

Public Document Pack

Mid Devon District Council

Community Well Being Policy Development Group

Tuesday, 29 March 2016 at 2.15 pm
Exe Room, Phoenix House

Next ordinary meeting
Tuesday, 7 June 2016 at 2.15 pm

Those attending are advised that this meeting will be recorded

Membership

Cllr Mrs B M Hull
Cllr Mrs E M Andrews
Cllr Mrs A R Berry
Cllr Mrs J B Binks
Cllr R M Deed
Cllr F W Letch
Cllr Miss C E L Slade
Cllr Mrs E J Slade
Cllr Mrs H Bainbridge

A G E N D A

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

- 1 **APOLOGIES AND SUBSTITUTE MEMBERS**
To receive any apologies for absence and notices of appointment of substitute Members (if any).
- 2 **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.
- 3 **MINUTES OF THE PREVIOUS MEETING**
To approve as a correct record the minutes of the last meeting of the Group (attached).
- 4 **CHAIRMAN'S ANNOUNCEMENTS**
To receive any announcements that the Chairman may wish to make.
- 5 **RURAL ISOLATION**
To receive information from Andy Gerrard, Rural Support officer,

regarding rural isolation.

- 6 **SINGLE EQUALITIES SCHEME** (*Pages 5 - 30*)
To receive a report from the Head of Communities and Governance regarding the revised Single Equality Scheme and Equality Objective.
- 7 **PERFORMANCE AND RISK** (*Pages 31 - 36*)
To provide Members with an update on performance against the Corporate Plan and local service targets for 2015-16 as well as providing an update on the key business risks.
- 8 **FINANCIAL MONITORING** (*Pages 37 - 52*)
To receive a report from the Head of Finance presenting a financial update in respect of the income and expenditure so far in the year.
- 9 **YOUNG CARERS** (*Pages 53 - 58*)
At the request of the Group information is attached regarding Young Carers. A representative of Devon Carers will attend a later meeting if so requested by the group.
- 10 **CHAIRMAN'S ANNUAL REPORT** (*Pages 59 - 60*)
To receive the Chairman's draft annual report on the work of the Group since May 2015, which will be submitted to Council on 27 April 2016.
- 11 **IDENTIFICATION OF ITEMS FOR THE NEXT MEETING**
Note: This item is limited to 10 minutes. There should be no discussion on the items raised.

Tap Fund update
Mental Health Masterclass
Public Health/Leisure Services

Stephen Walford
Chief Executive
Monday, 21 March 2016

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

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

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

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

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

Tel: 01884 234209

E-Mail: jstuckey@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.

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COMMUNITY WELLBEING PDG 29TH MARCH 2016

SINGLE EQUALITY SCHEME

Cabinet Member: Cllr Colin Slade
Responsible Officer Head of Communities & Governance, Amy Tregellas

Reason for Report: To remind Members of the Council's statutory duties under the Equality Act 2010, and to seek members' approval for the revised Single Equality Scheme and Equality Objective.

RECOMMENDATION(S): That Members approve the Single Equality Scheme together with the Equality Objective for 2016-17.

Relationship to Corporate Plan: The Equality Objective reflects the Corporate Plan priority under Empowering our Community: To work with our partners to maximise the potential of all our citizens by tackling social disadvantage and deprivation.

Financial Implications: The Single Equality Scheme does not have any financial implications beyond those identified in individual service equality impact assessments.

Legal Implications: Not complying with the Council's statutory duties with regard to equality could open the Council to legal challenge.

Risk Assessment: Approving the Single Equality Scheme and Equality Objective reduces the risk of legal challenge.

1.0 Introduction

1.1 Under the Equality Act 2010 local authorities have a duty to have 'due regard' to:

- a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
- b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
- c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

1.2 The way a local authority shows it has 'due regard' is by evidencing how equality is considered as part of its decision-making processes. The Single Equality Scheme indicates how this will be done.

1.3 Local authorities also have specific duties under the Act to publish Equality Information annually and 'Equality Objectives' at least every four years.

2.0 **Single Equality Scheme Action Plan**

- 2.1 Equality Information is being collated and will be available on the Mid Devon District Council website by 31 March. The Council's Equality Objective will be published as part of the Single Equality Scheme Action Plan.
- 2.2 The Single Equality Scheme has been partially revised to reflect current thinking and changes in legislation. The Single Equality Scheme tries to balance the Council's commitment to improve services to vulnerable individuals with our reducing capacity to meet those needs.
- 2.3 The Single Equality Scheme includes an Equality Action Plan (section 12), which shows what the Council will do in the coming year. In line with the current budgetary constraints, the action plan only includes those actions necessary to fulfil our statutory duties under the Act, together with the statutory 'Equality Objective'.

3.0 **Equality Objective**

- 3.1 It is recommended that the Council's 'Equality Objective' this year should focus on the training needs of staff and members, to ensure they have the right knowledge and tools to fulfil their responsibilities under the Act. It is therefore recommended that the 'Equality Objective' should be:

"To ensure all staff and members of the Council receive the appropriate level of training on equality issues."

- 3.2 Consultation has taken place with the Corporate Equality Group. Their comments have been incorporated into the Scheme.

Contact for more Information: Amy Tregellas, Head of Communities & Governance

Circulation of the Report: Members of Community Wellbeing PDG, Cllr Slade, Management Team

Single Equality Scheme

Mid Devon District Council's Single Equality Scheme (SES) sets out how we are working to implement the equality duties that are set out in the Equality Act 2010.

1.0 Our Vision

Mid Devon District Council is committed to providing quality services delivered in a fair and equitable way and to promoting good relations between different groups within the community. We value the positive contribution that all our residents bring to the district, and want to work with individuals and groups to continue to improve our services and to promote equality.

2.0 How will we achieve this?

In order to achieve our vision we will:

- Seek to understand the needs of our community
- Know our customers and their specific needs
- Involve the community in changes that might affect them
- Develop services that can respond to the requirements of different residents
- Develop an inclusive working environment
- Ensure equality in procurement and commissioning
- Promote equality through working with others
- Recognise the needs of specific equality groups

3.0 Understanding our community

In order to develop services that meet people's needs we must first of all understand our community. The following gives a brief profile of the district.

An equality profile of Mid Devon

Mid Devon is a rural district lying equidistant between the north and south coasts. It has three principle towns, Tiverton, Cullompton and Crediton, serving an extensive rural hinterland.

Population

The population of Mid Devon, currently around 79,500¹, has grown by 11% over the last 10 years. Much of this increase is due to inward migration from other parts of the UK. The largest increase is among those of retirement age, who now make up 22% of the population. A significant proportion of young people move out of the area for education or work. The Black and Minority Ethnic population is now 1.4% of the population with a further 1.3% from other EU countries. 5% of the population were born outside of the UK.²

The key issues for the population of Mid Devon are:

¹ Registrar General, Mid Year Estimates 2014

² 2011 Census

Economy

Mid Devon is an area of low unemployment, but jobs tend to be poorly paid and low skilled. Average earnings of employed people are almost 9% lower than the national average - £479.90 compared to £529.60 nationally³. Over a third of the resident population commutes out of the District for work, particularly from the Crediton and Cullompton areas. There are a high proportion of part-time and self-employed workers. There are also a growing number of older people who are dependent on benefits and pensions for their income.

Housing

House prices have more than doubled in the last ten years, far outstripping local average wages. The average house price in June 2013 was £224,700, representing nearly 10 times the average full time wage. This situation is considerably worse in the rural areas of the District. This makes it extremely difficult for first time buyers and people on low incomes. 14% of households live in social housing. There is also an increasingly aging population, who require support to live in their own homes, and suitably adapted accommodation when they are unable to manage on their own.

Crime

Mid Devon is an area of low crime. The incidence of all major crime (theft, burglary, violent crime) is well below national averages. However, concerns about crime and anti-social behaviour remain high particularly amongst the most vulnerable.

Education

Most Mid Devon schools perform well against national averages, but there are concerns about the aspirations of young people in certain areas. 65.3% of 16-year old pupils achieved 5 GCSE or equivalent at grades A* - C including English and Maths in 2013 compared to 60.6% nationally. Additionally, the proportion of people of working age who lack any qualifications is higher than the Devon average.

Access

In a rural district access to vital services can be a significant problem for some people, particularly those on low income. Some 60% of the district falls into the bottom quartile of deprivation for 'Access to Housing and Services'. Over half of rural parishes do not have a post office, and access to scheduled public transport is a problem in many areas, including the edges of market towns. Despite regional programmes to increase speeds, broadband speeds remain low in many rural areas limiting the growth of home-based businesses and increasing the digital divide.

Health

The residents of Mid Devon are generally healthier than the rest of the population in the UK. Life expectancy is higher than the national average both for men and women, and mortality rates for all major diseases are lower. However, there are pockets where life expectancy and mortality rates are considerably lower than would be expected. There is a growing proportion of over 75s who will put increasing demands on health and social care services, and a number of people with physical, sensory and learning disabilities whose needs and those of their carers, must be met.

³ Office of National Statistics 2015

Multiple disadvantage

Although Mid Devon generally rates very well in national statistics, small parts of Tiverton, Cullompton and Crediton do disproportionately badly for income, education, skills and training when compared to other areas nationally. As noted above, 60% of the District experiences rural access problems.

Similarly, some people in Mid Devon, because of their condition or circumstances, are more vulnerable to disadvantage and poor health outcomes than the rest of the population. This may be due to their age, gender, physical, sensory or learning disability, mental illness, sexuality, race, religion or social circumstances. There are a variety of organisations that provide support to these individuals and their families, including education and training providers, health and social care agencies, employers, voluntary sector organisations.

Equality Priorities

From this profile the Council recognises that there are three main equality priorities for the district:

1. Meeting the needs of an aging population
2. Overcoming the problems to vulnerable individuals caused by rural isolation
3. Overcoming the effects of multiple disadvantage in families with complex needs.

4.0 Knowing our customers – equality monitoring

Mid Devon District Council recognises that it is important to know who uses our services. By comparing this with what we know about the community as a whole, we can see if there are any groups who are under-represented, highlighting where there may be barriers to overcome.

We regularly monitor the age, disability, gender, and ethnicity of our customers. Where appropriate and relevant, we also monitor religion or belief, and sexual orientation.

The equality information collected can be used to:

- review service delivery
- compare our performance over time
- assist in the development of services in line with people's needs
- monitor the impact of any service changes.

In line with current legislation we will publish relevant equality information, while maintaining customer and employee confidentiality. This information will include:

- an equality profile of the district
- workforce information, and
- service-level information for services most relevant to equality.

5.0 Involving the community

As part of our commitment to good consultation, we have developed a Community Engagement Strategy and an annual action plan to improve how the Council engages with the community. The Council is keen to make sure that people from different equality groups take part in consultation, and will try to find the most appropriate way to consult with them according to their needs.

Mid Devon District Council will:

- work with groups representing the interests of people from different equality groups to get feedback on proposed service changes particularly relevant to them
- develop and support forms of consultation that are appropriate to the communication needs of different groups within the community
- monitor and assess the consultation methods used and where necessary adapt them to meet the needs of different participants
- publish the results of these consultations and feed them back into our decision-making processes in an open and responsible way.

Customer feedback

Mid Devon District Council positively welcomes feedback. We want to ensure residents' views, whether positive or negative, are noted and their concerns are addressed. We are aware that the Council's formal feedback process may be inaccessible to those sections of the community who have difficulties in accessing services. The Council encourages helper organisations to act as advocates for a complainant if necessary.

6.0 Developing responsive services

The Council routinely undertakes Equality Impact Assessments on those service most likely to impact on the wellbeing of individuals. The impact assessment process asks 'How does this service or policy affect different groups in the community', and 'how can any adverse effects be reduced?' Each Equality Impact Assessment includes an action plan on how we will try to reduce any inequalities identified and promote equality.

A primary factor in making a service accessible is providing information and advice in a usable and convenient format.

We seek to ensure that all users:

- know about the relevant services they might need.
- are given support where necessary i.e. with completing forms
- are confident about using and contacting a service and, if necessary, complaining about it.

We will do this by:

- communicating clearly both internally and externally
- providing information in plain English
- making as many services as internet accessible as possible
- offering information in different formats on request

- providing interpretation and translation services when deemed appropriate
- ensuring that buildings that are open to the public, including leisure and community facilities, can be accessed and used by all residents
- making sure that our employees are trained and supported to deliver the highest possible levels of customer service in line with this policy.

Changing services and policies

Mid Devon District Council has a responsibility to assess the likely impact on residents and employees of policies or services it is proposing to change or introduce before they are adopted. This is to make sure that any changes do not disproportionately affect any particular group, and any adverse impacts can be reduced as much as possible.

Policies, in particular, are frequently adapted or replaced to reflect changes in the legal, social and political environment. Our objective is to build equality and diversity into the policy making process and to make that process clear, open and inclusive.

7.0 Developing an inclusive working environment

The Council considers equality and diversity in all aspects of employment, from advertising vacancies, recruitment and selection, terms and conditions of employment, training and personal development, to reasons for ending employment.

We will promote equality in recruitment by:

- advertising jobs as widely as possible
- providing job details and accepting job applications in alternative formats on request as appropriate to the needs of the applicant
- monitoring recruitment processes and taking action as a result of the findings
- acknowledging that recruitment and selection decisions should be based upon objective, measurable and reasonable selection criteria
- asking only for the skills and qualities actually needed to do the job
- commitment to equality in employment and in service delivery will be reinforced in staff induction programmes for new staff
- training managers on how to recruit in a non-discriminatory way, making sure that all job applicants, whether redeployment candidates, existing employees or people who do not currently work for the District Council, demonstrate that they are qualified, motivated and competent to do the job.

We will promote equality in disciplinary procedures by:

- regularly reviewing our disciplinary and grievance procedures to ensure an appropriate mechanism is in place to deal with bullying and harassment at work.

We will promote equality in pay and conditions by:

- using a pay structure that makes sure employees are rewarded fairly and equitably.

We will promote equality in training and development by:

- providing training programmes for staff to raise awareness of equality issues and assist them in applying equality principles to their role within the Council
- recognising and supporting the potential of all employees by offering opportunities for training and personal development
- monitoring employee development to make sure that training and development opportunities continue to be open to all employees.

