

Public Document Pack

Mid Devon District Council

Cabinet

Thursday, 26 October 2017 at 2.15 pm
Phoenix Chambers, Phoenix House, Tiverton

Next ordinary meeting
Thursday, 23 November 2017 at 2.15 pm

Those attending are advised that this meeting will be recorded

Membership

Cllr C J Eginton	Leader
Cllr R J Chesterton	Deputy Leader and Planning and Economic Regeneration
Cllr P H D Hare-Scott	Finance
Cllr C R Slade	Community Well Being
Cllr Mrs M E Squires	Working Environment and Support Services
Cllr R L Stanley	Housing

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

To receive any apologies for absence.

2. Public Question Time

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

3. Minutes of the Previous Meeting (Pages 5 - 10)

To receive the minutes of the meeting of 28 September 2017.

4. Tiverton Eastern Urban Extension - Area B, Stage 1 Public Consultation Masterplanning (Pages 11 - 34)

To consider a report of the Head of Planning, Economy and Regeneration informing Members of the outcome of the Area B Stage 1 Public Consultation event, seeking guidance on the key issues detailed in the report and also seeking approval to engage consultants to progress the production of the Draft Area B Masterplan.

5. **Financial Monitoring** *(Pages 35 - 58)*

To receive a report of the Director of Finance, Assets and Resources presenting a financial update in respect of the income and expenditure so far in the year.

6. **Medium Term Financial Plan** *(Pages 59 - 82)*

To consider a report of the Director of Finance, Assets and Resources which sets out an updated Medium Term Financial Plan (MTFP) taking account

of the Council's key strategies (i.e. The Corporate Plan, Business Plans, Treasury Management Plan, Asset Management Plan, Work Force Plan and Capital Strategy) and demonstrates it has the financial resources to deliver the Corporate Plan.

7. **Draft 18/19 General Fund and Capital Programme** *(Pages 83 - 160)*

To consider a report of the Director of Finance, Assets and Resources outlining options available in order for the Council to set a balanced budget for 2018/19 and agree a future strategy for further budget reductions for 2019/20 onwards.

8. **Notification of Key Decisions** *(Pages 161 - 174)*

To note the contents of the Forward Plan.

Stephen Walford

Chief Executive

Wednesday, 18 October 2017

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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.

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

Tel: 01884 234229

E-Mail: sgabriel@middevon.gov.uk

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MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **CABINET** held on 28 September 2017 at 2.15 pm

Present

Councillors

C J Eginton (Leader)
R J Chesterton, K Busch, P H D Hare-Scott,
C R Slade, Mrs M E Squires and
R L Stanley

Also Present

Councillor(s)

F W Letch and F J Rosamond

Also Present

Officer(s):

Stephen Walford (Chief Executive), Andrew Jarrett (Director of Finance, Assets and Resources), Andrew Pritchard (Director of Operations), Jill May (Director of Corporate Affairs and Business Transformation), Kathryn Tebbey (Group Manager for Legal Services and Monitoring Officer), Jenny Clifford (Head of Planning, Economy and Regeneration), Catherine Yandle (Group Manager for Performance, Governance and Data Security) and Sally Gabriel (Member Services Manager)

51. APOLOGIES

There were no apologies for absence.

52. PUBLIC QUESTION TIME

There were no members of the public present.

53. MINUTES OF THE PREVIOUS MEETING (00-00-39)

The minutes of the previous meeting held on 31 August 2017 were approved as a true record and signed by the Chairman.

54. TENANT COMPENSATION POLICY (00-01-37)

Arising from a report of the Director of Operations, the Homes Policy Development Group had recommended that the revised Tenant Compensation Policy be approved.

The Cabinet Member for Housing outlined the contents of the report stating that the revised policy had been amended to reflect the information in the new Tenancy Agreement and the format of the website. Further information had been added to clarify the position on compensation claims for external areas, including sheds, outhouses and garage, also the position on items damaged during planning demolition works. He also highlighted the situations where compensation may be required.

RESOLVED that the recommendation of the Policy Development Group be approved.

(Proposed by Cllr R L Stanley and seconded by Cllr Mrs M E Squires)

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

55. **RECOMMENDATION FROM THE SCRUTINY COMMITTEE - TIVERTON TOWN CENTRE (00-03-59)**

At its meeting on 11 September 2017, the Scrutiny Committee noted the number of policies and action plans which appeared to have been on-going for a number of years. In particular, in relation to Tiverton Town Centre, the Scrutiny Committee passed the following resolution:

To recommend to the Cabinet that it acts upon the action plans to improve the Tiverton Town Centre and Pannier Market that were approved in 2011.

The Cabinet Member for Planning and Economic Regeneration outlined the contents of the report stating that the report identified by the Scrutiny Committee was thought to be “Tiverton Key Sites” which was discussed by the Cabinet in December 2011. This report identified key sites for potential development within the town; a project board was set up and it did look at potential sites, however at that time there was a lack of private sector investment in the town and although an officer working group continued the work by commissioning a retail study, little investment in the town took place.

With Premier Inn willing to invest in the town and other potential opportunities available, the Town Centre Masterplan/SPD which would look at the whole of the town (rather than just land holdings and property owned by the Council) was now very relevant and being progressed.

Consideration was given to:

- The key sites mentioned within the 2011 report and the fact that they were being considered within the masterplan.
- The need to generate capital receipts for investment.

RESOLVED that a briefing paper be produced for a future meeting of the Scrutiny Committee highlighting the work that was taking place with regard to Tiverton Town Centre.

(Proposed by Cllr R J Chesterton and seconded by Cllr C R Slade)

Note: Briefing paper circulated, copy attached to minutes.

56. **DISCRETIONARY BUSINESS RATES RELIEF SCHEME (00-11-17)**

The Cabinet had before it a * report of the Director of Finance, Assets and Resources introducing a new Discretionary Rate Relief Scheme.

The Cabinet Member for Finance outlined the contents of the report stating that the Government in the spring budget of 2017 had announced funding to local authorities to help those rate payers who had had an increase in their rate bills due to the 2017 revaluation; Mid Devon had been allocated the following funding over a four year period:

2017/18 - £118,000
2018/19 - £57,000*
2019/20 - £24,000*
2020/21 - £3,000*

The Local Authority had been working with a Devon wide group and partner agencies to devise a suitable scheme to meet the financial and business needs of this authority's area.

RESOLVED that the Discretionary Rate Relief Scheme be approved.

(Proposed by Cllr P H D Hare-Scott and seconded by Cllr K I Busch)

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

57. TEMPORARY AGENCY STAFFING CONTRACT (00-12-42)

The Cabinet had before it a * report of the Procurement Manager advising Members on the result of the procurement for the provision of temporary agency staff

The Cabinet Member for the Working Environment and Support Services outlined the contents of the report stating that the procurement exercise had been a joint venture with a number of public sector bodies in Devon. She explained the tender process highlighting the evaluation criteria, weighting, the scoring methodology and the amount each authority spent on temporary agency staff in 2016/17.

Consideration was given to:

- The cost effectiveness of using agency staff to cover temporary sickness
- The annual cost to the authority on temporary agency staff compared to other local authorities
- The number of agency staff used had been reduced

RESOLVED that: the contract be awarded to Supplier 1 for a period of 3 years with the option to extend for a further year.

(Proposed by Cllr Mrs M E Squires and seconded by Cllr C R Slade)

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

58. STRATEGIC LEISURE PARTNER FOR FITNESS EQUIPMENT (00-19-40)

The Cabinet had before it a * report of the Director of Operations advising Members of the outcome to the procurement exercise to identify a suitable strategic leisure partner

The Cabinet Member for Community Well-Being outlined the contents of the report stating that the extension to the Exe Valley Leisure Centre represented an opportunity to look at an alternative model for the purchase of leisure equipment across the three main leisure sites. He outlined the tender process that had taken place highlighting the evaluation criteria and weightings, the scoring methodology, scores and ranking.

Consideration was given to the provision of trim trails across the district.

RESOLVED that the contract be awarded to Supplier 1 for a period of 5 years with the option to extend for a further 5 years.

(Proposed by Cllr C R Slade and seconded by Cllr R J Chesterton)

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

59. **FINANCIAL MONITORING (00-22-35)**

The Cabinet Member for Finance provided a verbal update on the income and expenditure for the financial year to date. He reported that there was little variance from the previous month with regard to the General Fund; the Housing Revenue Account was showing better than budget, there had been some slippage with regard to the Capital Programme but that the schemes for Palmerston Park and Exe Valley Leisure Centre were now well underway.

It was noted that over the past few months there had been some capital receipts and that this money was planned to be utilised.

60. **PERFORMANCE AND RISK (00-24-17)**

The Cabinet had before it and **NOTED** a * report of the Director of Corporate Affairs and Business Transformation providing Members with an update on the performance against the Corporate Plan and local service targets.

The Group Manager for Performance, Governance and Data Security outlined the contents of the report stating that the projects within corporate aims had been updated.

Consideration was given to the various targets within the corporate priorities and the following was highlighted:

- There had been an increase in the sales/renewals for the garden waste scheme
- The target for delivering affordable homes had been exceeded
- Concerns were raised with regard to the impact of universal credit on rent arrears
- The target for sickness days lost
- The risks highlighted within the risk register

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

61. **NOTIFICATION OF KEY DECISIONS (00-30-44)**

The Cabinet had before it, and **NOTED**, its rolling plan * for October 2017 containing future key decisions.

Note: * Plan previously circulated; copy attached to the signed Minutes

62. **ACCESS TO INFORMATION - EXCLUSION OF PRESS AND PUBLIC (00-33-03)**

Prior to considering the following items on the agenda, discussion took place as to whether it was necessary to pass the following resolution to exclude the press and public having reflected on Article 15 15.02(d) (a presumption in favour of openness) of the Constitution. The Cabinet decided that in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

It was therefore:

RESOLVED that under Section 100A(4) of the Local Government Act 1972 the public be excluded from the next item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 respectively of Part 1 of Schedule 12A of the Act, namely information relating to the financial or business affairs of any particular person (including the authority holding that information)

(Proposed by the Chairman)

63. **LORDS MEADOW DEPOT**

The Cabinet had before it a * report of the Director of Finance, Assets and Resources considering options for the depot at Lords Meadow, Crediton

The Cabinet Member for Housing outlined the contents of the report.

RESOLVED that: the asset disposal of the land and depot at Lords Meadow Industrial Estate, Crediton be approved and that the freehold sale as set out within the report proceed.

(Proposed by Cllr R L Stanley and seconded by Cllr P H D Hare-Scott).

Note: * Report previously circulated.

64. **COUNCIL OFFICES, CREDITON**

The Cabinet had before it a * report of the Director of Finance, Assets and Resources outlining options for the future use of the Crediton Office.

The Cabinet Member for Housing outlined the contents of the report outlining the six options available for consideration.

RESOLVED that recommendation 3 in the report be approved and recommendation 6 in the report also be approved, namely: that the Land Charges Service be notified

of the intention to sell the Crediton Office building and that the local community be informed that the property had been registered as an asset of community value.

(Proposed by Cllr R L Stanley and seconded by Cllr C R Slade).

Notes

- (i) Cllr C R Slade declared a personal interest as he was the Council representative on the Community Transport Association who used the Crediton Office;
- (ii) Cllrs K I Busch and Mrs M E Squires requested that their abstention from voting be recorded;
- (iii) * Report previously circulated.

65. **PROPOSED PROPERTY TRANSACTION**

The Chairman had agreed that the item be added to the agenda as a matter of urgency so that the Cabinet (if so resolved) could make recommendation to Council on 25 October 2017. Both the Chairman of the Scrutiny Committee and the Monitoring Officer had been advised.

The Cabinet had before it *information regarding the possible purchase of property in Tiverton.

The Cabinet Member for Housing outlined the information that had been provided.

Following discussion:

| It was **RECOMMENDED** to Council that the property transaction take place.

(Proposed by R L Stanley and seconded by Cllr P H D Hare-Scott)

Note:

- (i) * Information previously circulated;
- (ii) The meeting returned to open forum to announce the decisions agreed under Part II.

(The meeting ended at 3.15 pm)

CHAIRMAN

Cabinet
26 October 2017

TIVERTON EASTERN URBAN EXTENSION: AREA B STAGE 1 PUBLIC CONSULTATION MASTERPLANNING

Cabinet Member: Cllr Richard Chesterton
Responsible Officer: Mrs Jenny Clifford, Head of Planning, Economy & Regeneration

Reason for Report: To report to Members the outcome of the Area B Stage 1 Public Consultation event, to seek guidance on the key issues detailed in the report and to seek approval to engage consultants to progress the production of the Draft Area B Masterplan.

RECOMMENDATIONS:

- 1. That the masterplanning of Area B of the Tiverton Eastern Urban Extension is progressed with the engagement of consultants to assist in the production of the Draft Masterplan;**
- 2. That the proposed scope of the masterplan set out in section 3 is agreed;**
- 3. That the identified key issues are addressed within the masterplan and that Cabinet gives a steer on the issues identified in section 2.**

Relationship to Corporate Plan: To ensure delivery of key plans for Mid Devon, including a thriving economy, better homes, empowering local communities and caring for the environment.

Financial Implications: The cost of engaging consultants to deliver the Area B Masterplan will be financed through Government capacity funding (at no cost to MDDC budget). It is intended that consultants be selected via a tender process. A further report will come before Cabinet for the award of the contract.

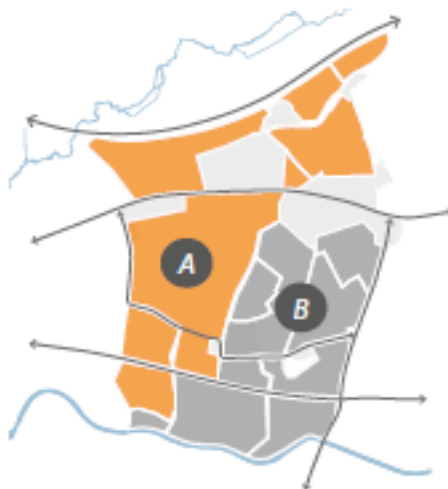
Legal Implications: In order for the masterplan to be adopted as Supplementary Planning Document, public consultation needs to take place in accordance with the requirements of the Council's Statement of Community Involvement. Whilst not forming part of the Development Plan, it will be a material consideration in the determination of planning applications relating to the site.

Risk Assessment: Policy sets out that masterplanning should take place before application submission. Delay in progress on the masterplan will raise uncertainty over the delivery of housing on this part of the site or that speculative planning applications are submitted which have not been masterplanned and do not accord with adopted policies. This could lead to less sustainable and less coordinated development which would not meet policy requirements for essential infrastructure

such as the new A361 road junction, the community hall and primary school at the neighbourhood centre, open space and road improvements.

1.0 INTRODUCTION: BACKGROUND

- 1.1 The Council has resolved to adopt a Masterplan for Area B of the Tiverton Eastern Urban Extension (EUE) as a Supplementary Planning Document (SPD).
- 1.2 The existing Tiverton EUE Masterplan was adopted as a Supplementary Planning Document in April 2014. Whilst covering the whole of the development allocation site, it was not able to address all of the site to the same degree of detail. This was due to the absence of some site-wide survey work in Area B. As a consequence the Adopted Masterplan SPD did not fully resolve the land use issues across the whole allocation. It makes reference to the fully surveyed land area as Area A and the area requiring a greater degree of masterplanning consideration, to the south east of the allocation, as Area B.



- 1.3 Since the adoption of the existing Masterplan in 2014, the Council commissioned a range of survey work to understand Area B and help resolve some of the land use issues in more detail. This work was financed from the Government's large site capacity fund. The objective of this work was to provide an updated evidence base sufficient to complete masterplanning of Area B.

This additional work involved the following surveys / studies:

- Topography
- Arboriculture
- Ground conditions
- Ecology
- Noise assessment
- Air quality
- Area B vehicle trip forecast, options for access and capacity assessment

To support the consideration of access feasibility work a residential amenity assessment was produced.

- 1.4 Following Cabinet approval (2 February 2017) information on Area B of the EUE was agreed for submission for Stage 1 Masterplanning public consultation. Stage 1 is a means to scope out the content and key issues for the Area B Masterplan SPD.
- 1.5 The stage 1 public consultation event took place over a 4 week period during 13 June to 11 July 2017. Eighty seven written replies were received, gathered during the three staffed consultation events or through submission to the Planning Department following the events. (A summary report of the consultations received is attached as **Appendix 1**). Each staffed consultation event attracted in excess of 50 members of the public.
- 1.6 A series of key masterplan issues formed the basis of the public consultation event. The consultation did not seek to resolve these issues but to invite comment and feedback on them:
 - Means of access.
 - Phasing of development.
 - The extent of the developable area and amount of development.
 - The uses within the green infrastructure (GI) area, where these different GI uses are to be located and their management.

The Council's Statement of Community Consultation requires two stages of public consultation on site specific SPDs. Firstly at the scoping stage and secondly on the draft document itself.

2.0 MASTERPLAN PUBLIC CONSULTATION

- 2.1 As detailed above the consultation event concentrated on a series of key issues:
 - a) Means of access**
- 2.2 The Area B Feasibility Study included within it a suite of documents including a Residential Amenity Assessment. The Residential Amenity Assessment was made available to the public during the consultation process. The Adopted Masterplan SPD identifies access for Area B as coming through Area A and therefore being dependent upon the creation of this highway link in order to deliver Area B. The Stage 1 consultation sought to understand if access to Area B should continue to be sought via Area A, or if an alternative, temporary means of access to Area B should be sought in the short term in order to accelerate the delivery of this part of the Tiverton EUE.
- 2.3 Options considered as part of the consultation were:
 - i) Continue to gain access from Area A as currently proposed (adopted SPD)

- ii) Two way access from Mayfair
 - iii) Two way access from Manley Lane
 - iv) Access via Mayfair and egress via Manley Lane; and
 - v) Access via Manley Lane and egress via Mayfair.
- 2.4 The Feasibility Study concluded that the access and egress to the whole of Area B via Manley Lane would not be possible due to restricted road widths and level changes at the junction with Post Hill. Whilst this could largely be overcome by a one way system there was potential for drivers who were seeking to access Area B being misled by residents of existing properties turning into Mayfair or Manley Lane despite signage to advise otherwise. The option supported through the Study was for a temporary access and egress via Mayfair. Construction traffic could be controlled by a Construction Traffic Management Plan (CTMP) and planning conditions and could be further reduced by operating a one way system with construction vehicles entering via either Mayfair or Manley Lane and exiting via the other. However, whilst access and egress may be acceptable in highway terms its impact requires detailed consideration in terms of landscape and visual amenity, air quality and noise impact on existing residents.
- 2.5 The Feasibility Study identified that whilst properties along Mayfair would be sensitive to changes in traffic levels, it concluded that the overall impact of the Mayfair option would have a slight adverse impact upon the amenity of existing residents in terms of landscape, visual and amenity impact. The noise modelling therefore gave more detailed consideration to the number of units (and therefore traffic volumes) until the impact of development was not considered significant. The noise level associated with 475 dwellings was not considered significant.
- 2.6 In both the consultation events and comments subsequently received, it was clear that alternative means of access was not supported, particularly by local residents. 65 of the 79 non-statutory consultee comments received made reference to unsuitability of any alternative means of access into Area B other than through Area A. Most concern was focused on access through Mayfair (this is in acknowledgement that the Residential Amenity Assessment identifies a preferred route through Mayfair and that access via Manley Lane (even one way access) is highly constrained and therefore has limited opportunity).
- 2.7 The consultation responses gave the following views:
- i) Access into Area B should not be pursued through Mayfair. It would have a sustained detrimental impact on the quality of life for the existing community. A temporary means of access (for a minimum of 9 years) would inevitably become permanent. To provide access through Mayfair would undermine the principles of the Adopted Masterplan undermining many of the characteristics which it seeks to promote including public safety, clean air, wildlife & importantly respect for the existing community. Access through Mayfair would dominate the existing community. It would not integrate with it.

- ii) The Residential Amenity Assessment is flawed. It is simplistic to indicate that the traffic of up to 475 dwellings would not cause detrimental harm with regards to noise, air and light pollution. Indeed, that the noise levels of 500 dwellings is unacceptable but for 475 dwellings it is acceptable. Peak time traffic from 475 vehicles would be intolerable. Further, a site for 475 dwellings, served by a single point of access and reduced to single file traffic at the entrance to the site, would be unprecedented in Tiverton.
 - iii) Proposed footpath widths through Mayfair would be substandard; accidents would occur on the Mayfair / Post Hill junction (as well as at the junction with the un-adopted road within Mayfair). This would be enhanced by the loss of the bus layby on Post Hill.
- 2.8 The consultation process indicated an over whelming response that access through Mayfair should not be provided as an alternative means of access. No consultation responses made reference to Mayfair servicing a reduced number of dwellings – simply that Mayfair should not provide a means of access. Mayfair was considered not to represent a solution, rather the least problematic solution of those presented in the Residential Amenity Assessment.
- 2.9 Consultation comments received from the Highway Authority indicated that access into the site through Mayfair is technically acceptable and that the number of dwellings it can serve before access is provided to Area A is technically acceptable up to 500 dwellings. However the impact on amenity would govern how many dwellings it should serve. The Highway Authority's preferred access to the site is via the distributor road through Area A and that Mayfair should remain subservient to this, forming a secondary point of access for emergency vehicles primarily but for all vehicles should the need arise. No significant increase in traffic should be allowed on Manley Lane due to the substandard nature of the junction with Post Hill and the alignment of the road. Any access to West Manley Lane should be supported by a system of passing bays albeit it is preferred that any access to Manley and West Manley lanes should be pedestrian and cycle, with suitable alignment for emergency access.
- 2.10 The delivery of development on Area B is currently reliant on 2 highway connections. Firstly the completion of the northern part of the A361 road junction and secondly, the availability of a highway link onto the local road access currently through Area A. The delivery of Area B will provide a financial contribution towards the delivery of phase 2 of the new A361 junction. The delivery of access from Area A to Area B will also require a private agreement between landowners as this route is ransomed. If the ransom were to be overcome through the availability of an alternative access, the costs associated with any 'ransomed' access in to Area A would, instead, be available for the quality and gain for the Tiverton EUE as a whole. This would also bring more certainly over the timing of the highway connection as it need not be dependent upon the progress of construction on Area A. Bringing

the delivery of Area B forward would also contribute to swifter delivery of community facilities including the school and community centre. The Council has made a Housing Infrastructure Fund Marginal Viability Fund bid to seek to secure funding to complete the A361 road junction. This would also reflect Government ambitions to accelerate the rate of housing on allocated sites. At present no houses have been delivered on the Tiverton EUE contributing to the shortfall in housing completions which is acting against the Council's housing land supply which currently less than the 5 year plus 20% requirement.

- 2.11 As detailed in the Planning Report of 29 March 2017, there may be a need to reassess this position / intervene should negotiations between the land owners on Area A and B to deliver the access road between Area A and B not be completed within a reasonable period of time. Based upon the findings of the access feasibility report, residential amenity study and views of the Highway Authority, officers consider that a case can be made that is acceptable in planning terms to allow some dwellings in Area B to be accessed via Mayfair, particularly on a temporary basis until access via Area A is available.

- 2.12 Members are therefore asked how the proposed Area B masterplan should address the issue of access. Should the masterplan:

- i) Continue to reflect the adopted SPD and only show access from Area A;
- ii) Indicate that whilst the access will continue to be sought from Area A, alternative access on a temporary basis from Mayfair will be considered subject to acceptable planning impacts;
- iii) That in the event of significant delay in the highway connection being formed with Area A and subject to acceptable planning impacts, alternative access arrangements can be considered (that do not include Mayfair &/or the Manley Lane/Post Hill junction)
- iv) That subject to acceptable planning impacts, alternative access arrangements can be considered.

b) Phasing of development

- 2.13 Consultation responses expressed the following concerns:

- i) To bring forward Area B ahead of Area A would be contrary to the approved Masterplan which seeks to ensure phased development is delivered in a timely manner with public infrastructure including access to the A361, school, shops, employment and public transport. If Area B is started before the infrastructure of Area A is in place it would result in a piecemeal form of development that would not be sustainable or

support social cohesion. There was clear support for the retention of the phasing programme detailed in the Adopted Masterplan with development on Area B following the delivery of Area A in a west to east phasing. Densities should reflect the 'centre to edge' concept of the Design Guide with densities reducing further away from the neighbourhood centre. Densities should reflect good planning practice ensuring it is sympathetic to topography and existing development. Comments received consider that to accelerate development on Area B ahead of Area A would undermine the vision of the garden neighbourhood.

- ii) There is an ambition that the social infrastructure including the school will be delivered early in the planning process. Discussions are underway with the landowner regarding the layout the neighbourhood centre and the siting of the various uses to be located there. DCC Education has instructed consultants to assist in the delivery of the primary school.

2.14 The issue of phasing of Area B in relation to Area A now also needs to reflect updated circumstances following the granting of the outline permission on the Chettiscombe Trust land in Area A. Planning permissions granted allow 1,030 dwellings to be accessed off the left in, left out part of the new A361 junction in advance of the provision of the full junction. The Highway Authority has indicated that Area B now requires the completion of the junction before it may be delivered. Options to advance the delivery of Area B in relation to Area A are therefore now more constrained.

2.15 Officers are of the view that the Area B masterplan should consider in more detail the phasing of delivery of land parcels within Area B. Whilst, there is an incentive for both the Area A and B landowners to deliver community infrastructure including the neighbourhood centre as it aids the sense of place making, the sense of community and provides a focal point to it aiding the sale of properties, the masterplanning process is an opportunity to consider the phasing of community and green infrastructure in relation to Area B.

2.16 Members are therefore asked if:

- i) the phasing of the Area B Masterplan should relate just to Area B in the acknowledgement of the need to complete the A361 junction and the access constraints into Area B, and
- ii) that the phasing of the land parcels should be considered in relation to the delivery of community and green infrastructure within Area B.

c) The extent of the developable area and amount of development.

2.17 The Adopted Masterplan SPD indicates that Area B is capable of accepting 500 dwellings. However this conclusion was not based on a full evidence

base. There is scope for the Area B masterplan to consider the extent of the developable area and amount of development in more detail.

- 2.18 The consultation process sought to understand if, subject to good planning and design that respects the site and its surroundings, there is support for the area to accommodate a different and potentially greater number of dwellings. Comments received gave the following views:

- i) The amount of development will be dependent on the 'good planning' of the area. Additional housing could be provided subject to the delivery of the principles of the Adopted Masterplan and the concept of the garden neighbourhood. Densities should reflect the 'centre to edge' concept of the Design Guide with the provision and integration of multi-use areas of green infrastructure that protect / enhance wildlife. A number of comments referenced that low density housing should be provided on the ridgeline.

- 2.19 Members are therefore asked if:

- i) The proposed Area B masterplan should consider the amount of development.

- d) The uses within the green infrastructure (GI) area, where these different GI uses are to be located and their management.**

- 2.20 Comments received related both to the allocated area of GI south of West Manley Lane and to the provision of GI within the areas of future housing. Responses raised the following issues:

- i) Land south of West Manley Lane is identified as having special qualities not only in terms of fauna and flora but also in terms of its character and the setting it provides both for the Railway Walk and Grand Western Canal (GWC).
- ii) Clear concerns were expressed over the impact on the proposed development on flooding (including associated impact on private sewage systems) and Tidcombe Fen Site of Special Scientific Interest. A number of respondents sought a green buffer between existing and proposed development.
- iii) Respondents indicated that there is a strong desire that the GI should be well integrated with the proposed development, providing access for all and links to the wider area including the GWC and Railway Walk. It should contribute to the garden neighbourhood concept, providing means for sustainable, healthy living. The GI should provide for a multiple of uses (child's play, dog walking, orchards, wild meadows, allotments, etc). Cycle routes should be well connected to the wider network.

- 2.21 Consultation responses addressed some broad principles around GI provision, identified some concerns, but did not contribute much by way of

suggesting what type of GI use should go where. This will need to be addressed with the masterplan exercise.

2.22 Members are therefore asked:

- i) If they wish at this stage to give a steer how the proposed Area B masterplan should address green infrastructure, or whether they are content to consider emerging proposals once masterplanning has commenced.

