

EXECUTIVE

Date: Tuesday 10 April 2018
Time: 5.30 pm
Venue: Rennes Room - Civic Centre

Members are invited to attend the above meeting to consider the items of business.

If you have an enquiry regarding any items on this agenda, please contact Sarah Selway, Democratic Services Manager (Committees) on 01392 265275.

Entry to the Civic Centre can be gained through the Customer Service Centre, Paris Street.

Membership -

Councillors Edwards (Chair), Bialyk, Brimble, Denham, Leadbetter, Morse, Packham, Pearson and Sutton

Agenda

Part I: Items suggested for discussion with the press and public present

1 Apologies

To receive apologies for absence from Committee members.

2 Minutes

To approve and sign the minutes of the meeting held on 13 March 2018.

(Pages 5 -
12)

3 Declarations of Interest

Councillors are reminded of the need to declare any disclosable pecuniary interests that relate to business on the agenda and which have not already been included in the register of interests, before any discussion takes place on the item. Unless the interest is sensitive, you must also disclose the nature of the interest. In accordance with the Council's Code of Conduct, you must then leave the room and must not participate in any further discussion of the item.

Councillors requiring clarification should seek the advice of the Monitoring Officer prior to the day of the meeting.

4 **Local Government (Access to Information) Act 1985 - Exclusion of Press and Public**

RESOLVED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of items 10 and 11 on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 2, 3 and 4 of Part I, Schedule 12A of the Act.

5 **Freedom of the City Procedures**

To consider the report of the Corporate Manager Democratic & Civic Support. (Pages 13 - 16)

6 **Overview of Revenue Budget 2017/18**

To consider the report for the Chief Finance Officer. (Pages 17 - 30)

Corporate Services Scrutiny Committee considered the report at its meeting on 22 March 2018 and its comments will be reported.

7 **Capital Monitoring Statement to 31 December 2017**

To consider the report for the Chief Finance Officer. (Pages 31 - 52)

Corporate Services Scrutiny Committee considered the report at its meeting on 22 March 2018 and its comments will be reported.

8 **Neighbourhood portion of Community Infra-Structure Levy/ Grants Roots Grants recommendations March 2018**

To consider the report of the Programme Manager – Communities (Pages 53 - 58)

9 **Physical Activity Strategy and Sport England Local Delivery Pilot Staffing**

To consider the report of the Director (JY). (Pages 59 - 62)

Part II: Items suggested for discussion with the press and public excluded

No representations have been received in respect of the following items in accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

10 **Communications, Visit Exeter and Events Restructure**

To consider the report of the Director of Communications and Marketing. (Pages 63 - 116)

11 RAMM Staff Team Restructure

To consider the report of the Museums Manager & Cultural Lead.

(Pages
117 - 212)

Date of Next Meeting

The next scheduled meeting of the Executive will be held on **Tuesday 12 June 2018** at 5.30 pm in the Civic Centre.

A statement of the executive decisions taken at this meeting will be produced and published on the Council website as soon as reasonably practicable.

Find out more about Exeter City Council services by looking at our web site <http://www.exeter.gov.uk>. This will give you the dates of all future Committee meetings and tell you how you can ask a question at a Scrutiny Committee meeting. Alternatively, contact the Democratic Services Officer (Committees) on (01392) 265115 for further information.

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EXECUTIVE

Tuesday 13 March 2018

Present:

Councillor
Councillors Bialyk, Brimble, Denham, Leadbetter, Morse, Pearson and Sutton

Apologies:

Councillors Edwards and Packham

Also present:

Chief Executive & Growth Director, Director (BA), Director of Communications and Marketing, Director (JY), Corporate Manager Democratic and Civic Support, Service Lead Housing Customers, Cleansing & Fleet Manager and Democratic Services Manager

30 CHAIR

In the absence of the Leader, the Deputy Leader, Councillor Sutton, took the Chair.

31 DECLARATIONS OF INTEREST

No declarations of disclosable pecuniary interest were made.

32 MINUTES

The minutes of the meeting held on 13 February 2018 were taken as read and signed by the Deputy Chair as correct.

33 MAJOR GRANTS PANEL MINUTES 22 FEBRUARY 2018

The minutes of the Major Grants Panel meeting held on 22 February 2018 were submitted.

The Deputy Leader advised of an amendment to these minutes to the effect that Double Elephant is not a National Portfolio Organisation (NPO), but an annual grant.

RESOLVED that subject to the amendment the Double Elephant is not an NPO, but an annual grant, the minutes of the Major Grants Panel meeting held on 22 February 2018 be received and, where appropriate, adopted.

34 LEISURE COMPLEX AND BUS STATION PROGRAMME BOARD MINUTES 5 MARCH 2018

The minutes of the Leisure Complex and Bus Station Programme Board meeting held on 5 March 2018 were submitted.

Councillor Mrs Henson, having given notice under Standing Order no.44, spoke on this item. She raised the issue of the absence of representation from the opposition

parties on the working groups which she felt was inequitable given the enormity of the project. In line with the Constitution officers should serve all Councillors and that exclusion of opposition parties from these groups was undemocratic.

The Deputy Leader clarified that Councillor Mrs Henson issue related to the inequity of the composition of the proposed workings groups of the Leisure Centre and Bus Station Complex Centre Boards given that they excluded non Labour councillors.

The Deputy Leader continued that, in accordance with the Council's Constitution, the Programme Board itself was politically balanced and accorded with the necessary proportionality requirements.

The current terms of reference for the Programme Board made it clear that "The Client Leads (Build, Estates, Operator) carry responsibility for leading and managing the project teams and ensuring the Senior Responsible Officer was accountable to the Board for managing and supporting the Client Leads and ensuring their performance, quality, risk management, cost control, timescale and overall project control for their specific Client Lead areas".

The proposal to create working groups aligned to each of the work streams was in keeping with the terms of reference. These working groups would have no decision making powers as these were the responsibility of the Programme Board.

The Portfolio Holder for City Transformation, Energy and Transport stated that, because of the importance and size of the project, it was not unreasonable that the Portfolio Holder for Health and Wellbeing, Communities and Sport was supported on the working groups by his Group Members.

The Portfolio Holder for Health and Wellbeing, Communities and Sport clarified that the Individual Project Working Groups would enable the increasingly heavy workload to be more appropriately shared and also to bring an objective point of view. Action points recorded at the meetings, together with documents produced for the working groups, all of which were, confidential would be made available to Members on request. He emphasised that, if there was a need to go outside the authorisation parameters of the working groups, a meeting of the Programme Board would be called. The Project Manager was available for Members to talk to with regards to all aspects of the project.

RESOLVED that the minutes of the Leisure Complex and Bus Station Programme Board meeting held on 5 March 2018 be received and, where appropriate, adopted.

35

CORPORATE PEER CHALLENGE

The Chief Executive & Growth Director presented the Corporate Peer Challenge (CPC) Feedback Report and recommendations arising from on-site visit by the peer team from 4 to 7 December 2017.

The Chief Executive & Growth Director highlighted the Executive Summary in particular the following:-

"Exeter City Council can justifiably take pride in its leadership role, over the last 15 years, in promoting economic growth. The council's mission has been to "enhance Exeter as the regional capital ..." and the level of growth, development and inward investment has transformed the city into one of the leading economies in the South West."

“The council has managed a period of change since 2010 in response to austerity. These include: setting aside unitary government proposals; reducing staff numbers (by 100) to 685 over the last five years; delivering the spending cuts needed without detrimental impact on services and, more recently, restructuring to establish a strategic management board (SMB) to move away from a ‘silo’ structure and style of working. This backdrop of reduced resources and managing significant change makes the achievements of economic growth even more impressive.”

He brought attention to the areas of work that required attention and the recommendations, in particular to the consideration of the splitting the Growth Director from the Chief Executive role. In light of this, the Chief Executive & Growth Director proposed a change to the recommendation that the feedback report and the peer team’s recommendations be noted. A subsequent report would be brought back with an action plan which would address capacity issues.

Members welcomed the review and positive comments with regards to the City Council’s partnership working, management of resources in these times of austerity, the approach to communications and its community engagement. They noted the areas of work that the report had highlighted and supported the proposed change to the recommendation with regards to noting the peer’s team’s recommendation and that the Chief Executive & Growth Director would bring forward a detailed report in due course.

RESOLVED that the Feedback Report and peer team’s key recommendations be noted.

36

HOUSING STOCK CONDITION SURVEY

The Director (BA) presented the report providing information on the condition of the Council’s Housing Revenue Account (HRA) properties. The report also sets out the plan for the continuation of stock surveys until 100% of properties had been surveyed.

The Director advised that the stock condition survey which provided significant information on the Councils Housing Stock would be used to inform future investment requirements for the next 30 years of the HRA Business Plan and, ultimately, improve the quality of life for the tenants. To date, 60% of dwellings and 100% of blocks had been surveyed and the service was working towards 100% completion. The survey data had subsequently been combined with the existing data held to inform the overall stock investment programme.

People Scrutiny Committee considered the report at its meeting on 12 March 2018 and its comments were reported.

RESOLVED that the stock condition survey data and the plans for continual assessment of investment requirements be noted.

37

COMMUNITY GRANTS AND COMMUNITY BUILDERS UPDATE

The Director (JY) presented the report providing an update on the following:-

- Community grants
- Community builders
- Grass Roots Grants/Neighbourhood Community Infrastructure Levy
- Exeter: A young people friendly city – Exeter Youth Voice

The Director advised that the City Council had an extensive Community Grants Programme with around £1.5 million awarded annually to community organisations through a range of grant processes. It was the intention in 2018 to review the city council policy, system and process in order to consolidate the programmes and revise the criteria to link to council priorities. A further report on processes and recommendations would be submitted at a later date.

The Council had agreed to the funding for Community Builders across the city to support the Community builder roles funded through the Integrated Care Exeter (ICE) Wellbeing Exeter programme. Because of the expansion of Wellbeing Exeter and the Sport England Local Delivery Pilot status, it was proposed to expand community building so that all wards would have access to a community connector and community builder. It was proposed that funding be front-loaded in light of the Wellbeing Exeter and Sport England programmes for a three year period in the first instance: 2018/2020.

The Portfolio Holder for Health and Wellbeing, Communities and Sport commented that it was important that a review of all the grants was undertaken to ensure that there was greater synergy and extended community involvement. In response to a Member, he acknowledged that the majority of funding for the Exeter Board Grants came from Devon County Council, consultation on the review would be undertaken and any proposed change brought back to People Scrutiny and Executive.

