

Public Document Pack

Mid Devon District Council

Scrutiny Committee

Monday, 19 July 2021 at 2.15 pm
Exe Room, Phoenix House, Tiverton

Next ordinary meeting
Monday, 16 August 2021 at 2.15 pm

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/99500567076?pwd=VzloYWowZDArbkl2NmVNSHlwaUMvdz09>

Meeting ID: 995 0056 7076

Passcode: 317837

One tap mobile

08000315717,,99500567076#,,,,*317837# United Kingdom Toll-free

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Meeting ID: 995 0056 7076

Passcode: 317837

Membership

Cllr B G J Warren

Cllr G Barnell

Cllr E J Berry

Cllr Mrs F J Colthorpe

Cllr L J Cruwys

Cllr Mrs S Griggs

Cllr P J Heal

Cllr F W Letch

Cllr S Pugh

Cllr R F Radford

Cllr Ms E J Wainwright

Cllr A Wilce

AGENDA

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

1 **APOLOGIES AND SUBSTITUTE MEMBERS**
To receive any apologies for absence and notices of appointment of substitute Members (if any).

2 **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.

3 **HYBRID MEETINGS PROTOCOL** (*Pages 5 - 12*)
Members to note the Hybrid Meetings Protocol.

4 **PUBLIC QUESTION TIME**
To receive any questions relating to items on the Agenda from members of the public and replies thereto.

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

5 **MINUTES OF THE PREVIOUS MEETING** (*Pages 13 - 20*)
Members to consider whether to approve the minutes as a correct record of the meeting held on 21st June 2021.

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

6 **DECISIONS OF THE CABINET**
To consider any decisions made by the Cabinet at its last meeting that have been called-in.

7 **CHAIRMAN'S ANNOUNCEMENTS**
To receive any announcements that the Chairman of Scrutiny Committee may wish to make.

8 **S106 UPDATE** (*Pages 21 - 30*)
To receive an update on S106 from the Head of Planning, Economy and Regeneration.

Appendices 1 & 2 to follow.

9 **WHISTLEBLOWING 6 MONTH UPDATE**
To receive an update from Operations Manager for Performance,

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This document is available on the Council's Website at: www.middevon.gov.uk

Governance and Health & Safety on Whistleblowing instances during the previous 6 months.

- 10 **FINANCIAL OUTTURN REPORT** (*Pages 31 - 70*)
To consider a report of the Deputy Chief Executive (S151) presenting the Revenue and Capital Outturn figures for the financial year 2020/21 previously presented to Cabinet on 6th July 2021.
- 11 **FORWARD PLAN** (*Pages 71 - 78*)
Members are asked to consider any items within the Forward Plan that they may wish to bring forward for discussion at the next meeting.
- 12 **SCRUTINY OFFICER UPDATE**
To receive an update from the Scrutiny and Policy Development Officer.
- 13 **SCRUTINY PROPOSAL FORM** (*Pages 79 - 82*)
Members to discuss a Scrutiny proposal form submitted by the Chairman.
- 14 **WORK PLAN** (*Pages 83 - 92*)
Members are asked to note the current Work Plan for the municipal year.

Members to have the opportunity to discuss additional items to be investigated by the Scrutiny Committee and added to the Work Plan.

Stephen Walford
Chief Executive
Friday, 9 July 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.

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

E-Mail: coliphant@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.

1.

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 **SCRUTINY COMMITTEE** held on 21 June 2021 at 2.15 pm

Present

Councillors

B G J Warren (Chairman)
G Barnell, E J Berry, W Burke,
Mrs F J Colthorpe, L J Cruwys,
Mrs S Griggs, P J Heal, F W Letch,
R F Radford, Ms E J Wainwright and
A Wilce

Also Present

Councillor(s)

S J Clist, Mrs C P Daw, R M Deed, R Evans and
C R Slade

Also Present

Officer(s):

Stephen Walford (Chief Executive), Jill May (Director of Business Improvement and Operations), Maria De Leburne (Operations Manager Legal and Monitoring), Matthew Page (Corporate Manager for People, Governance and Waste), Darren Beer (Operations Manager for Street Scene), Catherine Yandle (Operations Manager for Performance, Governance and Health & Safety), Vicky Lowman (Environment and Enforcement Manager), Sarah Lees (Member Services Officer) and Sally Gabriel (Member Services Manager)

1 WELCOME (00-05-00)

The Chairman welcomed new members to the committee and thanked previous members of the committee for their work.

2 APOLOGIES AND SUBSTITUTE MEMBERS (00-05-15)

There were no apologies.

3 HYBRID MEETING PROTOCOL (00-05-28)

The protocol for hybrid meetings was noted.

4 ELECTION OF VICE CHAIRMAN (00-05-40)

Cllr Mrs F J Colthorpe proposed, seconded by Cllr E J Berry that Cllr P J Heal be elected Vice Chairman of the Scrutiny Committee.

Cllr L J Cruwys proposed, seconded by Cllr F W Letch that Cllr A Wilce be elected Vice Chairman of the Scrutiny Committee.

Upon a vote being taken Cllr A Wilce was elected Vice Chairman of the Scrutiny Committee.

5 START TIME OF MEETINGS (00-07-57)

It was **AGREED** that the start time of meetings remain at 2.15pm for the remainder of the municipal year.

6 DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (00-08-30)

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

7 PUBLIC QUESTION TIME (00-08-30)

There were no questions from members of the public present.

8 MINUTES OF THE PREVIOUS MEETING (00-09-01)

The minutes of the last meeting were approved as a correct record and **SIGNED** by the Chairman.

