

Committee were to exclude the press and public, a resolution in the following form should be passed.

“**RECOMMENDED** that, under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the particular item(s) on the grounds that it (they) involve the likely disclosure of exempt information as defined in paragraph(s) of Part I of Schedule 12A of the Act”

4. **QUESTIONS FROM THE PUBLIC UNDER STANDING ORDER 19**

A period of up to 15 minutes will be set aside to deal with questions to the Committee from members of the public.

Details of questions should be notified to the Assistant Chief Executive at least three working days prior to the meeting. Further information and a copy of the procedure are available from Member Services (Exeter 265115) also on the Council web site.

<http://www.exeter.gov.uk/scrutinyquestions>

5. **QUESTIONS FROM MEMBERS OF THE COUNCIL UNDER STANDING ORDER 20**

To receive questions from Members of the Council to appropriate Portfolio Holders.

Details of questions should be notified to the Assistant Chief Executive at least three working days prior to the meeting. Further information and a copy of the procedures are available from Member Services (Exeter 265115)

6. **PORTFOLIO HOLDERS TO PRESENT THE PRIORITIES FOR THE FORTHCOMING YEAR.**

Councillors D. Baldwin (Portfolio Holder for Housing and Social Inclusion) and Boyle (Portfolio Holder for Environment and Leisure) will present a verbal report on the priorities for the forthcoming year in light of the Committee’s work programme.

<u>MATTERS FOR CONSIDERATION BY THE EXECUTIVE</u>
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7. **EXETER FREE PLAY CITY : A PLAY STRATEGY FOR EXETER 2007-2010**

To consider the report of the Head of Leisure and Museums – *report circulated.*

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8. **REVIEW OF ENVIRONMENTAL STRATEGY**

To consider the report of the Head of Environmental Health Services – *report circulated.*

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9. **DRAFT CLIMATE CHANGE STRATEGY 2010-2017**
- To consider the report of the Head of Environmental Health Services – *report circulated.* 7 - 12
10. **SERVICE PLAN FOR FOOD LAW ENFORCEMENT 2007/08**
- To consider the report of the Head of Environmental Health - *report circulated.* 13 - 14
11. **PRIVATE SECTOR HOUSING RENEWAL POLICY 2007/08**
- To consider the report of the Head of Environmental Health Services – *report circulated.* 15 - 22
12. **APPROVAL OF HEALTH AND SAFETY SERVICE PLAN 2007/08 AND SMOKE FREE ENFORCEMENT POLICY**
- To consider the report of the Head of Environmental Health Services – *report circulated.* 23 - 26
13. **ANNUAL REVIEW OF EXETER HOMECHOICE**
- To consider the report of the Head of Housing Services - *report circulated.* 27 - 30

<u>MATTERS FOR CONSIDERATION BY SCRUTINY COMMITTEE - COMMUNITY</u>

14. **GAS POLICY FOR COUNCIL HOUSING**
- To consider the report of the Head of Housing Services – *report circulated.* 31 - 40
15. **REVIEW OF CULTURAL STRATEGY**
- To consider the joint report of the Head of Leisure and Museums and the Head of Economy and Tourism - *report circulated.* 41 - 50
16. **TEMPORARY STAFF AT THE ROYAL ALBERT MEMORIAL MUSEUM**
- To consider the report of the Head of Leisure and Museums – *report circulated.* 51 - 54
17. **REVENUE FINAL ACCOUNTS - COMMUNITY 2006/07**
- To consider the report of the Head of Treasury Services – *report circulated.* 55 - 64

18. **HOUSING REVENUE ACCOUNT - FINAL ACCOUNTS 2006/07**

To consider the report of the Head of Treasury Services – *report circulated.*

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PERFORMANCE MONITORING

19. **AIM PROPERTY MAINTENANCE OUTTURN REPORT 2006/07**

To consider the joint report of the Head of Contracts and Direct Services/Head of Housing Services/ Head of Estates and Head of Treasury Services – *report circulated (Monitoring schedule available on request).*

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20. **AIM PROPERTY MAINTENANCE PROPOSED PROGRAMME 2007/08**

To consider the report of the Head of Contracts and Direct Services – *report circulated (Monitoring schedule available on request).*

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21. **PERFORMANCE MONITORING**

To consider the report of the Director Community and Environment - *report circulated (Monitoring schedule available on request).*

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DATE OF NEXT MEETING

The next **Scrutiny Committee - Community** will be held on Tuesday 4 September 2007 at 5.30 pm

FUTURE BUSINESS

The schedule of future business proposed for this Scrutiny Committee and other Committees of the Council can be viewed on the following link to the Council's website: <http://www.exeter.gov.uk/docs/committee/workschedule.doc>
Councillors can view a hard copy of the schedule in the Members Room.

Membership -

Councillors M A Baldwin (Chair), Robson (Deputy Chair), Bond, Branston, S Brock, Choules, Mrs Danks, Mitchell, Moore, Newcombe, Newton, Shiel and Winterbottom

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 Member Services Officer on (01392) 265115 for further information.

Individual reports on this agenda can be produced in large print on request to Member Services on 01392 265111.

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE - COMMUNITY 5 JUNE 2007

EXECUTIVE 19 JUNE 2007

EXETER FREE PLAY CITY A PLAY STRATEGY FOR EXETER 2007 -10

1. PURPOSE OF REPORT

- 1.1 To recommend the Play Strategy for Exeter be adopted by the Council.

2. BACKGROUND

- 2.1 Following the Dobson Report in 2003 a national funding scheme for play was set up through the Big Lottery Fund. The mechanism was via a population and needs based allocation to each local authority, and the allocation for Exeter was £231,000.
- 2.2 Access to this funding is based on three criteria;
- 1) There must be an adopted Play Strategy for the area
 - 2) The existence of a structure in each area to ensure that the voice of play can be heard at all levels
 - 3) A portfolio of innovative play projects as the object of the funding
- 2.3 In order to receive the allocation, each council has to provide evidence of meeting the criteria via a formal bid to the Big Lottery Fund. The issue was brought to this Committee last June, when a draft strategy and portfolio were presented. It was expected at that time that the formal bid would be presented in the autumn. However it transpired that many of the first tranche of bids, including that for Teignbridge Council, were turned down. Many of these refusals were on the basis of issues not included in the published guidance, notably the inclusion of play development activities (as opposed to face-to-face play services) and the need for planning permission to be obtained at a very early and risky stage. As a result the Exeter portfolio was reviewed and altered, and the submission date put back to March this year.
- 2.4 The strategy itself went out for consultation, following which a number of alterations were made, largely in presentation. It is available on the Council's website.

3. THE PLAY STRATEGY FOR EXETER

- 3.1 Two main changes were made to the Play Strategy after its presentation to Members in 2006. One was to restructure it to include the new portfolio of schemes which were to form the object of the formal bid to the Big Lottery Fund, and the other, following consultation, was to make it a more user-friendly document. Other than changes needed to reflect the portfolio, the strategy itself, in terms of its approach and outcomes, remains the same.

- 3.2 The Play Strategy is aimed at increasing and enhancing play opportunities for children and young people aged 0-19years within the six priority outcomes, which themselves reflect the Government's Every Child Matters agenda:
- Being healthy
 - Staying safe
 - Enjoying and achieving – and developing skills for adulthood
 - Inclusive – right to choose and equally welcomed
 - Making a positive contribution and not engaging in anti social behaviour
 - Economic wellbeing – not being prevented by economic disadvantage
- 3.3 The Play Strategy is a working document which includes an action plan and audit of City Council play facilities. All of these are available on the website. The Strategy recognises that the network of formal structured playgrounds is virtually complete in Exeter, and that there is a need to develop creative, environmental and more adventurous forms of play, in which young people learn how to assess and deal with risk, to deal with others, and to develop their own personalities and skills. The contents of the portfolio flow, as they must, from this ethos.
- 3.4 Consultation has been ongoing throughout the preparation of the Play Strategy including work with young people, local play practitioners and other statutory groups and organisations.

4. PLAY PARTNERSHIP & PLAY ASSOCIATION

- 4.1 A structure has been set up so that all young people and practitioners can have a voice for play. The Exeter Play Association has been reformed and now meets quarterly as an informative and networking group at various venues around the city. The Association has links to the Local Planning and Implementation Group of the Children's Trust.

5. PORTFOLIO OF SCHEMES

- 5.1 After lengthy consultation through the Exeter Play Association, a final portfolio of projects was submitted to the Big Lottery Fund in March 2007. A decision is expected by July 2007. Originally the portfolio contained provision for a worker to help local playgroups build capacity and for particular equipment. However evidence from earlier bids by other councils has demonstrated that the former would be rejected, and the latter would require planning permission in advance. The replacement portfolio, which covers a three-year period, has three strands:

Playing in the Environment - Play Rangers Project

One full time and two part time Play Rangers working throughout the year in the city on regular programmes of activity, plus holiday projects aiming to build trust and relationships with young people which hopefully will transfer from the attraction of freely chosen play to form a strong foundation for child and community development. This follows the successful pilot in Belmont Park in the summer of 2006. The Rangers will operate through the extended schools setup, in community centres, local parks and valley parks as well as assisting with the popular Playdays and SPLASH holiday scheme

£160,055 over the three years

Playing with the imagination - Community Artist project

A project using an artist to carry out pieces of work with three distinct age groups. This work would also tie into a number of city festivals eg Respect, Autumn etc, would act as a means for young people to access information and also encourage them to communicate their new skills and information to their peers.

£51,000 over the three years.

Playing for Real - Environmental Play Project

This would be working within a specific area of the Riverside Valley Park with children from the Countess Wear area. The project would be used as a pilot for a possible future Countryside Heritage Project to encourage people to go further into the Valley Parks including the development of trails, adventure 'equipment' etc

The work would cover 'Playful Consultations' run by trained practitioners, our artist and possibly including the Play Rangers where particular areas of the portfolio, and aims of The Play Association, are covered.

£20,000

6. RECOMMENDED

- 1) that the Play Strategy for Exeter be supported by Scrutiny Committee Community and adopted by Executive.

HEAD OF LEISURE AND MUSEUMS

S:LP/Committee/607SCC3
3.5.07

COMMUNITY & ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling this report:

Every Child Matters
Devon Children's Plan

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE – COMMUNITY

5 JUNE 2007

EXECUTIVE

19 JUNE 2007

REVIEW OF THE ENVIRONMENTAL STRATEGY

1 PURPOSE OF THE REPORT

- 1.1 This report presents the Council's Environmental Strategy and seeks Executive approval for the revised Strategy. The report also summarises the results of the public consultation exercise and highlights the changes that have been made to the strategy as a result.

2 BACKGROUND

- 2.1 The Environmental Strategy, which covers the period until 2012, sets out how the Council intends to tackle the key environmental challenges facing Exeter and explores how to reduce the city's impact on the global environment. The Strategy also draws together and evaluates the effects of the Council's own policies and practices on the environment, with the aim of reducing environmental damage.
- 2.2 The draft strategy was approved by Scrutiny Committee - Community on 16 January 2007 (minute 9 refers). Following this, consultation took place with partner agencies and stakeholders across the city between February and April 2007.

3 OUTCOMES OF CONSULTATION PROCESS

- 3.1 Responses received through the consultation process were generally supportive of the draft strategy and action plans. A summary of the issues raised and the actions taken/modifications made to the strategy as a result are provided in Appendix I. A copy of the revised strategy is available on the intranet and in the Members' Room.
- 3.2 The main changes to the Strategy are summarised below:
- Modification of Chapter 2 to reflect the Council's new Strategic Objectives.
 - Modification of Chapter 4 to reflect the Council's plans to prepare a Climate Change Strategy.
 - Greater emphasis on the role of planning policy to reduce flood risk in Chapters 4, 6 and 10 and the Council's commitment to promote sustainable urban drainage systems.
 - Modification of the text in Chapter 13 (Biodiversity) and the inclusion of a new indicator to measure the quality of habitats in the city.
 - General updating of the strategy, particularly the action plans, as a result of the time elapsed between preparing the draft document and the present time.

4 PROPOSALS FOR FUTURE REVIEW OF THE STRATEGY

- 4.1 The Environmental Strategy sets out action plans for future work covering the next five years. It is therefore considered that a commitment should be made to undertake a fundamental review of the Strategy in 2011/12.
- 4.2 Progress towards meeting the aims of the Strategy will be monitored annually and will continue to form the subject of an annual report to Scrutiny Committee - Community.

5 FINANCIAL IMPLICATIONS

The revisions to the Environmental Strategy have no additional financial implications for the Council beyond those already budgeted for.

6 RECOMMENDED

- (1) that Scrutiny Committee - Community supports and Executive approves the Environmental Strategy.
- (2) that general progress towards meeting the aims of the Strategy be monitored on an annual basis and reported to Scrutiny Committee - Community.
- (3) that a commitment be made to undertaking a full review of the Strategy in five year's time (2011/12).

HEAD OF ENVIRONMENTAL HEALTH SERVICES

S:LP/Committee/607SCC6

14 May 2006

COMMUNITY AND ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling this report:

EXETER CITY COUNCIL

SCRUTINY COMMITTEE-COMMUNITY

5 JUNE 2007

EXECUTIVE

19 JUNE 2007

DRAFT CLIMATE CHANGE STRATEGY (2007 – 2017)

1 PURPOSE OF THE REPORT

- 1.1 This report presents a draft Climate Change Strategy for Exeter and seeks Scrutiny Committee support and Executive approval for the Strategy.