8.0 Ensuring equality in procurement and commissioning

Mid Devon District Council is a major purchaser of services. Every year we spend over £1 million with businesses so that we can deliver our services. We recognise that our spending power gives us the chance to influence how others work and to promote equality. We will:

- require any company or business that wishes to be one of our contractors or suppliers to demonstrate appropriate consideration in their policies on equality in relation to employment and service delivery
- seek to encourage any company, business or individual wishing to provide goods or services to Mid Devon District Council, to contribute to our policy by implementing fair practices in employment and training
- review our own policies and practices and where necessary make changes to them to ensure they do not discriminate or place unfair requirements on small businesses from Mid Devon
- cease issuing contracts to, purchasing from or commissioning any contractor, business or organisation, where we believe they fail to comply with our values in relation to equality and diversity
- follow good practice by having a procurement strategy that gives a clear commitment to equality of opportunity and to tackling discrimination and disadvantage.

9.0 Promoting equality through working with others

The Council recognises that it cannot meet its equality responsibilities without working closely with other public bodies, community groups and individuals.

Mid Devon District Council will:

- use our standing in the area to help shape public opinion to promote understanding between different sections of the community
- work with other public, private, voluntary and community groups in Mid Devon to ensure that equality and diversity policies and plans similar to our own are adopted and implemented more widely
- share information, experience and examples of good practice on equality through links with other public, private, voluntary and community organisations in the region
- promote equality and diversity within partnership working and in our dealings with the media
- involve people from different equality groups in influencing our work and progress on equality

- learn from the equality and diversity policies and plans of other local authorities and organisations.

10.0 Meeting the needs of specific equality groups

The Council is aware that certain groups within society are particularly vulnerable to discrimination because of age, disability, gender, marital status, race, belief or sexual orientation. In order to eliminate discrimination and promote equality we recognise the need to work with representatives who can advocate on behalf of particular equality groups in order to develop services that meet their specific requirements. We also recognise that people are individuals, and that although they may be included within a particular equality group they also have individual needs that may differ from the rest of the group. We are committed to dealing with every resident as an individual with their own particular needs.

11.0 Monitoring

We will monitor the progress of this Single Equality Scheme, reporting on it to our Scrutiny Committee.

Monitoring Impact and Acting on Results

Mid Devon District Council recognises that monitoring is an important way of assessing the effects of policies in practice and is a vital part of any strategy to promote equality.

Monitoring will help us check whether our policies, operations and organisational culture are discriminating against some groups and individuals. This will help us find out why and how discrimination takes place. Where we see that any of our policies or procedures have a negative impact we will investigate the reasons for this and revise them accordingly.

Publishing Results

If Mid Devon District Council is to be successful and keep public confidence, we need not only to promote equality but also to be seen to be doing so. The Council will therefore publish the results of its monitoring, assessment and consultation activities.

The Single Equality Scheme Action Plan will be updated annually to reflect the progress made. In addition a summary and assessment of equality monitoring is published in the annual Performance Plan.

12.0 Equality Action Plan 2016-17

The following plan outlines the actions the Council will take in the coming year to promote equality, in line with the Council's priorities to meet the needs of an aging population; overcome the problems to vulnerable individuals caused by rural isolation; and overcome the effects of multiple disadvantage in specific neighbourhoods.

| | | | Responsible Person | Timescale |
|-----|--|--|------------------------------------|----------------------------|
| | Understanding our community | | | |
| 1.1 | Provide an annually updated equality profile of the district | Produce an equality profile as part of the publication of equality information | Community Development Manager | 31 st Mar 2016 |
| | Delivering Responsive Services | | | |
| 2.1 | Convene quarterly meetings of the Corporate Equality Group to address issues and share good practice within the Council | Quarterly meetings | Head of Communities and Governance | 2016 |
| 2.2 | Undertake periodic equality audits of key services that have the greatest impact on equality groups as part of the audit cycle | Undertake an equality audit of HR Recruitment Spring 2016 | Head of Communities and Governance | 2016 |
| 2.3 | Work with partners to respond to the needs of families with complex needs | Ensure the successful transition of the Targeted Families Programme into the Early Help Service | Head of Communities and Governance | April 2016 |
| | Monitoring and Evaluation | | | |
| 3.1 | Publish Equality Information in line with statutory duties | Publish Equality Information on the Council's website by 31/3/16. | Head of Communities and Governance | 31 st Mar 2016 |
| | Providing Strategic Direction | | | |
| 4.1 | Publish Single Equality Scheme | Publish Single Equality Scheme on the Council's website by 31/3/15, and revise annually thereafter. | Head of Communities and Governance | 31 st Mar 2016 |
| 4.2 | Publish Annual Equality Action Plan | Including equality objective "To ensure all staff and members of the Council receive the appropriate level of training on equality issues" | Head of Communities and Governance | 6 th April 2016 |

Appendices

Appendix 1 Summary of Equalities Legislation

Mid Devon District Council Equality Strategy complies with the following Equal Opportunities Legislation, Codes of Practice and recommendations:

- The Sex Discrimination Act 1975 and 1986
- Sex Discrimination (Gender Reassignment) Regulations 1999
- The Protection from Harassment Act 1997
- Employment Equality (Sexual Orientation) Regulations 2003
- Gender Equality Duty
- The Equal Pay Act 1970 as amended by the Equal Pay (Amendment) Regulations 1983
- Codes of Practice, including on Equal Pay
- The Race Relations Act 1976
- The Race Relations (Amendment) Act 2000
- Employment Equality (Religion or Belief) Regulations 2003
- Five Year Plan for Asylum and Immigration
- Incitement to Religious Hatred (1986 Public Order Act)
- The Macpherson Recommendations, Stephen Lawrence Inquiry
- The Disability Discrimination Act 1995
- The Disability Rights Commission (DRC) Act 1999
- Disability Equality Duty
- Special Educational Needs and Disability Act 2001
- Equal Opportunities Commission and Commission for Racial Equality Codes of Practices
- The Human Rights Act 1998.
- The Work and Families Act 2006
- Equality Act 2010

Appendix 2 Protected Characteristics

We understand we have a duty to promote equality and eradicate discrimination in relation to the nine protected characteristics outlined in the Equality Act 2010.

- Age
- Disability (including people with learning disabilities, people with a mental illness, and people living with HIV and/or AIDS)
- Gender reassignment
- Marital status, family circumstances, or caring responsibilities
- Pregnant women and mothers with young children (under 5's)
- Race, including nationality, national or ethnic origin, being a traveller or gypsy
- Religion or belief
- Sex
- Sexual orientation

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Equality Information

General Population

Population of Mid Devon District

The population of Mid Devon at the time of the 2011 census was 77,800¹. There are:

- 14,600 children aged 0-15.
- 47,300 people of working age².
- 15,900 people are aged 65 or over³

| Age band | Total | % |
|--------------|---------------|---------------|
| 0 to 4 | 4,500 | 5.8% |
| 5 to 15 | 10,100 | 13.0% |
| 16 to 24 | 7,200 | 9.2% |
| 25 to 44 | 17,700 | 22.7% |
| 45 to 64 | 22,400 | 28.8% |
| 65 to 74 | 8,500 | 10.9% |
| 75 or over | 7,400 | 9.5% |
| Total | 77,800 | 100.0% |
| | 100.0% | |

Census 2011

Source: ONS via www.devon.gov.uk

Disability

- 17% of the population reported that they have a long-term illness which limits their day-to-day activity (2011 Census)
- 3245 or 4.2% of the population are claiming Disability Living Allowance (DWP Feb 2012)

Number claiming Disability Living Allowance by ward

| Ward | No. |
|--------------------|-----|
| Boniface | 160 |
| Bradninch | 85 |
| Cadbury | 30 |
| Canonsleigh | 100 |
| Castle | 175 |
| Clare and Shuttern | 115 |
| Cranmore | 275 |
| Cullompton North | 190 |
| Cullompton Outer | 70 |

¹ ONS Census 2011

² ONS Census 2011

³ ONS Census 2011

| | |
|-----------------------------|-------------|
| Cullompton South | 195 |
| Halberton | 55 |
| Lawrence | 185 |
| Lower Culm | 245 |
| Lowman | 305 |
| Newbrooke | 65 |
| Sandford and Creedy | 115 |
| Silverton | 55 |
| Taw | 55 |
| Taw Vale | 95 |
| Upper Culm | 125 |
| Upper Yeo | 55 |
| Way | 45 |
| Westexe | 320 |
| Yeo | 130 |
| Total | 3245 |
| <i>Source: DWP Feb 2012</i> | |

Ethnicity

- The Black and Minority Ethnic population of Mid Devon is 1.4% of the population with a further 2.3% 'Other White Ethnic Groups' which includes significant number of migrant workers, mostly from Eastern Europe.

| Ethnicity | | % |
|---------------------------------|--------|-------|
| White British | 74,554 | 95.89 |
| White Irish | 278 | 0.36 |
| White Gypsy or Irish Traveller | 88 | 0.11 |
| Other White Ethnic Group | 1776 | 2.28 |
| Mixed White and Black Caribbean | 132 | 0.17 |
| Mixed White and Black African | 69 | 0.09 |
| Mixed White and Asian | 169 | 0.22 |
| Other Mixed Ethnic Group | 114 | 0.15 |
| Indian | 116 | 0.15 |
| Pakistani | 7 | 0.01 |
| Bangladeshi | 18 | 0.02 |
| Chinese | 167 | 0.21 |
| Other Asian Ethnic Group | 120 | 0.15 |
| Black African | 64 | 0.08 |
| Black Caribbean | 17 | 0.02 |
| Other Black Ethnic group | 13 | 0.02 |
| Arab | 4 | 0.01 |
| Other Ethnic Group | 44 | 0.06 |

Source: 2011 Census

| Ethnicity | | % |
|-----------|--------|------|
| White | 76,696 | 98.6 |
| Mixed | 484 | 0.6 |
| Asian | 428 | 0.6 |
| Black | 94 | 0.1 |
| Other | 48 | 0.1 |

| | | |
|------------------------|------|-----|
| Minority Ethnic Groups | 1054 | 1.4 |
|------------------------|------|-----|

Source: 2011 Census

Religion & Belief

| Religion | | % |
|---------------------|--------|-------|
| Christian | 48,273 | 62.1% |
| Buddhist | 224 | 0.3% |
| Hindu | 96 | 0.1% |
| Jewish | 46 | 0.1% |
| Muslim | 112 | 0.1% |
| Sikh | 5 | 0.0% |
| Other Religions | 366 | 0.5% |
| No Religion | 22,122 | 28.5% |
| Religion Not stated | 6,506 | 8.4% |

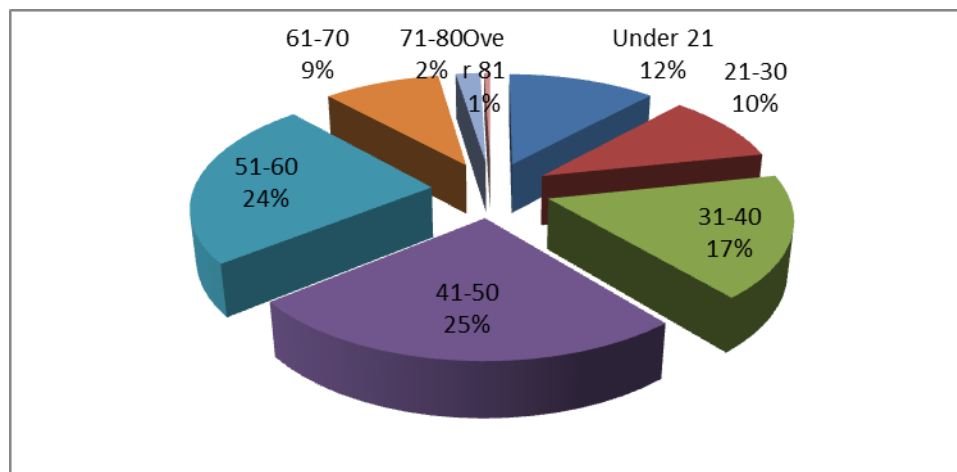
Source: 2011 Census

Mid Devon District Council Staff Profile (as at 31st March 2015)

(all numbers under 5 are suppressed)

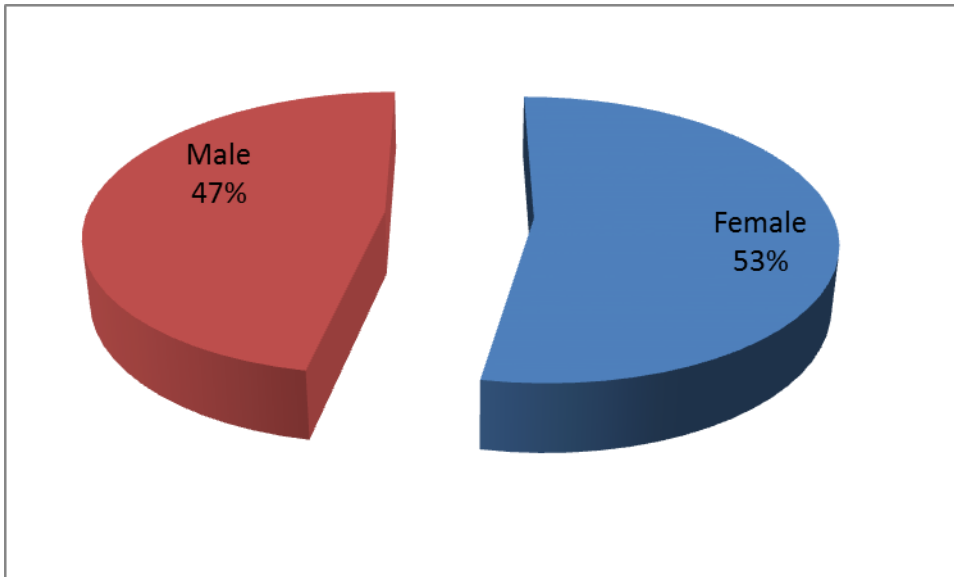
Total Number of Staff: 609

| Age | No | % |
|----------|-----|--------|
| Under 21 | 72 | 11.8% |
| 21-30 | 60 | 9.9% |
| 31-40 | 105 | 17.2% |
| 41-50 | 154 | 25.3% |
| 51-60 | 146 | 24.0% |
| 61-70 | 57 | 9.4% |
| 71-80 | 12 | 2.0% |
| Over 81 | 3 | 0.5% |
| | 609 | 100.0% |



