

Public Document Pack

Mid Devon District Council

Managing the Environment Policy Development Group

Tuesday, 9 June 2015 at 2.00 pm
Phoenix House, Phoenix Lane, Tiverton EX16 6PP

Next ordinary meeting
Tuesday, 4 August 2015 at 2.00 pm

Those attending are advised that this meeting will be recorded

Membership

Cllr R Berry
Cllr D R Coren
Cllr Mrs C P Daw
Cllr R Evans
Cllr R F Radford
Cllr Mrs E J Slade
Cllr J D Squire
Cllr Mrs N Woollatt
Cllr R Wright

A G E N D A

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

- 1 **Election of Chairman**
To elect a Chairman for the municipal year 2015/16.
- 2 **Election of Vice Chairman**
To elect a Vice Chairman for the municipal year 2015/16
- 3 **Apologies and substitute Members**
To receive any apologies for absence and notices of appointment of substitute Members (if any).
- 4 **Public Question Time**
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
- 5 **Minutes of the Previous Meeting** (*Pages 5 - 12*)
To approve as a correct record the minutes of the last meeting of the Group.

- 6 **Chairmans Announcements**
To receive any announcements that the Chairman may wish to make.
- 7 **Waste and Recycling Scheme** (*Pages 13 - 24*)
The Group to receive a report from the Head of Finance regarding the implementation of the new Waste and Recycling Scheme.
- 8 **Performance and Risk Report for the Final Quarter of 2014/15**
(*Pages 25 - 28*)
To receive a report of the Head of Communities and Governance providing Members with an update on performance against the corporate plan and local service targets for 2014/15 as well as providing an update on the key business risks.
- 9 **Sky Lanterns** (*Pages 29 - 32*)
The Group to consider bylaws regarding sky lanterns. Councillor Mrs N Woollatt has requested that following approval of her motion number 515 at Council on 29 April 2015 the Group further consider the implementation of bylaws.
- 10 **Financial Outturn Report 2014-15** (*Pages 33 - 72*)
To receive a report of the Head of Finance presenting the revenue and capital outturn figures for the financial year 2014/15.
- 11 **Membership of the Car Parking Working Group**
To agree the composition of the Car Parking Working Group.
- 12 **Identification of items for the next meeting**
Performance and Risk
Financial Monitoring
Corporate Asbestos Policy
Planning for Waste Storage

Note: This item is limited to 10 minutes. There should be no discussion on the items raised.

Kevin Finan
Chief Executive
Monday, 1 June 2015

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 to the Council Chamber on 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 Stuckley on:

Tel: 01884 234209

Fax:

E-Mail: jstuckey@middevon.gov.uk

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MID DEVON DISTRICT COUNCIL

MINUTES of a MEETING of the MANAGING THE ENVIRONMENT POLICY DEVELOPMENT GROUP held on 10 March 2015 at 2.00 pm

Present

Councillors M A Lucas (Chairman)
D R Coren (Vice Chairman),
Mrs D L Brandon, J M Downes, M R Lee,
J D Squire and Mrs N Woollatt

Apologies

Councillors Mrs M E Squires

Also Present

Councillors N V Davey, Mrs J Roach and R L Stanley

Also Present

Officers: Andrew Jarrett (Head of Finance), Andrew Busby (Property Services Manager), Adrian Cook (Open Spaces Manager), Catherine Yandle (Internal Audit Team Leader), Julia Stuckey (Member Services Officer) and Simon Newcombe (Public Health and Professional Services Manager)

52 APOLOGIES AND SUBSTITUTE MEMBERS

Apologies were received from Councillor Mrs M E Squires who was substituted by Councillor M R Lee.

53 PUBLIC QUESTION TIME

Referring to item 7 on the agenda (Play Area Update) Mr Ursell stated that Willand Parish Council had responded comprehensively to the survey and also wrote a covering letter dated 26th January in which they asked for further information in relation to provision of map overlays, clarification was requested as to what was meant by 'ownership' of the play areas and challenged the number of play areas in the village. This did not appear to be consistent with the statement in section 2.4 in the report which stated that Willand generally provided a positive response. We had no acknowledgement or answer. We ask why not? Bearing in mind that a Member criticised Town and Parish Councils for not communicating information to officers is it the wish of Members that communication should be a one way process only?

Mr Grantham, referring to item 7 on the agenda, said that the meaning of 'ownership' of the play areas was not answered at the January meeting and so our District Councillor pursued the matter and was told by an officer "I consider the point that you have raised should be addressed in the report to the March PDG and discussed". We note that this issue appears to have been dealt with by a two word bullet point in paragraph 2.8. Is there an attempt to mislead Members or Town/Parish Councils on the intention of MDDC on this issue?

R Mander, referring to item 7 on the agenda, stated that in the report Willand are shown as answering 'no' but that was qualified and without Members being aware of that qualification it could give a misleading impression. Further at annex 4 we gave detailed comments against each site. In the main these comments have been subject to précis thereby watering down their meaning and in two cases they are wrongly attributed to sites. Is not this action likely to mislead Members as to the views of Willand Parish Council?

Referring to item 7 on the agenda Mr Warren said that paragraph 3.8 of the report states it will be not be necessary to have further detailed consultations with Parish and Town Councils involved in those play areas identified in annex 5. This will involve addressing their concerns listed in 2.8 above and any other points specific to the identified sites. This is found to be misleading – are we to be consulted further or not over this issue?

He also stated that in annex 5 the scoring for fencing in relation to the Willand sites was misleading as there appears to be little wrong with it. Further the + or – signs referred to in paragraph 3.5 are not in evidence. Further the suggested closure of Chestnut Drive is contrary to comments in the Willand profile where it is stated that “a priority is to improve the play area at Chestnut Drive” – what is the true position please?

Mr Warren continued to ask if play areas are decommissioned what is to become of the land as these play areas were created as part of the planning approval for provision of houses in that area? Would MDDC be seeking to sell off the ground for the building off more houses on a windfall site?

The Chairman informed the public that their questions would be answered at the appropriate agenda item.

54 MINUTES OF THE PREVIOUS MEETING

The minutes of the last meeting were approved as a true record by the Group and were signed by the Chairman.

55 CHAIRMANS ANNOUNCEMENTS

The Chairman reminded the Group that this would be the final meeting of this session of the District Council and would therefore be his last as Chairman. He thanked Officers for the time and effort given to the Group and also thanked Members for the help they had given to him as Chair. He had been the Chairman of this Group since its implementation in 2007. The Chairman expressed his best wishes for the future for those who were not intending to return for the next session.

56 MEETING MANAGEMENT

The Chairman informed the Group that he intended to take item 9 on the agenda before item 5.

57 MOTION 515 (COUNCILLOR MRS N WOOLLATT - 20 JANUARY 2015) (00:11:30)

The Group had before it, Motion 515, Councillor Mrs N Woollatt, which had been referred by the Council to the Policy Development Group.

The Motion asked that this Council:

- 1 Ban the sale or use of sky lanterns when issuing licenses for open-air events
- 2 Ban the release of sky lanterns from MDDC property
- 3 Urge Devon County Council to consider a similar ban as at (2.) on its property

Councillor Mrs N Woollatt spoke regarding the motion and explained that other organisations throughout the country were calling for a UK wide ban. She stated that 33 other local authorities had introduced bans on their land and that some high profile events such as the Glastonbury Festival had taken this on board. She asked that when the authority was licensing events the licence dictate that sky lanterns were not allowed.

Discussion took place regarding:

- Places such as public halls should be informed too as the licence holder might not pass on the information;
- It would be difficult to enforce a ban as the authority only licensed areas such as music and health and safety;
- It would difficult to directly link lanterns to an event;
- The safety of an event related to the venue, not what may happen miles away when a lantern landed;
- The need to raise awareness of the problems caused by lanterns;
- Awareness could result in public pressure to stop the use of lanterns;
- Organisers might be influenced if premiums were higher on their liability insurance.

Councillor Mrs N Woollatt **AGREED** to alter her Motion having considered the views of the Group and it was **RECOMMENDED** to Council that:

This Council:

- a) Provide advice and guidance to organisers of events and changes could be made to guidance notes to require applicants to provide information regarding the sale and release of lanterns at events;
- b) Uses the Licensing regime to promote a voluntary ban on the use of lanterns;
- c) Bans the release of sky lanterns from MDDC property;
- d) Urges Devon County Council to consider a similar ban as at (c) on its property.

(Proposed by Councillor Mrs N Woollatt and seconded by Councillor J M Downes).

58 **PERFORMANCE AND RISK (00:34:31)**

The Group had before it and **NOTED** a report * from the Head of Communities and Governance providing Members with an update on performance against the corporate plan and local service targets for the 2014/15 financial year as well as providing an update on the key business risks.

The Audit Team Leader outlined the content of the report.

Discussion took place regarding missed waste and recycling collections. It was **AGREED** that missed collection information should be posted on the website and on Facebook. If there were no missed collections then the website should indicate this. However, the report highlighted that the number of missed collections reported had fallen since the problems earlier in the year.

The performance for dry recycling was below target. However the forthcoming changes to the collection scheme should rectify this and early indications from the trial had been positive.

Note: - Report previously circulated and copy attached to Minutes.

59 **PUBLIC CONVENIENCES UPDATE (00:42:30)**

The Group had before it a report * from the Head of Housing and Property Services updating Members on progress regarding public conveniences.

The Property Services Manager outlined the recommendations within the report.

Discussion took place regarding:

- If the facilities were sold to the Town and Parish Council's there needed to be restrictions put in place in case there should be an onward sale;
- Works that would be carried out at the Phoenix Lane facility to create a shared storage area for the Town and District Council.

It was **RECOMMENDED** to the Cabinet that:

1. The Crediton Town Council £5k contribution be accepted for the 2015/16 financial year and keep both Newcombes Meadow and Market Street toilets open. This contribution to meet 100% costs for the provision of public conveniences in Crediton from 2016/17 onwards.
2. The transfer of the Newcombes Meadow convenience from MDDC to Crediton Town Council with the appropriate legal conditions to ensure that the property continues to provide public services for the community be agreed.
3. The transfer of the closed St Laurence Green convenience from MDDC to Crediton Town Council, with the appropriate legal conditions to ensure that the property is not sold for profit or used for commercial purposes, be agreed.
4. The £1k contribution from Cullompton Town Council be accepted and to negotiate 50% funding post the May election for the remainder of the 2015/16 financial year to prevent closure on the 1 September 2015.
5. A 100% contribution from Cullompton Town Council be sought, to be in place for 2016/17 to maintain these facilities.
6. The three year transition plan providing for full costs to be met by Bampton Town Council in 2017/18 be agreed.

7. The asset transfer from MDDC to Bampton Town Council in the 2017/18 financial year includes the appropriate legal conditions to ensure the property continues to provide public services for the Community.

8. The £500 contribution from Sampford Peverell Parish Council be approved for the 2015/16 financial year and to continue to monitor usage during 2015/16.

9. The three year transition plan providing for full costs to be met by Hemyock Parish council by 2017/18 be agreed.

10. The transfer of the Hemyock convenience in the 2017-2018 financial year from MDDC to HPC, with the appropriate legal conditions to ensure that the property is not sold for profit or used for commercial purposes, be agreed.

11. Any future onward sale of facilities that had been transferred to Town and Parish Councils would be subject to appropriate valuation to agree terms of sale and if applicable any claw back amount.

(Proposed by Councillor Mrs N Woollatt and seconded by Councillor D R Coren.)

Note: - * Report previously circulated and copy attached to Minutes.

60 **CONTAMINATED LAND COST RECOVERY POLICY (01:02:00)**

The Group had before it a report * from the Public Health and Professional Services Manager providing a revised Contaminated Land Cost Recovery Policy.

The Officer presented a revised version of the current Contaminated Land Cost Recovery Policy approved by the Community Well Being PDG in June 2009 and subsequently adopted by Cabinet and Council. It was recommended that the policy be reviewed every 5-years and revised where necessary. A review had been undertaken and the policy did not require substantial revision therefore was largely unchanged from the previous version. Minor changes had however been made to reflect the following:

- Changes to over-arching legislative references brought in by amended regulations in 2012
- Updated Defra Statutory Guidance (April 2012)
- Closure of the Defra Contaminated Land Capital Projects Programme in April 2014
- Removal of availability of Housing Repair Grants (replaced by loans issued in partnership with Wessex Home Improvement Loans)

The Policy highlighted the types of appropriate person responsible for remediating a contaminated site. A Class A appropriate person was the polluter, Class B was the owner/occupier of the site and Class C was the local authority, when no appropriate ownership or person with liability could be established. Where a determination notice had been served and the local authority was left with all or part of the liability to remediate contaminated land (as the Class C person) then it could no longer apply for monies under the Defra Contaminated Land Capital Projects Programme. Therefore the Council was potentially liable for the full costs of remediation. Overall,

the policy would act as a guide for the decision making process in respect of the recovery of costs.

It was **RECOMMENDED** to the Cabinet that the updated Contaminated Land Cost Recovery Policy be adopted.

(Proposed by Councillor D R Coren and seconded by Councillor Mrs D L Brandon.)

Note:-Report previously circulated and copy attached to Minutes.

61 **PLAY AREA UPDATE (01:13:42)**

The Group had before it and **NOTED** a report * from the Head of Housing and Property Services updating them on consultation with Parish and Town Councils regarding future provision of play areas and the offer for them to take ownership.

The Open Spaces Manager answered the questions that had been raised by Councillors from Willand Parish Council during Public Question Time.

With reference to questions asked by Mr Ursell, the Officer explained that the map overlays had been too large to send to all Towns and Parishes but that a link had been forwarded to them all so that they could be viewed on the website. He would be pleased to receive any information to update the maps as this was a living document which would evolve over time. The Officer confirmed that he was in receipt of the letter referred to in the question.

In answer to the question asked by Mr Grantham the Officer informed the Members of the Parish Council that before the matter of ownership of the play areas could be agreed he would need to meet with individual Parish/Town Councils to discuss details and to discuss individual requirements.

Regarding the question asked by Mr Mander, the Officer informed the Willand Parish Councillors present that he had considered the précis of their answers to be adequate but he apologised if they did not consider this to be the case.

In answer to the question asked by Mr Warren the Open Spaces Manager confirmed that this was a typing error and that the sentence should have read that further consultation would be necessary. He also confirmed that there were 9 play areas in Willand.

Referring to the question regarding fencing, the Officer replied that he agreed with the Parish Councillors and that the fencing was in good condition.

In answer to Mr Warrens question the Officer stated that should a play area be decommissioned there would be consultation regarding future use of the land.

Discussion took place regarding:

- The terms of transfer should play areas be taken over by the Town and Parish Councils;
- How usage was identified;
- Conflicting information in this report and the consultant's report;

- Lack of feedback received from Town/Parish Councils.

It was **RESOLVED** that:

- Officers consult with Town and Parish Councils regarding the future of the play areas listed in annex 5 of the report.
- Officers set up a questionnaire on Survey Monkey and post notices in play areas to identify the value of the play areas listed in annex 5 to their communities.