3.0 CONTENT OF DRAFT MASTERPLAN

- 3.1 The Area B Masterplan will not in itself form part of the Development Plan; rather it will be a material consideration in the determination of planning applications. It is also not intended to fully replace the existing masterplan; it will sit as an addendum to it. The relationship between them is likely to be as follows:

Content	Adopted masterplan SPD		Proposed Area B masterplan
	Area A	Area B	
Introduction	YES	YES	UPDATE
Purpose and role of the document	YES	YES	NO CHANGE
Meeting planning policy objectives	YES	YES	UPDATE
Consultation	YES	YES	UPDATE
Design process	YES	YES	NO CHANGE
The site and location	YES	YES	NO CHANGE
Landownership	YES	YES	UPDATE
Site context	YES	YES	NO CHANGE
Constraints and opportunities	YES	YES	UPDATE
The Vision	YES	YES	NO CHANGE
Development concept	YES	YES	UPDATE
Guiding principles	YES	YES	NO CHANGE
Masterplan	YES	Less detail	UPDATE
Amount and land use	YES	Less detail	UPDATE
Movement	YES	YES	UPDATE
Land use	YES	YES	UPDATE
Landscape and POS	YES	YES	UPDATE
Reinforcing the structure	YES	YES	UPDATE
Housing delivery rate	YES	YES	UPDATE
Phasing	YES	YES	UPDATE
Delivery, monitoring & review	YES	YES	UPDATE
Requirements for future apps	YES	YES	UPDATE

- 3.2 Consultants (funded by Capacity Funding set aside for the purpose) will be engaged to produce a Masterplan on behalf of the Council based on the table above.

A provisional timetable is proposed:

Action	Date
Cabinet	October 2017
Award of contract for Draft Masterplan	December 2017
Draft Masterplan for Cabinet	May 2018
Stage 2 Public Consultation	June 2018

4.0 CONCLUSIONS

- 4.1 The Area B Masterplan SPD will seek to provide a comprehensive framework to guide development in a coordinated and comprehensive manner. Once adopted it will achieve full weight in decision making as a material planning consideration and will sit aside the Adopted Tiverton EUE Masterplan SPD. The first phase of public consultation has been undertaken. The engagement of consultants is now sought to develop the Draft Masterplan ahead of the second stage of public consultation.
- 4.2 Cabinet is further asked to provide guidance on the content and approach to key issues in the Draft Masterplan to help inform the brief for the engagement of consultants.
- 4.3 The emerging content for the Draft Masterplan was considered by the Planning Policy Advisory Group on the 14th September 2017. The view of PPAG was such that Members felt able to support the engagement of consultants in Masterplanning of Area B but that the access arrangements in the emerging Masterplan to reflect the Adopted Masterplan with access from Area A but in the event of significant delay in the access being delivered that an alternative means of access be considered that is not through Mayfair or Manley Lane. Members also felt able to support a review of the number of dwellings permitted on Area B as part of the Masterplanning process.

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List of Background Papers: The adopted policies relating to the Tiverton Eastern Urban Extension may be viewed in the AIDPD at
<https://new.middevon.gov.uk/residents/planning-policy/mid-devon-local-plan/part-2-aidpd/>

The Adopted Tiverton EUE Masterplan and Stage 1 Public Consultation material may be viewed at
<https://www.middevon.gov.uk/residents/planning-policy/masterplanning/>

Circulation of the Report: Cabinet 2nd February 2017
Members of Cabinet

Rep No.	Organisation	Summary
001		Obj to access through Mayfair . Area A should provide the access into Area B Even temporary access through Mayfair will result in accidents on Post Hill
002		Obj to access through Mayfair Apply the concept of the Adopted Masterplan with access through Area A Use CPO if access through Area A can not be achieved Mayfair is too narrow to provide access Post Hill / Mayfair junction is a danger Deliver the LILO.
003		Construction traffic through Mayfair is unacceptable Area A should provide access into Area B
004		Retain existing mature planting (trees, hedgerows) within any development proposal
005		Area B should not be developed ahead of Area A The funding of the full grade junction should not dependent on Area B
006		Area B should not be developed ahead of Area As employment, schools, neighbourhood centre etc. Loss of Post Hill bus stop will cause accidents Mayfair cannot accommodate the Area B traffic How will sewerage / services be delivered ahead of Area A? Use CPO if access through Area A isn't available The 'temporary' access through Mayfair will become permanent
007		How will sewerage / services be delivered ahead of Area A? The construction traffic for Area B using the new A361 road junction will not alleviate traffic flows on Post Hill Area B should not be developed ahead of Area As employment, school, neighbourhood centre Access through Mayfair is heavily dependent on No.10 Mayfair The idea of access through Mayfair appears desperate
008		The development of Area B should not happen until the full A361 road junction is complete Mayfair and Manley Lane are unsuitable for construction traffic The impact on the amenity of existing residents is unacceptable Area A should provide access into Area B Create a vehicular under pass under Blundell's road Keep traffic away from Blundell's School Minimum space standards for new homes are too small – provide appropriate sized homes Seek contemporary designed homes with energy saving systems Integrate planting to minimise the impact of the development on existing residents How will sewerage / services be delivered ahead of Area A? Danger of flooding and impact on Ailsa Brook
009		Area B should not be developed ahead of Area A including access to the A361, school, shops etc Area B should be designed to the 'centre-to-edge' concept with green spaces & highest density housing near services of Area A Access through Mayfair would have a detrimental impact on the existing community including road safety, light, noise, air quality. Apply the concept of the Adopted Masterplan with access through Area A

010		<p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Ensure the school, shops, employment etc are built ahead of development on Area B</p> <p>The Post Hill / Mayfair junction cannot accommodate the traffic proposed</p> <p>Use CPO if access through Area A cannot be achieved</p> <p>A 'temporary' access through Mayfair will become permanent</p>
011		<p>Protect the setting of the Railway Walk and Grand Western Canal (G.W.C)</p> <p>The fields south of Manley Lane have a special quality. Retain it.</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Ensure high quality design and layout for the new development</p>
012		<p>The fields south of Manley Lane have a special quality. Retain it.</p> <p>Improve pedestrian access between the Railway Walk and the G.W.C</p>
013	DCC	<p>Area B contains archaeological sites ranging from the prehistoric, Roman & medieval periods – including a strong presence of prehistoric settlement, a medieval chapel & manor. The Masterplan should be informed by a programme of archaeological investigation.</p>
014		<p>Area B should not be developed ahead of Area A as there is no need. Apply the concept of the Adopted Masterplan with access through Area A</p> <p>The development of Area B should not happen until access is available via the A361 road junction</p> <p>The Area B housing should be adjacent to the Area A housing</p>
015		Object to any development on Area B
016		<p>A one way system of access and construction traffic through Mayfair & out via Manley Lane is unacceptable and dangerous</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>The idea of access through Mayfair appears desperate</p>
017		<p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Mayfair is not wide enough</p> <p>The character of Mayfair would be destroyed</p> <p>How will sewerage / services be achieved ahead of Area A?</p> <p>Seek a mixture of house designs at lower density</p>
018		<p>The potential increase in traffic through Halberton is very concerning</p> <p>Construction traffic should use the new A361 road junction</p> <p>All road infrastructure should be in place before any houses are constructed</p> <p>Only one lane closures on the A361 are requested to avoid traffic re-routing through Halberton</p>
019		The fields south of Manley Lane have a special quality. Keep the fields as they are
020	MDDC	<p>How many affordable homes will be built?</p> <p>Give full consideration to landscaping & species types so residents can easily manage them</p> <p>How big will the school be? What status will it have? Is there capacity at Tiverton High for this development?</p> <p>How will the community orchards / allotments be managed?</p>
021	Devon Countryside Access Forum	<p>Seek to reduce car use & improve health through the provision of public access to land including multi use routes, integration of new & existing routes, safe & high quality routes to clear destinations including schools, shops etc. Give adequate consideration to those with mobility needs. Encourage a G.I plan including access needs.</p>
022		<p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Mayfair & Manley Lane are not suitable for construction or other traffic. The junctions of both with Post Hill are dangerous</p> <p>Access through Mayfair would result in piecemeal development of the EUE</p> <p>Ensure a substantial area of the GI is retained south of Manley Lane</p> <p>Ensure a high level of affordable housing is achieved</p> <p>Provide a mix of uses across the GI with safe pedestrian / cycle routes</p>
023		Object to any development on Area B
024		<p>The fields south of West Manley Lane have a special quality. Keep them as they are</p> <p>Tiverton has enough housing. The infrastructure (school, hospital, sewerage) can not take any more!</p>

025	<p>The no. of houses proposed does not accord with the 'green neighbourhood' concept</p> <p>Ensure the GI is accessible to all, provides multiple uses for all age groups & provides character areas</p> <p>Provide a balance of housing types including affordable housing</p> <p>Ensure biodiversity through out the scheme</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Access for up to 475 dwellings through Mayfair is unacceptable</p> <p>Ensure the school, shops, health, employment etc are built ahead of Area B</p> <p>The development of Area B should not happen until access is available via the A361 road junction</p> <p>Consider lower density housing across Area B</p>
026	<p>Apply the concept of the original Masterplan with access through Area A</p> <p>The impact of additional traffic on the residents of Mayfair would be detrimental.</p> <p>Mayfair & Manley Lane are not suitable for additional traffic</p> <p>The Residential Amenity Assessment has irregularities & is biased towards development</p> <p>The temporary access through Mayfair will become permanent</p> <p>To use Mayfair & Manley Lane is not a sustainable solution</p> <p>Plan SK06 of the Feasibility Study shows false visibility distances</p> <p>Removal of the Post Hill bus layby will create accidents</p> <p>The phasing of development through Area B should start adjacent to Area A first</p> <p>Design & layout should be sympathetic to Mayfair / Manley Lane</p> <p>Higher density housing adjacent to the neighbourhood centre / main access routes</p> <p>Ensure a green buffer adjacent to existing Post Hill properties</p> <p>The quality of design & layout should dictate the no. of houses</p> <p>Ensure the school, shops, health, employment are built ahead of Area B</p> <p>The no. of houses should accord with the 'green neighbourhood' concept</p> <p>The GI should be designed to create a sense of place in keeping with the rural location</p>
027	DUPLICATE COPY
028	The fields south of Manley Lane have a special quality. Retain it
029	<p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Mayfair / Manley Lane can not accept additional traffic</p> <p>Keep the housing as far away from Halberton as possible</p> <p>500 dwellings is too many</p> <p>The GI should be accessible to all, providing a mix of activities</p>
030	<p>The development will be out of keeping with the rural character of the area.</p> <p>Integrated cycle ways & footpaths are essential</p> <p>Ensure agricultural vehicles can be suitably accommodated</p> <p>Ensure adequate car parking</p> <p>Enhance biodiversity throughout the scheme</p>
031	<p>All construction traffic should use the new A361 road junction & not other routes</p> <p>Traffic diverted due to A361 road closures should not be directed through Blundell's – Halberton – Sampford Peverell</p>
032	<p>Ensure no development south of West Manley Lane. Protect as GI</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Area B should not come forward until Area A is fully occupied</p>
033	SWW <p>Details noted.</p> <p>Local infrastructure improvements required will be required once an approach is made by the future developer</p>

034		<p>Accelerating development on Area B ahead of Area A would not produce a well planned, sustainable scheme</p> <p>Traffic calming measures required through Mayfair would increase traffic pollution</p> <p>Mayfair represents the vision of the 'garden neighbourhood' in the Masterplan. Access through Mayfair would be at odds with this</p> <p>Apply the concept of the adopted Masterplan with access through Area A</p> <p>2 way access through Mayfair is unacceptable</p> <p>The Mayfair / Post Hill junction is dangerous & can not accommodate additional traffic</p> <p>The impact of additional traffic through Mayfair over a 10 year period would be hugely significant</p> <p>A 'temporary access' through Mayfair would become permanent</p>
035		Significant sized agricultural vehicles require access along Manley Lane. Ensure suitable provision is made
036		<p>Area B should not be developed ahead of Area A's employment, school, health, shops etc</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Retain all hedgerows, trees etc where ever possible</p>
037		<p>Apply the original concept of the Masterplan with access through Area A</p> <p>A temporary access for up to 10 years is unacceptable on the amenity of existing residents</p> <p>Why have an Adopted Masterplan if it is not applied?</p> <p>Development of Area B should not happen until the A361 junction is complete</p>
038		<p>Apply the original concept of the Masterplan with access through Area A</p> <p>Access through Mayfair will have a sustained detrimental impact on existing residents.</p> <p>Sacrificing Mayfair is not an acceptable payoff to accelerate development on Area B</p>
039	West Manley Lane Conservation Group	<p>Apply the original concept of the Masterplan with access through Area A</p> <p>Access through Mayfair will have a detrimental impact on the existing residents</p> <p>Area A should be completed before Area B is constructed</p> <p>Housing densities should reflect the centre-to-edge concept of the Design Guide</p> <p>West Manley Lane should be a green lane for walkers / cyclists</p> <p>Ensure no development south of West Manley Lane. Protect as GI</p> <p>Enhance biodiversity / retain hedgerows / wildlife corridors</p> <p>Increase outdoor recreational opportunities</p>
040		<p>The Mayfair / Post Hill junction is dangerous & can not accommodate additional traffic</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Consider alternative means of access through Hartnoll Farm</p> <p>500 dwellings is the maximum no of dwellings</p> <p>Ensure integrated GI</p> <p>Housing densities should reflect the centre-to-edge concept in the Design Guide</p> <p>Enhance biodiversity / retain hedgerows / wildlife corridors</p> <p>The GI should be accessible to all providing a mix of activities</p> <p>Ensure there's a sound management plan for areas of GI</p> <p>Integrated cycleways & footpaths are essential</p>
041		<p>Apply the concept of the adopted Masterplan with access through Area A</p> <p>Access through Area A would have a detrimental impact on existing residents</p> <p>There is insufficient evidence of how flooding & foul waste will be dealt with</p> <p>It's not clear how the new A361 road junction will be financed</p> <p>Ensure the Masterplanning looks properly at the location of leisure facilities</p> <p>Higher densities close to the neighbourhood centre, application of centre-to-edge concept should be applied</p>
042		<p>Development on & the loss of agricultural farmland is short sighted</p> <p>Ensure employment land, health facilities etc are in place</p> <p>Can the homes be prevented from becoming holiday homes?</p>

043	<p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Provide a buffer between existing & proposed development</p> <p>Ensure there is no loss of privacy for existing [properties]</p> <p>The proposed development should reflect the existing large detached low density housing</p> <p>Support the 'garden neighbourhood' concept</p> <p>Ensure completion of full A361 road junction</p>
044	<p>500 dwellings is the maximum no. of dwellings</p> <p>Existing roads are inadequate</p> <p>There is insufficient evidence of how flooding & foul waste will be dealt with</p> <p>Wildlife will be destroyed</p> <p>Development on & the loss of agricultural land is short sighted</p> <p>The planning system is skewed to assist the developer not the local residents</p>
045	<p>Ensure no development south of West Manley Lane. Protect as GI</p> <p>Existing roads (Tidcombe Lane, Glebelands Road, Follett Road) can not accommodate any additional traffic that may be attracted to use the GI</p>
046	<p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Ensure only low density housing is provided</p> <p>Ensure adequate on site parking provision. On street parking is dangerous</p>
047	<p>Area B should not be developed ahead of Area A.</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>There is insufficient evidence on how flooding & foul waste will be dealt with</p>
048	<p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Temporary access for construction traffic only could be made</p> <p>Development should not happen ahead of the provision of community facilities</p>
049	<p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>No access should be provided through Mayfair</p> <p>The Post Hill / Mayfair junction is dangerous – traffic calming will not remove the potential for accidents</p>
050	<p>The comments relate to Application 17/00910/FULL (10 Mayfair)</p>
051	<p>The Masterplanning of Area B is welcomed</p> <p>Land South of West Manley Lane has special qualities. It should be retained</p> <p>The careful planning of the GI is welcomed</p>
052	<p>Land south of West Manley Lane has special qualities. It should be retained</p>
053	<p>Area B should not be accessed through Manley Lane or Mayfair. It would result in dangerous junctions on Post Hill</p> <p>The altered road layout for Mayfair does not meet acceptable standards e.g minimum footpath widths</p> <p>A single carriageway providing 2 way access would not meet agreed highway standards</p> <p>Any increase in traffic would detrimentally impact on existing residential amenity</p> <p>The Air & Noise Quality criteria in the Amenity study are not clear</p> <p>Loss of the Post Hill bus layby will create congestion & accidents</p> <p>Area B should not be developed ahead of Area A's school, health, shops, employment etc</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Early delivery of Area B could result in piecemeal development</p> <p>Accessing a development of 500 dwellings through a private drive is unacceptable</p> <p>Densities should reflect good planning practice, be sympathetic with topography & existing development</p> <p>Provide a green buffer with existing properties</p> <p>Enhance biodiversity & a variety of uses through the GI</p>

054	<p>The Masterplanning of Area B is welcomed</p> <p>The comprehensive development of the whole of the TEUE is welcomed - avoid piecemeal development</p> <p>Area B should not be developed ahead of Area A's services and facilities</p> <p>Ensure detailed flood and sewerage risk assessments are undertaken for Area B</p> <p>Outline plans for SUDs and sewerage should be included in the Area B Masterplan – development is likely to have a high impact on existing properties</p> <p>Insufficient detail on how SUDs, attenuation ponds and sewerage treatment may be integrated with Area A</p> <p>Access via Mayfair &/or Manley Lane would start the TEUE short of the aspirations of the Adopted Masterplan</p> <p>The Manley Lane & Mayfair junctions with Post Hill would be dangerous for the no. of vehicles proposed</p> <p>Access through Mayfair would have a detrimental impact on the established community</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>500 homes is too many</p> <p>Affordable homes are a priority</p> <p>Apply the centre-to-edge concept of the Design Guide</p> <p>Ensure green spaces and GI throughout</p> <p>Sports fields to be sited near the school / community hub</p> <p>Bringing development on Area B forward floods the market with housing leading to ad hoc delivery of services, over crowding in schools, unnecessary disturbance to existing residents. Do not undermine the phased delivery as set out in the Adopted Masterplan</p> <p>Saddened to see the Illustrative Framework Plan in the Adopted Masterplan shows housing south of West Manley Lane</p> <p>Protect the existing quality of the countryside south of West Manley Lane</p> <p>Ensure easy links to the Railway Walk and GWC</p>
055	<p>Area B should not be developed ahead of Area A & its road access to the A361, school, shops, community centre etc. It could lead to piecemeal, unsustainable development</p> <p>No access should be provided through Mayfair or Manley Lane</p> <p>Access through Mayfair does not represent a solution – just the least problematic solution of those presented in the Residential Amenity Assessment</p> <p>The Residential Amenity Assessment is flawed including drawing SK06</p> <p>The visual & landscape amenity assessment does not show the criteria on which the evidence is based – a 10 fold increase in traffic will have a substantial impact on visual amenity, air & noise pollution. Access through Mayfair &/or Manley Lane will have a detrimental impact on existing residents</p> <p>Current consents indicate adequate supply of housing from Area Drawing SK06</p>
056	<p>Development on & loss of agricultural farmland is unwelcome</p> <p>Access through Mayfair &/or Manley Lane will be detrimental to existing residents & the countryside</p> <p>There is insufficient evidence of how foul waste will be dealt with</p> <p>There is insufficient evidence of the impact of Area B on the local area. It all seems ill conceived</p>
057	<p>The delivery of Area B ahead of Area A will undermine the Adopted Masterplan & the existing community</p> <p>The Residential Amenity Assessment indicates only an additional 2 cars being generated by 475 dwellings a minute. This is not credible</p> <p>The loss of the bus layby on Post Hill will undermine the public transport provision</p> <p>The planned footway along Mayfair is substandard</p> <p>The development of Area B ahead of Area A undermines the Masterplan that seeks to decrease / mitigate the impact of development</p> <p>How can the noise levels of 500 dwellings be unacceptable but 475 be acceptable?</p> <p>Development should not happen ahead of the provision of the community facilities</p> <p>Proposed densities exceed those in Mayfair. Higher densities should be near the community centre</p> <p>Ensure there is a green buffer adjacent to Mayfair</p> <p>Delivery of Area B ahead of Area A could undermine the development of Area A. It could result in piecemeal development</p> <p>Apply the principle of the phasing of development in the Adopted Masterplan</p> <p>Access through Mayfair / Manley Lane would have a detrimental impact on the existing community</p>

058		<p>Development of Area B ahead of Area A would result in a piecemeal, unsustainable form of development</p> <p>Access through Mayfair would have a sustained detrimental impact on the existing community</p> <p>The temporary access would become permanent</p> <p>The simplistic analysis that Mayfair could accommodate the traffic of 475 dwellings is alarming</p> <p>The Residential Amenity Assessment makes flawed assertions regarding access, noise & air quality</p> <p>Proposed footpath widths are substandard – compromising healthy alternatives & safety</p> <p>The Mayfair / Post Hill junction will result in accidents</p> <p>Ensure a green buffer is provided adjacent to existing development</p> <p>Abandoning the ‘phasing of development’ in the Adopted Masterplan would jeopardise S106 contributions towards the A361 road junction, community centre etc</p> <p>Housing densities should reflect those existing</p> <p>Building heights should respect the setting / outlook from the GWC</p> <p>Apply the concept of the Adopted Masterplan with access through Area A. This would overcome concerns regarding provision of services / foul waste etc</p> <p>Any access proposals other than through Area A should be rejected. Deliver the Adopted Masterplan not a weak, dangerous access option that destroys an existing community</p>
059		<p>Retain the areas of GI as they are</p> <p>Provide low density housing</p> <p>No access through Mayfair / Manley Lane</p>
060		<p>Land south of West Manley Lane and the setting of the GWC has a special character. This should be retained</p>
061	GVA	<p>The EUE has safety, road & air quality risks on Blundell’s school students & staff associated with an increase in traffic through the school</p> <p>The EUE will have an Impact on the rural character of Blundell’s school & the associated marketing of the school & as a large local employer</p> <p>No development of Area B should happen until access is available from the A361</p> <p>The Residential Amenity Assessment doesn’t fully consider the wider road network</p> <p>Control the no. of dwellings that can be built before access is available through Area A</p> <p>Ensure any temporary access arrangement remains temporary & access from Area A is delivered in a timely manner</p> <p>Traffic calming on Blundell’s Road to be delivered in advance of any temporary access</p> <p>Ensure tight control of construction traffic through a Construction Traffic Management Plan for Area B & minimise the impact on the operation of Blundell’s School</p> <p>Ensure commuting & shopping trips are minimised by bringing forward the other land uses in a timely manner</p> <p>Provide high quality GI that respects the setting of the School</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Provide low density housing on Area B</p> <p>More than 500 dwellings would compound highway & flood risks & impact on the landscape</p>

062		<p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Area B should not be developed ahead of Area A including access to the A361, school, shops & employment</p> <p>Development of Area B ahead of Area A could result in a piecemeal form of development without infrastructure being in place</p> <p>Bringing Area B ahead of Area A is contrary to the Adopted Masterplan</p> <p>The Residential Amenity Assessment is flawed. The data appears mis-represented. 2 way access will not meet highway safety standards.</p> <p>Access should not be provided through Mayfair &/or Manley Lane</p> <p>Minimum footways can not be achieved with 2 way access through Mayfair</p> <p>Insufficient evidence of the impact of a combination of housing no.s (300, 450, 500) in the Residential Amenity Assessment</p> <p>Any temporary access would become permanent</p> <p>Loss of the bus layby on Post Hill will cause accidents</p> <p>Sewerage is not considered</p> <p>Development to be phased east to west after new local facilities are available</p> <p>Ensure adequate high quality GI</p> <p>Promote the centre-to-edge concept in the Design Guide</p> <p>Do not compromise the setting of the GWC</p> <p>Provide a buffer with existing properties</p>
063		<p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Access through Mayfair is unacceptable</p> <p>The Residential Amenity Assessment is flawed & inaccurate. The background data to it is not available</p> <p>The Post Hill / Mayfair junction would become dangerous</p> <p>Ensure infrastructure including shops, access from the A361 is available before Area B is built</p>
064		<p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>The development of Area B ahead of Area A could result in piecemeal development. Infrastructure should be provided in a timely manner to mitigate the impact of development</p> <p>Access through Mayfair is unacceptable</p> <p>My property bounds the private drive to No. 10. We have not been directly consulted</p> <p>There would be a significant increase in noise & air pollution</p>
065	Woodland Trust	<p>Include extensive tree planting in Area B</p> <p>Ensure good accessibility to woodland</p> <p>Tree planting improves air quality, has mental health benefits, increases biodiversity and benefits social inclusion</p> <p>Tree planting can decrease open space maintenance budgets</p>
066		<p>Access through Mayfair is unacceptable</p> <p>The Mayfair / Post Hill junction is dangerous</p> <p>Removal of the Post Hill bus layby will create accidents</p> <p>The junction with the unadopted road in Mayfair is dangerous</p> <p>There would be significant harm through noise, light & air quality with access through Mayfair</p> <p>The Residential Amenity Assessment is flawed with irregularities in the data</p> <p>Development would result in a loss of biodiversity</p> <p>Ensure a green buffer with existing properties</p> <p>Access ahead of Area A would undermine the Adopted Masterplan. It would result in piecemeal development</p>

067		<p>Area B should not be accessed through Mayfair or Manley lane</p> <p>Access other than through Area A does not accord with the Adopted Masterplan to be self-sustaining & respectful of the existing community</p> <p>The development of Area B ahead of Area A could result in piecemeal development. Infrastructure should be provided in a timely manner to mitigate the impact of development</p> <p>The traffic generated by 475 dwellings & construction traffic would have a sustained detrimental impact on the existing community</p> <p>Access through Mayfair would increase noise & poor air quality</p> <p>Access off private drives due to the increase in traffic would be difficult</p> <p>The Residential Amenity Assessment is flawed</p> <p>Access through Mayfair does not accord with the neighbourhood garden conceptThe new neighbourhood to reflect the character and appearance of the surrounding settlement</p> <p>Inadequate footpath widths</p> <p>There would be no bus service into Area B ahead of the development of Area A Seek good quality , well managed GI</p> <p>Ensure a green buffer is provided for existing development</p>
068	Tiverton Civic Society	<p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Access through Mayfair &/or Manley Lane is unacceptable – this should be used only for pedestrians / cyclists</p> <p>No access to be provided on to West Manley Lane</p> <p>Apply the centre-to-edge densities concept of the Design Guide</p> <p>Areas close to the main road routes to be built first</p> <p>Ensure delivery of affordable housing</p> <p>Utilities to be accessed through Area A</p> <p>No more than 500 houses should be built</p> <p>Minimise the impact on the existing community</p> <p>No houses should be built on the ridgeline</p> <p>Provision of GI is supported</p> <p>Football pitches should not be provided at the Manley Lane / West Manley Lane junction</p> <p>Existing hedgerows to be preserved</p>
069	Historic England	<p>Ensure a comprehensive assessment of the overall area including surrounding features including the Blundell's & GWC conservation areas and Knighthayes Park.</p> <p>A full EIA on heritage grounds is not required</p> <p>Avoid or minimise harm on the significance of a designated heritage asset</p> <p>Any development to preserve the setting of historic assets or better reveal its significance</p>
070	DCC	<p>S106 contributions from Area B will be required towards the new primary school in Area A. In addition to 'early years' contributions</p> <p>No development on Area B until the school site has been acquired.</p> <p>S106 contributions from Area B will be required towards secondary school places</p> <p>A technically acceptable access is available through Mayfair but the preferred access is via the Area A distributor road</p> <p>No significant increase in traffic to be allowed on Manley lane</p> <p>S106 contributions from Area B will be required towards the grade separated A361 road junction, improvements to bus / cycle / pedestrian travel, roundabouts to Lowman Way & Heathcote Way, traffic calming from Tidcombe Lane to Putson Lane</p> <p>The road layout within Area B to follow the principles of manual for Street and design excellence</p> <p>GI to be interlinked with the proposed Sustainable Drainage Strategies</p> <p>Ensure the masterplan is informed by a programme of archaeological investigation</p>