The Deputy Leader recognised the work that the City Council was undertaking across the city on developing a Youth Strategy. She advised of the additional recommendation proposed by People Scrutiny Committee with regards to the role of the Exeter Community Forum Grants Panel. This additional recommendation was agreed by Executive.

People Scrutiny Committee considered the report at its meeting on 12 March 2018 and its comments were reported and its additional recommendation was supported by Executive.

RECOMMENDED that Council;-

- (1) approves the recommendation to review the grant allocation policy and process in 2018 to consider modernisation and consolidation of the grant programmes and revised criteria linked to council priorities be approved;
- (2) approves the recommendation that the Neighbourhood Community Infrastructure Levy (CIL) and New Homes Bonus funding agreed for community building in the city should be front-loaded in light of the Wellbeing Exeter and Sports England Local Delivery Pilot programmes for an initial 3 year period 2018 / 2020;
- (3) notes the progress of the Grass Roots Grants / Neighbourhood CIL spend over the first year of this funding being available and recognises the contribution of the Exeter Community Forum Grass Roots Panel in supporting this process; and
- (4) notes the second stage of the Exeter Youth Strategy work in terms of the launch of the Exeter Youth Voice project; and
- (5) reviews the role of the Exeter Community Forum Grants Panel and to consider whether there was a need for greater accountability and

scrutiny of its processes and to examine if a change of approach through increasing the involvement of Members was desirable.

38

FOOD WASTE COLLECTION

The Cleansing and Fleet Manager presented the report on the outcomes of the business case undertaken by Eunomia Research and Consulting for the separate collection and recycling of food waste. Members were presented with a proposal that the current recycling service, without a food waste collection, should continue as the service option with the lowest modelled costs and lowest financial risk. The Cleansing and Fleet Manager explained that the business case for food waste collection would be reviewed every year as part of the Recycling Plan. The review would also take account of any developments in the technology for waste collection and treatment and changes in the markets for recyclable materials, and the evolving financial case for food waste collection.

The Portfolio Holder for Place stated that it was important that the Council remained ambitious in its long term plans to recycle food and expand the materials it recycled and it would review the situation on an annual basis.

A Member expressed his disappointment that the Council was not introducing a food waste collection.

The majority of Members acknowledged that the City Council did have good recycling rates and that the business case for a food waste collection would be reviewed annually.

Place Scrutiny Committee considered the report at its meeting on 8 March 2018 and its comments were reported.

RESOLVED that:-

- (1) the continuation to provide the current recycling service (described as the 'baseline' of the circulated report) be approved;
- (2) officers provide an annual update on the food waste business case in the Recycling Place; and
- (3) the current and planned measures to improve the recycling rate achieved by the current service be noted.

(Councillor Leadbetter in accordance with Standing Order no.43 requested that his abstention from voting on this recommendation be recorded)

39

FREEDOM OF THE CITY PROCEDURES

The Corporate Manager, Democratic & Civic Support presented the report which sought approval to introduce a more rigid assessment process for the consideration of any nominations made for Freedom of the City.

Members were advised that, following the Council's recent consideration of a number of nominations for Freedom of the City, it was suggested that a more transparent approach to the consideration of these nominations be made, before submission to an Extraordinary Council meeting. The procedure put forward was based upon the nomination process for a UK national honour. The proposal suggested that a panel be established comprising of a representative of each

political group, the Chief Executive & Growth Director or a member of the Strategic Management Board, the Corporate Manager Democratic and Civic Support and an independent representative. This independent representative position would be advertised and interviewed by the panel following the submission of an application form.

The Council's decision on the nominations would be final and it was noted, that this would be the only way that the Council would accept nominations for Freedom of the City.

Members had concerns with regards to the potential release of information regarding nominees under Freedom of Information Regulations and agreed that the report should be deferred to allow clarification to be sought.

RESOLVED that the report be deferred to enable clarification with regards to potential disclosures under Freedom of Information regulations on nominees.

40

LORD MAYORALTY

Councillor Hannaford was nominated as Lord Mayor Elect for the 2018/19 Municipal and Council, at its meeting on 24 April 2018, be asked to agree the nomination of the Deputy Lord Mayor Elect for the 2018/19 Municipal Year.

RECOMMENDED to Council that Councillor Hannaford be nominated as Lord Mayor Elect for the 2018/19 Municipal Year and that a nomination be made for the Deputy Lord Mayor Elect for the 2018/19 Municipal Year.

41

REPRESENTATION AT MAGISTRATES COURTS AND COURT

RESOLVED that, in accordance with section 223 of the Local Government Act 1972, the following officer be authorised to represent the Council at the County and Magistrates Courts:-

Jayne Hanson – Service Improvement Lead (Payments)

RESOLVED that, in accordance with section 223 of the Local Government Act 1972, the following officers be authorised to represent the Council at the County and Magistrates Courts in Council Tax and Business Rates cases :-

Jayne Hanson – Service Improvement Lead (Payments)

Karen Holmes – Council Tax Collection Team Leader

Kevin Hughes – Service Improvement Lead (Local Taxation)

Guy Burnley – Business Rates Manager

42

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 - EXCLUSION OF PRESS AND PUBLIC

RESOLVED that under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following items on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1, Schedule 12A of the Act.

43

RENNES HOUSE OPTIONS

The Service Lead Housing Customers presented the report outlining the history behind Rennes House, past decisions made and which set out costed options for the refurbishment works required to the building.

Members were circulated with details of the option for the full refurbishment of Rennes which People Scrutiny Committee had considered at its meeting on 12 March 2018 and had unanimously supported.

Members supported the proposal for the full refurbishment of Rennes House, it would provide significant savings in heating costs and would improve thermal comfort and indoor air quality. Members agreed that should alternative options need to be considered within the agreed budgets these should be in consultation with the relevant Portfolio Holder and Local Ward Members.

RECOMMENDED to Council that:-

- (1) the refurbishment works required to Rennes House, alongside the costs of refurbishment in relation to the value of the building be noted ;
- (2) the responses to the consultation undertaken with Rennes House residents as detailed in section 8.7 of the report be noted;
- (3) the option for full refurbishment of Rennes House, as circulated at the meeting, be approved, with consideration of any alternative options to be taken in consultation with the relevant Portfolio Holder and Local Ward Members.

(The meeting commenced at 5.33 pm and closed at 7.04 pm)

Chair

The decisions indicated will normally come into force 5 working days after publication of the Statement of Decisions unless called in by a Scrutiny Committee. Where the matter in question is urgent, the decision will come into force immediately. Decisions regarding the policy framework or corporate objectives or otherwise outside the remit of the Executive will be considered by Council on 24 April 2018.

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REPORT TO Executive

Date of Meeting: 10 April 2018

Report of: Corporate Manager, Democratic & Civic Support

Title: FREEDOM OF THE CITY PROCEDURES

Is this a Key Decision?

No

Is this an Executive or Council Function?

Executive

1.1 What is the report about?

- 1.1 This report seeks approval to introduce a more rigid assessment process for the consideration of any nominations made for Freedom of the City
- 1.2 This report was previously presented to, and deferred by the Executive on 13th March 2018, pending further information relating to data protection.

2. Recommendation:

- 2.1 That a Freedom of the City Assessment Panel be established, to consider all nominations received for Freedom of the City, with its membership being as follows:-
 - The Leader of the Council (or nominee)
 - The Leader(s) of other political groups on the Council (or nominee(s))
 - The Chief Executive & Growth Director (or nominee from the Strategic Management Board)
 - The Corporate Manager, Democratic & Civic Support
 - An external representative
- 2.2 That only written nominations on the council's approved application form will be accepted for consideration by the panel. No other method be accepted for the submission of nominations for Freedom of the City

3. Reasons for the recommendation:

- 3.1 Following the Council's recent consideration of a number of nominations for Freedom of the City, it is suggested that a more transparent approach to the consideration of these nominations, before submission to full Council, be established.
- 3.2 Following the Council's consideration, and ultimate rejection, of the nomination of Freedom of the City for the emergency services, which was received via a Notice of Motion, it is considered appropriate for there to be only one way in which such nominations should be received

4. What are the resource implications including non financial resources.

- 4.1 None.

5. Section 151 Officer comments:

- 5.1 This report has no financial implications.

6. What are the legal aspects?

- 6.1 Section 249 of the Local Government Act 1972, gives Councils the power to grant "Freedom of the City" to any individual who it feels has given eminent service to the City.
- 6.2 Under this legislation, any decision to grant the Freedom of the City has to be taken by an Extraordinary meeting of the full Council with two thirds of those present at the meeting, voting in favour. The proposals contained in this report will not change this.

7. Monitoring Officer's comments:

- 7.1 This report raises no issues for the Monitoring Officer.

8. Report details:

- 8.1 The Council at its meeting on 24 February 2015, agreed the recommendation of the Executive for the establishment of criteria against which future nominations for Freedom of the City could be judged. This report is attached for ease of reference as Appendix A.
- 8.2 Since that time, a number of nominations have been received and considered against these criteria, with the majority progressing to Executive and Council for approval.
- 8.3 However, there have been several which did not progress past the initial stage of consideration by the Group Leaders and Chief Executive & Growth Director. Whilst these nominations may have been considered to meet some of the set criteria, it was felt that it would, at that time, be inappropriate to progress the nomination.
- 8.4 Whilst it could be considered that this should have been the end of the matter at that time, the proposer for one of the unsuccessful nominees has continued to provide further supporting evidence for their nomination. They have also questioned why their nomination had been unsuccessful when their nominee (in their opinion) had met many of the set criteria against which nominations should be judged.
- 8.5 A further unsuccessful proposer used a different Council methodology (via a Notice of Motion to full Council) to put forward their nomination. Whilst it was quite permissible for such a matter to be the subject of a notice of motion, several speakers at the Council meeting at which this matter was discussed, felt that it was inappropriate due to refusal of the nomination via the previously agreed channel.
- 8.6 This report is therefore put forward to try to enhance the procedure used for the consideration of nominations by broadening the initial consideration stage, and therefore following a similar route to that used by the Cabinet Office for consideration of nominations for a UK national honour.
- 8.7 It is therefore suggested that an Assessment Panel comprising the following representatives, be established who would consider all nominations received:-
 - The Leader of the Council (or nominee)
 - The Leader(s) of other political groups on the Council (or nominee(s))

- The Chief Executive & Growth Director (or nominee from the Strategic Management Board)
- The Corporate Manager, Democratic & Civic Support
- An external representative

- 8.8 It is suggested that in respect of the external representative, a recruitment process be entered into in an attempt to find someone who has a detailed knowledge of the City, so that they can assist the other Panel members best understand the context and extent of the work undertaken by those nominated.
- 8.9 It is also suggested that the previously agreed proposal that nominations should be submitted on an application form, should be reinforced as the most appropriate way forward, and that the application form should tease as much information as possible out of the proposer against the agreed criteria.
- 8.10 It is proposed that the Panel's decision on nominations is final. If a nominee is unsuccessful, the proposer can resubmit their nomination at some later date but only if their nominee has had additional achievements.
- 8.11 Finally, it is recommended that this be the only way in which the Council will accept nominations for Freedom of the City (i.e. through the application form and Panel consideration process).
- 8.12 Members are reminded that it is a full Council function to agree to offer the Freedom of the City. This is done via an Extraordinary meeting where two thirds of those Members present need to vote in favour of the nomination. The process proposed in this report is to enhance the current process, and will not replace the legal basis for consideration of nominations.
- 8.13 This matter was brought to the Executive meeting on 13th March 2018, when it was deferred for further information to be obtained regarding any possible disclosure of personal data relating to nominees.
- 8.14 Officers have received confirmation that should a nomination be refused, and an application be subsequently made under the Freedom of Information regulations for a list of such nominees, the name of the unsuccessful nominee would be withheld due to it being classified as personal data.