(Proposed by Councillor Mrs N Woollatt and seconded by Councillor Mrs D L Brandon.)

Note: - * Report previously circulated and attached to Minutes.

62 **FINANCIAL MONITORING (01:46:58)**

The Group had before it and **NOTED** a report * of the Head of Finance detailing financial monitoring in respect of the ten months to 31 January 2015.

The Officer identified the areas showing significant movement, relevant to this Group, identified in the report, which included:

- A reduction in recycling income due to a fall in the value of glass;
- An improvement to car parking income, possibly due to more proactive enforcement of night time parking;
- A saving on fuel due to a fall in price and a reduction in vehicle maintenance following the introduction of new vehicles

Discussion took place regarding play area and open spaces expenditure and total spend on consultants across the authority.

Note: - * Report previously circulated and attached to Minutes.

63 **CAR PARKING WORKING GROUP UPDATE (01:55:00)**

The Chairman of the Car Parking Working Group outlined the work that had been carried out to date. She explained that the Group had held two meetings. Officers had been tasked to compile information about all car parks, including usage, condition and income, along with recommendations for future use. At the next meeting of the Working Group the Members would be looking at this. It was anticipated that a report with recommendations would be presented to the June meeting of this Group.

64 **WASTE AND RECYCLING UPDATE (01:58:54)**

The Group had before it information regarding the recent Waste and Recycling Trial which had taken place during February. The briefing paper provided an overview of the trial, information regarding the materials collected, feedback from Customer Services and some initial conclusions.

The Head of Finance explained that though the information gained was useful it was only for a four week period to one urban and one rural area covering 1042 households. Further analysis would be needed but the trial had shown an increase in dry recycling collected and participation had been high.

Plastic and card would continue to be collected from the trial area and these collections would now be rolled out across the District in June. This was something that the public had requested and this would also generate income.

The communications plan for the trial appeared to have been successful with high participation rates and the amount of food waste increased each week of the trial.

The Officer would be looking into the number of telephone enquiries that were received and any issues highlighted. This would help in preparation for the full roll out.

The weights collected indicated that the Kg of dry recycling had increased and that the Kg of waste to landfill had reduced but overall tonnages collected had increased, this might cause volume problems with vehicles in future.

The Head of Finance and the Waste and Transport Manager would be undertaking further work on the information gathered during the trial and would report back to Members at the next meeting of the Group.

Note: - Information previously circulated and attached to Minutes.

65 CHAIRMANS ANNUAL REPORT (02:16:45)

The Group had before it and **NOTED** a draft report * by the Chairman on the work of the Group since May 2014, a final copy of this report would be submitted to Council on 29 April 2015.

Note: - Report previously circulated and attached to Minutes.

66 IDENTIFICATION OF ITEMS FOR THE NEXT MEETING

Election of Chair
Election of Vice Chair
Performance and Risk
Financial Monitoring
Air Quality update following the opening of the link road in Crediton
Waste/Planning Guidelines
Waste Update
Car Parking Working Group Report

(The meeting ended at 4.24 pm)

CHAIRMAN

MANAGING THE ENVIRONMENT PDG
9TH JUNE 2015:

New Collection Scheme for the Waste and Recycling Service

Cabinet Member Cllr Neal Davey
Responsible Officer Waste & Transport Manager

Reason for Report: To consider and agree the recommendations for Cabinet on the Refuse and Recycling Collection Scheme commencing in October 2015. To receive an update on the plans for the roll out of the new scheme from the Project Board and budget.

RECOMMENDATION(S): That the PDG recommends to the Cabinet the following two recommendations:

- **The annual charges for a fortnightly collections of Garden Waste as set out in section 3 be adopted**
- **The Terms and Conditions set out in Appendix B be adopted**

Relationship to Corporate Plan: Maintaining front line services in the face of the ongoing funding cuts requires the redesign of services to enable them to continue to be affordable.

Financial Implications: The detailed costings for 2015/16 and on-going are shown in Appendix A. An estimated reduced on-going cost of £450,000 per annum is anticipated against the current budget for Refuse and Recycling.

The recommended scheme will also create an anticipated treatment and disposal savings of around £300,000 per annum for Devon County Council as the disposal authority. A mechanism to share this saving between the two authorities is currently being negotiated and will also be reported back at a future PDG.

Legal Implications: There is a duty to collect all household waste and four kerbside dry recyclates from 2015. The size and type of collection receptacles used, where they are placed and the frequency they are emptied, are all for the Council to decide. There is no obligation to collect from private roads or to collect garden waste. Garden Waste (discretionary service) is a material for which a charge to householders can be made for the collection.

Risk Assessment:

Members of the PDG have agreed that, without considering and implementing changes to service delivery, the Council will face the risk that it runs a service that is not affordable or will require deeper cuts to other services to support it. In order to mitigate service risks a trial of 1,000 properties has been undertaken and reported back to this committee previously.

A review of all service based risks has been completed and reviewed at the working group.

1.0 Introduction

- 1.1 At the Managing the Environment PDG meeting on the 18th November 2014, a list of recommendations were made to the Cabinet regarding the future waste collection scheme. A joint Officer and Member Project Board was also established to consider details of the scheme. During the Project Board meetings the budget, charges and terms and conditions of the garden waste collection scheme were considered and new recommendations made, which are outlined in this report.
- 1.2 This report sets out a fully costed budget (based on a range of assumptions) for the changes to the waste collection service. See Appendix A
- 1.3 This reports sets out the proposed charging rates for the garden waste collection scheme.
- 1.4 This report sets out a set of proposed terms and conditions for the garden waste collection scheme. See Appendix B
- 1.5 The report gives an update from the Project Board on the new scheme roll out.

2.0 Changes to the Waste Collection Service Budget

- 2.1 The updated and detailed budget can be seen in Appendix A. This shows the one off costs associated with starting the scheme, the revenue budget effect for 2015/16 and the on-going annual budget effect for Refuse and Recycling.
- 2.2 The One off costs include the purchase and delivery of new containers (green boxes, caddies and bins) and the literature which explain the scheme to all householders in the district. Both phase 1 and phase 2 will include two leaflets/cards.
- 2.3 The authority has undertaken a joint procurement exercise with Teignbridge DC for the supply of containers for the new scheme. These tendered prices have been used for the updated budget provided.
- 2.4 A quote for the new dual refuse collection vehicles (RCV) was obtained and used but could change once a formal tender is undertaken. These vehicles are more expensive than conventional RCV and therefore the capital programme has been altered also to reflect this. Most of this capital expenditure was already budgeted for to replace five of the existing RCVs.
- 2.5 To allow for the weekly collection of food waste and the additional recycling materials to be collected on the box scheme (cardboard and mixed plastic) an extra box collection crew was included in the budget. This could be optimistic for the volume of work and resource needed

but will need to be reviewed after the introduction of both phases of the new scheme. Likewise the amount of waste collected on black sack rounds could reduce enough to allow for the reduction in the number of crews on that service.

- 2.6 Provision has been made in the budget for the replacement of all containers over a ten year period. Any underspends in the early years will be placed in a sinking fund for latter years.
- 2.7 For budget setting purposes a charge of £47 per annum has been used with an estimated participation rate of 33% of households to predict income levels. This participation rate is critical to the financial feasibility of the scheme. Other authorities who have operated a free garden waste collection scheme and then introduced a charge have shown higher participation rates than those who introduce charges from the start. Each £1 reduction in the charge with this estimated participation rate will reduce the budgeted income by £11,666 per year.
- 2.8 Some of the figures used are estimates. For example the price gained by the authority for materials recycled can fluctuate up or down and the current market price for mixed plastic and cardboard has been used. The amount of material which will be put out for collection has been estimated using tonnage information from the trial and national averages for similar schemes. This tonnage estimate has also been used to estimate recycling credits payments from the County Council paid for avoiding disposal of waste in landfill at £54 per tonne.
- 2.9 It is estimated that the Disposal Authority (Devon County Council) could save over £300,000 per year. The Waste & Transport Manager has met with Devon County Council several times to discuss the scheme and estimated savings. The savings cannot be agreed before the scheme is introduced as it will be dependent on diversion rates which will be unknown. A proposed detailed savings sharing mechanism has been promised in the next month by DCC. The mechanism will be used, if agreed, by all authorities in Devon who propose changes which could provide savings for the disposal authority as a result. As these figures have not currently been agreed these savings have not been added to the budget at this point.

3.0 Proposed Charging Rates for the Garden Waste Collection Scheme

- 3.1 The proposed annual charge for a 240L wheeled bin is between £45-£47.
- 3.2 The proposed annual charge for a 140L wheeled bin is between £35-£37.
- 3.3 The proposed charge for a sack (120L sack includes sack and collection charge) is £1.30. It is recommended they are sold in rolls of 10 at £13 per roll.

4.0 Proposed Terms and Conditions for the Garden Waste Collection Scheme

4.1 Appendix B are a list of terms and conditions which have been considered and recommend by the working group having looked at similar schemes already operating.

5.0 Waste Project Group Update

5.1 Roll Out

Phase 1

Everything is now in place for all households to receive a green box and leaflet over a 7 week period from 1st June so they can recycle mixed plastics and cardboard from the box scheme.

Phase 2

Planning has now started for the second roll out phase of weekly food waste collections and a chargeable garden waste scheme. This will be rolled out over a 10 week period from 5th October. The additional recycling vehicle has been ordered and anticipated delivery is in September. All containers have been ordered.

5.2 Depot Alterations

The depot alterations to allow for the extra materials to be stored are almost complete and will be complete by the start of collections in June.

5.3 Vehicles

DCC have confirmed that food and garden waste material will be treated together at the existing plant until March 2017 due to contractual issues with their contractor. Therefore it is proposed that conventional RCVs are used to comingle the two waste streams until DCC arrangements have been resolved. Therefore a refit of the existing five RCVs or a short term hire will be used to collect garden and food waste together until March 2017. This will give the authority an opportunity to trial vehicles and review round productivity following the changes before it commits nearly a million pounds of expenditure.

5.4 Communication

A communication plan has been written which includes staff and member briefings, roadshows, parish talks, leaflets, primary school competition and press releases.

5.5 IT System

A system is being designed in-house to deal with the chargeable waste collection scheme which will be used by customer services. This will allow for payments and correspondence to customers.

5.6 Mixed Plastics

The cost of introducing the collection of mixed plastics was estimated to be £160,515 per annum. This cost was based on the additional resource needed to collect extra material on rounds and the loss of income from the higher valued HDPE material. The Council would receive additional recycling credits from the additional tonnage but this would be much lower than the loss of income. Officers are looking at the feasibility of changing the current bailing system at the depot to allow for the picking out of the higher values HDPE material from the mixed plastic and then selling it separately.

6.0 Conclusion

- 6.1 Clearly a lot of work has already been done in preparation of this strategic service change in order to provide a wider range of recyclates to be collected and to reduce the overall costs of the service by around £500k (about 20% of its current cost).
- 6.2 As one of the highest profile services to the public that the Council delivers we will provide further updates to the PDG in order to inform how these new changes are bedding in.

Contact for more Information: Stuart Noyce, Waste & Transport Services Manager (01884 244635 snoyce@middevon.gov.uk)

Circulation of the Report: Cabinet Member, Management Team

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NEW WASTE SCHEME
Additional Budget Costs & Income

CAPITAL 'ONE OFF' COSTS

	2015/16
Containers	£ 182,770
Delivery	£ 43,532
Promotion	£ 31,354
Depot Alterations	£ 41,000
Vehicles	£ 1,058,030
TOTAL	£ 1,356,686

**GENERAL FUND REVENUE BUDGET 'ON GOING' COSTS/INCOME
TO BE ADDED TO EXISTING BUDGET**

COSTS	2015/16	2016/17
Employees - Additional Crew + Customer First Resource	£ 76,650	£ 122,500
Equipment - Replacement Fund for Containers	£ 14,280	£ 28,560
Vehicles - Additional Lorry Running Costs	£ 52,670	£ 52,670
TOTAL	£ 143,600	£ 203,730

INCOME	2015/16	2016/17
Material Income - Including Recycling Credits	-£ 72,366	-£ 109,646
Garden Waste Income. Based on 33% Take Up	-£ 271,425	-£ 542,850
TOTAL	-£ 343,791	-£ 652,496

TOTAL NET BUDGET	-£ 200,191	-£ 448,766
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Predicted Saving Figure	-£ 200,000	-£ 500,000
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Other potential budget factors not included in the above

Cost of works to baler for splitting plastics
Additional income from splitting out HDPE
Refurb of Refuse vehicles if purchase delayed
Food waste - haulage costs
Savings from DCC

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Appendix B

Draft Terms and Conditions – Chargeable Garden Waste Service

1.0 Responsibilities of the Council

The Council will:

- 1.1 Offer a chargeable garden waste collection service to all domestic properties within Mid Devon District Council's borders. The Council will not collect from allotments, cemeteries or other non-residential properties.
- 1.2 Accept garden waste that is presented in either a registered brown wheeled bin with a valid permit attached or special biodegradable sacks provided by the Council.
- 1.3 Collect from registered customers on scheduled collection days.
- 1.4 Empty garden waste containers that are presented at the designated collection point for the property to which the collection is registered. This includes residents choosing to share the cost of hiring a brown wheeled bin.
- 1.5 Collect garden waste from the same collection point used for the residual (black sack) waste service.
- 1.6 Cease to collect garden waste where customers have failed to pay the annual renewal fee when it becomes due. No special return journeys will be made to collect garden waste for customers making late payments - customers will be required to wait until the next scheduled collection date.
- 1.7 Collect real Christmas trees put out by registered customers when presented with their brown wheeled bin or biodegradable sacks on their scheduled collection day.
- 1.8 Not empty brown wheeled bins or collect biodegradable sacks that have been contaminated by unacceptable items (please refer to web site for details).
- 1.9 Not provide refunds to customers cancelling garden waste collection services part way through a year, or wanting to return unused biodegradable sacks.
- 1.10 Aim to deliver, or collect unwanted, brown wheeled bins within 10 working days from the date service requests are received (post service roll out).
- 1.11 Ensure that pre-used brown wheeled bins have been refurbished to a suitable standard before being supplied to a customer.
- 1.12 Will exchange damaged brown wheeled bins free of charge.

- 1.13 Reserve the right to remove, without prior notice, brown wheeled bins that are reported as left out on a public highway on non-collection days. There will be a fee for re-delivery.
- 1.14 Provide an assisted garden waste collection to customers that are already registered for this service.
- 1.15 Return as soon as possible for any valid missed collections that the customer has reported within 24 hours.
- 1.16 Reserve the right to change the collection schedule for operational reasons. Customers will be given adequate advance notice of any changes.
- 1.17 Will not empty containers that weigh in excess of 90Kg.
- 1.18 Collect every two weeks, except in periods of severe weather.