2 BACKGROUND

- 2.1 The evidence for climate change is now indisputable. Recent floods, storms and droughts, both here and abroad, illustrate how vulnerable we are to extremes of climate and illustrate the high human, environmental and economic costs involved. The UK Government is seeking to cast in statute a mandatory 60% cut in the UK's carbon emissions by 2050 (compared to 1990 levels), with an intermediate target of a 26-32% cut by 2020 (draft Climate Change Bill 2007). Sir Nicholas Stern's Review on the Economics of Climate Change (October 2006) provides compelling environmental and economic reasons to address climate change and emphasises the urgent need for sustained long-term action. The Local Government White Paper also stresses the pivotal role that local government has in achieving sustainable development and mitigating and adapting to climate change.
- 2.2 Exeter City Council, working in partnership with others, in particular Exeter Vision, has an important role to play in reducing greenhouse gas emissions - both in the way it runs its own business and as a leader of the community. The Council has demonstrated a commitment to doing so by signing the Nottingham and Devon Wide Declarations on Climate Change, both of which include a commitment to prepare a plan to address the causes and effects of climate change.
- 2.3 The Council's initial approach to tackling climate change is set out in the Environmental Strategy 2007-2012 (subject of a separate report to this committee), which covers areas such as energy conservation, waste minimisation, sustainable transport, sustainable construction etc. However, to be successful in meeting the challenge that climate change presents far greater action is needed. For this reason, the draft Climate Change Strategy, covering the period 2007-2017 has been prepared. A copy of the strategy is available on the Intranet with a hard copy in the Members' Room.

3 CLIMATE CHANGE STRATEGY

- 3.1 The draft Climate Change Strategy sets out key proposals for how the Council, working with others, in particular Exeter Vision, can take the lead in reducing greenhouse gas emissions within Exeter by 30% by 2020 (from 1990 levels). This will allow Exeter to make its full contribution to national targets in this area. The strategy

proposes five policy areas (themes) for action: energy, transport, waste, community leadership and adapting to the effects of climate change. The proposals that Members may wish to be particularly aware of at this stage are highlighted below:

- a) To sponsor research (see Financial Implications) into the scope for decentralised and renewable energy across Exeter and, according to the results of that study, to consider the creation of a local Energy Services Company (ESCO) in partnership with an energy provider. This research will be undertaken in collaboration with partners in the New Growth Point Initiative. An ESCO might, for example, be involved in identifying sites, designing, financing, building, owning and operating local decentralised energy systems for both new and existing development in the Exeter sub-region. The ESCO concept is well established in parts of Europe and there is growing interest in the UK. The Mayor of London for example has recently entered into partnership with EDF Energy to establish a London-wide ESCO. Meanwhile, Woking Borough Council have successfully developed an ESCO (Thameswey Energy Ltd) for the provision of local and sustainable energy services to tenants of residential areas, community buildings and sheltered housing.
- b) Prior to the formal adoption of the Core Strategy of the Local Development Framework (expected late 2008), to introduce supplementary planning guidance, which will require compliance with Policy CP16 of the Core Strategy 'Preferred Options'. This would require all larger-scale new developments and conversions to incorporate on-site renewable energy equipment to reduce predicted CO₂ emissions by at least 10%. In addition, the appropriateness of introducing carbon-offsetting arrangements, implemented as part of Section 106 agreements, will be explored. The proceeds from this would be used entirely to invest in sustainable transport and energy initiatives within Exeter.
- c) To use parking policy to encourage the use of public transport and other sustainable travel modes. In particular, the strategy suggests the introduction of a small, additional 'carbon offset' levy on city centre off-street car park charges. The proceeds from this levy would be used transparently and entirely to fund additional sustainable transport and energy initiatives within Exeter. The range of activities that might be supported through this fund could include:
 - Additional grants/financial contributions to local residents for better home insulation, to encourage the adoption of renewable energy technologies and the replacement of inefficient boiler and heating systems.
 - Additional investment in public transport facilities or services and further investment in walking and cycling facilities.
 - Increased investment in green spaces and tree planting.
- d) To explore mechanisms for encouraging the ownership of more carbon-efficient cars. A possible mechanism for doing this could be to encourage the Highway Authority to introduce differential charging for on-street car parking such that those cars deemed to have high carbon dioxide emissions pay a higher fee for a residents' parking permit than those with more efficient vehicles. This would follow the model recently introduced in the London Borough of Richmond.
- e) To consider using licensing requirements to encourage taxi and private hire operators to invest in increased carbon efficiency across their fleet. Woking Borough Council is currently consulting with stakeholders on such an initiative.

- f) To sponsor an independent review (see 'Financial Implications') of the information and advice facilities, resources and other skills, support and services available to Exeter business and residents in relation to climate change. Where unmet need is identified or where limitations in the supply of services is revealed, the City Council and Exeter Vision will lead on proposing additional services. In addition, the strategy outlines a desire to work with other significant organisations in Exeter (eg Exeter University, the Meteorological Office and EDF) to deliver flagship case study projects focused on the practical application of the latest research techniques and scientific understanding in relation to climate change.
- g) To raise awareness of climate change and encourage local people to reduce their carbon emissions. In support of this, the Council has the opportunity to sign up to Sustainability South West's principle of 'a globally fair and safe carbon share for everyone' and to promote this principle to Council staff and local people through the *Fair Shares Fair Choice* programme. This is a web-based resource (www.fairsharesfairchoice.com) that encourages people to live and work within a 'fair share' of carbon, which could enable the worst effects of climate change to be avoided.
- h) Building on previous initiatives, the Council will work with the Carbon Trust, through the Local Authority Carbon Management Programme, to calculate a baseline carbon footprint for the Council's operations and, in turn, prioritise measures to reduce the Council's greenhouse gas emissions from buildings, transport and waste production. Progressive implementation of these measures will lead to the Council meeting an aspiration of becoming a carbon neutral authority.

Next Steps

- 3.2 The draft strategy sets out the key themes that need to be addressed to tackle climate change in Exeter over the next decade. In addition to the research and review activity highlighted above (proposals a and f) the policy themes in the draft strategy will be subject to independent expert analysis to better understand the contribution that each might make to the government's target to reduce carbon dioxide emissions by 30% by 2020 (from 1990 levels). This review will also critique the scope, feasibility, focus and value-for-money of proposals to date and offer practical suggestions for their enhancement. The results of all analytical work strands are expected to be available by late Autumn.
- 3.3 The above research activity will be complemented by the outcomes of a public consultation exercise, which will take place between July and September 2007, and will provide feedback from residents and businesses on the draft proposals. Consultation will be conducted by a variety of means, including focus groups, exhibitions and a survey of the Wavelength panel.
- 3.4 A parallel process of consultation will be undertaken with members of Exeter Vision and key agencies, to explore opportunities for partnership working and build ownership of the strategy. The results of the consultation and research activities will feed in to the preparation of a final Climate Change Strategy and Action Plan, for Member endorsement in January 2008.

4 NOTICE OF MOTION

- 4.1 In accordance with Standing Order No. 6, Councillor D J Morrish submitted a Notice of Motion on 20 February 2007 regarding the need for a Climate Change Officer, which was referred to Scrutiny Committee-Community for consideration. The Notice of Motion in full is:

"That this Council accepts its responsibilities for meeting the challenge posed to our society by the impact of Climate Change and therefore resolves that:-

- (1) the Executive and Scrutiny Committees give urgent consideration to the appointment of a Climate Change officer who will occupy a senior position and have overall responsibility for Climate Change Policy; and*
- (2) the Climate Change officer will:-*
 - (a) in co-operation with other Council officers be responsible for advising Members on the policies, both international and national, which are already in place and this Council's expected and necessary response;*
 - (b) advise Members on the targets we need to achieve and monitor our performance; and*
 - (c) report to each regular meeting of the Executive and submit an annual report to Members.*

- 4.2 In response to this, although the Council does not have a post specifically named Climate Change Officer, the Environmental Co-ordinator and Energy Manager spend a significant amount of time on climate change work, in addition to others with linked responsibilities, for example the Principal Environmental Health Officer for Private Sector Housing and Home Energy Conservation Act. Planning Services have also designated a lead officer for sustainability in the Development Control Team. Therefore the need for a Climate Change Officer is not considered necessary at this point in time, but will be reviewed in light of the research and analysis process described above.

5 FINANCIAL IMPLICATIONS

- 5.1 Financial resources of £25,000 will be required in 2007/08 to fund the independent review of the climate change-related information services available, as identified in Section 3.1 (proposal f), and the independent analysis of the policy themes (see section 3.2). Research into the scope for decentralised and renewable energy across Exeter identified in section 3.1 (proposal a), will be undertaken in collaboration with partners in the New Growth Point Initiative. A contribution of £10,000 from the Planning Delivery Grant to fund joint work with the New Growth Point has already been agreed. Members should be aware that the investment outlined in this report represents the first stage in the development of an evidence-based strategic approach to tackling climate change in Exeter. The longer-term financial and organisational implications will become clearer as work on the strategy and background research progresses over the coming months.

6 RECOMMENDED

- (1) that Scrutiny Committee - Community supports and Executive approves the draft Climate Change Strategy, including the target for carbon reduction.
- (2) that Executive agrees a supplementary budget of £25,000 for the work detailed in section 5.1 above.
- (3) that following consultation on the approved draft strategy that the final strategy and action plan be presented to the Executive in January 2008.
- (4) that general progress towards meeting the aims of the Strategy be monitored on an annual basis and reported to Scrutiny Committee - Community.
- (5) that a commitment be made to undertaking a full review of the Strategy in ten year's time.
- (6) That the Council signs up to Fair Shares Fair Choice.

HEAD OF ENVIRONMENTAL HEALTH SERVICES

S:LP/Committee/607SCC4

22 May 2007

COMMUNITY AND ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling this report:

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE – COMMUNITY

5 JUNE 2007

EXECUTIVE

19 JUNE 2007

SERVICE PLAN FOR FOOD LAW ENFORCEMENT 2007/8

1. PURPOSE OF REPORT

- 1.1 The Food Standards Agency Framework Agreement requires the Council to produce a Service Plan for Food Law Enforcement referred to as the Enforcement Plan.
- 1.2 The Enforcement Plan has the key aim of demonstrating how the Council will fulfil its statutory obligations in respect of its food safety service.
- 1.3 This report seeks Member approval for the adoption of the Enforcement Plan, a draft copy of which is available in the Members' Room, on the Council's website or available on request.

2. BACKGROUND

- 2.1 The current Enforcement Plan 2006/07 was supported by the Scrutiny Committee - Community at their meeting on 28 February 2006 and subsequently adopted by the Council.
- 2.2 Since many of the food enforcement documents require periodic/annual review, they have been incorporated into the Enforcement Plan in order to provide a comprehensive and consolidated package detailing the food safety activities of the Council.
- 2.3 The Enforcement Plan includes:
 - the service aims and objectives;
 - information about the food enforcement and related services provided by the Council;
 - details of the service's performance management systems; and
 - comprehensive information to compare the current and past performance of the food safety service.
- 2.4 The Enforcement Plan also incorporates:
 - the Food Service Delivery Plan 2007/8 detailing the actions and improvements for the service over the forthcoming year. This was supported by Scrutiny Committee – Community at its meeting on 27 February 2007, (minute 19/07 refers) and subsequently adopted by the Council.

- the annual food sampling programme which outlines the actions to fulfil the aims of the Council's Food Sampling Policy which is also posted on the Councils website and subject to periodic review.

3. RESOURCE IMPLICATIONS

3.1 The Service Plan for Food Law Enforcement will be carried out within existing resource allocations for 2007/08.

4. RECOMMENDED

4.1 That Scrutiny Committee - Community supports and Executive approves:

- 1) that the Service Plan for Food Law Enforcement 2007/8 is adopted;
- 2) the Head of Environmental Health be authorised to make appropriate changes to the Enforcement Plan in the light of centrally issued guidance and /or to meet operational needs.

HEAD OF ENVIRONMENTAL HEALTH SERVICES

Originator: Nick Mann, Assistant Principal Environmental Health Officer

S:LP/Committee/607SCC11
14 May 2007

COMMUNITY AND ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)

Background papers used in compiling this report:-

- 1) Food Service Delivery Plan 2007/8
- 2) Service Plan for Food Law Enforcement 2006/7

EXETER CITY COUNCIL

SCRUTINY COMMITTEE - COMMUNITY

5 JUNE 2007

EXECUTIVE

19 JUNE 2007

PRIVATE SECTOR HOUSING RENEWAL POLICY 2007-08

1. PURPOSE OF THE REPORT

- 1.1 This report proposes specific changes to the Private Sector Housing Renewal Policy in order to address local needs, as identified in the on-going private sector house condition survey, with particular regard to achieving the Government's target for decent homes in the private sector.

2. BACKGROUND

- 2.1 One of the Council's priority objectives is to safeguard and improve the private sector housing stock in Exeter, which is made up of 39,500 dwellings in the owner-occupied and privately rented sectors. At nearly twice the national average, Exeter has a large private rented sector (22% of the private stock) and a large number of houses in multiple occupation (estimated at 2700 or 7% of the private stock). It is this sector, particularly HMOs, where the poorest housing conditions are found.
- 2.2 Under the Housing Act 2004, the Council also has a legal duty to remove or reduce Category 1 Hazards (eg excess cold, severe dampness, and overcrowding) from dwellings in its area, and a discretion to deal with Category 2 Hazards. It has a range of enforcement tools to deal with poor and dangerous conditions in homes.
- 2.3 In addition to enforcement, the Council offers financial assistance in the form of means-tested grants to assist and encourage home-owners to improve their properties and remove hazards. This financial assistance helps home-owners repair and adapt private sector houses, funds energy efficiency grants for low income households through Warm-up Exeter and PLEA (Private Landlord Energy Action) grants, and supports ExtraLet and private sector leasing by means of private sector renewal grants.