9. How does the decision contribute to the Council's Corporate Plan?

- 9.1 This decision will help promote the City as one which promotes transparency in its decision making process

10. What risks are there and how can they be reduced?

- 10.1 There are no risks associated with the proposals

11. What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, community safety and the environment?

- 11.1 None applicable with this decision

12. Are there any other options?

12.1 To continue with the current process despite the issues which have been addressed in this report..

John Street
Corporate Manager, Democratic & Civic Support

Local Government (Access to Information) Act 1972 (as amended)
Background papers used in compiling this report:-

Contact for enquires:
Democratic Services (Committees)
Room 2.3
01392 265275

REPORT TO RESOURCES SCRUTINY COMMITTEE

Date of Meeting: 22 March 2018

REPORT TO EXECUTIVE

Date of Meeting: 10 April 2018

REPORT TO COUNCIL

Date of Meeting: 24 April 2018

Report of: Chief Finance Officer

Title: OVERVIEW OF REVENUE BUDGET 2017/18

Is this a Key Decision?

No

* One that affects finances over £1m or significantly affects two or more wards. If this is a key decision then the item must be on the appropriate forward plan of key decisions.

Is this an Executive or Council Function?

Council

1. What is the report about?

1.1 To advise Members of the overall projected financial position of the HRA & General Fund Revenue Budgets for the 2017/18 financial year after nine months.

2. Recommendations:

It is recommended that Scrutiny Resources Committee and the Executive note the report and Council notes and approves (where applicable):

2.1 The General Fund forecast financial position for the 2017/18 financial year;

2.2 The HRA forecast financial position for 2017/18 financial year;

2.3 The outstanding Sundry Debt position as at September 2017;

2.4 The creditors' payments performance;

3. Reasons for the recommendation:

3.1 To formally note the Council's projected financial position and to approve any additional expenditure required during the financial year.

4. What are the resource implications including non financial resources.

4.1 The impact on the General Fund working balance, HRA working Balance and Council Own Build working balance are set out in sections 8.3.6, 8.2.1 and 8.2.3 respectively.

4.2 There are no requests for supplementary budgets in the report.

5. Section 151 Officer comments:

5.1 The report represents the projected financial position to 31 March 2018. In respect of the year end projections, the overall position in respect of the General Fund is showing a slight underspend. This has been caused by a number of services covering their overspend identified in quarter 1 and a further reduction in the repayment of debt caused by lower than expected capital expenditure. The HRA is continuing to show a significant underspend caused by the delay in a number of significant capital projects.

6. What are the legal aspects?

6.1 There are no legal aspects to the report.

7. Monitoring Officer's comments:

7.1 This report raises no issues of concern for the Monitoring Officer.

8. Report details:

8.1 Financial Summary

FUND	Planned Transfer (to) / from Working Balance	Budget Variance Over / (under)	Outturn Transfer 2017/18
	£	£	£
General Fund	1,666,369	(345,219)	1,321,150
HRA	2,487,615	(3,667,716)	(1,180,101)
Council own Build Houses	(35,970)	(7,0000)	(42,970)

8.2 Housing Revenue Account (Appendix A)

8.2.1 The first quarter projection shows a significant reduction in the amount taken from the working balance resulting in a large increase in the working balance. The projected increase is £725,335 to leave the working balance at £9,292,789.

Movement	2017/18
Opening HRA Balance, as at 01/04/17	£8,567,454
Surplus	£1,180,101
Projected balance, as at 31/3/18	£9,747,555

8.2.2 The key variances are as follows:

Management Unit	Over / (Underspend)	Detail
Repairs and Maintenance Programme	(£644,000)	<ul style="list-style-type: none"> • This represents a combination of forecast savings, most notably due to: <ul style="list-style-type: none"> - A projected £120k saving in respect of asbestos survey costs. - A projected £100k saving in respect of repairs to void properties. - Capacity to undertake remedial works following electrical testing has been impacted by a vacant Electrician post, with urgent health and safety works taking priority, resulting in a forecast £70k underspend.
Revenue Contribution to Capital	(£2,700,000)	<ul style="list-style-type: none"> • The estimated amount of revenue monies required towards financing the HRA Capital Programme in 2017-18 has reduced by £2.7m, from £6.5m to £3.8m. <p>In March 2014 Executive approved a £2.7m contribution towards the St Loyes Extra Care scheme, which was profiled to be required in 2017-18 but delays to the scheme will mean that significant spend will not take place until 2018/19 when it is hoped that works can start on site. A detailed report is due to be presented to committee later this year in respect of this scheme.</p>
Housing Assets	(£127,800)	<ul style="list-style-type: none"> • The decant of tenants in ten LAINGS properties to enable a demolish and re-build scheme to be undertaken are not expected to take place this financial year. Higher than budgeted tender prices have necessitated an options appraisal and caused a delay in the project timetable. A saving is reported in 2017-18, as the cost of decanting tenants in 2018-19 will be factored into next year's budgets. A detailed report is planned to be presented to committee in respect of the LAINGS project.

8.2.3 The Council's new properties at Rowan House and Knights Place form part of the overall

Housing Revenue Account, but separate income and expenditure budgets are maintained in order to ensure that they are self-financing. There is a small projected variance to the projected surplus at the end of the first quarter.

Movement	2017/18
Opening Council Own Build, as at 01/04/17	£208,097
Surplus	42,970
Projected balance, as at 31/3/18	£251,067

8.3 General Fund (Appendix B)

8.3.1 The Service Committees show projected overspends of £108,747 against a revised budget of £14,445,150. The main variances are:

8.3.2 **People Scrutiny Committee – (An overspend in total of £344,087)**

Management Unit	Over / (Underspend)	Detail
General Fund - Housing	(55,000)	<ul style="list-style-type: none"> Private Sector Leased properties are handed back to the landlords upon a change of tenancy, which has resulted in a lower level of rent lost during void periods and a lower level of reactive repairs due to the reducing number of properties.
Revenue Collection & Benefits	400,000	<ul style="list-style-type: none"> Income is lower than anticipated; Real time information updates over the past 2 years had led to an increase in the recovery of overpayments, this has now reduced as the majority of historic cases have been dealt with. There has also been an increase in the amount of debt write offs in part to the clearing down of some older cases. The amount of unsubsidised housing benefit expenditure is also higher than forecast due to a higher number of temporary and supported accommodation claims.

8.3.3 **Place Scrutiny Committee – (An overspend in total of £57,504)**

Management Unit	Over / (Underspend)	Detail
Parks and Green Spaces	£97,520	<ul style="list-style-type: none"> The saving target for the management unit will not be achieved in year due to the increasing service demands impacting on the existing resource base.
Street Cleaning	(£89,830)	<ul style="list-style-type: none"> An underspend is anticipated on vehicle maintenance and pay budgets
Cleansing Chargeable Services	51,200	<ul style="list-style-type: none"> The predicted overspend is due to income from the trade refuse and recycling services being below target.
Recycling	75,000	<ul style="list-style-type: none"> The predicted overspend is due to income being below target for recycling, mainly paper. Paper tonnage collected has reduced compared to last year, and the rate received for selling paper has also reduced.
Parking Services	(£91,710)	<ul style="list-style-type: none"> Off Street car parking fee income anticipated to exceed the target. Additional expenditure on pay budgets.
Planning Services	(£96,070)	<ul style="list-style-type: none"> Income from planning application fees expected to exceed the target. Underspend on pay budget. Community Infrastructure Levy grant expenditure, and additional pay expenditure funded by a transfer from the earmarked reserve.
Major Projects	£110,000	<ul style="list-style-type: none"> Additional expenditure in respect of a compensation payment.

8.3.4 **Corporate Scrutiny Committee – (An underspend in total of £292,844)**

Management Unit	Over / (Underspend)	Detail
Corporate Property - Assets	(156,090)	<ul style="list-style-type: none"> An underspend is anticipated on Property Maintenance Fund Budgets.
Grants/Central Support/Consultation	(85,000)	<ul style="list-style-type: none"> This underspend is mainly a result of the consolidation of Comms & Marketing budgets during 2017/18. A temporary structure exists to support the new processes, and a full restructure reflective of corporate priority will be going to Executive in March. A request to carry forward the underspend will be made (through the appropriate process), as a one-off supplement to support the permanent structure and new aligned priorities.
Unapportionable Overheads	(90,000)	<ul style="list-style-type: none"> This potential underspend relates to Superannuation and is based upon known departures as at this date.
Strategic Management	(72,000)	<ul style="list-style-type: none"> An underspend is anticipated on the cost of employee budgets mainly due to: vacancies; a reduction of hours, and recharges to the Housing Revenue Account.

8.3.5 **Other Financial Variations**

Other items	Over / (Underspend)	Detail
Net Interest	(150,000)	<ul style="list-style-type: none"> Continued low interest rates and advice not to borrow longer term from our advisors mean a reduction in the spend on interest.
Repayment of debt	(116,306)	<ul style="list-style-type: none"> Lower than forecast need to borrow leading to a reduced repayment of debt calculation.

8.3.6 General Fund Balance

In 2017/18 it is projected that there will be an overall net contribution from the General Fund Balance of £1,451,053. The minimum requirement for the General Fund working balance was approved by Council in February 2017 at £3 million.

Movement	2017/18
Opening Balance, as at 01/04/17	£5,264,841
Deficit	(£ 1,321,150)
Balance, as at 31/3/18	£3,943,691

8.4 OUTSTANDING SUNDRY DEBT

8.4.1 An aged debt analysis of the Council's sundry debts is shown in the table below. The latest data shown is to the end of August in order to demonstrate how for much of the debt, there is significant recovery in the two months after the data is run. This is due to the fact that our quarterly invoices are run just prior to the end of each quarter.