2.0 Responsibilities of the customer

The customer will:

- 2.1 Ensure that a valid permit is displayed on the garden waste collection container.
- 2.2 Store your garden waste container within the boundary of your property between garden waste collections.
- 2.3 Place the correct items in your garden waste container (please refer to web site for details).
- 2.4 Present your garden waste at the designated collection point for the registered property.
- 2.5 Put your garden waste out for collection no sooner than 6pm on the day before collection and no later than 6am on the day of collection.
- 2.6 Return your garden waste container to your property after collection for storage until the next collection day.
- 2.7 Ensure that brown wheeled bins that are no longer required by the customer after cancelling the service are empty and left at the designated collection point of the registered address for collection by the Council.

- 2.8 Inform the Council if you move within Mid Devon and want to take your garden waste container with you, or you no longer require the service.

3 Payment Terms

- 3.1 One month ahead of the end of your subscription period (a renewal notice will be issued) your collections will be suspended from the date of commencement of the new year of service charges if payments are not made.
- 3.2 Customers who subscribe to the garden waste service will be charged an annual fee for each container. The cost of the service will be reviewed and set each year.
- 3.3 The cost of subscription is non-refundable.
- 3.4 Customers can pay either online, over the phone, or in person at the Council Offices (Phoenix House, Phoenix Lane, Tiverton, Devon EX16 6PP).
- 3.5 Council Customers can purchase an unlimited number of garden waste bins.
- 3.6 All containers remain the property of Mid Devon District Council.
- 3.7 Regular contamination of the waste container will result in the service being removed with no refund given.
- 3.8 Garden waste containers are the responsibility of the customer; the customer will be charged £25 for any container that is not returned at the end of service period.
- 3.9 Collections not made due to severe weather, or disruptions relating to issues outside the Council's control, will not be refunded.

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MANAGING THE ENVIRONMENT PDG
9 JUNE 2015:

AGENDA ITEM:

PERFORMANCE AND RISK OUTTURN REPORT FOR 2014-15

Cabinet Member Cllr Neal Davey
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 2014/15 as well as providing an update on the key business risks.

RECOMMENDATION(S): That the PDG reviews the Performance Indicators and Risks that are outlined in this report and feeds back any 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 2014-15 financial year.
- 1.2 Appendix 2 shows the section of the Corporate Risk Register which relates to the Managing the Environment 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 **carbon footprint** results are not yet available; a verbal update will be given at the meeting if they are available by then.
- 2.2 The **dry recycling** rate is below target but has increased steadily throughout the year finishing on 16.9% for quarter 4. **Residual household waste** at 462.6kg per head is below target (455kg), but improved compared to 2013/14 (482.3kg). Similarly for **reused, recycled and composted** 48.2% was achieved against a target of 50%, for 2013/14 the result was only 46.7%.

- 2.3 For **missed collections**, as is well known, figures were very high in quarter 1 but back to normal levels over the remainder of the year.
- 2.4 The targets for 2015/16 will be reviewed before quarter 1 to ensure they are realistic and again to reflect any new Corporate Plan priorities once these have been determined later in the year.

3.0 Risk

- 3.1 The Waste and Transport Manager has now reviewed all the risk assessments for his area of responsibility. These operational risk assessments are job specific and flow through to safe systems of work. Next they need to be agreed with staff and the risks put on SPAR, where they meet the criteria for reporting.

4.0 Conclusion and Recommendation

- 4.1 That the PDG reviews the performance indicators and risks for 2014-15 that are outlined in this report and feeds back 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

MTE PDG Performance Report - Appendix 1

Quarterly report for 2014-2015

No headings

For Environment - Cllr Neal Davey 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
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MTE PDG Performance Report - Appendix 1

Performance Indicators								
Status	Title	Prev Year End	Annual Target	Current Target	Q1 Act	Q2 Act	Q3 Act	Q4 Act
Data not entered	<u>Reduce the carbon footprint of our offices and public buildings by 2% pre adjustment</u>	+27.6	+2	+2	n/a	n/a	n/a	
Management Notes:								
Data not entered	<u>Reduce the carbon footprint of our offices and public buildings by 0.5% post adjustment</u>	16.0%	0.5%	0.5%	n/a	n/a	n/a	
Management Notes:								
Well below target	<u>Increase Dry Recycling Rate to 20% by 2015</u>	14.89%	20.00%	20.00%	13.46%	13.79%	13.94%	14.62%
Management Notes:								
Below target	<u>Residual household waste per head</u>	482.3	455.0	455.0	115.8	223.7	348.8	462.6
Management Notes: (Quarter 1 - 4) Currently waiting for figures to be verified by Waste Data Flow at DCC. (CY)								
Below target	<u>% of Household Waste Reuse, Recycled and Composted</u>	46.7%	50.0%	50.0%	50.5%	51.6%	49.2%	48.2%
Management Notes: (Quarter 4) All South West LAs average 45.7% for 2013/14 (CY)								
No Target	<u>Number of Missed Collections logged per Quarter (refuse and organic waste)</u>	661			1,190	1,542	1,682	1,797
Management Notes: (Quarter 4) Last 3 quarters 607 (CY)								
No Target	<u>Number of Missed Collections logged per Quarter (Recycling)</u>	652			719	976	1,056	1,162
Management Notes:								

MTE PDG Performance Report - Appendix 1**Performance Indicators**

Status	Title	Prev Year End	Annual Target	Current Target	Q1 Act	Q2 Act	Q3 Act	Q4 Act
(Quarter 4)								
	Last 3 quarters 510							
(CY)								

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SPAR.net

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Department
for Environment
Food & Rural Affairs

CCU 7th Floor
Nobel House
Smith Square
London SW1P 3JR

T 03459 335577
helpline@defra.gsi.gov.uk
www.gov.uk/defra

Ms Sally Gabriel
Principal Member Services Officer
Mid Devon District Council
Phoenix House
Phoenix Lane
Tiverton
Devon
EX16 6PP



Your ref: Council/25.2.15
Our ref: DWO371992/JS

19 March 2015

Dear Ms Gabriel,

Thank you for your letter of 2 March to the Secretary of State about sky lanterns. I have been asked to reply.

Sky lanterns are a long-running issue and we are aware that there have been concerns about their safety. However it is worth noting that an independent study we published in 2013 about sky lantern safety found that the risks to animals or damage to the environment by sky lanterns were relatively minor, with impacts being highly localised rather than a widespread problem. While the study concluded that there was potential for sky lanterns to pose a risk to fire safety, figures released last year by the Department for Communities and Local Government (DCLG) suggest that only 0.1% of all outdoor fires were sky lantern related, most of which caused little or no damage.

You will appreciate that any action we take must be proportionate to the level of risk. Naturally, we do not want to stop enjoyment of celebrations, but we do want to ensure that people think twice about the impact of a lantern after it leaves their hands, and the potential consequences of where it lands. We know that voluntary actions and initiatives to raise awareness of risks can be effective. We have therefore been exploring and taking forward a package of measures to address this issue and, within that context, working with the DCLG on powers available at a local level to address the matter.

For example, last year, the Trading Standards Institute (TSI) published an industry Code of Practice for sky lanterns. The Code was compiled by industry with input from importers, distributors and trading standards officers, and Government support from Defra, DCLG and the Department for Business, Innovation and Skills (BIS). The Code, which is voluntary, aims to provide guidance for manufacturers, importers, distributors and retailers and will help ensure that, in future, sky lanterns are manufactured to be safe, are biodegradable and are sold responsibly. It will also assist market surveillance authorities in recognising the safety checks that need to be made and the type of warnings and instructions that need to accompany sky lanterns to help ensure their responsible sale and safe use.

We would expect the industry Code of Practice to lead to greater awareness of the potential risks and to more care being taken in the manufacture, sale and use of sky lanterns. The Code is available on the TSI website at:

<http://www.tradingstandards.gov.uk/policy/skylanterns.cfm>.

Over the last few years, at those times of the year when sky lanterns are more likely to be used, we have publicised the risks they pose. People are now becoming more aware of the risks: event organisers have prohibited their use, there has been a fall in sales and a number of larger retailers no longer sell them. Furthermore, while some local authorities have already used existing powers to ban or regulate their use on council-owned land, the introduction of the DCLG's new model byelaw provision has made this easier by allowing councils to do this through a byelaw. Any council wishing to do so can be reasonably confident of DCLG approval unless there are some specific local circumstances which suggest this would be inappropriate.

In addition to these measures, BIS, (working through local Trading Standards departments) has successfully used the General Product Safety Regulations 2005, to remove certain types of sky lanterns from the UK market where its poor product quality has raised concerns over fire or health risks to the consumer.

I hope that this information is useful to you.

Yours sincerely,



Josh Sweet
Defra - Customer Contact Unit

The amendment to the Fires model byelaw will now read as follows (additional new wording in bold):

Fires

- (1) No person shall:
 - (a) light a fire; or
 - (b) place, throw or drop a lighted match or any other thing likely to cause a fire; or
 - (c) **release a lighted sky lantern into the atmosphere.**

- (2) Byelaw (1) shall not apply to:
 - [(a)] [the lighting of a fire at any event for which the Council has given permission that fires may be lit;][or]

 - [(b)] [the lighting or use, in such a manner as to safeguard against damage or danger to any person, of a properly constructed camping stove, in a designated area or of a properly constructed barbecue, in a designated area for barbecues].

The amendment to the Fires model byelaw be accompanied by an interpretation of sky lanterns as follows:

‘Sky lantern’ means any unmanned device which relies on an open flame or other heat source to heat air within it with the intention of causing it to lift into the atmosphere.

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CABINET
4 JUNE 2015

AGENDA ITEM 6

REVENUE AND CAPITAL OUTTURN 2014/15

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

Reason for Report: To present the revenue and capital outturn figures for the financial year 2014/15.

RECOMMENDATION(S): That Cabinet -

1 - note the General Fund outturn achieved in 2014/15 which shows an overall overspend of £90k.

2 - approve the net transfers to/from ear marked reserves of £1,082k detailed in the General Fund service budget variance reports shown in Appendix 1 & 2 and summarised in Appendix 4.

3 - note the positive position achieved on the Housing Revenue Account which shows an annual saving of £867k and approve the “ear marking” of specific items totalling £1,549k identified in Appendix 4 and the extra £871k shown in paragraph 3.3.

4 - approve the carry forward of £1,788k (see paragraph 5.2) relating to scheme slippage on the 2014/15 capital programme as all of the schemes will be delivered in 2015/16.

5 – note the Treasury Management performance achieved in 2014/15 as detailed in paragraph 6.

Relationship to the Corporate Plan: The financial resources of the Council impact directly on its ability to deliver the corporate plan prioritising the use of available resources carried forward from 2014/15. All future spending will be closely linked to key council pledges from the updated corporate plan.

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

Legal Implications: None.

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

Executive Summary of 2014/15

The table below gives an overview of the year movements during the year on the key operational balances of the Council and then shows the closing cash position which will be reflected in the end of year Accounts. (Note - These movements assume that all proposed recommendations are agreed.)

	31/3/14	In year movement	31/3/15
General Fund	(£2,460k)	£90k	(£2,370k)
Housing Revenue Account	(£2,004k)	£4k	(£2,000k)

1.0 Introduction

- 1.1 The Council has continued its strategic decision to reduce costs, without adversely affecting service delivery, evidenced by the on-going commitment to reduce employee costs (especially in back office services) during the year. This strategy has seen us deliver an overall General Fund (GF) deficit of £90k (see Appendix 1).
- 1.2 During the budget setting process we continue to ensure that revenue budgets are set on a robust basis and took a prudent view of the likely levels of income and expenditure.
- 1.3 It should be noted, in order to get a completed year end outturn position to Senior Management and Members in a timely fashion the attached financial information includes: budgeted capital charges and support services and prior to a full review of bad debt provision. Therefore, these figures may be altered slightly over the next few weeks as we complete the formal accounts process, but will have little effect on the overall GF or HRA surplus position. Adjustment to the budgeted recharges has been made to reflect the time incurred in the specific projects of the Market Walk and 32/34 Fore Street acquisitions and the conversion work at the new recycling centre
- 1.4 Members of the Audit Committee should note that the outturn report is basically a set of management reports that show the final cash related position on all service areas. The Finance Team then have to turn these management reports into the Final Accounts which are subject to a wide number of complex accounting rules that often significantly change the final picture of a service's financial position for the year. However, it is important to note that the bottom-line profit or loss for the year remains constant.

2.0 The General Fund Reserve

- 2.1 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 £2,460k as at 31/3/14. In 2014/15, a net deficit of £90k has occurred after accounting for all necessary transfers to/from Ear Marked Reserves (EMRs).

2.2 Detailed budget monitoring reports were provided to both senior managers and members throughout 2014/15. This monitoring focused on significant budget variances (+/- £10k), included remedial action where necessary and estimated an overall outturn position. The final monitoring report considered by the Cabinet gave a detailed position at the end of February 2015 and predicted an end of year deficit of £218k for the General Fund. Therefore the final position improved by £128k.

2.3 The table below shows the overall budget, actual and variance for all of our major service areas.

Service	2014/15 Budget £	2014/15 Actual £	Variance £
Car Parks	(120,520)	(222,083)	(101,563)
Community Development	387,760	391,995	4,235
Corporate Management	1,146,560	1,182,589	36,029
Customer Services	(13,950)	(3,695)	10,255
Environmental Services	1,430,360	1,347,525	(82,835)
Finance & Performance	40	98	58
GF Housing	385,730	260,458	(125,272)
Grounds Maintenance	7,340	(8,092)	(15,432)
Human Resources	123,530	81,328	(42,202)
ICT	(6,420)	(22,170)	(15,750)
Legal & Democratic	865,610	879,183	13,573
Leisure	816,780	889,906	73,126
Planning & Regeneration	987,620	847,075	(140,545)
Property Services	383,720	390,858	7,138
Revenues & Benefits	804,990	521,599	(283,391)
Waste Services	2,321,630	2,613,049	291,419
Total Cost of Services	9,520,780	9,149,623	(371,157)
OTHER INCOME & EXPENDITURE			
Interest Payable	8,110	8,593	483
Interest from Funding provided for HRA	(110,000)	(58,249)	51,751
Interest Receivable	(65,000)	(66,261)	(1,261)
New Home Bonus Grant	0	(1,281,438)	(1,281,438)
Revenue contribution to Capital Programme	125,000	1,419,426	1,294,426
Sundry Grants and Other Income	0	(64,654)	(64,654)
Statutory Adjustments	(819,190)	(758,039)	61,151
Net Contribution to / (Utilisation of) Earmarked Reserves	525,170	1,082,424	557,254
Formula Grant	(4,192,870)	(4,350,631)	(157,761)
Council Tax	(4,917,000)	(4,917,330)	(330)
Collection Fund surplus	(75,000)	(73,770)	1,230
Total Other Income	(9,520,780)	(9,059,929)	460,851
Total Deficit for the year	0	89,694	89,694

- 2.4 A detailed explanation of all the key variances is shown in Appendix 2, service by service. Inevitably, within a service, there are often variances which compensate. Some areas may create savings which in turn can be partly or fully offset by overspends elsewhere. In this report we have tried to highlight the major movements to enable Members to appreciate the more significant trends within each service area.

Note – where any of the above variances were deemed to be recurring, the 2015/16 budget was adjusted accordingly.

