

Public Document Pack

Mid Devon District Council

Environment Policy Development Group

Tuesday, 10 January 2017 at 2.00 pm
Exe Room, Phoenix House, Tiverton

Next ordinary meeting
Tuesday, 7 March 2017 at 2.00 pm

Those attending are advised that this meeting will be recorded

Membership

Cllr R F Radford
Cllr D R Coren
Cllr Mrs C P Daw
Cllr R Evans
Cllr Mrs E J Slade
Cllr J D Squire
Cllr R Wright
Cllr J L Smith
Cllr F W Letch

A G E N D A

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

1 **Apologies and substitute Members**

To receive any apologies for absence and notices of appointment of substitute Members (if any).

2 **Minutes of the Previous Meeting** (Pages 5 - 10)

To approve as a correct record the minutes of the last meeting.

3 **Public Question Time**

To receive any questions relating to items on the Agenda from members of the public and replies thereto.

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

4 **Chairman's Announcements**

To receive any announcements that the Chairman may wish to make.

5 **Motion 532**

To consider the following Motion from Council:

Motion 532 (Cllr D Coren – 5 December 2016)

That this council lobby the Government's Environment, Food and Rural Affairs Committee to work diligently and quickly to seek a more effective and sustainable flood protection policy by looking at the use of natural systems such as leaky dams, tree planting and improved soil management and seek to support the creation of a new English Rivers and Coastal Authority to take over responsibility of the threat of flooding from the Environment Agency.

6 **Budget** (*Pages 11 - 26*)

To receive a report from the Director of Finance, Assets and Resources considering options available in order for the Council to move towards a balanced budget for 2017/18.

7 **Performance and Risk** (*Pages 27 - 34*)

To receive a report from the Director of Corporate Affairs and Business Transformation providing Members with an update regarding performance against the corporate plan and local service targets for 2016-17 as well as providing an update on the key business risks.

8 **Identification of Items for the Next Meeting**

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

Performance and Risk
Street Cleansing Review
Waste Update (verbal)
Financial Monitoring

Stephen Walford
Chief Executive
Monday, 2 January 2017

Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairman. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting

and having regard also to the wishes of any member of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairman or the Member Services Officer in attendance so that all those present may be made aware that is happening.

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

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

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

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

Tel: 01884 234209

E-Mail: jstuckey@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.

This page is intentionally left blank

MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **ENVIRONMENT POLICY DEVELOPMENT GROUP**
held on 8 November 2016 at 2.00 pm

Present

Councillors

R F Radford (Chairman)
D R Coren, Mrs C P Daw, R Evans,
Mrs E J Slade, J D Squire, R Wright,
J L Smith and F W Letch

Also Present

Councillor(s)

K Busch, Mrs C Collis and R L Stanley

Also Present

Officer(s):

Andrew Jarrett (Director of Finance, Assets and Resources), Stuart Noyce (Waste and Transport Manager), Suzanne Kingdom (Auditor) and Julia Stuckey (Member Services Officer)

35 **APOLOGIES AND SUBSTITUTE MEMBERS**

There were no apologies.

36 **PUBLIC QUESTION TIME**

There were no members of the public in attendance.

37 **MINUTES OF THE PREVIOUS MEETING**

Following discussion regarding items for the next meeting, Minute 34, the Minutes of the last meeting were signed as a true record.

38 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed the new Cabinet Member for the Environment, Cllr K Busch to the meeting.

39 **PERFORMANCE AND RISK (0.08)**

The Group had before it and **NOTED** a report * from the Director of Corporate Affairs and Business Transformation which provided Members with an update on performance against the Corporate Plan and local service targets for 2016-17 quarter 2 to the end of September, as well as providing an update on the key business risks.

The Audit Officer outlined the contents of the report and Members raised concerns regarding the use of similar green colours within the document. The officer was asked to revisit the use of colour and perhaps highlight areas that were well above target in a different colour.

Discussion took place regarding missed collections and how they were logged. The Waste and Transport Manager explained 'drivers notes' which could be used to inform collection crews about assisted collections and also to log properties that made a series of complaints regarding missed collections in order to ensure that the waste was in fact out at the right time and in the right place. Overall numbers for missed collections were very low. Officers and drivers did their best to work with contractors when there were road closures to ensure that the waste was collected from properties in the area.

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

40 **FINANCIAL MONITORING (0.16)**

The Group had before it and **NOTED** a report * from the Director of Finance, Assets & Resources presenting a financial update in respect of the income and expenditure so far in the year.

The officer explained that the position for the general fund had improved by £220k as a result mainly of the Shared Waste Agreement with Devon County Council. This was an agreement that all Devon Authorities could enter whereby the County Council shared savings that had been made by the reduction in the amount of waste sent to landfill from a change in collection scheme.

Waste Services showed an overspend which was due to the depot move to Carlu Close but in other areas within the service savings had been made. Plans to replace aged vehicles and invest in a modernised fleet would reduce operational running costs and maintenance expenses so further budget savings would be made in the following year.

Other budget lines within the remit of the Group remained unchanged.

Note: - Report previously circulated and attached to Minutes.