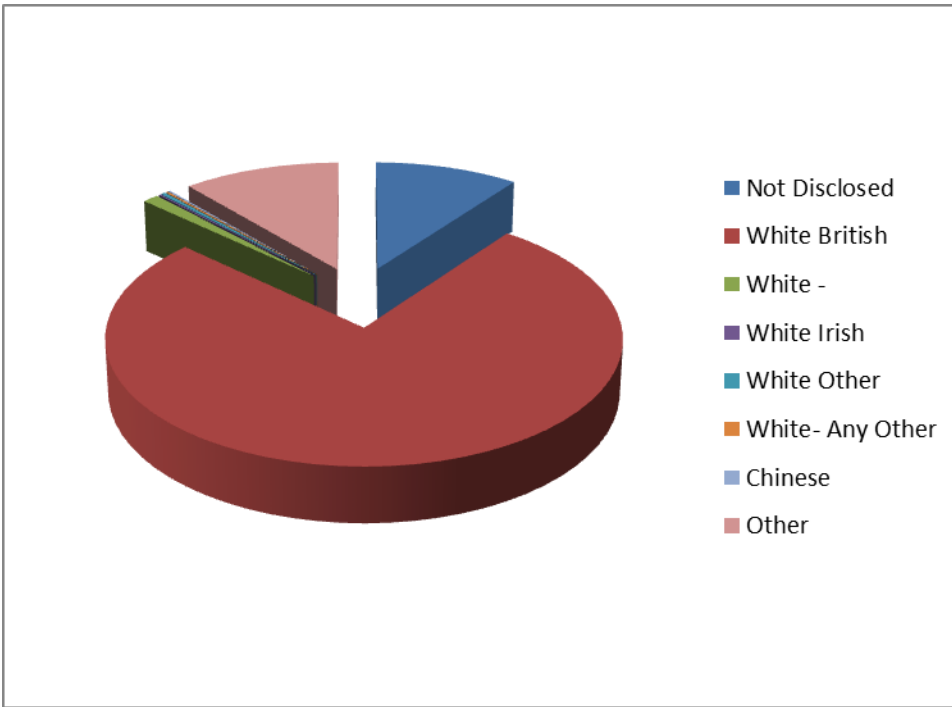
Gender Profile

| Gender | No. | % |
|--------|-----|--------|
| Female | 323 | 53.0% |
| Male | 286 | 47.0% |
| | 609 | 100.0% |



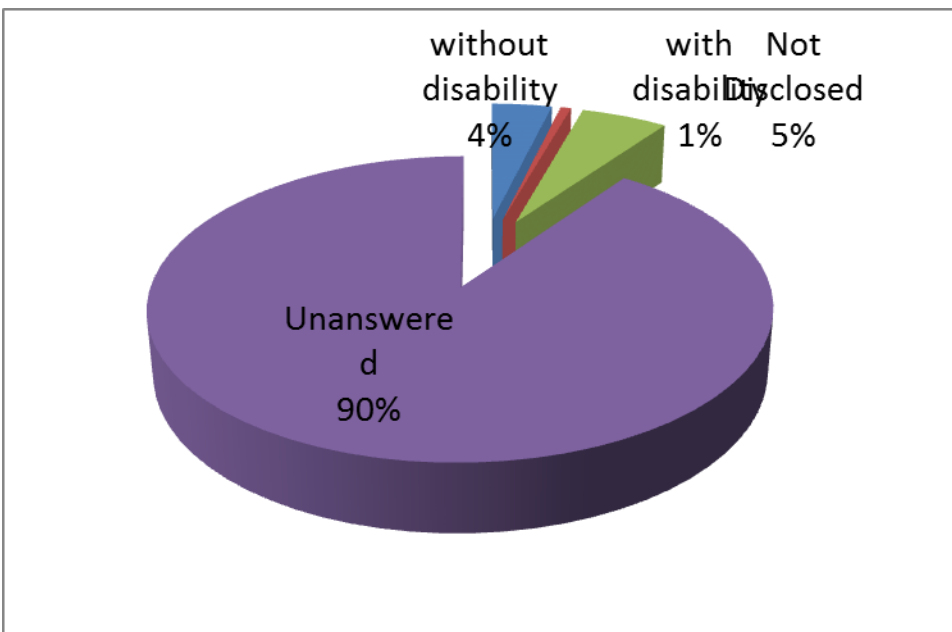
Ethnicity Profile

| Ethnicity | No. | % |
|------------------|-----|--------|
| Not Disclosed | 62 | 10.2% |
| White British | 467 | 76.7% |
| White - | 7 | 1.1% |
| White Irish | 1 | 0.2% |
| White Other | 2 | 0.3% |
| White- Any Other | 1 | 0.2% |
| Chinese | 1 | 0.2% |
| | 68 | 11.2% |
| Total | 609 | 100.0% |



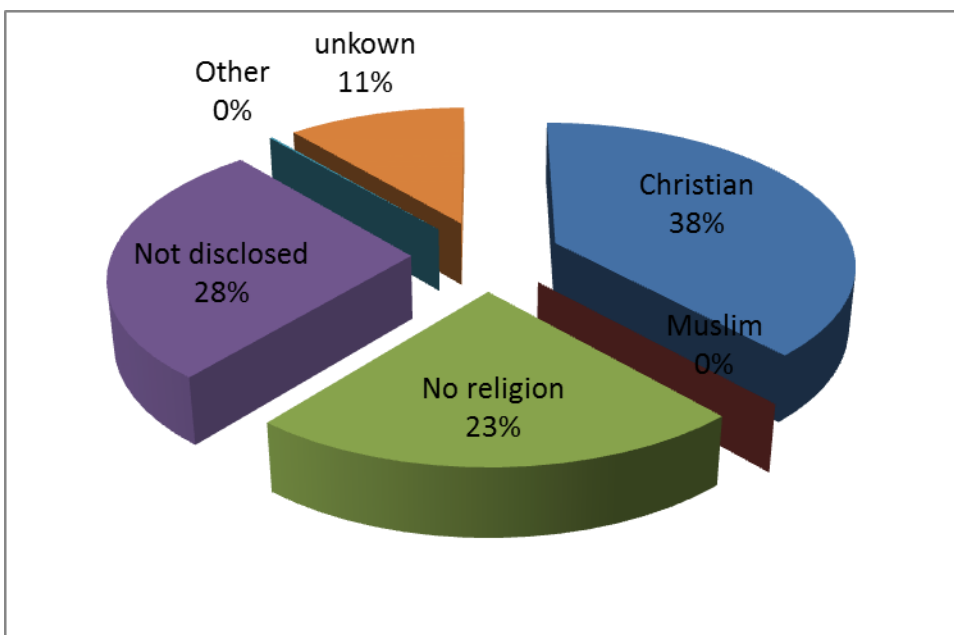
Disability Profile

| Disability | No. | % |
|--------------------|-----|--------|
| without disability | 23 | 3.8% |
| with disability | 4 | 0.7% |
| Not Disclosed | 33 | 5.4% |
| Unanswered | 549 | 90.1% |
| | 609 | 100.0% |



Religion & Belief Profile

| Religion | No. | % |
|---------------|-----|--------|
| Christian | 233 | 38.3% |
| Muslim | 0 | 0.0% |
| No religion | 138 | 22.7% |
| Not disclosed | 169 | 27.8% |
| Other | 1 | 0.2% |
| unkown | 68 | 11.2% |
| | 609 | 100.0% |



The Council has undertaken an Equal Pay Audit which can be accessed as a separate document on the Equality Information webpage

List of Specific HR Policies addressing equality concerns

- Equality Policies
- Parental Leave Policy 2006
- Childcare Voucher Policy 2008
- Flexible Working Hours Policy 2010
- Adoption Policy
- Family Friendly Policy
- Redundancy and Redeployment Policy
- Recruitment Policy
- Relationships in the Workplace Policy
- Dignity at Work Policy

Service Users

Community Involvement

The Council uses a range of methods to engage with residents with different needs

- Household Surveys
- Street Surveys
- Visits to organisations
- Citizen's Panel

Citizen's Panel

The Citizen's Panel is a representative group of residents recruited every three years. The panel is recruited as far as possible to match the demographic make-up of the district.

Total number in the Citizen's Panel = 508

Gender

| | |
|--------|-----|
| Female | 59% |
| Male | 41% |

Age

| | |
|----------|-----|
| Under 25 | 2% |
| 25-34 | 9% |
| 35-44 | 18% |
| 45-54 | 17% |
| 55-64 | 22% |
| 65 – 74 | 23% |
| 75+ | 9% |

Ethnicity

| | |
|---------------|------|
| White British | 95 % |
| Other | 5% |

Disability

14% consider themselves to have a disability – long standing.

Community Safety

Hate crime

Mid Devon District 1st January 2011 to 31st December 2014

Data Source:

Force crime recording system – UNIFI
Force incident recording system – STORM, OIS

Data Processing:

Qlikview Hate Crime report
Date between 1st January 2011 and 31st December 2014
Mid Devon district'

Data:

The table below shows hate crime in Mid Devon District recorded between 1st January 2011 and 31st December 2014, by year and hate crime type

| Type | 2014 | % Change from prev year | 2013 | % Change from prev year | 2012 | % Change from prev year | 2011 |
|------------------|-----------|-------------------------|-----------|-------------------------|-----------|-------------------------|-----------|
| Disablist | 3 | 50.0% | 2 | 0.0% | 2 | - | 0 |
| Religious/Belief | 1 | 0.0% | 1 | - | 0 | - | 0 |
| Homophobic | 2 | -33.3% | 3 | -40.0% | 5 | 66.7% | 3 |
| Racist | 13 | 8.3% | 12 | -14.3% | 14 | 7.7% | 13 |
| Transphobic | 0 | - | 0 | - | 2 | - | 0 |
| Other | 2 | - | 0 | - | 0 | - | 0 |
| Total | 21 | 16.7% | 18 | -21.7% | 23 | 43.8% | 16 |

- **Hate Crime:** Any hate incident, which constitutes a criminal offence, perceived by the victim or any other person, as being motivated by prejudice or hate. (ACPO Hate Crime Manual 2005)
- **Hate Incident:** Any incident, which may or may not constitute a criminal offence, which is perceived by the victim or any other person, as being motivated by prejudice or hate. (ACPO Hate Crime Manual 2005)

Customer First

Customer First provides front-line telephone and meet-and-greet services

In the year to date (1/4/2014 – 31/3/15) there have been:

- 722 complaints, comments and compliments comments logged with the Compliments
- Of the 424 complaints 96 were upheld (23%)
- There were no complaints of racial discrimination recorded
- In 2014 -15 there were 32 requests for interpreter and translation services (including, polish 16, Latvian 10, Russian 3, Sign Language 2 and Lithuanian 1)

Housing

(all numbers under 5 have been suppressed)

Housing Services maintain records on lead tenants - the main householder who holds the lease with the Council. They do not keep records on every individual living in Council property.

Number of lead tenants, by Age

| Age | Number | % |
|-----|--------|---|
|-----|--------|---|

| | | |
|-------------|-------|---------|
| 16-20 | 5 | 0.16% |
| 21-30 | 277 | 9.12% |
| 31-40 | 368 | 12.11% |
| 41-50 | 452 | 14.88% |
| 51-60 | 503 | 16.56% |
| 61-70 | 531 | 17.48% |
| 71-80 | 454 | 14.94% |
| 81-90 | 322 | 10.60% |
| 91-100 | 91 | 3.00% |
| 101-110 | 1 | 0.03% |
| No Response | 34 | 1.12% |
| | 3,038 | 100.00% |

Number of lead tenants by Gender

| Gender | Number | % |
|--------|--------|--------|
| Male | 1351 | 44.47% |
| Female | 1687 | 55.53% |
| | 3038 | 100% |

Number of lead tenants, by ethnicity

| Ethnicity | Number | % |
|----------------------------------|--------|---------|
| White British | 1386 | 89.71% |
| White Irish | 10 | 0.65% |
| White Accession/Eastern European | 10 | 0.65% |
| White Other | 8 | 0.52% |
| Mixed White/Black Caribbean | 4 | 0.26% |
| Mixed White/Black African | 2 | 0.13% |
| Mixed White/Asian | 0 | 0.00% |
| Mixed Other | 1 | 0.06% |
| Asian/Asian British Indian | 0 | 0.00% |
| Asian/Asian British Bangladeshi | 1 | 0.06% |
| Asian/Asian British Other | 1 | 0.06% |
| Black/Black British Caribbean | 1 | 0.06% |
| Black/Black British African | 1 | 0.06% |
| Refused | 35 | 2.27% |
| Traveller | 0 | 0.00% |
| Unknown | 85 | 5.50% |
| | 1545 | 100.00% |

Number of lead tenants by disability

| Disability | Number | % |
|-------------------|--------|--------|
| Blind | 4 | 0.52% |
| Deaf | 9 | 1.16% |
| Hard of Hearing | 38 | 4.91% |
| Learning Disabled | 42 | 5.43% |
| Long-term Illness | 234 | 30.23% |

| | | |
|-----------------------|-----|---------|
| Mental Health Issues | 122 | 15.76% |
| Mobility Difficulties | 233 | 30.10% |
| Partially Sighted | 23 | 2.97% |
| Social Services | 55 | 7.11% |
| Wheelchair User | 11 | 1.42% |
| Not Stated | 3 | 0.39% |
| | 774 | 100.00% |

(respondents were able to indicate multiple disabilities)

Number of lead tenants by religion

| Religion | Number | % |
|-------------|--------|---------|
| Buddist | 3 | 0.19% |
| Christian | 888 | 57.48% |
| Hindu | 0 | 0.00% |
| No Religion | 399 | 25.83% |
| Other | 20 | 1.29% |
| Refused | 62 | 4.01% |
| Unknown | 171 | 11.07% |
| No response | 2 | 0.13% |
| | 1545 | 100.00% |

Number of lead tenants by sexuality

| Sexuality | Number | % |
|--------------|--------|---------|
| Heterosexual | 751 | 48.61% |
| LGB | 7 | 0.45% |
| Other | 1 | 0.06% |
| Refused | 117 | 7.57% |
| Unknown | 669 | 43.30% |
| | 1545 | 100.00% |