9 DECISIONS OF THE CABINET (00-09-53)

The Committee **NOTED** that none of the decisions made by the Cabinet on 8 June 2021 had been called in.

10 CHAIRMAN'S ANNOUNCEMENTS (-00-10-14)

The Chairman had the following announcements to make:

- He had already welcomed new members to the Committee
- The agenda before members today, looked a little different, it was hoped that the work planning item at the end of the agenda would be helpful to members

11 LEADERS ANNUAL REPORT (00-11-22)

The Committee had before it a *report of the Chief Executive providing members with an update on performance against the Corporate Plan and local service targets for 2020/21.

The Leader addressed the committee stating that although the Council had been impacted by the Coronavirus pandemic it had achieved much of what it had set out to do in line with the Corporate Plan.

Consideration was given to:

- Plans for social and affordable rented housing – 50 dwellings over 3 years, details were requested of social and rented housing plans over the next year – the Leader agreed to provide a written response.

- Town Centre Regeneration – the Tiverton Town Centre Plan had been full of aspirations but with no investment – what investment would be put into the Tiverton Town Centre Masterplan - the Leader responded stating that the authority would continue to bid for funding, again a written response would be provided.
- Whether the report should identify clear priorities for the coming year.
- Covid grant funding to businesses throughout the pandemic and whether local businesses had received the funding that they required – the Leader stated that there had been various schemes with various criteria, £36m had been distributed.
- SW Mutual Bank and whether regular updates would be provided – progress in the project had been delayed but regular updates would be provided when the scheme was progressed further.
- The delay in the town centre Wi-Fi project - an update would be provided.
- The redeployment of leisure staff during several periods of the pandemic – the versatility of the staff was commended and Members’ appreciation was recorded.
- Household waste had increased during the pandemic, had residual business waste reduced – this information was not collected, however a response would be provided.
- The increase in waste during lockdown and the fact that waste was just being put in black bags and not recycled and the need for a better education programme – it was felt that the 3 weekly waste trial would incorporate those issues and would be addressed as part of the trial.
- Climate Change and the corporate planting scheme to include replanting and maintenance and that the key performance indicators may need to be amended.
- The need for a tree planting scheme to be ready for the autumn – the Cabinet Member for the Environment stated that a plan was being worked up and highlighted the area near Morrisons in Tiverton where a piece of land had been identified.
- The need to advertise electric charging points for vehicles – on street charging facilities for domestic use was being looked into - an update would be provided.
- Whether electric charging points could be used for local buses – information would be sought with regard to this.
- Information was requested on the Tiverton Hydro Scheme,
- Targets for new social rented council houses – targets would be provided in the 2021/22 to 2023/24 performance indicators going to Cabinet
- The number of voids had been removed from the corporate performance targets but were being monitored by the Housing Service.

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

12 **DRAFT MDDC LITTER STRATEGY (00-54-07)**

The Committee had before it a *report of the Operations Manager for Street Scene inviting comment and feedback on the content and proposal of the draft Litter Strategy prior to the report and draft strategy being presented to the Environment Policy Development Group.

The Chairman indicated that he had spoken to several Members with regard to the content of the Litter Strategy and had passed his concerns on to officers.

The officer outlined the contents of the report stating that it was now common place for grants in respect of street cleansing and environmental initiatives to require a litter strategy to be supplied as part of the grant process. The council had a clear role to play and currently dedicated a large resource to providing and emptying bins and picking up litter in general. The Litter Strategy in line with national strategies covered:

- Education and awareness
- Better cleaning and litter infrastructure
- Improving enforcement.

The strategy would be a living document and reviewed on a yearly basis and key performance indicators would be monitored regularly.

Consideration was given to:

- The objectives as set out in the strategy
- The work of the District Officers and the number of officers available to take part in this type of work and the number of fixed penalty notices served in the last year
- The work taking place with Clean Devon Partnership
- The need for a unified strategy across Devon and the partnerships that were already in place
- The need to keep Devon tidy for local residents and tourists
- The use of the word 'continue' which was obviously not working and for the strategy to be precise so that all issues were covered
- The need for behavioural changes and that current messages with regard to recycling and litter were falling on deaf ears
- Schemes being run in different parts of the country which rewarded good behaviour with regard to littering and where charities could benefit, the use of bright coloured bins in town centres, opportunities for recycling on the go and reducing plastic packaging by working with local supermarkets
- The opportunity to put conditions on litter control in new developments
- There was no mention of overt cameras or the hours of patrol within the strategy - although overt cameras was discussed in the report
- The lack of resources to facilitate the strategy
- Issues with local takeaways and the amount of litter that arose from those premises
- Existing prosecution powers should be named and included in the strategy as well as who and how with regard to education
- The need to empower the public and the need for the strategy to have more detail
- Issues with litter beside the link road and that the officers were now aware of the schedule for cutting the verges, so that a litter pick could take place prior to cutting.

It was **AGREED** that all of the issues that had been raised would be considered and incorporated into a revised strategy to go before the Environment Policy Development Group.

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

13 **FORWARD PLAN (1-30-03)**

The Committee had before it and **NOTED** the *Forward Plan.

Discussion took place with regard to:

- The scrutiny of the Treasury Management Strategy and 3 Rivers Annual Accounts, it was agreed that this was a role for the Audit Committee
- The Housing Strategy and the formation of a Teckal Company was requested to be considered by the Scrutiny Committee. It was **AGREED** that a member briefing would be organised with regard to the formation of a Teckal Company prior to a report being worked up and any report would then be considered by the Scrutiny Committee. The Housing Strategy would be considered by the Homes Policy Development Group and Cabinet in its first round and then be considered by the Scrutiny Committee prior to it returning to the Homes Policy Development Group for recommendation to Cabinet.