41 **DRAFT BUDGET (0.23)**

The Group had before it a report * from the Director of Finance, Assets & Resources considering options available in order for the Council to set a balanced budget for 2017/18 and agree a future strategy for further budget reductions for 2018/19 onwards.

The Director explained that the current budget for the General Fund showed a deficit of £419k. In addition there was a predicted funding deficit of just under £1m on the General Fund by 2020/21. This highlighted the need to take steps to plan for further reductions to ongoing expenditure levels.

The Director reminded Members that the authority had recently applied to the Department of Communities and Local Government for a four year fixed funding settlement which would see the complete removal of the remaining Revenue Support Grant of £1.0m by 2019/20. It was a statutory requirement for the Local Authority to set a balanced budget each year.

Consideration was given to the following table:

Reconciliation of Major 2016/17 Budget Variances

Variances	Amount £k
<i>External items outside of our control</i>	
Reduced formula grant settlement	609
Decrease in Housing Benefit Grant	25
Pay award	100
Pension provision	35
Price inflation	50
New Apprenticeship Levy	40
<i>Subtotal</i>	859
<i>Other changes</i>	
New apprentices	20
DCC sharing of waste	(200)
Market Walk income	(20)
Increased income from CCLA investments	(38)
Increase in Collection Fund surplus	(45)
Contributions from town and parish councils	(8)
Increase Council tax income (£5 rise + new 200 properties)	(176)
Department of Work and Pensions rent	(45)
Additional election monies	(29)
Various additional fee income	(60)
Other net cost pressures (including reflection on 16/17 budget pressures)	161
Draft budget gap for 2017/18	419

Discussion took place regarding:

- Garden waste sacks and where they could be purchased;
- Potential income from sub-letting space at Carlu Close to Devon County Council;
- Shared Waste Savings from Devon County Council;
- Numbers of large and small garden waste bins being used and the fact that there were a number of large bins in stock;
- The Apprentice Levy which the authority was obliged to pay.

It was **RECOMMENDED** to Cabinet that:

- a) Bulky Waste collection fees be increased by £1 from April 2017;
- b) Garden Waste collection fees be increased by £1 for both size bins from October 2017.

(Proposed by Cllr Mrs E J Slade and seconded by Cllr Mrs C P Daw)

Note: - Report previously circulated and attached to Minutes.

42 WASTE AND RECYCLING SCHEME 6 MONTHLY UPDATE

The Group had before it and **NOTED** a report * from the Waste and Transport Manager providing an update on performance of the new recycling scheme during the first year of operation.

The officer gave a presentation in which he provided information regarding the current scheme and statistics such as recycling rate up to 56% from 48%, residual waste down in Q1&2 from 225KG per HH (15/16) to 186KG per HH -17% reduction, overall waste arisings down, 8,533 garden waste customers, cost per household down (target to reduce the annual cost by 20% by 2020). Information was provided concerning the types of materials collected and the tonnage for each and the Devon table for performance and the fact that the officer hoped that Mid Devon would be in the top three in Devon for the coming year.

Further information was provided regarding the shared savings scheme with Devon County Council that had been discussed during the previous agenda item and information regarding the proposed transfer station at Carlu Close.

The officer informed the Group that following the introduction of the Education and Enforcement Policy over 600 households that had not been recycling were now doing so.

Discussion took place regarding:

- An imbalance in the collection rounds which would be rectified with an optimisation exercise;
- The proposed closure of Broadpath landfill site and the transfer of waste to the Exeter incinerator.

The Chairman thanked the officer for his report and the Group praised the work of the Waste and Recycling team.

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

43 MOTION FROM COUNCIL (1.15.12)

The Group gave consideration to the following Motions that had been referred by Council.

Motion 528 (Councillor P J Heal - 10 August 2016)

That the council investigates the provision of an elasticated net system for use on recycling boxes to prevent light materials such as plastics and cardboard being blown out and causing litter.

The Chairman read the following statement from Cllr P J Heal:

It is with regret that I will be unable to attend the PDG meeting today due to work commitments. When I put the motion forward for consideration it was because I had

been approached by a number of residents of both my ward and my home village who were concerned that because of the amount of lightweight plastics that were now being put out for recycling there was a problem with them being blown around causing litter.

I appreciate that the boxes as supplied do come with lids but from personal experience the lids do not fit well, and in my case have been damaged because they are often just thrown down on the floor on collection days, also if a box is over full they will not fit.

I appreciate that residents can always have an extra box but often that causes problems with storage in the house or flat. I have conducted a straw poll amongst residents when attending parish council meetings and there is overwhelming support for a net system rather than lids and most people seem to be happy to purchase nets to prevent the problem of plastic being blown out of boxes and causing litter in the countryside of products that do not decompose and will remain for years to come and could cause injury to animals.

I have read the officers report and do appreciate the problems of cost but don't really see why the nets should slow up the collection.

It may it be worth considering a trial of nets in a rural area to try and prevent the litter problem that will become worse as we approach winter and wind speeds increase.