071	<p>Mayfair/Manley Lane should not be used for a temporary access into Area B.</p> <p>Access via Mayfair/Manley Lane would result in accidents</p> <p>Manley Lane is heavily used by walkers & cyclists</p> <p>Access via Mayfair would have a detrimental impact on the amenity of existing residents</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>The integration of GI early in the process is essential</p> <p>Ensure construction traffic is monitored to minimise disruption</p> <p>Construction traffic only to use the A361 road junction</p> <p>Low density housing on ridgeline, higher density at lower levels</p> <p>500 dwellings is sufficient</p> <p>No more than 50 houses to be built before the school, community centre, shops etc are available</p>
072	<p>Access through Mayfair &/or Manley Lane is unacceptable</p> <p>Apply the concept of the Adopted Masterplan with access through Area A. Infrastructure will then also be in place</p> <p>The technical reports to the Residential Amenity Assessment were not provided</p> <p>Road humps to slow traffic generate more pollution</p> <p>The arguments for access through Mayfair in the Residential Amenity Assessment are weak</p> <p>Existing mature boundaries that are purported to minimise the loss of amenity are see-through for a good part of the year</p> <p>Mayfair is designed such that most properties overlook Mayfair. The impact of traffic through Mayfair will be greater</p> <p>The tables in the Residential Amenity Assessment are confusing</p> <p>That 475 dwellings will have a low impact on existing amenity is incredulous</p> <p>Streets in Tiverton serving a similar quantity of traffic are wider and not cul-de-sacs. No other similar residential streets in Tiverton serve 475 dwellings</p> <p>Accidents will happen at junctions within Mayfair and on Post Hill</p> <p>Removal of the bus pull in will cause accidents</p> <p>Development should be phased out from the neighbourhood centre</p> <p>Apply the centre to edge concept of the design Guide as regards to housing densities</p> <p>Density of development to be dictated by Planning Policy</p> <p>Development on Area B ahead of Area A undermines the Adopted Masterplan</p> <p>No three storey buildings</p> <p>Provide a green buffer to Mayfair</p> <p>Ensure multiple uses GI is available with biodiversity in mind too</p>
073	<p>Access through Mayfair into Area B is wholly inappropriate</p> <p>The Residential Amenity Assessment is flawed – footways will not be wide enough; Drawing No. SK06 is inaccurate; the existing private drive serves 12 dwellings; visibility at junctions is already difficult and restricted</p> <p>The impact of noise from 500 dwellings down to 475 being acceptable, is not credible</p> <p>475 cars generating an additional 2 cars per minute is not credible</p> <p>Pollution generated by the cars would be significant</p> <p>No details of a required pumping station are available</p> <p>Access from Area A would allow an ordered & sustainable approach to development on Area B</p> <p>A temporary access would become permanent</p> <p>To use Mayfair is a 'quick fix'. Not a sustainable choice</p>
074	<p>Apply the concept of the Adopted Masterplan with access through Area A.</p> <p>There is no reason for initiating construction on Area B alongside Area A</p> <p>Construction of Area A & B simultaneously would be too much construction traffic</p> <p>Area A to be built ahead of Area B</p> <p>No development south of West Manley Lane</p> <p>GI south of West Manley Lane to be left to agriculture / wildlife</p>

simi	The Residential Amenity Assessment undermines the Adopted Masterplan.
075	Area B should not be constructed until the Area A social infrastructure is in place No access through Mayfair & Manley Lane – they're too narrow The impact on the amenity of the existing residents of access through Area A would be detrimental Lower density housing near Post Hill residents Lower density housing on the ridgeline Integrate GI within the development Provide a green buffer to Post Hill
076	Apply the concept of the Adopted Masterplan with access through Area A. The Residential Amenity Assessment is flawed Access through Mayfair &/or Manley Lane is unsustainable Access through Mayfair will not be respectful of the existing community as defined in the Adopted Masterplan There is no confidence in the findings of the Residential Amenity Assessment relating to noise & air pollution Drawing No. SK07 is inaccurate Relocation of Post Hill bus stop will cause accidents and not prioritise sustainable mode of travel A 'temporary access' through Mayfair will become permanent Background technical reports to the Residential Amenity Assessment were not made available There is no reference to sewage and surface water disposal
077	The comments relate to Application 17/00910/FULL (10 Mayfair)
078	All traffic (operational & construction) for Area B to be provided through Area A Any 'temporary access' will become permanent Any alternative access would undermine the Adopted Masterplan The Residential Amenity Assessment is unreliable and flawed Access via Mayfair would undermine the garden neighbourhood vision of the Adopted Masterplan. It would destroy many characteristics of which the EUE is promoting including public safety, clean air, wildlife & respect for the existing community Access through Mayfair would dominate the existing community not integrate with it Development of Area B ahead of Area A undermines all the Adopted Masterplan represents Access through Mayfair conflicts with the Local Plan Review The Residential Amenity Assessment does not represent a 'robust evidence base' as required by Local Plan Policy Foul drainage and water cannot be dealt with sustainably ahead of Area A Road safety at the Post Hill junction would be compromised Background reports to the Residential Amenity Assessment are not available – its absence questions the credibility of the consultation proves and independent review Drawing No. SK06 is inaccurate Many of the existing private drives will not meet current visibility standards. They cope at the moment but will not with an increase in traffic The impact of construction traffic on residential amenity will not be low just by their size, noise etc. Peak time traffic from 475 vehicles will be intolerable The mature hedging does not provide a screen in winter 475 dwellings served by a single point of access and reduced to single file traffic at its entrance would be unprecedented in Tiverton Road improvements would need to be funded by the developer. Its more prudent that these funds are used for the long term access delivery and principles of the Adopted Masterplan Early delivery of Area B would not accelerate the rate of housing Development to be phased as set out in the Adopted Masterplan Provide a green buffer with existing dwellings Mixed use GI including for wildlife

079	Natural England	<p>Natural England (NE) welcomes the strategic approach (masterplanning) of Area B</p> <p>Any development to take account of the ecological and hydrological characteristics of the Tidcombe Fen SSSI</p> <p>Surface water arrangements to show how the impact on the fen has been taken into consideration</p> <p>The SSSI catchment is likely to extend further than that shown on the Illustrative Framework Plan</p> <p>Ensure Area B SuDs complement Area A's</p> <p>The wider SuDs package will require a detailed maintenance, monitoring and mitigation package</p> <p>All new development to create high quality locally distinctive places including multi-functional GI</p> <p>Opportunities to increase the area of Fen meadow and rush pasture to be explored</p> <p>Ensure advance and early phase development of GI</p> <p>Seek new footpaths & links, tree planting, native species, nest sites, bee bricks into buildings, lighting to encourage wildlife, green & brown roofs, wildlife friendly public spaces, street trees, restoration of environmental features, permeable fencing</p>
080		<p>Enquiry relating to Applic 13/01616/MOUT (Waddeton Park)</p>
081	West Manley Conservation Group	<p>Development on Area B to follow Area A</p> <p>Ensure sufficient land for multi-functional open space</p> <p>There is no sound reasoning why more than 500 dwellings on Area B would be required</p> <p>Density and design of housing to reflect the Adopted Masterplan and centre to edge concept in the Design Guide</p> <p>Ensure adequate garage sizes</p> <p>Affordable housing provision to reflect community needs</p> <p>Sports and recreational areas should not be detached from good vehicular access and the housing it serves</p> <p>Update the Illustrative Framework Plan of the Adopted Masterplan to remove housing development south of West Manley Lane. It questions the robustness of the Area B masterplan.</p> <p>Would any development on Area B ahead of an Adopted masterplan be assessed against the design Guide</p> <p>Can the new homes be awarded to local residents only?</p> <p>Apply the concept of the Adopted Masterplan with access from Area A</p> <p>No access from Area B into West Manley Lane or Manley Lane</p> <p>Make West Manley Lane a 'shared lane' with reduced speed restrictions</p> <p>The Drivers Track to be a natural corridor with no vehicular access</p> <p>No provision for sewage & flood protection</p> <p>Ensure Area B's SuDs & attenuation ponds link up with Area A's drainage systems</p> <p>Increased water flow will impact on private sewage disposal systems</p> <p>Ensure the phasing of development is as set out in the Adopted Masterplan. This ensures social infrastructure is in place</p> <p>Avoid piecemeal development</p> <p>Retain hedge banks, trees & woodland scrub</p> <p>The Masterplan should take account of the areas of high archaeological importance</p> <p>GI to be environmentally sustainable with clear access to the local community</p>

082	<p>The Masterplanning of Area B is welcomed</p> <p>Area A with its transport & sewage infrastructure should be developed first</p> <p>Area B ahead of Area A will have a detrimental impact on local residents</p> <p>The Area B Masterplan should define the SuDs & sewage drainage. The risk to private sewers is not immaterial</p> <p>Suitable SuDs, attenuation ponds & sewage pumping station for Area B may need to be sited in Area A</p> <p>Access through Mayfair &/or Manley Lane would compromise the aspirations of the Adopted Masterplan</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p> <p>Phasing of development as set out in the Adopted Masterplan</p> <p>Affordable homes are a priority.</p> <p>Apply the 'centre-to-edge' concept of the Design Guide</p> <p>Locate sports fields near the school / community centre</p> <p>There's a danger of flooding the market with too many houses – leading to piecemeal development of social infrastructure if Area A is not built</p> <p>Update the Illustrative Framework Plan in the Adopted Masterplan to remove housing south of West Manley Lane</p> <p>West Manley Lane is an outstanding example of existing GI . Retain & protect it</p>
083	<p>Do not provide access through Mayfair into Area B.</p> <p>Apply the concept in the Adopted Masterplan with access through Area A</p>
084	<p>Do not provide access through the existing roads. It will have a detrimental impact on existing residents</p> <p>Build Area A first with permanent access through it into Area B</p>
085	<p>Do not provide access through Mayfair</p> <p>Apply the concept of the Adopted Masterplan with access through Area A</p>
086	<p>Access to be provided through Mayfair with a secondary access route through Area A</p> <p>Provide a cyclepath to link the Railway Line to the Canal</p> <p>The GI to have pedestrian / cycle access with an emphasis towards biodiversity</p> <p>Ensure the GI links to the Canal & Tidcombe Fen</p> <p>No buildings / interpretation with the GI</p>
087	<p>Ensure no additional traffic is directed through Halberton, particularly heavy construction traffic</p>

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CABINET
26 October 2017

AGENDA ITEM

FINANCIAL UPDATE FOR THE SIX MONTHS TO 30 SEPTEMBER 2017

Cabinet Member Cllr Peter Hare-Scott
Responsible Officer Andrew Jarrett – Director of Finance, Assets & Resources

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

RECOMMENDATION(S): 1. The Cabinet note the financial monitoring information for the income and expenditure for the six months to 30 September 2017.

2. The Cabinet approve bringing forward a sum of £45k in order to refurbish the dry side changing rooms, disabled toilets and shower rooms at Exe Valley Leisure Centre. (See para 6.6 below)

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

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

Legal Implications: None.

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

Equality Impact Assessment: It is considered that the impact of this report on equality related issues will be nil.

1.0 Introduction

- 1.1 The purpose of this report is to highlight to Cabinet our current financial status and the likely reserve balances at 31 March 2018. It embraces both revenue, in respect of the General Fund and the Housing Revenue Account (HRA), and capital and aims to focus attention on those areas which are unlikely to achieve budget. It is particularly important for next year's budget setting and, looking further ahead, with the medium term financial plan.
- 1.2 Favourable variances generating either increased income or cost savings are expressed as credits (negative numbers), whilst unfavourable overspends or incomes below budget are debits (positive numbers). This report only includes budget variances of circa £10k as the purpose of the report is to concentrate on material issues that may require further investigation/action.

2.0 Executive Summary of 2017/18

- 2.1 The table below shows the opening position of key operational balances of the Council, the forecast in year movements and final predicted position at 31 March 2018:

Usable Reserves	31/03/2017	Forecast in year movement	31/03/2018
	£k	£k	£k
Revenue			
General Fund (see paragraph 3.2)	(2,241)	181	(2,060)
Housing Revenue Account (see paragraph 4.2)	(2,000)	0	(2,000)
Capital			
Major Repairs Reserve	0	0	0
Capital Receipts Reserve	(2,438)	(1,423)	(3,861)
Capital Contingency Reserve	(471)	165	(306)

3.0 The General Fund Reserve

- 3.1 This is the major revenue reserve of the Council. It is increased or decreased by the surplus or deficit generated on the General Fund in the year. This reserve held a balance of £2,241k as at 31/03/17.
- 3.2 The forecast General fund deficit for the current year is £181k (an increase of £108k since the annual variance of £73k was reported for July) as shown at Appendix A. The most significant movements this month comprise:

Vacant posts in Environmental Services	(£36k)
Net overspend forecast in Grounds maintenance	£43k
3 Rivers Development set-up costs	£20k
Salary underspend in Property services net of agency costs	(£21k)
Reduced income / increased costs in Market Walk	£50k
Recycling income	(£20k)
Utilities and maintenance in Leisure Facilities greater than budget	£58k
Planning fees above budget, partially offset by increased costs in Forward Planning	(£70k)
Development Control staff savings reported in July now expected to be spent in latter part of the year	£33k

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

4.0 Housing Revenue Account (HRA)

- 4.1 This is a ring-fenced account in respect of the Council's social housing function. Major variances and proposed corrective action are highlighted at Appendix F.
- 4.2 Appendix E shows that the reserve opening balance is £2m. It is anticipated that the forecast variance of £7k surplus will increase the budgeted transfer to the Housing Maintenance Fund and so the HRA reserve balance should remain at £2m.
- 4.3 Overall, the HRA is forecast to underspend by £7k in 2017/18, made up of two deficits and several surpluses, the most significant of which comprise the following:
- £59k rent shortfall is due to dwelling rents being 0.5% behind target
 - £130k relates to major works since £2,405k is planned to be spent against the £2,275k budget
 - £76k of savings across Repairs & Maintenance, made up of the following
 - £60k surplus generated by the Direct Labour Operation (DLO) carrying out more adaptation work than planned
 - £16k of various staffing savings including apprentice vacancies
 - £43k underspend across Housing and Tenancy Services, made up of a number of small underspends that make up this total amount
- 4.4 There is a budgeted revenue contribution to capital purchases as follows for 2017/18.

Description	Budget £'000	Forecast Outturn £'000	Variance £'000
1 x Tipper Vehicle	32	21	(11)

- 4.5 The following works are expected to be funded from the Housing Maintenance Fund during 2017/18.

Description	Budget £'000	Forecast Outturn £'000	Variance £'000
Birchen Lane re-development	147	147	0
Palmerston Park	1,205	573	(632)
Queensway development	209	61	(148)
Burlescombe development	214	0	(214)
Stoodleigh development	223	0	(223)
Land Acquisition for Affordable Housing	1,851	251	(1,600)
	3,849	1,032	(2,817)

In addition, £25k is planned to be spent on sewage treatment works and funded by an earmarked reserve.

5.0 Major Repairs Reserve

- 5.1 The Major Repairs Reserve had a nil balance at 31 March 2017. After this year's capital expenditure and funding of the Major Repairs Reserve the closing balance is forecast to be £0k.

6.0 Capital Programme

- 6.1 Capital projects by their very nature often overlap financial years. In some cases it is known from the outset that the construction of buildings may fall into 3 separate accounting years. The status of this year's capital programme is shown at Appendix G.
- 6.2 Committed and Actual expenditure is currently £7,975k against a budgeted Capital Programme of £22,620k. (Note this includes £9,184k of slippage rolled forward from 16/17). As projects often overlap financial years officers have given their best estimate of what is 'deliverable' in 17/18; this amounts to £10,530k. Committed and Actual expenditure will therefore be monitored against this & currently shows an uncommitted amount of £2,555k (£10,530k - £7,975k).
- 6.3 The reduction in the approved Capital Programme to the 'deliverable' programme includes £5,114k in relation to the development project at the rear of the Town Hall which will now be delivered by the Special Purpose Vehicle Company (SPV).
- 6.4 Now we are 6 months into the financial year, forecast (Underspends) and Overspends amount to a net forecast underspend of (£5,116k), this mainly relates to the project at the rear of the Town Hall referred to in para 6.3 above. Please refer to appendix G for a full breakdown.

- 6.5 Forecast slippage into 18/19 financial year has also been reviewed; this amounts to £7,144k. Of this £6,541k relates to council house build projects that will cross the financial year and land acquisition for affordable housing. Again please refer to appendix G for a full breakdown.
- 6.6 As part of the wider enhancement works being carried out at Eve Valley Leisure Centre the property team have suggested some essential maintenance work to refurbish the dry side changing rooms, disabled toilets and shower rooms programmed for next year be delivered in conjunction with exiting works in order to all be operational with effect from 1st January 2018. (See Cabinet recommendation 2 above)

7.0 Capital Contingency Reserve

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

	£k
Capital Earmarked Reserve at 1 April 2017	(471)
Funding required to support 2017/18 Capital Programme	165
Forecast Balance at 31 March 2018	(306)

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

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

	£k
Unapplied Useable Capital Receipts at 1 April 2017	(2,438)
Net Receipts to date (includes 13 "Right to Buy" Council House sales & sale of land at Station Yard & MSCP)	(2,241)
Current Balance	(4,679)
Forecast further capital receipts in year	(700)
Forecast capital receipts to be applied in year	1,518
Forecast Unapplied Capital Receipts c/fwd. 31 March 2018	(3,861)

- 8.2 Please note the majority of these balances on the Capital Contingency Reserve and the Capital Receipts Reserve are required to balance the Medium Term Financial Strategy.

9.0 Treasury Management

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

Interest Receivable:

	Budget £k	Forecast outturn £k	Forecast variance £k
Investment Income Received	(259)	(259)	0
Interest from HRA funding	(54)	(54)	0
Total Interest Receivable	(313)	(313)	0

10.0 Conclusion

- 10.1 Members are asked to note the revenue and capital forecasts for the financial year. Managers are working hard to offset overspends, many unavoidable or unforeseen, with budget savings to deliver an outturn close to the budget.
- 10.2 The work undertaken to produce this monitoring information to 30th September 2017 has been used to inform the 18/19 Budget setting process and Medium Term Financial Plan that is also being reported to this Cabinet meeting.

Contact for more information:

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Circulation of the Report:

Cllr Peter Hare-Scott, Management Team

GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 30 SEPTEMBER 2017

Com	General Fund Summary	Note	2017/18 Annual Budget	Full Year Forecast	Variance
			£	(0 = On budget) £	%
	Cllr C J Eginton				
CM	Corporate Management	A	1,587,680	0	0.0%
LD	Legal & Democratic Services: Member/Election Services	B	576,570	0	0.0%
PR	Land charges	Q	(32,830)	0	0.0%
GM	Grounds Maintenance	E	541,150	43,000	7.9%
ES	Cemeteries & Bereavement Services	D	(34,850)	(5,000)	14.3%
WS	Waste Services	H	1,598,920	(30,000)	-1.9%
	Cllr C R Slade				
CD	Community Development	I	82,700	2,300	2.8%
ES	Environmental Services incl. Licensing	D	599,780	(32,500)	-5.4%
ES	Open Spaces	F	85,410	13,800	16.2%
IT	IT Services	Q	859,450	23,000	2.7%
RS	Recreation And Sport	J	46,640	224,000	480.3%
	Cllr P H D Hare-Scott				
FP	Finance And Performance	K	592,620	(13,800)	-2.3%
RB	Revenues And Benefits	L	256,180	22,900	8.9%
CP	Car Parks	C	(592,390)	7,200	1.2%
	Cllr R L Stanley				
ES	ES: Private Sector Housing Grants	D	163,900	0	0.0%
HG	General Fund Housing	M	251,340	5,000	2.0%
PS	Property Services	G	218,850	65,000	29.7%
	Cllr R J Chesterton				
CD	Community Development: Markets	I	34,420	10,000	-29.1%
PR	Planning And Regeneration	N	1,223,710	(256,630)	-21.0%
	Cllr M Squires				
CS	Customer Services	O	794,300	(12,000)	-1.5%
ES	Environment Services - Public Health	D	94,860	0	0.0%
HR	Human Resources	P	416,110	10,000	2.4%
LD	Legal & Democratic Services: Legal Services	B	255,200	(4,000)	-1.6%
	All General Fund Services		9,619,720	72,270	0.8%
	Net recharge to HRA		(1,245,730)	0	
IE260	Interest Payable		143,680	0	
IE290	Interest Receivable on Investments		(254,000)	0	
IE290	Interest from Funding provided for HRA		(54,000)	(677)	
IE435	New Homes Bonus Grant		(1,721,980)	0	
	Sundry Grants			0	
IE800	Statutory Adjustments (Capital charges)		398,370	0	
TREMR	Net Transfer to/(from) Earmarked Reserves	APP B	1,645,010	109,832	
	TOTAL BUDGETED EXPENDITURE		8,531,070	181,425	2.1%
30/IE440	Formula Grant (RSG & NNDR)		(2,762,760)	0	
IE431	Rural Services Delivery Grant		(374,510)	0	
IE432	Transitional Grant		(31,510)	0	
IE410	Council Tax		(5,356,390)	0	
IE439	CTS Funding Parishes		46,960	0	
IE420	Collection Fund Surplus		(52,860)	0	
	TOTAL BUDGETED FUNDING		(8,531,070)	0	0%
	Forecast in year (Surplus) / Deficit		0	181,425	
EQ700	General Fund Reserve 01/04/17			(2,241,085)	
	Forecast General Fund Balance 31/03/18			(2,059,660)	

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GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 30 SEPTEMBER 2017

Note	Description of Major Movements	Full year variance (net of transfer to EMR)	PDG
A	Corporate Management		Cabinet
		0	
B	Legal & Democratic Services		
	Minor variances in Electoral Registration	0	Cabinet
	Minor variances in Legal Services	(4,000)	Cabinet
		(4,000)	
C	Car Parks		
	P&D income forecast for yearend down against budget by £20k, £6k of this relates to the installation of the new P&D machines.	20,000	Economy
	Income from off-street fines is forecasted to be above budget	(20,000)	Economy
	Day Permit income expected to be down against budget at yearend	4,000	Economy
	Premises overspend across Parking Services forecast	8,200	Economy
	Car Park machine maintenance budget underspend due to the implementation of the new P&D machines	(5,000)	Economy
		7,200	
D	Environmental Services combined		
	Cemetery income above profile for the 1st Qtr, will review month by month.	(5,000)	Environment
	Anticipated Licensing income over and above budget.	(9,500)	Environment
	Licensing Officer post now full time.	13,000	Environment
	Environmental Enforcement salary savings due to vacant District Officers post.	(26,000)	Environment
	Environmental Health salary savings due to vacant Environmental Officers post	(10,000)	Environment
		(37,500)	
E	Grounds Maintenance		
	Salary underspends due to vacant posts	(27,000)	Environment
	Agency overspends	40,000	Environment
	Overspend on Plant/Vehicle running costs	10,000	Environment
	Insurance Excess from break in at Park Nursery Depot	10,000	Environment
	Equipment costs overspend	5,000	Environment
	Grass cutting contribution from Parishes & Towns not as high as budgeted	5,000	Environment
		43,000	
F	Open Spaces		
	Amory Park Income contribution no longer received	4,800	Environment
	Sponsorship income down against budget	3,000	Environment
	Play Area maintenance budget overspend	6,000	Environment
		13,800	
G	Property Services		
	3 Rivers Development set-up costs re Legal & Tax advice	20,000	Homes
	No rental income for Station Yard due to sale of the asset	16,000	Homes
	Salary underspend in Property Services due to vacant posts	(45,000)	Homes
	Agency overspend in Property Services	24,000	Homes
	Reduced income and increased costs from Market Walk vacant shop units	50,000	Homes
		65,000	
H	Waste Services		
	Trade waste - income is down due to losing a couple of big customers	40,000	Environment
	Trade waste - less in landfill disposal charges	(40,000)	Environment
	Recycling income and haulage prices better than budgeted	(30,000)	Environment
		(30,000)	
I	Community Development		
	Market Income - Market Manager actively seeking new traders, however footfall in Tiverton is down	10,000	Economy
	Grant spend (covered by Seed Fund ear marked reserve)	2,300	Cabinet
		12,300	
J	Recreation And Sport		
	All sites Income: revised growth based upon 16/17 Outturn	138,000	Community
	All sites Rates: charges exceeded annual budget	9,000	Community
	All sites Water: charges higher than anticipated	20,000	Community
	All sites Maintenance: Responsive works greater than anticipated	35,000	Community

GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 30 SEPTEMBER 2017

Note	Description of Major Movements	Full year variance (net of transfer to EMR)	PDG
	All sites Energy costs: Electricity & Gas increases from prior year 16-17	12,000	Community
	One off marketing and advertising expenditure	10,000	Community
		224,000	
K	Finance And Performance		
	Salary saving from vacant Finance Manager has been partially off-set by an additional Principal Accountant	(8,000)	Cabinet
	Procurement Manager's recharge to Torridge District Council	(5,800)	Cabinet
		(13,800)	
L	Revenues And Benefits		
	Housing Benefit Subsidy	(20,000)	Community
	Benefits Local Welfare Assistance Scheme (covered by EMR)	42,900	Community
		22,900	
M	General Fund Housing		
	Minor variances	5,000	Homes
		5,000	
N	Planning And Regeneration		
	Building Control Partnership Income - Manager forecast	27,000	Community
	Enforcement: Salary saving from staff vacancy (now filled) partially offset by costs recently awarded against the authority	(2,500)	Community
	Development Control: Saving on staff vacancies now to be spent on additional resources in second half of the year	0	Community
	Development Control: Fee income (partly used to fund additional resources required in Forward Planning, see below)	(100,000)	Community
	Tiverton EUE: Ongoing expenditure (fully funded from EMR)	11,300	Community
	Garden Village: Ongoing expenditure (fully funded from EMR)	51,000	Community
	Business Development - Temporary Grants and Funding Officer post (not required from EMR)	(21,730)	Community
	Business Development - Town Centre Manager post filled for part of year (not required from EMR)	(31,700)	Community
	Forward Planning: Additional resources required due to workload - funded from additional Development Control income	30,000	Community
	Planning Policy: Ongoing expenditure (fully funded from EMR)	36,000	Community
	Statutory Development Plan: most of the expenditure now expected to fall into 2018/19; the transfer from reserves will therefore be reduced from the budgeted figure	(256,000)	Community
		(256,630)	
O	Customer Services		
	Comms Manager post reintroduced to the establishment (est)	11,000	Cabinet
	Digital transformation post will not be filled in financial year	(23,000)	Cabinet
		(12,000)	
P	Human Resources		
	Increased software costs for HR, Payroll & L&D	10,000	Cabinet
		10,000	
Q	I.T. Services		
	The current contract for data lines procured through DCC is expiring, new infrastructure is required for which DCC will no longer pay, each LA is now individually funding this	14,000	Cabinet
	Salary overspend due to JE regrade - this forecast may change as the service is currently going through a restructure	9,000	Cabinet
		23,000	
	FORECAST (SURPLUS)/DEFICIT AS AT 31/03/18	72,270	

Cabinet	5,500
Community	(9,730)
Homes	70,000
Environment	(10,700)
Economy	17,200
	72,270

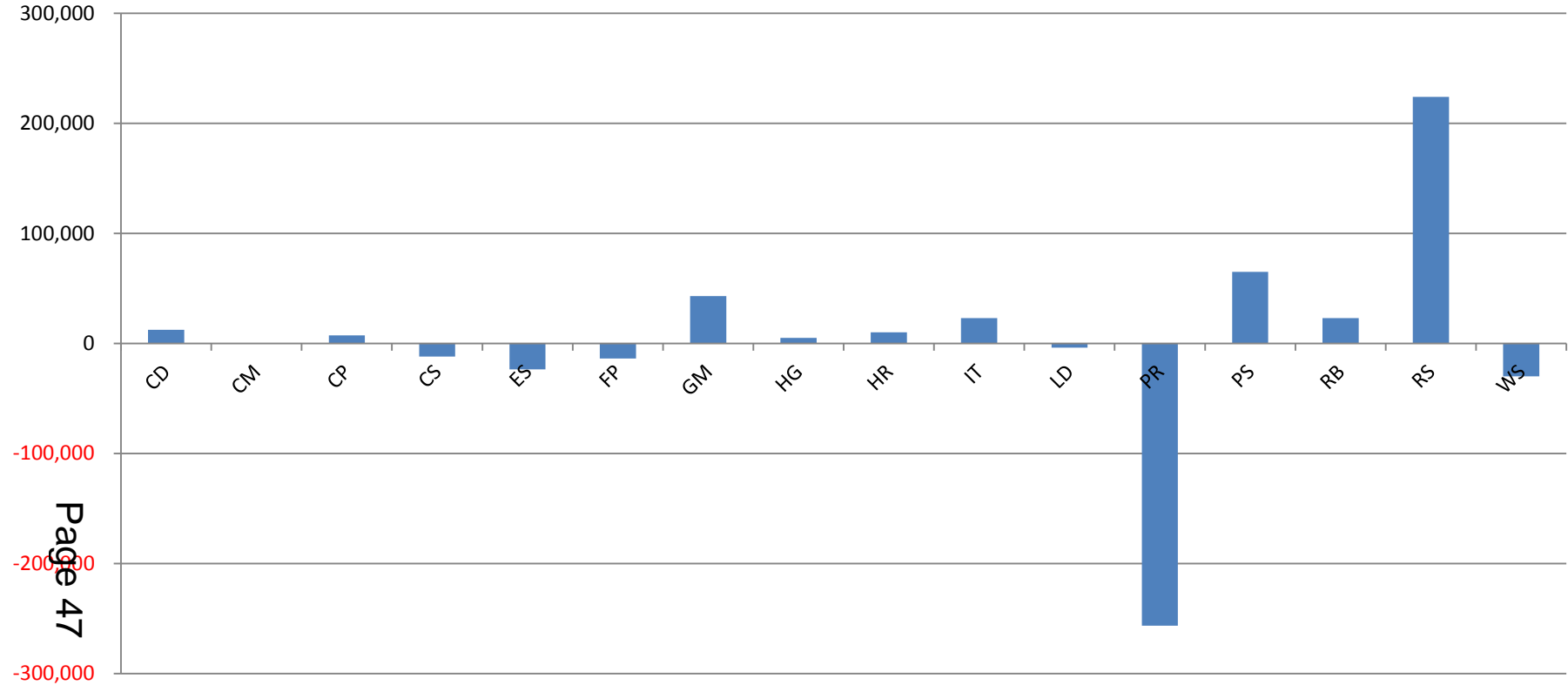
**GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 30
SEPTEMBER 2017**