List of MDDC Services and Relevance to Equality

| Service & Service Areas | Overall relevance | Areas of high relevance |
|-------------------------|-------------------|--|
| Corporate | High | |
| Corporate Plan | High | |
| Workforce Strategy | High | |
| Mid Term Financial Plan | High | |
| HR | High | |
| Recruitment | High | |
| Training | High | |
| Employment Policies | High | Bullying and Harassment Policies, Disciplinary Procedures, Family Friendly |

| | | |
|---|---------------|---|
| | | Policies, Redundancy & retirement policies etc. |
| | | |
| Housing Services | High | |
| Choice based letting | High | |
| Housing ASB Policy | High | |
| Tenant Involvement | High | |
| Planned Maintenance | Medium | |
| Care Services | High | |
| Reactive Housing Repairs & Maintenance | Medium | Disability adaptations |
| Rent Arrears | High | |
| | | |
| Affordable Housing | High | |
| Sheltered Housing | High | |
| Homelessness | High | |
| Private Sector Housing | High | Disability adaptations |
| | | |
| Customer First | High | |
| Front desk | High | |
| Phone contact | High | |
| Feedback & Complaints procedures | High | |
| Communications | Medium | |
| Website administration | High | |
| | | |
| Community Safety | High | |
| Community Safety & ASB response | High | Hate Crime |
| | | |
| Community Development & Regeneration | Medium | |
| Grants & Funding | Medium | Council Grants, SLAs |
| Community Involvement | Medium | |
| Economic Development | Medium | |
| Equality | High | |
| | | |
| Estates Management | Medium | |
| Public buildings | High | Accessibility to Council properties |
| Cemeteries | Medium | |
| Play Areas | Medium | DDA compliance |
| Car Parks | Medium | Disabled parking spaces |
| Commercial Properties | Low | |
| | | |
| Waste Management | Medium | |
| Waste Collection | Medium | Information Assisted collections |
| Recycling | Medium | Information Assisted collections |
| Trade Waste | Low | |
| District Officers | Low | |

| | | |
|---------------------------------|---------------|--|
| | | |
| Leisure Services | Medium | |
| Wet side | Medium | Accessibility of services and courses |
| Dry side | Medium | |
| | | |
| Members Services | Medium | |
| Members Services | Medium | Member recruitment, member training |
| | | |
| Electoral Services | Medium | |
| Electoral Services | Medium | Electoral registration |
| | | |
| Environmental Health | Low | |
| Food Premises Inspections | Low | Ethnic restaurants |
| Air Quality & Contaminated Land | Low | |
| Noise & Nuisance | Medium | |
| Emergency Planning | High | Provision for the vulnerable |
| | | |
| Licensing | Low | |
| Alcohol and entertainment | Low | |
| Gambling | Low | |
| Taxis | Low | Wheelchair accessible taxis |
| Charitable Collections | Low | |
| | | |
| Planning | Low | |
| Forward Planning | Low | LDF Core Strategy Statement of Community Involvement Provision of Affordable Housing |
| Development Management | Medium | Gypsy and traveller sites Provision of Affordable Housing |
| Building Control | Low | Any guidance or enforcement of disability adaptations |
| Conservation | Low | |
| | | |
| Financial Services | Low | |
| Accounts | Low | |
| Procurement | Medium | Contracts, SLAs |
| Benefits | High | |
| | | |
| Revenues | Low | |
| Council Tax | Low | |
| Business Rates | Low | |
| Debt recovery | High | |
| | | |
| IT | Low | |
| IT | Low | Website functionality |
| Landcharges | Low | |
| | | |
| Audit | Low | |
| | | |

High Risk Services

- Corporate
- HR
- Housing
- Customer First
- Community Safety

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**COMMUNITY WELL-BEING PDG
29 MARCH 2016:**

AGENDA ITEM:

PERFORMANCE AND RISK REPORT FOR THE THIRD QUARTER OF 2015-16

Cabinet Member Cllr Colin Slade
Responsible Officer Head of Communities & Governance

Reason for Report: To provide Members with an update on performance against the corporate plan and local service targets for 2015-16 as well as providing an update on the key business risks.

RECOMMENDATION: That the PDG reviews the Performance Indicators and any Risks that are outlined in this report and feeds back areas of concern to the Cabinet.

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

Financial Implications: None identified

Legal Implications: None

Risk Assessment: If performance is not monitored we may fail to meet our corporate and local service plan targets or to take appropriate corrective action where necessary. If key business risks are not identified and monitored they cannot be mitigated effectively.

1.0 Introduction

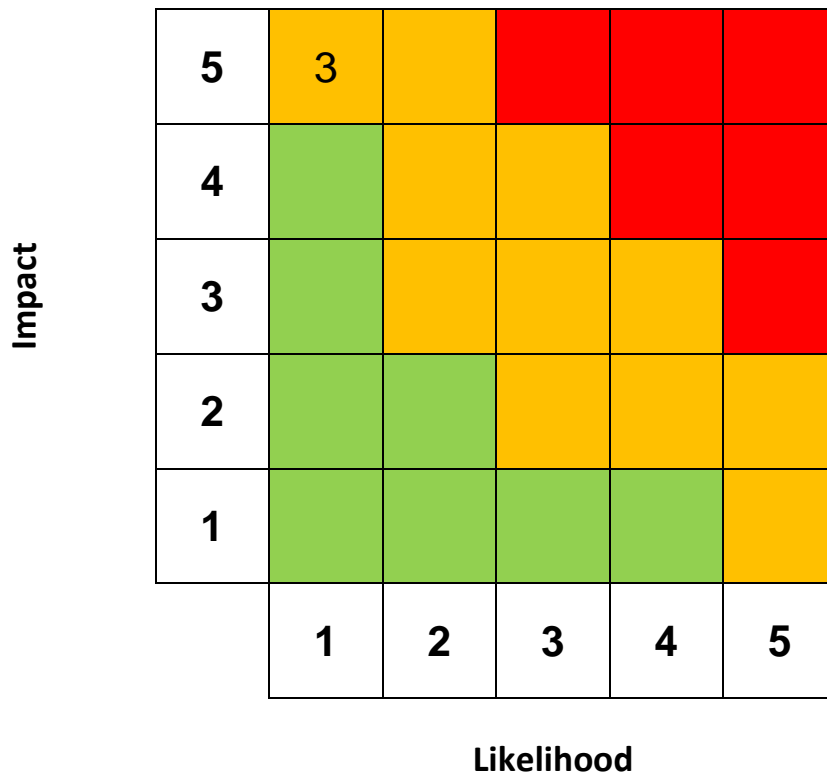
- 1.1 Appendix 1 provides Members with details of performance against the Corporate Plan and local service targets for the 2015-16 financial year.
- 1.2 Appendix 2 shows the section of the Corporate Risk Register which relates to the Community Well-Being Portfolio. See 3.0 below.
- 1.3 Both appendices are produced from SPAR, the corporate Service Performance and Risk Management system.

2.0 Performance

- 2.1 The number of **empty shops** in all 3 towns is above target, only the number in Tiverton is higher than the previous year-end.
- 2.2 The **% of food premises** inspected is much improved from last year but still below target.
- 2.3 The “Scores on the Doors” for the year is included as Appendix 3 92% of premises are broadly compliant.
- 2.4 When benchmarking information is available it is included.

3.0 Risk

- 3.1 The Corporate risk register has been reviewed by Management Team (MT) and updated. Risk reports to committees include risks with a total score of 15 or more and all those with an impact score of 5. (See Appendix 2)
- 3.2 The profile of these risks for this quarter is:



3.3 This report does not at present show target levels for risks set by MT, which is the tolerance level for each risk, however these are shown in the individual risk entries on SPAR where applicable.

4.0 Conclusion and Recommendation

4.1 That the PDG reviews the performance indicators and any risks that are outlined in this report and feedback any areas of concern to the Cabinet.

Contact for more Information: Amy Tregellas, Head of Communities & Governance ext 4246

Circulation of the Report: Management Team and Cabinet Member

CWB PDG Performance Report - Appendix 1

Quarterly report for 2015-2016

No headings

For Community Well-Being - Cllr Colin Slade Portfolio

For MDDC - Services

Filtered by Performance Status: Exclude PI Status: Data not due, Not calculable

Key to Performance Status:

| | | | | | | |
|-------------------------|---------|-------------------|--------------|-----------|--------------|-------------------|
| Performance Indicators: | No Data | Well below target | Below target | On target | Above target | Well above target |
|-------------------------|---------|-------------------|--------------|-----------|--------------|-------------------|

CWB PDG Performance Report - Appendix 1

| Performance Indicators | | | | | | | | |
|--|---|---------------|---------------|----------------|--------|--------|--------|--------|
| Status | Definition | Prev Year End | Annual Target | Current Target | Q1 Act | Q2 Act | Q3 Act | Q4 Act |
| Well above target | <u>The number of Empty Shops. (TIVERTON)</u> | 12 | 20 | 20 (3/4) | 17 | 16 | 16 | |
| Management Notes: (Quarter 3) 16 empty shops out of 248 shops = 6.45% of shops in Tiverton were empty at the time of the survey in January 2016 (JB) | | | | | | | | |
| Well above target | <u>The number of Empty Shops. (CREDITON)</u> | 10 | 10 | 10 (3/4) | 9 | 5 | 7 | |
| Management Notes: (Quarter 3) 7 empty shops out of 118 shops = 5.93% of shops in Crediton were empty at the time of the survey in January 2016 (JB) | | | | | | | | |
| Well above target | <u>The number of Empty Shops (CULLOMPTON)</u> | 11 | 14 | 14 (3/4) | 12 | 7 | 8 | |
| Management Notes: (Quarter 3) 8 empty shops out of 93 shops = 8.60% of shops in Cullompton were empty at the time of the survey in January 2016 (JB) | | | | | | | | |
| Well below target | <u>Percentage of food premises inspections that should have been carried out that were carried out for A & B (High Risk) premises</u> | 46% | 100% | 100% (3/4) | | | 75% | |
| Management Notes: | | | | | | | | |
| Below target | <u>The percentage of Leisure's operational expenditure recovered through customer receipts</u> | 88.16% | 88.50% | 88.50% (3/4) | 79.19% | 83.76% | 84.36% | |
| Management Notes: | | | | | | | | |
| Below target | <u>% of Leisure members retained from month beginning to month end.</u> | 95.33% | 96.50% | 96.50% (3/4) | 96.87% | 95.46% | 95.65% | |
| Management Notes: | | | | | | | | |
| Above | <u>Issue of TENS within 3</u> | n/a | 97% | 97% (3/4) | 94% | 97% | 98% | |

CWB PDG Risk Management Report - Appendix 2

Report for 2015-2016
 For Community Well-Being - Cllr Colin Slade Portfolio
 Filtered by Flag:Include: * CRR 5+ / 15+
 For MDDC - Services

Not Including Risk Child Projects records or Mitigating Action records

Key to Performance Status:

Risks: No Data (0+) High (15+) Medium (5+) Low (1+)

CWB PDG Risk Management Report - Appendix 2

Risk: Chemicals Staff using chemicals incorrectly.

Effects (Impact/Severity):

Causes (Likelihood):

Service: Leisure Services

Current Status:

Medium (5)

Current Risk Severity: 5 -
Very High

Current Risk Likelihood: 1 -
Very Low

Head of Service: Jill May

Review Note:

Risk: Legionella Legionella

Effects (Impact/Severity):

Causes (Likelihood):

Service: Leisure Services

Current Status:

Medium (5)

Current Risk Severity: 5 -
Very High

Current Risk Likelihood: 1 -
Very Low

Head of Service: Jill May

Review Note:

Risk: Plant Rooms plant rooms

Effects (Impact/Severity):

Causes (Likelihood):

Service: Leisure Services

Current Status:

Medium (5)

Current Risk Severity: 5 -
Very High

Current Risk Likelihood: 1 -
Very Low

Head of Service: Jill May

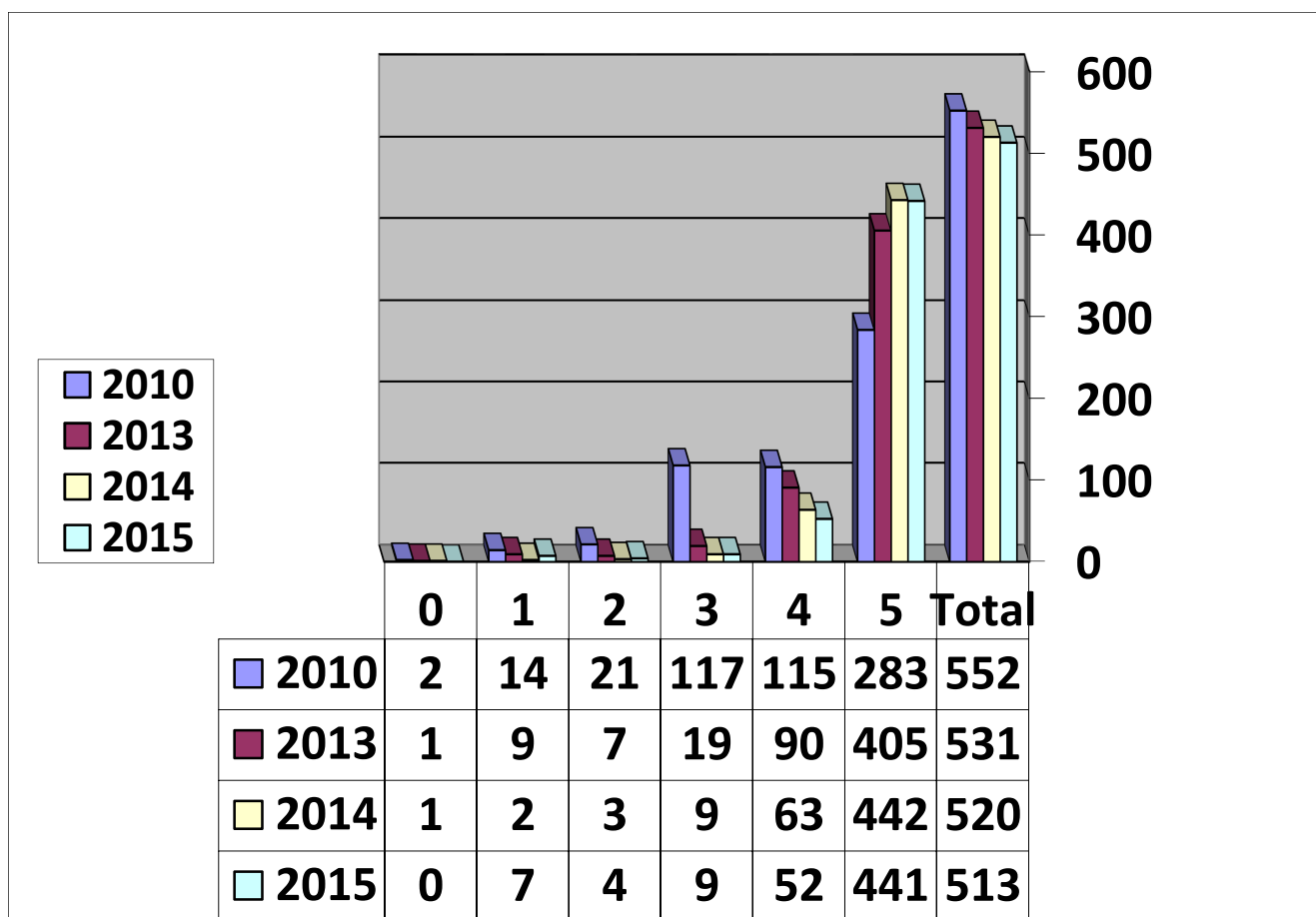
Review Note:

Printed by: Catherine
Yandle

SPAR.net

Print Date: 11 March 2016
12:04

Food Hygiene Rating Scheme 2010-2015



FOOD HYGIENE RATING SCHEME BANDINGS

| | |
|---|------------------------------|
| 0 | Urgent improvement necessary |
| 1 | Major improvement necessary |
| 2 | Improvement necessary |
| 3 | Generally satisfactory |
| 4 | Good |
| 5 | Very good |

* The national food hygiene rating scheme was launched in 2010

BROADLY COMPLIANT PREMISES

92% of all food premises are broadly compliant premises (a premises scoring < 10 for hygiene; structure or management), equivalent to a food hygiene rating of 3 and above. This includes food manufacturers and low risk food premises which does not come under the food hygiene rating scheme

**COMMUNITY WELL BEING PDG
29 MARCH 2016**

AGENDA ITEM

FINANCIAL UPDATE FOR THE NINE MONTHS ENDED 31 DECEMBER 2015

Cabinet Member Cllr Peter Hare-Scott
Responsible Officer Head of Finance Andrew Jarrett

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

RECOMMENDATION(S): The Cabinet note the financial monitoring information for the income and expenditure so far for the 2015/16 financial year.