Consideration was given to:

- Boxes could be stacked to prevent items blowing out and lids could be kept in place by use of a heavy weight, such as a brick;
- Difficulties for staff when handling the nets with gloves on and the extra time that this could create on the rounds;
- Issues regarding the ongoing replacement of lost or damaged nets;
- There was no restriction to the number of boxes that households could use and replacement lids could be requested.

It was **RESOLVED** that Motion 528 not be supported.

(Proposed by the Chairman)

Motion 529 (Councillor Mrs C A Collis - 17 August 2016)

That the Council investigates joint working with other Councils to recycle soft plastics such as polythene and film and to avoid putting these non- biodegradable items into landfill. This will benefit the environment for future generations and expand on the recycling that Mid Devon is already doing so well.

Cllr Mrs Collis explained that her concerns that light weight plastics were being sent to landfill had led her to suggest that they were sent to Exeter for recycling.

The Waste and Transport Manager explained that the authority already worked with all Devon authorities for the joint selling of paper, glass and textiles and also worked with Exeter City Council for the joint selling of cardboard and mixed plastic.

There were well established markets for the materials that were currently recycled which ensured that a good income rate was secured and the moving of products was timely. The selling of polythene and film was often problematic and could reduce the value of the material that was already collected when mixed in.

The officer further explained that if all of the materials that were currently collected for recycling and composting in the new scheme were placed in the correct container the Council could have a recycling rate of over 85%. He suggested that it was perhaps more important that the Council concentrated on ensuring the existing materials were recycled rather than adding more materials which due to their low weight were unlikely to effect the recycling rate dramatically.

Consideration was given to:

- Waste currently landfilled would be sent to the Exeter Energy from Waste Plant from April 2017;
- A reduction in income if lower grade plastics were mixed with currently collected plastics;
- The need to lobby government to reduce packaging.

It was **RESOLVED** that Motion 529 not be supported.

(Proposed by Cllr J L Smith seconded by Cllr D R Coren)

44 **IDENTIFICATION OF ITEMS FOR THE NEXT MEETING**

Street Cleansing Review
Budget
Gypsy and Traveller Policy

(The meeting ended at 3.46 pm)

CHAIRMAN

Cabinet & Policy Development Groups 5 January 2017

Budget 2017/18 - Update

Portfolio Holder	Cllr Peter Hare-Scott
Responsible Officer	Director of Finance, Assets and Resources Andrew Jarrett
Reason for Report:	To consider options available in order for the Council to move towards a balanced budget for 2017/18.
RECOMMENDATION:	To consider and agree the updated budget proposals for 2017/18 included in Appendix 1.
Relationship to Corporate Plan:	To deliver our Corporate Plan's priorities within existing financial resources.
Financial Implications:	Now the Council has received notification of its Formula Grant Settlement it is imperative that it matches current and ongoing expenditure plans to estimated sources of income/funding.
Legal Implications:	It is a statutory requirement for the Local Authority to set a balanced budget.
Risk Assessment:	Service managers and Finance staff have assessed volatility in income and large contractor budgets, taking account of current and estimated future demand patterns. This position has been revised based on an additional two months of financial monitoring information. In addition prudent levels of reserves will also continue to be maintained.

1.0 Introduction

- 1.1 On the 15 December 2016 the Council received formal confirmation of its Formula Grant Settlement. Our provisional formula grant award for 2017/18 amounts to **£2.6m**. This is unlikely to change significantly and is exactly what we first estimated based upon the indicative four year settlement provided last December by Central Government.
- 1.2 As a direct consequence this increased the draft 2017/18 General Fund budget deficit. However it is both prudent and a legal obligation that we set a balanced budget and therefore further savings will be required.

2.0 2017/18 General Fund Budget - Revised Position

- 2.1 Since the first round of PDGs and Cabinet meetings the Finance team and service managers have been revisiting a range of budgets to deliver more savings or increase income levels.

- 2.2 Further review identified a further **£510k** of cost pressures since November, but the Finance team and service managers have worked very hard to identify a further **£697k** of savings, together with further potential savings for members to consider.
- 2.3 This process has improved the General Fund budget by a net **187k** (see **Appendix 1**) and now only leaves a budget gap of **£231k**. This reflects a lot of hard work and constructive negotiation over the past 2 months. The changes made to the budget are summarised at **Appendix 6**. **Appendices 2, 3 and 4** show the current position for the general fund and the transfers to and from earmarked reserves.
- 2.4 Given the deficit of £231k further budgetary savings are required to balance the budget and further potential savings are outlined at **Appendix 7**.
- 2.5 There are some further considerations, both cost pressures and potential savings which as yet have not been quantified and these are identified at **Appendix 8**.

3.0 Conclusion

- 3.1 The Council still has approximately one month until the Cabinet will meet on the 2 February 2017 to formally recommend the overall budget and level of Council Tax for 2017/18 and officers will continue to work towards delivering a balanced budget position.
- 3.2 To date we have used the New Homes Bonus grant to fund economic development projects, help fund our capital programme and to fund certain “one off” revenue projects. Some other local authorities are already using the New Homes Bonus grant to various degrees to help fund their day to day spending (revenue expenditure).
- 3.3 Unfortunately in the draft local government settlement the government announced that in future the New Homes Bonus will no longer continue to be awarded for six years, it will gradually taper to five and then four years.