Age of Debt	February 2017	March 2017	February 2018
Up to 29 days (current)	£478,944	£6,820,661	£1,408,652
30 days – 1 Year	£1,114,238	£1,027,940	£1,405,970
1 – 2 years	£1,056,720	£945,735	£555,307
2 –3 years	£476,815	£455,532	£690,937
3 – 4 years	£361,651	£327,021	£356,595
4 – 5 years	£194,923	£226,393	£303,416
5 + years	£313,361	£325,762	£390,171
Total	£3,996,652	£10,129,044	£5,111,048

8.5 DEBT WRITE-OFFS

8.5.1 The following amounts have been written-off during 2017/18, Housing Benefit overpayments are being newly reported and therefore there are no comparatives:

	2016/17 total	2017/18 (Qtr 3)
• Council Tax	£341,926	£250,794
• Business Rates	£274,428	£0
• Sundry Debt	£44,459	£98,942
• Housing Rents	£48,478	£235,882
• HB Overpayments		£157,309

8.6 CREDITOR PAYMENTS PERFORMANCE

8.6.1 Creditors' payments continue to be monitored in spite of the withdrawal of statutory performance indicator BVPI8. The percentage paid within 30 days was 91.53% for the first nine months of 2017/18 compared with 93.15% for 2016/17.

9. How does the decision contribute to the Council's Corporate Plan?

9.1 This is a statement of the projected financial position to the end of the 2017/18.

10. What risks are there and how can they be reduced?

10.1 The risks relate to overspending the Council budget and are mitigated by regular reporting to the Strategic Management Board and Members.

11. What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, community safety and the environment?

11.1 Not applicable

12. Are there any other options?

12.1 Not applicable

DAVE HODGSON
Chief Finance Officer

Local Government (Access to Information) Act 1972 (as amended)

Background papers used in compiling this report:-

None

Contact for enquires:
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GENERAL FUND
2017/18 REVENUE ESTIMATES - SUMMARY
as at 31 December 2017

	Annual Budget	Supplementary Budgets	Revised Annual Budget	Year End Forecast	Variance to Budget
	£	£	£	£	£
SCRUTINY - PEOPLE	3,511,870	(506,020)	3,005,850	3,349,937	344,087
SCRUTINY - PLACE	8,474,940	(1,856,210)	6,618,730	6,676,234	57,504
SCRUTINY - CORPORATE	3,941,210	3,955,120	7,896,330	7,603,486	(292,844)
less Notional capital charges	(3,075,760)		(3,075,760)	(3,075,760)	0
<u>Service Committee Net Expenditure</u>	12,852,260	1,592,890	14,445,150	14,553,897	108,747
Net Interest	150,000		150,000	0	(150,000)
New Homes Bonus	(3,597,202)		(3,597,202)	(3,597,202)	0
Revenue Contribution to Capital	0		0	0	0
Minimum Revenue Provision	764,028		764,028	647,722	(116,306)
Voluntary Revenue Provision	1,000,000		1,000,000	1,000,000	0
<u>General Fund Expenditure</u>	11,169,086	1,592,890	12,761,976	12,604,417	(157,559)
Transfer To/(From) Working Balance	(73,479)	(1,592,890)	(1,666,369)	(1,321,150)	345,219
Transfer To/(From) Earmarked Reserves	769,202		769,202	411,002	(358,200)
<u>General Fund Net Expenditure</u>	11,864,809	0	11,864,809	11,694,269	(170,540)
Formula Grant	(5,177,000)		(5,177,000)	(5,177,000)	0
Business Rates Growth / Pooling Gain	(1,350,000)		(1,350,000)	(1,016,460)	333,540
CIL Income	0		0	(163,000)	(163,000)
Council Tax	(5,337,809)		(5,337,809)	(5,337,809)	0
	0	0	0	0	0
Working Balance	March 2017	£ 5,264,841		£ 3,943,691	March 2018

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REPORT TO CORPORATE SERVICES SCRUTINY COMMITTEE,
EXECUTIVE AND COUNCIL
Date of Meeting: Corporate Services Scrutiny – 22 March 2018
Executive - 10 April 2018
Council – 24 April 2018
Report of: Chief Finance Officer
Title: Capital Monitoring Statement to 31 December 2017

Is this a Key Decision?

No

Is this an Executive or Council Function?

Council

1. What is the report about?

To report the current position in respect of the Council's revised annual capital programme and to advise Members of the anticipated level of deferred expenditure into future years.

The report seeks Member approval to amend the annual capital programme in order to reflect the reported variations.

2. Recommendations:

It is recommended that Corporate Services Scrutiny Committee supports and the Executive recommends to Council to approve:

- (i) The revision of the annual capital programme to reflect the reported variations detailed in 8.4 and 8.5

3. Reasons for the recommendation:

Local authorities are required to estimate the total of capital expenditure that it plans to incur during the financial year when it sets the prudential indicators for capital expenditure. This shows that its asset management and capital investment strategies are affordable, prudent and sustainable.

Capital expenditure is a significant source of risk and uncertainty since cost variations, delays and changing specifications are often features of large and complex capital projects.

In order to manage the risks associated with capital programming the annual capital programme is updated every three months to reflect any cost variations, slippage or acceleration of projects.

4. What are the resource implications including non-financial resources

The financial resources required are set out in the body of this report.

5. Section 151 Officer comments:

This report has been prepared on behalf of the Section 151 Officer to set out the financial position of the Capital Programme as at 31 December 2017.

6. What are the legal aspects?

The capital expenditure system is framed by the Local Government and Housing Act 1989.

7. Monitoring Officer's comments:

This report raises no issues for the Monitoring Officer.

8. Report Details:

CAPITAL MONITORING STATEMENT TO 31 DECEMBER 2017

8.1 REVISIONS TO THE CAPITAL PROGRAMME

The 2017/18 Capital Programme was last reported to Corporate Services Scrutiny Committee on 23 November 2017. Since that meeting the following changes have been made to the programme:

Description	£	Approval/Funding
Capital Programme, as reported to Corporate Services Scrutiny Committee, 23 November 2017	23,944,980	
Budget Deferred to 2018/19 & Beyond at Quarter 2	(7,370,110)	Approved by Council 19 December 2017
Overspends/(Underspends) reported at Quarter 2	(141,570)	
Belle Isle Temporary Facilities	190,000	
Cowick Barton Tennis Courts	35,000	
Guildhall Fire Alarms	50,000	
MRF Air Compressor	10,600	
RAMM World Culture Galleries	368,740	
Vehicle Replacement Programme	25,710	Plug In Car Grants
Acquisition of Social Housing (HRA)	78,450	Delegated Powers
Revised Capital Programme	17,191,800	

8.2 PERFORMANCE

The revised capital programme for the current financial year is £17.192 million. During the first nine months of the year the Council spent £6.597 million on the programme, which equates to 38.37% of the revised programme. This compares with £5.956 million (30.6%) being spent in the first nine months of 2016/17.

The current programme is detailed in Appendix 1. The Appendix shows a total forecast spend for 2017/18 of £12.686 million with £4.152 million of the programme potentially being deferred to 2018/19 and beyond.

Appendix 2 shows the approved budgets for 2018/19 with the proposed 2017/18 budget to be carried forward to 2018/19 and beyond this quarter for Executive and Council to consider for approval.

Appendix 3 shows the overall position for those schemes which span more than one financial year.

8.3 AVAILABLE CAPITAL RESOURCES

The available capital resources for the General Fund for 2017/18 are £7.494 million. An estimated spend of £5.272 million is required of which £2.870 million will be funded from borrowing with £5.066 million capital receipts carried forward to 2018/19. The available capital resources for the HRA for 2017/18 are £20.906 million. An estimated spend of £7.414 million is required leaving £13.491 million to be carried forward into 2018/19. Appendix 4 sets out the forecast use of the resources available for the General Fund and the HRA and the likely amounts of borrowing that will be necessary to fund the capital programme over the next three years.

The value of actual capital receipts received in the quarter in respect of the General Fund and the HRA are:

	General Fund £	HRA £
Balance as at 30 September 2017	277,530	1,338,007
New Receipts	401,075	983,345
Less HRA Pooling		(106,676)
Balance as at 31 December 2017	678,605	2,214,676

8.4 EXPENDITURE VARIANCES

The main variances and issues concerning expenditure in 2017/18 are:

Scheme	Estimated Overspend / (Underspend) £	Reason
Condition Surveys – Priority 2	(45,500)	Wider schemes for the replacement of kitchens and air conditioning within the Civic Centre have been identified within the 2018/19 capital programme.
Kitchen Replacement Programme	(42,500)	A saving is reported in respect of both kitchen and bathroom replacements in void properties. Lower than anticipated numbers of void dwellings have required replacements prior to re-letting in the first 9 months.
Bathroom Replacement Programme	(71,500)	

Electrical Re-wiring - Domestic	(136,000)	A saving is forecast in respect of electrical works to dwellings, as lower than anticipated level of electrical re-wires required following electrical inspection.
Central Heating Programme	(80,000)	This budget provides for ad hoc central heating installations to dwellings where tenants have previously refused. The opportunity to install is taken upon the property becoming void, however numbers have been lower than anticipated in the first 9 months.

