructure Fund - Update on Projects To receive an update on the Housing Infrastructure Plan.	Cabinet	3 Aug 2021	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Part exempt
Cullompton Higher Bullring Public Realm Enhancement Project - Landscape Designer Tender Recommendation The Cullompton Higher Bullring Public Realm Enhancement project, delivered in partnership with Devon County Council, seeks to enhance the heritage setting of the Higher Bullring public realm while providing a flexible, extended community space for community events and cultural activities. Landscape design consultants are to be appointed to take forward the public realm design in consultation with the community.	Cabinet	3 Aug 2021	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Part exempt

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Draft MDDC Litter Strategy To receive the MDDC Litter Strategy	Environment Policy Development Group Cabinet	7 Sep 2021 28 Sep 2021	Darren Beer, Operations Manager for Street Scene	Cabinet Member for the Environment and Climate Change (Councillor Colin Slade)	Open
Contracted Out Enforcement Duties To receive a report on the options to engage an external contractor for additional littering and dog fouling enforcement duties in the district.	Environment Policy Development Group Cabinet	7 Sep 2021 28 Sep 2021	Darren Beer, Operations Manager for Street Scene	Cabinet Member for the Environment and Climate Change (Councillor Colin Slade)	Open
Devon and Torbay Waste Strategy Management Plan To receive a report which outlines the new draft Resource and Waste Management Strategy for Devon and Torbay following public consultation.	Environment Policy Development Group Cabinet	7 Sep 2021 28 Sep 2021	Darren Beer, Operations Manager for Street Scene	Cabinet Member for the Environment and Climate Change (Councillor Colin Slade)	Open
Information with regard to the possible creation of a Teckal compliant company To consider advice	Homes Policy Development Group	14 Sep 2021	Stephen Walford, Chief Executive Tel: 01884 234201	Cabinet Member for Housing and Property Services (Councillor Bob	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
surrounding the possibility of creating a new Teckal-compliant company entity.	Cabinet	28 Sep 2021		Evans)	
Town and Parish Charter To receive the 3 yearly review of the Town and Parish Charter	Community Policy Development Group Cabinet	21 Sep 2021 28 Sep 2021	Jill May, Director of Business Improvement and Operations Tel: 01884 234381	Cabinet Member for Community Well Being (Councillor Dennis Knowles)	Open
Customer Care Policy To receive the 3 yearly review of the Customer Care Policy	Community Policy Development Group Cabinet	21 Sep 2021 28 Sep 2021	Lisa Lewis, Corporate Manager for Business Transformation and Customer Engagement Tel: 01884 234981	Cabinet Member for Community Well Being (Councillor Dennis Knowles)	Open
Housing Strategy (final version for approval) To consider the Housing Strategy.	Cabinet	26 Oct 2021	Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615	Cabinet Member for Housing and Property Services (Councillor Bob Evans)	Open
Strategic Grants and Service Level Agreement To receive a report from Grants Working Group on	Community Policy Development Group	16 Nov 2021	John Bodley-Scott, Economic Development Team Leader	Cabinet Member for Community Well Being (Councillor	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
the Strategic Grants and Service Level Agreement Programme 2022-2023	Cabinet	30 Nov 2021		Dennis Knowles)	
Council Tax Reduction Scheme & Exceptional Hardship Policy To receive the Council Tax Reduction Scheme and the updated Exceptional Hardship Policy.	Community Policy Development Group Cabinet	16 Nov 2021 30 Nov 2021	Dean Emery, Corporate Manager for Revenues, Benefits and Recovery	Cabinet Member for Finance (Councillor Andrew Moore)	Open
Leisure Pricing Policy To receive a report from the Leisure Manager on the fees and charges delegated decision to the Cabinet Member for Community Well-Being	Community Policy Development Group Cabinet	16 Nov 2021 30 Nov 2021	Lee Chester, Leisure Manager	Cabinet Member for Community Well Being (Councillor Dennis Knowles)	Open

CABINET **6 JULY 2021**

3 Rivers Developments Limited – Annual Report

Cabinet Members: Councillor Bob Evans – Deputy Leader and Cabinet Member for Housing & Property / Councillor Andrew Moore – Cabinet Member for Finance

Responsible Officers: Deputy Chief Executive (S151) – Andrew Jarrett

Reason for Report: To provide Cabinet an Annual Report which also includes the Company's Accounts as per the conditions of the Shareholder Agreement.