Cllr G Barnell moved, seconded by Cllr A Wilce that the Housing Strategy be brought before the Scrutiny Committee following initial consideration by the Homes Policy Development Group and Cabinet and prior to the second round of consideration. Upon a vote being taken, this was **AGREED**

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

14 **CURRENT MANAGEMENT CHANGES**

At the request of Cllr Barnell, the current management changes within the Council was requested to be discussed.

Cllr Barnell addressed the committee stating that he did not want to talk about individual posts but about the role of the Director for Place and the delivery of housing in the future, both in Cullompton (including the Garden Village) and Tiverton (including the Eastern Urban Extension) and affordable housing in the district.

The Chief Executive stated that he submitted a report on the Establishment annually to Council and that he had updated members in the interim with regard to the provision of a Director of Place. He spoke of the need to refocus on activity since the pandemic and that he was looking at a structure for delivery and the need to consider the opportunities for funding. He had addressed the strategic view with the proposed appointment of the new director and the rest of the work would follow, once the officer was in place

Consideration was given to the need to deliver affordable housing across the district and suggestions that had been made by the Chairman with regard to an overview of the Tiverton Eastern Urban Extension that was being considered by the Scrutiny Officer.

15 SCRUTINY OFFICER UPDATE (2-00-45)

In the absence of the Scrutiny Officer, the Member Services Manager reported the following:

- The **Programming Panel** had met to discuss how to agree a coordinated work programme for Scrutiny, Audit and the PDGs so that we ensure coordination between the 6 bodies, avoid duplication and consider where issues might sit best. The meeting had been very productive and Members agreed to go away and hold work programming sessions, before coming back together to discuss where issues should best sit. The slides put together from that session would be made available to the Scrutiny Committee
- **Work Programme Planning:** a date for a work programme planning session was being considered and this may take place in early July. Members were asked to think about items that they may like to bring to the session for discussion.
- **Menopause Working Group:** an update on the progress of the menopause recommendations would be brought to the next Scrutiny meeting. [this has since been corrected and an update will be available for the August committee]
- **Spotlight Review on Motion 564:** work was ongoing on the Spotlight Review on Motion 564. A date would be finalised and members informed.
- **Scrutiny training:** the officer had been in contact with the Centre for Governance and Scrutiny with regard to training for Scrutiny Members. A date for a remote training session in July was being considered.

16 WORK PLAN (2-02-53)

The Committee had before it a *proposed work plan for future meetings.

The Chairman indicated that the S106 Monitoring report had been delayed but would be available for the next meeting. The work programme set out a timetable of work and he would very much like to keep to the timetable. The Scrutiny Officer had developed a simple form which members could use to identify issues for discussion which would need to include clear outcomes

The following ideas were raised:

- Air quality actions plans for the towns and how the funding connected through S106 agreements led to investment in the towns rather than for example cycle paths for rural areas.
- A heritage policy and the need to reconcile the need for the conservation of listed buildings with increasing urgent climate goals.
- The Housing Strategy and the formation of a Teckal Company as considered earlier in the meeting
- Broadband issues
- Anaerobic Digesters and the need for a joint scrutiny approach across several district councils, rather than each local authority working in isolation on this issue.

Note * Plan previously circulated, copy attached to minutes

(The meeting ended at 4.34 pm)

CHAIRMAN

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APPENDIX 1 - SECTION 106 GOVERNANCE

1. All payments received by Mid Devon District Council (MDDC) for legal agreements signed under Section 106 of the Town and Country Planning Act 1990 (as amended) which are referred to as Section 106 agreements (S106) must be given the relevant planning application reference upon receipt.

2. **Arrangements for the spending of financial contributions for S106 agreements where financial contributions are not project specific** (generally pre 2015 and by infrastructure type).

a. Spend <£10,000 delegated to Head of Planning, Economy and Regeneration in consultation with Estates and Operations (if relevant to operational area).

Views will be sought from Parish or Town Council and Ward Members within the catchment area in advance (28 days allowed).

b. Spend >£10,000 shall be referred to a S106 Board comprising of the following:

1. Cabinet Member of Planning and Regeneration (Chair)
2. Cabinet Member for Community Well being
3. Cabinet Member for Climate Change
4. Senior officer from Planning (Head of Planning or Group Manager for Development)
5. Senior officer from Operations
6. Senior officer from Estates
7. Admin support – Planning Obligations Officer.
8. Relevant Ward Member(s)

Views will be sought from Parish or Town Council and Ward Members within the catchment area in advance of Board Meeting (28 days allowed).

4. **Project Selection for spend: PUBLIC OPEN SPACE**

For S106 financial contributions post 2015, these are required to be project specific. Accordingly prior to the signing of a S106 agreement at the planning application stage the project upon which the financial contribution should be spent needs to be specified.

Project nominations will be sought from:

a. Internal to MDDC – Relevant departments and Ward Members within the catchment area.

b. External to MDDC – Parish or Town Council within the catchment area, sports and community groups (with 28 days allowed and sports /community group consultation depending on relevance to S106 contribution).

c. Assessment of the eligibility of a project (assessed against statutory requirements, guidance and its relation to the planning application from which contribution sought) – Delegated to Head of Planning, Economy and Regeneration via case officers.

d. In the case where project prioritisation is required between two or more eligible projects – Referred to S106 Board.

NOTE – Whilst the Provision and Funding of Open Space Through Development Supplementary Planning Document (SPD) identifies the use of a catchment area approach for the collection and spend of financial contributions towards public open space, in order to ensure that the tests of the CIL Regulations are met, there may be instances where a project or facility in an adjacent catchment area is more likely to be used/accessed due to it being closer/more accessible to the development in question. In such cases the Parish or Town Council and Ward Members of both catchment areas will be consulted during the setting up of new projects.