In addition the government have introduced a baseline whereby Councils must build a de minimis number of properties before they become eligible to receive New Homes Bonus, referring to this as a “baseline” set at 0.4% of the property base. The money saved will be used to help fund social care in the higher tier authorities. In our 2017/18 settlement it appears our baseline has been set at 148 properties. As a result our provisional New Homes Bonus award for 2017/18 is **£1.72m**, £110k lower than that received in 2016/17.

- 3.4 We could fund some of the budget deficit from this grant. However if the reserve is utilised in this manner there will be less monies available to fund future capital and economic projects and we will ultimately need to potentially manage with circa £1m less New Homes Bonus funding from 2018/19 onwards.
- 3.5 It is also worth mentioning that as a district we are comparatively poor in terms of assets with much of the capital programme funded from “Right to Buy”

receipts and the New Homes Bonus grant. We do not have a large portfolio of surplus assets which we could sell and use for new capital projects, some of which could reduce our annual running costs.

- 3.6 Members have now approved a draft Corporate plan with key defined focus areas, the question is how those aspirations can be met with a *sustainable* budget base, ideally with as much as possible under our own control. Going forward difficult and challenging decisions on the scope and extent of service delivery will be required to meet this objective.

Contact for more information: Andrew Jarrett – Director of Finance, Assets and Resources
Background Papers: Draft 2017/18 Budget Papers
Grant Settlement Email
File Reference:
Circulation of the Report: Management Team, Members & Relevant Service Managers

This page is intentionally left blank

GENERAL FUND REVENUE ACCOUNT DRAFT BUDGET SUMMARY 2017/18

	Notes	Net Direct Costs Budget 2016/17 £	Nov Draft Net Direct Costs Budget 2017/18 £	Budget Changes from Nov £	New Draft Net Direct Costs Budget 2017/18 £
Cabinet	2,4	3,974,760	4,252,890	88,350	4,341,240
Community	2,4,7	2,593,410	2,600,830	30,510	2,631,340
Economy	2,4,8	(922,960)	(736,120)	35,290	(700,830)
Environment	2,4	2,413,390	2,228,050	(26,090)	2,201,960
Housing	2,4	1,116,120	1,209,770	(74,600)	1,135,170
TOTAL NET DIRECT COST OF SERVICES		9,174,720	9,555,420	53,460	9,608,880
Net recharge to HRA	6	(1,265,490)	(1,276,490)	32,550	(1,243,940)
NET COST OF SERVICES		7,909,230	8,278,930	86,010	8,364,940
PWLB Bank loan interest payable		112,030	106,920	0	106,920
Finance Lease interest payable		34,000	36,760	0	36,760
Provision for the financing of capital spending		400,720	398,370	0	398,370
Interest from Funding provided for HRA		(54,000)	(54,000)	0	(54,000)
Interest Received on Investments	5	(171,000)	(209,000)	(45,000)	(254,000)
Revenue contribution to capital programme		0	0	0	0
New Homes Bonus		(1,831,460)	(1,831,460)	109,480	(1,721,980)
Transfers into earmarked reserves	3	2,745,770	2,523,430	(105,480)	2,417,950
Transfers from earmarked reserves	3	(575,780)	(582,590)	(50,000)	(632,590)
TOTAL BUDGETED EXPENDITURE		8,569,510	8,667,360	(4,990)	8,662,370
Funded by:-					
Revenue Support Grant		(1,017,260)	(497,550)	0	(497,550)
Rural Services Delivery Grant		(463,810)	(374,510)	0	(374,510)
Transition Grant		(31,630)	(31,510)	0	(31,510)
NNDR revenue		(2,055,890)	(2,065,210)	(150,000)	(2,215,210)
NNDR appeals		100,000	50,000	0	50,000
CTS Funding Parishes		55,250	46,960	0	46,960
Collection Fund Surplus		(8,230)	(52,860)	0	(52,860)
Council Tax - (27,876.12 x £192.15)	1	(5,147,940)	(5,323,910)	(32,480)	(5,356,390)
TOTAL FUNDING		(8,569,510)	(8,248,590)	(182,480)	(8,431,070)
REQUIREMENT TO BALANCE THE BUDGET		0	418,770	(187,470)	231,300

Current Assumptions :

1. Council Tax has been increased by £5 as an illustration with an increased property growth of 169.
2. 2017/18 salary budgets include an increase of 1%.
3. All earmarked reserves have been reviewed and adjustment made based upon existing need.
4. All income flows have been reviewed and adjusted for changes in demand and unit price.
5. Investment income has been based upon the existing lending criteria now in force.
6. Support services have been inflated in accordance with the pay award.
7. No reductions to grant budgets have been made.
8. Car parking fees are based upon 2016/17 fees and vends.