RECOMMENDATION: That Cabinet note the Company's Annual Report (which includes its annual accounts).

Relationship to Corporate Plan: 3 Rivers Developments Limited's (3Rivers) primary objective is to generate future returns in order to grow the business and to recycle monies made back to the Council to mitigate some of the cuts in Government funding.

Financial Implications: The Council has a duty to obtain value for money. All financial interactions between the Council and 3Rivers are carried out at commercially evidenced rates and subject to individual loan agreements.

Legal Implications: This report is prepared in accordance with the Shareholder Agreement, Company's Memorandum and Articles of Association.

Risk Assessment: Detailed within the report.

Equality impact assessment: No equality issues identified for this report.

Impact on climate change: 3Rivers is a commercial organisation and where deliverable sustainable options are available they are utilised. However, as a commercial organisation it is acknowledged that where there is a significant cost differential and what the market will sustain that this plays heavily in the choices made.

1.0 Introduction

- 1.1 This report is provided to the Council in compliance with the terms of the Shareholder Agreement and looks back at the Company's performance during 2020/21 and, in addition, includes its company accounts. These accounts have been produced by Paul Steele, Chartered Accountants, and have been fully consolidated into the Council's accounts as per the prevailing accounting standards.

2.0 Annual Report and Accounts

- 2.1 Attached to this report are the Company's Annual Report and Financial Statements for the period from 1 April 2020 to 31 March 2021.
- 2.2 This report also details the Company's progress and project performance for the 12 month period to 31 March 2021.
- 2.3 The attached Annual Report gives a detailed overview of company achievements, an update on governance improvements, discusses the impact of Covid19, updates on project progress, gives a view on future sites and summarises overall financial performance.
- 2.4 In addition, the appended company accounts of 3Rivers have now been produced by Paul Steele, their external accountants, for the 12 month period ending 31 March 2021. These accounts show all the expenditure and income that has been incurred/generated based on the activities of a property development company. Clearly, the first few years of trading would show an operating loss whilst the Company is established and beginning to acquire land assets and commences/delivers its first few developments.
- 2.5 The main highlights of the 2020/21 financial year were:
- Generated £1.95m in sales from 6 units at the Threwstones, Tiverton and The Orchard, Halberton
 - Ongoing delivery of St. Georges Court, Tiverton and early planning work for sites at Bampton and Tiverton. This results in £8.7m of work in progress.
 - New appointments of a Finance and Non-Executive Director with significant housing market experience.
 - The Company has increased its overall borrowing by £1.7m to £10.2m.
 - During 2020/21 the company has paid the Council £496k in interest on a portfolio of loans and £124k for services rendered (office accommodation, staff recharges, IT support, etc.) resulting in a total financial benefit of £620k.

3.0 Project Progress Update

- 3.1 In addition to the Annual Report and Accounts, the Company has also provided its usual update on individual project progress and an associated corporate risk assessment.

- 3.2 It has recently been agreed that this information will only be formally reported at Cabinet on a bi-monthly basis in the future due to the relatively minimal material changes in project delivery recorded on a monthly basis.

4.0 Conclusion

- 4.1 Undoubtedly, 2020/21 has been a challenging year for 3Rivers. The implications of Covid19 on the local/national supply chain and the associated enforced lockdowns has resulted in significant unforeseen project delays. In addition, the work required to respond to the Council's governance and financial reviews have both had a detrimental impact on the Company's overall financial position.
- 4.2 However, after delivering two more profitable projects in 2020/21, the recent arrival of two new senior directors, the addition of some interesting new projects and with the opportunity of more, the future appears a positive one for the Company.

Contact for more information: Andrew Jarrett, Deputy Chief Executive (S151)
(ajarrett@middevon.gov.uk)

Circulation of the report: Cabinet and Leadership Team

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