3. PERFORMANCE IN 2006-07

Financial assistance to improve or adapt homes

- 3.1 120 Disabled Facilities Grants (DFGs) with a total value of £657,000 were awarded ensuring that clients could remain living independently in their own homes. All adapted properties are brought up to the decent home standard as a condition of grant assistance. This shows an increase from the 79 DFGs that were awarded during 2005-06 and is indicative of the growing need and demand for adaptations in the home.

- 3.2 A total of 57 Renovation Grants with a total value of £241,000 were awarded to address hazards in private sector houses and to undertake improvements to ensure that dwellings meet the decent home standard. Although this represents a reduction compared with the 95 grants awarded in 2005-06 (value £558,000), this can be explained by the wholesale replacement of the long-standing housing fitness standard with the new Housing Health and Safety Rating System (HHSRS) in April 2006 [minute 85 Sept 05] and the increased work-load brought about by the implementation of the Housing Act 2004.
- 3.3 30 Private Sector Renewal Grants with a value of £59,000 were awarded to bring dwellings up to an appropriate standard either for private sector leasing or to be let through the ExtraLet scheme, and a further 20 such grants are currently being processed. All properties in receipt of these grants are brought up to the decent home standard as a condition of grant assistance.
- 3.4 A total of 874 households benefited from Warm-up Exeter Grants, which resulted in 1089 energy efficiency measures (loft or cavity wall insulation) being installed. The occupiers of 189 of these dwellings were on means tested benefits. As a result of the partnership funding arrangement with British Gas, these improvements were achieved with reduced expenditure of £117,000, an average of £133 per property. All 874 properties have been assessed as complying with the decent home standard following completion of the energy efficiency works, which represents a significant achievement.
- 3.5 A significant proportion of households in the privately rented sector suffer from fuel poverty, therefore, it is encouraging that 247 households in privately rented dwellings, (49 of which were occupied by vulnerable households), benefited from PLEA Grants to provide insulation measures, together with either the installation of central heating or the replacement of old, inefficient boilers. The total expenditure on these grants was £168,000.
- 3.6 The on-going private sector house condition survey estimated that, in order for the Council to achieve the Government's target to raise the proportion of private sector dwellings occupied by vulnerable people above the 70% threshold for decency by 2010, a total of 1,165 dwellings need to be made decent by 2010, (vulnerable people being defined as those in receipt of certain benefits). As can be seen from the above, grant activity undertaken during 2006-07 significantly reduced this target by 445 properties to 720.

HMO Licensing

- 3.7 Of the estimated 800 larger, higher-risk HMOs within the city, a majority of these, 619, have been issued with mandatory HMO licences (minute 85 Sept 05 refers). Licence applications from the remaining, HMO landlords will be pursued in 2007-08.

4. PROPOSED CHANGES TO THE RENEWAL POLICY

- 4.1 The Private Sector Housing Renewal Policy retains the range of financial assistance packages currently available, which will continue to be administered as they are at present. All financial assistance, apart from mandatory Disabled Facilities Grants, will

be funded by the Regional Housing Pot allocation, set at £858,687 for 2007-08, a reduction of £110,000 on the 2006-07 allocation.

Financial assistance maxima

4.2 Levels have not been reviewed since 2001, therefore, it is proposed that certain maximum limits contained within the policy are increased to take into account current costs and inflation, specifically:

- to increase the maximum level of Home Repair Assistance Grants from £500 to £1000 and Renovation Grants from £20,000 to £25,000, to reflect increased building costs due to inflation;
- to increase the maximum level of assistance for an applicant to move from their home from £10,000 to £15,000, to more closely reflect the true cost involved in moving home (it is proposed that such grants will only be available where the applicant's current home is first offered, at market value, to a social housing provider);

Means-testing of applicants

4.3 The majority of applicants for financial assistance, particularly those not on means tested benefits, undergo a means test, which, in the case of applicants for DFGs, is prescribed in legislation. For consistency, the same means test has been used for all other financial assistance packages, although there is no legal reason why this should be the case. The means test currently used allows for weekly housing costs of £57 to be taken into account, which fails to reflect the true housing costs, particularly for young families with large mortgages. As a result, many assessments require householders to make substantial contributions towards the costs of the works, which in many cases they are unable to afford. Consequently, they are unable to benefit from the Council's financial assistance packages.

4.4 In an effort to assist working households on low income, it is proposed that the weekly housing cost calculation used for means-tested assistance, (other than DFGs), is increased from £57 to £110. This will more closely reflect mortgage outgoings, reduce applicants' contributions towards works and make the Council's financial assistance packages more accessible. In all cases the assistance will be secured by a 25-year repayment condition.

Assistance for loft clearance to facilitate loft insulation measures

4.5 A substantial obstacle in the take up of energy efficiency grants, particularly for older people, is that insulation companies will only undertake works in completely empty lofts. Loft insulation is the most cost-effective means of reducing excess cold in dwellings and reducing fuel consumption and greenhouse emissions. In order to encourage uptake of loft insulation it is proposed that the scope of Home Repair Assistance and Renovation Grants is widened to cover the cost involved in the clearance of loft spaces, or the provision of a loft hatch to enable access for the insulation to be installed.

Assistance for Sanctuary Rooms

- 4.6 The City Council has been involved in a successful scheme to provide secure sanctuary rooms in our own housing stock where the tenant is at serious risk of violence from an abusive partner or former partner. Domestic violence in the private sector is often a cause of successful homelessness applications. It is proposed that Sanctuary Assistance should be made available to fund the recommendation of Devon and Cornwall Police Crime Prevention Unit in those cases where provision of a sanctuary room is considered to be the most appropriate cause of action by the Multi Agency Risk Assessment Conference for High Risk Domestic Violence Cases (MARAC) Group.

Fees for HMO licensing and Housing Act 2004 enforcement

- 4.7 Finally it is proposed that the fees associated with HMO Licensing and Housing Act 2004 enforcement are amended to better reflect the actual cost associated with various actions.
- 4.8 The following fee levels are proposed:

Fees in respect of HMO Licensing	Proposed Fee
Processing an application for a Temporary Exemption Notice	£50-00
Processing a shorter term licence (a shorter-term licence of between 1 to 4 years will be applied where the Council has concerns about the management of an HMO, or where the owner has knowingly operated an unlicensed HMO)	£400-00
Fee for officers to draw property plans for application	£100-00
Variation of licence	£100-00
Revocation of licence	£100-00

Fees for service of notices or making of orders	Proposed Fee
Serving an Improvement Notice	£200-00
Serving a Hazard Awareness Notice	£200-00
Making a Prohibition Order or Emergency Prohibition Order	£155-00
Taking Emergency Remedial Action	£155-00
Making a Demolition Order	£250-00
Reviewing a suspended Notice or Order	£75-00

- 4.9 In relation to a Hazard Awareness Notice where there is no obligation on the house owner (landlord or owner/occupier) to comply with the contents of the notice, the council will need to use its discretion in applying a fee. Discretion will be applied in relation to the tenure of the dwelling, the cost of the remedy, the financial means of the owner and the likelihood of the hazards being addressed. In most circumstances this will lead to the fee being waived in relation to owner-occupiers, particularly those on low income.

Fee reductions

- 4.10 In order to positively encourage recipients of notices and orders to comply with them fully, it is proposed to remove the fee where the notice or order has been fully complied within the timescales specified and to the council's satisfaction. In the case of Hazard Awareness Notices, where no timescale is given, the fee will be removed should the hazard be resolved within 3 months of service of the notice.

Qualifying criteria	Fee reduction
Recipient of Improvement Notice fully complies notice within the timescales specified by the notice	£200-00
Recipient of Prohibition Order fully complies order within the timescales specified by the order	£155-00
Recipient of Hazard Awareness Notice resolves Hazards within 3 months of receipt	£200-00

- 4.11 It is also proposed that in exceptional circumstances the Head of Environmental Health Services has the discretion to waive or reduce the fee, either where payment of the fee would lead to undue hardship being placed upon the recipient of a notice or order, or where the recipient is judged to be vulnerable.

HMO amenity standards

- 4.12 The introduction of the schedule of amenities specified by the Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006, which relate to all HMOs not just licensable HMOs, necessitates changes to the standard for personal washing and toilet facilities.
- 4.13 A full copy of the Private Sector Housing Renewal Strategy, containing all the proposed amendments (shown in bold) is available in the Members' Room and on the intranet.

5. PROPOSALS FOR SPENDING THE FINANCIAL ASSISTANCE ALLOCATION

- 5.1 It is proposed that Renovation, Home Repair Assistance and HMO Grants will continue and that the £500,000 renovation grant budget will be funded from the single pot allocation. It is further proposed to extend the purpose for which these grants can be awarded to include the provision of Sanctuaries in houses where one or more householder is at serious risk from domestic violence and that the provision of a sanctuary is considered the most appropriate course of action. Within this budget, it is proposed that discretionary funding for DFGs (this is above the £450k allocated for mandatory DFG provision) will be met, and the grant condition for such discretionary grants will be extended from 15 to 25 years.

£500,000

- 5.2 It is proposed that £100,000 of the single pot allocation is used to continue to support the payment of Private Sector Renewal Grants and fast track ExtraLet Grants, used to undertake pre-tenancy safety inspections. It is anticipated that using the grants in this manner will encourage landlords to make their properties available to the Council and will also assist the Council in achieving its target for reducing the number of

households in temporary accommodation. Based on the current average grant spend it is anticipated that around 50 properties a year will be improved to the decent home standard.

£100,000

- 5.3 It is proposed that funding for Warm-up Exeter Grants, in conjunction with British Gas, continues as a means of assisting the Council achieve its targets in relation to decent homes in the Private sector. £100,000 will improve the energy efficiency, and reduce poor insulation in 750 dwellings.

£100,000

- 5.4 It is proposed that funding for Private Landlord Energy Action (PLEA) grants continues to fund energy efficiency measures, including the provision of central heating, the replacement of old boilers with energy efficient boilers, and insulation measures in privately rented properties, up to a maximum of £2000 per application. It is anticipated that based on current expenditure £120,000 will improve the energy efficiency and help reduce excess cold and fuel poverty to over 100 rented dwellings.

£120,000

- 5.5 The proposals listed above account for £820,000 of the allocation. The take-up of all the proposed grants is dependant upon their attractiveness and competitiveness, for example there are many other insulation schemes in the market place. It is proposed, therefore, that the remaining £38,000 of the allocation is used, with the approval of the Portfolio Holder, either to fund other schemes that may become available or to provide additional funding for the schemes that are proposed, including project management and marketing of the schemes.

£38,000

6. FUTURE DEVELOPMENTS

- 6.2 A regional loan scheme, to provide low cost loans either to top up grants or as an alternative to grants where householders are considered financially able to service a loan, has been launched in Somerset. The South West Housing Board are currently evaluating the success of this scheme and if it is found to be an appropriate and successful means of supplementing grant regimes it is envisaged that it will be made available to all local authorities in the South West. Other potential schemes will also be explored.

- 6.3 The Devon District and Unitary Councils are currently developing a scheme to encourage householders to install solar thermal hot water systems, which are recognised as an effective method of reducing energy consumption. It is envisaged that the Devon Solar Club will be supported through the provision of grant assistance and a further report will be brought before Committee once financial details have been explored.

7. FINANCIAL IMPLICATIONS

- 7.1 The amended policy will be funded from the 2007-08 budget allocation. The financial implications of the changes will be closely monitored and the information used to inform the next review of the policy.

8. RECOMMENDED:

- 1) that Scrutiny Committee - Community supports, and Executive agrees to adopt the changes to the Private Sector Housing Renewal Policy outlined in this report;
- 2) the expenditure of the single pot allocation is monitored and that the proposed financial allocation to each of the schemes proposed or further schemes can be developed with the approval of the Portfolio Holder for Housing & Social Inclusion;
- 3) that the Policy is reviewed annually, or sooner if needs be, in order to ensure that it addresses local needs and/or government policy.

HEAD OF ENVIRONMENTAL HEALTH SERVICES

S:LP/Committee/607SCC9
14 May 2007

COMMUNITY AND ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended) Background papers used in compiling the report:

Private Sector Housing Renewal Policy
Housing Act 2004
The Management of Houses in Multiple Occupation (England) Regulations 2006

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE – COMMUNITY 5 JUNE 2007

EXECUTIVE 19 JUNE 2007

APPROVAL OF HEALTH AND SAFETY SERVICE PLAN 2007/08 & SMOKE- FREE ENFORCEMENT POLICY

1. PURPOSE OF THE REPORT

- 1.1 Under the Health & Safety at Work etc Act 1974, the Council has a duty to ensure it makes adequate provision for health and safety regulation in its area. The Health and Safety Commission (HSC) also requires the Council to produce a Health and Safety Service Plan detailing the Council's programme for regulatory responsibilities in its area. This report seeks approval of the plan for 2007/2008 and support for the change of emphasis in the Council's approach to health and safety regulation following on from its signed agreement of the Statement of Intent for partnership working with the Health and Safety Executive (HSE) in October 2005.
- 1.2 This report also seeks support and approval of a policy to enforce the provisions of the Health Act 2006 in relation to smoke-free areas, and to make appropriate delegations for the Head of Environmental Health Services to authorise officers to implement the legislation.