5. Project selection for spend: AIR QUALITY

a. For S106 contributions post 2015 towards air quality, these are project specific therefore project nominations will be sought from:

b. Internal to MDDC – Relevant departments and Ward Members (both Ward within which the development is located and Ward of the relevant Air Quality Management Area if different).

NOTE 1 – Air quality projects are generally those which will assist in the management of air quality within an Air Quality Management Area (AQMA) (Cullompton or Crediton). Contributions may be sought from outside the AQMA where it is identified that new development would have a negative impact upon the AQMA. Actions to address air quality are included within the Air Quality Action Plan. Air quality projects to receive s106 funding will normally be based upon the actions identified within the Mid Devon District Council Air Quality Action Plan.

NOTE 2 – Suggestions for air quality projects from the community to be considered for inclusion in the Air Quality Action Plan (when next reviewed) may be made via the Ward Member.

6. Project selection for spend: OTHER CONTRIBUTIONS.

a. Delegated to the Head of Planning, Economy and Regeneration in consultation with relevant departments and Ward Member(s)

NOTE – These are normally identified through adopted planning policies relevant to the development and responses from statutory consultees during the planning application assessment process.

7. Selection of s106 heads of terms and prioritisation between s106 asks where viability an issue.

- a. Delegated to the Head of Planning, Economy and Regeneration in consultation with the Ward Members and relevant services (e.g. Housing, Environmental Health etc.)

NOTE – These are normally identified through adopted planning policies relevant to the development and responses from statutory consultees during the planning application assessment process.

8. Requests to vary or renegotiate s106 agreements

- a. Delegated to the Head of Planning, Economy and Regeneration in consultation with the relevant services unless the Ward Member, Chairman and Vice-Chairman of Planning Committee and Cabinet Member for Housing (the latter in the case of amendments to affordable housing only) having been consulted, require that the Planning Committee consider the proposed changes having given clear planning reasons.
- b. Procedure a. above allows for officers and members to come to agreement over proposed changes without reference to Planning Committee. Should the officers and members fail to agree on the proposed changes or cannot negotiate agreeable alternatives, the members may require that the Planning Committee consider the proposed changes having given clear planning reasons.

NOTE- Existing process in place, agreed by Planning Committee 6th July 2016. The procedure includes consultation with relevant consultees, Ward Members and the Parish or Town Council (14 days allowed).

NOTE- The procedure at a. above includes wider Member consultation than Motion 553 (Cllr Evans) agreed at the meeting of Council on 24th April 2019 and is not inconsistent with it in other respects. Point b. above has been added to clarify the approach and consistency with Motion 553:

'Motion 553:

Any planning application that is approved by Committee giving specific affordable housing provision and or a detailed section 106 agreement as part of the information for members to consider that subsequently receives any application to alter all or part of these agreements must be referred to the relevant ward member/s and the Cabinet Member for Housing for their consideration and input.

Should both the officer dealing and the ward member/s agree to the changes these can be allowed to form the new affordable housing agreement and or section 106 agreements.

Should the ward member/s and officer dealing fail to agree on the proposed changes or cannot negotiate agreeable alternatives then the application to change the affordable housing and or section 106 agreement should be referred back to the committee for their consideration and agreement / disagreement.'

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REPORT OF THE HEAD OF PLANNING, ECONOMY AND REGENERATION.

S106 CONTRIBUTIONS

Cabinet Member(s): Cllr Richard Chesterton
Responsible Officer: Mrs Jenny Clifford, Head of Planning, Economy and Regeneration

Reason for Report: At the meeting on 19th April 2021, Members of Scrutiny Committee resolved that a report should be brought before them providing a review of the current status of S106 funding with an emphasis on what has been collected and how it has been spent. The scope of the requested report was subsequently clarified via the Chairman as:

1. Performance of collections and the processes involved
2. System for charging / allocating funds.
3. Monies collected, where and when they've been spent.
4. Are there any that have been returned because they've not been spent.
5. Whether the Council's development company 3 Rivers pays S106 contributions.

RECOMMENDATION: That Members consider the contents of this report and appendices.

Financial Implications: Financial contributions which are collected must be spent in accordance with the terms of the legal agreement and the Council's adopted policy otherwise there is a risk that developers could request a refund of all monies paid.

Budget and Policy Framework: More recent S106 agreements include a clause to cover the cost to the Council in monitoring the agreement. The cost varies according to the complexity of the agreement and number of clauses to be monitored.

Legal Implications: The use of s106 agreements is regulated by s122 of the Community Infrastructure Levy Regulations 2010. A planning obligation may only form a reason for granting planning permission if it is:

- a) Necessary to make the development acceptable in planning terms;
- b) Directly related to the development, and
- c) Fairly and reasonable related in sale and kind to the development.

Risk Assessment: The Council has a Planning Obligations Monitoring Officer in post to ensure that financial contributions are collected, recorded and spent in accordance with the legal agreement and the Council's adopted policy. The approval of governance arrangements also provides assurance over the allocation of funds and spend.

Equality Impact Assessment: None directly arising from this report.

Relationship to Corporate Plan: The primary purpose of the planning system is to regulate the use and development of land in the public interest. The collection of

financial contributions from development seeks to mitigate the impact of that development and can assist with the delivery of Corporate Plan priorities of community, housing, economy and environment.

Impact on Climate Change: S106 agreements seek to mitigate the impact of development in accordance with planning policy requirements. It is expected that the next Local Plan will include specific policies to cover issues including carbon emissions and off setting, renewable energy and biodiversity net gain. It is likely that in accordance with planning policy, that S106 agreements (or their replacement due to impending reform) will play an increasing part as a tool to secure climate change mitigation.