Committee	Net Transfers to / from Earmarked Reserves	Net Budgeted Trfr to EMR	Forecast Actual Net Trfr to EMR	Forecast Variance to Budget
CM	Corporate Management			0
LD	Legal & Democratic Services: Member/Election Services			
	LD201 Election costs - District	20,000	20,000	0
	LD300 Democratic Rep & Management	5,000	5,000	0
	LD600 Legal Services	(16,180)	(16,180)	0
CP	Car Parks			0
ES	Environmental Services combined			0
	ES100 Cemeteries	25,000	25,000	0
	ES450 Parks and Open Spaces	25,000	25,000	0
	ES450 Parks and Open Spaces	1,200	1,200	0
	ES580 Pool Car Running costs	4,320	4,320	0
	ES660 Control of Pollution	4,000	4,000	0
	ES730 Environmental Enforcement	2,950	2,950	0
	ES361 Public Health	(19,700)	(7,278)	12,422
GM	Grounds Maintenance			
	GM960 Grounds Maintenance	38,050	38,050	0
	GM960 Grounds Maintenance	14,360	14,360	0
OS	Open Spaces			
	EQ643 W70 Developers Contribution	(6,650)	(6,650)	0
	EQ640 W52 Popham Close Comm Fund	(1,950)	(1,950)	0
	EQ641 W67 Moorhayes Com Dev Fund	(1,630)	(1,630)	0
	EQ642 W69 Fayrecroft Willand Ex West	(4,620)	(4,620)	0
	EQ638 Dev Cont Linear park	(4,170)	(4,170)	0
	EQ644 Dev Cont Winswood Crediton	(3,080)	(3,080)	0
PS	Property Services			
	PS350 Public Conveniences	1,120	1,120	0
	PS980 Property Services Staff Unit	7,400	7,400	0
	Market Walk/Fore Street Surplus	50,000		(50,000)
WS	Waste Services			
	WS650 Street Cleaning - Vehicle Sinking Fund	56,470	56,470	0
	WS650 Street Cleaning - Litter Buster Team	(44,600)	(44,600)	0
	WS700 Refuse Collection - Litter Buster Team	(9,900)	(9,900)	0
	WS700 Refuse Collection - Vehicle Sinking Fund	217,510	217,510	0
	WS710 Trade Waste - Vehicle Sinking Fund	21,720	21,720	0
	WS725 Kerbside Recycling - Vehicle Sinking Fund	158,810	158,810	0
	WS725 Kerbside Recycling - Equipment Sinking Fund	20,000	20,000	0
	WS770 Unit 3 Carlu Close - Maintenance Sinking Fund	2,700	2,700	0
CD	Community Development			
	CD200 Community Development - GWC grant	(45,000)	(45,000)	0
	CD200 Grant spend from Seed Fund - EMR released		(2,300)	(2,300)
RS	Recreation And Sport			0
FP	Finance And Performance			0
RB	Revenues And Benefits			
	RB600 Revenues Misc Income Team Salaries	(20,000)	(20,000)	0
	RB340 Benefits Local Welfare Assistance Scheme		(42,900)	(42,900)

**GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 30
SEPTEMBER 2017**

Committee	Net Transfers to / from Earmarked Reserves	Net Budgeted Trfr to EMR	Forecast Actual Net Trfr to EMR	Forecast Variance to Budget
HG	General Fund Housing			0
PR	Planning and Regeneration			
	PR200 Development Control	(294,000)	(294,000)	0
	PR220 Tiverton EUE	0	(53,000)	(53,000)
	PR225 Garden Village Project	0	(51,000)	(51,000)
	PR400 Business Development - Grants & Funding Officer	(21,730)	0	21,730
	PR400 Business Development - Town Centre Manager	(40,700)	(9,000)	31,700
	PR400 Business Development	(100,000)	(100,000)	0
	PR800 Planning Policy	(30,000)	(30,000)	0
	PR810 Statutory Development Plan		220,000	220,000
CS	Customer Services			
	CS500 Messenger Services	1,440	1,440	0
	CS900 Central Photocopying	5,000	5,000	0
	CS902 Central Postage	2,500	2,500	0
	CS910 Customer Services Admin	250	250	0
	CS932 Customer First	5,000	5,000	0
	CS938 Digital Strategy Staffing	(23,180)	0	23,180
HR	Human Resources			0
IT	IT Services			0
	IT800 Phoenix House Printer Sinking Fund	9,700	9,700	0
IE	New Homes Bonus monies earmarked for capital and economic regeneration projects	1,721,980	1,721,980	0
		(89,380)	(89,380)	0
		0		
	Net Transfer to / (from) Earmarked Reserves	1,645,010	1,754,842	109,832

2017/18 General Fund Projected Outturn Variance £



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Key

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

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

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GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 30 SEPTEMBER 2017

					Full Year	
	2017/18	2017/18	2017/18	2017/18	Forecast	Variance
	Annual Budget	Profiled Budget	Actual	Variance	Variation	
	£	£	£	£	£	%
Building Control Fees	(280,800)	(140,400)	(121,824)	18,576	27,000	-10%
Planning Fees	(885,000)	(442,500)	(527,984)	(85,484)	(100,000)	11%
Land Search Fees	(120,000)	(60,000)	(47,248)	12,752	0	0%
Car Parking Fees - See Below	(799,450)	(374,830)	(358,730)	16,100	20,000	-3%
Leisure Fees & Charges	(2,793,060)	(1,356,541)	(1,241,108)	115,433	138,000	-5%
Trade Waste Income	(677,500)	(657,175)	(637,709)	19,466	40,000	-6%
Garden Waste	(450,000)	(103,500)	(153,034)	(49,534)	0	0%
Licensing	(129,410)	(51,590)	(54,688)	(3,098)	(9,500)	7%
Market Income	(85,400)	(42,700)	(39,205)	3,850	10,000	-12%
	(6,220,620)	(3,229,236)	(3,181,530)	48,061	125,500	-2.0%
						Bud Income
Pay and Display					Spaces	pa per space
Beck Square, Tiverton	(83,780)	(43,550)	(43,408)	142	40	(2,095)
William Street, Tiverton	(31,780)	(15,650)	(13,361)	2,289	45	(706)
Westexe South, Tiverton	(47,800)	(25,180)	(26,540)	(1,360)	51	(937)
Wellbrook Street, Tiverton	(15,540)	(7,600)	(6,998)	602	27	(576)
Market Street, Crediton	(40,420)	(20,410)	(20,032)	378	39	(1,036)
High Street, Crediton	(75,330)	(38,250)	(37,519)	732	190	(396)
Station Road, Cullompton	(41,900)	(22,190)	(18,545)	3,645	112	(374)
Multistorey, Tiverton	(127,980)	(64,650)	(58,689)	5,961	631	(203)
Market Car Park, Tiverton	(220,120)	(107,550)	(104,960)	2,590	122	(1,804)
Phoenix House, Tiverton	(3,680)	(1,690)	(2,574)	(884)	15	(245)
P&D Shorts & Overs	0		378	378	0	0
	(688,330)	(346,720)	(332,247)	14,473	1,272	(8,373)
Day Permits	(31,000)	(3,690)	(1,240)	2,450	4,000	-13%
Allocated Space Permits	(39,420)	(1,270)	(134)	1,136		
Overnight Permits	(1,000)	(500)	0	500		
Day & Night Permits	0	0	(2,586)	(2,586)		
Other Income	(39,700)	(22,650)	(22,523)	127		
	(799,450)	(374,830)	(358,730)	16,100		
Standard Charge Notices (Off Street)	(28,000)	(13,550)	(27,426)	(13,876)	(20,000)	71%

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GENERAL FUND FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 30 SEPTEMBER 2017

	2017/18	2017/18	2017/18	2017/18
	Annual Budget	Profiled Budget	Actual	Variance
Total Employee Costs	£	£	£	£
General Fund				
Community Development	62,120	31,060	25,591	(5,469)
Corporate Management	1,299,200	649,600	660,468	10,868
Customer Services	711,710	355,855	334,021	(21,834)
Environmental Services	981,140	490,570	477,351	(13,219)
Finance And Performance	535,450	267,725	238,089	(29,636)
General Fund Housing	206,040	103,020	99,982	(3,038)
Grounds Maintenance	442,560	221,280	200,689	(20,591)
Human Resources	341,290	170,645	166,464	(4,181)
I.T. Services	488,880	244,440	250,737	6,297
Legal & Democratic Services	462,960	231,480	256,169	24,689
Planning And Regeneration	1,755,840	877,920	754,541	(123,379)
Property Services	423,430	211,715	188,751	(22,964)
Recreation And Sport	1,828,350	914,175	908,025	(6,150)
Revenues And Benefits	701,690	350,845	328,384	(22,461)
Waste Services	1,986,040	993,020	906,708	(86,312)
	12,226,700	6,113,350	5,795,972	(317,378)
Housing Revenue Account				
BHO09 Repairs And Maintenance	603,330	346,248	347,275	1,027
BHO10 Supervision & Management	1,369,080	684,540	701,846	17,306
BHO11 Special Services	37,180	18,590	12,519	(6,071)
	2,009,590	1,049,378	1,061,639	12,261
Total	14,236,290	7,162,728	6,857,611	(305,117)

	2017/18	2017/18	2017/18	2017/18
	Annual Budget	Profiled Budget	Actual	Variance
Agency Staff	£	£	£	£
General Fund				
Car Parks	0	0	0	0
Community Development	0	0	0	0
Corporate Management	0	0	0	0
Customer Services	0	0	0	0
Environmental Services	0	0	2,813	2,813
Finance And Performance	0	0	0	0
General Fund Housing	0	0	0	0
Grounds Maintenance	5,000	2,500	28,914	26,414
Human Resources	0	0	0	0
I.T. Services	0	0	0	0
Legal & Democratic Services	0	0	0	0
Planning And Regeneration	0	0	0	0
Property Services	0	0	8,142	8,142
Recreation And Sport	0	0	0	0
Revenues And Benefits	0	0	37,549	37,549
Waste Services	179,250	89,625	87,185	(2,440)
	184,250	92,125	164,603	72,478
Housing Revenue Account				
BHO09 Repairs And Maintenance	0	0	(1,128)	(1,128)
BHO10 Supervision & Management	0	0	175	175
BHO11 Special Services	0	0	0	0
	0	0	(952)	(952)
Total	184,250	92,125	163,650	71,525

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**HOUSING REVENUE ACCOUNT FINANCIAL MONITORING INFORMATION FOR
THE PERIOD FROM 01 APRIL TO 30 SEPTEMBER 2017**

		2017/18 Annual Budget	Forecast	Variance
Housing Revenue Account (HRA)	Notes	£	£	%
Income				
SHO01 Dwelling Rents Income	A	(12,368,590)	59,000	-0.5%
SHO04 Non Dwelling Rents Income	B	(571,420)	(18,000)	3.2%
SHO06 Tenant Charges For Services	C	(350)	0	0.0%
SHO07 Leaseholders' Service Charges	D	(21,640)	(5,000)	23.1%
SHO08 Contributions Towards Expenditure	E	(36,470)	(10,000)	27.4%
SHO09 Alarm Income - Non Tenants	F	(209,520)	(3,000)	1.4%
SHO10 H.R.A. Investment Income	G	(40,000)	(10,000)	25.0%
SHO11 Miscellaneous Income	H	(19,000)	0	0.0%
Services				
SHO13A Repairs & Maintenance	I	3,098,380	(76,000)	0.0%
SHO17A Housing & Tenancy Services	J	1,315,290	(43,000)	-3.3%
SHO22 Alarms & L.D. Wardens expenditure	K	121,700	(20,000)	-16.4%
Accounting entries 'below the line'				
SHO29 Bad Debt Provision Movement	L	25,000	0	0.0%
SHO30 Share Of Corporate And Democratic	M	165,320	0	0.0%
SHO32 H.R.A. Interest Payable	N	1,214,500	0	0.0%
SHO34 H.R.A. Transfers between earmarked reserves	O	2,952,820	0	0.0%
SHO36 H.R.A. R.C.C.O.	P	32,000	(11,000)	-34.4%
SHO37 Capital Receipts Reserve Adjustment	Q	(26,000)	0	0.0%
SHO38 Major Repairs Allowance	R	2,275,000	130,000	5.7%
SHO45 Renewable Energy Transactions	S	(130,000)	0	0.0%
		(2,222,980)	(7,000)	-0.3%
Net recharge to HRA		1,245,730		
Capital Charges		977,250		
Net Housing Revenue Account Budget		0		

Housing Revenue Account	£k
Total HRA reserve as at 01/04/7	(2,000)
Forecast movement in the year	0
Forecast HRA reserve as at 31/03/18	(2,000)

Housing Maintenance Fund	£k
Opening balance	10,970
Reserve utilised for capital works (see appendix G)	(1,032)
Budgeted transfer to reserves	2,182
Forecast variance for the year (see above)	7
Forecast closing balance	12,127

Renewable Energy Fund	£k
Opening balance	455
Expenditure forecast for this year (see appendix G)	(98)
Net income forecast for this year	130
Forecast closing balance	487

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HOUSING REVENUE ACCOUNT FINANCIAL MONITORING INFORMATION FOR THE PERIOD FROM 01 APRIL TO 30 SEPTEMBER 2017

Note	Description of Major Movements	Corrective Action	Forecast
			Variance £
A	Dwelling rent is 0.5% behind target	N/A	59,000
B	Garage voids are lower than budgeted	N/A	(18,000)
D	Minor variance	N/A	(5,000)
E	Rechargeable works have been higher than budgeted	N/A	(10,000)
F	Minor variance	N/A	(3,000)
G	Cash balances have been high again in 2017/18	N/A	(10,000)
I	Significantly more time than expected will be spent on adaptations work, leading to a transfer of costs	N/A	(60,000)
	Underspends due to staffing vacancies	N/A	(16,000)
J	Several minor savings forecast across budget areas including training, environmental and tree works give rise to this total	N/A	(43,000)
K	Minor savings forecast	N/A	(20,000)
P	Tipper vehicle expected to cost less than budgeted	N/A	(11,000)
R	MRA is forecast to spend £2,405k (£2,278k budgeted plus £87k slippage rolled forward from 16/17 plus an additional £40k on Fire Risk Assessment work)	N/A	130,000
		TOTAL	(7,000)

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MID DEVON DISTRICT COUNCIL
MONITORING OF 2017/18 CAPITAL PROGRAMME

Appendix G

Code	Scheme	Budgeted Capital Programme 2017/18	Deliverable Capital Programme 2017/18	Actual Expenditure 2017/18	Committed Expenditure 2017/18	Total	Variance to Adj Capital Programme	Forecast (Underspend)/ Overspend	Forecast Slippage to 18/19	Notes
		£		£	£	£	£	£	£	
	General Fund Projects									
	<u>Lords Meadow Leisure Centre</u>									
CA624	Main car park resurfacing	50,000	50,000	35,210	0	35,210	(14,790)	(5,000)		Total Project cost circa £45k
	<u>Exe Valley Leisure Centre</u>									
CA630	Exe Valley Leisure Centre - Replenish sand filters	25,000	25,000	0	0	0	(25,000)			This Project is planned due to be completed during Q3 17/18
CA627	EVLC - Pressure set replacement Hot/Cold	50,000	50,000	0	0	0	(50,000)	(5,000)		Forecast total Project cost circa £45k. Planned completion Feb'18
CA626	EVLC - Fitness extension	657,000	657,000	228,032	539,211	767,243	110,243	49,000		This forecast variance includes wet side improvement works amounting to £43k in 16/17. Planned project completion Jan '18
	<u>Culm Valley Leisure Centre</u>									
CA631	CVSC replace end of life AC for fitness Gym	30,000	30,000	0	0	0	(30,000)	(5,000)		Forecast total Project cost circa £25k
	<u>Pannier Market</u>									
CA509	Pannier Market - Improvement Project back log maintenance	60,000	60,000	43,842	0	43,842	(16,158)	(16,000)		Project complete - see Pannier Market Clock Tower CA508 - Scaffolding shared
CA507	Tiverton Pannier Market Piggins	70,000	0	0	0	0	0	(70,000)		This Project will no longer be undertaken
CA508	Pannier Market Clock Tower	12,000	12,000	28,256	0	28,256	16,256	16,000		Project complete - see Pannier Market back log maint CA509 - Scaffolding shared between projects
	<u>MSCP Improvements</u>									
CA709	MSCP improvements (refer to Matrix condition report)	139,000	70,000	0	0	0	(70,000)		139,000	Spend on this project will be undertaken with consideration to proposed Premier Inn project - Planned commencement Jan '18
	<u>MDDC Shops/Industrial Units</u>									
CA510	Energy Assessment works - new legislation - Indust Units/Shops/Mkt Walk	50,000	25,000	0	0	0	(25,000)		25,000	This Project is likely to straddle 17/18 & 18/19 Financial years
	<u>Play Areas</u>									
CA632	Play area refurbishment District wide - Amory Park Tiverton	50,000	0	0	0	0	0		50,000	This project is likely to be delivered in Q2 18/19
CA628	Play area refurbishment - West Exe Recreation Ground Tiverton	50,000	0	0	2,300	2,300	2,300		50,000	This project is likely to be delivered in Q2 18/19
	<u>Other Projects</u>									
CA460	Crediton Office - Structural improvement work	30,000	20,000	0	0	0	(20,000)	(10,000)		This project is likely to be delivered in Q4 17/18
CA461	A361 junction to facilitate Eastern Urban Extension (funded by s106)	1,750,000	1,000,000	0	0	0	(1,000,000)			MDDC contribution to DCC to help fund this junction now agreed at £1m
CA455	St Lawrence Green Project	30,000	30,000	0	0	0	(30,000)			
CA570	Coggans Well building acquisition			268,176	0	268,176	268,176	268,000		This acquisition will be funded by Useable Capital Receipts
CA468	Replacement Car park Machines			60,922	7,922	68,844	68,844	69,000		This project will be funding by a combinations of EMR's (£20k) & the balance from Useable Capital Receipts
	<u>General Fund Development Schemes</u>									
CA462	Rear of Town Hall development site (6 Houses, 24 Apartments)	5,114,000	0	2,464	1,000	3,464	3,464	(5,114,000)		This project will now be delivered by the SPV & any associated costs will be novated to the new company
	<u>ICT Projects</u>									
CA433	Unified Comms/telephony	107,000	107,000	0	0	0	(107,000)		67,000	Circa £40k spend in 17/18
CA456	Digital Transformation replacement of CRM	100,000	0	0	0	0	0	(100,000)		This Project will no longer be undertaken in 17/18 - future funds will be bid for in accordance with Leadership Team/ICT strategy
CA463	Secure Wifi replacement	50,000	50,000	0	0	0	(50,000)	(50,000)		Project to be delivered on Revenue circa £10k
CA464	Parking System Replacement (enforcement)	40,000	40,000	370	0	370	(39,630)			
CA465	Replacement Queue System	30,000	0	0	0	0	0	(30,000)		This Project will no longer be undertaken in 17/18 - future funds will be bid for in accordance with Leadership Team/ICT strategy
CA466	Core System Refreshes - Revs/Bens	20,000	20,000	0	0	0	(20,000)			
CA467	Replacement Estates/Property Systems	50,000	0	0	0	0	0	(50,000)		This Project will no longer be undertaken in 17/18 - future funds will be bid for in accordance with Leadership Team/ICT strategy
CA421	Replacement of PC estate 330s	31,000	31,000	18,964	0	18,964	(12,036)			
CA423	Continued replacement of WAN/LAN	60,000	60,000	0	0	0	(60,000)			
CA425	Server farm expansion/upgrades	96,000	96,000	12,233	0	12,233	(83,767)			
CA437	Digital Transformation	61,000	61,000	2,430	30	2,460	(58,540)			
CA439	Mobile Working NDL MX	7,000	7,000	7,000	0	7,000	0			
CA444	SQL/Oracles refreshes	21,000	21,000	2,500	7,975	10,475	(10,525)			
	<u>Replacement Vehicles</u>									
CA714	Medium Sweeper (Street Cleansing)	70,000	70,000	0	0	0	(70,000)			
CA715	Van Tipper (Grounds Maintenance)	26,000	26,000	0	0	0	(26,000)			
CA716	Ransomes Mower (Grounds Maintenance)	35,000	35,000	0	0	0	(35,000)			
CA712	Iveco Tipper (or equivalent)	24,000	24,000	0	0	0	(24,000)			
CA814	Dennis Eagle Terberg RCV 22-26t (or equivalent)	160,000	160,000	166,409	2,820	169,229	9,229	10,000		Trade Waste vehicle
CA821	5 Refuse Vehicles with Food waste capability	900,000	900,000	0	830,667	830,667	(69,333)	(69,000)		Garden Waste (3 large & 3 small refuse vehicles)
CA822	7.5T Tipper	100,000	100,000	0	0	0	(100,000)			
CA825	3.5T Tipper	25,000	25,000	0	0	0	(25,000)			
CA827	3.5T Tipper	25,000	25,000	0	0	0	(25,000)			
		10,205,000	3,887,000	876,807	1,391,925	2,268,733	(1,618,267)	(5,112,000)	331,000	

Code	Scheme	Budgeted Capital Programme 2017/18	Deliverable Capital Programme 2017/18	Actual Expenditure 2017/18	Committed Expenditure 2017/18	Total	Variance to Adj Capital Programme	Forecast (Underspend)/ Overspend	Forecast Slippage to 18/19	Notes
CG217 CG201	Private Sector Housing Grants									
	Empty homes and enforcement	104,000	30,000	0	0	0	(30,000)		64,000	
	Disabled Facilities Grants–P/Sector	664,000	555,000	200,980	183,391	384,371	(170,629)		109,000	
	Please note where possible commitments are raised on the Finance Ledger. Currently the total commitment for Private Sector Housing Grants held outside the ledger is £184k. This underspend includes underspent budget on Private Tenant DFG's amounting to 171k; these are effectively ring fenced, therefore leaving £30k uncommitted. (£201k - £171k) Commitments include all approved grants. The timing of when these are drawn down is dependent on the client (up to 1 year), therefore at year end although sums may be committed, some may be carried forward to 2018/19 as slippage.									
		768,000	585,000	200,980	183,391	384,371	(200,629)	0	173,000	
CA200	Affordable Housing Projects									
	Grants to Housing Associations to provide units (funded by commuted sums)	115,000	115,000	7,959	0	7,959	(107,041)		99,000	
		115,000	115,000	7,959	0	7,959	(107,041)	0	99,000	
	Total General Fund Projects	11,088,000	4,587,000	1,085,746	1,575,317	2,661,063	(1,925,937)	(5,112,000)	603,000	
	HRA Projects									
	CA100 Major repairs to Housing Stock	2,365,000	2,365,000	838,736	991,551	1,830,287	(534,713)	40,000		Additional works on fire risk Assessments £40k
	CA111 Renewable Energy Fund Spend	100,000	100,000	51,488	0	51,488	(48,512)			
	CG200 Disabled Facilities Grants - Council Houses	299,000	299,000	130,327	0	130,327	(168,673)			
	CA135 Land acquisition for Affordable Housing	2,100,000	500,000	0	0	0	(500,000)		1,600,000	A substantial amount of this project will slip into 18/19
	CA112 Birchen Lane	238,000	238,000	86,533	77,878	164,412	(73,588)			Forecast project completion Q3 2018/19. Additional £261k to be funded by S106
	CA119 Palmerston Park Tiverton - affordable dwellings (26 units)	2,694,000	2,062,000	374,292	2,708,819	3,083,110	1,021,110		1,500,000	Affordable Housing Contribs per Cabinet report 02/03/17
	CA124 Queensway (Beech Road) Tiverton (3 units)	298,000	150,000	7,719	0	7,719	(142,281)		250,000	Forecast project completion Q4 2018/19
	CA120 Burlescombe (6 units)	776,000	100,000	220	3,840	4,060	(95,940)		700,000	Forecast project completion Q4 2018/19
	CA125 Waddeton Park - (70 units)	1,991,000	0	71	0	71	71		1,991,000	This project is likely to be delivered in 18/19
	CA126 Sewerage Treatment Works - Washfield	25,000	25,000	0	0	0	(25,000)			Forecast project completion Q4 2017/18
	CA127 Stoodleigh - Pending feasibility (4 units)	520,000	50,000	0	0	0	(50,000)		500,000	A substantial amount of this project will slip into 18/19
	HRA ICT Projects									
	CA132 Repairs - mobile replacement	30,000	30,000	11,340	10,013	21,354	(8,646)			
	CA133 Tenancy Mobile	40,000	0	0	0	0	0	(40,000)		This Project will no longer be undertaken in 17/18 - future funds will be bid for in accordance with Leadership Team/ICT strategy
	HRA Replacement Vehicles									
	CA134 Van Tipper 4.5T (Responsive Repairs)	32,000	0	0	0	0	0	(32,000)		Vehicle not required in 17/18
	CA122 Iveco Tipper 3.5t (or equivalent)	24,000	24,000	21,455	0	21,455	(2,545)	(3,000)		
	Total HRA Projects	11,532,000	5,943,000	1,522,180	3,792,102	5,314,282	(628,718)	(35,000)	6,541,000	
	CAPITAL PROGRAMME GRAND TOTAL	22,620,000	10,530,000	2,607,926.21	5,367,418.20	7,975,344	(2,554,656)	(5,147,000)	7,144,000	

CABINET
26 OCTOBER 2017

MEDIUM TERM FINANCIAL PLAN – GENERAL FUND (GF) AND CAPITAL PROGRAMME

Cabinet Member Cllr Peter Hare-Scott
Responsible Officer Andrew Jarrett – Director of Finance, Assets & Resources

Reason for Report: To produce an updated Medium Term Financial Plan (MTFP) which takes account of the Council's key strategies (i.e. The Corporate Plan, Business Plans, Treasury Management Plan, Asset Management Plan, Work Force Plan and Capital Strategy) and demonstrates it has the financial resources to deliver the Corporate Plan. This models potential changes in funding levels, new initiatives, unavoidable costs and proposed service savings.

RECOMMENDATION: Members approve the updated MTFP and fully endorse the proposals outlined in paragraph 6.2.

Relationship to Corporate Plan: The Medium Term Financial Plan (MTFP) sets out the financial resources available to deliver the Council's ongoing Corporate Plan pledges/objectives.

Financial Implications: By undertaking an annual review of the MTFP the Council can ensure that its Corporate Plan pledges/objectives are affordable.

Legal Implications: None.

Risk Assessment: The MTFP makes a number of financial assumptions based on a sensible/prudent approach, taking account of the most up to date professional advice that is available. However, many of these assumptions are open to challenge and due to this fact appendix 1, included within this report, shows the financial effect on key items in the plan if assumptions were to change (this is referred to as sensitivity analysis).

Equality Impact Assessment: It is considered that the impact of this report on equality related issues will be nil.

1.0 Introduction & Purpose of the Medium Term Financial Plan

- 1.1 The main purpose of the MTFP is to show how the Council will strategically manage its finances over the next 4 financial years, in order to support the delivery of the pledges/objectives detailed in the new Corporate Plan.
- 1.2 The MTFP links the financial requirements, constraints and objectives included in all the key planning documents of the Council (i.e. Asset Management Plan, Treasury Management Strategy, Work Force Plan, and Business Plans) which culminate with the Corporate Plan.
- 1.3 The MTFP has been a key corporate requirement for a number of years and is an essential part of the budget setting process. It provides a financial model which forecasts the cost of providing Council services over a rolling 5 year

period, together with an estimate of the financial resources that will be available. This model provides an early warning mechanism if there is a significant budget gap between estimated costs and available resources.