2. BACKGROUND

- 2.1 Councils are responsible for regulating health and safety in 1.4 million workplaces. This accounts for nearly half of the employed workforce in Great Britain. The Health and Safety Executive (HSE) is responsible for the rest. HSE and local authorities report to the Health and Safety Commission (HSC).
- 2.2 The forthcoming smoking ban in England will have a significant and positive impact on the health of many employees currently exposed to secondary smoke in their workplaces, as well as protecting other persons from exposure in a wide range of premises. Over time, it is likely to bring about a major improvement in the public health of the nation.

3. HEALTH AND SAFETY ENFORCEMENT RESPONSIBILITIES

- 3.1 Towards the end of 2005 the HSC set a new strategic direction for the health and safety system in Great Britain. In the last few months the HSE and local authorities have been developing the detailed arrangements for working together in partnership, to make more effective use of combined resources.
- 3.2 Both the HSE and local authorities have a common interest in reducing workplace injury and ill health. Thousands of people are seriously injured or become unable to work due to ill health each year as a result of workplace activities. This has a detrimental impact on the health and wellbeing of the individual concerned, their family, work colleagues, local businesses and local communities. The Council's

health and safety regulation has an important part to play in reducing workplace injuries and ill health

- 3.3 In Exeter, the Council and the HSE are committed to working better together and, in particular, concentrating on the greatest local health and safety risks in order to make most effective use of resources. The projects listed in the service plan focus on those premises where the council has a responsibility or where intervention will deliver greater outcomes by close collaboration and partnership working.
- 2.6 The service plan will involve a mix of interventions and whilst inspections and enforcement remain an important element, they will only be one of a range of intervention tools. Interventions such as a working with those employees at risk, partnership approaches with businesses, provision of training, sensible risk management, employee involvement, education/awareness campaigns and recognising best practice, will be also be utilised. This new approach meets many of the proposals of the 2005 Hampton Review on regulatory inspections and enforcement.

4. PARTNERSHIP BETWEEN HSE AND LOCAL AUTHORITIES

- 4.1 Following on from last year's Service Plan and signing up to the Statement of Intent in late 2005, there have been rapid developments aimed at establishing closer partnership working arrangements with the HSE. This has led to a joint-working approach, and agreement on a joint health and safety work plan.
- 4.3 In formulating the Service Plan for 07/08 we are committed to participating in a number of national projects aimed at meeting the HSC's Public Service Agreement (PSA) targets in addition to undertaking a programme of routine inspection and other interventions that take account of the Hampton Review principles.
- 4.4 These projects indicate how the Council can most effectively contribute to the HSC's targets through the *Fit for Work, Fit for Life, and Fit for Tomorrow Strategic Programme (FIT3)*. This is a three-year programme setting out the activities of health and safety regulators that are necessary to achieve the PSA targets set for 2008/09. They enable the Council to target proactive health and safety regulatory resources to contribute to the national targets and local corporate objectives such as economic development, sustainable and healthier environment, and community safety health and wellbeing. A copy of the plan is available on the intranet and in the Members' Room.

5. SMOKING ENFORCEMENT

- 5.1 From 1 July 2007, all substantially enclosed public places and workplaces will have to be smoke-free by law (Health Act 2006), and the Council has enforcement responsibilities in an estimated 4000 businesses, of which 2500 currently receive a periodic inspection. It is anticipated that in most premises there will be support for the legislation and therefore resources will be focussed on assisting businesses with compliance via education, advice and complaint investigation. However, compliance checks will also be carried out as part of normal inspection regimes.
- 5.2 It will be an offence for the manager or proprietor of premises not to have done everything reasonable to make sure persons do not smoke in smoke-free areas. In addition, a person who smokes in such an area also commits an offence. The

legislation makes provision for fixed penalty notices to be issued as well as directly pursuing a prosecution.

- 5.3 The Council has already adopted the Enforcement Concordat, which sets down good enforcement principles. The Smoke-free Enforcement Policy will complement other detailed service enforcement policies and ensure the council operates in a considered and consistent manner. This has been developed jointly with other Devon District and Unitary Councils based on national advice.
- 5.4 A copy of the draft policy is available on the intranet and in the Members' Room.
- 5.5 It will be necessary to amend the Scheme of Delegation to take into account the new provisions and permit officers to enforce the relevant provisions of the Health Act 2006.

6. FINANCIAL IMPLICATIONS

- 6.1 Both the Health and Safety Service Plan and the enforcement and other intervention tools to ensure compliance with the smoking ban will be carried out within existing resources.

7. RECOMMENDED

- 1) that Scrutiny Committee – Community supports and Executive adopts the Health and Safety Service Plan 2007/08.
- 2) that Scrutiny Committee – Community supports and Executive adopts the draft Smoke-free Enforcement Policy, subject to any necessary minor amendments.
- 3) that Scrutiny Committee – Community supports and Executive adopts the amendment of the Scheme of Delegation to delegate authority to the Head of Environmental Health Services to authorise appropriate officers under the provisions of Chapter 1 of the Health Act 2006 and the Smoke-free Enforcement Policy.
- 4) that Scrutiny Committee – Community supports and Executive adopts the authorisation of the Head of Environmental Health to approve any subsequent revisions or amendments to the Smoke-free Enforcement Policy in light of Government guidance and operational needs.

HEAD OF ENVIRONMENTAL HEALTH SERVICES

S:PA/LP/ Committee/607SCC12
16.5.07

COMMUNITY & ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling this report:

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE – COMMUNITY

5 JUNE 2007

EXECUTIVE

19 JUNE 2007

ANNUAL REVIEW OF EXETER HOMECHOICE

1. PURPOSE OF REPORT

- 1.1 To propose a number of policy changes to the Exeter Homechoice policy where it is deemed appropriate.

2. BACKGROUND

- 2.1 Exeter Homechoice went live on 14 July 2005. The policy was extensively consulted prior to this date and enjoys support from a wide range of partner organisations including the 15 other social landlords that have signed up to the scheme.
- 2.2 Amendments to the Homechoice policy were agreed at Executive on 19 September 2006. Since then it has been identified that the current policy requires some minor amendments to ensure that properties are allocated to those applicants in the most housing need and that it is up to date with current environmental health legislation. The proposed amendments are outlined below.

3 PROPOSALS

Homelessness Prevention

- 3.1 Families who have been served with a valid section 21 notice (the legal notice required to end an Assured Shorthold Tenancy) who currently are being investigated by Housing Advice Officer and there are no issues of intentional homelessness or collusion, qualify for red band.
- 3.2 The homelessness code of guidance recognises that people leaving the armed forces are more likely to be at risk of homelessness than others. In order to evict armed forces personnel from forces accommodation the ministry of defence normally serves them with a certificate of cessation of entitlement to occupy service families accommodation or a notice to vacate family quarters. It is therefore recommended that this section of the policy is amended to also state that *where families are served with a certificate of cessation of entitlement to occupy service families accommodation or notice to vacate family quarters and the date of eviction will be within the next 3 months, they will qualify for red band*. In the last 6 months there have been just 3 cases that would qualify for red band in these circumstances

Anti-social behaviour

- 3.3 Where an applicant is an existing social housing tenant and they are at risk of imminent harm they can apply for an emergency card. The emergency card request is

then considered by a panel of seven people from across the Homechoice partnership. If it is agreed, the applicant is given the emergency card for a ten week period.

- 3.4 Concerns have been raised by partner organisations at the last Homechoice working group that the current emergency card procedure does not allow landlords to address anti-social behaviour issues swiftly and ensure that the victims of anti-social behaviour are sufficiently supported. Prior to the introduction of the Homechoice policy organisations could instigate a management transfer for clients suffering anti-social behaviour, however the current policy does not enable this to happen.
- 3.5 It is therefore proposed that the emergency card procedure is amended to add the following criteria for emergency card requests involving anti-social behaviour

A management transfer will only be considered where there is a serious risk of physical or psychological harm to the applicant due to violence or anti social behaviour. These requests will only be considered as a last resort and must have support and evidence in writing from other statutory agencies (outside the local authority or housing association) such as the police or social services. Where an emergency card is awarded under these circumstances the applicant will be directly matched with an available property of a suitable size for their needs under the Home Choice policy.

These requests will be considered by the emergency card panel in the normal manner.

Category 1 Hazards under the Housing Health and Safety Rating System

- 3.6 Applicants are eligible for red band if they have 2 or more bedrooms fewer than their household needs. Applicants are eligible for amber band if they have one bedroom less than their household needs.
- 3.7 The new Housing Health and Safety Rating System (HHSRS) was introduced by the Housing Act 2004 in April 2006, replacing the housing fitness standard as the means of assessing unsafe and unhealthy housing. It applies to all tenures of housing, and surveyors (usually Environmental Health Officers) have to take account of the 29 hazards in the home that are most commonly responsible for injuries and ill-health requiring medical attention. The majority of these hazards can be resolved by improvements or repairs to the dwelling.
- 3.8 The hazard ‘crowding and space’ is the only hazard that also takes account of the current occupation of the home, and considers the suitability of the number of bedrooms, room sizes, and amenity space for the size and ages of the household members. Although a dwelling may not be statutorily overcrowded (the provisions of which are based upon an old inter-war standard), it may contain a category 1 hazard under the new HHSRS (which more closely reflects modern-day standards such as the Bedroom Standard, and recognises the detrimental impact that crowded living has on families). The crowding and space hazard is the most difficult hazard to resolve, as the options are to either enlarge the dwelling or reduce the number of occupants. However, the Council has a legal duty to act to remove category 1 hazards from housing.

- 3.9 It is therefore proposed that the following clause is added to the Homechoice policy to remedy this situation.

In the case of an applicant in the Green or Amber band, where a report from an Environmental Health Practitioner is received which identifies a category one crowding and space hazard where there is no practicable resolution, the application will be assessed on a case by case basis (including an assessment of intentionality as to whether a crowded situation has been manufactured). The applicant once assessed, may be moved up to the next band.

Where an applicant is already in Red band and the Council receives a report identifying a category one crowding and space hazard, it is the case that Homechoice, and therefore the local authority, has done all that is applicable under its own policy to ensure the applicant has highest priority to be re-housed and there will be no further priority awarded.

Level access properties and applicants with special needs

- 3.10 Currently all ground floor, level access properties are advertised to all applicants. The applicant who bids for the property and is in the highest band for the longest period of time will be allocated that property.
- 3.11 There are a significant number of applicants who have special needs who are in red band and require a level access property due to their disability. Given the lack of properties with level access and the number of applicants with disabilities who require such properties, we intend to advertise properties with level access as “*preference will be given to those who would benefit from a level access ground floor property due to medical or special needs*”.

4 RECOMMENDED

- 1) that Scrutiny Committee – Community supports and Executive agrees to adopt the changes to the Exeter Homechoice Allocation Policy as outlined in this report.

HEAD OF HOUSING SERVICES

S:LP/Committee/607SCC16
15.5.07

COMMUNITY AND ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)

Background papers used in compiling the report: -

None

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE - COMMUNITY 5 JUNE 2007

GAS POLICY FOR COUNCIL HOUSING

1. PURPOSE OF THE REPORT

- 1.1 To seek Members' support for the new policy and procedure for dealing with the servicing and repairs to gas appliances and associated pipework within the Council's housing stock.

2. BACKGROUND

- 2.1 The Gas Safety (Installation and Use) Regulations 1998 set out a number of specific obligations that all landlords must comply with. Part of these regulations state that every gas appliance that falls within the responsibility of the Council must be checked every twelve months. The regulations also place additional duties on landlords to ensure all gas appliances are installed, maintained and used safely.
- 2.2 Any gas appliance or associated pipework is potentially a hazard and every effort must be made to ensure the safety of tenants and their families, other occupiers, staff and other visitors.
- 2.3 This policy not only covers how the Council will service its own appliances but also how it will deal with checks when properties become empty, when customers are put into temporary accommodation and how contractors are selected. It clearly establishes levels of responsibility for the management of the process.

3. FINANCIAL IMPLICATIONS

- 3.1 It is not anticipated that this policy will have any additional financial resource implications.

4. RECOMMENDED

- 4.1 Scrutiny Committee - Community supports the new Gas Policy for Council Housing.

HEAD OF HOUSING SERVICES

S:PA/LP/ Committee/607SCC5
27.4.07

COMMUNITY & ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling this report:

Gas Safety Regulations (Installation and Use) 1998

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EXETER CITY COUNCIL **GAS POLICY AND PROCEDURES**

Introduction

Exeter City Council undertakes to comply with all parts of the Gas Safety Regulations (Installation and Use) 1998 and all parts of relevant Health and Safety legislation to ensure that it takes those steps necessary to ensure that all gas appliances and gas carcassing found in its property are safe to use and operate.

This policy document should be read in conjunction with the following documents –

- Operational Procedure for Gas Safety Inspections and Servicing Appliances.
- Procedure for dealing with properties, with gas, that have become vacant (void).
- Operational Procedure for reactive repairs to gas appliances in domestic properties.

Contractor selection

In addition to the general rules and guidelines in the selection and management of contractors that are currently in place at Exeter City Council it is also important to ensure that because of the enhanced risks involved with the selection of contractors who may work on gas appliances or pipe work, selection procedures are restricted to include only those companies that can demonstrate they have the relevant competencies to undertake the work.

In the selection of contractors undertaking any work due consideration must be given to Regulation 8 of the Gas Safety Regulations (Installation and Use) 1998 which states ‘No person shall do anything which would affect a gas fitting or flue or means of ventilation used in connection with the fitting; if the alteration in such a manner that the subsequent use of the fitting might constitute a danger to any person’.