1.0 Introduction

- 1.1 Planning obligations under Section 106 of the Town and Country Planning Act 1990 (as amended), commonly known as s106 agreements, are legal agreements between Local Authorities and developers specifically in relation to planning applications. Planning obligations may also take the form of a unilateral agreement, whereby the land owner or developer makes a legal agreement. In this latter type, the Council is not a signatory.
- 1.2 Planning obligations are used when it is considered that a development will have significant impacts on the local area that cannot be moderated by means of conditions attached to a planning decision. For example, a new residential development can place extra pressure on the social, physical and economic infrastructure which already exists in a certain area. A planning obligation will aim to balance the pressure created by the new development with improvements to the surrounding area through the mitigation of its impact. This could either be by carrying out works in the local area or providing a financial contribution towards something relevant in the area. The S106 financial contribution thereby seeking to mitigate the impact of the development in accordance with planning policy.
- 1.3 Under the Community Infrastructure Levy Regulations the use of S106 agreements must meet a series of tests and may only form a reason for granting planning permission if it is:
 - a) Necessary to make the development acceptable in planning terms;
 - b) Directly related to the development, and
 - c) Fairly and reasonable related in sale and kind to the development.
- 1.4 The most common planning obligations used in Mid Devon have historically been for the collection of monies towards a) the provision, or improvement of public open space as required by planning policy (if not provided on site) and b) the improvement of air quality in the Air Quality Management Areas in Crediton and Cullompton.
- 1.5 On larger developments, a planning obligation would be used to secure affordable housing provision (either with physical dwellings on site or if allowable by policy, a financial contribution to enable them to be delivered elsewhere), contributions towards education provision where the development would result in the local school exceeding its capacity, improvement works to the existing highway or anything else which is

relevant to the development. The latter payments go to the County Council as Education and Highway Authority. In each case the need for a S106 would be justified by planning policy and may be subject to the development meetings certain thresholds or criteria within policy.

2.0 **System for charging / allocating funds: Governance**

2.1 A system of S106 governance was adopted by Council at the meeting of 28th October 2020 following consideration by Cabinet. This is attached at **Appendix 3** and sets out arrangements for authorising spend of collected S106 funds, arrangements for selecting projects for S106 spend, the process of selecting S106 heads of terms and prioritisation between S106 requirements where viability is an issue and how requests to vary or renegotiate S106 agreements are to be considered. Members of Scrutiny Committee may also recall considering the draft governance proposals at the meeting of 17th August 2020.

2.2 The S106 Board comprises the following:

1. Cabinet Member of Planning and Regeneration (Chair)
2. Cabinet Member for Community Well being
3. Cabinet Member for Climate Change
4. Senior officer from Planning (Head of Planning or DM Manager)
5. Senior officer from Operations
6. Senior officer from Estates
7. Admin support – Planning Obligations Officer
8. Relevant Ward Member(s)

2.3 Following the adoption of the governance arrangements in October 2020, the S106 Board has been convened in several occasions and authorised requests for £31,935 towards air quality projects, £200,000 towards Chawleigh affordable housing scheme and £29,193.64 towards play equipment at Longmead play area, Hemyock.

3.0 **Monies collected, where and when they have been spent.**

3.1 At the meeting of Cabinet on 3rd December 2020 a report on the Infrastructure Funding Statement was considered. Information was subsequently published on the Council's website. This was in response to the legal requirement for the Council to publish no later than 31st December in each calendar year an annual infrastructure funding statement. The first year to which this new requirement related was the financial year 19/20 with publication of the infrastructure funding statement by 31st December 2020. This annual statement includes a report relating to the previous financial year on planning obligations, with a further report for the financial year 20/21 needing to be published prior to the end of December 2021. A further Cabinet report on the Infrastructure Funding Statement will be prepared in Autumn 2021 for publication, as will a report on S106 planning obligations for the last financial year 20/21.

3.2 The 19/20 S106 report information is accessible on the Council's website and has been appended to this report as **Appendices 1A, 1B and 1C**

- 3.3 In addition further S106 record transaction information is also appended for several financial years including 20/21, with balances as at the end of March 2021. The following information is appended:

Appendix 2A Air quality

Appendix 2B Public open space balances and payments

- 5.4 The majority of affordable housing secured through the planning system is delivered on site. Policy S3 of the Mid Devon Local Plan (adopted 2020) provides that sites of between 6 – 10 dwellings outside Tiverton, Cullompton and Crediton will be permitted to make a financial contribution sufficient to provide the affordable dwellings in another location. Recent invoicing against planning permissions has brought in £405,885.27 towards the provision of affordable housing off site, from the following sites

Farleigh Meadows, Tiverton
Livingshayes Farm, Silverton
Belle Vue, Uffculme

4.0 **Refunds**

- 4.1 There are two main circumstances that could lead to the issue of a refund:
- If funds have been collected in advance and the development does not take place. This might be because the planning application was withdrawn, refused or if granted, the permission is not implemented (the S106 funds to mitigate its impact are not required if the development does not take place).
 - If the funds are not spent within a time period specified in the S106 agreement.

- 4.2 Refunds indicated in the appended information are for the first reason- due to the development not taking place rather than not being spent within time. The previous limit on the number of contributions that could be pooled by infrastructure project or type also raised a risk of refunds as a result of noncompliance with those requirements i.e. exceeding the number of contributions that could be pooled. This risk was mitigated through the identification of projects and tracking of the number of contributions towards them.