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

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

Legal Implications: None.

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

1.0 Introduction

- 1.1 The purpose of this report is to highlight to Cabinet our current financial status and the likely reserve balances at 31 March 2016. It embraces both revenue, in respect of the General Fund and Housing Revenue Account, and capital and aims to focus attention on those areas which are unlikely to achieve budget. It is particularly important for next year's budget setting and, looking further ahead, with the medium term financial plan.
- 1.2 Favourable variances generating either increased income or cost savings are expressed as credits (negative numbers), whilst unfavourable overspends or incomes below budget are debits (positive numbers). This report only highlights budget variances in excess of £10k as the purpose of the report is to concentrate on material issues that may require further investigation/action. Budget variances are expressed net of budgeted transfers to or from earmarked reserves, which were previously approved by Cabinet. A more detailed analysis will be provided with the final outturn report for the year.

2.0 Executive Summary of 2015/16

2.1 The table below shows the opening position of key operational balances of the Council, the forecast in year movements and final predicted position at 31 March 2016:

| Usable Reserves | 31/03/2015 | Forecast in year movement | 31/03/2016 |
|-----------------------------|------------|---------------------------|------------|
| | £k | £k | £k |
| Revenue | | | |
| General Fund – see note | (2,380) | 372 | (2,008) |
| Housing Revenue Account | (2,000) | (670) | (2,670) |
| Capital | | | |
| Major Repairs Reserve | 0 | (483) | (483) |
| Capital Receipts Reserve | (985) | (2) | (987) |
| Capital Contingency Reserve | (1,123) | 604 | (519) |

3.0 The General Fund Reserve

3.1 This is the major revenue reserve of the Council. It is increased or decreased by the surplus or deficit generated on the General Fund in the year. This reserve held a balance of £2,380k as at 31/03/15.

3.2 The forecast General fund *deficit* for the current year is £372k as shown at Appendix A. Some of the more **significant** service movements, highlighted in Appendix B, this month comprise:

| | £k |
|--|------|
| Car park maintenance slippage (Trf to EMR for next year) | (70) |
| Improved Housing Benefit subsidy position | (40) |
| Planning development control salaries | (20) |
| Chargeable garden waste scheme take up | (20) |
| Public health grant funding received | (18) |
| Disabled facility grants repaid in year | (17) |
| Additional MMI asbestos insurance levy (See para 10) | 56 |
| Tiverton EUE works covered by earmarked reserve (EMR) | 55 |
| Redundancy costs | 52 |
| Leisure overheads and utility costs across all sites | 26 |
| Business advice service and town project covered by EMR | 22 |
| Grants and Funding officer funded from New Homes Bonus | 19 |
| Public health officer and projects partially offset by EMR | 17 |

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

4.0 Capital Programme

4.1 The status of this year's capital programme is shown at Appendix G.

4.2 Committed and Actual expenditure is currently £8,649k against a budgeted Capital Programme of £13,948k. (This has been increased by £124k in respect of the repurchase of a previous Right to Buy (RTB) sale; 135 Kings Crescent Tiverton and £74k in respect of the Phoenix Chamber audio visual equipment).

4.3 Forecast *net* underspends currently amount to (£524k), which are mainly comprised of the following (please see notes on appendix G):

- ICT software for 'Incab' re Waste & recycling vehicles £(60)k
- Various projects charged to revenue as under £20k (Capital de minimis) £(140)k
- Forecast additional spend on Council House building project at St Andrews Street £144k
- Affordable Housing contributions, no additional payments expected on external schemes (£95k)
- Works in relation to major repairs of our council houses; this will remain in the Major Repairs Reserve to be reprioritised for works (£373k)

4.4 Forecast slippage into 2016/17 currently amounts to £7,307k, which are mainly comprised of the following projects (please see notes on appendix G):

- Land Drainage scheme – Ashleigh Park Bampton £67k
- Sewerage treatment works – Washfield £25k
- Works in relation to major repairs of our council houses £110k
- Renewable Energy fund - renewable wall insulation £70k
- Tiverton Pannier Market Roof £110k
- Various ICT projects £266k
- 5 Refuse vehicles £740k
- Other various MDDC vehicles £358k
- Council House Build Projects at Burlescombe & Beech Road Tiverton £982k
- Council House Build Projects at Palmerston Park & Birchen lane Tiverton £3,320k
- Exe Valley Leisure Centre fitness gym extension £468k
- Multi-Storey car park works £89k
- Economic development projects £183k
- Play area refurbishment – Wilcombe Tiverton £50k
- Private Sector Housing Grants £395k
- LMLC Car Park resurfacing £50k

5.0 Capital Contingency Reserve

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

| | |
|---|--------------|
| | £k |
| Capital Earmarked Reserve at 1 April 2015 | (1,123) |
| Funding required to support 2015/16 Capital Programme | 322 |
| Earmarked Reserve for Private Sector Housing | 282 |
| Forecast Balance at 31 March 2016 | (519) |
| | ===== |

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

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

| | |
|--|----------------|
| | £k |
| Unapplied Useable Capital Receipts at 1 April 2015 | (985) |
| Earmarked Reserve for Private Sector Housing | 194 |
| | (791) |
| Net Receipts to date (includes 15 RTB's) | (822) |
| Current Balance | (1,613) |
| Forecast further capital receipts in year | (275) |
| Forecast capital receipts to be applied in year | 901 |
| | (987) |
| | ===== |

7.0 Treasury Management

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

Interest Received:

| | Budget | Forecast | Variance |
|----------------------------------|--------------|--------------|-------------|
| | £k | £k | £k |
| Interest from HRA funding | (69) | (69) | 0 |
| Investment Income Received | (65) | (101) | (36) |
| | ----- | ----- | ----- |
| Total Interest Receivable | (134) | (170) | (36) |
| | ===== | ===== | ===== |

The projected investment income from the CCLA property investment for 2015/16 has been included in the figures above.

8.0 MMI Insurance Provision

8.1 We have been advised that a further levy will be payable by the Council at a rate of between 15-34% in respect of old asbestos insurance claims. This will result in a liability of between £56k and £117k. An insurance earmark reserve was created in the past but if the levy were to be made at

the higher end the reserve would be almost exhausted. We could still face further levies in the future.

9.0 Conclusion

- 9.1 Members are asked to note the revenue and capital forecasts for the current financial year. This report covers the first nine months of the year and shows that we are heading for an overspend for the year, despite the use of earmarked reserves.
- 9.2 Although some costs incurred such as redundancies are “one off” items and not ongoing, some areas are struggling to meet their current budgets. Overall the forecast for the year at this point is a deficit of £372k on a net budget of £8.7 million, a 4.2% variance.
- 9.3 If we look objectively at where we currently stand: we have an overspend of £372k forecast for 2015/16; a budget for 2016/17 that is balanced using £743k of New Homes Bonus, and whose future is uncertain; and finally a preliminary grant settlement that shows the elimination of our Revenue Support Grant (£1.7m in 2015/16) by 2019/20. *Clearly going forward a strategic medium term plan to deliver future balanced budgets is essential.*

Members will be required to consider various potential future scenarios and inevitably some challenging decisions will need to be made to facilitate a balanced budget, of prioritised services, linked to the new corporate plan.

Contact for more information:

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

Circulation of the Report:

Cllr Peter Hare-Scott, Management Team

**GENERAL FUND FINANCIAL MONITORING INFORMATION FOR
THE PERIOD 01 APRIL TO 31 DECEMBER 2015**

| Com | General Fund Summary | Note | 2015/16 Annual Budget £ | 2015/16 Full Year Forecast Variance (0 = On budget) £ | Variance % |
|-------|---|-------|----------------------------------|--|---------------|
| | Cllr C J Eginton | | | | |
| CM | Corporate Management | A | 1,197,130 | 57,700 | 4.8% |
| LD | Legal & Democratic Services: Member/Election Services | B | 1,027,290 | 48,300 | 4.7% |
| | Cllr N V Davey | | | | |
| CP | Car Parks | C | (23,680) | (127,250) | -537.4% |
| ES | Cemeteries & Public Health | D | 156,640 | 54,000 | 34.5% |
| ES | Open Spaces | F | 593,300 | (25,000) | -4.2% |
| GM | Grounds Maintenance | E | (16,870) | 52,340 | -310.3% |
| WS | Waste Services | H | 2,287,120 | 65,000 | 2.8% |
| | Cllr C R Slade | | | | |
| CD | Community Development | I | 328,270 | 23,430 | 7.1% |
| ES | Environmental Services incl. Licensing | D | 157,180 | 10,000 | 6.4% |
| IT | IT Services | Q | (12,040) | (34,900) | 289.9% |
| PR | Planning - Land charges | N | (600) | (15,000) | 2500.0% |
| RS | Recreation And Sport | J | 662,400 | 331,000 | 50.0% |
| | Cllr P H D Hare-Scott | | | | |
| FP | Finance And Performance | K | (180) | 0 | 0.0% |
| RB | Revenues And Benefits | L | 782,650 | (192,000) | -24.5% |
| | Cllr R L Stanley | | | | |
| ES | ES: Private Sector Housing Grants | D | 112,120 | 27,000 | 24.1% |
| HG | General Fund Housing | M | 317,150 | (78,000) | -24.6% |
| PS | Property Services | G | 253,800 | (292,840) | -115.4% |
| | Cllr R J Chesterton | | | | |
| CD | Community Development: Markets | I | 60,550 | 20,000 | -33.0% |
| PR | Planning And Regeneration | N | 960,400 | 328,396 | 34.2% |
| | Cllr M Squires | | | | |
| CS | Customer Services | O | 15,730 | 102,000 | 648.4% |
| ES | Environment Services - Public Health | D | 356,920 | (7,860) | -2.2% |
| HR | Human Resources | P | 98,470 | 6,100 | 6.2% |
| LD | Legal & Democratic Services: Legal Services | B | (10) | 0 | |
| | All General Fund Services | | 9,313,740 | 352,416 | 3.8% |
| IE260 | Interest Payable | | 68,390 | 79,064 | |
| IE290 | Interest Receivable on Investments | | (65,000) | (36,000) | |
| | Additional dividend re Heritable Investment | | | (43,958) | |
| | Interest from Funding provided for HRA | | (69,090) | 0 | |
| | New Homes Bonus Grant | | 0 | (1,612,725) | |
| | Sundry Grants | | 0 | 0 | |
| ABFGF | Statutory Adjustments (Capital charges) | | (905,860) | 83,453 | |
| TREMR | Net Transfer to/(from) Earmarked Reserves | APP B | 424,170 | 1,449,557 | |
| | TOTAL BUDGETED EXPENDITURE | | 8,766,350 | 271,807 | 3.1% |
| | Formula Grant (includes Non Domestic rates) | | (3,767,480) | 100,000 | |
| | Council Tax | | (4,955,540) | 0 | |
| | Collection Fund Surplus | | (43,330) | 0 | |
| | TOTAL BUDGETED FUNDING | | (8,766,350) | 100,000 | -1% |
| | Forecast in year (Surplus) / Deficit | | 0 | 371,807 | -4.2% |
| | General Fund Reserve 01/04/15 | | | (2,380,180) | |
| | Forecast General Fund Balance 31/03/16 | | | (2,008,373) | |

| GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD 01 APRIL TO 31 DECEMBER 2015 | | | |
|---|--|--|---------|
| Not | Description of Major Movements | Full Year Forecast Variation (Net of Trf to EMR) | PDG |
| A | Corporate Management | | |
| | Provision for a further levy payment following the trigger of MMI scheme of arrangement (historic asbestos insurance claims covered by ear marked reserve) | 56,700 | Cabinet |
| | Recruitment costs offset by savings on pension backfunding | 1,000 | Cabinet |
| | | 57,700 | |
| B | Legal & Democratic Services | | |
| | Legal Services restructure, salaries & recruitment costs | (9,000) | Cabinet |
| | Income - Legal Section 106 work less than in previous years and fees & charges down | 10,500 | Cabinet |
| | Members' tablets, cost was budgeted as Capital Expenditure but as less than £20k falls as Revenue Expenditure (see appendix G) | 12,000 | Cabinet |
| | Cost of District Council Elections (covered by earmarked reserve) | 43,000 | Cabinet |
| | Redundancy costs | 24,000 | Cabinet |
| | Recovered costs on General Election | (10,000) | Cabinet |
| | Individual election registration (IER) costs less than budgeted | (14,000) | Cabinet |
| | More IER Grant income received than budgeted | (2,700) | Cabinet |
| | Various other minor variances | (5,500) | Cabinet |
| | | 48,300 | |
| C | Car Parks | | |
| | Pay and Display income £19k up against budget at half year. Yearend forecast can be changeable month by month | (30,000) | MTE |
| | Increased income from off-street fines | (10,000) | MTE |
| | Other minor variances | (7,500) | MTE |
| | Maintenance underspend on specific project to be EMR (see EMR below) | (70,000) | MTE |
| | HMRC VAT claim repaid on parking tariff overpayments | (9,750) | MTE |
| | | (127,250) | |
| D | Environmental Services | | |
| | Salary underspends in Environmental Enforcement due to vacant post and overtime budget | (10,000) | CWB |
| | Licensing Unit salaries - Increase in hours and JE impact. | 15,000 | CWB |
| | Licensing income over and above budget. | (10,000) | CWB |
| | Cemetery income above profile on internments & exclusive burial rights but has reduced over the last couple of months. | (10,000) | MTE |
| | Overspend on Maintenance of Cemetery Walls and Pathways (see below EMR) | 35,000 | CWB |
| | Environmental Services salary overspend due to a service restructure, JE and redundancy £20k. Some of this cost has been reduced by vacant posts | 15,000 | CWB |
| | Water Sampling income increased due to restructure/more resource to be able carry out this activity | (7,000) | CWB |
| | Redundancy Costs | 29,000 | MTE |
| | Disabled facility grants repayments during the year | (17,000) | DAAH |
| | Public Health Grant funding received (see below EMR) | (18,000) | CWB |
| | Overspend on Public Health Officer salary and other Public Health Projects are partially off-set by EMR (see below utilisation of EMR) | 17,140 | CWB |
| | Private Sector Housing overspend on Training on the Idox system is to be fully funded from PSH EMR (see EMR below) | 7,000 | DAAH |
| | Private Sector Housing salary overspend due to restructure, increased hours and JE (see below EMR) | 37,000 | DAAH |
| | | 83,140 | |

| GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD 01 APRIL TO 31 DECEMBER 2015 | | | |
|---|--|--|-----|
| Not | Description of Major Movements | Full Year Forecast Variation (Net of Trf to EMR) | PDG |
| E | Grounds Maintenance | | |
| | £25k cut in grass cutting budget from Devon County Council plus a reduction in ad hoc shrubs and hedgerow works has resulted in a further £5k reduction against income budget | 30,000 | MTE |
| | Due to staff shortages Grounds Maintenance not been able to actively seek internal work to recharge other services | 5,000 | MTE |
| | Purchase of digger fully funded from earmarked reserve | 17,340 | MTE |
| | | 52,340 | |
| F | Open Spaces | | |
| | Urgent repairs works to play area wall at Newcombes Meadow can no longer be carried out in 15-16 due to other road closures that are happening in Crediton. Works planned next financial year | 0 | MTE |
| | Underspend on specific revenue projects to be EMR (see below EMR) | (25,000) | MTE |
| | | (25,000) | |
| G | Property Services | | |
| | Market Walk income not budgeted - Predicting £341k of net income at year end to be off-set by costs of PWLB loan and capital financing. The projected surplus £150k will be transferred into reserves for future economic development. | (341,000) | MTE |
| | Project start up costs have led to an overspend within surplus sites for disposal which will be off-set by future capital receipts or income streams | 11,000 | MTE |
| | Phoenix House maintenance budget overspend | 15,000 | MTE |
| | Urgent repairs works to ceiling in Town Hall | 7,860 | MTE |
| | Underspend on refurbishment of public convenience to transfer to be EMR | (20,000) | MTE |
| | Bus Station maintenance underspend to be transferred to EMR | (3,000) | MTE |
| | 2 vacant units at Kingsmill and 1 at Simmons Place will result in a year end deficit on the income budget | 20,000 | MTE |
| | Double Glazing replacement at Kings Mill and Simmons Place (see earmarked reserve which off-set £10k) | 30,000 | MTE |
| | Underspend on Flood budget to be EMR for future projects | (11,000) | MTE |
| | Refurbishment of the Town Hall men's toilets is being funded from an EMR (see below EMR) | 11,300 | MTE |
| | Station Yard Depot overspend on maintenance | 6,000 | MTE |
| | Underspend on salaries due to vacant posts will partially be off-set by EMR for an additional vehicle required for the new Multi-skilled operative post | (26,000) | MTE |
| | Decrease in income received from Prospects leaving the rental space at Phoenix House | 7,000 | MTE |
| | | (292,840) | |
| H | Waste Services | | |
| | Refuse - vehicle repairs, running aged fleet until replacement need is known | 60,000 | MTE |
| | Refuse - agency due to delivering extra containers | 10,000 | MTE |
| | Recycling - additional overtime due to sickness | 10,000 | MTE |
| | Recycling material income is down, this is due to receiving a lower price per tonne than budgeted | 70,000 | MTE |
| | Recycling - fuel and vehicle repairs due to new fleet | (55,000) | MTE |
| | Trade waste income up against budget which is part offset by additional disposal charges | (10,000) | MTE |
| | Trade waste - vehicle hire costs | 10,000 | MTE |
| | Estimated additional take-up on chargeable garden waste | (20,000) | MTE |
| | Sale of old recycling vehicles | (10,000) | MTE |
| | | 65,000 | |

| GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD 01 APRIL TO 31 DECEMBER 2015 | | | |
|---|--|--|------|
| Not | Description of Major Movements | Full Year Forecast Variation (Net of Trf to EMR) | PDG |
| I | Community Development | | |
| | Salaries - variance in hours | (6,200) | CWB |
| | Market Income - proactive work is being carried out to try and meet this gap | 10,000 | CWB |
| | Grant spend covered by seed fund ear marked reserve | 10,520 | CWB |
| | Salary costs due to a restructure | 10,000 | CWB |
| | Salary costs for additional post of Grants and Funding Officer(see ear marked reserve) | 19,110 | CWB |
| | | 43,430 | |
| J | Recreation And Sport | | |
| | Exe Valley Leisure Centre (EVLC) salaries (includes manager post reinstated) | 25,000 | CWB |
| | EVLC Income - Adult/Junior membership volumes down | 90,000 | CWB |
| | Culm Valley Sports centre (CVSC) salaries | 15,000 | CWB |
| | Lords Meadow Leisure Centre (LMLC) salaries | 5,000 | CWB |
| | Lords Meadow Leisure Centre Income (cancelled operating special offer for annual memberships) | 22,000 | CWB |
| | Maintenance overspend -squash court roofs/ATP repairs at EVLC | 25,000 | CWB |
| | Redundancy costs due to management restructure | 123,000 | CWB |
| | Utility costs across all sites | 26,000 | CWB |
| | | 331,000 | |
| K | Finance And Performance | | |
| | | 0 | |
| L | Revenues And Benefits | | |
| | HB Fraud section transferred to DWP from 01/05/15 | (62,000) | CWB |
| | Additional agency staff required in Housing Benefit net of salary savings (maternity leave, post changes & vacant hours) | 40,000 | CWB |
| | Housing Benefit Subsidy | (170,000) | CWB |
| | | (192,000) | |
| M | General Fund Housing | | |
| | Better recovery on DARS - reduction in level of provision | (38,000) | DAAH |
| | Lower costs than budgeted due to using own stock instead of B&Bs and case numbers below average | (20,000) | DAAH |
| | Use of Discretionary Housing Payments to fund DARS scheme | (20,000) | DAAH |
| | | (78,000) | |
| N | Planning And Regeneration | | |
| | Enforcement-Direct Action costs (predominantly Harlequin Valet) | 80,000 | CWB |
| | Enforcement salary savings | (10,000) | CWB |
| | Development Control salaries (incl recruitment costs) | (10,000) | CWB |
| | Development Control income | (10,000) | CWB |
| | Development Control consultancy costs | 15,000 | CWB |
| | Local Plan consultancy costs | 25,000 | CWB |
| | Land charges fee income | (15,000) | CWB |
| | Building Control staffing /Consultancy costs | 71,000 | CWB |
| | Forward Planning salaries (incl recruitment costs) | 5,000 | CWB |
| | Non Commencement of Community Infrastructure Levy scheme. | 15,000 | CWB |
| | Tiverton Eastern Urban Extension (EUE) works (fully funded from reserves) | 54,756 | CWB |
| | Business advice service and town project spend (covered by earmarked reserve) | 47,000 | CWB |
| | Redundancy costs | 23,000 | CWB |
| | Salary costs for the Town Centre Manager post (covered by ear marked reserve) | 22,640 | CWB |
| | | 313,396 | |

GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD 01 APRIL TO 31 DECEMBER 2015

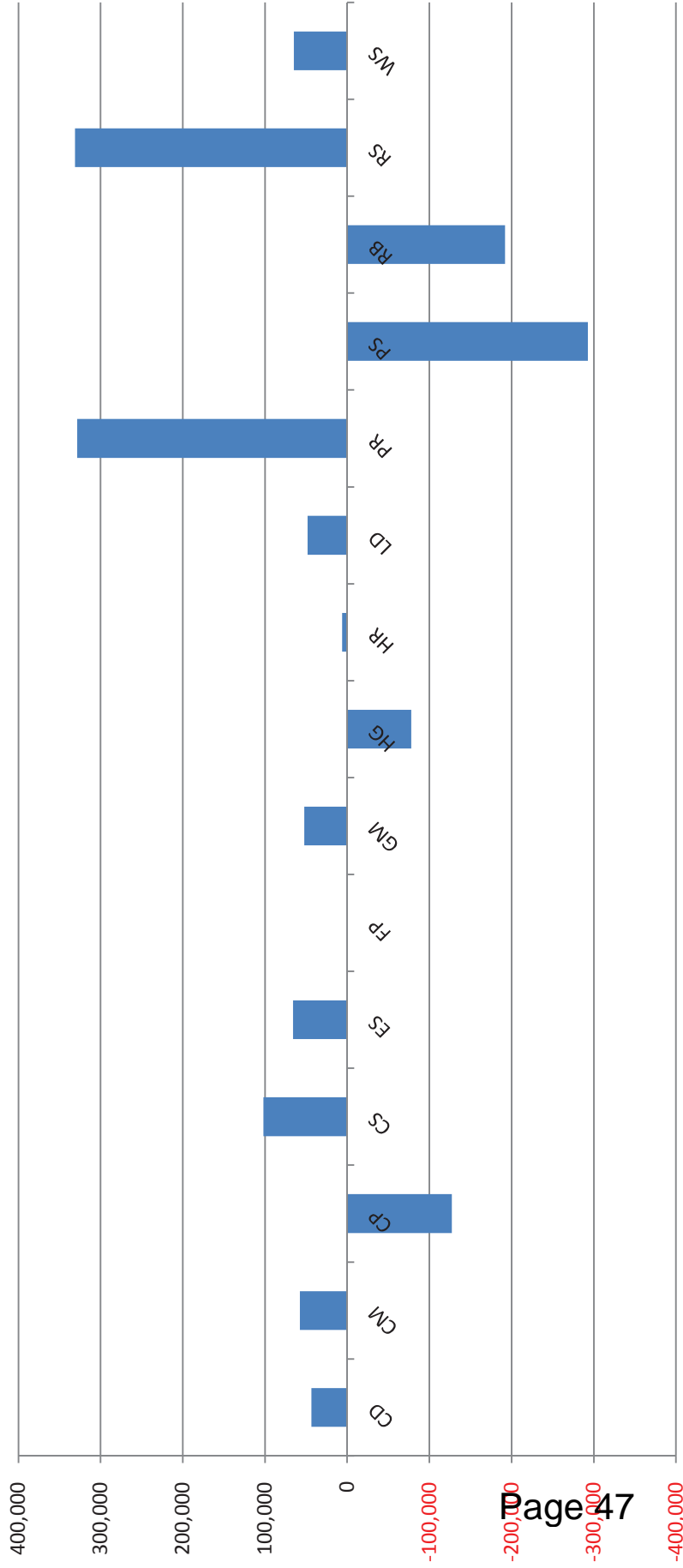
| Not | Description of Major Movements | Full Year Forecast Variation (Net of Trf to EMR) | PDG |
|----------|---|--|---------|
| O | Customer Services | | |
| | Redundancy costs | 36,500 | CWB |
| | Staffing for Digital Strategy Projects funded by ear marked reserve (see below) | 73,000 | CWB |
| | Franked Mail | (12,000) | CWB |
| | Other minor variances | 4,500 | CWB |
| | | 102,000 | |
| P | Human Resources | | |
| | L&D Assistant funded from EMR | 11,300 | Cabinet |
| | L&D Managers vacant post has resulted in a yearend salary saving | (5,200) | Cabinet |
| | | 6,100 | |
| Q | I.T. Services | | |
| | Other sundries | (5,900) | Cabinet |
| | Salary saving - apprentice employed | (14,000) | Cabinet |
| | Head of BIS recharge to NDDC, any savings however will be earmarked for digital | (30,000) | Cabinet |
| | Training costs (covered by earmarked reserve) | 14,000 | Cabinet |
| | Government connect projects - one off costs (cover by earmarked reserve) | 1,000 | Cabinet |
| | | (34,900) | |
| | FORECAST (SURPLUS)/DEFICIT AS AT 31/03/16 | 352,416 | |

| | |
|----------------|------------------|
| Cabinet | 77,200 |
| CWB | 634,966 |
| DAAH | (51,000) |
| MTE | (308,750) |
| | 352,416 |

Net Transfers to / from Earmarked Reserves

| | |
|--|------------------|
| New Homes Bonus monies earmarked for capital and economic regeneration projects | 1,612,725 |
| Transfer to digital transformation project | 30,000 |
| District Election Costs from earmarked reserve released | (43,000) |
| Local Plan consultancy costs | (35,000) |
| Repair to Cemetery Walls and Pathways | (35,000) |
| Projected surplus on Market Walk transfer to reserves earmarked for economic development | 150,000 |
| Private Sector Housing Restructure | (15,000) |
| Grounds Maintenance Digger purchase | (17,340) |
| Business advice and Town project spend covered by earmarked reserve released | (47,000) |
| Digital strategy staffing from New Homes Bonus | (73,000) |
| Grant spend from seed fund earmarked reserve released | (10,520) |
| ICT training costs | (14,000) |
| Industrial Units double glazing replacement | (10,000) |
| L&D Assistant funded from EMR | (11,300) |
| Parks & Open spaces Paths and walls maintenance | 25,000 |
| Insurance - Provision for a further levy payment - MMI scheme of arrangement | (56,700) |
| S106 contribution for the provision of recycling containers for new houses | (4,662) |
| New Homes Bonus monies earmarked for the additional Grants and Funding Officer post | (19,110) |
| New Homes Bonus monies earmarked for the Town Centre Manager post | (22,640) |
| Government Connect one off costs | (1,000) |
| Public Health Grant Funding | 18,000 |
| Public Health Officer & Targeted Families Utilisation | (10,140) |
| Private Sector Housing software training | (7,000) |
| Flood Defence budget underspend EMR for future projects | 11,000 |
| Parking Services underspend on specific revenue projects | 70,000 |
| Property Sevices salary underspend EMR to fund new vehicle | 20,000 |
| Tiverton EUE | (54,756) |
| Net Transfer to / (from) Earmarked Reserves | 1,449,557 |