Contractors need to be able to demonstrate that they are competent to carry out the job safely and without risks to health and safety. To demonstrate their competency contractors should supply the following information –

- What experience they have in the type of work.
- Supply company CORGI registration details. Supply copies of current competency on all operatives who may be undertaking gas work on Exeter City Council housing properties.
- Details of their recent health and safety record.
- Details of resources allocated to undertake the work.
- Details of on going training.
- Any details of independent assessment of their work.
- Details of supervision and management.
- Details of records produced and kept (ie CP12).
- All relevant risk assessments and method statements.
- Insurance details.

Details on CORGI registration and categories shall be held by the Gas and Heating Engineer for all operatives working on gas appliances and pipe work. This will include not only the gas servicing and maintenance contract but also any gas work on voids, mutual exchanges and planned work. No contractor will be appointed for any works that may involve works on gas appliances or pipe work without prior consultation and authorisation of the Gas and Heating Engineer.

To avoid delays when work is allocated all the operatives who work for the contractor undertaking the servicing and maintenance contract should have all the necessary categories for any job they may encounter. If an operative, in the view of the Gas and Heating Engineer does not have the required categories then the contractor must supply in writing the method of work allocation and when training is planned.

Gas Servicing

Exeter City Council will carry out a safety check and service to all the gas appliances and carcassing it is responsible for at an interval of no greater than 12 months.

It is allowed for the contractor undertaking such work to visit each property up to three months prior to the date when the next visit is due. This will allow enough time for the necessary arrangements to be made for access into the property to be granted.

Following each safety check and servicing a Landlord Gas Safety Record (CP12) will be completed. A copy of each of these records will be left with the tenant at the end of the inspection. A further copy will be submitted to the Gas and Heating Engineer at the Exeter City Council for auditing purposes.

The Landlord Gas Safety record for the central boilers at Toronto House and Grandisson Court will be laminated and placed in a position within the Common Room at these schemes.

All servicing works will normally take place within office hours, that is 8.30am until 5pm, Monday to Friday, however if requested by the tenant and on properties where access is proving difficult then arrangements can be made for either evening or Saturday morning appointments.

Rooms being used as sleeping accommodation

If on any visit it is discovered that a room is being used as sleeping accommodation and the appliance in that room does not satisfy Regulation 30 of the Gas Safety Regulations (Installation and Use) 1998 then the appliance must be immediately disconnected and removed.

If a room is temporarily being used as sleeping accommodation, for example in the case of a Lounge being used then the appliance should be immediately disconnected. Discussions should then be held with the tenant concerning the length of this arrangement. If it is to be a short term arrangement (ie less than one month), then consideration should be given to the fitting of a carbon monoxide detector in the room and weekly checks on the appliance to ensure it is operating correctly.

If the arrangement is going to be longer than this then the appliance should be removed or rendered unusable and consideration should be given to whether the accommodation is suitable for the tenant or if they would be willing to pay for an appliance that does meet Regulation 30.

Access arrangements

It is written within the tenancy agreement that all tenants should allow reasonable access for all maintenance works to be carried out.

For the first visit it is not required that the contractor makes prior arrangements with the tenant to gain access to undertake the service visit. If the tenant is not at home an Out Card will be left. The contractor will wait one calendar week for the tenant to make contact. If no contact is made the contractor will write with an appointment, should the tenant still be out a second Out Card (coloured Red) will be left. The second Out Card will state the urgency for the tenant to make contact, so as an appointment can be made for the gas installation and appliances to be checked for Gas Safety, free of charge.

The Gas Service Contractor will wait one further calendar week for the tenant to make contact. If no contact is made at the end of this period the details of the visits must be passed to the Gas and Heating Engineer. The Gas Service Contractor must still be aware of the properties that require access, should the Gas Service Contractor be required to call to an appliance breakdown the property list needs be checked.

Within 10 days of the notification by the contractor a letter will be sent by the Housing Repairs and Technical Services team requesting access. If after a further 10 days there has still been no response a second letter will be dispatched or, if necessary, hand delivered. If access is not gained after another 10 days then a personal visit will be made by the Gas and Heating Engineer who will issue a card requesting access and apply a warning notice to the door warning visitors to the property that the appliances within have not had their regular safety check.

The relevant paperwork will then be dispatched to the Council's Legal Section who will use both letters and visits to attempt to gain access. If this fails the tenant will be taken to court for a breach in tenancy agreements. In most circumstances the Council will ask the Court for an injunction compelling the tenant to allow access to the property in order for the work to be undertaken.

Additional heaters where full gas central heating fitted

Where a property has had a gas combination boiler installed to operate the heating and hot water any additional heater found at the property is not required.

Normally the additional heater will be removed at the time of the new installation, however if it has been left in the property it will be serviced in line with the normal intervals. However, once it becomes uneconomical to repair or maintain it will be removed and not replaced. Allowances will be made if the tenant requires heating because of medical circumstances.

Tenants appliances

It is recognised that all appliances should be maintained on an annual basis, including those appliances that Exeter City Council does not have any responsibility for. Tenants should be strongly recommended to ensure that their appliances are regularly maintained by a registered CORGI contractor.

Because of the need to ensure the safety of our tenants Exeter City Council will request that the contractor undertakes a visual inspection of all appliances within the property, including any that are the responsibility of the tenant, during the annual service visit. All gas fires will be disconnected with catchment spaces and flues inspected. The flue will be tested for correct operation and the gas fire refitted. The condition of the appliance should be included on the Landlords Safety Certificate and a copy left at the property. Should any tenants own appliance not meet the required standards then it will be immediately disconnected and the appropriate warning sticker applied to it.

Void properties

It is recognised that when tenants move out of their home this is the time where the potential for an incident relating to gas is at its highest. Exeter City Council will therefore take all reasonable steps to avoid any incident.

The acknowledgement letter sent to tenants when notice is received will incorporate a paragraph highlighting the potential hazards of not disconnecting gas appliances correctly. It will advise that where appliances are to be disconnected the work must be carried out by a CORGI registered contractor.

At the pre-void inspection the Housing Officer will make a note of all gas appliances at the property, record who the gas appliances belong to and if they are to remain when the tenant vacates at the end of the notice period. This information will be supplied to the Technical Officer prior to the void inspection.

When a property first becomes vacant and the keys are received by the Council then a visit will be made to cap the gas supply. This is to avoid any possibility of an uncontrolled gas leak.

Every void will have a gas safety certificate completed by the relevant contractor. One copy of this will remain at the property for the incoming tenant.

The void inspection will record details of the gas meter control valve and this information should be passed to the new tenant at the time of the accompanied let.

At the time of a void inspection all appliances at the property should be checked. If gas central heating is fitted then all other additional heating appliances should be removed. In any other circumstance if the appliance passes the relevant safety checks then the appliance will remain and the Council will accept an on going responsibility to maintain it. All gas cookers must be removed and the supply capped off.

Mutual Exchanges

As with void properties it is recognised that when tenants undertake a mutual exchange the potential for an incident relating to gas is high. Exeter City Council will therefore take all reasonable steps to avoid any incident.

The letter sent to tenants when notice of a mutual exchange is received will incorporate a paragraph highlighting the potential hazards of not disconnecting gas appliances correctly and urging that a competent CORGI registered contractor is engaged to undertake the work. Ideally a copy of the relevant paper work showing what has been done prior to the exchange should be supplied to the Council.

At the pre-vacation visit the Housing Officer will make a note of all gas appliances at the property, record who the gas appliances belongs to and if they are to remain when the tenant vacates.

Pre and post safety checks either side of the exchange date will be carried out. The paperwork will be left at the property for the new incoming tenant.

At the time of safety inspections on mutual exchanges then all appliances will be checked and the condition recorded on the relevant certificate. If an appliance does not pass the safety inspection and it belongs to the tenant then it should be disconnected and the tenant at the property should be advised. Exeter City Council will not accept any responsibility for either repairing or maintaining such appliances.

Records and the management of information

All Landlord Gas Safety Certificates will be kept for a period of two years. These records can be found in Room 2.38 at the Civic Centre. All certificates will be checked to ensure they have been completed correctly by the Gas and Heating Engineer.

The Council's housing management computer system will be used to record what appliances are installed in each property and their service dates.

Any work records that are created after gas work is done on a void property or while being undertaken as part of the planned maintenance scheme (for example under the kitchen programme) will be passed to the Gas and Heating Engineer who will check them before storing the data on the property file.

Gas escapes/emergencies

Tenants should always be encouraged to report any smell of gas direct to the National Gas Emergency Service so reducing the time in getting an engineer to site.

Should tenants report a leak to Exeter City Council they should be advised of the following –

- Turn off the gas supply at the meter.
- Do not turn electric switches on or off.

- Do not smoke.
- Do not use naked flames.
- Open doors and windows.
- Call the National Gas Emergency Service on 0800 111 999.

If a tenant wants Exeter City Council to report the suspected leak we will phone the above number with the following details –

- Name
- Address
- Post code
- Telephone number

If a call is received concerning a leak and the tenant contacts the supplier direct a note should be made on the housing management system. A note will also be made if reporting direct by Exeter City Council staff and details should also be made of the reference number supplied.

Quality control

All Landlords Gas Safety Certificates will be passed to the Gas and Heating Engineer to ensure they have been completed correctly.

The contractor will undertake regular quality assessments of the work undertaken. The numbers of such inspections will be agreed and regularly reviewed with the Gas and Heating Engineer to ensure that enough inspections are undertaken to correctly assess the standard of work being undertaken.

The Exeter City Council will engage at yearly intervals an outside independent company to carry out quality checks on all contractors who are involved with repairs/servicing/alterations to gas appliances or supplies. This will be done within the first year of the contract being awarded for gas servicing work and will be done annually thereafter.

Personnel

All procedures and policies relating to gas safety will be held within the Housing Manual that will be available to all staff.

All staff that visit properties will be supplied with a gas safety checklist so they are aware of the likely signs of an appliance operating incorrectly and the symptoms of carbon monoxide poisoning.

Regular update training will be provided to relevant officers.

Emergency or Homeless accommodation

It is important that no customer is exposed to any danger from gas appliances or pipework even if they are put into accommodation for a short period.

Before any customer is allocated emergency or homeless accommodation in either a Bed and Breakfast or in Serviced Temporary Accommodation the Housing Needs Manager must ensure that all the correct checks have been undertaken by the landlord and that there is a current Landlords Gas Safety Certificate (CP12) in place. Exeter City Council will hold a copy of this certificate.

Properties leased by Exeter City Council (Housing)

It is acknowledged that although the Exeter City Council does not necessarily own the gas appliances or pipe work in the properties that fall within the Private Sector Leasing scheme (PSL's) it does act as landlord to the customers in this type of accommodation and therefore must comply with all parts of the Gas Safety Regulations (Installation and Use) 1998.

When properties of this type are first leased a current Landlords Safety Certificate must be in place. A record should also be made of all gas appliances within the property.

It is the responsibility of the Temporary Accommodation Manager that a check of the appliances must be made by a CORGI registered engineer at intervals of no greater than 12 months.

Each time a new tenancy starts a new Landlords Safety Certificate must be issued and a copy left at the property for the new tenant.

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE - COMMUNITY

5 JUNE 2007

REVIEW OF CULTURAL STRATEGY

1. PURPOSE OF REPORT

- 1.1 To review the progress of the Council in implementing its Cultural Strategy during 2006/7.

2. BACKGROUND

- 2.1 The Council adopted its first Cultural Strategy in 2003 and it has been reviewed in June each year since then. The possession of a cultural strategy is not a legal requirement, but is often seen as a helpful extension of the community strategy. In the case of Exeter's the strategy itself is couched in such a form as to show how the City Council's cultural services contribute to the aims of the Vision Strategy.
- 2.2 The Strategy covers those matters which the Government's Department of Culture Media and Sport define as culture, including the visual and performing arts, built and natural heritage, sport, parks and open spaces, tourism, and the cultural industries (architecture, media, publishing etc).

3. REVIEW OF 2006/7

- 3.1 This was a successful year for the City Council's cultural enterprises. The RAMM project progressed, passing the key milestone of a Stage II grant award from the Heritage Lottery Fund, while a second major bid was submitted for the two historic parks in the city centre. The festivals continued to grow, particularly Exeter Festival of South West Food and Drink, Animated Exeter and Vibraphonic with its radio station. Support has been given for refurbishment and improvements to the Exeter Northcott Theatre and facilities improved at The Corn Exchange (St George's Hall). New strategies for tourism, play and leisure & museums were all written. Appendix I goes into more detail about what has been accomplished during the year, and what is currently under way. The report follows the structure of the Vision, listing each objective (except the Housing one), then the relevant objective from the Cultural Strategy, followed by the commentary.

4. THE FUTURE OF THE CULTURAL STRATEGY

- 4.1 Next year the strategy will be five years old, and it would be reasonable to consider replacing it, or at least updating it considerably. The Vision Strategy itself is being renewed, and keeping the link to its objectives would be helpful. The national and regional cultural climate has changed, with *People Places and Spaces*, a regional strategy for the cultural infrastructure of the South West having been issued for consultation in April. This deals with the facilities side, and one of its key proposals is that local authorities and the regional agencies begin co-operating at the sub-

regional (ie Exeter and the Heart of Devon) level to achieve things which single councils cannot. At the same time Culture South West is working on a new strategy for activities, to complement *People Places and Spaces*, which is also due to be issued during the year.