5.0 **Whether the Council's development company 3 Rivers pay S106 contributions.**

- 5.1 A specific query has been received from a Member of Scrutiny Committee over whether S106 financial contributions apply to the Council's development company 3 Rivers. The planning application process deals with the proposal in hand and assesses it against the policies in the development plan. It does not distinguish between different applicants. In this manner, planning applications by the Council's development company are considered in the same way as any other applicant, save that they are determined by Planning Committee rather than under delegated powers. This is in accordance with the scheme of delegation. If S106 financial

contributions are justified by the application in accordance with planning polices, then they will be requested as they would for any other applicant.

6.0 The use and collection of financial contributions in future.

- 6.1 The Planning White Paper 'Planning for the Future' August 2020 established an expectation of considerable future reform of S106 developer contributions and the Community Infrastructure Levy systems. (This Council is not a CIL charging authority). The White Paper proposes:

'The Community Infrastructure Levy and the current system of planning obligations will be reformed as a nationally set, value-based flat rate charge (the 'Infrastructure Levy'). A single rate or varied rates could be set. We will aim for the new Levy to raise more revenue than under the current system of developer contributions, and deliver at least as much – if not more – on-site affordable housing as at present. This reform will enable us to sweep away months of negotiation of Section 106 agreements and the need to consider site viability. We will deliver more of the infrastructure existing and new communities require by capturing a greater share of the uplift in land value that comes with development'.

- 6.2 The Government is yet to publish its response to the consultation on the White Paper. At the time of writing this report, the Housing Secretary Robert Jenrick has indicated that the revised system will involve 'more predictable, transparent levies which will be locally set and locally levied, with greater flexibility for you as councils to determine how they are spent'. However at this time more information on the precise nature and timescale for that future reform is not yet available.

Contact for more Information: Mrs Jenny Clifford, Head of Planning, Economy and Regeneration 01884 234346 jclifford@middevon.gov.uk

Circulation of the Report: Cllr Richard Chesterton, Cabinet Member for Planning and Economic Regeneration

List of Background Papers:

Mid Devon Local Plan 2013-2033

Community Infrastructure Levy Regulations 2010 (as amended)

Cabinet 3rd December 2020

Planning White Paper 'Planning for the Future' August 2020

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SCRUTINY COMMITTEE 19 JULY

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 Scrutiny Committee notes the report and feeds back any areas of concern

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 Scrutiny Committee 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 cash flow 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 was on the Cabinet agenda for 6th July 2021

- 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.

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Background Papers:

Circulation of the Report:

Cllr Andrew Moore
Leadership Team

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.

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

Code	Corporate	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
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	
CM300	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)	
CM800	Grant received relating to Covid-19. This funding relates to expenditure incurred across other 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)	
	Salary savings from delay in recruiting for vacant roles offset by agency. £8.4K of this				
CS932	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) (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

Code	Finance and Performance	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
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

Code	Grounds Maintenance	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
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

Code	General Fund Housing	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
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

		2020/21	2020/21	Variance	Variance
		Budget	Actual		
Code	Planning and Regeneration	£	£	£	%
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				
PS810	Office cleaning, additional cleaning measures due to Covid-19 has also impacted on this overspend			30,000	
	Building cleaning has been outsourced during the year, budget for this costs is within PS970				
PS850	Office cleaning, additional cleaning measures due to Covid-19 has also impacted on this 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

Code	Leisure Services	2020/21 Budget £	2020/21 Actual £	Variance £	Variance %
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					
Specific maintenance across Leisure Centre not been carried out due to Covid-19 closures					
RS100	(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)	£ (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	
WS725	Plant and repairs overspend - spare motor and parts for baler - funded by EMR			7,400	
WS725	Additional bins funded by EMR release			26,500	
WS725	Printing overspend on WEEE mailshot - funded by grant			11,500	
WS725	Fuel stock overspend 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		
	£	£
		0
		(135,504)
		(225,183)
		89,000
		87,000
		1,190,632
		705,778
		1,711,723
Proposed contribution c/fwd to 2021/22		
		63,130
		73,374
		(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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TOTAL GENERAL FUND EARMARKED RESERVES		(13,688,379)	(10,384,010)	3,825,482	0	(20,246,906)
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Net movement into General Fund Earmarked Reserves = (TREM)

	(6,558,528)	0
	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)	0
	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) <i>(see below)</i>
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 £000's	Total Actual Spend to 31/03/21 £000's	Variance to 2020/21 to budget £000's	Slippage to be carried forward to 2021/22 £000's	To Earmarked Reserve £000's	Notes
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	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

MID DEVON DISTRICT COUNCIL – NOTIFICATION OF KEY DECISIONS

July/August 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
Fees and Charges - Private	Homes Policy		Simon Newcombe,	Cabinet Member	Open

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Agenda Item 11

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)
Sector Housing To consider fees and charges.	Development Group Cabinet	20 Jul 2021 3 Aug 2021	Corporate Manager for Public Health, Regulation and Housing Tel: 01884 244615	for Housing and Property Services (Councillor Bob Evans)	
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 Consultation Draft 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	31 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)
<p>Housing Infrastructure Fund - Update on Projects To receive an update on the Housing Infrastructure Plan.</p>	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
<p>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.</p>	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 Group to receive a report from the Group Manager for Street Scene and Open Spaces 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

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)
Information with regard to the possible creation of a Teckal compliant company To consider advice surrounding the possibility of creating a new Teckal-compliant company entity.	Homes Policy Development Group Cabinet	14 Sep 2021 28 Sep 2021	Stephen Walford, Chief Executive Tel: 01884 234201	Cabinet Member for Housing and Property Services (Councillor Bob Evans)	Open
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
New Local Plan – Issues consultation paper To seek Cabinet approval to publish and consult on an Issues Paper for a new Local Plan for Mid Devon	Cabinet	28 Sep 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 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 the Strategic Grants and Service Level Agreement Programme 2022-2023 and to make	Community Policy Development Group Cabinet	 16 Nov 2021 30 Nov 2021	John Bodley-Scott, Economic Development Team Leader	Cabinet Member for Community Well Being (Councillor Dennis Knowles)	Open
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	Community Policy Development Group	 1 6 Nov 2021	Lee Chester, Leisure Manager	Cabinet Member for Community Well Being (Councillor Dennis Knowles)	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)
Member for Community Well-Being	Cabinet	30 Nov 2021			

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Mid Devon District Council Scrutiny – items for agenda

This form should be completed by Member(s), Officers or members of the public when proposing an item for Scrutiny.