This page is intentionally left blank

This page is intentionally left blank

2017/18 BUDGETS

Appendix 3

Transfers into Earmarked Reserves

SERVICE	MAINT 17/18 BUDGET	PLANT 17/18 BUDGET	EQUIPMENT 17/18 BUDGET	VEHICLES 17/18 BUDGET	OTHER 17/18	NEW HOMES BONUS	Market Walk /Fore Street Surplus
CS500				1,440			
CS900			5,000				
CS902			2,500				
CS910			250				
CS932			5,000				
ES100	25,000						
ES450	25,000						
ES450				1,200			
ES580				4,320			
ES660			4000				
ES730				2,950			
GM960				38,050			
GM960		14,360					
IT800			9,700				
LD201					20,000		
LD300			5,000				
PS350				1,120			
PS980				7,400			
WS650				56,470			
WS700				213,980			
WS710				21,720			
WS725				158,810			
WS725			20,000				
WS770	2,700						50,000.00
NHB						1,721,980.00	
TOTAL	52,700.00	14,360.00	51,450.00	507,460.00	20,000.00	1,721,980.00	50,000.00
2016/17	80,000.00	14,360.00	46,640.00	550,900.00	20,000.00	1,831,460.00	202,410.00
Movement	(27,300)	-	4,810	(43,440)	-	(109,480)	(327,820)

2,417,950.00

2,745,770.00

(327,820)

2017/18 BUDGETS

Appendix 4

Transfers from Earmarked Reserves

SERVICE	UTILISE NHB	OTHER
CD200	(45,000)	
CS938	(23,180)	
LD600	(16,180)	
PR200	(294,000)	
PR400	(21,730)	
PR400	(40,700)	
PR400	(100,000)	
PR800	(30,000)	
RB600		(20,000)
ES361		(19,700)
EQ638		(4,170)
EQ640		(1,950)
EQ641		(1,630)
EQ642		(4,620)
EQ643		(6,650)
EQ644		(3,080)
TOTAL	(570,790)	(61,800)

2016/17 (325,780) (250,000) (575,780)

Movement (245,010) 188,200 (56,810)

£k

Estates Management

Exe Valley Leisure Centre

Exe Valley Leisure Centre - Replenish sand filters 25

Culm Valley sports centre

CVSC replace end of life AC for fitness Gym 30

Total 55

Other MDDC Buildings

Pannier Market

Pannier Market - Improvement Project back log maintenance 60

MDDC Shops/industrial Units

Energy Assessment works - new legislation - Indust Units/Shops/Mkt Walk 50

Play Areas

Play area refurbishment District wide - Amory Park Tiverton 50

Other Projects

Crediton Office - Structural improvement work 30

General Fund Development Schemes

Rear of Town Hall development site (6 Houses, 24 Apartments) 5,114

Total 5,304

Economic Development Schemes

Tiverton Pannier Market awnings & canopy (Note 1) 0

Harlequin Valley Project (Note 1) 0

Tiverton Town Centre improvements (Note 1) 0

Total 0

ICT Projects

Replacement PC estate

Unified Comms/telephony 107

Digital Transformation replacement of CRM 50

Secure Wifi replacement 50

Parking System Replacement 40

Replacement Queue System 30

Core System Refreshes - Revs/Bens 20

Replacement Estates/Property Systems 50

Total 347

Affordable Housing Projects

Grants to housing associations to provide houses (covered by Commuted Sums) 115

Affordable Housing initiative

Total 115

Private Sector Housing Grants

Empty homes and enforcement 104

Disabled Facilities Grants–P/Sector 490

Total 594

Street Cleansing

Medium Sweeper (Street Cleansing) 70

Grounds Maintenance

Van Tipper 26

Ransomes Mower 35

Total 131

Miscellaneous

A361 junction to facilitate Eastern Urban Extension (funded by s106) **1,750**

TOTAL GF PROJECTS 8,296

HRA Projects

Existing Housing Stock

Major repairs to Housing Stock 2,278

Renewable Energy Fund 100

Disabled Facilities Grants - Council Houses 299

Housing Development Schemes

Land Banking for Affordable Housing 0

HRA ICT Projects

Repairs - mobile replacement (HRA) 30

Tenancy Mobile (HRA) 40

Total 2,747

HRA Replacement Vehicles

Van Tipper 4.5T (Responsive Repairs) 32

Total 32

TOTAL HRA PROJECTS 2,779

GRAND TOTAL GF + HRA 11,075

MDDC Funding Summary

	2017-18
	£k
EXISTING FUNDS	
Capital Grants Unapplied Reserve	605
Capital Receipts Reserve	1,091
Earmarked Reserves	2,487
Miscellaneous Funding	3,878
Subtotal	8,061
NEW FUNDS	
Borrowing	3,014
Revenue Contributions	0
Subtotal	3,014
TOTAL FUNDING	11,075