- 2.5 The overall effect of the 2014/15 financial year would result in a General Fund Balance of £2,370k which only exceeds the Council's own temporary minimum requirement of £2,200k (agreed at full Council 25/2/15) by £170k.
- 2.6 In addition to the GF Balance, the Council holds a number of Ear Marked Reserves (EMRs) which are used to help make provision for known future expenditure commitments which will require funding in 2015/16. The net movement of £1,082k, (£3,070k - £1,988k = £1,082k), into these reserves and the end of year balances held on them are shown in Appendix 4.

3.0 Housing Revenue Account (HRA)

- 3.1 This is a ring-fenced reserve in respect of the Council's housing function. It is increased or decreased by the surplus or deficit generated on the HRA in the year. For 2014/15 the outturn is a net surplus of £366k including transfers to/from ear marked reserves. In addition to this, a surplus of £501k is the result of a change in accounting treatment of the HRA self-financing loan.
- 3.2 This surplus is explained in paragraph 3.4 and the effect of it on the HRA Balance is shown below.

HRA Balance

HRA balance @ 31/03/14	£ (2,004)k
Budget saving achieved in 2014/15	£ (366)k
Saving caused by change in accounting treatment of PWLB loan	£ (501)k
HRA balance @ 31/03/15	£ (2,871)k
Additional transfer to 30yr modernisation programme	£ 871k
HRA balance after proposed EMRs	£ (2,000)k

- 3.3 After the strong financial position delivered in 2014/15, it is recommended to transfer a sum of £871k into the Housing Maintenance EMR. This is in addition to the already budgeted figure of £2,324k. The above position leaves the HRA balance at £2,000k at 31 March 2015.

- 3.4 The main budget variances during 2014/15 that give rise to the figure of £366k as shown in paragraph 3.2 are savings on repairs due to the team being able to take on extra work, staffing savings in tenancy and the cessation of the Warden service. These account for over half the surplus. In addition, a strong performance on rent arrears, invoices raised to freeholders and community alarms continuing to perform well have contributed to the position. For further details, please see the HRA Outturn Summary for 2014/15, which is attached as Appendix 3 to this report.
- 3.5 In addition to the above, the HRA hold a number of earmarked reserves. The movements on these during 2014/15 and their closing balances are shown on Appendix 4. This money is effectively “ring fenced” and will be held to meet expenditure on projects during 2015/16 and beyond.

4.0 The Collection Fund

- 4.1 Mid Devon is a collection authority for council tax and national non-domestic rates, and as such, is required to produce a collection fund account for the Mid Devon area. The Council collects council tax on behalf of Devon County Council, Devon Fire and Rescue Service, Devon & Cornwall Police and the Town/Parish Councils.
- 4.2 The council tax collection rate for 2014/15 was 97.8% (97.6% in 2013/14). This demonstrates how effective our Council Tax section has been in collecting the annual charge in extremely challenging economic times. The Non Domestic Rates collection rate improved to 99.0% for 2014/15 (98.4% in 2013/14).
- 4.3 We continue to outperform the baseline business rates budget which is still reflecting an overall financial benefit of being a member of the Devon wide business rates pool.

5.0 Capital Outturn

- 5.1 A capital outturn summary is attached as Appendix 5 to this report. The revised capital budget for 2014/15 amounted to £15,044k. At the year end we had spent £11,940k leaving the capital programme underspent in total by £3,104k.

Capital receipts of £535k (this includes general useable capital receipts and ring-fenced replacement homes capital receipts) were applied to finance the programme with the balance of the expenditure met by a combination of borrowing, external grants and contributions from reserves.

- 5.2 As shown in Appendix 5 there are capital projects totalling £1,788k which have not been completed as at the 31 March 2015. This expenditure, therefore, needs to be rolled forward (scheme slippage) to be included in the 2015/16 capital programme. These schemes are still fully funded by either unspent capital grants or by provisions held in the capital contingency fund. In addition there is £1,129k relating to Affordable Housing, Major repairs to our Council House stock & Renewable energy solutions underspends which will be placed in relevant earmarked reserves to fund future capital expenditure.

5.3 The capital receipts reserve (note this includes general useable capital receipts and ring-fenced replacement homes capital receipts) is used to part fund the capital programme - the movement on this account for the year is given below:

	£k
Balance at 1 April 2014	(1,071)
• Sale of Council Houses - 10	(646)
• General Fund Sales	(10)
• Pooling of Housing Capital Receipts to Govt.	206
• Capital Receipts applied in year	535
Balance at 31 March 2015	(986)

Note – the majority of the remaining balance of £986k (circa £681k) is committed in order to fund any slippage and to balance the Capital Medium Term Financial Plan.

5.4 Capital resources were again severely limited in 2014/15; therefore the Council took proactive steps to provide for future capital programmes by including provision for a revenue contribution from the General Fund of £125k.

5.5 Paragraph 5.3 shows that the Council has very little in the way of capital receipts (£986k) to support future capital programmes. However, due to prudent planning to mitigate the significant capital funding gap identified in the MTFP we have continued to make additional provision within the capital earmarked reserve. The balance on this reserve now stands at £1,122k made up by the following transactions:

	£k
Opening balance on the capital earmarked reserve as at 1 April 2014	(962)
Budgeted transfer from the General Fund	(125)
Funding required to deliver the 2014/15 programme	215
Contributions from the General Fund Balance	(250)
Closing balance on the capital earmarked reserve as at 31 March 2015	(1,122)

5.5.1 Looking to the future an amount of circa £560k is already committed to fund any slippage and to balance the Capital Medium Term Financial Plan.

5.6 The council also holds New Homes Bonus which can be used for either Revenue or to support future Capital Programmes, the balance held at 31 March is £1,888k; however the majority of this is committed to fund scheme slippage and to balance the Capital Medium Term Financial Plan.

6.0 Treasury Management

6.1 The final interest position for the financial year can be summarised as follows:

Interest Paid and Received:

	Budget £k	Actual £k	Variance £k
Interest Paid:			
PWLB loan – HRA	1,272	1,272	0
HRA to General Fund	58	58	0
General fund	8	8	0
	-----	-----	-----
Interest Paid Total	1,338	1,338	0
	-----	-----	-----
Interest Received:			
General Fund	(65)	(66)	(1)
HRA to General Fund	(110)	(58)	52
HRA	(41)	(48)	(7)
	-----	-----	-----
Interest Received Total	(216)	(172)	44
	-----	-----	-----

6.2 A detailed report on Treasury performance in 2014/15 will be included on the June Cabinet agenda.

7.0 Conclusion

7.1 Members are asked to note the revenue and capital outturn figures for the financial year 2014/15 and agree the proposed ear marking of surplus funds generated by in year savings from both the GF and the HRA. In addition, Members need to approve the slippage to be rolled forward from the 2015/16 capital programme.

7.2 Once again, decisions made during 2014/15 to reduce operational expenditure without adversely affecting service delivery has enabled the Council to maintain its sound financial status.

Contact for more information:

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

Background Papers:

Circulation of the Report:

Cllr Peter-Hare-Scott
Management Team

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GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15

	Budget 2014/15 £	Actual 2014/15 £	Variance £
Car Parks	(120,520)	(222,083)	(101,563)
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Sundry Grants and Other Income	0	(64,654)	(64,654)
Statutory Adjustments	(819,190)	(758,039)	61,151
Net Contribution to / (Utilisation of) Earmarked Reserves	525,170	1,082,424	557,254
TOTAL BUDGETED EXPENDITURE	9,184,870	9,431,425	246,555
Formula Grant	(4,192,870)	(4,350,631)	(157,761)
Council Tax	(4,917,000)	(4,917,330)	(330)
Collection Fund surplus	(75,000)	(73,770)	1,230
TOTAL FUNDING	(9,184,870)	(9,341,731)	(156,861)
NET INCOME AND EXPENDITURE	0	89,694	89,694

Note

In order to produce the outturn report as soon as possible the capital charges and most of the recharges have been included as budget. In the case of recharges an adjustment has been made to reflect the acquisitions of Market Walk, 32/34 Fore Street Tiverton and the conversion of the recycling centre during the financial year.

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15
CAR PARKS

Code	Car Parks	2014/15 Budget £	2014/15 Actual £	Variance £	Variance %	
1000	Employees	20	(5)	(25)	-127.0%	
2000	Premises	223,490	126,800	(96,690)	-43.3%	
3000	Transport	70	0	(70)	-100.0%	
4000	Supplies and Services	32,280	14,797	(17,483)	-54.2%	
	Total Direct Expenditure	255,860	141,591	(114,269)	-44.7%	
7000	External Income	(689,860)	(677,154)	12,706	1.8%	
	Net Direct Expenditure	(434,000)	(535,563)	(101,563)	23.4%	(a)
5000	Support Services	164,980	164,980	0		
6500	Capital Charges	148,500	148,500	0		
	Total Indirect Expenditure	313,480	313,480	0		
	Total Car Park Expenditure	(120,520)	(222,083)	(101,563)		
	Car Park - Service units					
CP510	Market Car Park	(115,540)	(131,586)	(16,046)		
CP520	Multi-Storey Car Park	164,300	114,872	(49,428)		
CP530	Amenity Car Parks	50,110	22,174	(27,936)		
CP540	Paying Car Parks	(219,480)	(224,998)	(5,518)		
CP550	Civil Parking Enforcement	90	(2,545)	(2,635)		
	Total Car Park Expenditure	(120,520)	(222,083)	(101,563)		
				£	£	
	Total Expenditure Variation					(101,563) (a)
	Major Cost Changes					
	Major Cost Savings					
CP520	MSCP Utilities underspend			(14,000)		
CP520	MSCP maintenance underspend (see below EMR)			(19,000)		
CP530	Amenity car park specific project maintenance underspend (see below EMR)			(26,600)		
CP540	Paying car parks maintenance underspend			(34,000)		
CP540	Increased Off-Street fines			(8,500)		
CP	General underspend on planned maintenance			(9,000)		
CP	General underspend on supplies and services			(6,800)		
						(117,900)
	Major Changes in Income Levels					
CP540	Pay and Display income below budget			30,000		
CP540	Increased income from Residential, Business and Seasonal permits			(9,500)		
CP540	More income received than budgeted for on PCT management fees on Hospital car parks			(4,200)		
						16,300
	Minor Variations					37
	Total Expenditure Variation					(101,563) (a)
	EAR MARKED RESERVES					
	Utilised 2014/15					
CP540	Paying car park maintenance EMR not required			(15,000)		
	Proposed contribution c/fwd to 2015/16					
CP520	MSCP maintenance works			16,000		
CP530	Amenity car parks resurfacing works			25,000		
	Net movement in earmarked reserves					26,000
	Total Expenditure variation after Ear Marked Reserves					(75,563)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15
Community and Development

Code	Community and Development	2014/15 Budget £	2014/15 Actual £	Variance £	Variance %	
1000	Employees	255,770	231,431	(24,339)	-9.5%	
2000	Premises	48,430	34,261	(14,169)	-29.3%	
3000	Transport	3,060	2,962	(98)	-3.2%	
4000	Supplies and Services	222,670	301,652	78,982	35.5%	
	Total Direct Expenditure	529,930	570,307	40,377	7.6%	
7000	External Income	(131,940)	(168,082)	(36,142)	-27.4%	
	Net Direct Expenditure	397,990	402,225	4,235	1.1%	(a)
5000	Support Services	(46,160)	(46,160)	0		
6500	Capital Charges	35,930	35,930	0		
	Total Indirect Expenditure	(10,230)	(10,230)	0		
	Total Community & Development Expenditure	387,760	391,995	4,235		
	Community & Development - Service units					
CD200	Community Development	282,590	291,074	8,484		
CD205	HO Communities & Gov	94,030	95,293	1,263		
CD206	HO Communities & Gov Rech	(94,030)	(94,030)	0		
CD210	Community Services Unit	146,020	127,829	(18,191)		
CD211	Community Services Unit Rech	(81,480)	(81,480)	0		
CD300	Markets	40,630	53,309	12,679		
	Total Community & Development Expenditure	387,760	391,995	4,235		
				£	£	
	Total Expenditure Variation				4,235	(a)
	Major Cost Changes					
CD200	Utilise ear marked reserve for Seed Funding (see EMR note below)			8,200		
CD200	Town and Parish Fund mainly funded by DCC contributions - see below			60,322		
					68,522	
	Major Cost Savings					
CD210	Salary savings due to maternity leave not being covered			(18,000)		
CD300	Market Officer post unfilled for part of the year			(6,000)		
CD300	Underspend on planned maintenance (see EMR note below)			(7,000)		
					(31,000)	
	Major Changes in Income Levels					
CD200	DCC contribution for Town and Parish Fund			(60,322)		
CD300	Target budget for Market income not achieved			30,000		
					(30,322)	
	Minor Variations				(2,965)	
	Total Expenditure Variation				4,235	(a)
	EAR MARKED RESERVES					
	Utilised 2014/15					
CD200	Seed Funding - committed projects from remaining reserve			(8,200)		
CD210	Community Engagement/Citizen's Panel EMR not required			(4,955)		
	Proposed contribution c/fwd to 2015/16					
CD300	Pannier Market - outstanding repairs to the clock tower			7,000		
	Net movement in earmarked reserves				(6,155)	
	Total Expenditure variation after Ear Marked Reserves				(1,920)	

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15
CORPORATE

		2014/15 Budget £	2014/15 Actual £	2014/15 £	Variance %	
Code	Corporate					
1000	Employees	897,770	904,589	6,819	0.8%	
2000	Premises	0	0	0		
3000	Transport	2,750	1,107	(1,643)	-59.8%	
4000	Supplies and Services	150,160	180,838	30,678	20.4%	
	Total Direct Expenditure	1,050,680	1,086,534	35,854	3.4%	
7000	External Income	(180)	(5)	175	97.1%	
	Net Direct Expenditure	1,050,500	1,086,529	36,029	3.4%	(a)
5000	Support Services	92,200	92,200	0		
6500	Capital Charges	3,860	3,860	0		
	Total Indirect Expenditure	96,060	96,060	0		
	Total Corporate Expenditure	1,146,560	1,182,589	36,029		
	Corporate Management Service Units					
CM100	Chief Executive	191,320	191,917	597	0.3%	
CM199	Chief Executive Rech	(191,320)	(191,320)	0	0.0%	
CM300						
CM340	Corporate Fees/charges	381,420	404,505	23,085	6.1%	
CM310	Corporate Performance	26,830	26,830	0	0.0%	
CM600	Pension Backfunding	738,310	750,657	12,347	1.7%	
	Total Corporate Expenditure	1,146,560	1,182,589	36,029		
	Total Expenditure Variation					36,029 (a)
	Major Cost Changes					
	Bad debt provisions adjusted across a range of services			29,000		
	Pension contribution rate changes have generated a relatively small overspend			12,347		
						41,347
	Major Cost Savings					0
	Minor Variances					(5,318)
	Total Expenditure Variation					36,029
	EAR MARKED RESERVES					
	Utilised 2014/15			£		0
	Proposed contribution c/fwd to 2015/16					0
	Net movement in earmarked reserves					0
	Total Expenditure variation after Ear Marked Reserves					36,029