2015/16 General Fund Projected Outturn Variance £



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

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

GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD 01 APRIL TO 31 DECEMBER 2015

| | | | | | Full Year | |
|-----------------------------------|--------------------|--------------------|--------------------|-----------------|-----------------|---------------------|
| | 2015/16 | 2015/16 | 2015/16 | 2015/16 | Forecast | Variance |
| | Annual Budget | Profiled Budget | Actual | Variance | Variation | % |
| | £ | £ | £ | £ | £ | % |
| Building Control Fees | (235,030) | (176,273) | (189,405) | (13,133) | 0 | 0% |
| Planning Fees | (777,000) | (582,750) | (577,490) | 5,260 | 0 | 0% |
| Land Searches | (110,460) | (82,845) | (102,620) | (19,775) | (15,000) | 14% |
| Car Parking Fees - See Below | (661,050) | (488,817) | (539,905) | (51,088) | (29,000) | 4% |
| Leisure Fees & Charges | (2,530,020) | (1,837,893) | (1,728,353) | 109,540 | 112,000 | -4% |
| Trade Waste Income | (605,000) | (593,461) | (626,751) | (33,290) | (35,000) | 6% |
| Licensing | (113,560) | (93,139) | (106,341) | (13,202) | (10,000) | 9% |
| Market Income | (111,670) | (83,753) | (75,690) | 8,063 | 10,000 | -9% |
| | (5,143,790) | (3,938,930) | (3,946,555) | (7,624) | 33,000 | -0.6% |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Pay and Display | | | | | | |
| | | | | | Spaces | Bud Income |
| | | | | | | pa per space |
| Beck Square, Tiverton | (76,000) | (57,000) | (63,221) | (6,221) | 40 | (1,900) |
| William Street, Tiverton | (36,000) | (27,000) | (24,144) | 2,856 | 45 | (800) |
| Westex South, Tiverton | (42,500) | (31,875) | (35,322) | (3,447) | 51 | (833) |
| Wellbrook Street, Tiverton | (13,000) | (9,750) | (11,776) | (2,026) | 27 | (481) |
| Market Street, Crediton | (34,000) | (25,500) | (28,106) | (2,606) | 39 | (872) |
| High Street, Crediton | (48,500) | (36,375) | (41,845) | (5,470) | 190 | (255) |
| Station Road, Cullompton | (22,000) | (16,500) | (23,549) | (7,049) | 112 | (196) |
| Multistorey, Tiverton | (100,500) | (75,375) | (81,680) | (6,305) | 631 | (159) |
| Market Car Park, Tiverton | (195,000) | (146,250) | (151,898) | (5,648) | 122 | (1,598) |
| Phoenix House, Tiverton | (4,000) | (3,000) | (2,416) | 584 | 15 | (267) |
| | (571,500) | (428,625) | (463,957) | (35,332) | 1,272 | (7,363) |
| | | | | | | |
| Season Tickets | (31,000) | (15,082) | (15,082) | 0 | | |
| | | | | | | |
| Residents Permits | (11,870) | (11,870) | (10,295) | 1,575 | | |
| | | | | | | |
| Business Permits | (9,670) | (9,670) | (9,684) | (14) | | |
| | | | | | | |
| Overnight Permits | (1,000) | (1,000) | 0 | 1,000 | | |
| | | | | | | |
| Town Hall, Tiverton | 0 | 0 | (1,600) | (1,600) | | |
| | | | | | | |
| Other Income | (36,010) | (22,570) | (39,287) | (16,717) | | |
| | | | | | | |
| | (661,050) | (488,817) | (539,905) | (51,088) | | |
| | | | | | | |
| Standard Charge Notices (C | (25,000) | (18,750) | (24,651) | (5,901) | (10,000) | |

GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD 01 APRIL TO 31 DECEMBER 2015

| | 2015/16 Annual Budget | 2015/16 Profiled Budget | 2015/16 Actual | 2015/16 Variance |
|--------------------------------|--------------------------|----------------------------|--------------------|---------------------|
| | £ | £ | £ | £ |
| Total Employee Costs | | | | |
| General Fund | | | | |
| Community Development | 284,610 | 213,458 | 204,325 | (9,133) |
| Corporate Management | 859,280 | 644,460 | 651,843 | 7,383 |
| Customer Services | 686,030 | 514,523 | 569,369 | 54,846 |
| Environmental Services | 853,970 | 640,478 | 694,676 | 54,198 |
| Finance And Performance | 589,040 | 441,780 | 450,984 | 9,204 |
| General Fund Housing | 191,940 | 143,955 | 141,377 | (2,578) |
| Grounds Maintenance | 415,900 | 311,925 | 293,982 | (17,943) |
| Human Resources | 292,190 | 219,143 | 218,246 | (897) |
| I.T. Services | 544,220 | 408,165 | 377,143 | (31,022) |
| Legal & Democratic Services | 411,330 | 308,498 | 320,869 | 12,371 |
| Planning And Regeneration | 1,413,870 | 1,060,403 | 999,242 | (61,161) |
| Property Services | 359,220 | 269,415 | 208,212 | (61,203) |
| Recreation And Sport | 1,504,870 | 1,128,653 | 1,299,324 | 170,671 |
| Revenues And Benefits | 706,340 | 529,755 | 485,841 | (43,914) |
| Waste Services | 1,792,050 | 1,344,038 | 1,303,423 | (40,615) |
| | 10,904,860 | 8,178,649 | 8,218,855 | 40,206 |
| Housing Revenue Account | | | | |
| BHO09 Repairs And Maintenance | 773,080 | 579,810 | 563,728 | (16,082) |
| BHO10 Supervision & Management | 1,448,740 | 1,086,555 | 989,481 | (97,074) |
| BHO11 Special Services | 61,760 | 46,320 | 66,619 | 20,299 |
| | 2,283,580 | 1,712,685 | 1,619,827 | (92,858) |
| | | | | |
| Total | £ 13,188,440 | £ 9,891,334 | £ 9,838,682 | £(52,652) |

| | 2015/16 Annual Budget | 2015/16 Profiled Budget | 2015/16 Actual | 2015/16 Variance |
|--------------------------------|--------------------------|----------------------------|-------------------|---------------------|
| | £ | £ | £ | £ |
| Agency Staff | | | | |
| General Fund | | | | |
| Car Parks | 0 | 0 | 0 | 0 |
| Community Development | 0 | 0 | 0 | 0 |
| Corporate Management | 0 | 0 | 0 | 0 |
| Customer Services | 34,000 | 0 | 5,976 | 5,976 |
| Environmental Services | 0 | 0 | 5,945 | 5,945 |
| Finance And Performance | 0 | 0 | 0 | 0 |
| General Fund Housing | 0 | 0 | 0 | 0 |
| Grounds Maintenance | 5,000 | 3,750 | 19,328 | 15,578 |
| Human Resources | 0 | 0 | 7,042 | 7,042 |
| I.T. Services | 0 | 0 | 0 | 0 |
| Legal & Democratic Services | 0 | 0 | 0 | 0 |
| Planning And Regeneration | 0 | 0 | 0 | 0 |
| Property Services | 0 | 0 | 32,158 | 32,158 |
| Recreation And Sport | 0 | 0 | 0 | 0 |
| Revenues And Benefits | 0 | 0 | 42,449 | 42,449 |
| Waste Services | 88,510 | 66,383 | 112,563 | 46,180 |
| | 127,510 | 70,133 | 225,461 | 155,328 |
| Housing Revenue Account | | | | |
| BHO09 Repairs And Maintenance | 0 | 0 | 0 | 0 |
| BHO10 Supervision & Management | 0 | 0 | 11,494 | 11,494 |
| BHO11 Special Services | 0 | 0 | 0 | 0 |
| | 0 | 0 | 11,494 | 11,494 |
| | | | | |
| Total | £127,510 | £70,133 | £236,955 | £166,822 |

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MID DEVON DISTRICT COUNCIL
MONITORING OF 2015/16 CAPITAL PROGRAMME

Appendix G

| Code | Scheme | Adjusted approved Capital Programme 2015/16 | Actual Expenditure | Committed Expenditure | Total | Variance to Adj Capital Programme | Forecast (Underspend)/ Overspend | Forecast Slippage to 16/17 | Notes |
|-------|--|---|--------------------|-----------------------|--------|-----------------------------------|----------------------------------|----------------------------|---|
| | | £ | £ | £ | £ | £ | £ | £ | |
| | Estates Management | | | | | | | | |
| | Leisure - Site Specific | | | | | | | | |
| | Lords Meadow leisure centre | | | | | | | | |
| CA624 | Main car park resurfacing | 50,000 | 0 | 0 | 0 | (50,000) | | 50,000 | Discussions required with DCC re potential traffic calming measures |
| CA625 | Squash Court roof improvements | 20,000 | 0 | 0 | 0 | (20,000) | (20,000) | | This project has been delivered for circa £4k & will therefore be charged to Revenue as under the capital diminimis |
| | Exe Valley leisure centre | | | | | | | | |
| CA626 | Fitness gym extension | 500,000 | 25,765 | 1,860 | 27,625 | (472,375) | | 468,000 | Figures included per Leisure consultants report - further work required & subject to Business Case demonstrating acceptable payback period. Due to go to Feb planning Cttee |
| | Other MDDC Buildings | | | | | | | | |
| CA403 | Town Hall Redevelopment Project | 46,000 | 14,682 | 10,973 | 25,654 | (20,346) | | 12,000 | Linked to New Build St Andrews Street CA113. Will be used for improvements to Ham Lane |
| | MSCP Improvements | | | | | | | | |
| CA709 | Planned expansion joint replacement | 89,000 | (7,098) | 7,098 | 0 | (89,000) | | 89,000 | This work is on hold depending on the outcome of the proposed Premier Inn development. £7k retention payment on hold until remedial works completed |
| | Play Areas | | | | | | | | |
| CA608 | Play area refurbishment - Wilcombe Tiverton | 50,000 | 0 | 0 | 0 | (50,000) | | 50,000 | Project due to be delivered in Q1 16/17. Possible S106 funding contribution |
| | Other Projects | | | | | | | | |
| CA420 | Land drainage flood defence schemes - Ashleigh Park Bampton | 67,000 | 0 | 0 | 0 | (67,000) | | 67,000 | Project due to be delivered in Q1 16/17. Circa £75k with £20k DCC funding contribution |
| CA431 | Public Conveniences - Lowman Green, Tiverton remodel for kiosk subject to payback period | 100,000 | 59,079 | 36,803 | 95,882 | (4,118) | 6,000 | | Budget increased by £46k per Cabinet Report 30/07/15. Completion anticipated mid Feb '16 |
| CA448 | Angel Hill improvements | 20,000 | 2,670 | 6,255 | 8,925 | (11,075) | | 12,000 | This project will be completed by Nov'16. Potential external grant Funding being explored |
| CA458 | Solar Panels Moorhayes Community Centre | 30,000 | 0 | 29,466 | 29,466 | (534) | | | Project to be completed by end of Dec due to reduction in feed in tariff in Jan '16 |
| CA459 | Phoenix Chamber audio visual equipment | 74,000 | 73,821 | 0 | 73,821 | (179) | | | Project complete |
| | ICT Projects | | | | | | | | |
| CA421 | Replacement of PC estate 330s | 40,000 | 0 | 0 | 0 | (40,000) | | | Project due to commence Q4 15/16 |
| CA423 | Continued replacement of WAN/LAN | 60,000 | 0 | 0 | 0 | (60,000) | | | Project due to commence Q4 15/16 |
| CA425 | Server farm expansion/upgrades | 88,000 | 0 | 0 | 0 | (88,000) | | | Project due to commence Q4 15/16 |
| CA433 | Unified Comms/telephony | 107,000 | 0 | 0 | 0 | (107,000) | | | Project due to commence Q4 15/16 |
| CA436 | Web Transformation | 26,000 | (150) | 150 | 0 | (26,000) | | | Project due to commence Q4 15/16 |
| CA437 | Digital Transformation | 89,000 | 34,510 | 24,325 | 58,835 | (30,165) | | 26,000 | Project due to commence Q1 16/17 |
| CA438 | Digital Transformation - Customer Portal | 45,000 | 0 | 0 | 0 | (45,000) | | 45,000 | Project due to commence Q1 16/17 |
| CA439 | Mobile Working NDL MX | 70,000 | 0 | 0 | 0 | (70,000) | | 70,000 | Project due to commence Q1 16/17 |
| CA440 | Finance Cash Receipting upgrade | 29,000 | 0 | 0 | 0 | (29,000) | | 29,000 | Project due to commence Q1 16/17 |
| CA442 | Arc Server Spatial | 40,000 | 950 | 5,156 | 6,106 | (33,894) | | 40,000 | Project due to commence Q1 16/17 |
| CA443 | Members Mobile | 25,000 | 0 | 0 | 0 | (25,000) | (25,000) | | This project has been delivered for circa £12k which is under our capital diminimis & therefore charged to revenue under Democratic Representation & Management |
| CA444 | SQL/Oracles refreshes | 20,000 | 4,000 | 0 | 4,000 | (16,000) | | 16,000 | Project due to commence Q1 16/17 |
| CA445 | InCab | 60,000 | 0 | 0 | 0 | (60,000) | (60,000) | | Waste in Cab technology not required by for new scheme |
| CA446 | E-Financials Technical refresh | 20,000 | 0 | 0 | 0 | (20,000) | | 20,000 | Project due to commence Q1 16/17 |
| CA447 | Uniform Technical refresh | 20,000 | 0 | 0 | 0 | (20,000) | | 20,000 | Project due to commence Q1 16/17 |
| | Economic Development Projects | | | | | | | | |
| CA504 | Schemes as yet to be identified | 150,000 | 0 | 0 | 0 | (150,000) | (40,000) | 110,000 | Circa £80k will be spent on Tiverton Pannier Market Piggpens (see comment on CA507 below). Circa £40k will be spent on works to Pannier Market Clock Tower & also £40k spent in revenue on related projects will be funded from NHB & therefore reduce this budget to £110k which will be slipped into 16/17. |
| CA505 | Tiverton Pannier Market Walkway Roof | 110,000 | 0 | 0 | 0 | (110,000) | | 110,000 | Options currently being costed |
| CA507 | Tiverton Pannier Market Piggpens | 80,000 | 7,408 | 0 | 7,408 | (72,592) | | 73,000 | This project will cost circa £80k to deliver, to be funded from budget identified on CA504 above. Delivery of project likely in Q2 16/17 |
| CA508 | Pannier Market Clock Tower | 40,000 | 0 | 36,622 | 36,622 | (3,378) | | | |
| | Replacement Vehicles | | | | | | | | |
| | Grounds Maintenance | | | | | | | | |
| CA712 | Iveco Tipper (or equivalent) | 24,000 | 0 | 0 | 0 | (24,000) | | 24,000 | Due to be tendered during 2016/17 |
| CA713 | Tractor | 34,000 | 28,500 | 0 | 28,500 | (5,500) | (5,500) | | Discount achieved in procuring this vehicle |
| | Street Cleansing | | | | | | | | |
| CA819 | Green Machine Ride-On Sweeper (or equivalent) | 25,000 | 0 | 0 | 0 | (25,000) | | 25,000 | No longer required, its more affective to continue leasing these vehicles. To be reprioritised to use for 3.5T tipper that will be purchased in 16/17 |