8.5 SCHEMES TO BE DEFERRED TO 2018/19 AND BEYOND

Schemes which have been identified as being wholly or partly deferred to 2018/19 and beyond are:

Scheme	17/18 Budget £	Budget to be Deferred £	Reason
WHIL Empty Properties	194,000	194,000	There is no anticipated uptake for these loans this year. A new marketing campaign is planned for 2018/19.
Temporary Accommodation Purchase	584,950	134,950	The purchase of the property will take place this financial year with the refurbishment works commencing in 2018/19.
Kings Arms Bridge	160,000	130,000	We are awaiting further information from Devon County Council and anticipating the majority of work to be carried out in 2018/19.
Replace Lift at Mary Arches MSCP	200,000	150,000	Work will commence this financial year and be completed in early 2018/19.
City Wide Property Level Protection	94,750	94,400	The scheme has been delayed due to staff sickness. Work is currently being undertaken to reach agreement with individual residents and will require planning and listed building consents.
Passenger Lift at RAMM	73,880	73,880	This scheme has been placed on hold to allow for the delivery of the World Culture Galleries and associated ventilation works.
RAMM World Culture Galleries	368,740	155,000	The majority of the gallery works will be completed this financial year but the ventilation and access works will be carried out in April.
RAMM Roof Access Improvements	68,500	47,000	

Leisure Complex – Build Project	472,580	(71,440)	This is a minor re-profiling of the budget.
Bus Station Construction	294,000	74,050	
Newtown Community Centre (S106)	84,670	84,670	After difficulty in assembling a funding package, the Association have scaled down their proposals and secured more funds. Planning permission now granted for the revised project.
Newtown Community Centre (2 nd Grant)	46,750	46,750	
Belle Isle Temporary Facilities	190,000	84,000	The project completion date is expected to be by the end of April 2018 with the portacabins being delivered in March.
Programmed Re-roofing	300,300	300,300	It has not been possible to advance these works during 2017/18 as it is pending contract procurement. This programme will form part of procurement priorities for the new financial year.
LAINGS Refurbishments	640,000	390,000	Following Executive approval on 9 January for the demolish and re-build option, the budget has been re-profiled in accordance with the latest project cash-flow forecasts.
Kitchen Replacement Programme	587,500	200,000	In advance of re-tendering the contract for these works in 2018/19, the programmes have been scaled down to one contractor. The forecast spend reflects 4 kitchen replacements and 5 bathroom replacements planned per week up to March 2018.
Bathroom Replacement Programme	462,500	130,000	
Communal Areas	126,980	40,000	Planned improvements to flooring in communal areas have been delayed due to issues with the floor adhesive. Officers are currently working with the contractor to resolve the issue before rolling out planned works.
Common Area Footpath / Wall Improvements	514,370	142,370	A significant project to replace Meadow Way retaining wall is expected to complete this financial year. The remaining budget will be carried forward and amalgamated with next year's provision.

Fire Risk Assessment Works	434,550	413,000	Significant works have been pending the adoption of a new Fire Safety Management Policy and securing funding for additional storage areas and staff resources, which were approved by Executive in September '17 and November '17. Fire compartmentation assessments have been instructed, which will help inform works for 2018/19.
Window Replacements	246,000	246,000	It has not been possible to advance these works during 2017/18 as it is pending contract procurement. This programme will form part of procurement priorities for the new financial year.
St Loyes Extra Care Scheme	151,720	116,719	Officers are currently preparing to go back out to tender in respect of this scheme and are planning to present a detailed report to committee later this year with the outcomes of the tender process. In the meantime minor expenditure will be incurred in respect of consultancy fees, with the remaining budget carried forward and amalgamated with future year's budget provisions.
Estate Regeneration	1,295,000	668,095 (across all sites)	In March 2017 the Council received £1.295m Estate Regeneration funding. The grant is to be used across four HRA sites and providing the project deliverables set out in the grant bid are met, the grant funding can be applied fluidly across the sites. The overall forecast costs remain at £1.295m, but spend of the grant has now been profiled in accordance with the project timetables, which run into 2018/19.

8.6 ACHIEVEMENTS

The following scheme has been completed during the third quarter of 2017/18:

- **Alphington Village Hall (Repairs & Extension)**

The result of the grant expenditure is effectively a new hall, with all facilities on one level, and modern kitchen and toilet facilities. The building is already proving more popular for community events and private hire to support its running costs. External improvements have improved access to the neighbouring doctors' surgery.

9. How does the decision contribute to the Council's Corporate Plan?

The Capital Programme contributes to all of the key purposes, as set out in the Corporate Plan.

10. What risks are there and how can they be reduced?

Areas of budgetary risk are highlighted to committee as part of the quarterly budget monitoring updates.

11. What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, community safety and the environment?

No impact

12. Are there any other options?

No

DAVE HODGSON
Chief Finance Officer

Author:

Nicola Matthews-Morley

Local Government (Access to Information) Act 1972 (as amended)

Background papers used in compiling this report:

None

Contact for enquiries:

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CAPITAL MONITORING TO 31 DECEMBER 2017

	2017/18 Capital Programme	2017/18 Spend to 31 December	2017/18 Forecast Spend	2017/18 Budget to be Carried Forward to 2018/19 and Beyond	2017/18 Programme Variances (Under)/Over
	£	£	£	£	£
PEOPLE					
HELP ME FIND SOMEWHERE TO LIVE					
Disabled Facility Grants	685,820	205,049	685,820		
Warm Up Exeter/PLEA Scheme	124,620	99,441	124,620		
Wessex Loan Scheme	107,820	25,897	107,820		
WHIL Empty Properties	194,000	0	0	194,000	
Temporary Accommodation Purchase	584,950	275	450,000	134,950	
PEOPLE TOTAL	1,697,210	330,661	1,368,260	328,950	0
PLACE					
KEEP PLACE LOOKING GOOD					
Outdoor Leisure Facilities	73,450	23,983	73,450		
Rougemont Gardens - Path & Railings	28,730	28,728	28,730		
Repair Canal Bank at M5	4,290	5,200	5,200	(910)	
Queen's Crescent CPO	18,000	0	0	18,000	
Canal Pontoon	9,950	4,287	9,950		
Kings Arms Bridge	160,000	6,882	30,000	130,000	
Exwick Cemetery Ashes Section	60,000	0	40,000	20,000	
KEEP ME/MY ENVIRONMENT SAFE & HEALTHY					
Vehicle Replacement Programme	1,090,710	1,000,087	1,049,480	38,530	(2,700)
Car Park Surfacing - Haven Road	12,350	0	0	12,350	
Replace Lifts at Mary Arches MSCP	200,000	0	50,000	150,000	
Riverside Arches	53,500	51,927	53,500		
City Wide Property Level Protection	94,750	350	350	94,400	
RAMM Air Monitoring Equipment	90,000	0	90,000		
MRF Air Compressor	10,600	5,000	13,300		2,700
Farmers Market Electricity Supply	0	(6,301)	(6,301)		(6,301)

	2017/18 Capital Programme	2017/18 Spend to 31 December	2017/18 Forecast Spend	2017/18 Budget to be Carried Forward to 2018/19 and Beyond	2017/18 Programme Variances (Under)/Over
	£	£	£	£	£
PROVIDE GREAT THINGS FOR ME TO SEE & DO					
Sports Facilities Refurbishment	144,860	54,863	100,000	44,860	
Passenger Lift at RAMM	73,880	0	0	73,880	
Livestock Centre Roof Replacement	6,130	0	0		(6,130)
St Nicholas Priory	107,760	66,283	107,760		
Acquisition of Ludwell Valley Park	59,940	40,055	40,055		(19,885)
RAMM World Culture Galleries	368,740	69,547	213,740	155,000	
Cowick Barton Tennis Courts	35,000	0	35,000		
MAINTAIN THE ASSETS OF OUR CITY					
RAMM Roof Access Improvement	68,500	2,189	21,500	47,000	
DELIVER GOOD DEVELOPMENT					
Leisure Complex - Build Project	472,580	378,592	544,020	(71,440)	
Bus Station Construction	294,000	111,718	219,950	74,050	
Newcourt Community Hall (Grant)	9,570	9,572	9,570		
Newtown Community Centre (S106)	84,670	0	0	84,670	
Newtown Community Centre (1st Grant)	50,000	0	50,000		
Newtown Community Centre (2nd Grant)	46,750	0	0	46,750	
Alphington Village Hall (Repairs & Extension)	17,380	17,379	17,380		
Beacon Heath Martial Arts & Boxing Club - New Roof	16,300	1,650	1,650	14,650	
PLACE TOTAL	3,762,390	1,871,990	2,798,284	931,790	(32,316)
CORPORATE SERVICES					
WELL RUN COUNCIL					
Invest to Save Opportunities	71,700	38,350	71,700		
Energy Saving Projects	22,330	4,333	22,330		
Condition Surveys - Priority 1	20,000	0	20,000		
Condition Surveys - Priority 2	45,500	0	0		(45,500)
Guildhall Fire Alarms	50,000	0	50,000		
Belle Isle Temporary Facilities	190,000	0	106,000	84,000	
Customer Contact Platform	175,830	46,665	175,830		
Annual Contribution to Strata	53,900	53,904	53,900		
Idox System for Planning	122,600	0	122,600		
HR System	58,330	0	58,330		
Convergence Projects	324,360	25,279	324,360		
Capitalised Staff Costs	100,000	0	100,000		
CORPORATE SERVICES TOTAL	1,234,550	168,531	1,105,050	84,000	(45,500)

Grants to external bodies (schemes beyond ECC's control)
--

	2017/18 Capital Programme	2017/18 Spend to 31 December	2017/18 Forecast Spend	2017/18 Budget to be Carried Forward to 2018/19 and Beyond	2017/18 Programme Variances (Under)/Over
	£	£	£	£	£
HRA					
INVESTMENT IN EXISTING STOCK					
Adaptations	450,000	362,368	450,000		
Re-rendering	6,000	6,000	6,000		
Environmental Improvements - General	50,760	29,612	50,760		
Programmed Re-roofing	300,300	0	0	300,300	
Garage Upgrades	11,000	0	11,000		
LAINGS Refurbishments	640,000	4,420	250,000	390,000	
Kitchen Replacement Programme	587,500	73,158	345,000	200,000	(42,500)
Balcony Walkway Improvements	75,000	0	60,000	15,000	
Bathroom Replacement Programme	462,500	72,689	261,000	130,000	(71,500)
Fire Precautionary Works to Flats	231,090	201,973	231,090		
Communal Areas	126,980	83,381	86,980	40,000	
Structural Repairs	70,000	43,384	43,384	26,616	
Rennes House Structural Works	50,000	4,725	25,000	25,000	
Common Area Footpaths/Wall Improvements	514,370	294,021	372,000	142,370	
Soil Vent Pipe Replacement	25,500	0	0	25,500	
Electrical Central Heating	19,120	0	0	19,120	
Smoke/Fire Alarms - Older Persons	84,250	60,606	84,250		
Electrical Re-wiring	773,870	259,544	587,870	50,000	(136,000)
Central Heating Programme	167,540	54,177	87,540		(80,000)
Boiler Replacement Programme	123,200	96,264	123,200		
Communal Doors and Screens	70,000	23,533	70,000		
Fire Risk Assessment Works	434,550	2,617	21,550	413,000	
Re-roofing Works Shilhay	839,840	459,643	839,840		
Window Replacements	246,000	0	0	246,000	
Replacement Housing Management System	175,100	175,096	175,100		
PROVISION OF NEW COUNCIL HOMES					
Social Housing Acquisitions - Section 106	251,990	53,103	251,990		
COB Wave 2 - Rennes Car Park	2,264,470	1,483,586	2,319,066		54,596
St Loyes Extracare Scheme	151,720	25,228	35,001	116,719	
Estate Regeneration - Heavitree (COB Wave III)	452,230	295,847	433,890	25,264	6,924
Estate Regeneration - Heavitree (Clifford Close)	166,950	0	3,280	138,676	(24,994)
Estate Regeneration - Heavitree (Vaughan Road)	286,060	0	6,040	315,280	35,260
Estate Regeneration - Heavitree (South Street)	389,760	60,577	183,695	188,875	(17,190)
HRA TOTAL	10,497,650	4,225,553	7,414,526	2,807,720	(275,404)
TOTAL CAPITAL BUDGET	17,191,800	6,596,735	12,686,120	4,152,460	(353,220)