- 4.2 The main potential change however is that to unitary status, and the new Council will certainly want to look anew at its cultural services and how they are delivered in that new context.

5. CONCLUSION

- 5.1 The City Council devotes a large proportion of its resources to cultural services of one sort or another. Through the Cultural Strategy however this enables the Council to achieve a wide range of desired outcomes under nearly all its corporate objectives, notably under the headings of Prosperity, Learning, Health, and Community, as well as the intrinsic one of A Cultural and Fun Place to Be. With the advent of a new look Community Strategy, the issue of regional strategies and the possible change to unitary status, the Council should consider replacing the present Cultural Strategy with a new one, perhaps to start in April 2009.

6. RECOMMENDED

- 1) That the report be noted.

HEAD OF LEISURE AND MUSEUMS

HEAD OF ECONOMY & TOURISM

S:LP/Committee/607SCC10
15.5.07

COMMUNITY & ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling this report:
None

APPENDIX 1

PROGRESS AGAINST THE OBJECTIVES OF THE CULTURAL STRATEGY IN 2006/7

The Cultural Strategy was structured to demonstrate how cultural services contribute to the overall Vision Objectives, and so the objectives from both the Vision and the Cultural Strategy itself are listed.

5.1 A Prosperous City

Exeter Vision Objective: *To promote sustainable investment and maximise opportunities enabling all people to achieve their full potential.*

Cultural Objectives:

Establish a cultural quarter in the city, around the area between the RAMM, the Castle and Gandy Street, aiming to build a critical mass of cultural attractions and creative industries, together with space and outlets for artists and craftspeople.

- *The Castle Quarter is now signposted around the city, as part of the city centre signing project. This is helping to establish its identity. The Council has submitted an application to the Heritage Lottery Fund for a major project to enhance Rougemont and Northernhay Gardens, a project complementary to the RAMM Project. The RAMM Project itself is moving into its final phase following the successful Stage II Heritage Lottery Fund bid. The new store is on course for completion in November, and RAMM collections will be decanted there prior to the contractors moving in the Spring of 2008. Devon County Council is progressing its project to modernise and enhance the Central Library.*
- *After some years of uncertainty, Rougemont Castle has been acquired by developers GL50, who are pursuing plans for mixed retail and leisure use. The courtyard was recently successfully used for events during the **Exeter Festival of South West Food and Drink**, demonstrating how the addition of the castle itself as a public place will increase the potential of the Quarter.*
- ***Exeter Phoenix plans for the basement include artist studios, photography studio, sound studio for community radio, Vibraphonic FM and other use, Double Elephant Print Workshop. The Phoenix has submitted a grant to the Big Lottery to help finance additional improvements***
- ***Improvements to Exeter Barnfield Theatre are subject to an Asset Review led by Estates.***

Develop new heritage attractions, including enhanced museum and Rougemont Castle, and research better tourism contribution from Roman Wall, St Nicholas Priory, Cricklepit Mill, the Canal and the Quayside, the Cathedral cloisters and other heritage buildings.

- *DWT are now in the final phases of their Cricklepit Mill project..*

- *Contractors are now working on the development of the Electricity Building, and planning permission for the next phase of the Basin project has been granted.*
- *Further severe delays affected the project to restore St Nicholas Priory, equip it in the style of a Tudor home and use it for education and tourism 6 days a week, but contractors moved in mid-May, and the new centre is due to open next year.*
- *With the Princesshay project rapidly coming to completion, the new Tourist Information Centre and new public entrance **with an exciting new interpretation centre for the Underground Passages are** due to open in the Autumn.*
- *The Roman Wall features in the self-guided heritage trails around the city and in the Red Coat Guided Tours. A section of the wall will feature much more prominently as a result of the Princesshay development.*
- *The Heritage Open Days event in September now ends to over 30 venues in the city.*

Carry out a feasibility study for the development of a new multi-purpose venue in the City Centre.

- *As reported last year this project is on hold until the current tranche of major capital schemes is complete.*
- *The Exeter Northcott Theatre is now closed and undergoing **a major refurbishment to provide new and increased seating in the auditorium, improved disabled access for public, staff and theatre companies, new foyer, bar and restaurant facilities and improved backstage facilities.** The theatre is due to re-open in December 2007.*

Continue to seek development of modern multiplex cinema in city centre.

- *The City Council worked with Land Securities to bring a multiplex to the city centre and the successful Vue Cinema opened in the Autumn. Project complete.*

5.2 An Accessible City

Exeter Vision Objective: *To improve accessibility for all and to promote and extend alternatives to car use.*

Cultural Objectives:

Better public transport information interchange and improvements to lead to more accessible services, to connect to facilities and activities throughout the city, with particular reference to support of the night-time economy.

- *No enhancements to report.*

Develop a network of walking and cycling routes to provide safe routes and incentive to physical activity.

- *More cycleways have been installed in the last year, including a very substantial stretch between Bridge Road and Turf. More elements of*

the Riverside Valley Park enhancement project have been completed, including re-landscaping Duckes Marsh and the gateway to the park from the Basin, both of which have included better routes for pedestrians and cyclists.

5.3 An Electronic City

Exeter Vision Objective: *To encourage people, businesses and other organisations fully to embrace the latest technology and use it to improve the way we live and work.*

Cultural Objectives:

Develop a City partnership to use Information and Communications Technology (ICT) to promote access to cultural opportunities, including electronic booking and information services.

- *Improvements in the City Council's website continue to increase access to cultural information including all major festivals and events .*
- *Plans for the new Tourist Information Centre as part of the Princesshay development include a new box office facility for the Northcott and other events which also has an on line booking capability.*
- *Tickets for most events at the 2007 Animated Exeter, Vibraphonic, Summer and Autumn Festivals were or will be available on-line through exetertickets.co.uk.*

Develop the quality of cultural provision on the web.

- *The Museum service has commissioned a report on the use of Web 2.0, the new generation of interactive technology which encourages users to become much more involved.*
- *Living Here, RAMM's major project during the re-development of the main building, will include a website to be used as a virtual gallery and archive, to house the social history of West Exe.*
- *2007 Animated Exeter, Vibraphonic, Summer and Autumn festivals and Exeter Open Studios all have improved websites and are all festival sites operate as 'sub sites' to the Council's website.*

All cultural services should consider their potential for providing learning and seek to exploit it by digitisation and web enablement.

- *Building on the advice in the report on Web 2.0, RAMM will be enhancing its learning materials provided to teachers throughout the county.*
- *Animated Exeter continues to work in partnership with Devon Arts in Schools and Media Specialist schools in Devon and Exeter College to provide digital and media training and opportunities for teachers and pupils across the County. The festival has also produced a sample CDROM teacher's pack it plans to develop. The festival works closely with national animation HFE colleges, course leaders, industry trainers and recruiters to provide careers information on animation and digital media technologies training.*

5.4 A City where People are Healthy and Active

Exeter Vision Objective: *To promote well-being and prevent ill-health for all, so that every citizen is able to live their life as fully, actively and independently as possible*

Cultural Objectives:

Ensure that everyone in the city, regardless of their age, where they live or their economic position, has good access to appropriate exercise facilities, both physical and mental, with a good range options, and that those facilities are promoted vigorously.

- *The Leisure Facilities team has completed the feasibility stages of a project to build a new swimming centre to replace the Pyramids. A policy for the management of the facilities from the end of the current contract in 2010 is now in place and initial market testing will begin shortly.*
- *The Leisure and Museums Unit has written a completely new Leisure & Museums Strategy during 2006. The consultation draft was approved by Scrutiny Committee Community in January.*
- *All the new Exeter schools are now complete, and have good facilities for general community use, especially sport, but the managing company is not promoting them, or making it easy to use them.*
- *Magic Carpet has been supported by the Council Grants Committee since April 2006 to provide regular creative activities for people with special needs in the City.*

Develop a network of walking and cycling routes to provide safe routes and incentive to physical activity.

- *See 5.2 above.*

Help to promote good physical and mental health by offering all residents of the city active and absorbing activities which teach and maintain physical and mental skills and provide social interaction.

- *The City Council promoted free swimming for the under 18's scheme from the 1st May 2006 to the end of the financial year, and is now promoting a second year of the programme.*
- *The new regional centre of excellence for netball at the University, created with assistance from the City Council, was launched in March.*
- *Several new informal facilities for ball games, skateboarding and cycling have been completed, or are in the pipeline.*
- *Dance activities and performances targeting young people have been promoted as part of the Vibrasonic Festival. The partnership with Dance in Devon led to increased profile of dance opportunities at Exeter Phoenix, Respect Festival and Summer Festival in 2006. Similar participatory events are programmed for 2007.*
- *All the regularly funded arts organisations funded by the City Council provide activities which promote this aim.*

5.5 A City of Strong Communities

Exeter Vision Objective: *To be a city where every resident is able to play a full and active part in its social, economic, political and cultural life.*

Cultural Objectives:

Promote social inclusion by ensuring that all services and initiatives consider how they will provide for parts of the community not traditionally engaged with those activities.

- *An audit of community facilities has been carried out. The government's recent announcements on the issue of community governance are changing the community agenda and the review of provision signalled last year will take this into account.*
- *Consultation on the new Leisure and Museums strategy will include specific work to engage hard to reach audiences.*
- *An Arts Audit of professional and voluntary arts organisations and individuals has been completed which may help highlight parts of the community not currently sufficiently engaged. Consultation on the results of the Arts Audit will take place as part of the review of the Arts & Media Strategy.*

Create a proactive grants system which has at its root the intention of equalising access to all cultural services and activities.

- *All grant applications are subject to a comprehensive scrutiny system*

Invest in capacity building within community groups to enable them to create and manage their own programmes, supporting them with facilities where appropriate.

- *The new Play Association is now in existence*
- *The new Exwick Community Centre opened towards the end of 2006, and staff continue to work with the Association to make the most of its potential.*
- *Leisure & Museum's Community Outreach team is heavily involved in the new community engagement programme*
- *Exeter Arts Council, which continues to deliver small arts grants on behalf of the Council has increased its publicity to engage harder to reach applicants.*

5.6 A City which Cares for the Environment

Exeter Vision Objective: *To protect and enhance Exeter's environment so that it makes a major contribution to quality of life, supports balanced economic growth, and makes a positive contribution to the global environment.*

Cultural Objectives:

Conserve and enhance the countryside areas of the City, and encourage community ownership of all green space.

- *Major parts of the Riverside Valley Park enhancement project have been delivered with more to come in the coming year.*
- *A management plan for Ludwell Valley Park was completed..*

Through good management, education and the use of planning policies protect and enhance habitats and bio-diversity within the City boundaries, for example by creating wildlife pathways around the City.

- *Staff have continued to complete elements of the Biodiversity Action Plan in the form of Habitat and Species Action Plans.*

Use the Valley Parks as an educational resource

- *A programme of talks and walks is now under way following the appointment of a new post to the Countryside team.*

To preserve and enhance Exeter's historic environment and safeguard its archaeological heritage.

- *Countryside staff have continued to deliver advice and guidance on habitat and biodiversity issue as part of the planning process.*

To promote good design in all developments.

- *The City Council Planning Department and Economy and Tourism Unit have participated in the development of the Devon Quality Design Initiative*

To encourage the use of the work of artists and craftspeople in public places.

- *Three artists are now working with the architects on the RAMM project, and their work will be incorporated into the building ready for the opening in 2010.*
- *Public Art Schemes for Princesshay and Quay developments have progressed. A Public Art element has been developed as part of Richmond Yard.*

5.7 A Safe City

Exeter Vision Objective: *To achieve and maintain the position of being the safest city in the South West*

Cultural Objectives:

Create a climate where the range of activity and participation opportunities discourages any tendency towards crime.

- *The Leisure Facilities team continues to deliver new facilities in all parts of the city. See para 5.4 above.*
- *The arts organisations funded by the City Council through Service Agreements such as Exeter Northcott Theatre, Theatre Alibi, Exeter Phoenix, Spacex Gallery, Wren Trust and Magic Carpet have all continued to provide extensive activities for young people. Other such activities targeting young people have been funded through Exeter Arts Council.*

Invest in capacity building within community groups to enable them to create and manage their own programmes, supporting them with facilities where appropriate.

- *Community Outreach section works with sports, play and community groups to offer assistance, and some grant advice, in the areas of their expertise.*
- *The Economy and Tourism Unit provide support to groups, such as the artist led Exeter Open Studios event in 2006 and 2007 plus grant advice to voluntary arts organisations and individuals*
- *The Autumn Festival Awards scheme continues to encourage and develop community capacity and support the community led activity.*
- *The arts organisations funded by the City Council through Service Agreements have all delivered community outreach programmes that continue to encourage community development and capacity building.*
- *The voluntary management board of Exeter Barnfield Theatre has been given professional support and advice over the past year to improve the operational management of the theatre.*

Develop a diverse late night economy in the City, to offer a range of facilities for a variety of audiences in a safe and well-serviced environment

The arts organisations funded by the City Council through Service Agreements and the Council led festivals all add to the night-time economy through the range of events programmed throughout the year.

5.8 A Learning City

Exeter Vision Objective: *To generate a culture of learning in Exeter, raising the quality of education and training for everyone in order to maximise personal achievement, promote social inclusion and support economic development.*

Cultural Objectives:

Ensure all cultural services are integrated into the learning city culture, and that their potential is exploited, to create accessible ways into learning.