Proposer's name and title	Councillor B G J Warren Chair of Scrutiny Committee	Date	July 2021
Proposed issue and brief description	To address concerns raised by Elected Members and members of the public in relation to planned, proposed and speculative developments in and around Tiverton.		
Background	Concerns have been raised by Elected Members and members of the public in relation to process and staff resources to effectively bring forward Tiverton Eastern Urban Extension in accord with the Masterplan and planning approvals. There is a concern to ensure that projects within Tiverton are also in accord with the Local Plan.		
What will the outcome be?	The possible formation of a joint Working Group set up by MDDC Scrutiny Committee with the Tiverton Town Council and other relevant stakeholders. The task is to provide oversight and scrutiny of the delivery of the MDDC Local Plan in and around Tiverton including the two Tiverton Eastern Urban Extension Masterplans, the Tiverton Town Centre Masterplan and possibly the Tiverton Neighbourhood Plan.		
The eventual potential outcome would be:	<ol style="list-style-type: none"> 1. the ongoing engagement of local members and other local stakeholders in the delivery of the MDDC Local Plan as it relates to Tiverton and its environs including the various masterplans and local neighbourhood plans 2. that project management arrangements for the delivery of these Plans are robust and are working effectively with the local community 3. the difficulties and issues arising from the delivery of the plans are identified and addressed early and effectively with local people. <p>[NOTE:- None of this work is about second guessing, duplicating and/or influencing the work of the MDDC Planning Committee . It is about supporting the effective and efficient delivery of plans.]</p>		

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Scrutiny Proposal Form – Officer Advice

Date: 19th July

Briefing Paper by: Stephen Walford, Chief Executive Officer

Reason for Brief:

This briefing note is to accompany the scrutiny item proposal made by Cllr Warren and has been drafted at his request to ensure that the committee are aware of the issues contain herein prior to (and alongside) his proposal being considered formally by the committee.

Overview

The scrutiny proposal form has been implemented by the committee in order to allow members the opportunity to discuss various items ahead of any decision to scrutinise these in detail – either as a committee, or via the creation of any such working groups as they might deem appropriate. In this instance, the proposal risks duplication or overlap with another formal body of members created by full council and hence it is right that members consider the extent to which they might wish to proceed or consider a number of alternative options.

Points to Note

The scrutiny proposal suggests providing a level of oversight in relation to delivery of strategic growth sites. A formally-constituted member body already exists to undertake this function; the Development Delivery Advisory Group (DDAG). This was considered by:

- Cabinet on 22/11/18
- Standards on 12/12/18
- Then recommended to Full Council on 19/12/18

All reports, including DDAG terms of reference, are available on moderngov in the usual way.

The DDAG group last met on 26/02/21 and is scheduled to meet quarterly. Membership includes:

- Cabinet Member for Planning & Economic Regeneration
- Chair of Scrutiny (providing they do not sit on Planning Committee)
- 6 other non-Planning Committee Members who have attended planning training or have previously served on the Planning Committee.

As you can see, the Chair of Scrutiny would normally have a seat on this group, but in the current instance is not able to take it up due to a conflict (members of the planning committee cannot sit on DDAG).

Options for Scrutiny to Consider

There are a number of ways the Scrutiny Committee could approach the consideration of this item proposal:

1. It could seek to progress the proposal despite the duplication. It would be my strong advice not to consider this as a viable way forward, since not only would it replicate the administrative arrangements already made and duplicate the workload of relevant officers, but it would seem to be in direct conflict to the stated position of Full Council, which has already created a member body specifically for this purpose.

2. It could refuse to consider the proposal on the grounds that an alternate member body, created by Full Council, already exists to do this work.
3. It could establish the level of concern with committee member and, if a majority saw fit, it could formally request that DDAG considers not only this issue but the appropriateness of establishing a standing agenda item (or similar) to track progress related to this area of concern.
4. It could request a written update from the relevant Cabinet Member, which may or may not alleviate the committee's concerns.
5. It could consider any number of variations on the themes as set out above. Officers will be on hand to advise during the scrutiny committee meeting as required.

Summary

The scrutiny proposal form has allowed for a number of issues to be highlighted in advance of the committee formally considering this item, as such I am grateful to the Chairman for seeking this written briefing note prior to the meeting in order that members can consider this alongside the item being put forward for discussion.