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15
Customer Services

		2014/15 Budget £	2014/15 Actual £	Variance £	Variance %	
Code	Customer Services					
1000	Employees	671,820	693,421	21,601	3.2%	
2000	Premises	0	0	0		
3000	Transport	4,380	2,544	(1,836)	-41.9%	
4000	Supplies and Services	110,040	99,996	(10,044)	-9.1%	
	Total Direct Expenditure	786,240	795,961	9,721	1.2%	
7000	External Income	(2,760)	(2,226)	534	19.4%	
	Net Direct Expenditure	783,480	793,735	10,255	1.3%	(a)
5000	Support Services	(799,650)	(799,650)	0		
6500	Capital Charges	2,220	2,220	0		
	Total Indirect Expenditure	(797,430)	(797,430)	0		
	Total Customer Services Expenditure	(13,950)	(3,695)	10,255		
	Customer Services - Service units					
CS200	Communications	140,780	141,892	1,112		
CS299	Communications Rech	(140,720)	(140,720)	0		
CS500	Messenger Services	53,460	52,225	(1,235)		
CS599	Messenger Services Rech	(55,090)	(55,090)	0		
CS900	Central Photocopying	28,380	27,302	(1,078)		
CS901	Central Photocopying Rech	(37,320)	(37,320)	0		
CS902	Central Postage	45,560	29,811	(15,749)		
CS903	Central Postage Rech	(48,530)	(48,530)	0		
CS910	Customer Services Admin	152,760	120,564	(32,196)		
CS915	Customer Services Admin Rech	(153,270)	(153,270)	0		
CS930	Customer First Management	136,620	185,511	48,891		
CS931	Customer First Management Rech	(136,630)	(136,630)	0		
CS932	Customer First	557,710	576,730	19,020		
CS933	Customer First Rech	(557,690)	(557,690)	0		
CS936	Crediton Office Section	153,520	145,011	(8,509)		
CS937	Crediton Office Section Rech	(153,490)	(153,490)	0		
	Total Customer Services Expenditure	(13,950)	(3,695)	10,255		
						£
Customer Services						
Total Expenditure Variation				£	10,255	(a)
Major Cost Changes						
CS930	Salaries - restructuring of teams & long-term sickness cover			49,000		
CS932	Purchase of payment kiosk for Phoenix House reception area			12,500		
					61,500	
Major Cost Savings						
CS902	Franked mail, movement to Clean Mail which is charged direct to services			(15,500)		
CS910	Salaries - transfer of posts between other CS teams & delay in reappointment of apprentice			(33,000)		
					(48,500)	
Major Changes in Income Levels					0	
Minor Variations					(2,745)	
Total Expenditure Variation					10,255	(a)
EAR MARKED RESERVES						
	Net movement in earmarked reserves				0	
	Total Expenditure variation after Ear Marked Reserves				10,255	

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15

Environmental Services

Code	Environmental Services	2014/15 Budget £	2014/15 Actual £	Variance £	Variance %
1000	Employees	930,470	955,454	24,984	2.7%
2000	Premises	125,190	75,179	(50,011)	-39.9%
3000	Transport	47,930	51,767	3,837	8.0%
4000	Supplies and Services	120,250	149,127	28,877	24.0%
	Total Direct Expenditure	1,223,840	1,231,528	7,688	0.6%
7000	External Income	(321,450)	(411,972)	(90,522)	-28.2%
	Net Direct Expenditure	902,390	819,555	(82,835)	-9.2% (a)
5000	Support Services	438,120	438,120	0	
6500	Capital Charges	89,850	89,850	0	
	Total Indirect Expenditure	527,970	527,970	0	
	Total Environmental Services Expenditure	1,430,360	1,347,525	(82,835)	
	Environmental Services - Service units				
ES100	Cemeteries	126,600	94,985	(31,615)	
ES110	Bereavement Services	38,430	49,412	10,982	
ES112	Bereavement Services Rech	(38,420)	(38,420)	0	
ES200	CCTV Initiatives	10,990	2,373	(8,617)	
ES250	Community Safety	68,970	68,708	(262)	
ES251	Community Safety Rech	(5,520)	(5,520)	0	
ES256	Community Safety Partnership	0	(2,859)	(2,859)	
ES260	Food Protection	95,750	95,058	(692)	
ES270	Water Quality Monitoring	69,680	66,555	(3,125)	
ES349	Private Sector Housing team Rech	(40,420)	(40,420)	0	
ES354	Private Sector Housing	139,370	112,288	(27,082)	
ES360	Dog Warden	64,470	65,174	704	
ES361	Public Health	0	(17,807)	(17,807)	
ES362	Abandoned Car and Litter	92,150	92,150	0	
ES440	Inspection Staff Unit	77,440	75,873	(1,567)	
ES441	Inspection Staff Unit Rech	(79,850)	(79,850)	0	
ES450	Parks & Open Spaces	393,120	387,583	(5,537)	
ES455	Amory Park	17,370	17,674	304	
ES460	Play Areas	224,100	223,173	(927)	
ES500	Emergency Planning	0	1,317	1,317	
ES550	Licensing	26,060	17,215	(8,845)	
ES580	Pool Car Running Costs	320	(6,334)	(6,654)	
ES600	Pest Control	16,460	15,285	(1,175)	
ES650	Contaminated Land	17,980	17,751	(229)	
ES660	Control of Pollution	111,820	109,931	(1,889)	
ES670	Local Air Pollution	9,320	14,577	5,257	
ES720	ES Management	98,710	149,052	50,342	
ES721	ES Management Rech	(98,690)	(98,690)	0	
ES730	Environmental Enforcement	256,420	247,176	(9,244)	
ES731	Environmental Enforcement Rech	(262,320)	(262,320)	0	
ES733	Environmental Health	399,060	367,978	(31,082)	
ES734	Environmental Health Rech	(399,040)	(399,040)	0	
ES740	Licensing Unit	101,160	102,820	1,660	
ES741	Licensing Unit Rech	(101,140)	(101,140)	0	
ES760	Health & Safety Officer	75,500	81,308	5,808	
ES765	Health & Safety Officer Rech	(75,490)	(75,490)	0	
	Total Environmental Services Expenditure	1,430,360	1,347,525	(82,835)	

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15
Environmental Services

Environmental Services		£	£
Total Expenditure Variation			(82,835) (a)
Major Cost Changes			
ES100	Bereavement Services salary overspend due to staff changes not taking place	11,000	
ES720	E/Services Management salary overspend due to redundancy, partially off-set by salary savings	51,000	
			62,000
Major Cost Savings			
ES730	E/Enforcement salary underspend due to vacant post in year	(10,000)	
ES733	E/Health salary underspend due to vacant posts in year (see below EMR)	(30,000)	
ES100	Cemeteries underspend across maintenance budgets (see below EMR)	(25,000)	
ES450	Parks & Open spaces underspend across maintenance budgets (see below EMR)	(20,000)	
			(85,000)
Major Changes in Income Levels			
ES100	Increased income on Internments & exclusive burial rights	(10,000)	
ES450	Utilise Developers Contributions for Parks & Open spaces (see below EMR)	9,508	
ES460	Utilise Developers Contributions for Play Areas (see below EMR)	12,600	
ES580	Pool Car recharge income more then costs charged per mile	(6,600)	
ES361	Public Health Grant income received in year (see below EMR)	(20,000)	
ES200	CCTV income for Tiverton Town project work (see below EMR)	(10,000)	
ES354	Private Sector Housing grant repayments received in year (see EMR)	(31,447)	
			(55,939)
Minor Variations			(3,896)
Total Expenditure Variation			(82,835) (a)
Total Variation brought forward			(82,835)
EAR MARKED RESERVES			
Utilised 2014/15		£	
ES361	Targeted Family Public Health project	(2,193)	
ES450	Developers Contribution for Parks & Open spaces	(9,508)	
ES460	Developers Contribution for Play Areas	(12,600)	
Proposed contribution c/fwd to 2015/16			
ES200	CCTV - Ongoing project work in Tiverton Town Centre	8,500	
ES100	Works to Cemeteries wall & pathways	25,000	
ES361	Public Health Grant	20,000	
ES450	Parks & Open spaces walls & pathways	18,000	
ES460	Play Areas works	11,000	
ES733	Environmental Health restructure costs	15,000	
ES354	Private Sector Housing grant payments received in year	31,447	
	Net movement in earmarked reserves		104,646
Total Expenditure variation after Ear Marked Reserves			21,811

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15
Finance and Performance

		2014/15 Budget	2014/15 Actual	Variance	Variance	
Code	Finance and Performance	£	£	£	%	
1000	Employees	592,190	584,456	(7,734)	-1.3%	
2000	Premises	0	0	0		
3000	Transport	1,860	1,393	(467)	-25.1%	
4000	Supplies and Services	37,470	45,730	8,260	22.0%	
	Total Direct Expenditure	631,520	631,578	58	0.0%	
7000	External Income	0	0	0		
	Net Direct Expenditure	631,520	631,578	58	0.0%	(a)
5000	Support Services	(631,480)	(631,480)	0		
6500	Capital Charges	0	0	0		
	Total Indirect Expenditure	(631,480)	(631,480)	0		
	Total Finance and Performance Expenditure	40	98	58		
	Finance and Performance - Service units					
FP100	Accountancy Services	471,310	468,999	(2,311)		
FP199	Accountancy Services Rech	(471,410)	(471,410)	0		
FP200	Internal Audit	127,840	122,206	(5,634)		
FP299	Internal Audit Rech	(127,820)	(127,820)	0		
FP300	Procurement	71,830	78,744	6,914		
FP399	Procurement Rech	(71,750)	(71,750)	0		
FP400	Purchase Ledger	66,340	64,580	(1,760)		
FP499	Purchase Ledger Rech	(66,340)	(66,340)	0		
FP500	Sales Ledger	82,480	85,329	2,849		
FP599	Sales Ledger Rech	(82,440)	(82,440)	0		
	Total Finance and Performance	40	98	58		
						£
	Total Expenditure Variation			£	58	(a)
	Major Cost Changes					
FP100	VAT Consultancy, required to deal with the outstanding Royal Mail claim			8,000		
						8,000
	Major Cost Savings					
FP100	A delay in appointment of Systems Accountant and post reduced to 3 days per wk			(14,000)		
						(14,000)
	Major Changes in Income Levels					0
	Minor Variations					6,058
	Total Expenditure Variation					58 (a)
	EAR MARKED RESERVES					
				£		
	Utilised 2014/15					
	Proposed contribution c/fwd to 2015/16					
	Net movement in earmarked reserves					0
	Total Expenditure variation after Ear Marked Reserves					58

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15
General Fund Housing

Code	General Fund Housing	2014/15 Budget £	2014/15 Actual £	Variance £	Variance %	
1000	Employees	187,640	159,359	(28,281)	-15.1%	
2000	Premises	7,810	1,643	(6,167)	-79.0%	
3000	Transport	11,630	8,656	(2,974)	-25.6%	
4000	Supplies and Services	247,970	161,205	(86,765)	-35.0%	
	Total Direct Expenditure	455,050	330,863	(124,187)	-27.3%	
7000	External Income	(145,150)	(146,235)	(1,085)	-0.7%	
	Net Direct Expenditure	309,900	184,628	(125,272)	-40.4%	(a)
5000	Support Services	75,460	75,460	0		
6500	Capital Charges	370	370	0		
	Total Indirect Expenditure	75,830	75,830	0		
	Total General Fund Housing Services Expenditure	385,730	260,458	(125,272)		
	General Fund Housing - Service units					
HG320	Housing & Homelessness Advice	385,730	310,495	(75,235)		
HG373	Homelessness & Enabling Team	122,430	103,143	(19,287)		
HG374	Housing Needs Team	138,960	108,211	(30,749)		
HG377	Housing Needs Team Rech	(138,960)	(138,960)	0		
HG379	Homeless & Enabling Team Rech	(122,430)	(122,430)	0		
	Total General Fund Housing Services Expenditure	385,730	260,458	(125,272)		
					£	
	Total Expenditure Variation				(125,272)	(a)
	Major Cost Changes			£		
HG320	Grant funding - Additional funding for Red House to home vulnerable young adults			14,500		
					14,500	
	Major Cost Savings					
HG320	DARs & B&B costs lower than budget due to reduced case load during the year			(19,000)		
HG320	Reduced requirement for bad debt provision			(58,500)		
HG374	Underspend on salaries due to an unfilled post for a period pending management restructure			(32,500)		
					(110,000)	
	Major Changes in Income Levels					
HG373	Youth Homeless Posting funding from DCC			(20,000)		
					(20,000)	
	Minor Variations					
					(9,772)	
	Total Expenditure Variation				(125,272)	(a)
	EAR MARKED RESERVES					
				£		
	Utilised 2014/15					
	Proposed contribution c/fwd to 2015/16					
	Net movement in earmarked reserves				0	
	Total Expenditure variation after Ear Marked Reserves				(125,272)	

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15
Grounds Maintenance

Code	Grounds Maintenance	2014/15 Budget £	2014/15 Actual £	Variance £	Variance %	
1000	Employees	427,120	414,649	(12,471)	-2.9%	
2000	Premises	11,950	4,561	(7,389)	-61.8%	
3000	Transport	91,910	91,161	(749)	-0.8%	
4000	Supplies and Services	33,950	35,953	2,003	5.9%	
	Total Direct Expenditure	564,930	546,324	(18,606)	-3.3%	
7000	External Income	(78,000)	(74,827)	3,173	4.1%	
	Net Direct Expenditure	486,930	471,498	(15,432)	-3.2%	(a)
5000	Support Services	(488,430)	(488,430)	0		
6500	Capital Charges	8,840	8,840	0		
	Total Indirect Expenditure	(479,590)	(479,590)	0		
	Total Grounds Maintenance Expenditure	7,340	(8,092)	(15,432)		
	Grounds Maintenance - Service units					
GM960	Grounds Maintenance	558,710	543,278	(15,432)		
GM961	Grounds Maintenance Rech	(551,370)	(551,370)	0		
	Total Grounds Maintenance Expenditure	7,340	(8,092)	(15,432)		
				£	£	
	Total Expenditure Variation					(15,432) (a)
	Major Cost Changes					
GM960	Plant Equipment - Mower purchased (see below EMR)			16,000		
GM960	Training spend of £7.6k is off-set against the Corporate Training budget			7,600		
						23,600
	Major Cost Savings					
GM960	Salary underspends due to staff turnover			(22,000)		
GM960	Tree works maintenance underspend			(7,000)		
GM960	Underspend against fuel budgets			(7,100)		(36,100)
	Major Changes in Income Levels					0
	Minor Variations					(2,932)
	Total Expenditure Variation					(15,432) (a)
	EAR MARKED RESERVES					
	Utilised 2014/15			£		
GM960	Vehicle purchase in year			(16,000)		
	Proposed contribution c/fwd to 2015/16					
GM960	Purchase Digger/Trailer and Tractor during 15-16			30,000		
	Net movement in earmarked reserves					14,000
	Total Expenditure variation after Ear Marked Reserves					(1,432)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15