Notes

1. These projects are subject to satisfactory business cases being produced.

2017/18 Budget Movements from Budget 5 to Budget 6

Appendix 6

Ref	Code	Code Description	Description of change	Cost Pressures	Savings	2017/18 Draft Budget
			ORIGINAL NOVEMBER PDG BUDGET - Budget 5			418,770.0
1			Business rates - Solar and Pool Benefit		(150,000)	
2	TREMIR		Decrease in New Homes Bonus		(109,480)	
3	W5725 various	Recycling	Increase in price and tonnages		(81,290)	
4	IE2907440	Treasury	Another £1m with CCLA		(45,000)	
5	PS860	Station Yard	Rental income and removal of operational budget		(34,560)	
6			Council tax Base Increase (27,876.12-27,707.03) x £192.15		(32,480)	
7	TREMIR	Planning	Exeter Strategic post funded from New Homes Bonus		(30,000)	
8	FP100	Accountancy	A post reducing hrs & revised membership costs		(21,280)	
9	TREMIR (IE930-	Revenues Recovery Team	Re RB600 Post to be made permanent - £20k taken from EMR		(20,000)	
10	HG320	Homelessness	Discretionary rent allowances		(20,000)	
11	PS990	Property Services	Rent from Coggans Well House (PwLB loan instalments shown below)		(20,000)	
12	GM960	Grounds Maintenance	Reduction in the Tree Works budget as looking to do more in-house		(17,000)	
13			Development control fees		(15,000)	
14	RB100-7442	Council Tax recovery	Single Occupancy Discount Penalties £14k (200 * £70)		(14,000)	
15	RB350-7415	HB DWP UCDP	Funding from DWP for MDDC assistance in supporting Universal Credit		(13,000)	
16			Remove an apprentice budget		(12,050)	
17	RB100-7406	Council Tax recovery	Change to charging for court costs £12k - no longer remit £20 if paid between summons & court date (200 * £60)		(12,000)	
18	PS830	Town Hall	Reduction in costs if Town Council take over		(8,780)	
19	IT300	Central Telephones	Review potential telephony savings		(8,500)	
20	IT400	ICT	Cheaper internet provider 17-18		(8,000)	
21	PS970	Town Hall	Post no longer required as transfer of building to Town Council		(6,260)	
22			Additional cont. from Cull TC & DCC for Cull grass cutting - £5k		(5,000)	
23	PS8102301	Phoenix House	Reduced electricity budget to take account for the spend to save exercise on LED lighting which increased £121 in 17/18 by 20k pay back period 5 years.		(5,000)	
24			Savings from skip budget (£6.5 - £1.7 TW & £2k adhoc skips)		(2,800)	
25	CM600	Grounds Maint	Legacy payment made to widow has ceased		(2,600)	
26	PR400	Backfunding	Community engagement budget not required		(2,500)	
27	ES733	E/Health	Decrease in pension job sharing		(730)	
			Total Savings		(697,310)	(697,310)
28	IE		Decrease in New Homes Bonus	109,480		
29	W5700	Refuse	Adjust Garden Waste Income budget in line with take up	50,000		
30			Review of 17/18 forecast	50,000		
31	CM600	Backfunding	Pension backfunding increase	44,100		
32	HR200	Training Budgets	Increase to training budget	35,000		
33	CD300	Markets	Reviewed Market budget. Mainly income. Any plans to increase? Pig Pens + Events	34,000		
34			Adjustment to net HRA recharges	32,550		

2017/18 Budget Movements from Budget 5 to Budget 6

Appendix 6

Ref	Code	Code Description	Description of change	Cost Pressures	Savings	2017/18 Draft Budget
35	PR8104507	Statutory Planning	Strategic Partnership Exeter Post (Fixed term 18m) - now only E30k			
36	WS710	TW	Increase disposal cost budget	30,000		
37	CM300	Corporate	Superannuation - Current year (14.4% to 14.8%)	27,000		
38	PS992	Market Walk	Rent review assuming 2 vacant unit	24,620		
39	LD600	Legal	Restructure with new Legal services Manager and Monitoring Officer	12,870		
40			PWLB Loan repayment - Coggans Well (Rent shown above)	12,050		
41		ICT	Mobile phone contract - purchase of mobiles across general fund services only	10,920		
42	CM100	Leadership team	Apprentice - was this included in Planning budget	10,000		
43	HR100	Human Resources	Increase in HR/Payroll Licence fee	7,810		
44	PR600		Income budget for introduction of CIL reduced	6,200		
45	ES660	Control of Pollution	Set up sinking fund for replacement noise equipment.	5,000		
46	ES450	Play Areas	Reduction in Play Area income contributions from Towns & Parishes	4,000		
47		Economic Development	what about other 3 grants that are reviewed? GWC, Mus & TIC	3,000		
48	PR1004698	Bldg. Control	Lone Working Support - Taunton Deane Call Centre	1,000		
			Total Cost Pressures	509,840		509,840
			REVISED 2017/18 GENERAL FUND BUDGET DEFICIT			231,300.0

Capital Programme 17/18 Changes since MTFP (Cabinet 27/10/16)

Total Capital Programme Budgeted Spend 17/18 per MTFP report 27/10/16 Cabinet

11,812,000

Changes

A361 Junction to facilitate EUE development (funded from future s106 receipts as development occurs)

1,750,000

Removal of 3 Economic Development Projects - Reports/Business Cases to be considered by Cabinet during 17/18 to consider commercially viable:

- Tiverton Pannier Market Awnings/Canopy
- Harlequin Valley Project
- Tiverton Town Centre Improvements

(150,000)
(200,000)
(40,000)