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BUDGETS CARRIED FORWARD TO 2018/19 AND BEYOND

	2018/19 Budget as per Budget Book/Council Approvals	Proposed Budget to be Carried Forward to 2018/19 and Beyond at Qtr 3	Total 2018/19 Capital Programme	2019/20 Budget as per Budget Book/Council Approvals
	£	£	£	
PEOPLE				
HELP ME FIND SOMEWHERE TO LIVE				
Disabled Facility Grants	450,000	0	450,000	450,000
WHIL Empty Properties	0	194,000	194,000	0
Temporary Accommodation Purchase	0	134,950	134,950	0
PEOPLE TOTAL	450,000	328,950	778,950	450,000
PLACE				
WELL RUN COUNCIL				
Waste Infrastructure	16,700	0	16,700	163,000
Car Park Resurfacing, Lining & Boundary Improvements	50,000	0	50,000	200,000
Mechanisation of Street Scene	150,000	0	150,000	0
Vehicle Replacement Programme	362,000	38,530	400,530	400,000
IMPROVE THE ENVIRONMENT AND MY NEIGHBOURHOOD				
Bowling Green Marshes Coastal Defence Scheme	278,900	0	278,900	0
Topsham Flood Gates (Ferry Road/The Strand)	100,000	0	100,000	0
Exeter Flood Alleviation Scheme	200,000	0	200,000	0
Repair Canal Bank at M5	30,000	(910)	29,090	0
Parks Infrastructure	150,000	0	150,000	250,000
Cemeteries & Churchyards Infrastructure Improvements	60,000	0	60,000	80,000
Purchase of Harbour Patrol Vessel for Exe Estuary	50,000	0	50,000	0
Replacement of Mallison Bridge (Exeter Quay)	350,000	0	350,000	0
Improved Car Park Security Measures at King William Street & Arena P;	45,000	0	45,000	0
Repairs to Turf Lock Pier Head	20,000	0	20,000	100,000
Repairs to Salmonpool Bridge	45,000	0	45,000	0
Repair to Walls at Farm Hill	30,000	0	30,000	60,000
Bank Repairs & Stabilisation to Watercourses	20,000	0	20,000	20,000
Matford Centre Fire Alarm Replacement	100,000	0	100,000	0
Queen's Crescent CPO	0	18,000	18,000	0
Kings Arms Bridge	0	130,000	130,000	0
Exwick Cemetery Ashes Section	0	20,000	20,000	0
KEEP ME/MY ENVIRONMENT SAFE & HEALTHY				
Car Park Surfacing - Haven Road	0	12,350	12,350	0
Replace Lifts at Mary Arches MSCP	0	150,000	150,000	0
City Wide Property Level Protection	0	94,400	94,400	0

	2018/19 Budget as per Budget Book/Council Approvals	Proposed Budget to be Carried Forward to 2018/19 and Beyond at Qtr 3	Total 2018/19 Capital Programme	2019/20 Budget as per Budget Book/Council Approvals
	£	£	£	
PROVIDE GREAT THINGS FOR ME TO SEE & DO				
Outdoor Leisure Facilities	263,240	0	263,240	0
Sports Facilities Refurbishment	56,430	44,860	101,290	56,430
Passenger Lift at RAMM	0	73,880	73,880	0
RAMM World Culture Galleries	0	155,000	155,000	0
MAINTAIN THE ASSETS OF OUR CITY				
RAMM Roof Access Improvement	0	47,000	47,000	0
Pyramids Essential Works	950,000	0	950,000	0
DELIVER GOOD DEVELOPMENT				
Leisure Complex - Build Project	16,392,480	(71,440)	4,184,660	16,831,010
Bus Station Construction	3,254,690	74,050	3,316,590	2,319,980
Newcourt Community Hall (S106)	0	84,670	84,670	0
Newtown Community Centre (2nd Grant)	0	46,750	46,750	0
Beacon Heath Martial Arts & Boxing Club - New Roof	0	14,650	14,650	0
PLACE TOTAL	22,974,440	931,790	11,757,700	20,480,420
CORPORATE SERVICES				
WELL RUN COUNCIL				
Energy Saving Projects	2,011,870	0	2,011,870	0
Belle Isle Temporary Facilities	0	84,000	84,000	0
Council Signage Improvement	40,000	0	40,000	40,000
Electoral Registration - Mobile Canvassing	20,000	0	20,000	0
Building Management System (BMS)	80,000	0	80,000	0
Civic Centre Air Conditioning Replacement	150,000	0	150,000	0
Civic Centre Kitchens Replacement	90,000	0	90,000	0
Customer Contact Platform	30,000	0	30,000	0
Annual Contribution to Strata	53,900	0	53,900	53,900
Capitalised Staff Costs	100,000	0	100,000	100,000
CORPORATE SERVICES TOTAL	2,575,770	84,000	2,659,770	193,900

	2018/19 Budget as per Budget Book/Council Approvals	Proposed Budget to be Carried Forward to 2018/19 and Beyond at Qtr 3	Total 2018/19 Capital Programme	2019/20 Budget as per Budget Book/Council Approvals
	£	£	£	
HRA				
INVESTMENT IN EXISTING STOCK				
Adaptations	500,000	0	500,000	517,500
Environmental Improvements - General	200,000	0	200,000	207,000
Programmed Re-roofing	1,088,640	300,300	1,388,940	371,070
Energy Conservation	100,000	0	100,000	0
Garage Upgrades	63,000	0	63,000	64,260
LAINGS Refurbishments	2,110,000	390,000	2,500,000	500,000
Kitchen Replacement Programme	859,950	200,000	1,059,950	1,347,250
Balcony Walkway Improvements	135,000	15,000	150,000	105,000
Bathroom Replacement Programme	563,760	130,000	693,760	883,220
Communal Areas	48,980	40,000	88,980	103,190
Structural Repairs	269,430	26,616	296,046	155,250
Rennes House Structural Works	2,975,000	25,000	3,000,000	2,675,000
Common Area Footpaths/Wall Improvements	350,000	142,370	492,370	50,000
Soil Vent Pipe Replacement	52,030	25,500	77,530	63,950
Electrical Central Heating	19,510	19,120	38,630	19,900
Electrical Re-wiring	776,250	50,000	826,250	756,140
Boiler Replacement Programme	560,000	0	560,000	575,000
Communal Doors and Screens	342,370	0	342,370	246,320
Fire Risk Assessment Works	63,000	413,000	476,000	65,200
Whipton Barton House House Water Mains	50,000	0	50,000	0
Window Replacements	708,300	246,000	954,300	733,090
Door Replacements	122,000	0	122,000	143,940
Loft & Cavity Insulation	50,000	0	50,000	51,750
ZEBCat Project	480,000	0	480,000	0
PROVISION OF NEW COUNCIL HOMES				
Social Housing Acquisitions - Open Market	1,000,000	0	1,000,000	0
Social Housing Acquisitions - Section 106	490,000	0	490,000	250,000
St Loyes Extracare Scheme	4,200,000	116,719	4,316,719	5,360,000
Estate Regeneration - Heavitree (COB Wave III)	0	25,264	25,264	0
Estate Regeneration - Heavitree (Clifford Close)	0	138,676	138,676	0
Estate Regeneration - Heavitree (Vaughan Road)	0	315,280	315,280	0
Estate Regeneration - Heavitree (South Street)	0	188,875	188,875	0
HRA TOTAL	18,177,220	2,807,720	20,984,940	15,244,030
TOTAL CAPITAL BUDGET	44,177,430	4,152,460	36,181,360	36,368,350

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CAPITAL SCHEMES SPANNING MORE THAN ONE FINANCIAL YEAR

	Total Capital Budget	Total Spend Up to 31 December 2017	2017/18 Programme Variances (Under)/Over
	£	£	£
PLACE			
KEEP PLACE LOOKING GOOD			
Rougemont Gardens - Path & Railings	48,930	48,932	0
Repair Canal Bank at M5	64,520	35,431	0
Canal Pontoon	26,220	20,561	0
PROVIDE GREAT THINGS FOR ME TO SEE & DO			
Passenger Lift at RAMM	75,000	1,120	0
Livestock Centre Roof Replacement	1,250,000	1,243,871	(6,130)
St Nicholas Priory	115,000	73,523	0
DELIVER GOOD DEVELOPMENT			
Leisure Complex - Build Project	30,652,130	2,897,150	0
Bus Station Construction	6,870,000	1,125,194	0
Alphington Village Hall (Repairs & Extension)	50,000	50,000	0
Beacon Heath Martial Arts & Boxing Club - New Roof	21,810	7,158	0
PLACE TOTAL	39,101,800	5,445,782	(6,130)
HRA			
PROVISION OF NEW COUNCIL HOMES			
COB Wave 2 - Rennes Car Park	3,910,770	3,129,885	54,596
St Loyes Extracare Scheme	10,850,000	1,007,153	0
HRA TOTAL	14,760,770	4,137,038	54,596
TOTAL CAPITAL BUDGET	53,862,570	9,582,821	48,466

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GENERAL FUND AVAILABLE RESOURCES

GENERAL FUND	2017-18 £	2018-19 £	2019-20 £	2020-21 £	2021-22 £	TOTAL £
CAPITAL RESOURCES AVAILABLE						
GF Capital Receipts	749,652		1,059,749			1,809,401
Disabled Facility Grant	760,718	450,000	450,000	450,000	450,000	2,560,718
New Homes Bonus	78,601	61,409	12,157,061	605,225	0	12,902,296
Community Infrastructure Levy	219,950	6,890,333	0	0	0	7,110,283
Other - Grants/External Funding/Reserves/S106	924,192	1,205,867	673,952	0	0	2,804,011
Total Resources Available	2,733,114	8,607,609	14,340,762	1,055,225	450,000	27,186,710
GENERAL FUND CAPITAL PROGRAMME						
Capital Programme	6,694,150	26,000,210	15,228,390	1,327,900	1,167,900	50,418,550
Overspends/(Savings)	(77,816)					(77,816)
Slippage	(1,344,740)	(10,803,790)	5,895,930	6,252,600	0	0
Total General Fund	5,271,594	15,196,420	21,124,320	7,580,500	1,167,900	50,340,734