- *The new Family Learning Officer at RAMM has taken up her post, while Community Outreach have moved the focus of their work to offsite locations.*

- Also RAMM, an intensive and ambitious programme of events and activities has been planned for the whole city.
- *Exeter Phoenix Media Centre has developed partnerships with the University of Exeter and Exeter College to both offer facilities to and deliver parts of their accredited foundation, degree and MA courses. Spacex Gallery works with Plymouth University and Dartington College delivering modules of MA courses in curating and arts practice in the community. The Exeter Northcott offers NVQ's for theatre technicians and in stage lighting. All have well developed relationships with local schools, colleges and higher education, all offer work experience and volunteer training.*

Use cultural activities of all kinds to build skills, self-confidence and the ability to learn in individuals so that they can take advantage of all the opportunities available to them.

- *In sport and arts development links are being built to ensure that anyone taking part has a pathway to an enhanced form of activity – a sports club or arts group for example.*
- *All the Animated Exeter, Vibraphonic and the Autumn Festival provide activities and events that encourage creative activity and group participation such as making a short film that is publicly screened or performing before a live audience. The Festivals also significantly raise public awareness of the cultural facilities available across the City.*
- *Projects supported financially through the Exeter Positive Steps Fund include initiatives which use creativity and artistic performance to build self-confidence and basic skills to enhance the employability of individuals.*

Build links with schools and colleges and other institutions, to ensure that informal learning opportunities are available to complement and enhance formal learning.

- *Through the Sports Development Manager the Council is closely linked to the new Schools Sports Partnership in the city and is working with its staff.*
- *RAMM has developed links with several schools in specific projects. The City Council and Exeter College are working together to create a new Hub Club at the Flowerpot Fields site.*
- *Animated Exeter promotes a programme of activities for all ages and abilities encouraging a development of skills and interests that are integrated with the formal education, training and career strands described in para 5.3*
- *The arts organisations funded by the City Council through Service Agreements all have education and outreach policies and programmes.*
- *The Exeter Barnfield Theatre continues to build links with schools providing a venue for extra curricular performance activities.*

EXETER CITY COUNCIL

SCRUTINY COMMITTEE - COMMUNITY 5 JUNE 2007

TEMPORARY STAFF AT THE ROYAL ALBERT MEMORIAL MUSEUM

1. PURPOSE OF REPORT

- 1.1 To update Members on the current staffing arrangements of the Royal Albert Memorial Museum (RAMM), and to make them aware of a series of delegated decisions which have culminated in the present structure.

2. BACKGROUND

- 2.1 Members will be aware that the Council was successful in 2002 firstly in becoming part of a consortium of museums to represent the South West (the South West Hub) and secondly in that consortium becoming one of only three in England to receive funding in the first round of the Renaissance in the Regions programme. This programme is run by the Museums Libraries and Archives Council (MLA) and its funding is directly delegated by the Department for Culture Media and Sport, (DCMS) following the 2002 Comprehensive Spending Review (CSR). In 2005 the next CSR funded a second round of regional hubs, in the other six regions of England, but at a lower level than the first round, which continued to receive financial support at the original level.
- 2.2 The objective of the Renaissance in the Regions programme was to establish centres of excellence in every region. It first did this by investing in all the areas of museum practice: education, collections, conservation, visitor services and audience development. It set up targets for broadening and deepening the visitor experience, notably by insisting that museums in the programme should ensure that they were serving every part of their community, not just traditional museum-goers. The very substantial funding increased the capacity of museums in receipt of it by a large margin, so that they were able to provide invigorated public facing services, such as exhibitions, displays and activities, and education, but also to deal with the largely invisible elements which can only be neglected for so long before they begin to affect the service adversely; these include conservation, cataloguing and recording backlogs, and research. Renaissance was unique in recent times in that it allowed museums to address those issues as well as those with more immediate impact.
- 2.3 For most Renaissance museums, RAMM included, this additional capacity was achieved by employing additional staff. Although DCMS and MLA encouraged all museums to treat this new funding stream as permanent, most local authorities, with the benefit of years of experience of government programmes, were more cautious, and again like Exeter City Council, used temporary contracts for the new posts.
- 2.4 Increasingly in round 2, which began in 2005, museums in the programme have been required to become beacons for surrounding museums too. This is something which RAMM had already taken on board, having appointed development officers for conservation and collections who work across Devon and beyond.

- 2.5 To give an idea of the scale of the programme, the City Council receives approximately £1,000,000 per annum from Renaissance – which more or less doubles the Council's budget for the museum. There are 38 temporary posts funded in full and 6 permanent posts, the cost of which is part funded by the scheme, out of a total staff of 71.

3. TEMPORARY STAFF

- 3.1 Appendix I setting out the disposition of staff in the museum, showing how each post is funded, and details of the contracts is circulated separately to Members. It is noticeable that with only a few exceptions, the Renaissance funded posts terminate on 31 March 2008. That is because the current funding agreement expires then, and we have felt it prudent to make staff very clear that the City Council is not in a position to continue their employment if the funding dries up.
- 3.2 It seems likely that the Renaissance programme will continue in some form in April 2008, but that form is dependent on the success of DCMS in the present Comprehensive Spending Review, which is not now due to be announced until the Autumn. Given that DCMS and then MLA will then have to prepare their own plans for whatever funding is available, we are expecting that once again enormous pressure will be put on staff and on the Council at the very last minute to respond and create a business plan to carry out the objectives passed down to us.

4. APPOINTMENT DECISIONS

- 4.1 The first Renaissance staff were appointed in 2002, and the number in post has built up since then. It is not the case that large numbers of staff have been appointed all at the same time, and the capacity of the management to take on new staff and their work has determined how and when the appointments are made. The staff chart is now very complicated indeed, because many staff with permanent contracts have been given temporary Renaissance appointments, often effectively promotions. In those cases their substantive post has then been filled with a temporary appointment. In other cases there are job shares, and the picture is quite a tangled one.
- 4.2 Most appointments have been made using delegated powers, in consultation with the Portfolio Holder for Human Resources, and except for reports to Executive in April 2004 and February 2006 Members have not had the opportunity to look at the overall picture of staffing at the height of Renaissance. The gradings of these posts have been made using the Council's Job Evaluation procedure. It is perhaps sometimes difficult to see how the appointments fit strategically into the Council's operations, but it is probably better to look at them as part of a larger project, which itself fits very well into several of the Council's Strategic Objectives, notably a Cultural and Fun Place to Be, Prosperous City and Learning City.

5. FINANCIAL IMPLICATIONS

- 5.1 The Fixed Term (Prevention of less Favourable Treatment) Regulations 2001 has resulted in there being very little difference in the employment status of permanent and temporary staff. Staff with time-limited contracts accrue rights in exactly the same way as their colleagues, except that they cannot claim any right to stay on in employment beyond the contract date. The City Council therefore has a potential liability at the end of each of the contracts, for redundancy and, in some cases, pension payments. The current estimated liability, should all contracts terminate on

31 March 2008, would be £145,812.71 at current salary levels which are due to increase backdated to 1 April 2007. Although all the other employment costs of the temporary staff have been fully covered by Renaissance, there is no formal provision for end of contract costs. However it is the policy of the Hub management team, composed of the museum managers of the five members, to retain enough in the Renaissance budgets to cover those costs as and when they arise. We hope of course that the settlement for 2008 will enable us to keep on all those staff whose work is not completed: in the nature of a project like this, some staff will reach the end of the task they were employed to undertake, so there is no blanket assumption that all staff will stay on anyway. The further extension of any temporary contract will by its nature also increase the liabilities when the contracts eventually come to an end.

6. CONCLUSION

- 6.1 There is no doubt that the Renaissance funding stream has transformed RAMM, perhaps more than many other museums. Some Hub members are very large and the sums have not been able to change much. Others are too small and have lacked the original capacity to capitalise as much as they might. RAMM however is the ideal size, and had also modernised its staff structure in advance, so that when the new staff came, they slotted easily into existing hierarchies. There was also huge potential in that there was only a vestigial education service, and we were able to make a very quick impact by bringing in new staff and big resources.
- 6.2 Renaissance has also contributed very greatly to our preparations for the RAMM Development Project, enabling us to prepare objects for future display, to set up Also RAMM, the out-of-building programme which will keep RAMM in the public eye while the construction and refurbishment work is going on.
- 6.3 RAMM is now recognised as one the best regional museums in the country. Its staff are in constant demand for assistance with other development and promotional projects, we receive regular visits, and we are used as the exemplar for what Renaissance can do.
- 6.4 Officers will be monitoring the future of the programme, and ensuring that any financial liabilities which might arise will be covered by the external funds.
- 6.5 The current staffing structure has been built up slowly and, it might appear, rather disjointedly. However there is a long term strategic view, both inside and outside the Council, which is being managed to the benefit of the citizens of Exeter, and the City's visitors.

7. RECOMMENDED

- 1) that the report, and the temporary appointment decisions, be noted.

HEAD OF LEISURE AND MUSEUMS

S:LP/Committee/607SCC13
16.5.07

COMMUNITY & ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)

Background papers used in compiling this report:

None

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ORIGINAL ANNUAL BUDGET	SUPPLEMENTARY BUDGETS AND VIREMENTS	NOTIONAL INTEREST ADJUSTMENT	REVISED BUDGET	CODE	OUTTURN	OUTTURN VARIANCE	
£	£		£		£	£	
1,212,310		60,990	1,151,320	1A1	ENVIRONMENTAL PROTECTION	1,069,498	(81,822)
3,498,210		156,490	3,341,720	1A2	CLEANSING SERVICES	3,286,989	(54,731)
582,430		-	582,430	1A3	LICENSING, FOOD, HEALTH & SAFETY	433,820	(148,610)
152,950		340	152,610	1A4	TECHNICAL & AGENDA 21	121,306	(31,304)
589,820		16,930	572,890	1A5	WATERWAYS & COUNTRYSIDE	572,783	(107)
1,906,010	17,200	109,400	1,813,810	1A6	GROUND MAINTENANCE	1,752,869	(60,941)
1,847,480	114,250	336,760	1,624,970	1A7	MUSEUMS SERVICE	1,459,368	(165,602)
1,825,690	20,000	677,700	1,167,990	1A8	CONTRACTED SPORTS FACILITIES	1,169,460	1,470
129,720		-	129,720	1A9	NON-CONTRACTED SPORTS FACILITIES	121,931	(7,789)
452,450	79,250	15,790	515,910	1B2	CEMETERIES & CREMATORIUM	362,013	(153,897)
53,470	3,000	30	56,440	1B3	PROPERTIES	67,084	10,644
9,180		-	9,180	1B4	DUAL-USE SPORTS FACILITIES	(2,168)	(11,348)
436,250		760	435,490	1B5	COMMUNITY OUTREACH	417,415	(18,075)
695,940		110,270	585,670	1B6	RECYCLING	516,840	(68,830)
726,390		-	726,390	1B9	ADMINISTRATION SERVICE	726,390	0
56,200		-	56,200	1C1	HOME AID	4,252	(51,948)
588,680		6,540	582,140	1C2	ADVISORY SERVICES	774,795	192,655
355,080	30,000	-	385,080	1C3	HOUSING PARTNERSHIP	304,431	(80,649)
274,760		-	274,760	1C4	PRIVATE SECTOR HOUSING	273,526	(1,234)
73,840		-	73,840	1C5	SUNDRY LANDS MAINTENANCE	73,840	0
1,164,000		-	1,164,000	1C6	CONTRACT & BUILDING SERVICES	1,164,000	0
159,920		-	159,920	1C7	DIRECTOR COMMUNITY/ENVIRONMENT	159,920	0
(2,050,310)		-	(2,050,310)	LESS:	RECHARGEABLE BUDGETS	(2,050,310)	0
14,740,470	263,700	1,492,000	13,512,170		NET EXPENDITURE	12,780,052	(732,118)
					TRANSFERS FROM EARMARKED RESERVES - 1B5		(793)
					TRANSFERS TO EARMARKED RESERVES - 1A6		54,000
					1A7		11,000
					1C3		64,167
					1A3		16,290
					REVENUE CONTRIBUTIONS TO CAPITAL - 1C1		50,000
					REVISED BUDGET FOR THE YEAR		13,512,170
					OUTTURN FORECAST AFTER ADJUSTING FOR MOVEMENTS ON RESERVES ETC		12,974,716

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**SCRUTINY COMMITTEE - COMMUNITY
HOUSING REVENUE ACCOUNT**

Appendix A

FINAL ACCOUNTS 2006-2007

APPROVED ANNUAL BUDGET	CODE	OUTTURN	NET VARIANCE TO BUDGET
£		£	£
2,536,060	5A1	2,564,729	28,669
243,110	5A3	246,532	3,422
7,673,420	5A4	7,970,551	297,131
114,910	5A6	114,204	(706)
(13,277,110)	5A8	(13,604,729)	(327,619)
3,082,490	5B1	3,066,450	(16,040)
(372,880)	5B2	(360,608)	12,272
0		(85,353)	(85,353)
		<u>(88,224)</u>	<u>(88,224)</u>
	5B4	<u>(88,224)</u>	<u>(88,224)</u>
		2,843,166	
2,754,942			

Working Balance

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE - COMMUNITY 5 JUNE 2007

HOUSING REVENUE ACCOUNT FINAL ACCOUNTS 2006-2007

1 PURPOSE OF REPORT

- 1.1 To advise Members of the overall financial performance of the Housing Revenue Account (HRA) for the 2006-2007 financial year ended 31 March 2007.