- 1.4 Therefore, the MTFP helps strategically plan for next years annual budget setting process, but of equal importance, gives Management and Members an overview of future budget gaps so strategic decisions can be made over levels of future spending, Council Tax levels, policies for fees/charges, asset investment or disposal etc.
- 1.5 In addition to considering the General Fund financial position the MTFP also reviews the affordability of the Council's capital programme over the same 4 year period. Again it predicts required capital projects (in the main focusing on essential asset replacement and health & safety items) matched against potential capital receipts and grant funding. This plan focuses on known capital commitments. However, at some point in the future we may well have to consider new items which will be subject to formal prioritisation (including spend to save capability). The major change for this updated capital MTFP are some significant sums for town regeneration and potential commercial acquisitions.
- 1.6 In addition to these two key areas of Council expenditure we also prepare an MTFP for our Housing Revenue Account. This shows a four year programme, based on costs and income streams for our properties from April 2018 onwards.

2.0 Framework for the Medium Term Financial Plan

- 2.1 The starting base for the MTFP is the 2017/18 approved budget, which is then adjusted for any supplementary estimates approved by the Council or any significant budget variances identified in the monthly budget monitoring report to the Cabinet.
- 2.2 This base then has to be adjusted for unavoidable costs, such as, pay increases, inflation, service pressures associated with new legislation, a growing property base or improving performance etc. The MTFP will also consider forecasts for investment receipts and fee/charges levels.
- 2.3 Finally the MTFP considers and makes assumptions regarding future levels of Council Tax (including the potential growth in Tax base) and the likely level of future Central Government funding.
- 2.4 The MTFP models an overall aggregated position for the Council based on a range of assumptions. This then predicts an overall budget position, which can highlight a potential budget gap and then propose remedial action which can be taken to resolve it. Clearly, these assumptions can be challenged and will vary due to changes in the local, national and international economic position. As a consequence, I have included Appendix 1, which attempts to shows risks within the plan and the potential financial sensitivity to changes in the assumptions.
- 2.5 The development of a 5 year financial model is based on a number of assumptions and perceived risks. These become more difficult to predict the

further into the future you consider. In general terms a prudent/reasonable approach has been taken regarding forecasts, professional accounting guidance has been followed and external technical opinion has been sought where necessary.

2.6 The following underlying caveats have been adopted as a base assumption during the life of the MTFP:

- Each year the Council will target a balanced revenue budget without the use of reserve balances.
- We will attempt to ensure that the General Fund Balance does not fall below our current minimum agreed level (25% of net expenditure = £2.1m in 2018/19).
- Resources will be directed to high priority services and hence away from low priority services. With the exception of spend to save projects on lower priority services that can either cut future costs or increase revenue to enable cross subsidisation of higher priority services.
- Council Tax increases will be kept within Government set guidelines. In reality this now gives the Council very little scope to significantly increase Council Tax levels as the current nationally prescribed referendum rate is a maximum of 2% or £5 for the 2018/19 financial year. This plan assumes that the current rate will remain unaltered throughout the five year cycle.
- Further efficiency/procurement savings will be secured and then factored into future spending plans.
- We will continue to explore new commercial opportunities (as a 'business as usual' model is clearly no longer deliverable).
- Prudential borrowing will only be made during the life of the MTFP after the production of a fully costed business case with a reasonable payback period.

2.7 With regard to the Capital Programme, the Council will continue to prioritise schemes. The draft capital programme will also be reviewed/challenged by the Capital Strategy Asset Group (CSAG). In addition we will also look to dispose of surplus assets in order to maximise capital receipts and reduce ongoing revenue maintenance costs associated with holding the asset. Careful consideration will also need to be used to ensure we achieve the maximum market value when disposing of assets.

3.0 Current status and strategy for the Medium Term Financial Plan

3.1 The Medium Term Financial Plan (MTFP) has been developed to provide a financial framework within which the Council can deliver the pledges/objectives in the Corporate Plan. This strategy focuses on the forward financial issues/pressures facing the General Fund and Capital Programme.

3.2 Due to the need to get budget information to all of the PDG and Cabinet meetings during October and November there are still a few key issues that

have not been resolved or are still to be fully evaluated. These issues may either improve or worsen the summary budget position currently reported and can be summarised as follows.

- Application by the Devon Pool to become 100% Business Rates Pilot
- Impact of new Homeslessness legislation from 01/04/18
- Impact of full rollout of Universal Credit from 01/04/18
- Autumn Statement announcement in November 2017
- Finalisation of Formula Grant settlement
- Ongoing service reviews (including changes to fees/charges)

- 3.3 This MTFP has estimated further year on year reductions in Government funding, in fact incorporating the elimination of the Revenue Support Grant by 2019/20, a reduction of £0.5m from 2017/18 on top of the £4m reduction since 2010/11.
- 3.4 The financial forecast is explored in detail in the MTFP, which forms part of this plan. It also shows the strong inter-relation between the General Fund and delivering a sustainable capital programme. The MTFP model predicts an estimated cumulative shortfall on the General Fund budget of £4.1m (made up of the amounts required to balance the budget each year of £617k, £1,082k, £1,145k and £1,221k). Without any action the General Fund reserve of £2,241k would become overdrawn by £2.0m, a movement of £4.2m. The deficit in 2018/19 is £617k, which increases annually, peaking at £1.2m in 2021/22. These predictions have included amounts to fund our future capital programme and future proposed savings and cost movements.
- 3.5 However, Members must realise that some of the proposed savings will require political support and therefore if some suggestions are deemed to be unacceptable then other savings will need to be proposed.
- 3.6 At this point it is still worth stressing that against a backdrop of an aggregate cut in Central Government Grant of approximately £4m between 2010/11 and 2017/18. The Council continues to deliver a wide range of well performing services.

4.0 Summary of the Medium Term Financial Plan

- 4.1 Table 1, shown below, gives a summary position for the MTFP, over the next 4 years. This shows an overall deficit totalling £4.1m over the life of the plan. This is clearly a growing challenge based upon a number of assumptions, caveats, decisions and is now made even harder by the volume related risks that the Government has transferred to Councils with the changes to Council Tax Benefit and Business Rate localisation. As well as cuts direct to the Council's budget from central government we have and will continue to suffer indirectly from cuts to Devon County Council's budget and from other public sector bodies such as the Department of Work and Pensions.
- 4.2 Clearly, any major variations in these assumptions would require a fundamental review of the Council's MTFP and would be reported back to Cabinet and the wider Membership as soon as practical, coupled with proposed courses of action that could be implemented.

- 4.3 Table 1 shown below gives an overall summary of the Council's General Fund MTFP position (which includes a wide range of assumptions that have been realistically decided upon based on external advice and the most up to date information available to us).

Table 1 – MTFP General Fund Summary

	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
Total Gross Expenditure	36,053	36,442	36,823	37,201	37,586
Total Income	(27,679)	(27,900)	(28,201)	(28,494)	(28,725)
Net Cost of Services	8,374	8,542	8,622	8,707	8,861
Interest Payable	144	143	146	260	258
Interest payable on new loans for Leisure equipment	0	45	45	45	45
Net transfers to / (from) earmarked reserves	1,645	1,368	1,842	1,692	1,692
Interest Receivable	(49)	(49)	(42)	(38)	(43)
Interest receivable/payable on other activities	0	(25)	(25)	(25)	(25)
Dividends Receivable	(205)	(205)	(210)	(215)	(221)
Interest Receivable HRA to GF	(54)	(51)	(48)	(46)	(44)
New Homes Bonus	(1,722)	(1,200)	(1,100)	(950)	(950)
Principal Timing Adjustment	45	50	54	35	33
Capital Financing	354	346	429	619	806
Total Budget Requirement	8,532	8,964	9,713	10,084	10,412
<i>Funded by:</i>					
Average property growth (Council Tax)	0	0	(40)	(80)	(120)
Growth in Business Rates from Premier Inn	0	0	(30)	(70)	(70)
Growth in Business Rates	0	0	(30)	(60)	(75)
Reduction in CTR grant to TC/PCs	47	40	34	29	25
NNDR Appeals	0	0	50	50	50
NNDR movement to 100% localisation	0	0	(220)	(225)	(229)
Transition Grant	(32)	0	0	0	0
Revenue Support Grant	(498)	(179)	0	0	0
Rural Services Delivery Grant	(375)	(288)	(288)	(288)	(288)
NNDR	(2,265)	(2,300)	(2,346)	(2,393)	(2,441)
Collection fund surplus	(53)	(51)	(51)	(51)	(51)
Council Tax	(5,356)	(5,569)	(5,710)	(5,851)	(5,992)
Total Funding	(8,532)	(8,347)	(8,631)	(8,939)	(9,191)
Cumulative Surplus)/Deficit	0	617	1,082	1,145	1,221

- 4.4 The above plan shows a summarised position on the General Fund which predicts a growing general fund deficit peaking at £1.2m in the final year of the MTFP assuming no remedial action is taken year on year to set a balanced budget. Due to the cumulative nature of this plan, if we balance our revenue spend to our available funding, each subsequent year will only then need to find the difference (i.e. if we cut our level of spend by a further £617k in

2018/19 we will only need to find £465k in 2019/20 – e.g. £1,082k - £617k = £465k).

- 4.5 A key point shown at the bottom of Appendix 2 is that if no remedial action is taken to reduce our overall level of spend our General Fund Balance would be eliminated sometime during 2020-21. So clearly “business as usual” is an unsustainable option.

Capital Overview

- 4.6 There is no revenue contribution to the capital programme as in previous years the New Homes Bonus is earmarked for funding elements of the capital programme.
- 4.7 After excluding the HRA capital projects, the Council now has a much reduced capital programme, which in the main is due to a significant reduction in available funding. Indeed much of the predicted New Home Bonus monies has had to be utilised to fund the projected capital programme.
- 4.8 Table 2 below, shows the capital funding position during the life of the MTFP. A more detailed analysis of the overall schemes and potential funding is attached as Appendix 4.
- 4.9 The capital programme includes ‘rolling’ items already highlighted in the current year capital programme (i.e. housing/DFG grants, the Major Repairs Account and the 30 year modernisation programme). The available receipts are based on a prudent basis, with no major asset sales factored into the model. If additional receipts are generated we could revisit our capital prioritisation list and bring forward new schemes into the programme or decrease the contribution from New Homes Bonus or begin to repay any outstanding borrowing.

Table 2 – MTFP Capital Programme

	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
Total Capital Requirement (A)	9,601	25,056	18,978	19,251
<i>Funded by:</i>				
Existing Funds				
Capital Grants Unapplied Reserve	636	626	636	641
Capital Receipts Reserve	1,125	1,298	874	874
Earmarked Reserves	1,462	8,526	3,063	3,365
Other	2,338	2,582	2,480	2,471
Total from Existing Funds (B)	5,561	13,032	7,053	7,351
New Funds				
Public Works Loan Board loans	4,000	12,000	11,900	11,900
Revenue Contributions	40	24	25	0
Total from New Funds (C)	4,040	12,024	11,925	11,900
Total Funding (B + C) (D)	9,601	25,056	18,978	19,251

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General notes:

- NHB receipts will be significantly reduced from 2018/19 onwards due to recent legislation reducing the dowry from 6 to 4 years and bringing in a new baseline of 0.4%.
- It should also be noted that previous discussions with Devon County Council regarding the funding of all of the infrastructure assets that will not be fully covered by estimated future receipts from the Community Infrastructure Levy (CIL) may need to be part funded from the District's NHB receipts.
- It is highly likely that we will have to reduce or rephase our Council House building aspirations in light of the rent legislation cutting housing rent levels until 2020.
- The Capital Programme has only included known Housing projects that the HRA have planned to deliver. It is highly likely that other building schemes will come forward during the life of this MTFP cycle.

5.0 Balances and Reserves

- 5.1 The Council started 2017/18 with an available General Fund Balance (GFB) of £2,241k (i.e. just over the minimum agreed level) and on that basis it is imperative that we look to match on-going spending plans to our available in-year resources.
- 5.2 A Council holds a GFB for a number of reasons, firstly to deal with any short term cash flow or funding issues, secondly to provide a contingency for exceptional one-off acts (i.e. flooding, fire, terrorism, business rate failure etc.) and thirdly to provide a buffer for known circumstances whose final effect is unknown (i.e. changes in legislation or major funding changes). Obviously, the more uncertainty that exists, the higher the balance required.
- 5.3 Here is just a flavour of the operational, financial and legislative uncertainties facing the Council moving forward:
- A revenue funding deficit of circa £1.2m by the end of 2021/22
 - Volume risks of CTSS and Business Rates localisation
 - Move to 100% Business Rates retention and the increased volatility that the new scheme has introduced
 - Growth of property and commercial base – stepped cost impact but additional revenue based on current government incentives (payment by results of delivery)
 - Government funding – RSDG removal, Fairer Funding Review, Business Rates uncertainty
 - Changes to New Homes Bonus and Housing Benefit Admin Grant etc.

- Further cuts to Welfare system and introduction of Universal Credit Scheme
- Risk of spend to save projects and commercial investments – will projected savings and incomes materialise?
- Changes to DCC funding provision of specific services that could have a knock-on effect to Mid Devon (e.g. Grounds Maintenance contributions, support for recycling activities and changes to municipal tips).
- Any upfront revenue costs associated with the Eastern Urban Extension / new properties in Cullompton/Garden Village
- Changes to the referendum limits
- “Spend to save” costs associated with the business and digital transformation project and ongoing savings delivered in subsequent years
- Inflows and outflows of monies in respect of substantial property transactions
- New commercial opportunities and regeneration programmes
- Potential future partnership working with other authorities
- Possible impact of BREXIT on the economy including changes in interest rates

All of the above items highlight once again just how difficult it is to forecast ahead with any degree of accuracy. Nevertheless the medium term financial plan helps us examine the likely trends to assist in setting realistic capital and revenue budgets going forward.

6.0 How to Manage the Budget Deficit

6.1 Many of the issues, assumptions and sensitivity of items included within the MTFP are complex, often inter-related and will undoubtedly be subject to variation and ultimately fundamental review depending on the levels of future Formula Grant reductions. However, strategic decisions have been ongoing to reduce our current and future operational costs.

6.2 It is fair to say that the Council is currently in a relatively strong financial position (evidenced by the last three reports by our external auditors) however, it is now at a funding tipping point – i.e. the previous methodology of salami slicing budgets by x% and expecting managers to continue to deliver the same level of service will not work any longer. The MTFP shows an overall funding gap of £4.1m up to 2021/22. In order to reduce this deficit the Council will strive to constantly manage its costs and revenues by:

- A continued reduction of service and employee costs – which may incur short term upfront costs
- Ensure fees/charges are revisited regularly and that we are charging for all items possible – are there areas of service provision that we could charge for?
- Continue and expand partnership working where practical
- Investigation of a number of spend to save projects
- Review our current and future property asset requirements
- Maximise procurement efficiencies
- Explore new commercial opportunities

- Examine different ways of delivering services to reduce costs
- Continued benchmarking and learning from best practice
- Consideration of growing the commercial property base to align delivery with government funding priorities

6.3 Ultimately it remains unrealistic to assume that the suggestions listed in paragraph 6.2 will enable the Council to balance its service delivery aspirations against the backdrop of the very substantial cuts in both current and future sources of local government funding.

6.4 The above plans will require all service areas to play an active role in securing future savings and we will also continue to consult with all of our major stakeholders, especially the tax payers, to ensure all future budgetary decisions accord with their priorities.

7.0 The Corporate Plan

7.1 Clearly there is a very strong link between finance and corporate/service performance. By integrating the MTFP, the Work Force Plan and the Corporate Plan the Council can demonstrate how it will afford to deliver its key objectives. This will also shape the ongoing priorities of the Council, as with finite resources it will need to decide on what its key priorities are.

8.0 On-going Delivery of a MTFP

8.1 The MTFP, including the MTFP will continue to be updated on an annual basis. This will ensure that the MTFP will be a live document, subject to amendment and review by Leadership Team and Members and will provide a clear guide prior to commencing the annual budget setting process in future years.

9.0 Conclusion

9.1 Like all Councils, Mid Devon is facing an ongoing and very challenging financial future, but with a clearly shaped Corporate Plan which will need to be aligned to available financial resources (which will include a regularly updated Work Force Plan) the District will be well placed to continue delivering a wide spectrum of cost effective services that are valued by its residents.

9.2 It should also be noted that Management will continue to play a pro-active role in both reducing ongoing service costs and exploring new possibilities to raise additional income.

9.3 Having a realistic financial plan for the next 4 years will enable the Council to ensure it is allocating its limited financial resources to its key priorities. Our current Corporate Plan sets out our goals/objectives over a four year period and must clearly be matched by the financial resources that are available. The Government's move from a relatively fixed core funding system to more of a '*payment by results*' process has introduced a lot more uncertainty and volatility for the future of our funding streams, which makes medium term financial planning an even more challenging process.

- 9.4 Like any strategic plan, the MTFP has been compiled based upon all available information at a fixed point in time. Clearly, as time moves on assumptions will change, central government will set new targets, bring in new legislation and adjust funding levels. Residents expectations will change, Member priorities will alter and therefore any plans must be flexible enough to cope with major changes. As we are still in a period of major financial uncertainty it is imperative that reserve levels are held at a prudent level (£2.1m in the short to medium term) and that Members are provided with regular updates on the financial impact of any variation to what has been previously assumed.

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Circulation of the Report: Leadership Team
Elected Members
Group Managers

Key Assumptions used in Medium Term Financial Plan

A number of assumptions have been made in formulating the strategy. Clearly some of these are harder to predict than others and in addition the magnitude of the “error” of prediction may be greater in certain specific areas. Detailed below are the main assumptions made and importantly an analysis of the sensitivity to variance.

Formula Grant

We have currently used the future outline figures provided by Department of Communities and Local Government last year. In December we will receive our final grant settlement which might be different.

The 2016/17 settlement showed the elimination of the revenue support grant received from the government by 2019/20.

Inflation

Future inflation is of course an unknown quantity. The level of inflation assumed in this plan is moderate and it could come to pass that the actual inflation figures are higher, having a significant impact on our medium terms projections.

The Pay inflation also includes an increase in respect of the Apprenticeship Levy and pension contributions. We are setting budgets for the second year of the triennial pension fund valuation which sets new pension contribution rates and will next be updated in 2019..

Investment Return

The model assumes that interest rates will initially remain static and then gradually increase although rates are expected to remain low. This has been confirmed by looking at a broad spectrum of advice from a number of treasury specialists.

Council Tax Income

We have also assumed a relatively small growth in properties throughout the life of the MTFP. Clearly if any major residential building projects are agreed/advanced over the next 2-3 years they will then be factored into future MTFP (but it should be noted that extra housing also affects the Council’s cost base too).

Sensitivity Analysis

As previously mentioned, many of the assumptions could be subject to challenge and may well alter during the life of the MTFP. Therefore, it is important to show the magnitude (or sensitivity) in financial terms of minor alterations to assumptions made. A change in the inflation factors causes the following movements:

	Budget in 2017/18 £'000	Change by 1.0% £'000	Change by 5.0% £'000
Employee costs	12,736	127.36	636.8
Premises	1,691	16.91	84.55
Transport	1,020	10.20	51.00
Income ⁽¹⁾	(9,378)	(93.78)	(468.90)
Supplies & Services ⁽¹⁾	3,626	36.26	181.30
Council Tax Income	(5,356)	(53.56)	(267.80)
Revenue Support Grant	(497)	(4.97)	(24.85)
Non Domestic Rates	(2,265)	(22.65)	(113.25)

Note (1) – income and supplies & services both exclude housing benefit payments and subsidy of £19m.

Risk

All of the assumptions made in the MTFP have been examined for risk and estimates of expenditure and income have been made on a prudent/most likely occurrence. This has been based on previous experience, evidence in the current financial year, consultation with specialist advisers and taking account of all known market factors at the time of finalising the plan.

**MID DEVON DISTRICT COUNCIL GENERAL FUND
MEDIUM TERM FINANCIAL PLAN 2017-18 TO 2021-22**

	Current Base 2017-18 £	Infl %	2018-19 £	Infl %	2019-20 £	Infl %	2020-21 £	Infl %	2021-22 £
Employee costs									
Cost pressures			93,000		20,000		30,000		30,000
Savings			(57,526)		0		0		0
Base budget	12,735,560		12,862,916		13,059,619		13,275,814		13,505,401
<i>Inflation base</i>	12,735,560	1.0%	12,898,390	1.3%	13,079,619	1.5%	13,305,814	1.5%	13,535,401
Total in year cost	12,735,560		12,898,390		13,079,619		13,305,814		13,535,401
Premises costs									
Cost pressures			239,336		0		0		0
Savings			0		0		0		0
Base budget	1,690,690		1,724,504		2,012,936		2,063,259		2,114,841
<i>Inflation base</i>	1,690,690	2.00%	1,963,840	2.5%	2,012,936	2.5%	2,063,259	2.5%	2,114,841
Total in year cost	1,690,690		1,963,840		2,012,936		2,063,259		2,114,841
Transport related costs									
Cost pressures			0		0		0		0
Savings			(12,570)		0		0		0
Base budget	1,020,430		1,020,430		1,033,057		1,058,883		1,085,355
<i>Inflation base</i>	1,020,430	0.00%	1,007,860	2.5%	1,033,057	2.5%	1,058,883	2.5%	1,085,355
Total in year cost	1,020,430		1,007,860		1,033,057		1,058,883		1,085,355
Supplies and services									
Cost pressures			0		50,000		0		0
Savings			0		0		0		0
Base budget	3,625,800		3,699,520		3,792,008		3,938,058		4,036,510
<i>Inflation base</i>	3,625,800		3,699,520	2.5%	3,842,008	2.5%	3,938,058	2.5%	4,036,510
Total in year cost	3,625,800		3,699,520		3,842,008		3,938,058		4,036,510
Housing Benefit payments	18,225,770	0%	18,225,770	0%	18,225,770	0%	18,225,770	0%	18,225,770
Sub total	37,298,250		37,795,379		38,193,390		38,591,784		38,997,876
Support service recharge	(1,245,730)	1%	(1,353,660)	1.3%	(1,370,581)	1.5%	(1,391,139)	1.5%	(1,412,007)
Total gross expenditure	36,052,520		36,441,719		36,822,809		37,200,645		37,585,870
Fees, charges and grants									
Cost pressures			75,000		25,000		25,000		25,000
Savings			(211,000)		(85,000)		(70,000)		0
Base budget	(9,377,760)		(9,488,540)		(9,865,154)		(10,173,282)		(10,473,739)
<i>Inflation base</i>	(9,377,760)		(9,624,540)	2.5%	(9,925,154)	2.5%	(10,218,282)	2.5%	(10,448,739)
One off initiatives (See note 1)	0		0		0		0		0
Total in year cost	(9,377,760)		(9,624,540)		(9,925,154)		(10,218,282)		(10,448,739)
Housing benefit subsidy	(18,300,770)	0%	(18,275,770)	0%	(18,275,770)	0%	(18,275,770)	0%	(18,275,770)
Total income	(27,678,530)		(27,900,310)		(28,200,924)		(28,494,052)		(28,724,509)
NET COST OF SERVICES	8,373,990		8,541,409		8,621,886		8,706,592		8,861,360
Interest Payable	143,680		143,370		146,000		260,000		258,000
Interest payable on new loans for Leisure equipment	0		45,000		45,000		45,000		45,000

**MID DEVON DISTRICT COUNCIL GENERAL FUND
MEDIUM TERM FINANCIAL PLAN 2017-18 TO 2021-22**

	Current Base 2017-18 £	Infl %	2018-19 £	Infl %	2019-20 £	Infl %	2020-21 £	Infl %	2021-22 £
Net transfers to / (from) earmarked reserves	1,645,010		1,368,280		1,841,970		1,691,970		1,691,970
Interest Receivable	(49,000)		(49,000)		(41,520)		(37,970)		(42,770)
Interest receivable/payable on other activities	0		(25,000)		(25,000)		(25,000)		(25,000)
Dividends Receivable	(205,000)		(205,000)	2.5%	(210,125)	2.5%	(215,378)	2.5%	(220,763)
Interest Receivable HRA to GF	(54,000)		(50,540)		(48,480)		(46,360)		(44,200)
New Homes Bonus	(1,721,980)		(1,200,000)		(1,100,000)		(950,000)		(950,000)
Principal Timing Adjustment	44,690		49,634		53,804		35,435		33,435
Capital Financing	353,680		345,936		429,268		618,736		806,306
TOTAL BUDGET EXPENDITURE	8,531,070		8,964,089		9,712,802		10,083,026		10,413,339
Funded by:									
Average property growth (Council Tax)					(40,000)		(80,000)		(120,000)
Growth in Business Rates from Premier Inn					(30,000)		(70,000)		(70,000)
Growth in Business Rates					(30,000)		(60,000)		(75,000)
Reduction in CTR grant to TC/PCs	46,960	-15%	39,920	-15%	33,930	-15%	28,840	-15%	24,514
NNDR Appeals	0		0		50,000		50,000		50,000
NNDR movement to 100% localisation	0		0		(220,000)		(225,000)		(229,000)
Transition Grant	(31,510)		0		0		0		0
Revenue Support Grant	(497,550)		(179,260)		0		0		0
Rural Services Delivery Grant	(374,510)		(288,084)		(288,084)		(288,084)		(288,084)
NNDR	(2,265,210)		(2,300,000)	2.0%	(2,346,000)	2.0%	(2,392,920)	2.0%	(2,440,778)
Collection fund surplus	(52,860)		(50,520)		(50,520)		(50,520)		(50,520)
Council Tax	(5,356,390)		(5,568,720)		(5,709,951)		(5,851,181)		(5,992,412)
TOTAL FUNDING	(8,531,070)		(8,346,664)		(8,630,625)		(8,938,865)		(9,191,280)
Budget (Surplus) / Deficit	0		617,425		1,082,178		1,144,161		1,222,059
Opening balance 01 April	(2,241,085)		(2,021,862)		(1,404,437)		(322,259)		821,902
Net Monitoring Forecast Variance	219,223								
Closing balance 31 March	(2,021,862)		(1,404,437)		(322,259)		821,902		2,043,961
Savings to be found			617,425		1,082,178		1,144,161		1,222,059
25% of Net Budget Requirement	(2,132,768)		(2,086,666)		(2,157,656)		(2,234,716)		(2,297,820)
Deficit/Surplus	110,906		682,229		1,835,397		3,056,618		4,341,781

* **Approved Council policy is to maintain General Fund balance at 25% of the net budget requirement**

Notes:

1. A £5 increase in Council Tax year on year is assumed purely for illustrative purposes - please note a 1% increase in Council Tax generates circa £56k per annum.
2. Property growth based on a prudent assumption after reviewing figures quoted in Forward Planning's housing supply data - obviously if achieve higher level we receive more Council Tax income but some of our costs will increase and some on a stepped basis (e.g. refuse/recycling, etc.).
3. Most of the New Homes Bonus is used to support current and future Capital Programmes - mainly this money is earmarked towards future capital projects.
4. The Council Tax reduction grant passed to Town and Parish Council's will be reduced in line with the level of central government grant cuts received by Mid Devon.
5. Too early to model impact of new 100% NNDR funding proposals - but have assumed we are granted 100% Pilot status.
6. Rural Services Delivery Grant is to be removed from 2019/20, but the Government are stating this would be subsumed into the future Business Rates allocations.