UNCOMMITTED CAPITAL RESOURCES:						
Capital Receipts Brought Forward	4,735,420	5,066,495	4,628,082	0	0	4,735,420
Resources in Year	2,733,114	8,607,609	14,340,762	1,055,225	450,000	27,186,710
Less Capital Receipts to carry forward	(5,066,495)	(4,628,082)	0	0	0	0
Less Estimated Spend in Year	(5,271,594)	(15,196,420)	(21,124,320)	(7,580,500)	(1,167,900)	(50,340,734)
Borrowing Requirement	2,869,554	6,150,398	2,155,476	6,525,275	717,900	18,418,604

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HRA AVAILABLE RESOURCES

HOUSING REVENUE ACCOUNT	2017-18 £	2018-19 £	2019-20 £	2020-21 £	2021-22 £	TOTAL £
CAPITAL RESOURCES AVAILABLE						
Usable Receipts Brought Forward						5,607,226
Major Repairs Reserve Brought Forward						8,719,199
Other HRA Sales	227,364	0	0	0	0	227,364
RTB sales	2,460,000	500,000	500,000	400,000	400,000	4,260,000
Surrender back to DCLG - pending St Loyes financing decision	(4,080,000)	0	0	0	0	(4,080,000)
Major Repairs Reserve	3,000,614	3,006,450	3,006,450	3,006,450	3,006,450	15,026,414
Revenue Contributions to Capital	3,796,642	7,196,555	2,500,000	3,000,000	4,500,000	20,993,197
External contributions	52,853	434,000	160,259	0	0	647,112
Grant funding - HCA grant (St Loyes)	0	1,490,000	0	0	0	1,490,000
Grant funding - Estate Regeneration Funding	626,905	668,095	0	0	0	1,295,000
Grant funding - Zero Energy Buildings Project	0	216,000	0	0	0	216,000
Commutated sums	494,716	126,719	5,360,000	156,360	0	6,137,795
Total Resources available	6,579,094	13,637,819	11,526,709	6,562,810	7,906,450	60,539,307
CAPITAL PROGRAMME						
HRA Capital Programme	10,497,645	18,177,220	15,244,030	7,782,810	8,045,830	59,747,535
Quarter 3 - Overspends / (Savings)	(275,404)					(275,404)
Quarter 3 - Slippage / Re-profiling	(2,807,720)	2,807,720				0
Total Housing Revenue Account	7,414,521	20,984,940	15,244,030	7,782,810	8,045,830	59,472,131
UNCOMMITTED CAPITAL RESOURCES:						
Usable Receipts Brought Forward	5,607,226	3,016,143	2,516,143	2,266,143	1,166,143	5,607,226
Major Repairs Reserve Brought Forward	8,719,199	10,474,855	3,627,734	160,413	40,413	8,719,199
Resources in Year	6,579,094	13,637,819	11,526,709	6,562,810	7,906,450	46,212,882
Less Estimated Spend	(7,414,521)	(20,984,940)	(15,244,030)	(7,782,810)	(8,045,830)	(59,472,131)
Uncommitted Capital Resources	13,490,998	6,143,877	2,426,556	1,206,556	1,067,176	1,067,176
WORKING BALANCE RESOURCES:						
Balance Brought Forward	8,567,454	9,747,555	5,792,557	6,265,175	6,663,366	8,567,454
HRA Balance Transfer - Surplus/(Deficit)	1,180,101	(3,762,145)	472,618	398,191	(623,006)	(2,334,241)
Forecast Supplementary Budget Requests	0	(192,853)	0	0	0	(192,853)
Balance Carried Forward	9,747,555	5,792,557	6,265,175	6,663,366	6,040,360	6,040,360
Balance Resolved to be Retained	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)
Uncommitted HRA Working Balance	5,747,555	1,792,557	2,265,175	2,663,366	2,040,360	2,040,360
TOTAL AVAILABLE CAPITAL RESOURCES	19,238,553	7,936,434	4,691,731	3,869,922	3,107,536	3,107,536

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Agenda Item 8

REPORT TO: EXECUTIVE

**Date of Meeting: Executive – 10 April 2018
Council – 24 April 2018**

Report of: Programme Manager - Communities

**Title: Neighbourhood portion of Community Infra-Structure Levy/ Grants
Roots Grants recommendations March 2018**

Is this a Key Decision?

No

Is this an Executive or Council Function?

Council

1. What is the report about?

1.2 This report recommends awards to be made to six community organisations in this fourth round of the Neighbourhood Community Infra-Structure Levy (CIL) /Grass Roots Grants funding.

2. Recommendations:

2.1 That Council approves the recommendation made by the Grass Roots Grants Panel which met on the 8 March 2018, to support the following applications:

(For more information about these projects see section 8 of this report below)

	Agency	Project	Cost
1	Countess Wear Village Hall	Activities for children and families	£1,200
2	Alphington Community Association Recommendation to agree in principle subject to further funding being achieved.	Refurbishment of the Shed Theatre at Alphington Village Hall	£50,000
3	Exeter Division Girl Guiding	Refurbishment of Trefoil Lodge	£20,000
4	Exeter Community Initiatives	Exwick Tots	£2,040
5	Parklife Heavitree Recommendation to agree in principle subject to further funding being achieved.	Café and Community Facility	£50,000
6	St Sidwell's Centre	Community compost, commerce and history project	£33,618
	Total		£156,858

3. Reasons for the recommendations:

- 3.1 At the People Scrutiny Committee held on 2 June 2016, and Council on 26 July 2016 it was agreed that the Council would welcome recommendations from the Exeter Community Forum (ECF) Grass Roots Grants Panel as to how to spend the Neighbourhood portion of the Community Infra-Structure Levy (CIL) (£3.75 million over 10 years.) This is the fourth round in this process.

4. What are the resource implications including non- financial resources:

- 4.1 It is estimated that the neighbourhood portion of the total CIL receipts over the next 10 years will be approximately £3.75 million. Executive approved the ring fencing of these funds for implementing the Exeter Community Strategy at its 10 February 2015 meeting. The CIL regulations do not provide for borrowing to be undertaken against CIL receipts, and so sufficient CIL receipts must have accumulated before projects can be funded. There will be administrative and accounting costs in relation to decision-making processes and the implementation of projects funded by the neighbourhood portion of the CIL.
- 4.2 At 15% of total CIL receipts, the neighbourhood portion of CIL receipts, currently equates to approximately **£677,259 (March 18)**. (This figure is accurate after £310,000 for Community Builder funding is deducted).

5. Section 151 Officer Comments:

- 5.1 The Section 151 Officer notes the proposals and will work with the City Development Manager and the Programme Manager – Communities to ensure that the spend of the Neighbourhood portion of the CIL is appropriately administered and accounted for, bearing in mind the decision-making procedures put in place and the Council's ultimate retention of accountability.
- 5.2 Members should be aware that supporting some applications, particularly buildings, may cause the organisations involved further financial challenges maintaining and running the buildings in the future and members should be satisfied that appropriate business plans are in place and that there is no expectation of future financial support from the Council towards the running costs of the building in question.

6. What are the legal aspects?

- 6.1
- (a) The Council is prohibited from borrowing against future CIL receipts to forward fund infrastructure delivery. Hence, CIL receipts cannot be spent until they have accumulated sufficiently to fund projects. This will affect decisions on spending the neighbourhood portion of the CIL, as it does CIL spend decisions generally.
- (b) The CIL regulations do not require the Council to set aside a proportion of CIL receipts for spend in neighbourhoods, given that there are no formal parishes in Exeter, but the Council's Executive resolved to set aside 15% of CIL receipts for this purpose on 10 February 2015.
- (c) The CIL regulations specify that CIL charging authorities must spend CIL receipts on 'the provision, improvement, replacement, operation or maintenance of infrastructure', but where passed to local areas, CIL receipts can be used to fund 'anything else that is concerned with addressing the demands that development places on an area'.

7. Monitoring Officer Comments

The allocation of grants to third parties must be determined on the basis of an open and transparent application, review and monitoring process.

The process of awarding Exeter City Council funds to third parties must be considered in the context of the law on state aid and public procurement to ensure that the award of each grant is legally compliant.

Each award must be subject to an agreement between the Council and the third party which sets out the legal basis for the award and the purpose of the grant.

8. Report Details:

- 8.1 **Grass Roots Grants** - This is the fourth round of the Neighbourhood CIL/Grass Roots Grants and focuses on community buildings and supporting community action. This includes the setting up or running a project that runs over a period of time or towards buildings or equipment. Groups were advised that they would be able to apply for up to £50,000 to support building costs, or alternatively groups could apply for funding to support community action.

See Appendix 1. For guidance for applicants and eligibility criteria

Nine applications were received in the latest round, the panel met on the 8 March to assess the applications against the evaluation criteria, the panel recommended supporting six of the applications at this stage. Three of the applicants will be advised to do some further consultation with the wider community to ensure there is local need and/or support for the project, or to revise the project in consultation with the council officer leading on this work.