Human Resources

		2014/15 Budget	2014/15 Actual	Variance	Variance
Code	Human Resources	£	£	£	%
1000	Employees	417,330	338,411	(78,919)	-18.9%
2000	Premises	0	0	0	
3000	Transport	1,750	1,897	147	8.4%
4000	Supplies and Services	19,660	41,246	21,586	109.8%
	Total Direct Expenditure	438,740	381,554	(57,186)	-13.0%
7000	External Income	(17,050)	(2,066)	14,984	87.9%
	Net Direct Expenditure	421,690	379,488	(42,202)	-10.0% (a)
5000	Support Services	(298,160)	(298,160)	0	
6500	Capital Charges	0	0	0	
	Total Indirect Expenditure	(298,160)	(298,160)	0	
	Total Human Resources Expenditure	123,530	81,328	(42,202)	
	HR - Service units				
HR100	Human Resources	239,830	283,358	43,528	
HR199	Human Resources Rech	(239,870)	(239,870)	0	
HR200	Staff Development Training	38,520	5,674	(32,846)	
HR210	Cpd Training	43,840	(616)	(44,456)	
HR220	Post Entry Training	21,850	0	(21,850)	
HR230	Health & Safety Training	19,360	(250)	(19,610)	
HR300	Payroll	76,090	91,088	14,998	
HR399	Payroll Rech	(76,090)	(76,090)	0	
HR400	Learning & Development	48,440	66,474	18,034	
HR499	Learning & Development Rech	(48,440)	(48,440)	0	
	Total Human Resources Expenditure	123,530	81,328	(42,202)	
	Total Expenditure Variation				(42,202) (a)
	Major Cost Changes				
HR300	Salary increase due to JE			12,400	
HR400	Salary overspend to be off-set by EMR (see below)			12,930	
HR100	Purchase of new time recording system not budgeted for			15,200	
					40,530
	Major Cost Savings				
HR200	Corporate staff training costs of £100k against a budget of £118k have been charged across all Services (see below EMR)			(100,000)	
					(100,000)
	Major Changes in Income Levels				
HR200	Income target not achieved			17,000	
					17,000
	Minor Variations				268
	Total Expenditure Variation				(42,202) (a)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15

Human Resources

Total Variation brought forward					(42,202)
EAR MARKED RESERVES					
				£	
Utilised 2014/15					
HR400	L&D Assistant funded from Corporate training EMR			(12,930)	
Proposed contribution c/fwd to 2015/16					
HR200	Underspend on Corporate training spend			17,000	
	Net movement in earmarked reserves				4,070
Total Expenditure variation after Ear Marked Reserves					(38,132)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15

ICT Services

Code	ICT Services	2014/15 Budget £	2014/15 Actual £	Variance £	Variance %	
1000	Employees	531,170	531,042	(128)	0.0%	
2000	Premises	0	0	0		
3000	Transport	1,740	1,654	(86)	-5.0%	
4000	Supplies and Services	377,910	387,056	9,146	2.4%	
	Total Direct Expenditure	910,820	919,752	8,932	1.0%	
7000	External Income	(3,660)	(28,342)	(24,682)	-674.4%	
	Net Direct Expenditure	907,160	891,410	(15,750)	-1.7%	(a)
5000	Support Services	(957,560)	(957,560)	0		
6500	Capital Charges	43,980	43,980	0		
	Total Indirect Expenditure	(913,580)	(913,580)	0		
	Total ICT Services Expenditure	(6,420)	(22,170)	(15,750)		
	ICT - Service units					
IT100	Gazetteer Management	80,330	73,793	(6,537)		
IT199	Gazetteer Management Rech	(80,310)	(80,310)	0		
IT200	Information Management & T Gov	44,800	45,580	780		
IT299	Information Management & T Gov rech	(44,840)	(44,840)	0		
IT300	Central Telephones	89,860	84,209	(5,651)		
IT399	Central Telephones Rech	(89,930)	(89,930)	0		
IT400	ICT Network & Hardware	303,500	279,985	(23,515)		
IT499	ICT Network & Hardware Rech	(303,420)	(303,420)	0		
IT500	ICT Software Support & Maint.	502,270	531,349	29,079		
IT599	ICT Software Support & Maint. Rech	(502,210)	(502,210)	0		
IT600	ICT Staff Unit	543,880	531,992	(11,888)		
IT699	ICT Staff Unit Rech	(543,870)	(543,870)	0		
IT800	Phoenix House Printing	37,540	39,522	1,982		
IT899	Phoenix House Printing Rech	(44,020)	(44,020)	0		
	Total ICT Services Expenditure	(6,420)	(22,170)	(15,750)		
					£	
	Total Expenditure Variation				(15,750)	(a)
	Major Cost Changes					
IT600	Staff training - please refer to HR corporate training note			11,500		
					11,500	
	Major Cost Savings					
IT100	Salary savings due to lower grade than budgeted			(5,000)		
IT300	Saving on call costs and advertisement in BT phonebook			(6,000)		
					(11,000)	
	Major Changes in Income Levels					
IT600	Head of BIS recharge to NDDC			(19,000)		
					(19,000)	
	Minor Variations				2,750	
	Total Expenditure Variation				(15,750)	(a)
	Total Variation brought forward				(15,750)	
	EAR MARKED RESERVES					
				£		
	Net movement in earmarked reserves				0	
	Total Expenditure variation after Ear Marked Reserves				(15,750)	

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15

Legal and Democratic Services

Code	Legal and Democratic Services	2014/15 Budget £	2014/15 Actual £	Variance £	Variance %	
1000	Employees	394,410	496,831	102,421	26.0%	
2000	Premises	0	10,038	10,038		
3000	Transport	15,800	14,570	(1,230)	-7.8%	
4000	Supplies and Services	355,190	445,058	89,868	25.3%	
	Total Direct Expenditure	765,400	966,497	201,097	26.3%	
7000	External Income	(32,490)	(220,015)	(187,525)	-577.2%	
	Net Direct Expenditure	732,910	746,483	13,573	1.9%	(a)
5000	Support Services	132,700	132,700	0		
6500	Capital Charges	0	0	0		
	Total Indirect Expenditure	132,700	132,700	0		
	Total Legal and Democratic Services	865,610	879,183	13,573		
	Legal & Democratic Services - Service units					
LD100	Electoral Registration	196,180	203,057	6,877		
LD199	Electoral Registration Rech	(42,580)	(42,580)	0		
LD200	Election Costs - Parishes	0	3	3		
LD201	Election Costs - District	20,000	3,566	(16,434)		
LD202	Election Costs - General	0	(115)	(115)		
LD203	Election Costs - European	40,490	46,151	5,661		
LD204	Election Costs - County	0	1	1		
LD300	Democratic Rep & Management	651,530	642,525	(9,005)		
LD400	Committee Services	125,470	132,562	7,092		
LD499	Committee Services Rech	(125,470)	(125,470)	0		
LD600	Legal Services	233,030	252,524	19,494		
LD699	Legal Services Rech	(233,040)	(233,040)	0		
	Total Legal and Democratic Services	865,610	879,183	13,573		
					£	
	Total Expenditure Variation					13,573 (a)
	Major Cost Changes				£	
LD100	Increased staffing for individual electoral registration (IER)			12,000		
LD100/L D203	IER and European Elections costs, funded by central government - see below			91,000		
LD203	European Elections staffing costs, funded by central government - see below			68,000		
LD203	Rent of polling stations - see compensating income			10,000		
LD600	Salaries & recruitment costs - increased Section 106 work, maternity cover and retirement - (see EMR below)			37,000		
						218,000
	Major Cost Savings					
LD201	See ear mark transfer below			(20,000)		
						(20,000)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15
Leisure Services

Code	Leisure Services	2014/15 Budget £	2014/15 Actual £	Variance £	Variance %	
1000	Employees	1,487,020	1,551,966	64,946	4.4%	
2000	Premises	679,660	700,648	20,988	3.1%	
3000	Transport	6,300	5,023	(1,277)	-20.3%	
4000	Supplies and Services	348,060	342,604	(5,456)	-1.6%	
	Total Direct Expenditure	2,521,040	2,600,241	79,201	3.1%	
7000	External Income	(2,379,130)	(2,354,258)	24,872	1.0%	
	Net Direct Expenditure	141,910	245,984	104,074	73.3%	(a)
5000	Support Services	295,980	264,488	(31,492)		
6500	Capital Charges	378,890	379,434	544		
	Total Indirect Expenditure	674,870	643,922	(30,948)		
	Total Leisure Services Expenditure	816,780	889,906	73,126		
	Leisure Services - Service units					
RS100	Leisure Facilities Maintenance & Equipment	211,000	198,729	(12,271)		
RS110	Leisure Management & Administration	120,760	121,320	560		
RS140	Exe Valley Leisure Centre	171,140	184,412	13,272		
RS150	Lords Meadow Leisure Centre	233,630	315,714	82,084		
RS160	Culm Valley Sports Centre	80,250	69,730	(10,520)		
	Total Leisure Services Expenditure	816,780	889,906	73,126		
	Total Expenditure Variation					73,126 (a)
	Major Cost Changes					
RS	Development Training (see HR for savings)			20,000		
RS100	Improvement works - CVSC reception area			25,000		
RS	Pension costs from new auto pension enrolment (all sites)			29,000		
RS	Salaries (all sites) overspend due to various including: increased rate of pay for coaches;			21,000		
	standardised rate of pay for under 18s; contracting staff previously on casual contracts					
						95,000
	Major Cost Savings					
RS	Support service reduction in Property Service charges			(31,492)		
						(31,492)
	Major Changes in Income Levels					
RS	Income (all sites) below budget			25,000		
RS	Feed-In-Tariff net receipts			(12,000)		
						13,000
	Minor Variations					(3,382)
	Total Expenditure Variation					73,126 (a)
	EAR MARKED RESERVES					
				£		
	Utilised 2014/15					
	Proposed contribution c/fwd to 2015/16					
	Net movement in earmarked reserves					0
	Total Expenditure variation after Ear Marked Reserves					73,126

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15
Property Services

Code	Property Services	2014/15 Budget £	2014/15 Actual £	Variance £	Variance %	
1000	Employees	318,510	297,448	(21,062)	-6.6%	
2000	Premises	457,720	493,352	35,632	7.8%	
3000	Transport	15,260	25,761	10,501	68.8%	
4000	Supplies and Services	97,020	123,043	26,023	26.8%	
	Total Direct Expenditure	888,510	939,605	51,095	5.8%	
7000	External Income	(138,550)	(204,007)	(65,457)	-47.2%	
	Net Direct Expenditure	749,960	735,598	(14,362)	-1.9%	(a)
5000	Support Services	(488,510)	(467,010)	21,500		
6500	Capital Charges	122,270	122,270	0		
	Total Indirect Expenditure	(366,240)	(344,740)	21,500		
	Total Property Services Expenditure	383,720	390,858	7,138		
	Property Services - Service units					
PS150	Surplus Sites for Disposal	26,690	14,902	(11,788)		
PS350	Public Conveniences	176,730	160,474	(16,256)		
PS400	Flood Defences and Land Drainage	80,940	68,429	(12,511)		
PS480	Mddc Footpaths & Railway Walks	11,020	8,516	(2,505)		
PS600	Street Naming & Numbering	16,010	11,399	(4,611)		
PS810	Phoenix House	353,480	418,360	64,880		
PS815	Phoenix House Rech	(353,490)	(353,490)	0		
PS820	DCC Library	(1,640)	(525)	1,115		
PS830	Town Hall	82,580	77,297	(5,283)		
PS840	Crediton Office Building	40,090	37,056	(3,034)		
PS845	Crediton Office Building Rech	(40,090)	(40,090)	0		
PS850	Old Road Depot	54,570	54,346	(224)		
PS855	Old Road Depot Rech	(54,570)	(54,570)	0		
PS860	Station Yard Depot	34,730	38,674	3,944		
PS865	Station Yard Depot Rech	(34,730)	(34,730)	0		
PS870	Lords Meadow Depot	16,010	19,428	3,418		
PS880	Bus Station Maintenance	(13,000)	(26,282)	(13,282)		
PS890	Tourist Information Centre	(5,580)	(5,671)	(91)		
PS970	Office Building Cleaning	73,850	74,596	746		
PS971	Office Building Cleaning Rech	(73,850)	(73,850)	0		
PS980	Property Services	343,970	336,982	(6,988)		
PS981	Property Services Rech	(350,000)	(350,000)	0		
PS990	30/32 Fore Street	0	(5,101)	(5,101)		
PS991	Industrial Units	0	134	134		
PS992	Market Walk	0	14,575	14,575		
	Total Property Services	383,720	390,858	7,138		
	Total Expenditure Variation					7,138 (a)
	Major Cost Changes					
PS810	Maintenance overspend due to office moves and creation of additional meeting rooms			65,000		
PS992	Supplies & Services overspend due to Market Walk valuation fees			9,500		
PS980	Overspend on transport costs due to vehicle purchase (see below EMR)			16,000		
PS990/991	Property Services recharges have been changed to reflect the works done on Fore Street and Market Walk			21,500		
						112,000

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15
Property Services

Major Cost Savings					
PS980	Salary savings due to vacant posts		(28,600)		
PS880	Underspend on Bus Station maintenance (see below EMR)		(8,000)		
PS830	Underspend on Town Hall maintenance		(5,800)		
					(42,400)
Major Changes in Income Levels					
PS350	Income from Tiverton Town Council for the running costs on 4 Tiverton Public Convenience		(12,800)		
PS990	Income received from Fore Street properties		(31,000)		
PS400	Flood Defence grant money received in year (see below EMR)		(12,500)		
PS880	Increased income received from Bus Departures (see below EMR)		(5,000)		
					(61,300)
Minor Variations					(1,162)
Total Expenditure Variation					7,138 (a)
Total Variation brought forward					7,138
EAR MARKED RESERVES					
					£
Utilised 2014/15					
PS980	Purchase of Caretakers vehicle		(10,583)		
Proposed contribution c/fwd to 2015/16					
PS400	Flood Defence grant monies received - Emr required for small flood projects during 15-16		12,000		
PS880	Bus Station maintenance fund		13,000		
PS810	Phoenix House meeting rooms upgrades		50,000		
	Net movement in earmarked reserves				64,417
Total Expenditure variation after Ear Marked Reserves					71,555