| Code | Scheme | Adjusted approved Capital Programme 2015/16 | Actual Expenditure | Committed Expenditure | Total | Variance to Adj Capital Programme | Forecast (Underspend)/ Overspend | Forecast Slippage to 16/17 | Notes |
|-------|---|---|--------------------|-----------------------|------------------|-----------------------------------|----------------------------------|----------------------------|--|
| | | £ | £ | £ | £ | £ | £ | £ | |
| CA820 | Green Machine Ride-On Sweeper (or equivalent) | 25,000 | 0 | 0 | 0 | (25,000) | | 25,000 | No longer required, its more affective to continue leasing these vehicles. To be reprioritised to use for 3.5T tipper that will be purchased in 16/17 |
| | Refuse Collection | | | | | | | | |
| CA814 | Dennis Eagle Terberg RCV 22-26t (or equivalent) | 160,000 | 0 | 0 | 0 | (160,000) | | 160,000 | Due to be tendered during 2016/17 |
| CA821 | 5 * Refuse Vehicles with Food waste capability | 740,000 | 0 | 0 | 0 | (740,000) | | 740,000 | Due to be tendered during 2016/17 |
| CA822 | Iveco Tipper 7t (or equivalent) | 35,000 | 0 | 0 | 0 | (35,000) | | 35,000 | Due to be tendered during 2016/17. Will be rolled up with £65k on CA816 for a replacement 7.5T tipper in Refuse |
| | Recycling | | | | | | | | |
| CA816 | 1 No. very narrow access Cabstar recycling kerb loader 4.5t | 65,000 | 0 | 0 | 0 | (65,000) | | 65,000 | Due to be tendered during 2016/17. Will be rolled up with £35k on CA822 for a replacement 7.5T tipper in Refuse |
| CA823 | Urban Recycling vehicle | 81,000 | 85,250 | 0 | 85,250 | 4,250 | 4,250 | | |
| | CCTV Initiatives | | | | | | | | |
| CA449 | Town centre/Market area fibre optic hub and camera system | 40,000 | 0 | 0 | 0 | (40,000) | (10,000) | | Project cost circa £30k anticipated spend Q4 |
| | Waste & Recycling | | | | | | | | |
| CA824 | New Refuse & Recycling scheme Oct '15 | 276,000 | 263,737 | 52,263 | 316,000 | 40,000 | 40,000 | | Additional container costs, garden waste permits & software costs |
| | | 3,670,000 | 593,123 | 210,970 | 804,094 | (2,865,906) | (110,250) | 2,381,000 | |
| | Private Sector Housing Grants | | | | | | | | |
| CG216 | Private Sector Housing initiatives to be prioritised | 102,000 | 0 | 0 | 0 | (102,000) | | 102,000 | |
| CG201 | * Disabled Facilities Grants-Private Sector | 590,000 | 221,875 | 71,035 | 292,910 | (297,090) | | 293,000 | Circa £110k of this forecast slippage will be committed at year end |
| CG202 | Houses in Multiple Occupation Grants | | | 4,072 | 4,072 | 4,072 | | | |
| CG203 | Home Repair Assisted Grants | | | 606 | 606 | 606 | | | |
| CG205 | House Renovation Grants | | | 752 | 752 | 752 | | | |
| | Please note where possible commitments are raised on the Finance Ledger. Currently the total commitment for Private Sector Housing Grants held outside the ledger is £76k. This underspend includes underspent budget on Private Tenant DFG's amounting to *£297k; these are effectively ring fenced, therefore leaving £97k uncommitted. (£394k - £297k) Commitments include all approved grants. The timing of when these are drawn down is dependent on the client (up to 1 year), therefore at year end although sums may be committed, some may be carried forward to 2016/17 as slippage. | | | | | | | | |
| | | 692,000 | 221,875 | 76,466 | 298,341 | (393,659) | 0 | 395,000 | |
| | Affordable Housing Projects | | | | | | | | |
| CA200 | Affordable Housing 0.67 FTE | 21,000 | 15,331 | 0 | 15,331 | (5,669) | | | £150k will be used to fund spend on Palmerston Park development. £50k will be used to fund spend on Birchen Lane development. Any unspent monies will remain in an EMR to fund future projects |
| CA200 | Grants to Housing Associations to provide units (funded by commuted sum) | 300,000 | 5,000 | 0 | 5,000 | (295,000) | (95,000) | | |
| | | 321,000 | 20,331 | - | 20,331 | (300,669) | (95,000) | 0 | |
| | HRA Projects | | | | | | | | |
| CA100 | Housing Maintenance Fund | 2,900,000 | 1,653,395 | 531,565 | 2,184,960 | (715,040) | (373,000) | 110,000 | £373k will remain in the HMF reserve for future reprioritisation & £110k will be slipped to 16/17 in respect of the roofing contract |
| CA111 | Renewable Energy Fund Spend | 270,000 | 154,104 | 0 | 154,104 | (115,896) | | 70,000 | Wall Insulation works will be reprioritised for spending in 16/17 |
| CA112 | Birchen Lane - re development of unit for housing conversion | 170,000 | 6,058 | 375,131 | 381,189 | 211,189 | | 120,000 | £80k HCA grant approved. Anticipated commencement of this project Q4 15/16 with completion likely by March '17. |
| CA113 | Council House Building - St Andrews Street | 419,000 | 517,241 | 42,259 | 559,501 | 140,501 | 144,000 | | Project due to be complete end of Nov '15. Remaining £70k HCA grant received Oct '15 (from total HCA grant of £280k). Forecast overspend includes £104k works incurred in 14/15 creating access to development site. |
| CG200 | Disabled Facilities Grants - Council Houses | 291,000 | 291,000 | 0 | 291,000 | 0 | | | |
| CA119 | Palmerston Park Tiverton - affordable dwellings | 3,959,000 | 77,735 | 3,748,351 | 3,826,085 | (132,915) | | 3,200,000 | Budget adjusted as £41k spent in Q4 14/15. HCA bid successful £1,170k (£45k*26 properties). Anticipated commencement of this project Q3 15/16 with completion likely by March '17 |
| CA120 | Old allotment site Burlescombe (6 units) | 694,000 | 3,710 | 2,290 | 6,000 | (688,000) | | 683,000 | Budget adjusted as £6k spent in Q4 14/15. Anticipated start Q2 16/17. HCA bid successful £210k (£35k * 6 properties) |
| CA124 | Queensway (Beech Road) Tiverton (3 units) | 299,000 | 0 | 0 | 0 | (299,000) | | 299,000 | Budget adjusted as £1k spent in Q4 14/15. Scheme subject to feasibility study |
| CA102 | Sewage Pumping Stations | 25,000 | (525) | 0 | (525) | (25,525) | (25,000) | | Smaller projects will be under diminimis & therefore coded to revenue |
| CA126 | Sewerage Treatment Works - Washfield | 25,000 | 0 | 0 | 0 | (25,000) | | 25,000 | This Project is likely to commence during Q1 16/17 |
| CA121 | HRA Digital Transformation | 30,000 | 0 | 0 | 0 | (30,000) | (30,000) | | This work is being carried out on Revenue within the HRA & will be under diminimis. |
| CA128 | purchased ex RTB - 135 Kings Crescent Tiverton | 124,000 | 123,750 | 0 | 123,750 | (250) | | | |
| | Replacement Vehicles - Housing Repairs | | | | | | | | |
| CA122 | Iveco Tipper 3.5t (or equivalent) | 24,000 | 0 | 0 | 0 | (24,000) | | 24,000 | Due to be tendered during 2016/17 |
| CA123 | Iveco Tipper 7t (or equivalent) | 35,000 | 0 | 0 | 0 | (35,000) | (35,000) | | Due to be purchased in 19/20 & will be flagged in future MTFP |
| | | 9,265,000 | 2,826,469 | 4,699,596 | 7,526,064 | (1,738,936) | (319,000) | 4,531,000 | |
| | CAPITAL PROGRAMME GRAND TOTAL | 13,948,000 | 3,661,797 | 4,987,032 | 8,648,830 | (5,299,170) | (524,250) | 7,307,000 | |

Information for the Community Well Being Policy Development Group from Ms Cathy Kingham of Devon Carers.

In 2001 there were an estimated 175,000 (195,000 in 2011 census in the UK – need to bear in mind that young carers may move on and not be young carers after a time (if the cared for passes away for instance), or more importantly, have not been identified as young carers and receive no services) young carers in the UK, with around a third caring for a person with a mental illness. It is likely the actual number is higher and research has suggested that around a third of young carers are involved in inappropriate and excessive caring with consequent knock-on effects on schooling and other key areas of their lives.

Devon Carers has a specialist team who work with young carers, addressing the needs of young people providing care and support to other family members, primarily a parent or a sibling. Young carers are put in a position of great responsibility at a very young age; dealing with situations that many adults would find a challenge. These children and young people have to cope in difficult circumstances, often not only looking after their relative but also helping to bring up siblings and run a household. Young carers also are less likely to achieve exam grades at school, have poor attendance at school, may self-harm and are more stressed than children generally. They are generally a very vulnerable group.

Devon Carers provides a consistent approach to the way in which young carers are supported across Devon. The types of services young carers currently benefit from include:

- Respite activities, including residential weekends
- Drop-ins/ Clubs
- School clubs
- Family support
- Advocacy
- Information and signposting
- Counselling
- Transport to and from activities

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Eligibility Criteria for Devon Young Carers services.

Definition

The term young carer should be taken to include children and young people under 18 who provide regular or ongoing care and emotional support to a family member who is physically or mentally ill, disabled or misuses substances...a young carer becomes vulnerable when the level of care-giving responsibility to the person in need of care becomes excessive or inappropriate for that child, risking impacting on his or her emotional or physical well-being or educational achievement and life chances. (ADASS, ADCS and The Children's Society, '12, *Working together to support young carers and their families*)

Young Carer Recognition

To access any service first establish that the child/young person is a young carer by being aware of the above definition and by asking “ Does the child/young person look after someone?” If the answer is yes the child/young person can be referred for Devon Young Carers universal services and or a young carers assessment.

Eligibility for Tier one (Universal service)

Receipt of the Devon wide newsletter, attendance at drop-ins, a member of the Young Carers Council.

- The child/young person only wants/needs to access this service at this stage
- The child/young person has their development needs met
- The child/young person is being appropriately looked after
- The child/young person has the support from family or professionals

Some examples could be: adequate time to complete homework, able to regularly get to school on time, able to pursue hobbies/interests, belongs to clubs outside of school, able to see friends outside of school, go to birthday parties, has an adult in their life that they can talk to about worries.

Eligibility for Tier two service

Universal services and trips, activities including residential.

- The child/young person wants/needs to access this service at this stage
- The child/young person isn't having some of their development needs met
- The child/young person sometimes has to look after themselves
- The child/young person has limited support from family or professionals

Some examples could be: sometimes unable to complete homework, sometimes late for school or unable to attend, doesn't belong to clubs outside of school, unable to go on trips or if the cared for is a sibling the trips have to mainly cater for the siblings needs, low income, doesn't see or have friends outside of school, feels 'different' and would benefit from meeting other young carers.

Eligibility for Tier 3 service

Universal services and one:one support.

- The child/young person wants/ needs to access this service at this stage
- The child/young person isn't having the majority of their development needs met
- The child/young person regularly has to look after themselves
- The child/young person has no support from family and doesn't meet child protection thresholds

Some examples could be: getting into trouble for not doing homework, poor attendance at school or home educated, unable to attend tier 2 trips/ activities, as a direct result of caring responsibilities being bullied, self-harming, using substances, at risk of cse

REF: DEVON YOUNG CARERS SERVICE UPDATE

Mon 21/12/2015 10:59

Dear All

We want to keep you up to date about exciting new changes to Devon Young Carers Service. From 18th January '16, we will be able to reach those young carers with the most needs. Following an assessment our young carers will be able to access different levels of support. These are level one, a universal, preventative level which is the county wide newsletter, Young Carers Council and drop-ins. Level two is targeted to provide trips/activities and Level three is a direct 1:1 casework approach with a lead practitioner. The service will continue to operate within the Early Help framework.

What you need to do

- From January 18th pass **all** enquiries/referrals for the service via Devon Carers Helpline on 0845 643 4435, or email carers.plus@westbankfriends.org
- Circulate this email to your teams/relevant professionals
- Contact me if you have any questions in relation to the changes.

Thank you. We are looking forward to continuing our close links with your agency.

Kind Regards

Martine Osmond,
Strategic Lead Practitioner Young Carers / Transitions

Normal working hours: I work 18.5 hours. I generally try & work Mon/Tues 9-4.30, Weds 9-12.30, though this can change, so apologies if you can't reach me on these days.

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Chairman's Annual Report

Community Well-Being

The year started with an entirely new committee membership, including myself as Chairman. I would like to thank all members of the PDG for their input.

Over the past year we have continued to receive presentations from the various organisations to which we allocate grants.

In June we welcomed Churches Housing Action Team (CHAT) and INVOLVE (Voluntary action in Mid Devon) followed in August by AGE UK and the Tiverton Tourist Information Service. In October the Market Drop-in Centre and the Community Housing Night Service gave a presentation.

Our November meeting was dominated by the allocation of the grants budget for 2016/17. After much discussion, including a lengthy debate regarding the grant to the Grand Western Canal, the PDG could not come to an agreement as to the allocation of funds. A working group was set up to look further into the matter. We convened another meeting in December, where it was agreed that the grant for the Grand Western Canal would be removed from the grants budget and be funded from the New Homes Bonus. All other allocations were approved. It was also agreed that the Community Well Being PDG would be involved in initial discussions regarding future grants for following years. It was also agreed that more detailed monitoring should take place on the organisations that are in receipt of grants.

At the February meeting we were introduced to the new Public Health Officer, who will be working with Devon County Council, along with other outside bodies. Public Health will be very much on the agenda in the coming year. We will be looking at how we can do things differently and how we work more closely with other agencies, especially regarding health and social matters.

February is the month that we have to agree the budget each year, prior to it going to Cabinet and Full Council. I would like to thank Andrew Jarrett and his team for keeping us informed throughout the past year.

Also in February we discussed Leisure pricing for our three leisure centres. We recommended the basic fees, lets and charges be increased by 5%. There were also some adjustments to be made to the 60+ membership. This was not an easy decision to make but we have to work towards Leisure becoming self-financing by 2020.

I would like to close by thanking the many officers who have helped us over the past year. My thanks also go to Julia Stuckey, our Committee Clerk for her help and advice.

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