Removal of Land banking for Affordable Housing - to be considered when site becomes available

(2,100,000)

Major Repairs to Housing Stock - Budget adjusted from £2,275k to £2,278k

3,000

Revised Capital Programme Budgeted Spend 17/18

11,075,000

Ref Code	Code description	Description of change	Increase/Decrease
1		Car park charging options - Pay and Display options, new machines, free parking and amenity car parks	-50,000
2	Various	Potential business rate increases - but what about Transitional Relief?	-15,000
3	CD200/PR400	Review of grants - reduce in line with government funding reductions 15% - don't forget grants moved to Econ/leisure heading	-16,000
4	IT400	Cease contract with external Disaster Recovery.	-9,600
5		Changes to CTR scheme - major preceptors contribution to recovery	-12,000
6	ES100	Review of cemetery fees	-11,800
7	Moorhayes Community Centre	Budget for Solar Income	-5,000
8	Car Parks	Income from Electric charging points	-5,000
9	Open Spaces	Review of facilities	-4,000
10		Air quality equip in Crediton	-3,500
		TOTAL	-131,900

2017/18 Undefined Savings/Cost Pressures/Items for Consideration

Appendix 8

Ref	Code	Code description	Description of change
1			With loss of NHB to underpin capital
2			Handyman/small works team?
3	WS770	Carlu Close	Annual rent from DCC for Waste Transfer Station
4	CP520	MSCP	Consideration of potential lost revenue due to Premier Inn works ?
5			Govt Housing White Paper - DC to increase charges to break even?
6			Business Transformation savings?
7			Profit re-invested from SPV - not until 17/18
8			Revised Housing Benefit admin subsidy received 21/12/16
9	WS725	Recycling	Review shredding grant

ENVIRONMENT PDG 10 JANUARY 2017:

PERFORMANCE AND RISK REPORT

Cabinet Member Cllr Karl Busch
Responsible Officer Director of Corporate Affairs and Business Transformation, Jill May

Reason for Report: To provide Members with an update on performance against the corporate plan and local service targets for 2016-17 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 2016-17 financial year.
- 1.2 Appendix 2 shows the section of the Corporate Risk Register which relates to the Environment Portfolio. See 3.0 below.
- 1.3 Appendix 3 shows the profile of all risks for the Environment for this quarter.
- 1.4 All appendices are produced from the corporate Service Performance And Risk management system (SPAR).

2.0 Performance

- 2.1 The **Residual household waste per household (measured in Kilograms and % of household waste reused, recycled and composted)** are both above target. November figures are not yet available from Devon County Council.

- 2.2 There aren't any figures for the month of November 2016 for chargeable **garden waste** scheme yet. This is to allow for renewals in the month to be completed.
- 2.3 Most of the PIs are above target with only 1 showing below target: **% of missed collections reported per quarter (refuse and organic)**; which is only marginally under target.
- 2.4 When benchmarking information is available it is included.

3.0 Risk

- 3.1 The Operational risk assessments are job specific and flow through to safe systems of work.
- 3.2 The Corporate risk register has been reviewed by Management Team (MT) and updated. Risk reports to committees include risks with a total score of 15 or more and all those with an impact score of 5. (See Appendix 2)

4.0 Conclusion and Recommendation

- 4.1 That the PDG reviews the performance indicators and risks for 2016-17 that are outlined in this report and feeds back any areas of concern to the Cabinet.

Contact for more Information: Catherine Yandle, Internal Audit Team Leader ext. 4975

Circulation of the Report: Management Team and Cabinet Member

Corporate Plan PI Report Environment

Monthly report for 2016-2017
 Arranged by Aims
 Filtered by Aim: Priorities Environment
 For MDDC - Services

Key to Performance Status:

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

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

Corporate Plan PI Report Environment

Priorities: Environment

Aims: Increase recycling and reduce the amount of waste

Performance Indicators

Title	Prev Year (Period)	Prev Annual Target	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Actual to Date	Head of Service / Manager	Officer Notes
<u>Residual household waste per household (measured in Kilograms)</u>	225.63 (2/4)	424.08	421.00			95.36			185.36	213.96						213.96 (7/12)	Stuart Noyce	(April - October) As recycling continues to perform well residual waste continues to decline. (SN)
<u>% of Household Waste Reuse, Recycled and Composted</u>	52.2% (2/4)	50.6%	52.0%			55.9%			56.2%	55.8%						55.8% (7/12)	Stuart Noyce	(October) Recycling continues to perform well. Rate will reduce over Q3 and 4 which is normal with reduction in garden waste (SN)
<u>Net annual cost of waste service per household</u>		£60.88	£58.17	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Andrew Jarrett, Stuart Noyce	
<u>Number of Households on Chargeable Garden Waste</u>	0 (2/4)	7,021	10,000			8,431			8,533	8,615						8,615 (7/12)	Stuart Noyce	(November) Information supplied a month in arrears. This allows renewals to be completed. (SN)
<u>% of missed collections reported (refuse and organic waste)</u>	0.02% (2/4)	0.02%	0.03%			0.03%			0.03%	0.03%	0.03%					0.03% (8/12)	Stuart Noyce	(October) On target (SN)
<u>% of Missed Collections logged (recycling)</u>	0.08% (2/4)	0.12%	0.03%			0.04%			0.04%	0.03%	0.03%					0.03% (8/12)	Stuart Noyce	(November) above target for month (SN)