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15
Revenues and Benefits

Code	Revenues and Benefits	2014/15 Budget £	2014/15 Actual £	Variance £	Variance %	
1000	Employees	685,790	709,075	23,285	3.4%	
2000	Premises	0	0	0		
3000	Transport	6,050	5,367	(683)	-11.3%	
4000	Supplies and Services	322,990	287,106	(35,884)	-11.1%	
	Housing Benefit Payments	20,344,070	18,821,499	(1,522,571)	-7.5%	
	Total Direct Expenditure	21,358,900	19,823,047	(1,535,853)	-7.2%	
	Income from Housing Benefit Subsidy	(20,344,070)	(18,926,086)	1,417,984	-7.0%	
	All other Income	(703,280)	(868,802)	(165,522)	23.5%	
7000	External Income	(21,047,350)	(19,794,888)	1,252,462	6.0%	
	Net Direct Expenditure	311,550	28,159	(283,391)	-91.0%	(a)
5000	Support Services	493,440	493,440	0		
6500	Capital Charges	0	0	0		
	Total Indirect Expenditure	493,440	493,440	0		
	Total Revenues and Benefits Expenditure	804,990	521,599	(283,391)		
	Revenues and Benefits - Service units					
RB100	Collection Of Council Tax	535,680	503,824	(31,856)		
RB199	Collection Of Council Tax Rech	(105,540)	(105,540)	0		
RB200	Collection Of Business Rates	19,630	7,790	(11,840)		
RB210	NNDR Charity Rate Relief	45,000	0	(45,000)		
RB300	Housing Benefit Admin	372,240	357,167	(15,073)		
RB310	Housing Benefit Fraud	(12,130)	(15,931)	(3,801)		
RB330	New Burdens - C/Tax Reform	0	(67,847)	(67,847)		
RB340	Local welfare assistance scheme	0	0	0		
RB399	Housing Benefit Admin Rech	(49,880)	(49,880)	0		
RB400	Housing Rent Allowances	0	(104,587)	(104,587)		
RB410	Council Tax Benefit	0	(26,705)	(26,705)		
RB600	Revenues Recovery Team	60,570	83,888	23,318		
RB699	Revenues Recovery Team Rech	(60,580)	(60,580)	0		
	Total Revenues and Benefits Expenditure	804,990	521,599	(283,391)		
	Total Expenditure Variation					(283,391) (a)
	Major Cost Changes					
	* Additional Salary costs for the Recovery of Council Tax funded by additional grant from major preceptors detailed below			27,600		
	*** Additional Computer Software costs associated with changes in Housing Benefit Funded by additional Government grants detailed below			17,600		
						45,200
	Major Cost Savings					
	** The demand for Housing Benefit was lower than budgeted (see decreased Charity Rate Relief budget was not required under new NNDR scheme)			(1,522,571)		
				(45,000)		
						(1,567,571)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15

Revenues and Benefits

Major Changes in Income Levels			
** Decreased Housing Benefit Subsidy related to decreased costs detailed above	1,438,144		
Additional Housing Benefit Overpayments recovered	(20,160)		
Adjustment to CTB entitlement (re pre 01/04/13 CTB old scheme) not required to be repaid to DCLG	(26,705)		
Unspent 'Local Council Tax New Burdens Grant' re 14/15	(67,847)		
Unspent 'Business Rates New Burdens Grant' re 14/15	(11,266)		
Additional Council Tax court costs income	(10,750)		
* Additional grant funding from major preceptors to improve collection rates	(30,171)		
*** Government grants for Housing Benefit software changes	(28,550)		
			1,242,695
Minor Variations			
			(3,715)
Total Expenditure Variation			(283,391) (a)
Total Variation brought forward			(283,391)
EAR MARKED RESERVES			
			£
Utilised 2014/15			
Housing Benefit Admin reserve - no longer required	(67,300)		
Business Rates Retention Scheme reserve - no longer required	(30,200)		
			(97,500)
Total Expenditure variation after Ear Marked Reserves			(380,891)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15

Waste Services

		2014/15 Budget £	2014/15 Actual £	Variance £	Variance %	
Code	Waste Services					
1000	Employees	1,757,740	1,897,211	139,471	7.9%	
2000	Premises	81,020	155,245	74,225	91.6%	
3000	Transport	793,680	893,921	100,241	12.6%	
4000	Supplies and Services	607,210	622,903	15,693	2.6%	
	Total Direct Expenditure	3,239,650	3,569,281	329,631	10.2%	
7000	External Income	(1,332,200)	(1,380,412)	(48,212)	-3.6%	
	Net Direct Expenditure	1,907,450	2,188,869	281,419	14.8%	(a)
5000	Support Services	325,070	335,070	10,000		
6500	Capital Charges	89,110	89,110	0		
	Total Indirect Expenditure	414,180	424,180	10,000		
	Total Waste Services Expenditure	2,321,630	2,613,049	291,419		
	Waste Services - Cost Centres					
WS650	Street Cleansing	346,680	301,299	(45,381)		
WS700	Refuse Collection	1,480,860	1,666,001	185,141		
WS710	Trade Waste Collection	(100,780)	(107,363)	(6,583)		
WS725	Kerbside Recycling	594,860	679,500	84,640		
WS740	16 Shop-Recycling	0	93,834	93,834		
WS750	Waste Management Staff Unit	275,720	255,487	(20,233)		
WS760	Waste Management Staff Unit Rech	(275,710)	(275,710)	0		
	Total Waste Services Expenditure	2,321,630	2,613,049	291,419		
				£	£	
	Total Expenditure Variation					291,419 (a)
	Major Cost Changes					
WS700	Over-time and agency spend in Refuse due to round catch-up, covering leavers, sickness and holidays			51,000		
WS725	Over-time and agency spend in Recycling, due to covering leavers, sickness and holiday and move to new recycling depot			60,000		
WS750	Savings in Waste Management staff unit, reduced hours and unfilled post for part of the year			(20,000)		
WS725	One off training costs for operation of the new recycling baler			20,000		
ALL	Staff training - please refer to HR corporate training note			12,000		
WS700	Spend on personal protective equipment higher than anticipated			18,000		
WS700	Vehicle hire required due to number of rounds remaining the same			40,000		
WS700/725	Vehicle repairs across Waste due to aged fleet			67,000		
WS725	Loan repayment for the new recycling baler			17,000		
WS710	Trade waste disposal charges, due to an increased customer base			26,700		
WS740	Works required for new recycling depot (see EMR note below)			85,000		
WS725	Increase in recharge from Property Services for work on new recycling depot			10,000		
WS725	Cost of trial for new waste scheme			15,000		
						401,700
	Major Cost Savings					
WS725	Income for glass now net of haulage costs			(19,000)		
WS700/725	Advertising budget not required, calendars published to October 2015			(11,500)		
WS700	Saving on operating lease budget as vehicles purchased			(30,000)		
	Major Changes in Income Levels					
WS710	Additional trade waste income due to an increase in customer numbers			(38,000)		
WS725	Income for recycling materials higher than budgeted			(10,000)		
						(108,500)
	Minor Variations					(1,781)
	Total Expenditure Variation					291,419 (a)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15

Waste Services

EAR MARKED RESERVES					
			£		
Utilised 2014/15					
Relocation of recycling depot			(65,000)		
Proposed contribution c/fwd to 2015/16					
Recycling depot works required for new waste scheme			20,000		
Works to recycling baler required for new waste scheme			20,000		
Net movement in earmarked reserves				(25,000)	
Total Expenditure variation after Ear Marked Reserves					266,419

HOUSING REVENUE ACCOUNT OUTTURN SUMMARY 2014/15

Housing Revenue Account

Code	Housing Revenue Account	2014/15 Budget £	2014/15 Actual £	Variance £	Variance %	
1000	Employees	2,749,100	2,631,168	(117,932)	-4.3%	
2000	Premises	135,450	135,552	102	0.1%	
3000	Transport	330,450	217,734	(112,716)	-34.1%	
4000	Supplies and Services	5,714,860	6,382,795	667,935	11.7%	
	Total Direct Expenditure	8,929,860	9,367,249	437,389	4.9%	
7000	External Income	(14,498,220)	(15,027,673)	(529,453)	-3.7%	
	Net Direct Expenditure	(5,568,360)	(5,660,424)	(92,064)	1.7%	(a)
5000	Internal Recharges	1,205,890	1,205,890	0		
6500	Capital Charges	4,362,470	4,362,470	0		
	Total Indirect Expenditure	5,568,360	5,568,360	0		
	Total HRA Expenditure	0	(92,065)	(92,064)	N/A	
	Housing Revenue Account - Best Value Units					
BHO01	Dwelling Rents	(12,466,560)	(12,422,053)	44,507	-0.4%	
BHO02	Non-Dwelling Rents	(522,550)	(530,534)	(7,984)	1.5%	
BHO03	Tenant Charges For Services	(328,920)	(316,974)	11,946	-3.6%	
BHO04	Leaseholders' Service Charges	(13,500)	(24,782)	(11,282)	83.6%	
BHO05	Contributions Towards Expend.	(34,680)	(85,375)	(50,695)	146.2%	
BHO06	Other Charges For Services	(122,250)	(157,574)	(35,324)	28.9%	
BHO06B	Miscellaneous Income	(19,000)	(10,928)	8,072	-42.5%	
	HCA funding received for decent homes backlog work		(1,200,000)	(1,200,000)		
	Income recovered from developer for work done on their behalf		(103,634)	(103,634)		
	HCA funding received for Willand development		(120,000)	(120,000)		
	HCA funding received for Tiverton development		(210,000)	(210,000)		
BHO07	H.R.A. Investment Income	(41,000)	(48,161)	(7,161)	17.5%	
BHO09	Repairs And Maintenance	2,763,640	2,680,698	(82,942)	-3.0%	
BHO10	Supervision & Management	2,633,870	2,585,916	(47,954)	-1.8%	
BHO11	Special Services	440,520	383,954	(56,566)	-12.8%	
	Solar PV income		(182,317)	(182,317)		
	Solar PV expenditure		30,021	30,021		
BHO15	Depreciation	2,153,940	2,153,940	0	0.0%	
BHO17	Bad Debt Provision Movement	25,000	(10,522)	(35,522)	-142.1%	
BHO18	Share Of Corporate And Democratic Core	365,380	358,779	(6,601)	-1.8%	
BHO20	H.R.A. Interest Payable	1,330,017	1,394,493	64,476	4.8%	
	HRA loan from PWLB - principal repaid	1,481,983	916,313	(565,670)		
	HCA funding spent on decent homes backlog work		1,200,000	1,200,000		
	Amount spent on work done on developer's behalf		103,634	103,634		
	HCA funding spent on Willand development		120,000	120,000		
	HCA funding spent on Tiverton development		210,000	210,000		
	Major works expenditure funded by earmarked reserves (see below)		783,816	783,816		
BHO22	Transfers to or from earmarked reserves	2,324,470	2,324,470	0	0.0%	
BHO23	Accounting Adjustments incl. Revenue Contribution to Capital	29,640	84,756	55,116	186.0%	
	Net Direct Expenditure	0	(92,065)	(92,065)	N/A	

HOUSING REVENUE ACCOUNT OUTTURN SUMMARY 2014/15

Housing Revenue Account

	Net Direct Expenditure variance					(92,064) (a)
	Major Cost Increases					
	Payments made and funded from Renewable Energy Fund (see below)			30,021		
BHO23	Increased amount was contributed to capital works, most of which was funded from earmarked reserves (see below)			55,116		
	Major works expenditure funded by earmarked reserves (see below)			783,816		
						868,953
	Major Cost Savings					
BHO09	Increased contractor spend in order to meet the performance standards the service has set itself if offset by additional work carried out on adaptations and savings in Planned Maintenance			(82,942)		
BHO10	Several staffing savings across a number of teams			(47,954)		
BHO11	Significant staffing savings due to ceasing operations			(56,566)		
BHO17	Arrears have reduced by £18k since last year, so the bad debt provision was able to be reduced by £10k rather than increased			(35,522)		
	Significant in-year saving caused by change of accounting treatment - there will be no saving in the long term. Depreciation is now based on 50 year asset life as per other property assets			(501,194)		
						(724,180)
	Major Changes in Income Levels					
BHO01	0.4% shortfall in rents, largely due to opening the year with fewer properties than expected			44,507		
BHO03	New Learning Disability contract generating less than expected			11,946		
BHO04	Increased income from leaseholders due to fire safety work carried out			(11,282)		
BHO05	Invoices raised to freeholders for major upgrade work to sewage treatment plant			(50,695)		
BHO06	Community alarms have outperformed expectations			(35,324)		
	Solar PV income received			(182,317)		
						(223,164)
	Minor Variances					(13,674)
	Net Direct Expenditure variance					(92,064) (a)
5000	Internal Recharges					0
6000	Capital Charges					0
	Net movement before transfers to/from earmarked reserves					(92,064)

HOUSING REVENUE ACCOUNT OUTTURN SUMMARY 2014/15

Housing Revenue Account

Total Variation brought forward					(92,064)
EAR MARKED RESERVES					
				£	
Utilised 2014/15					
Solar PV expenditure funded from reserve				(30,021)	
Affordable Rents surplus used for new development				(76,197)	
Capital spending on renewable energy projects				(127,795)	
Housing Maintenance Fund utilised for major works				(783,816)	
Sewage Treatment Plant reserve no longer required				(15,841)	
Proposed contribution c/fwd to 2015/16					
Solar PV income paid into reserve				182,317	
Affordable Rents surplus earmarked				76,197	
Extra transfer to Housing Maintenance Fund if recommendation agreed				871,000	
Net movement in earmarked reserves					95,844
Total Expenditure variation after Ear Marked Reserves					3,779

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GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15