**MID DEVON DISTRICT COUNCIL GENERAL FUND
MEDIUM TERM FINANCIAL PLAN 2018-19 TO 2021-22
COST PRESSURES SUMMARY**

			2018-19 £		2019-20 £		2020-21 £		2021-22 £
Employee costs									
Pension costs			20,000		20,000		30,000		30,000
New posts			73,000						
Employees total to summary			93,000		20,000		30,000		30,000
Premises costs									
Service cost pressures									
Leisure			165,400						
Shops, Depot, Open Spaces			73,936						
Premises total to summary			239,336		0		0		0
Transport costs									
Transport total to summary			0		0		0		0
Supplies and services									
New Homelessness legislation					50,000				
Supplies and Services total to summary			0		50,000		0		0
Fees, charges and grants									
Void pressure at Market Walk			50,000						
HB Admin Grant			25,000		25,000		25,000		25,000
Fees, charges and grants summary			75,000		25,000		25,000		25,000
Net Total			407,336		95,000		55,000		55,000

**MEDIUM TERM FINANCIAL PLAN 2018-19 TO 2021-22
SAVINGS SUMMARY**

			2018-19 £		2019-20 £		2020-21 £		2021-22 £
Employee costs									
Establishment reductions			(57,526)						
Employees total to summary			(57,526)		0		0		0
Premises costs									
Premises total to summary			0		0		0		0
Transport related costs									
			(12,570)						
Transport total to summary			(12,570)		0		0		0
Supplies and services									
Supplies and Services total to summary			0		0		0		0
Fees, charges and grants									
Coggans Well			(21,000)						
Profit from 3 Rivers Developments			(50,000)		(50,000)		(50,000)		
Premier Inn car parking					(35,000)		(20,000)		
Development Control fees			(140,000)						0
Fees, charges and grants summary			(211,000)		(85,000)		(70,000)		0
Total Initiatives			(281,096)		(85,000)		(70,000)		0

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Medium Term Financial Plan 2018/19 - 2021/22 - Capital

Appendix 4

	Provisional Capital Programme	Estimated Capital Programme	Estimated Capital Programme	Estimated Capital Programme	Total
	2018/19 £k	2019/20 £k	2020/21 £k	2021/22 £k	£k
<u>Estates Management</u>					
<u>Leisure - Site Specific</u>					
<u>Lords Meadow Leisure Centre</u>					
Lords Meadow - Replace main pool filters	80				80
Lords Meadow - Tennis Courts surface and lining	25				25
LMLC pool tiling and balance tank repairs		25			25
Lords Meadow - Squash Court Climate Control		50			50
LMLC - Pool Cover			25		25
<u>Exe Valley Leisure Centre</u>					
EVLC pool tiling and balance tank repairs	25				25
Evlc - Replace isolated CHP for Bio Mass Boiler (spend to save)		150			150
EVLC - Pool Cover	25				25
EVLC - Water cooled Chiller -Major Maintenance		30			30
<u>Culm Valley sports centre</u>					
Culm Valley- Fitness Gym Extension			500		500
Total	155	255	525	0	935
0					
<u>Other MDDC Buildings</u>					
<u>Pannier Market</u>					
Pannier Market -Paving replacement (linked to Tiverton masterplan)		150			150

	Provisional Capital Programme 2018/19	Estimated Capital Programme 2019/20	Estimated Capital Programme 2020/21	Estimated Capital Programme 2021/22	Total
<u>Phoenix House</u>					
Phoenix House - Replacement BMS software			20		20
Phoenix House - AHU changes to allow cooling		100			100
Phoenix House - Electric water heater replacement	25				25
Phoenix House- Toilet refurbishment flooring and units	30	30			60
Phoenix House - Boiler replacement		100			100
<u>General Car parks</u>					
P&D resurfacing and lining - Becks Square Tiverton		50			50
<u>MSCP Improvements</u>					
MSCP refer to Matrix condition report		50			50
Note - MSCP and Phoenix Lane access road resurfacing to be negotiated with Premier Inn project					
<u>MDDC Depot sites</u>					
Old Road yard resurfacing		35			35
Old Road Depot - Actions following condition report	50	50			100
Carlu Close - Potential Air Conditioning units		20			20
Grounds Maintenance relocation (subject to feasibility)	80				80
Land Purchase for combined depot				1,000	1,000
<u>MDDC Shops/Industrial Units</u>					
					0
<u>Play Areas</u>					
Play area refurbishment District wide - 18/19 Detailed scheme??					0
Play area refurbishment District wide	50	50	50	50	200
<u>Cemeteries</u>					
Tiverton and Crediton Cemetery Chapel maintenance		50			50

	Provisional Capital Programme 2018/19	Estimated Capital Programme 2019/20	Estimated Capital Programme 2020/21	Estimated Capital Programme 2021/22	Total
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Other Projects

Land drainage flood defence schemes - 18/19 Detailed scheme??

Land drainage flood defence schemes	25	25	50	50	150
Land drainage flood defence schemes - Ashleigh Park Bampton	87				87

Note - Town Centre Master Planning initial consultant costs will be revenue but affordable schemes identified will be highlighted in future Capital MTFP

General Fund Development Schemes

Tiverton redevelopment project		6,000	7,000	7,000	20,000
Tiverton Redevelopment project - Asset acquisition	4,000				4,000
Commercial property/Land Acquisition		2,500	2,500	2,500	7,500

Total	4,347	9,210	9,620	10,600	33,777
					0

Economic Development Schemes

*Cullompton Townscape Heritage Initiative (Subject to £1.152m HLF bid)		253	251	251	755
Tiverton Town Centre improvement	40				40
Pannier Market Projects		25	25		50
Mills Electricity Project	100	100	100		300
Broadband Project	100	100			200

Total	240	478	376	251	1,345
					0

* Project to be delivered over 5 years therefore likely to be complete in 2023/24. Depending on successful HLF bid. At this stage equal cost £1,257k assumed over 5 year period & therefore will straddle this MTFP until 2023/24. Submission for 2nd HLF bid due 08/12/17, bid value may change in new submission.

All Economic Development schemes are subject to acceptable Business Case

Harlequin Valley site options being considered as to whether could be a potential site for SPV delivery

	Provisional Capital Programme 2018/19	Estimated Capital Programme 2019/20	Estimated Capital Programme 2020/21	Estimated Capital Programme 2021/22	Total
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ICT Projects

Desktop states replacement/refresh	50		50		100
Remote Sites connections refresh - Aug '19		40			40
Server virtualisation/storage replacement				90	90
Continuous replacement of WAN/LAN		100			100
CRM replacement	75	75			150
Additional payment kiosk - subject to Business case		25			25
HR System Refresh				35	35
Efin System Refresh				45	45
Idox System Refresh				45	45
Revenues & Benefits System Refresh				45	45
Housing System Refresh			75		75
AIM/ACR System Refresh		30			30
SQL/Oracles refreshes		100			100
Data centre hardware refresh servers/storage	120				120
Application Virtualisation /deployment		50			50
Website development		20			20
Mobile/agile business transformation - estimate only for change of kit, servers and comms links		300			300
Project Liberty (SQL database and Information Services - Tech Refresh)		50			50
Leisure Technical Refresh - Portal Solution		35			35
Replacement Grounds Maintenance system	100				100

Total	345	825	125	260	1,555
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0

Affordable Housing Projects

Grants to housing associations to provide houses (covered by Commuted Sums)	116	116	116	116	464
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Total	116	116	116	116	464
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0

Private Sector Housing Grants

Empty homes and enforcement	106	108	110	115	439
Disabled Facilities Grants–P/Sector	500	510	520	525	2,055

Total	606	618	630	640	2,494
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	Provisional Capital Programme 2018/19	Estimated Capital Programme 2019/20	Estimated Capital Programme 2020/21	Estimated Capital Programme 2021/22	Total 0
<u>Replacement Vehicles</u>					
<u>Recycling Collection</u>					
Telehandler		134			134
Recycling Tipper			22		22
<u>Waste Collection</u>					
Refuse Collection Vehicles		680			680
<u>Street Cleansing</u>					
Large Sweeper		120	120		240
Van Tipper		26			26
<u>Grounds Maintenance</u>					
Van Tipper	52	78	26	0	156
Total	52	1,038	168	0	1,258
TOTAL GF PROJECTS	5,861	12,540	11,560	11,867	41,828

HRA ProjectsExisting Housing Stock

Major repairs to Housing Stock	2,101	2,092	1,993	1,984	8,170
Renewable Energy Fund	100	100	100	100	400
Disabled Facilities Grants - Council Houses	300	300	300	300	1,200

Housing Development Schemes

Palmerston Park - Soil Nailing -RC Wall -Tree Clearance-Re sequencing charges	1,056				1,056
Birchen Lane - PHL correction work	143				143
* Watery Lane Tiverton - Garage conversion (15 Units - Subject to design)		1,000			1,000
Waddeton Park Tiverton (70 Units)		3,000	3,000	3000	9,000
* Round Hill Tiverton (21 Units - Subject to design)		3,000			3,000
* Replace end of life units (8 units)		2,000			2,000
Council Housing building schemes to be identified			2,000	2000	4,000

Note - Decision to be made whether HRA will buying or leasing newly built properties from the SPV

Provisional Capital Programme 2018/19	Estimated Capital Programme 2019/20	Estimated Capital Programme 2020/21	Estimated Capital Programme 2021/22	Total
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Commercial Development Schemes

* Shapland Place Tiverton garage conversion (2-3 Units - Subject to design)

Note - consideration of land banking/demand for commercial developments

1,000 1,000

HRA ICT Projects

Total	3,700	12,492	7,393	7,384	30,969
					0

* Proposed Council House Building / industrial units schemes subject to full appraisal

HRA Replacement Vehicles

Van Tipper 3.5T (Voids)			25		25
Van Tipper 7T (Voids)	40				40
Van Tipper 4.5T (Responsive Repairs)		24			24
Total	40	24	25	0	89
					0

TOTAL HRA PROJECTS	3,740	12,516	7,418	7,384	31,058
	0	0	0	0	0

GRAND TOTAL GF + HRA	9,601	25,056	18,978	19,251	72,886
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Provisional Capital Programme	Estimated Capital Programme	Estimated Capital Programme	Estimated Capital Programme	Total
2018/19	2019/20	2020/21	2021/22	

MDDC Funding Summary

	2018/19 £k	2019/20 £k	2020/21 £k	2021/22 £k	Total £k
EXISTING FUNDS					
Capital Grants Unapplied Reserve	636	626	636	641	2,539
Capital Receipts Reserve	1,125	1,298	874	874	4,171
Earmarked Reserves	1462	8526	3063	3365	16,416
Miscellaneous Funding	2,338	2,582	2,480	2,471	9,871
Subtotal	5,561	13,032	7,053	7,351	32,997
NEW FUNDS					
Borrowing	4,000	12,000	11,900	11,900	39,800
Revenue Contributions	40	24	25	0	89
Subtotal	4,040	12,024	11,925	11,900	39,889
TOTAL FUNDING	9,601	25,056	18,978	19,251	72,886

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CABINET
26 OCTOBER 2017

DRAFT 2018/19 GENERAL FUND AND CAPITAL BUDGETS

Cabinet Member Cllr Peter Hare-Scott
Responsible Officer Andrew Jarrett, Director of Finance, Assets & Resources

Reason for the report: To consider options available in order for the Council to set a balanced budget for 2018/19 and agree a future strategy for further budget reductions for 2019/20 onwards.

RECOMMENDATION: To consider the draft budget proposals for 2018/19 and start to plan for additional savings as identified in the Medium Term Financial Plan.

Relationship to the Corporate Plan: To deliver our Corporate Plan's priorities within existing financial resources.

Financial Implications: The current budget for the General Fund shows a deficit of £617k. In addition we have predicted a funding deficit of £1.8m on our General Fund by 2021/22. This highlights the need to take steps to plan for further reductions to our ongoing expenditure levels.

It is a statutory requirement for the Local Authority to set a balanced budget each year.

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. In addition prudent levels of reserves will also continue to be maintained.

Equality Impact Assessment: It is considered that the impact of this report on equality related issues will be nil.

1.0 Introduction

1.1 2018/19 will be the third year of a four year fixed funding settlement which will see a further reduction of £318k and then the complete removal of the remaining Revenue Support Grant of £179k by 2019/20.

1.2 It is worth reflecting that our budgets are affected in a number of ways:

- a) The funding received from central government.
- b) Devon County Council (DCC) and other public bodies' budgets being cut leads to them cutting funding to us and others, in a variety of ways.
- c) Government departments such as Department of Work and Pensions and Department for Communities and Local Government also have lower budgets and reduce grants.
- d) Changes in customer demand/expectations in the context of the local/national economy.

- 1.3 Although the priority is to balance next year's budget, strategic decisions will need to be made to accommodate reduced funding going forward. So far senior managers will have produced a draft budget based upon "business as usual."
- 1.4 Based on seven years of public sector austerity many services can no longer continue to reduce cost and still expect "business as usual". It is important to remember that some services are statutory and in some cases must breakeven. i.e. we cannot generate a profit. This restricts where savings/cuts can be imposed and section 7 below provides more details.
- 1.5 The proposed savings embodied in the draft budget will need to be agreed by Members, as every proposed saving that is rejected will need to be matched by a suggestion of where a similar saving could be made. Members will be aware that the budget is an evolving process. We have already made a range of assumptions relating to: pay awards, inflation, fees/charges, demand for services, property increases, etc. More information may well change/alter our assumptions in the months leading up to February, when the budget has to be finalised. So the current budget gap of £617k will be revised over the next few months, but it is based on the most current information, in conjunction with professional guidance, that is available.
- 1.6 The Council continues to look into opportunities to further reduce operational costs without immediately reducing service levels. However it remains a real possibility moving forward that some difficult decisions will have to be made relating to what the Council can and can't afford to deliver/support in the future.

2.0 The Draft 2018/19 Budget

- 2.1 The initial aggregation of all service budgets (which also includes assumptions surrounding predictions of interest receipts, contributions to our capital programme, transfers from/to reserves and Council Tax levels) currently indicates a General Fund budget gap of £617k (see Appendix 1).
- 2.2 At this point it is worth summarising how we have arrived at this deficit. The table shown below shows the main budget variances affecting the 2018/19 draft budget.

Table 1 – Reconciliation of Major 2018/19 Budget Variances

Variances	Amount £k
<i>External items outside of our control</i>	
Reduced formula grant settlement	318
Decrease in Housing Benefit Grant and increase in associated costs	57
Pay award and pension increases	239
Rural Services Delivery Grant	86
Transition Grant	32
<i>Subtotal</i>	732
<i>Other changes</i>	
Increase in service cost pressures	317

Not utilising New Homes Bonus to balance the budget	89
Increase in property sinking funds	100
Interest payments on loans for new Leisure equipment	45
Service cost reductions	(108)
New or increased income identified by service managers	(272)
Increase in Council Tax income (£5 rise + 370 new properties)	(212)
Net recharge to HRA	(108)
Minor changes	34
Draft budget gap for 2018/19	617

2.3 In compiling the 2018/19 draft budget we have also examined budget performance during 2017/18 and then made any relevant budget corrections for staffing changes, levels of income, changes in legislation, increases in inflation, etc.

2.4 Due to the need to get budget information to all of the PDG and Cabinet meetings during October and November there are still a few key issues that have not been resolved or are still to be fully evaluated. These issues may either improve or worsen the summary budget position currently reported and can be summarised as follows.

- Application by the Devon Pool to become 100% Business Rates Pilot
- Impact of new Homeslessness legislation from 01/04/18
- Impact of full rollout of Universal Credit from 01/04/18
- Autumn Statement announcement in November 2017
- Finalisation of Formula Grant settlement
- Ongoing service reviews (including changes to fees/charges)

3.0 The Past

3.1 Just to remind members of the financial journey the Council has been on since the austerity programme in 2010/11, here is a list of some of the challenges that have been presented to MDDC in balancing budgets during recent years.

- Net loss of £4m in Formula Grant
- Loss of funding for Housing Benefit admin and Regional Housing Pot removed circa £0.6m
- Council Tax freezes accepted for a number of years
- Increased costs associated with Local Land Provision
- Tax and pension related pressures totalling £350k as follows
 - National Insurance change
 - Increased pension back-funding costs
 - Government mandated auto-enrolment to the Pension Scheme
- Apprentice Levy of £50k introduced

3.1 The following lists just some of the actions taken by MDDC to mitigate these funding reductions.

- Significant efficiency agenda has led to service reductions amounting to over £2m
- Increased income has been generated by a number of services
 - Waste shared savings agreement with DCC
 - Garden Waste Scheme
 - Improved recycling scheme
- Increased commercialisation
 - £200k profit from market Walk and Fore Street properties
- Business Rates Devon Pool participation
- Profit from the Special Purpose Vehicle will return to the General Fund, along with a margin on interest received
- Increasing CCLA holding to £5m
- Colocation with Department for Work & Pensions (DWP)
- Revised Car Parking Strategy in 2016/17
- Rationalising our property estate, including depots, parks, toilets and car parks
- Joint working with North Devon DC as part of the Building Control Partnership
- DCC Transfer Station located at Carlu Close

4.0 The Future

- 4.1 It is clear that a lot of work has already been undertaken in order to deliver a draft budget gap of £617k, i.e. further efficiency savings of circa £250k included in the service appendices. We now are set with two tasks: firstly, to deliver a balanced General Fund budget by February 2018 in order to formally set the Council Tax and secondly, and of equal importance, begin to plan how our future spending plans can be financed. The work with town and parish councils will continue.

5.0 Capital Programme

- 5.1 In addition to this revenue funding pressure, is our ongoing commitment to future capital programmes, not helped by the current low levels of capital receipts. Even greater pressure may be placed on future programmes if additional borrowing was made to fund new Council Houses, Depots, Sport Centre enhancements, Town Centre enhancement works, vehicle replacements, etc.
- 5.2 The draft Capital Programme for 2018/19 is attached at Appendix 5. Excluding the new commitments to fund town centre regeneration or further commercial/land acquisitions, the size of our current and future capital programmes remains very small, due to the reductions in funding and level of sale receipts and now only includes material projects that are essential maintenance, or asset replacement or income generating/cost reducing.

6.0 The Autumn PDGs and Cabinet meetings

- 6.1 The first round of draft budget meetings will allow discussions with Members, Senior Management, Service Managers and Finance Officers in order to review the proposed draft 2018/19 budget – see Appendix 2. This will include

scrutinising and challenging the initial position (and confirming acceptance of all proposed savings put forward) and discussing any other budget areas that Members would like to see additional savings from.

- 6.2 Before the next round of PDGs and Cabinet in January the Council will receive formal confirmation regarding its; Formula Grant other emerging legislative changes, more information regarding the 2017/18 budget performance etc. At this point if any of the initial assumptions/estimates significantly worsen, then we will need to bring further savings options forward for consideration.

7.0 Public Consultation

- 7.1 Earlier year's consultations have consistently highlighted the three most valued services:

- REFUSE COLLECTION & RECYCLING - First
- PARKS, OPEN SPACES & PLAY AREAS - Second
- ENVIRONMENTAL HEALTH - Third

The three services valued the lowest comprised:

- COMMUNITY GRANTS - First
- PUBLIC CONVENIENCES - Equal second
- COMMUNITY SAFETY - Equal second

- 7.2 With the Council having to make more challenging decisions with regard to service prioritisation these views and our Corporate Plan should be foremost in determining changes to the base budget.

8.0 Statutory, Discretionary Services and the Level of Service Provision

- 8.1 Whilst the Council has a legal obligation to perform some activities, others are at the discretion of the elected members, subject to funding. Although some undertakings are clearly statutory and others clearly discretionary, there are some service areas that have elements of both.

- 8.2 The main *discretionary* services of the Council comprise:

- Business development (although a corporate priority)
- Community development (includes community group grants)
- Leisure facilities
- Parks and open spaces (identified as important to the public at 6.1)
- Shops and industrial units

What can we do to balance the budget?

- 8.3 An activity's net cost could be changed by one or more of these factors:

- a) Changing the frequency
- b) Changing the quality, instead of a "Platinum service" we may be forced to offer a "Silver service"
- c) Increasing fees or start charging for a service

- d) Reducing the overheads
- e) Stopping the activity entirely
- f) Different models of service delivery (including partnership)

8.4 Over the last five or six years the Authority has concentrated its efforts in maintaining frontline service levels across all sectors by reducing overheads. It is now clear that following those budgetary cuts some service areas are struggling to deliver their service plans, within their existing budgets. Indeed in a few cases external reviews have necessitated increasing the resources in a particular service area to meet our legal obligations.

What options are available if something is *statutory*?

8.5 Although we cannot stop the function, we may be able to approach it differently in terms of frequency or quality.

8.6 Some of our income streams are influenced by external market forces and in setting prices we have to be mindful of the going market rate. Aside from Council tax, the main income streams are:

- Building control fees
- Burial fees
- Car park charges
- Industrial unit rent
- Leisure centre fees
- Licence fees
- Market tolls
- Shop rents
- Planning fees
- Trade waste fees
- Garden waste

8.7 Any multi million pound business employing staff and utilising assets needs teams to support them and our frontline services are no different.

8.8 The key components, some statutory, others essential, include:

- Audit
- Accountancy
- Customer First
- Procurement (Buying goods and services)
- Human resources (Includes health and safety)
- IT
- Legal services
- Property services

8.9 For example our waste service has to have vehicles and depots to operate from, both of which need to be maintained. The staff need to be managed, to be paid, and legislation provides for health and safety considerations. Depots and buildings such as Phoenix House are fixed costs, although even here we have created savings by renting out some space. The “back office” activities are therefore intrinsically linked to the “frontline” and savings from both areas have continued to be made.

9.0 Conclusion

- 9.1 The feedback from all of the PDGs and Scrutiny will be reported to the January Cabinet for consideration in order to set a balanced 2018/19 budget and agree a forward plan. Group Managers will be working with Leadership Team and elected members in order to determine ways in which savings of £1m can be achieved over the next three years, based on the priorities identified in the Corporate Plan. Having identified possible savings, there will need to be careful consideration of their potential impact, probable lead times for delivery of that saving and any associated disengagement costs or possible 'spend to save' implications that would arise.

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Circulation of the Report: Leadership Team
Elected Members
Group Managers

GENERAL FUND REVENUE ACCOUNT DRAFT BUDGET SUMMARY 2018/19

	Notes	Net Direct Costs Budget 2017/18 £	Budget Changes £	Draft Net Direct Costs Budget 2018/19 £
Cabinet	2,4	4,287,630	183,810	4,471,440
Community	2,4	2,648,810	156,570	2,805,380
Economy	2,4,7	(700,830)	69,170	(631,660)
Environment	2,4	2,252,740	28,930	2,281,670
Homes	2,4	1,131,370	(163,100)	968,270
TOTAL NET DIRECT COST OF SERVICES		9,619,720	275,380	9,895,100
Net recharge to HRA	6	(1,245,730)	(107,930)	(1,353,660)
Provision for the financing of capital spending		398,370	(2,800)	395,570
NET COST OF SERVICES		8,772,360	164,650	8,937,010
PWLB Bank loan interest payable		106,920	(4,920)	102,000
Finance Lease interest payable		36,760	4,610	41,370
Interest payments for new loans		0	45,000	45,000
Interest from Funding provided for HRA		(54,000)	3,460	(50,540)
Interest receivable/payable on other activities		0	(25,000)	(25,000)
Interest Received on Investments	5	(254,000)	0	(254,000)
New Homes Bonus	8	(1,721,980)	521,980	(1,200,000)
Transfers into earmarked reserves	3	2,366,980	(321,840)	2,045,140
Transfers from earmarked reserves	3	(632,590)	(44,270)	(676,860)
Proposed contribution from New Homes Bonus Reserve		(89,380)	89,380	0
TOTAL BUDGETED EXPENDITURE		8,531,070	433,050	8,964,120
Funded by:-				
Revenue Support Grant		(497,550)	318,290	(179,260)
Rural Services Delivery Grant		(374,510)	86,430	(288,080)
Transition Grant		(31,510)	31,510	0
NNDR revenue		(2,265,210)	(34,790)	(2,300,000)
CTS Funding Parishes		46,960	(7,040)	39,920
Collection Fund Surplus		(52,860)	2,340	(50,520)
Council Tax (28,246 x £197.15)	1	(5,356,390)	(212,330)	(5,568,720)
TOTAL FUNDING		(8,531,070)	184,410	(8,346,660)
REQUIREMENT TO BALANCE THE BUDGET		0	617,460	617,460

Current Assumptions :

1. Council Tax has been increased by £5 as an illustration with an increased property growth of 370.
2. 2018/19 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 calculated in accordance with the annual process.
7. Car parking fees are based upon 2017/18 fees and vends.
8. New Homes Bonus receipts based on new legislation changes.

PDG SERVICE UNIT MOVEMENTS
Appendix 2

GENERAL FUND SUMMARY		Budget Net Direct Cost	Current Budgeted Net Direct Cost	Movement	+/- %
		2017/18	2018/19	2018/19	2018/19
Cabinet					
SCM01	Leadership Team	459,240	468,900	9,660	2.1%
SCM02	Corporate Functions	0	81,250	81,250	N/A
SCM03	Corporate Fees/Charges	226,930	207,550	(19,380)	-8.5%
SCM06	Pension Backfunding	901,510	890,060	(11,450)	-1.3%
SFP01	Accountancy Services	321,260	332,620	11,360	3.5%
SFP02	Internal Audit	103,460	88,000	(15,460)	-14.9%
SFP03	Procurement	77,840	71,970	(5,870)	-7.5%
SFP04	Purchase Ledger	45,480	45,850	370	0.8%
SFP05	Sales Ledger	44,580	44,190	(390)	-0.9%
SHR01	Human Resources	266,470	279,020	12,550	4.7%
SHR02	Mddc Staff Training	41,530	132,250	90,720	218.4%
SHR03	Payroll	57,520	57,890	370	0.6%
SHR04	Learning And Development	50,590	51,150	560	1.1%
SIT01	It Gazetteer Management	65,080	69,750	4,670	7.2%
SIT03	It Information Technology	794,370	807,500	13,130	1.7%
SLD01	Electoral Registration	135,590	143,340	7,750	5.7%
SLD02	Democratic Rep And Management	440,980	458,260	17,280	3.9%
SLD04	Legal Services	255,200	241,890	(13,310)	-5.2%
		4,287,630	4,471,440	183,810	4.3%
Community PDG					
SCD01	Community Development	82,700	87,530	4,830	5.8%
SCS20	Customer Services Admin	108,030	106,540	(1,490)	-1.4%
SCS22	Customer First	686,270	697,310	11,040	1.6%
SES01	Emergency Planning	0	7,880	7,880	N/A
SES04	Public Health	44,370	4,090	(40,280)	-90.8%
SES16	Es Staff Units/Recharges	607,020	709,040	102,020	16.8%
SES17	Community Safety	59,960	540	(59,420)	-99.1%
SES18	Food Safety	(12,530)	(17,580)	(5,050)	40.3%
SES21	Licensing	(15,480)	(8,180)	7,300	-47.2%
SES22	Pest Control	4,000	4,000	0	0.0%
SES23	Pollution Reduction	4,240	840	(3,400)	-80.2%
SPR01	Building Regulations	500	(5,170)	(5,670)	-1134.0%
SPR02	Enforcement	100,380	100,900	520	0.5%
SPR03	Development Control	156,910	13,410	(143,500)	-91.5%
SPR04	Local Land Charges	(32,830)	(31,130)	1,700	-5.2%
SPR09	Forward Planning	204,290	227,280	22,990	11.3%
SPR11	Regional Planning	348,160	288,960	(59,200)	-17.0%
SRB01	Collection Of Council Tax	201,600	233,560	31,960	15.9%
SRB02	Collection Of Business Rates	(76,180)	(100,860)	(24,680)	32.4%
SRB03	Housing Benefit Admin & Fraud	111,380	168,260	56,880	51.1%
SRB04	Housing Benefit Subsidy	(75,000)	(45,000)	30,000	-40.0%
SRB06	Debt Recovery	94,380	97,590	3,210	3.4%
SRS01	Recreation And Sport	46,640	265,570	218,930	469.4%
		2,648,810	2,805,380	156,570	5.9%

PDG SERVICE UNIT MOVEMENTS
Appendix 2

GENERAL FUND SUMMARY		Budget Net Direct Cost	Current Budgeted Net Direct Cost	Movement	+/- %
		2017/18	2018/19	2018/19	2018/19
<u>Economy PDG</u>					
SCD02	Economic Development - Markets	34,420	51,290	16,870	49.0%
SCP01	Parking Services	(592,390)	(588,620)	3,770	-0.6%
SES03	Community Safety - C.C.T.V.	3,060	(1,950)	(5,010)	-163.7%
SPR06	Economic Development	413,470	421,200	7,730	1.9%
SPS12	GF Properties Shops / Flats	(559,390)	(513,580)	45,810	-8.2%
		(700,830)	(631,660)	69,170	-9.9%
<u>Environment PDG</u>					
SES02	Cemeteries	(34,850)	(76,420)	(41,570)	119.3%
SES05	Open Spaces	85,410	72,530	(12,880)	-15.1%
SGM01	Grounds Maintenance	541,150	584,180	43,030	8.0%
SPS03	Flood Defence And Land Drain	26,430	26,430	0	0.0%
SPS04	Street Naming & Numbering	7,560	7,360	(200)	-2.6%
SPS07	Public Transport	(15,110)	(13,110)	2,000	-13.2%
SPS11	Public Conveniences	43,230	54,110	10,880	25.2%
SWS01	Street Cleansing	374,320	376,220	1,900	0.5%
SWS02	Waste Collection	445,110	375,500	(69,610)	-15.6%
SWS03	Recycling	608,700	605,800	(2,900)	-0.5%
SWS04	Waste Management	170,790	269,070	98,280	57.5%
		2,252,740	2,281,670	28,930	1.3%
<u>Homes PDG</u>					
SES15	Private Sector Housing Grants	163,900	(22,610)	(186,510)	-113.8%
SHG03	Homelessness Accommodation	251,340	242,170	(9,170)	-3.6%
SPS05	Administration Buildings	257,310	231,920	(25,390)	-9.9%
SPS06	Mddc Depots	28,120	58,530	30,410	108.1%
SPS08	Office Building Cleaning	53,490	54,210	720	1.3%
SPS09	Property Services Staff Unit	377,210	404,050	26,840	7.1%
		1,131,370	968,270	(163,100)	-14.4%
GRAND TOTAL		9,619,720	9,895,100	275,380	-0.6