	Applications supported by panel	Project/Initiative	Funding from Grass Roots Grants	Total cost of project
1.	Countess Wear Village Hall	<p>Activities for children and families – Including a weekly parent & toddlers group and 3 activity sessions and 2 performance events august 2018-March 2019.</p> <p>Meets criteria : area of new development and great unmet local need</p> <p>Conditions of grant – greater connections to be made with Newcourt Community Association and families in area.</p>	£1,200	£2,050 Match funding from ticket sales.
2.	Alphington Community Association	<p>Refurbishment of the Shed Theatre at Alphington Village Hall.</p> <p>Meets criteria – extensive consultation with local community and major plans for 500 new houses in Alphington and 1,500 on border of village.</p> <p>The Theatre will provide a venue for youth</p>	£50,000	£170,000

		activities/drama/music. The panel recommend that this is agreed in principle subject to other funds being raised to allow the refurbishment to go ahead.		
3.	Exeter Division Girl Guiding	Refurbishment of Trefoil Lodge Buddle lane. This will help provide a facility for the girl - guiding movement, but also the local community. They will be able to provide: <ul style="list-style-type: none"> • Meeting rooms • Community/conference facilities • Fully equipped kitchen • Residential opportunities for youth organisations. The rest of the finance for this project is already in place either through grants or loans.	Capital - £20,000	£292,000
4.	Exeter Community Initiatives	Exwick Tots The project offers support to parents to help prevent social isolation and loneliness. The group provides peer to peer support and friendship and supports children to socialize and learn with other children. This project is led by a group of local parents and supported by the Community Builder for Exwick. The WestExe Children's Centre closed in 2017 leaving little support for local parents/carers.	£2,040	£7,942.00 Match funding through volunteer hours and a grant from West Exeter Lions
5.	Parklife Heavitree	Café and Community Facility To provide a not-for-profit community café and hireable space in Heavitree Pleasure Ground. The building will provide a hub for community work and health and wellbeing activities in the area. Recommendation to agree in principle subject to other funding being received.	£50,000	£650,000 (£46,300 secured to date, plus £60,512 gifts in kind.)
	St Sidwell's Centre	Community compost, commerce and history project, to develop the sidwell Street Association – bring residents, traders and groups together to strengthen their voice and to help tackle the challenges faced by Sidwell Street. Also to collaborate on a specific projects including a food waste recycling/composting initiative and a Sidwell Street history project.	£33,618 (£12,289 Capital £21,329 revenue)	£37,018
Total recommended				£156,858

9. How does the decision contribute to the Council's Corporate Plan

9.1 Adoption of the Exeter Community Strategy and allocation of Neighbourhood CIL funding helps us to achieve the Corporate Plan objective of Supporting Exeter's Communities – *“Communities in Exeter know best what facilities are needed in their areas and where investment should be prioritised. We recognise that community and voluntary groups have an important role to play in helping us to shape and deliver services in new ways. We will continue to provide support to the community and voluntary sector to achieve a range of positive outcomes for our communities through co-design and co-delivery”.*

10. What risks are there and how can they be reduced?

10.1 All of the projects will be monitored in terms of the agreed outputs and outcomes that have been scrutinised by the Grass Roots Grants panel as part of the application process. Successful applicants will need to provide a monitoring report on their project and will have a peer visit to check the process and outputs/outcomes of the work.

11. What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, community safety and the environment?

1.1 Supporting the capacity of community organisations to take initiatives, including through identifying priorities for the use of CIL, has the potential to support a wide range of groups across the city and thereby address issues such as equality and diversity, health and wellbeing.

12. Are there any other options?

12.1 No.

**Dawn Rivers
Programme Manager - Communities**

Local Government (Access to Information) Act 1972 (as amended)

Background papers used in compiling this report:-

None

Contact for enquires:
Democratic Services (Committees)
Room 2.3
01392 265275

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REPORT TO EXECUTIVE

Date of Meeting: 10th April 2018

Report of: Jo Yelland, Director

Title: Sport England Local Delivery Pilot and Physical; Activity Strategy Staffing

Is this a Key Decision?

No

* One that affects finances over £1m or significantly affects two or more wards. If this is a key decision then the item must be on the appropriate forward plan of key decisions.

Is this an Executive or Council Function?

Executive

1. What is the report about?

This report is asking for Executive approval to add one full time Corporate Manger level post to the Councils staffing structure using existing revenue funding.

2. Recommendations:

- 2.1 It is recommended, that the Executive, in line with section 2.1 of the Council's Management of Change/Redundancy Policy (April 2015) approve the creation of this additional permanent post from existing funding.
- 2.2 It is recommended that the Executive delegate the creation of the Sport England Local Delivery Pilot team to the Director (Jo Yelland) providing there is agreement from Unison to do so. This is in order to meet the Sports England timescales. The delivery team posts will be fully funded by the Sports England bid. There is no impact on existing staff in the Council.

3. Reasons for the recommendation:

Funding was set aside for the Director to create a post initially under the heading of "Sports Development". Following consultation with the Portfolio Holder and stakeholders the Director wishes to create a senior management post "Active and Healthy People Programme Lead". This is a new post and section 2.1 of the Council's Management of Change/Redundancy Policy (April 2015) states "*For the avoidance of doubt, the provisions of this policy will not apply to the creation of a new post which does not involve a redundancy and which does not impact on any existing post, its roles or responsibilities. In such instances, the Senior Manager concerned will need only to seek Executive approval to create such a post having first advised the Unions.*" Therefore this paper is seeking Executive approval to create the post: the Union representative has already been advised.

This paper is also seeking approval from the Executive to delegate the creation of the Sport England Local Delivery Pilot Team to the Director to expedite the process. The posts are fully funded by Sport England and there is no impact on existing staff. The current process may result in a protracted lead-in time for recruitment which could have a negative impact on the delivery the Sport England programme. Recruitment, pay and conditions will all be in line with Council's policies. The funding will include redundancy and other costs associated with these fixed term posts. If Executive approve this delegation, the Director will liaise with the Unions to provide assurance that no existing member of staff is disadvantaged. This

decision will effectively devolve the detailed planning and creation of the Sport England Local Delivery Pilot Team to the Director, allowing for maximum flexibility and negotiation with Sport England and local delivery partners enabling the efficient mobilisation of the team which is very important for the Council given the profile, pace and scale of the programme.

4. What are the resource implications including non-financial resources.

There is already funding available for the post highlighted under recommendation 2.1 and additional resource required are the usual ones associated with the employment of staff such as ICT equipment, office space etc. This will be managed within existing resources. This post is critical to the delivery of the Sport England Local Delivery Pilot Programme which will enable the drawdown of substantial funds in support of the Council aim for Exeter to be the most physically active city in England.

There are no direct resource implications for the creation of team under recommendation 2.2 as the funding will be provided by Sport England. There are resource implications in terms of the recruitment process and these will managed within existing resources.

5. Section 151 Officer comments:

This report raises no issues for the section 151 officer provided the budget is kept within the agreed funding from Sport England.

6. What are the legal aspects?

None identified

7. Monitoring Officer's comments:

Given that the delegation sought is on the basis that the new team is recruited following the Council's HR policies, and given that the Director will work closely with the Unions to get their agreement, the Monitoring Officer has no issues of concern.

8. Report details:

As part of the senior management restructure the Director (JY) has brought together a range of staff and resources from across the council to create a systems thinking approach to the policy areas within its remit. (Figure1) Funding was set aside for the new Director to create a post initially under the heading of "Sports Development". The post the Director has created, in consultation with stakeholders and the Portfolio Holder, is the "Active and Healthy People Programme Lead".

The post holder will be a senior position reporting to the Director and will provide high profile, visible and effective leadership for the development of the Exeter and Cranbrook Local Delivery Pilot Partner Programme in collaboration with stakeholders and Sport England. The post holder will also be responsible for working closely with Councillors and Directors on the development of strategies that will make best use of council assets such as parks, play areas, pitches, playing fields and built sports and leisure facilities in order to deliver on the objectives in the emerging Physical Activity Strategy.

The funding for this post is part of the match funding package the Council and partners will need to have in place to demonstrate commitment to Sport England as part of the process of the drawing down of national funding from Sport England for the development and delivery of the Exeter and Cranbrook Local Delivery Pilot Programme

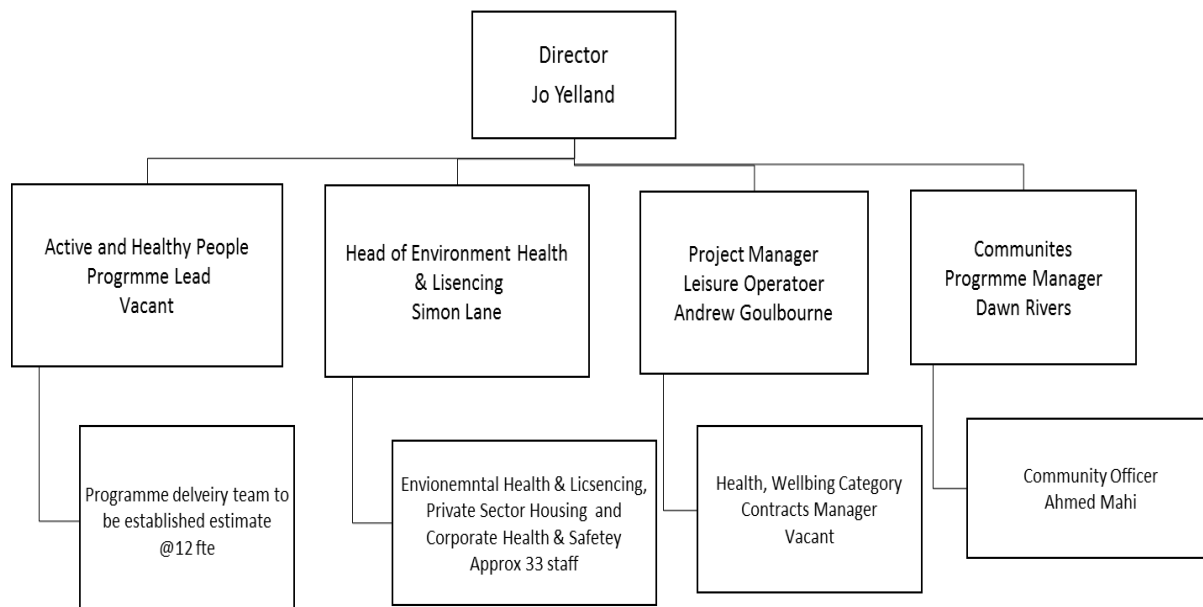


Figure 1: Interim Directorate Structure March 2018

There will be further 3 year fixed term posts, current estimate is about 12 full time equivalent post, and all of these will be funded through the Sport England Programme. Some will become posts within the City Council and others will be hosted within partner organisations. Given the temporary nature of these posts, that funding will come from external sources, and that there is no direct impact on existing posts/service the Executive is being asked to formally delegate the creation of the team in this exceptional circumstance. However this will not result in existing or new Council staff being disadvantaged and is conditional on the Director seeking agreement with the Unions.

9. How does the decision contribute to the Council’s Corporate Plan?

This post holder will contribute to the Council priorities of a healthy and active place with great things to see and do.

10. What risks are there and how can they be reduced?

The risks are that we are unable to recruit a suitably experienced and talented individual for this unique post. In mitigation the post has been pitched at Senior Manger level and soft promotion of the opportunity has been taking place through informal networks. Delays in recruitment to the delivery team could impact on the ability of the Council to deliver the programme and may reduce the funding available to the City therefore delegation is being sought to mitigate.

11. What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, community safety and the environment?

The impact will be a positive one given one key objective of the Sport England Programme is to reduce entrenched inequalities by targeting those who are currently inactive and at high risk of future frailty.

12. Are there any other options?

None considered.

Director

Jo Yelland

Local Government (Access to Information) Act 1972 (as amended)

Background papers used in compiling this report:-

None

Contact for enquires:
Democratic Services (Committees)
Room 2.3
01392 265275

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