EARMARKED RESERVES AT 31 March 2015

Miscellaneous General Fund Reserves	Cost Centres	B/F 31/3/14	Cont To Emr	Utilisation of EMR	Transfers	C/F 31/3/15
Community Development - Tap Fund Contribution	CD200	(34,555)				(34,555)
Community Development - Seed Grant Funding	CD200	(40,030)		8,200		(31,830)
Community Development - PCT money	CD210	(3,500)				(3,500)
Community Engagement/Citizens Panel	CD210	(4,955)		4,955		0
Pannier Market - Repairs to Clock Tower	CD300		(7,000)			(7,000)
Multi-Storey Car Park - Planned works	CP520	(44,000)	(16,000)			(60,000)
Resurfacing of Amenity Car Parks	CP530	(25,000)	(25,000)			(50,000)
Structural Surfacing P&D Car Parks	CP540	(25,000)		15,000		(10,000)
Customer Services - Franker Replacement	CS902	(15,000)				(15,000)
Cemetery Churchyard Path & Wall repairs	ES100	(10,000)	(25,000)			(35,000)
CCTV Initiatives -Tiverton TC Project	ES200	(1,148)	(8,500)			(9,648)
Community Safety Partnership	ES256	(14,702)				(14,702)
RRO Grants	ES353	(11,770)				(11,770)
P Sector Housing	ES354	(30,540)				(30,540)
Public Health Grant	ES361	(20,000)	(20,000)	2,193		(37,807)
Parks & Open Spaces-Trees Inspection/Walls	ES450	(10,000)	(18,000)			(28,000)
Play Areas Works	ES460		(11,000)			(11,000)
Air Quality Monitoring	ES660	(8,695)				(8,695)
E/Health restructure	ES733		(15,000)			(15,000)
Grounds Maintenance Digger/Trailer & Tractor	GM960	(16,000)	(30,000)	16,000		(30,000)
Corp Training - 12/13 Underspend part c/fwd	HR200	(45,100)	(17,000)	12,930		(49,170)
IT - Gazetteer - Aerial Photography every 3yrs	IT100	(13,920)				(13,920)
ICT - Network/Hardware - Printer Replacements	IT400/500	(23,000)				(23,000)
ICT - ICT Staff Unit - Staff Training 15-16	IT600	(16,000)				(16,000)
IT Govt Connect Project Updates	IT700	(5,043)				(5,043)
District Elections	LD201	(40,500)	(20,000)			(60,500)
Elected Members training	LD300	(3,400)	(1,900)			(5,300)
Legal - additional staffing provision	LD600	(5,000)		5,000		0
Development Control	PR200	(51,943)				(51,943)
Land charges Software Licence	PR210	(5,000)				(5,000)
Economic Development Fund	PR400	(53,537)		53,537		0
LABGI - Economic Development Fund	PR400	(43,015)		6,200	15,150	(21,665)
Industrial Sites & Buildings - Window Installation	PR405	(10,000)				(10,000)
Statutory Development Plan	PR810	(110,916)	(60,000)	110,916		(60,000)
Flood Projects 2015-16	PS400		(12,000)			(12,000)
Phoenix House meeting rooms upgrade	PS810	0	(50,000)			(50,000)
Town Hall Toilet refurb	PS830	(11,300)				(11,300)
Old Road Depot	PS850	(5,630)				(5,630)
Property services Staff Unit	PS980	(10,583)		10,583		0
Housing Benefits Admin	RB300	(67,300)		67,300		0
Business Rates Retention Scheme (NNDR)	RB300/RB330	(60,200)		30,200		(30,000)
Local Welfare Assistance Scheme	RB340	(42,900)				(42,900)
Recycling Unit refurbishment	WS725	(65,000)		65,000		0
Recycling Unit - Bay and Baler Works. New scheme	WS725		(40,000)			(40,000)
General Vehicle Replacement		(158,215)		293,215	(135,000)	0
Insurance excess claims fund	Various	(155,000)		34,356		(120,644)
New Burdens Grant Fund		(55,359)				(55,359)
HMRC Enquiry			(41,900)			(41,900)
Total Miscellaneous General Fund Reserves		(1,372,756)	(418,300)	735,585	(119,850)	(1,175,321)

Other GF Revenue Reserves	Cost Centres	B/F 31/3/14	Cont To Emr	Utilisation of EMR	Transfers	C/F 31/3/15
Development Control Recycling - S106	EQ646	(2,360)	(2,302)			(4,662)
Farleigh Meadows Footpath	EQ648	0	(5,000)	5,000		0
S106 I & E In Year	EQ649	0				0
Capital Earmarked Reserves	EQ650	(962,442)	(375,000)	181,400		(1,156,042)
Capital EMR PSH Grants	EQ652		(31,447)			(31,447)

GENERAL FUND REVENUE ACCOUNT OUTTURN SUMMARY 2014/15

EARMARKED RESERVES AT 31 March 2015

New Homes Bonus Reserve	EQ653	(1,224,072)	(1,281,438)	617,969		(1,887,541)
NNDR Reserve	EQ659	(250,000)				(250,000)
High St Innovator Payment	EQ681	(48,756)		8,000	(15,150)	(55,906)
Vehicles Sinking Fund	EQ682	(686,738)	(570,230)	304,250	135,000	(817,718)
Plant Sinking Fund	EQ683	(8,000)	(4,000)			(12,000)
Equipment Sinking Fund	EQ684	(27,440)	(18,940)			(46,380)
Maintenance Sinking Fund	EQ685	0	(13,000)			(13,000)
Capability Funding	EQ820		(223,000)			(223,000)
Neighbourhood Planning Funding	EQ821		(15,000)			(15,000)
Total Other GF Revenue Reserves		(3,209,808)	(2,539,357)	1,116,620	119,850	(4,512,695)

Total Section 106 - Open Space funds		(957,916)	(110,937)	113,838		(955,015)
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Maintenance	Cost Centres	B/F 31/3/14	Cont To Emr	Utilisation of EMR	Transfers	C/F 31/3/15
Dev Cont Linear Park	EQ638	(66,349)	(435)	4,174		(62,610)
W52 Popham Close Comm Fund	EQ640	(25,386)	(167)	1,953		(23,600)
W67 Moorhayes Com Dev Fund	EQ641	(22,777)	(149)	1,626		(21,300)
W69 Fayrecroft Willand Ex West	EQ642	(60,110)	(394)	4,624		(55,880)
W70 Developers Contribution	EQ643	(78,412)	(513)	6,646		(72,279)
Dev Cont Winswood Crediton	EQ644	(49,372)	(323)	3,085		(46,610)
Total Maintenance Reserves		(302,405)	(1,981)	22,108	0	(282,278)

Total Developers Contributions / s106 Funds		(1,260,321)	(112,918)	135,946	0	(1,237,293)
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	B/F 31/3/14	Cont To Emr	Utilisation of EMR	Transfers	C/F 31/3/15
TOTAL GENERAL FUND EARMARKED RESERVES	(5,842,885)	(3,070,575)	1,988,151	0	(6,925,310)

Net movement into General Fund Earmarked Reserves = (-3,128,217) + 1,988,151 =

(1,082,424)

HRA Earmarked Reserves	Cost Centres	B/F 31/3/14	Cont To Emr	Utilisation of EMR	Transfers	C/F 31/3/15
H.R.A. Sewage Treatment Plant	EQ691	(15,841)		15,841	0	0
Renewable Energy Fund E.M.R.	EQ692	(345,380)	(182,317)	157,816	0	(369,881)
HRA Affordable Rent Surplus	EQ693		(76,197)	76,197		0
Housing Maintenance E.M.R.	EQ694	(4,251,771)	(2,324,470)	783,816	0	(5,792,425)
Total HRA EARMARKED RESERVES		(4,612,992)	(2,582,984)	1,033,670	0	(6,162,306)

Net movement into HRA Earmarked Reserves = (-2,582,984) + 1,033,670 =

(1,549,314)

Note - If the recommendation is agreed, an extra £871k will be added to the Housing Maintenance Fund.

GRAND TOTAL OF MDDDC EARMARKED RESERVES		(10,455,877)	(5,653,559)	3,021,821	0	(13,087,616)
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MID DEVON DISTRICT COUNCIL
CAPITAL PROGRAMME OUTTURN 2014/15

APPENDIX 5

Code	Scheme	Approved Capital Programme	Total Slippage B/fwd & Adj to Approved Capital	Adjusted Capital Programme	Total Actual Spend to 31/03/15	Variance to budget	Slippage to be carried forward to 2015/16	Slippage to Earmarked Reserve
		2014/15 £000's	Programme 14/15 £000's	2014/15 £000's				
Leisure								
Lords Meadow Leisure Centre								
CA618	Lords Meadow All Weather Pitch		38,000	38,000	12,450.46	-25,549.54	0	
CA619	LMLC Enhancement project				-110.23	-110.23	0	
Exe Valley Leisure Centre								
CA622	Additional Car parking provision		18,000	18,000	41,823.42	23,823.42	0	
General Car parks								
CA700	MSCP improvements	50,000		50,000	954.00	-49,046.00	49,000	
Other MDDC Buildings								
CA403	Town Hall Redevelopment Project		47,000	47,000	1,200.00	-45,800.00	46,000	
CA811	Associated works to new recycling premises '16 shop'		50,000	50,000	0.00	-50,000.00	0	
Play Areas								
CA616	Tiverton skate park replacement - end of life		27,000	27,000	26,300.00	-700.00	0	
CA608	Play area refurbishment - Newcombes Meadow, Crediton	50,000	64,000	114,000	114,006.50	6.50	0	
Other								
CA431	Public Convenience- Lowman Green, Tiverton remodel for kiosk subject to payback period		60,000	60,000	5,779.03	-54,220.97	54,000	
CA432	Public Convenience- The Green, Crediton remodel for drying room following loss of Lords Meadow Depot		20,000	20,000	0.00	-20,000.00	0	
CA420	Land drainage flood defence schemes	25,000	25,000	50,000	32,964.69	-17,035.31	17,000	
ICT								
CA426	HR/Payroll system		3,000	3,000	22,887.04	19,887.04	0	
CA423	Continued replacement of WAN/LAN	30,000	30,000	60,000	0.00	-60,000.00	60,000	
CA425	Server Farm expansion/upgrades	30,000	40,000	70,000	2,407.61	-67,592.39	68,000	
CA433	Unified comms /Telephony/Customer 1st	85,000	-15,000	70,000	0.00	-70,000.00	57,000	
CA436	Web Transformation	55,000	0	55,000	28,581.52	-26,418.48	26,000	
CA437	Digital Transformation		89,000	89,000	-3,250.00	-92,250.00	89,000	
CA438	Digital Transformation - Customer Portal	60,000	-15,000	45,000	0.00	-45,000.00	45,000	
CA439	Mobile Working inc members	40,000	0	40,000	0.00	-40,000.00	40,000	
CA440	Finance Cash receipting upgrade	30,000	0	30,000	1,252.94	-28,747.06	29,000	
CA442	Arc Server Spatial		40,000	40,000	0.00	-40,000.00	40,000	
Economic Development								
CA504	Schemes as yet to be identified	100,000	70,000	170,000	0.00	-170,000.00	170,000	
CA505	Pannier Market (conversion of pig pens into units and walkway cover)	30,000	80,000	110,000	0.00	-110,000.00	110,000	
Replacement Vehicles								
Refuse Collection								
CA814	Dennis Eagle Terberg RCV 22-26t (or equivalent)	160,000		160,000	0.00	-160,000.00	160,000	
Recycling								
CA815	5 No. Dennis Eagle Terberg Recycling Kerb loader 18t (or equivalent)	500,000	289,000	789,000	825,550.00	36,550.00	0	
CA816	1 No. very narrow access Cabstar recycling kerb loader 4.5t	65,000		65,000	0.00	-65,000.00	65,000	
CA818	Kerb side Recycling Baler		163,000	163,000	162,664.00	-336.00	0	
CA506	32 and 34 Fore Street		689,000	689,000	688,658.90	-341.10	0	
CA450	Market Walk Acquisition		3,518,000	3,518,000	3,517,500.00	-500.00	0	
		1,310,000	5,330,000	6,640,000	5,481,619.88	-1,158,380.12	1,125,000.00	0.00

Code	Scheme	Approved Capital Programme	Total Slippage B/fwd & Adj to Approved Capital	Adjusted Capital Programme	Total Actual Spend to 31/03/15	Variance to budget	Slippage to be carried forward to 2015/16	Slippage to Earmarked Reserve
		2014/15 £000's	Programme 14/15 £000's	2014/15 £000's				
	Private Sector Housing							
	Slippage from 2013/14 to be prioritised		0	0				
CG200	Disabled Facilities Grants - Mandatory - Council Houses	285,000	0	285,000	285,000.00	0.00		
CG201	Disabled Facilities Grants - Mandatory - Private Sector	450,000	0	450,000	475,523.22	25,523.22	74,000	
CG202	Houses in Multiple Occupation Grants							
CG203	Home Repair Assisted Grants							
CG205	House Renovation Grants							
CG208	Loans Scheme (Wessex Re-Investment Trust)			0	0.00	0.00		
CG209	DFG's Discretionary - C Houses							
CG210	Common Parts Grants							
CG211	Empty Homes	100,000	0	100,000	0.00	-100,000.00		
CG215	Work in Default / Discretionary Grants		0	0	0.00	0.00		
		835,000	0	835,000	760,523.22	-74,476.78	74,000.00	0.00
	Assistance to RSLs (Affordable Housing)							
CA200	Affordable Housing	317,000	0	317,000	27,092.99	-289,907.01		290,000
		317,000	0	317,000	27,092.99	-289,907.01	0.00	290,000.00
	Housing Revenue Account							
	Major Repair Allowance (MRA), Major Works 30 Yr Plan & Decent Homes							
CA100	Backlog Funding	4,700,000	-307,000	4,393,000	3,695,886.62	-697,113.38		697,000
CA102	Sewerage Treatment Facilities		61,000	61,000	183.32	-60,816.68		
CA111	Renewable Energy Fund Spend		270,000	270,000	127,795.00	-142,205.00		142,000
CA112	Birchen Lane - re development of unit for housing conversion	120,000	60,000	180,000	9,704.57	-170,295.43	170,000	
CA113	Council House Building - St Andrews Street		1,500,000	1,500,000	1,081,188.50	-418,811.50	419,000	
CA114	Council House Building - Fir Close Willand		691,000	691,000	605,107.01	-85,893	0	
CA115	Housing Server replacement & Progress upgrade		20,000	20,000	0.00	-20,000.00		
CA116	Westex South Shops - Walkway and flat roofs on shops	25,000		25,000	0.00	-25,000.00		
CA118	11 Authers Heights		112,000	112,000	112,000.00	0.00		
CA119	Council House Building - Palmerston Park Tiverton				40,808.60	40,808.60		
CA120	Council House Building - Burlescombe				3,065.00	3,065.00		
CA124	Council House Building - Queensway Tiverton				1,145.00	1,145.00		
CA110	Council House Building - Wells Park Crediton				-6,037.36	-6,037.36		
		4,845,000	2,407,000	7,252,000	5,670,846.26	-1,581,153.74	589,000.00	839,000.00
Total	2014/15 CAPITAL PROGRAMME GRAND TOTAL	7,307,000	7,737,000	15,044,000	11,940,082.35	-3,103,917.65	1,788,000.00	1,129,000.00

Code	2014/15 Funding Stream	Approved Capital Programme 2014/15 £000	Total Slippage B/fwd & Adj to Approved Capital Programme 14/15 £000	Adj Capital Programme 2014/15 Funding £000	Total Actual Funding to 31/03/15 £000
	S106 & Affordable Housing Contributions	317,000	64,000	381,000	91,092.99
	General Capital Reserve	34,000	356,000	390,000	163,939.81
	Useable Capital Receipts	415,000	207,000	622,000	41,332.30
	RCCO Gen Fund 2014/15	125,000	0	125,000	50,960.50
	MRA	3,500,000	-307,000	3,193,000	2,495,886.62
	Govt Grant (DCLG)	254,000	0	254,000	253,765.00
	New Homes Bonus	1,205,000	-158,000	1,047,000	576,560.48
	Regional Housing Pot Reserve	112,000	0	112,000	158,282.74
	HRA Reserve	145,000	96,000	241,000	9,704.57
	Homes & Communities Agency Grant (HCA)	1,200,000	400,000	1,600,000	1,530,000.00
	Other Contributions		23,000	23,000	121,371.00
	PWLB Borrowing		4,336,000	4,336,000	4,335,318.90
	1-4-1 Useable Capital Receipts		0	0	493,629.88
	Vehicles EMR		597,000	597,000	597,465.00
	Renewable Energy Fund		270,000	270,000	127,795.00
	Housing Maintenance Fund		1,853,000	1,853,000	783,816.04
	DCC Funding				32,964.69
	HRA Affordable Rent Surplus				76,196.83
Total	Total	7,307,000	7,737,000	15,044,000	11,940,082.35