2018/19 BUDGETS

Transfers into Earmarked Reserves

Appendix 3

SERVICE		MAINT 18/19 BUDGET	PLANT 18/19 BUDGET	EQUIPMENT 18/19 BUDGET	VEHICLES 18/19 BUDGET	OTHER 18/19	NEW HOMES BONUS	Market Walk /Fore Street Surplus
CS500	MESSENGER SERVICES				1,440			
CS900	CENTRAL PHOTOCOPYING							
CS902	CENTRAL POSTAGE							
CS910	CUSTOMER SERVICES ADMIN							
CS932	CUSTOMER FIRST							
ES100	CEMETERIES	25,000						
ES450	PARKS & OPEN SPACES	25,000			1,200			
ES580	POOL CAR RUNNING COSTS				4,320			
ES660	CONTROL OF POLLUTION							
ES730	ENVIRONMENTAL ENFORCEMENT				2,210			
GM960	GROUNDS MAINTENANCE		14,360		42,010			
EQ754	PHOENIX PRINTERS EQUIP SFUND			2,200				
LD201	ELECTION COSTS - DISTRICT					20,000		
LD300	DEMOCRATIC REP & MANAGEMENT					5,000		
PR810	STATUTORY DEVELOPMENT PLAN					100,000		
PS350	PUBLIC CONVENIENCES				1,120			
PS880	BUS STATION	5,000						
PS980	PROPERTY SERVICES STAFF UNIT				7,400			
RB100	COUNCIL TAX				740			
RS140	LEISURE SINKING FUND			100,000				
EQ737	STREET CLEAN VEHICLE SFUND				52,670			
EQ738	REFUSE VEHICLE SFUND				230,900			
EQ739	TRADE WASTE VEHICLE SFUND				23,070			
EQ740	RECYCLING VEHICLE SFUND				158,800			
EQ761	RECYCLING PLANT SFUND		20,000					
EQ	RECYCLING MAINT SINKING FUND	2,700						
IE435	New Homes Bonus Grant						1,200,000	
NHB								
TOTAL		57,700	34,360	102,200	525,880	125,000	1,200,000	0

2,045,140

2018/19 BUDGETS

Transfers from Earmarked Reserves

Appendix 4

SERVICE		UTILISE NHB	OTHER
CS938	DIGITAL STRATEGY STAFFING		
ES733	PUBLIC HEALTH	(35,900)	
LD600	LEGAL SERVICES		
PR200	DEVELOPMENT CONTROL		
PR220	TIVERTON EUE		(52,030)
PR225	GARDEN VILLAGE PROJECT		(51,830)
PR400	BUSINESS DEVELOPMENT	(45,000)	
PR400	BUSINESS DEVELOPMENT	(100,000)	
PR810	STATUTORY DEVELOPMENT PLAN	(350,000)	
RB600	REVENUES MISC INCOME TEAM		
ES361	PUBLIC HEALTH		
EQ638	DEV CONT LINEAR PARK		(4,170)
EQ640	W52 POPHAM CLOSE COMM FUND		(1,950)
EQ641	W67 MOORHAYES COM DEV FUND		(1,630)
EQ642	W69 FAYRECROFT WILLAND EX WEST		(4,620)
EQ643	W70 DEVELOPERS CONTRIBUTION		(6,650)
EQ644	DEV CONT WINSWOOD CREDITITION		(3,080)
EQ660	ES354 PRIVATE SECTOR HOUSING EMR		(20,000)
TOTAL		(530,900)	(145,960)
			(676,860)

CABINET PDG 2018/19 Service Unit Budgets

SCM01 Leadership Team

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	204,137	454,450	462,440	7,990
3000	Transport	2,016	1,140	3,010	1,870
4000	Cost Of Goods And Services	2,833	3,710	3,510	(200)
7000	Income	0	(60)	(60)	0
	Sum:	208,987	459,240	468,900	9,660

Cost Centre	Cost Centre Name	2018/19 Budget
CM100	Leadership Team	468,900
	TOTAL	468,900

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SCM02 Corporate Functions

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	0	0	80,250	80,250
3000	Transport	0	0	0	0
4000	Cost Of Goods And Services	0	0	1,000	1,000
	Sum:	0	0	81,250	81,250

Cost Centre	Cost Centre Name	2018/19 Budget
CM210	Performance, Governance & Data	81,250
	TOTAL	81,250

Major cost increases

This is a new budget to cover the cost of the Group Manager for Performance & Data as well as a Freedom of Information Officer.

Major cost decreases and changes in income

Not applicable.

SCM03 Corporate Fees

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	3,923	77,540	68,370	(9,170)
3000	Transport	(1)	360	0	(360)
4000	Cost Of Goods And Services	168,085	149,030	139,180	(9,850)
7000	Income	(20,839)	0	0	0
	Sum:	151,168	226,930	207,550	(19,380)

Cost Centre	Cost Centre Name	2018/19 Budget
CM300	Corporate Fees	198,250
CM340	Unison	9,300
	TOTAL	207,550

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes, but external audit fees have reduced by £10k and the provision for superannuation contribution has been built into the service budgets and so isn't required here any longer.

SCM06 Pension Backfunding

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	850,415	900,110	888,660	(11,450)
4000	Cost Of Goods And Services	1,345	1,400	1,400	0
	Sum:	851,760	901,510	890,060	(11,450)

Cost Centre	Cost Centre Name	2018/19 Budget
CM600	Pension Backfunding	890,060
	TOTAL	890,060

Major cost increases

No major changes.

Major cost decreases and changes in income

The only change is where the GF is picking up a smaller proportion of the costs due to the overall split changing this year.

SFP01 Accountancy Services

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	371,600	287,840	298,740	10,900
3000	Transport	1,000	1,000	800	(200)
4000	Cost Of Goods And Services	35,954	32,420	33,080	660
7000	Income	(3)	0	0	0
	Sum:	408,551	321,260	332,620	11,360

Cost Centre	Cost Centre Name	2018/19 Budget
FP100	Accountancy Services	332,620
	TOTAL	332,620

Major cost increases

Group Manager salary has resulted in £10k increase.

Major cost decreases and changes in income

No major changes.

SFP02 Internal Audit

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	100,880	102,980	0	(102,980)
3000	Transport	131	200	0	(200)
4000	Cost Of Goods And Services	41	280	88,000	87,720
	Sum:	101,053	103,460	88,000	(15,460)

Cost Centre	Cost Centre Name	2018/19 Budget
FP200	Internal Audit	88,000
	TOTAL	88,000

Major cost increases

No major changes.

Major cost decreases and changes in income

Salaries - The Audit Team Leader is now the Group Manager for Performance & Data, salary costs have been transferred to SCM02.

The Internal Auditors have been tupee across as the Council is now partnership working with the Devon Audit Partnership.

SFP03 Procurement

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	68,186	72,770	74,600	1,830
3000	Transport	547	650	650	0
4000	Cost Of Goods And Services	4,329	4,420	4,420	0
7000	Income	(7,679)	0	(7,700)	(7,700)
	Sum:	65,383	77,840	71,970	(5,870)

Cost Centre	Cost Centre Name	2018/19 Budget
FP300	Procurement	71,970
	TOTAL	71,970

Major cost increases

No major changes.

Major cost decreases and changes in income

Income from Torridge for the recharge of the Procurement Manager 1 day a month.

SFP04 Purchase Ledger

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	43,989	42,040	42,580	540
3000	Transport	8	40	40	0
4000	Cost Of Goods And Services	3,111	3,400	3,230	(170)
	Sum:	47,108	45,480	45,850	370

Cost Centre	Cost Centre Name	2018/19 Budget
FP400	Purchase Ledger	45,850
	TOTAL	45,850

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SFP05 Sales Ledger

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	37,387	42,130	42,580	450
3000	Transport	(11)	40	40	0
4000	Cost Of Goods And Services	1,740	2,410	1,570	(840)
	Sum:	39,117	44,580	44,190	(390)

Cost Centre	Cost Centre Name	2018/19 Budget
FP500	Sales Ledger	44,190
	TOTAL	44,190

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SHR01 Human Resources

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	298,216	238,890	240,430	1,540
3000	Transport	2,474	2,740	2,470	(270)
4000	Cost Of Goods And Services	30,004	24,840	36,120	11,280
7000	Income	0	0	0	0
	Sum:	330,694	266,470	279,020	12,550

Cost Centre	Cost Centre Name	2018/19 Budget
HR100	Human Resources	223,270
HR600	Health & Safety Officer	55,750
	TOTAL	279,020

Major cost increases

Higher software charges for HR systems £10k.

Major cost decreases and changes in income

No major changes.

SHR02 Mddc Staff Training

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	116,338	41,530	132,250	90,720
3000	Transport	(0)	0	0	0
7000	Income	(240)	0	0	0
	Sum:	116,098	41,530	132,250	90,720

Cost Centre	Cost Centre Name	2018/19 Budget
HR200	Staff Development Training	132,250
HR210	Cpd Training	0
HR220	Post Entry Training	0
HR230	Health & Safety Training	0
	TOTAL	132,250

Major cost increases

The budget has been moved off of the costs centres to a central code for re-allocation as per Group Managers training plans.

Major cost decreases and changes in income

No major changes.

SHR03 Payroll

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	54,108	57,310	57,490	180
3000	Transport	46	0	0	0
4000	Cost Of Goods And Services	385	460	400	(60)
7000	Income	(120)	(250)	0	250
	Sum:	54,420	57,520	57,890	370

Cost Centre	Cost Centre Name	2018/19 Budget
HR300	Payroll	57,890
	TOTAL	57,890

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SHR04 Learning And Development

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	38,481	49,800	50,270	470
3000	Transport	317	380	380	0
4000	Cost Of Goods And Services	344	410	500	90
	Sum:	39,142	50,590	51,150	560

Cost Centre	Cost Centre Name	2018/19 Budget
HR400	Learning & Development	51,150
	TOTAL	51,150

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SIT01 It Gazetteer Management

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	57,611	58,280	62,810	4,530
3000	Transport	55	50	50	0
4000	Cost Of Goods And Services	11,919	6,750	6,890	140
7000	Income	(460)	0	0	0
	Sum:	69,125	65,080	69,750	4,670

Cost Centre	Cost Centre Name	2018/19 Budget
IT100	Gazetteer Management	69,750
	TOTAL	69,750

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SIT03 It Information Technology

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	422,557	440,810	459,700	18,890
3000	Transport	720	1,500	1,200	(300)
4000	Cost Of Goods And Services	334,735	352,060	346,600	(5,460)
7000	Income	(3,377)	0	0	0
	Sum:	754,635	794,370	807,500	13,130

Cost Centre	Cost Centre Name	2018/19 Budget
IT300	Central Telephones	21,180
IT400	I.T. Network & Hardware	72,280
IT500	I.T. Software Support & Maint.	226,520
IT600	I.T. Staff Unit	463,720
IT700	Psn Compliance	0
IT800	Phoenix House Printing	23,800
	TOTAL	807,500

Major cost increases

Salaries - Addition of an ICT Trainee post £21k, 1% budgeted payrise and movement in SCPs.

Training moved back to the corporate training budget (£8.7k) .

Major cost decreases and changes in income

No major changes.

SLD01 Electoral Registration

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	99,653	101,300	103,390	2,090
3000	Transport	215	300	300	0
4000	Cost Of Goods And Services	68,815	65,290	75,350	10,060
7000	Income	(35,916)	(31,300)	(35,700)	(4,400)
	Sum:	132,767	135,590	143,340	7,750

Cost Centre	Cost Centre Name	2018/19 Budget
LD100	Electoral Registration	143,340
	TOTAL	143,340

Major cost increases

Minor increases in software and printing budgets to match the actuals give rise to the increase in costs here.

Major cost decreases and changes in income

No major changes.

SLD02 Democratic Rep And Manag

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	94,673	97,940	112,220	14,280
3000	Transport	16,753	17,300	17,100	(200)
4000	Cost Of Goods And Services	313,331	325,740	328,940	3,200
	Sum:	424,757	440,980	458,260	17,280

Cost Centre	Cost Centre Name	2018/19 Budget
LD300	Democratic Rep & Management	348,080
LD400	Committee Services	110,180
	TOTAL	458,260

Major cost increases

Increase in staffing due to addition of a part time Scrutiny Support Officer.

Major cost decreases and changes in income

No major changes.

SLD04 Legal Services

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	257,058	273,780	259,700	(14,080)
3000	Transport	165	500	300	(200)
4000	Cost Of Goods And Services	27,728	15,120	16,090	970
7000	Income	(31,826)	(34,200)	(34,200)	0
	Sum:	253,125	255,200	241,890	(13,310)

Cost Centre	Cost Centre Name	2018/19 Budget
LD600	Legal Services	241,890
	TOTAL	241,890

Major cost increases

Savings due to staffing restructure.

Major cost decreases and changes in income

No major changes.

COMMUNITY PDG 2018/19 Service Unit Budgets

SCD01 Community Development

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	220,011	100	0	(100)
3000	Transport	3,974	0	0	0
4000	Cost Of Goods And Services	278,154	82,600	87,530	4,930
7000	Income	(58,971)	0	0	0
	Sum:	443,169	82,700	87,530	4,830

Cost Centre	Cost Centre Name	2018/19 Budget
CD200	Community Development	87,530
CD205	Ho Communities & Gov	0
CD210	Community Services Unit	0
	TOTAL	87,530

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SCS20 Customer Services Admin

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	78,590	81,270	81,530	260
3000	Transport	(29)	40	40	0
4000	Cost Of Goods And Services	28,995	26,720	24,970	(1,750)
7000	Income	(41)	0	0	0
	Sum:	107,515	108,030	106,540	(1,490)

Cost Centre	Cost Centre Name	2018/19 Budget
CS900	Central Photocopying	4,530
CS902	Central Postage	18,670
CS910	Customer Services Admin	83,340
	TOTAL	106,540

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SCS22 Customer First

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	604,482	634,820	647,380	12,560
3000	Transport	1,974	2,840	2,750	(90)
4000	Cost Of Goods And Services	50,240	48,610	47,180	(1,430)
7000	Income	(252)	0	0	0
	Sum:	656,444	686,270	697,310	11,040

Cost Centre	Cost Centre Name	2018/19 Budget
CS200	Communications	90,250
CS500	Messenger Services	45,010
CS930	Customer First Management	175,340
CS932	Customer First	386,610
CS936	Crediton Office Section	0
CS938	Digital Strategy Staffing	100
	TOTAL	697,310

Major cost increases

Communications staffing increased by 2FTE: Manager and apprentice posts £53k

Major cost decreases and changes in income

Customer First Admin salary base reduced as FOI officer FTE post transferred
Digital Strategy budget not retained for 18/19, £23k saving

SES01 Emergency Planning

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
4000	Cost Of Goods And Services	0	0	7,880	7,880
	Sum:	0	0	7,880	7,880

Cost Centre	Cost Centre Name	2018/19 Budget
ES500	Emergency Planning	7,880
	TOTAL	7,880

Major cost increases

Budget moved from SES17 Community Safety. £8k contribution towards an Emergency Planning Co-ordinator post at Devon County Council.

Major cost decreases and changes in income

No major changes.

SES04 Public Health

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	38,636	39,490	0	(39,490)
2000	Premises	387	100	100	0
3000	Transport	651	250	0	(250)
4000	Cost Of Goods And Services	26,795	6,780	6,240	(540)
7000	Income	(1,997)	(2,250)	(2,250)	0
	Sum:	64,472	44,370	4,090	(40,280)

Cost Centre	Cost Centre Name	2018/19 Budget
ES360	Dog Warden	4,090
ES361	Public Health	0
	TOTAL	4,090

Major cost increases

No major changes.

Major cost decreases and changes in income

Public Health Officer salary moved to ES733.

SES11 Pool Cars

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	952	0	0	0
3000	Transport	6,081	2,250	2,250	0
4000	Cost Of Goods And Services	109	0	0	0
7000	Income	(9,563)	(2,250)	(2,250)	0
	Sum:	(2,421)	0	0	0

Cost Centre	Cost Centre Name	2018/19 Budget
ES580	Pool Car Running Costs	0
	TOTAL	0

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SES16 Es Staff Units/Recharges

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	537,748	566,620	665,640	99,020
2000	Premises	0	0	0	0
3000	Transport	28,011	28,020	32,620	4,600
4000	Cost Of Goods And Services	16,808	12,480	10,780	(1,700)
7000	Income	(1,980)	(100)	0	100
	Sum:	580,588	607,020	709,040	102,020

Cost Centre	Cost Centre Name	2018/19 Budget
ES720	Es Management	0
ES730	Environmental Enforcement	148,400
ES733	Environmental Health	560,640
	TOTAL	709,040

Major cost increases

Increase in salaries is a result of staff movement from Public Health and Private Sector Housing to Environmental Health and Admin staff have moved from the Enforcement staff unit to Waste Management.

Major cost decreases and changes in income

£33k in salary costs have been moved to utilise the Disabled Facilities Grant monies.

SES17 Community Safety

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	46,282	49,920	150	(49,770)
3000	Transport	1,350	1,670	0	(1,670)
4000	Cost Of Goods And Services	31,496	14,370	6,390	(7,980)
7000	Income	(31,744)	(6,000)	(6,000)	0
	Sum:	47,384	59,960	540	(59,420)

Cost Centre	Cost Centre Name	2018/19 Budget
ES250	Community Safety	540
ES252	Building Safer Community Fund	0
ES254	Csp - Police Fund	0
ES256	Community Safety Partnership	0
	TOTAL	540

Major cost increases

No major changes

Major cost decreases and changes in income

Staff costs moved to SES16 (£50k)

Cost of good and services moved to SES01 Emergency Planning

SES18 Food Safety

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	218	510	510	0
4000	Cost Of Goods And Services	17,708	17,230	19,380	2,150
7000	Income	(37,153)	(30,270)	(37,470)	(7,200)
	Sum:	(19,227)	(12,530)	(17,580)	(5,050)

Cost Centre	Cost Centre Name	2018/19 Budget
ES260	Food Protection	3,870
ES270	Water Quality Monitoring	(21,450)
	TOTAL	(17,580)

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SES21 Licensing

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	91,005	92,090	111,010	18,920
3000	Transport	1,368	1,100	1,600	500
4000	Cost Of Goods And Services	23,312	20,740	20,710	(30)
7000	Income	(129,796)	(129,410)	(141,500)	(12,090)
	Sum:	(14,111)	(15,480)	(8,180)	7,300

Cost Centre	Cost Centre Name	2018/19 Budget
ES550	Licensing	(121,710)
ES740	Licensing Unit	113,530
	TOTAL	(8,180)

Major cost increases

Salaries - Licensing Officer post now full time and at a Grade 7, £16k.

Major cost decreases and changes in income

Increase income to cover additional salary cost on a 75% recovery basis.

SES22 Pest Control

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
4000	Cost Of Goods And Services	5,415	4,000	4,000	0
	Sum:	5,415	4,000	4,000	0

Cost Centre	Cost Centre Name	2018/19 Budget
ES600	Pest Control	4,000
	TOTAL	4,000

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SES23 Pollution Reduction

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
2000	Premises	(1,752)	920	0	(920)
4000	Cost Of Goods And Services	13,666	12,940	10,890	(2,050)
7000	Income	(11,873)	(9,620)	(10,050)	(430)
	Sum:	42	4,240	840	(3,400)

Cost Centre	Cost Centre Name	2018/19 Budget
ES650	Contaminated Land	0
ES660	Control Of Pollution	10,620
ES670	Local Air Pollution	(9,780)
	TOTAL	840

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPR01 Building Regulations

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	197,768	240,260	212,660	(27,600)
3000	Transport	16,421	16,870	15,850	(1,020)
4000	Cost Of Goods And Services	45,342	24,170	24,120	(50)
7000	Income	(252,847)	(280,800)	(257,800)	23,000
	Sum:	6,684	500	(5,170)	(5,670)

Cost Centre	Cost Centre Name	2018/19 Budget
PR100	Building Regulations	(6,960)
PR900	Dangerous Buildings And Trees	1,790
	TOTAL	(5,170)

Major cost increases

The Building Control Manager is now paid by North Devon District Council, and there will be a corresponding reduction in MDDC's share of income to cover this

Major cost decreases and changes in income

See above re cost increases

SPR02 Enforcement

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	69,785	87,350	87,910	560
3000	Transport	4,056	3,720	3,690	(30)
4000	Cost Of Goods And Services	24,038	9,310	9,300	(10)
	Sum:	97,879	100,380	100,900	520

Cost Centre	Cost Centre Name	2018/19 Budget
PR110	Enforcement	100,900
	TOTAL	100,900

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPR03 Development Control

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	812,555	932,370	957,350	24,980
2000	Premises	0	0	0	0
3000	Transport	27,664	29,340	27,240	(2,100)
4000	Cost Of Goods And Services	177,442	98,200	96,820	(1,380)
7000	Income	(1,337,362)	(903,000)	(1,068,000)	(165,000)
	Sum:	(319,700)	156,910	13,410	(143,500)

Cost Centre	Cost Centre Name	2018/19 Budget
PR200	Development Control	(90,450)
PR220	Tiverton Eue	52,030
PR225	Garden Village Project	51,830
	TOTAL	13,410

Major cost increases

Additional post funded in PR225 (Garden Village Project) but this will be funded from reserves

Major cost decreases and changes in income

Planning charges are expected to increase by 20% by 1st April 2018. In addition, fees will be generated from Planning Performance Agreements and S106 Monitoring

SPR04 Local Land Charges

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	51,185	51,130	51,720	590
3000	Transport	34	100	100	0
4000	Cost Of Goods And Services	32,538	36,440	37,550	1,110
7000	Income	(138,301)	(120,500)	(120,500)	0
	Sum:	(54,543)	(32,830)	(31,130)	1,700

Cost Centre	Cost Centre Name	2018/19 Budget
PR210	Local Land Charges	(31,310)
PR820	Assets Of Community Value	180
	TOTAL	(31,130)

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPR09 Forward Planning

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	188,536	202,060	218,330	16,270
3000	Transport	723	500	500	0
4000	Cost Of Goods And Services	36,946	6,730	8,450	1,720
7000	Income	0	(5,000)	0	5,000
	Sum:	226,206	204,290	227,280	22,990

Cost Centre	Cost Centre Name	2018/19 Budget
PR600	Forward Planning Unit	227,280
	TOTAL	227,280

Major cost increases

An additional part time post has been funded, but this will be recharged to PR810 (Statutory Development Plan), which in turn is funded from reserves

Major cost decreases and changes in income

No income is expected to arise in this service

SPR11 Regional Planning

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	0	50,160	50,960	800
4000	Cost Of Goods And Services	195,091	298,150	238,150	(60,000)
7000	Income	(224)	(150)	(150)	0
	Sum:	194,867	348,160	288,960	(59,200)

Cost Centre	Cost Centre Name	2018/19 Budget
PR800	Planning Policy	14,200
PR810	Statutory Development Plan	274,760
	TOTAL	288,960

Major cost increases

No major changes.

Major cost decreases and changes in income

The £60k decrease reflects the amount that will be spent on the Local Plan in 2017/18 and so only the residual amount is needed in the budget for 2018/19.

SRB01 Collection Of Council Tax

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	259,659	235,670	265,030	29,360
2000	Premises	0	0	0	0
3000	Transport	2,887	6,150	6,290	140
4000	Cost Of Goods And Services	105,777	104,780	103,240	(1,540)
7000	Income	(124,229)	(145,000)	(141,000)	4,000
	Sum:	244,093	201,600	233,560	31,960

Cost Centre	Cost Centre Name	2018/19 Budget
RB100	Collection Of Council Tax	233,560
	TOTAL	233,560

Major cost increases

C/Tax and Business Rates staff are now generic therefore all relevant staff coded to RB100, a member of staff moved from RB200, please refer to SRB02 below.

Major cost decreases and changes in income

No major changes.

SRB02 Collection of Business Rates

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	28,556	28,030	100	(27,930)
3000	Transport	6	0	0	0
4000	Cost Of Goods And Services	7,905	6,290	8,640	2,350
7000	Income	(111,960)	(110,500)	(109,600)	900
	Sum:	(75,492)	(76,180)	(100,860)	(24,680)

Cost Centre	Cost Centre Name	2018/19 Budget
RB200	Collection of Business Rates	(100,860)
	TOTAL	(100,860)

Major cost increases

C/Tax & Business Rates staff are now generic, therefore all relevant staff coded to RB100 a member of staff moved to SRB01 above.

Major cost decreases and changes in income

No major changes.

SRB03 Housing Benefit Admin

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	339,407	352,520	357,510	4,990
3000	Transport	179	200	200	0
4000	Cost Of Goods And Services	70,393	53,000	66,540	13,540
7000	Income	(387,311)	(294,340)	(255,990)	38,350
	Sum:	22,668	111,380	168,260	56,880

Cost Centre	Cost Centre Name	2018/19 Budget
RB300	Housing Benefit Admin	153,260
RB340	Local Welfare Assist Scheme	15,000
RB350	Universal Credit Deliv P/Ship	0
	TOTAL	168,260

Major cost increases

Additional costs to deliver Local Welfare Assistance scheme no longer funded by DCC £15k, note £15k also budgeted in HRA.

Major cost decreases and changes in income

Assumed 10% reduction in Housing Benefit & Local Council Tax Reduction Scheme
Admin grant £28.4k
Universal Credit Delivery Partnership no further funding available from DWP £9.9k

SRB04 Housing Benefit Subsidy

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
4000	Cost Of Goods And Services	17,858,426	18,225,770	18,400,250	174,480
7000	Income	(18,045,295)	(18,300,770)	(18,445,250)	(144,480)
	Sum:	(186,869)	(75,000)	(45,000)	30,000

Cost Centre	Cost Centre Name	2018/19 Budget
RB400	Housing Rent Allowances	(45,000)
	TOTAL	(45,000)

Major cost increases

Forecast Housing Benefit payments have been realigned to reflect current and projected spend in this area.

Major cost decreases and changes in income

Forecast Housing Benefit Subsidy income has been realigned to reflect current and projected spend in this area & also to factor in uncertainty with the planned move to Universal Credit in April 2018.

SRB06 Debt Recovery

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	58,997	88,580	94,180	5,600
3000	Transport	(14)	50	50	0
4000	Cost Of Goods And Services	3,252	5,750	3,360	(2,390)
	Sum:	62,235	94,380	97,590	3,210

Cost Centre	Cost Centre Name	2018/19 Budget
RB600	Revenues Misc Income Team	97,590
	TOTAL	97,590

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SRS01 Recreation And Sport

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	1,743,729	1,853,510	1,874,360	20,850
2000	Premises	790,876	707,030	876,890	169,860
3000	Transport	4,397	4,380	8,530	4,150
4000	Cost Of Goods And Services	306,707	274,780	285,950	11,170
7000	Income	(2,458,841)	(2,793,060)	(2,780,160)	12,900
	Sum:	386,868	46,640	265,570	218,930

Cost Centre	Cost Centre Name	2018/19 Budget
RS100	Leis Facilities Maint & Equip	250,000
RS110	Leisure Management & Admin	(94,310)
RS120	Amory Park	0
RS140	Exe Valley Leisure Centre	(30,330)
RS145	Market Walk Gym	550
RS150	Lords Meadow Leisure Centre	30,640
RS160	Culm Valley Sports Centre	109,020
	TOTAL	265,570

Major cost increases

- Salaries- £20k 1% pay increase, spinal point rises and optimum deployment
- Maintenance-£15 increase on capital to revenue budget, £50k on responsive maintenance
- Utilities & rates- £100k increased costs in 17-18, budgeted to reflect this also increased costs at EVLC from the extension
- Income-£12k minor reduction on forecast performance

Major cost decreases and changes in income

ECONOMY PDG 2018/19Service Unit Budgets

SCD02 Economic Development

Group	Description	2016/17Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	62,142	62,500	67,390	4,890
2000	Premises	51,839	45,420	47,890	2,470
3000	Transport	119	0	0	0
4000	Cost Of Goods And Services	19,855	18,900	19,410	510
7000	Income	(88,414)	(92,400)	(83,400)	9,000
	Sum:	45,541	34,420	51,290	16,870

Cost Centre	Cost Centre Name	2018/19 Budget
CD300	Markets	51,290
CD305	Market Special Events	0
	TOTAL	51,290

Major cost increases

No major changes

Major cost decreases and changes in income

Market toll income budget reduced in line with anticipated occupancy levels.