SCRUTINY WORK PLAN 2021-2022

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
July 2021				
19.07.21	S106 Update To receive an update on S106 payments		Jenny Clifford	
19.07.21	Performance & Risk Outturn Report To consider a report of the Deputy Chief Executive (S151) presenting the Revenue and Capital Outturn report, previously considered by Cabinet on the		Andrew Jarrett	
19.07.21	Whistleblowing 6 Month Update To receive an update from the Group Manager for Performance, Governance and Data Security		Catherine Yandle	
19.07.21	Financial Outturn Report To consider a report of the Deputy Chief Executive (S151) presenting the Revenue and Capital Outturn figures for the financial year 2020/21 previously presented to Cabinet on 6th July 2021.		Paul Deal	

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
19.07.21	<p>Work Plan Members are asked to note the current Work Plan for the municipal year.</p> <p>Members to have the opportunity to discuss additional items to be investigated by the Scrutiny Committee and added to the Work Plan.</p>		Clare Robathan	
August 2021				
08.21	<p>Establishment 6 Month Update To receive an update report from the Group Manager for Human Resources on the Establishment</p>		Matthew Page	
16.08.21	<p>Menopause Working Group update To receive an update on the recommendations of the Menopause Working Group</p>		Matthew Page	
20.07.21 16.08.21 31.08.21	<p>Housing Strategy Consultation Draft To consider the draft strategy.</p>		Simon Newcombe	

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
16.08.21	<p>Work Plan Members are asked to note the current Work Plan for the municipal year.</p> <p>Members to have the opportunity to discuss additional items to be investigated by the Scrutiny Committee and added to the Work Plan.</p>		Clare Robathan	
September 2021				
13.09.21	<p>Work Plan Members are asked to note the current Work Plan for the municipal year.</p> <p>Members to have the opportunity to discuss additional items to be investigated by the Scrutiny Committee and added to the Work Plan.</p>		Clare Robathan	
October 2021				
11.10.21	<p>Community Safety Partnership To receive an update on the Community Safety Partnership activities and new Action Plan which was agreed by the Community Policy Development Group for 2021-2022 and sign off 2020/21 achievements.</p>		Simon Newcombe	

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
11.10.21	Cabinet Member for Finance To receive a report from the Cabinet Member for Finance on areas within their portfolio.			
10.21	Annual Report of Complaints and Compliments		Lisa Lewis	
11.10.21	Work Plan Members are asked to note the current Work Plan for the municipal year. Members to have the opportunity to discuss additional items to be investigated by the Scrutiny Committee and added to the Work Plan.		Clare Robathan	
November 2021				
8.11.21	Cabinet Member for Housing and Property Services To receive a report from the Cabinet Member for Housing and Property Services on areas within their portfolio.			

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
8.11.21	<p>Work Plan Members are asked to note the current Work Plan for the municipal year.</p> <p>Members to have the opportunity to discuss additional items to be investigated by the Scrutiny Committee and added to the Work Plan.</p>		Clare Robathan	
December 2021				
13.12.21	<p>Cabinet Member for Community Well Being To receive a report from the Cabinet Member for Community Well Being on areas within their portfolio.</p>			
8.12.21	<p>Work Plan Members are asked to note the current Work Plan for the municipal year.</p> <p>Members to have the opportunity to discuss additional items to be investigated by the Scrutiny Committee and added to the Work Plan.</p>		Clare Robathan	

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
January 2022				
17.01.22	<p>Cabinet Member for Planning and Economic Regeneration To receive a report from the Cabinet Member for Planning and Economic Regeneration on areas within their portfolio.</p>			
01.22	<p>Budget To consider the initial draft 2022/23 Budget and options available in order for the Council to set a balanced budget.</p>		Andrew Jarrett	
01.22	<p>Whistleblowing 6 Month Update To receive an update from the Group Manager for Performance, Governance and Data Security</p>		Catherine Yandle	
17.01.22	<p>Work Plan Members are asked to note the current Work Plan for the municipal year.</p> <p>Members to have the opportunity to discuss additional items to be investigated by the Scrutiny Committee and added to the Work Plan.</p>		Clare Robathan	

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
February 2022				
14.02.22	Cabinet Member for Working Environment and Support Services To receive a report from the Cabinet Member for Working Environment and Support Services on areas within their portfolio.			
02.22	Establishment 6 Month Update To receive an update report from the Group Manager for Human Resources on the Establishment		Matthew Page	
25.01.22 14.02.22 10.03.22	Regulation of Investigatory Powers To receive the annual update of Regulation of Investigatory Powers		Monitoring Officer	
14.02.22	Work Plan Members are asked to note the current Work Plan for the municipal year. Members to have the opportunity to discuss additional items to be investigated by the Scrutiny Committee and added to the Work Plan.		Clare Robathan	
March 2022				

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
21.03.22	<p>Cabinet Member for Environment & Climate Change To receive a report from the Cabinet Member for Environment on areas within their portfolio.</p>			
21.03.22	<p>Work Plan Members are asked to note the current Work Plan for the municipal year.</p> <p>Members to have the opportunity to discuss additional items to be investigated by the Scrutiny Committee and added to the Work Plan.</p>		Clare Robathan	
<p>Page 90 April 2022</p>				
19.04.22	<p>Cabinet Member for Continuous Improvement To receive a report from the Cabinet Member for Continuous Improvement on areas within their portfolio.</p>			
19.04.22	<p>Work Plan Members are asked to note the current Work Plan for the municipal year.</p> <p>Members to have the opportunity to discuss additional items to be investigated by the Scrutiny Committee and added to the Work Plan.</p>		Clare Robathan	

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
<p>Items for further Discussion These items are due to come before Scrutiny, timings to be confirmed.</p>				
	<p>Anaerobic Digesters To investigate concerns and issues with Anaerobic Digesters</p>		<p>Clare Robathan</p>	
	<p>Work Programming Session An informal Work Programming Session to agree items and issues to be investigated by the Scrutiny Committee</p>		<p>Clare Robathan</p>	
<p>Page 91</p>	<p>Recommendations from Planning Enforcement Working Group To receive the recommendations from the Planning Enforcement Working Group</p>		<p>Clare Robathan</p>	

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