Aims: Reduce our carbon footprint

Printed by: Suzanne Kingdom

SPAR.net

Print Date: 22 December 2016 16:31

Corporate Plan PI Report Environment

Priorities: Environment

Aims: Reduce our carbon footprint

Performance Indicators

Title	Prev Year (Period)	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Actual to Date	Head of Service / Manager	Officer Notes
<u>To improve energy efficiency and continue to reduce consumption by 0.5% post degree day adjustment</u>		3.4%	0.5%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a		n/a	Andrew Busby	

Aims: Protect the natural environment

Performance Indicators

Title	Prev Year (Period)	Prev Year End	Annual Target	Apr Act	May Act	Jun Act	Jul Act	Aug Act	Sep Act	Oct Act	Nov Act	Dec Act	Jan Act	Feb Act	Mar Act	Actual to Date	Head of Service / Manager	Officer Notes
<u>Number of Fixed Penalty Notices (FPNs) Issued (Environment)</u>	6 (2/4)	5				2			3	0	0					0 (8/12)	Stuart Noyce	

Environment PDG Risk Management Report - Appendix 2

Report for 2016-2017
For Environment - Cllr Karl Busch Portfolio
Filtered by Flag:Include: * CRR 5+ / 15+
For MDDC - Services

Not Including Risk Child Projects records or Mitigating Action records

Key to Performance Status:

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

Environment PDG Risk Management Report - Appendix 2

Risk: Asbestos Health risks associated with Asbestos products such as lagging, ceiling/wall tiles, fire control.		
Effects (Impact/Severity):		
Causes (Likelihood):		
Service: Street Scene Services		
Current Status: Medium (5)	Current Risk Severity: 5 - Very High	Current Risk Likelihood: 1 - Very Low
Head of Service: Stuart Noyce		
Review Note: Risks largely restricted to trained/professional EH or PSH officers therefore overall status remains low		

Risk: H&S RA - Recycling Depot Operatives Risk assessment for role - Highest Risk scored - Vehicle Movements inside Depot		
Effects (Impact/Severity):		
Causes (Likelihood):		
Service: Street Scene Services		
Current Status: Medium (10)	Current Risk Severity: 5 - Very High	Current Risk Likelihood: 2 - Low
Head of Service: Stuart Noyce		
Review Note: No incidents or further mitigating actions added.		

Environment PDG Risk Management Report - Appendix 2

Risk: H&S RA - Refuse Driver/Loader Risk Assessment for Role - Highest risk from role RA. - Risk of RTA from severe weather conditions

Effects (Impact/Severity):

Causes (Likelihood):

Service: Street Scene Services

Current Status: Medium (10)

Current Risk Severity: 5 - Very High

Current Risk Likelihood: 2 - Low

Head of Service: Stuart Noyce

Review Note: Annual review - No incidents or further mitigating actions added.

Risk: H&S RA - Street Cleansing Operative Risk assessment for role - highest risk from role - Risk of RTA from severe weather conditions

Effects (Impact/Severity):

Causes (Likelihood):

Service: Street Scene Services

Current Status: Medium (10)

Current Risk Severity: 5 - Very High

Current Risk Likelihood: 2 - Low

Head of Service: Stuart Noyce

Review Note: Risk with control measures added

Risk: Noise Risk of hearing damage and headaches from high noise levels above 85 decibels and nuisance noise eg Printers, fans.

Effects (Impact/Severity):

Causes (Likelihood):

Service: Street Scene Services

Current Status: Medium (5)

Current Risk Severity: 5 - Very High

Current Risk Likelihood: 1 - Very Low

Head of Service: Stuart Noyce

Review Note: No change

Risk: Vehicles, Transport, Driving Risk of collisions with other moving or stationary vehicles, cycles and/or pedestrians.

Effects (Impact/Severity):

Causes (Likelihood):

Service: Street Scene Services

Current Status: Medium (5)

Current Risk Severity: 5 - Very High

Current Risk Likelihood: 1 - Very Low

Head of Service: Stuart Noyce

Review Note: No change

Risk Matrix Environment Appendix 3

Report
 Filtered by Service: Street Scene Services
 Current settings

Risk Likelihood	5 - Very High	No Risks	No Risks	No Risks	No Risks	No Risks
	4 - High	No Risks	No Risks	No Risks	No Risks	No Risks
	3 - Medium	No Risks	No Risks	1 Risk	No Risks	No Risks
	2 - Low	No Risks	No Risks	No Risks	No Risks	3 Risks
	1 - Very Low	1 Risk	4 Risks	2 Risks	5 Risks	3 Risks
	1 - Very Low	2 - Low	3 - Medium	4 - High	5 - Very High	
	Risk Severity					

Printed by: Suzanne Kingdom	SPAR.net	Print Date: 19 December 2016 15:05
-----------------------------	----------	---------------------------------------

This page is intentionally left blank