SCP01 Parking Services

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	612	0	0	0
2000	Premises	189,749	174,720	174,830	110
4000	Cost Of Goods And Services	9,232	32,340	31,740	(600)
7000	Income	(800,226)	(799,450)	(795,190)	4,260
	Sum:	(600,633)	(592,390)	(588,620)	3,770

Cost Centre	Cost Centre Name	2018/19 Budget
CP510	Market Car Park	(183,770)
CP520	Multi-Storey Car Park	(55,770)
CP530	Amenity Car Parks	6,780
CP540	Paying Car Parks	(355,860)
	TOTAL	(588,620)

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SES03 Community Safety - C.C.T.V.

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	4,769	3,830	20	(3,810)
3000	Transport	(1)	0	0	0
4000	Cost Of Goods And Services	941	4,230	4,030	(200)
7000	Income	(6,000)	(5,000)	(6,000)	(1,000)
	Sum:	(291)	3,060	(1,950)	(5,010)

Cost Centre	Cost Centre Name	2018/19 Budget
ES200	Cctv Initiatives	(1,950)
	TOTAL	(1,950)

Major cost increases

No major changes

Major cost decreases and changes in income

Staff costs transferred to SES16 Environment Staff Unit, which falls within the Community PDG.

SPR06 Economic Development

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	68,373	230,570	237,940	7,370
2000	Premises	0	0	0	0
3000	Transport	988	4,840	1,700	(3,140)
4000	Cost Of Goods And Services	107,622	178,060	181,560	3,500
7000	Income	(1,279)	0	0	0
	Sum:	175,705	413,470	421,200	7,730

Cost Centre	Cost Centre Name	2018/19 Budget
PR400	Business Development	421,200
PR405	Industrial Sites & Buildings	0
	TOTAL	421,200

Major cost increases

Salaries - addition of an Apprentice post

Major cost decreases and changes in income

No major changes.

SPS12 Gf Properties Shops/Flats

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
2000	Premises	48,013	22,160	80,450	58,290
4000	Cost Of Goods And Services	16,815	17,390	6,970	(10,420)
7000	Income	(563,486)	(598,940)	(601,000)	(2,060)
	Sum:	(498,657)	(559,390)	(513,580)	45,810

Cost Centre	Cost Centre Name	2018/19 Budget
PS890	10 Phoenix Lane	(10,690)
PS990	32-38 Fore Street	(87,470)
PS991	Industrial Units	(108,670)
PS992	Market Walk	(275,750)
PS993	Lowman Green Unit	(10,000)
PS994	Moorhayes Community Centre	(2,000)
PS995	Coggans Well	(19,000)
	TOTAL	(513,580)

Major cost increases

36-38 Fore St increased maintenance costs for works required to newly purchased properties 19k.

Industrial Units Specific Revenue spend of £10k.

Market Walk increase in maintenance for provision of vacant units of £16k and Specific Revenue Projects works of £10k.

Major cost decreases and changes in income

Budget of £10k moved from supplies and services to premises to off-set increased maintenance costs in Market Walk.

Income from newly purchased properties 36-38 Fore St £43.6k.

Coggans Well House increased income of £21k.

Reduction of £59k in Market Walk rental income.

ENVIRONMENT PDG 2018/19 Service Unit Budgets

SES02 Cemeteries

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	86,327	62,230	24,200	(38,030)
2000	Premises	20,907	21,030	21,350	320
3000	Transport	357	340	0	(340)
4000	Cost Of Goods And Services	9,758	9,930	11,340	1,410
7000	Income	(122,524)	(128,380)	(133,310)	(4,930)
	Sum:	(5,176)	(34,850)	(76,420)	(41,570)

Cost Centre	Cost Centre Name	2018/19 Budget
ES100	Cemeteries	(100,930)
ES110	Bereavement Services	24,510
	TOTAL	(76,420)

Major cost increases

No major changes.

Major cost decreases and changes in income

1 FTE moved to Grounds Maintenance GM960.

SES05 Open Spaces

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	35,434	34,980	0	(34,980)
2000	Premises	90,284	68,090	95,990	27,900
3000	Transport	4,889	4,060	0	(4,060)
4000	Cost Of Goods And Services	27,297	26,080	23,040	(3,040)
7000	Income	(28,528)	(47,800)	(46,500)	1,300
	Sum:	129,376	85,410	72,530	(12,880)

Cost Centre	Cost Centre Name	2018/19 Budget
ES450	Parks & Open Spaces	24,730
ES455	Amory Park Recreation	27,280
ES460	Play Areas	20,520
PS480	Mddc Footpaths & Railway Walks	0
	TOTAL	72,530

Major cost increases

Premises budget increased by £20k for Specific Revenue projects.

Major cost decreases and changes in income

Tree Officer salary moved to Planning and Estates and Open Spaces Officer moved to Property Services.

SGM01 Grounds Maintenance

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	425,867	460,550	490,810	30,260
2000	Premises	35,432	24,640	24,590	(50)
3000	Transport	70,138	72,630	75,630	3,000
4000	Cost Of Goods And Services	43,215	34,330	35,330	1,000
7000	Income	(34,637)	(51,000)	(42,180)	8,820
	Sum:	540,015	541,150	584,180	43,030

Cost Centre	Cost Centre Name	2018/19 Budget
GM960	Grounds Maintenance	584,180
	TOTAL	584,180

Major cost increases

1 FTE moved from Bereavement Services.

Major cost decreases and changes in income

Income reduced to reflect the current level of works recharged to Towns & Parishes.

SPS03 Flood Defence And Land Dra

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	0	0	0	0
2000	Premises	2,978	26,230	26,230	0
4000	Cost Of Goods And Services	40,515	200	200	0
7000	Income	(5,000)	0	0	0
	Sum:	38,493	26,430	26,430	0

Cost Centre	Cost Centre Name	2018/19 Budget
PS400	Flood Defence And Land Drain	26,430
	TOTAL	26,430

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPS04 Street Naming & Numbering

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	5,518	5,920	5,720	(200)
2000	Premises	(389)	2,970	2,970	0
3000	Transport	(1)	0	0	0
4000	Cost Of Goods And Services	65	60	60	0
7000	Income	(1,625)	(1,390)	(1,390)	0
	Sum:	3,569	7,560	7,360	(200)

Cost Centre	Cost Centre Name	2018/19 Budget
PS600	Street Naming & Numbering	7,360
	TOTAL	7,360

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPS07 Public Transport

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
2000	Premises	4,133	8,000	8,000	0
4000	Cost Of Goods And Services	840	890	890	0
7000	Income	(19,687)	(24,000)	(22,000)	2,000
	Sum:	(14,714)	(15,110)	(13,110)	2,000

Cost Centre	Cost Centre Name	2018/19 Budget
PS880	Bus Station Maintenance	(13,110)
	TOTAL	(13,110)

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPS11 Public Conveniences

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	33,303	23,120	18,780	(4,340)
2000	Premises	54,693	58,270	65,270	7,000
3000	Transport	5,085	4,040	3,260	(780)
4000	Cost Of Goods And Services	8,487	8,000	7,000	(1,000)
7000	Income	(58,019)	(50,200)	(40,200)	10,000
	Sum:	43,549	43,230	54,110	10,880

Cost Centre	Cost Centre Name	2018/19 Budget
PS350	Public Conveniences	54,110
	TOTAL	54,110

Major cost increases

No major changes.

Major cost decreases and changes in income

Income levels for PC contributions from Towns and Parishes have been adjusted to reflect 17-18 income.

SWS01 Street Cleansing

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	206,486	257,510	263,940	6,430
2000	Premises	46	0	0	0
3000	Transport	104,534	85,980	83,300	(2,680)
4000	Cost Of Goods And Services	38,146	44,300	42,450	(1,850)
7000	Income	(9,964)	(13,470)	(13,470)	0
	Sum:	339,247	374,320	376,220	1,900

Cost Centre	Cost Centre Name	2018/19 Budget
WS650	Street Cleansing	376,220
	TOTAL	376,220

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SWS02 Waste Collection

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	828,816	899,970	865,920	(34,050)
2000	Premises	28	0	0	0
3000	Transport	542,390	460,700	446,780	(13,920)
4000	Cost Of Goods And Services	560,717	561,340	523,600	(37,740)
7000	Income	(1,361,192)	(1,476,900)	(1,460,800)	16,100
	Sum:	570,759	445,110	375,500	(69,610)

Cost Centre	Cost Centre Name	2018/19 Budget
WS700	Refuse Collection	539,450
WS710	Trade Waste Collection	(141,950)
	TOTAL	397,500

Major cost increases

No major changes.

Major cost decreases and changes in income

WS700 Salaries - Moved a Grade 4 post to SWS04 (£24k).
Following a round review, reduction in overtime and agency costs (£9.4k).
Budget for training moved to the corporate training code (£7k).
Budget for plant hire now used for a sinking fund (£14k).
Reduced usage of clinical waste service and doing in house collection of WEEE (£20k).
Target to increase number of garden waste customers by 500. (£24k)
Clinical waste recharge income £7k.
Reduction in caddy liner sales £5k
WS710 - Reduction in disposal charges (£23k), this is however offset by reduced income £13.5k and in house skip recharges £10k.

SWS03 Recycling

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	893,680	883,680	922,530	38,850
2000	Premises	191,061	173,350	203,960	30,610
3000	Transport	245,883	224,920	233,320	8,400
4000	Cost Of Goods And Services	389,522	232,950	170,430	(62,520)
7000	Income	(868,220)	(906,200)	(924,440)	(18,240)
	Sum:	851,927	608,700	605,800	(2,900)

Cost Centre	Cost Centre Name	2018/19 Budget
WS725	Kerbside Recycling	437,350
WS740	16 Shop - Recycling	0
WS770	Unit 3 Carlu Close	172,610
	TOTAL	609,960

Major cost increases

WS725 - Salaries 1% payrise, SCP movement and increase in agency.

WS770 - Premises, includes increased insurance costs for the Waste Transfer Station £20k, this is however paid for by DCC, please see income note. Electricity budget set in line with actual spend £10k.

WS700 - Transport, hire of skip truck £10k please see cost decreases note.

Major cost decreases and changes in income

WS725 - Skips, not using a contractor and doing service in house (£10k).

WS725 - Movement in recycling income and haulage costs (£20k), mainly due to increase in material prices for glass and cardboard.

WS770 - Insurance costs paid for by DCC (£25k).

WS770 - Equipment budget not required (£10k).

WS770 - Income from DCC for the Waste Transfer Station JCB sinking fund (£15K).

SWS04 Waste Management

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	141,219	162,410	264,130	101,720
2000	Premises	0	0	0	0
3000	Transport	2,121	2,560	2,320	(240)
4000	Cost Of Goods And Services	3,754	5,820	2,620	(3,200)
7000	Income	(4)	0	0	0
	Sum:	147,091	170,790	269,070	98,280

Cost Centre	Cost Centre Name	2018/19 Budget
WS750	Waste Management Staff Unit	269,070
	TOTAL	269,070

Major cost increases

Salaries - Moved a Grade 4 post from SWS02 £24k. Group Manager £11k. To realign the Service staff costs have been moved from SGM01 Grounds Maintenance £16k and SES16 Environmental Enforcement £45K, which falls within the Community PDG.

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Major cost decreases and changes in income

HOMES PDG 2018/19 Service Unit Budgets

SES15 Private Sector Housing C

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	156,731	155,280	0	(155,280)
3000	Transport	5,457	6,880	0	(6,880)
4000	Cost Of Goods And Services	2,571	2,240	2,390	150
7000	Income	(270,593)	(500)	(25,000)	(24,500)
	Sum:	(105,834)	163,900	(22,610)	(186,510)

Cost Centre	Cost Centre Name	2018/19 Budget
ES354	Private Sector Housing Team	(22,610)
	TOTAL	(22,610)

Major cost increases

No major changes.

Major cost decreases and changes in income

Employee costs have been moved to Public Staff Staff unit ES733.

SHG03 Homelessness Accommodations

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	191,430	207,260	204,460	(2,800)
2000	Premises	3,698	5,300	5,470	170
3000	Transport	11,421	11,840	11,700	(140)
4000	Cost Of Goods And Services	192,350	199,640	192,340	(7,300)
7000	Income	(313,788)	(172,700)	(171,800)	900
	Sum:	85,111	251,340	242,170	(9,170)

Cost Centre	Cost Centre Name	2018/19 Budget
HG320	Housing & Homelessness Ad	42,970
HG373	Housing Options Staff	199,200
	TOTAL	242,170

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPS05 Administration Buildings

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	2,180	20	20	0
2000	Premises	337,486	298,630	272,710	(25,920)
3000	Transport	2	0	0	0
4000	Cost Of Goods And Services	62,982	34,480	32,990	(1,490)
7000	Income	(100,086)	(75,820)	(73,800)	2,020
	Sum:	302,563	257,310	231,920	(25,390)

Cost Centre	Cost Centre Name	2018/19 Budget
PS800	Civic Suite	0
PS810	Phoenix House	218,390
PS820	Dcc Library	(2,880)
PS830	Town Hall	0
PS840	Crediton Office Building	16,410
	TOTAL	231,920

Major cost increases

No major changes.

Major cost decreases and changes in income

Specific project revenue budget requirement has reduced for 18-19.

SPS06 Mddc Depots

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
2000	Premises	61,626	53,830	57,170	3,340
4000	Cost Of Goods And Services	2,494	1,440	1,360	(80)
7000	Income	(11,153)	(27,150)	0	27,150
	Sum:	52,966	28,120	58,530	30,410

Cost Centre	Cost Centre Name	2018/19 Budget
PS850	Old Road Depot	58,530
PS860	Station Yard Depot	0
PS870	Lords Meadow Depot	0
	TOTAL	58,530

Major cost increases

No major changes.

Major cost decreases and changes in income

Income budgets for the rental of Station Yard and Lords Meadow Depot have been taken out due to the sale of both assets.

SPS08 Office Building Cleaning

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	38,668	41,250	41,470	220
3000	Transport	(22)	0	0	0
4000	Cost Of Goods And Services	20,725	12,240	12,740	500
	Sum:	59,371	53,490	54,210	720

Cost Centre	Cost Centre Name	2018/19 Budget
PS970	Office Building Cleaning	54,210
	TOTAL	54,210

Major cost increases

No major changes.

Major cost decreases and changes in income

No major changes.

SPS09 Property Services Staff U

Group	Description	2016/17 Actuals	2017/18 Budget	2018/19 Budget	Movement
1000	Employees	281,773	361,520	381,250	19,730
2000	Premises	0	0	0	0
3000	Transport	21,194	17,960	21,800	3,840
4000	Cost Of Goods And Services	14,304	6,130	5,200	(930)
7000	Income	(685)	(8,400)	(4,200)	4,200
	Sum:	316,586	377,210	404,050	26,840

Cost Centre	Cost Centre Name	2018/19 Budget
PS980	Property Services Staff Unit	404,050
	TOTAL	404,050

Major cost increases

Estates and Open Spaces Officer salary costs have moved into this costs centre.

Major cost decreases and changes in income

No major changes.

£k

Estates Management**Lords Meadow Leisure centre**

Lords Meadow - Replace main pool filters	80
Lords Meadow - Tennis Courts surface and lining	25

Exe Valley Leisure Centre

EVLC pool tiling and balance tank repairs	25
EVLC - Pool Cover	25

Total	155
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Other MDDC Buildings**Phoenix House**

Phoenix House - Electric water heater replacement	25
Phoenix House- Toilet refurbishment flooring and units	30

MDDC Depot Sites

Old Road Depot - Actions following condition report	50
Grounds Maintenance relocation (subject to feasibility)	80

Play Areas

Play area refurbishment District wide	50
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Other Projects

Land drainage flood defence schemes	25
Land drainage flood defence schemes - Ashleigh Park Bampton	87

General Fund Development Schemes

Tiverton Redevelopment project - Asset acquisition	4,000
Total	4,347

Economic Development Schemes

Tiverton Town Centre improvements	40
Mills Electricity Project	100
Broadband Project	100
Total	240

ICT Projects

Desktop states replacement/refresh	50
CRM replacement	75
Data centre hardware refresh servers/storage	120
Replacement Grounds Maintenance system	100
Total	345

Affordable Housing Projects

Grants to housing associations to provide houses (covered by Commuted Sums)	116
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	Total	116
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Private Sector Housing Grants

Empty homes and enforcement	106
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Disabled Facilities Grants–P/Sector	500
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	Total	606
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Replacement Vehicles**Grounds Maintenance**

Van Tipper	52
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	Total	52
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	TOTAL GF PROJECTS	5,861
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HRA Projects**Existing Housing Stock**

Major repairs to Housing Stock	2,101
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Renewable Energy Fund	100
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Disabled Facilities Grants - Council Houses	300
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Housing Development Schemes

Palmerston Park - Soil Nailing -RC Wall -Tree Clearance-Re sequencing charges	1,056
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Birchen Lane - PHL correction work	143
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	Total	3,700
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HRA Replacement Vehicles

Van Tipper 7T (Voids)	40
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	Total	40
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	TOTAL HRA PROJECTS	3,740
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	GRAND TOTAL GF + HRA	9,601
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MDDC Funding Summary

	2018-19
	£k

EXISTING FUNDS

Capital Grants Unapplied Reserve	636
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Capital Receipts Reserve	1,125
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Earmarked Reserves	1462
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Miscellaneous Funding	2,338
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Subtotal	5,561
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NEW FUNDS

Borrowing	4,000
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Revenue Contributions	40
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Subtotal	4,040
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TOTAL FUNDING	9,601
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MID DEVON DISTRICT COUNCIL – NOTIFICATION OF KEY DECISIONS

November 2017

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

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Land for Affordable Housing To acquire land (in consultation with the Cabinet Member for Housing) for the provision of affordable housing (under the scheme of delegation) at Waddeton Park, Post Hill, Tiverton	Director of Finance, Assets and Resources	Not before 1st Nov 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242		Open
10 Year Management Plan for Open Spaces The Open Spaces Manager will put forward provisional plans for a framework of development for open spaces, play areas and cemeteries in the District.	Environment Policy Development Group Cabinet	7 Nov 2017 23 Nov 2017	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
Market Rights Policy	Economy Policy		Alan Ottey, Tiverton Town Centre and	Cabinet Member for Planning and	Open

Agenda Item 8.

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Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
A report proposing the adoption of a new Market Policy.	Development Group Cabinet Council	9 Nov 2017 23 Nov 2017 13 Dec 2017	Market Manager	Economic Regeneration (Councillor Richard Chesterton)	
Amenity car parks A report presenting options for the use of Amenity Car Parks going forwards.	Economy Policy Development Group Cabinet	9 Nov 2017 23 Nov 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Mid Devon Destination Management Plan & Action Plan Report updating Members on the current impact tourism has on Mid Devon's local economy and how we can develop the sector over the next 5 years.	Economy Policy Development Group Cabinet	9 Nov 2017 23 Nov 2017	John Bodley-Scott, Economic Development Team Leader	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Market Environmental Strategy To receive a report considering the Environmental Strategy for the Tiverton Pannier Market	Economy Policy Development Group Cabinet Council	9 Nov 2017 23 Nov 2017 13 Dec 2017	Adrian Welsh, Group Manager for Growth, Economy and Delivery	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Severe Weather Emergency Protocol and Extended Winter Provision Protocol As a member of the Devon and Cornwall Housing Options Partnership (DCHOP) the Housing service recognises that local areas should try to prevent rough sleeping at any time of the year. However, the winter period can present the greatest risks to the health of rough sleepers. Therefore a protocol needs to be agreed with the other LAs in the County.	Homes Policy Development Group Cabinet	14 Nov 2017 23 Nov 2017	Michael Parker, Housing Options Manager Tel: 01884 234906	Cabinet Member for Housing (Councillor Ray Stanley)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Community Housing Fund Grant Policy To receive a report from the Housing Services Manager regarding the new Community Housing Fund Policy.	Homes Policy Development Group Cabinet Council	14 Nov 2017 23 Nov 2017 13 Dec 2017	Claire Fry, Housing Services Manager Tel: 01884 234920	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Rechargeable Repairs Policy To receive a report reviewing the Rechargeable Repairs Policy.	Homes Policy Development Group Cabinet	14 Nov 2017 23 Nov 2017	Mark Baglow, Group Manager for Building Services Tel: 01884 233011	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Corporate Debt Recovery Policy To consider a revised policy.	Audit Committee Cabinet	21 Nov 2017 4 Jan 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
Local Enforcement Policy (post consultation) Report of the Head of Planning and Regeneration following the consultation process	Cabinet Council	23 Nov 2017 13 Dec 2017	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Half Yearly Investment Performance and Review of Treasury Management Strategy Report regarding treasury performance during the first 6 months of the 2017/18 financial year.	Cabinet	23 Nov 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
Supply of Kitchens To consider the outcome of the procurement exercise for the supply of kitchens to Council property.	Cabinet	23 Nov 2017	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Heart of the South West - Joint Committee To receive a report to formally agree the joint committee.	Cabinet Council	23 Nov 2017 13 Dec 2017	Stephen Walford, Chief Executive Tel: 01884 234201	Leader of the Council (Councillor Clive Eginton)	Open
Gender Pay Gap To consider a report outlining the current position with regard to the Gender Pay Gap within the authority.	Cabinet	23 Nov 2017	Jane Cottrell, Group Manager for Human Resources Tel: 01884 234919	Leader of the Council (Councillor Clive Eginton)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Tax Base Calculation Report detailing the statutory calculations necessary to determine the Tax Base for the Council Tax	Cabinet Council	23 Nov 2017 13 Dec 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
Council Tax Reduction Scheme Report regarding a scheme for 2018	Cabinet Council	23 Nov 2017 13 Dec 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
Greater Exeter Strategic Plan To consider a report of the Head of Planning, Economy and Regeneration regarding a draft strategic plan.	Cabinet Council	23 Nov 2017 13 Dec 2017	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Insurance Tender To consider delegating authority to the Head of Finance, Assets and Resources in consultation	Cabinet	23 Nov 2017	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
with the Cabinet Member for Finance to decide the outcome of the insurance tender process due to time restrictions.					
Asbestos Surveying - Licensed and Unlicensed Removal 2017-2021 To consider the outcome of the tender process	Cabinet	23 Nov 2017	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Town and Parish Charter To undertake a four yearly review the Town and Parish Charter	Community Policy Development Group Cabinet	28 Nov 2017 4 Jan 2018	Jill May, Director of Corporate Affairs and Business Transformation Tel: 01884 234381	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
Air Quality To consider the formation of a new policy.	Community Policy Development Group Cabinet Council	28 Nov 2017 4 Jan 2018 21 Feb 2018	Simon Newcombe, Group Manager for Public Health and Regulatory Services Tel: 01884 234615	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Corporate Anti Social Behaviour Policy 4 yearly review	Community Policy Development Group Cabinet	28 Nov 2017 4 Jan 2018	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Community Safety Partnership Plan yearly review	Community Policy Development Group Cabinet	28 Nov 2017 4 Jan 2018	Andrew Pritchard, Director of Operations Tel: 01884 234950	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
Town Centre Masterplan following public consultation To consider that masterplan.	Cabinet	4 Jan 2018	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Cleaning Contractors To approve the outcome of the procurement exercise.	Cabinet	4 Jan 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Vehicle Maintenance Contract To consider the maintenance contract.	Environment Policy Development Group Cabinet	9 Jan 2018 1 Feb 2018	Stuart Noyce, Group Manager for Street Scene and Open Spaces	Leader of the Council (Councillor Clive Eginton)	Open
Bereavement Services Fees and Charges review of fees and charges	Environment Policy Development Group Cabinet	9 Jan 2018 1 Feb 2018	Andrew Pritchard, Director of Operations Tel: 01884 234950	Leader of the Council (Councillor Clive Eginton)	Open
Economic Strategy To consider a new policy.	Economy Policy Development Group Cabinet Council	11 Jan 2018 1 Feb 2018 21 Feb 2018	Adrian Welsh, Group Manager for Growth, Economy and Delivery	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Tenancy Strategy To consider a report regarding the revised strategy.	Homes Policy Development Group Cabinet	16 Jan 2018 1 Feb 2018	Claire Fry, Housing Services Manager Tel: 01884 234920	Cabinet Member for Housing (Councillor Ray Stanley)	Open

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Tenancy Policy To consider a report regarding the revised Policy.	Homes Policy Development Group Cabinet	16 Jan 2018 1 Feb 2018	Claire Fry, Housing Services Manager Tel: 01884 234920	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Gas Safety Policy To consider a report regarding the revised Gas Safety Policy.	Homes Policy Development Group Cabinet	16 Jan 2018 1 Feb 2018	Mark Baglow, Group Manager for Building Services Tel: 01884 233011	Cabinet Member for Housing (Councillor Ray Stanley)	Open
Community Engagement Strategy 2016-17 Report updating Members on progress made with the Community Engagement Action Plan (2015-16) and to review the strategy and focus for 2016-17.	Community Policy Development Group Cabinet	30 Jan 2018 1 Feb 2018	Liz Reeves, Head of Customer Services Tel: 01884 234371	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
Wireless Broadband update	Cabinet	1 Feb 2018	Adrian Welsh, Group Manager for Growth, Economy and Delivery	Cabinet Member for Planning and Economic Regeneration (Councillor	Open

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				Richard Chesterton)	
Tiverton Town Centre Masterplan Report of the Head of Planning and Regeneration outlining the draft masterplan for consultation following deferral from the meeting on 11 May to allow for further consideration to take place.	Cabinet	1 Feb 2018	Jenny Clifford, Head of Planning, Economy and Regeneration Tel: 01884 234346	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Budget Report outlining options available in order for the Council to move towards a balanced budget for 2018/19	Cabinet Council	1 Feb 2018 21 Feb 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
Play Area Contractors To consider the outcome of the procurement exercise for the provision of play area contractors	Cabinet	1 Feb 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open
Capital Programme Report seeking Council	Cabinet Council	1 Feb 2018 21 Feb 2018	Andrew Jarrett, Director of Finance, Assets and	Cabinet Member for Finance (Councillor Peter	Open

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approval for the 2018/19 Capital Programme			Resources Tel: 01884 234242	Hare-Scott)	
National Non - Domestic Rates Report providing an update on the income generation and financial implications of the number of business rates properties in Mid Devon and requesting that the NNDR1 be approved.	Cabinet	1 Feb 2018	Andrew Jarrett, Director of Finance, Assets and Resources Tel: 01884 234242	Cabinet Member for Finance (Councillor Peter Hare-Scott)	Open
Policy Framework Report outlining the Policy Framework for the year	Cabinet Council	1 Feb 2018 21 Feb 2018	Stephen Walford, Chief Executive Tel: 01884 234201	Leader of the Council (Councillor Clive Eginton)	Open
Establishment Report outlining the overall structure of the Council	Cabinet Council	1 Feb 2018 21 Feb 2018	Jane Cottrell, Group Manager for Human Resources Tel: 01884 234919	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open

Title of report and summary of decision	Decision Taker	Date of Decision	Officer contact	Cabinet Member	Intention to consider report in private session and the reason(s)
Review of Bereavement Services To receive a report regarding a review of Bereavement Services, to include National Assisted Burials	Environment Policy Development Group Cabinet	6 Mar 2018 10 May 2018	Andrew Pritchard, Director of Operations Tel: 01884 234950	Leader of the Council (Councillor Clive Eginton)	Open
Gypsies and Travellers Policy To receive a report regarding a policy for Gypsy and Travellers.	Community Policy Development Group Cabinet Council	27 Mar 2018 5 Apr 2018 9 May 2018	Simon Newcombe, Group Manager for Public Health and Regulatory Services Tel: 01884 234615	Cabinet Member for Planning and Economic Regeneration (Councillor Richard Chesterton)	Open
Revised Data Protection Policy To consider a revised policy	Cabinet	5 Apr 2018	Catherine Yandle, Group Manager for Performance, Governance and Data Security Tel: 01884 234975	Cabinet for the Working Environment and Support Services (Councillor Margaret Squires)	Open
Revised Freedom of Information Policy	Cabinet	5 Apr 2018	Catherine Yandle, Group Manager for	Cabinet for the Working	Open

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To consider a revised policy			Performance, Governance and Data Security Tel: 01884 234975	Environment and Support Services (Councillor Margaret Squires)	
ICT Strategy Report of the Head of Customer Services regarding review of the ICT Strategy	Cabinet	Not before 1st Jun 2018	Liz Reeves, Head of Customer Services Tel: 01884 234371	Cabinet Member for Community Well Being (Councillor Colin Slade)	Open