2 HOUSING REVENUE ACCOUNT (Appendix A)

- 2.1 During the financial year regular reports were made to this committee on the estimated outturn and variance in the working balance. The final outturn has now been calculated, and the report below highlights the major differences by Management Unit from the approved annual budget.
- 2.2 There is a net surplus of £577,174, of this £488,950 has been used to fund capital expenditure associated with achievement of the Decent Homes Standard and £88,224 was transferred to the working balance at 31 March 2007. The working balance has been increased to £2,843,166 at 31 March 2007.

3 MAIN VARIATIONS

The main variations by management unit are detailed below:

	£
2006-2007 ESTIMATED REQUIREMENT FROM WORKING BALANCE	0
5A1 MANAGEMENT	28,669
There has been a saving on staffing costs within the HRA due to vacancies; in addition to this a saving is expected on legal costs and superannuation back funding. These savings have been offset by an increase in utility costs at sheltered sites, costs associated with tenant participation and support service costs exceeding the budget.	
5A3 SUNDRY LANDS MAINTENANCE	3,422
There has been an increase in the cost of maintenance of HRA land.	
5A4 REPAIRS FUND CONTRIBUTION	297,131
Additional rent income together with the reduction in HRA maintenance costs has been used to fund capital schemes in respect of the Government's decent homes standard. In total £1.5m has been utilized in revenue contributions to capital.	

5A6 CAPITAL CHARGES	(706)
<p>There has been a change in the value of the HRA asset portfolio due to a reduction in the adjustment factor from 56% to 44%. The adjustment factor is used to reflect the value of property if sold with sitting tenants enjoying rents at less than open market rents and tenants' rights, including Right to Buy. A further reduction in depreciation has resulted from changes in the treatment of defective property in respect of the decent homes standard.</p>	
5A8 RENTS	(327,619)
<p>A significant reduction in the number of properties sold has resulted in additional rent income, additionally there has been a reduction in the loss from void property rent as a result of faster turn over times. There has also been an increase in income from garage rents.</p>	
5B1 GOVERNMENT SUBSIDY	(16,040)
<p>Changes to the final settlement for 2006-2007 have resulted in a small reduction in the amount payable to the Government for HRA Subsidy.</p>	
5B2 INTEREST	12,272
<p>The performance of the investment manager has been disappointing and has resulted in a deficit of £9,220 compared with the original budget. Mortgage interest is £3,052 less than the original budget due to an increase in premature redemptions.</p>	
Less Capital Charges	<u>(85,353)</u>
2006-2007 TRANSFER TO THE WORKING BALANCE	£ (88,224)

4 RECOMMENDED

That Scrutiny Committee - Community note this report.

DIRECTOR CORPORATE SERVICES

DIRECTOR COMMUNITY &
ENVIRONMENT

S:LP/Committee/607SCC17
18 May 2007

CORPORATE SERVICES DIRECTORATE
COMMUNITY AND ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling this report:
None

SCRUTINY COMMITTEE - COMMUNITY
HOUSING REVENUE ACCOUNT

Appendix A

FINAL ACCOUNTS 2006-2007

APPROVED ANNUAL BUDGET	CODE	OUTTURN	NET VARIANCE TO BUDGET
£		£	£
2,536,060	5A1	2,564,729	28,669
243,110	5A3	246,532	3,422
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3,082,490	5B1	3,066,450	(16,040)
(372,880)	5B2	(360,608)	12,272
0		(85,353)	(85,353)
	5B4	(88,224)	(88,224)
2,754,942	Working Balance	2,843,166	

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE - COMMUNITY 5 JUNE 2007

AIM PROPERTY MAINTENANCE OUTTURN REPORT 2006/2007

1 PURPOSE OF THE REPORT

- 1.1 This is the fourth quarterly/outturn report, covering the period from January to March 2007 (but including updated figures at 16th May 2007). The report details the financial position of the £13.3m programme of reactive and planned property maintenance and refurbishment inclusive of budget adjustments as approved by Executive on 5th December 2006. This report covers both Revenue and HRA Capital schemes as approved by Council for the financial year 2006/2007 and further includes budgets for schemes rolled forward from 2005/2006. Where necessary this report also provides specific details on significant financial variations.

2 BACKGROUND

- 2.1 The Council approved the following:

	£
(a) Housing Reactive Repairs	£ 2,210,000
(b) Housing Electrical Testing	£ 70,000
(c) Housing Servicing Contracts	£ 589,000
(d) Housing Maintenance Works	£ 1,720,550
(e) Housing Programmed Works	£ 6,548,990
(f) AIM Condition Survey Priority Programme	£ 557,960
(g) AIM Priority Programme	£ 395,360
(h) AIM Service Contracts	£ 276,380
(i) Lease Requirements	£ 96,030
(j) Service Recharges	£ 241,900
(k) AIM Reactive Repairs	£ 457,530
(l) AIM Operational Essentials	£ 88,930
Total	£ 13,252,630

- 2.3 The specifically monitored budgets in 2006/2007 above show underspend in the order of £45,000 (or -0.3%), in overall terms.

Information on significant increased cost variations from budget is provided below. A copy of the full financial monitoring report is available in the Members' Room and on the Intranet.

HOUSING

2.4 Housing Reactive Repairs Generally – overall budget £2,210,000

This budget is split into five separate parts in order to better raise and monitor orders and control work and costs. As all these works are of a reactive nature it is very difficult to predict the extent or pattern of likely expenditure each year and this year overspend of some £244,000 has been sustained. Whilst such overspend has mainly occurred due to the amount of daily general reactive repair works needed but, with compensating savings on some elements, the overspend has effectively been negated in overall terms by use of contingency funds.

2.5 Aids and Adaptations – budget £439,240

This budget is annually set so that new fittings can be installed and certain alterations made to council properties to enable less able people to better cope in their home environment and so be able to remain in their homes for longer. As the nature and extent of this work is generated by demand from tenants whose circumstances, in terms of health or level of disability have changed or are changing, it is very difficult to predict the value or extent of the work required. This year an overspend of some £70,000 has been incurred, which could not be sufficiently compensated from savings on other project work and so contingency funds have again effectively negated the impact of such overspend.

2.6 Rendering to Flats and Low Maintenance/Painting Programmes – combined budget £170,000

This programme of work seeks to both maintain and improve the external walls, rainwater goods and fascias of housing properties, using materials and techniques, which will reduce the need for costly maintenance in the future. This year spending patterns already evidence how a concentration on the installation of low maintenance finishes has brought savings in similar annual maintenance costs. So, whilst these combined capital budgets show overspend of some £116,000 in 2006/7, this has been more than compensated by savings in the revenue funded property painting maintenance budget.

2.7 MRA Fees– budget £284,560

This budget is set as the Major Repairs Allowance to cover for the internal costs involved in delivering annual housing programmes. This year, due to the extra staff costs incurred in delivering central heating, kitchen and bathroom installations overspend of some £30,000 has occurred.

2.8 Contingency – budget £35,380

This year this contingency fund has been overspent by some £10,000 due to the value of unexpected works that have arisen on various properties but particularly in relation to the work needed to maintain Rennes House lifts.

NON-HOUSING

2.9 Non-Housing Reactive Repairs Generally – overall budget £457,530

Similar to Housing reactive repairs, this overall budget is split into eleven parts in order to better raise and monitor orders and control work and subsequent costs. The day to day works required for the varying facilities across the City are reactive rather than planned repairs and so it is not possible to predict the extent or pattern of likely expenditure each year. The spending on some facilities indicates overspend, as in car parks, leisure and environmental health facilities, but such overspend has been compensated in part by underspends on other facilities. So, the overall financial position is that overspend of some £55,000 has occurred. However, the financial impact of this overspend has been negated by savings elsewhere on non-housing projects.

2.10 Operational Essentials – overall budget £88,930

Again this overall budget is split into four sections in order to better control work and subsequent costs. The budgets are set each year to pay for reactive type work needed to maintain the delivery of particular services to the public. These budgets, controlled by facility managers, allow the opportunity to react quickly to unforeseen events to reduce the impact on their service as provided. Being reactive day to day work it is not possible to predict the extent or pattern of likely expenditure required such that, this year costs have outstripped the budget available by some £28,000 in total, particularly through the carrying out of repairs to the canal bank.

3 RECOMMENDED

- (1) that the outturn financial position of the £13.3m programme of reactive and planned property maintenance and refurbishment for 2006/2007, as detailed above be noted.

HEAD OF CONTRACTS AND DIRECT SERVICES
HEAD OF HOUSING AND SOCIAL INCLUSION
HEAD OF TREASURY SERVICES
HEAD OF ESTATES

S:LP/Committee/607SCC7
16 May 2007

COMMUNITY & ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling the report:
None

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE - COMMUNITY 5 JUNE 2007

AIM PROPERTY MAINTENANCE PROPOSED PROGRAMME REPORT 2007/2008

1 PURPOSE OF THE REPORT

- 1.1 To detail the proposed programme of property asset related project work in relation to the budgets set in 2007/8 in respect of reactive and planned maintenance, improvement and refurbishment to housing and non-housing properties and other projects to be monitored by the Asset Improvement and Maintenance (AIM) group in 2007/8. The programme takes account of those similar project works and budgets rolled forward from financial year 2006/2007. Not all the projects listed are construction projects as such, for example, some relate to feasibility or consultancy provisions for future schemes.

2 BACKGROUND

- 2.1 Details of the actual property asset related projects involved and the planned programmes, where available, are given in the Appendix to this report (as of 2 May 2007), a copy being made available in the Members' Room and on the Intranet.

Categories of work

- 2.2 There are basically three categories of work listed in the Appendix;
- Servicing work – this being work where an annual servicing regime to appliances such as gas or electrical services is carried out. The work is continuous and completed in stages throughout the year. The programme in such cases is therefore generally described as `ongoing` in the Appendix.
 - Reactive repairs – as these works cannot be predicted and arise through breakdowns or faults being reported, the programme is similarly marked as above.
 - Project work – these are generally specific one-off type works which have to be designed to suit the circumstance when a specific procurement and delivery process has to be developed. These projects have a designated start and end and ideally should be completed within the financial year.
- 2.3 Whilst some of the generally less complex asset related work may be arranged and supervised by client officers themselves, where specific technical designs and construction contracts are needed the work is organised and supervised on behalf of the client by either Contracts and Direct Services or Engineering and Construction.

Risks to the Programme

2.4 With all work plans there are always several risks that, when they arise, can delay or hinder project progress. These risks often mean that plans have to be changed during the year. The risks can be summarized as follows:

- ❑ Not having sufficient financial resources
- ❑ Not having sufficient staff resources
- ❑ Inability to attract contractors or consultants
- ❑ Inordinate lead in times for materials, plant or appliances
- ❑ Delays caused by uncontrollable events
- ❑ Unforeseen problems arising when work is opened up
- ❑ Inability of the facility to enable construction work to be carried out safely when the facility needs also to maintain its service to the public (eg RAMM and Markets)

2.5 In order to better plan staff resources for construction projects Contracts and Direct Services utilise a `staff allocation planning toolkit`. This toolkit provides an indication as to the likely availability of internal resources, to meet the desired timetables for work, and gives an early indication as to when the use of external resources will need to be considered, where necessary and appropriate, to aid the successful delivery of the programme.

The Scheduled Work

2.6 A brief explanation of some of the larger value asset related projects listed in the Appendix is given below.

HOUSING

2.7 **Sheltered Accommodation – budget £640,000**

This work forms part of the overall programme to deliver decent homes by 2010/11. The work involves installing and providing both better access to communal property, housing elderly or less able people, and better facilities and movement within the individual tenanted dwellings. So the actual work will involve constructing ramps, providing non-slip floors, installing lifts where needed, widening door openings and general refurbishment including incorporating walk-in showers where appropriate.

2.8 **Defective Properties – budget £417,700**

This work similarly forms part of the overall programme to deliver decent homes by 2010/11 but specifically involves essential repairs and renovation to “non-traditional” build properties known as British Steel properties, Cornish, Laings and Dorran. The work will comprise concrete repairs and external cladding improvements to these tenanted domestic properties.

2.9 **Low Maintenance Work and Painting – combined budget £722,030**

For several years an annual programme of installation of low maintenance fittings and decoration has been carried out to tenanted properties but split into phases so that

costs can be more accurately controlled and monitored throughout the year. This work involves the encapsulation of timber eaves with uPVC, the replacement of old guttering and downpipes and then decoration. The work also comprises the previously developed and successfully implemented long term maintenance solution of applying “permarock” render to external walls of flats where flaking paintwork was a continual problem in the past.

2.10 Re-Roofing – budget £900,000

This budget has been set to continue the present rolling programme of replacement of the roofs highlighted from the condition surveys as in most poor condition. For this year, in order to pursue continuous improvement, negotiations have been carried out with the two incumbent contractors in terms of specification and cost, to seek to reduce overall costs without sacrificing quality.

2.11 Kitchen Replacements – budget £952,000

The programme of kitchen replacements continues as part of the drive to deliver decent homes standard. A supply chain agreement with the chosen kitchen fitting supplier was previously set in place so that kitchen cupboards and worktops could be purchased direct by the Council before handing to the chosen installing contractor. This arrangement, that is, splitting the supply and install operations in this way, has previously brought valuable savings in overall cost per property.

2.12 Bathroom Replacements – budget £517,910 (inclusive of some roll forward from 06/7)

Although some urgent replacement work to bathrooms in poor condition was carried out in 2005/6, this year will see the main start of a bathroom replacement programme to deliver decent homes standard. As this work was originally tendered some two years ago, but not proceeded with at that time in favour of kitchen replacements, negotiations will now be conducted with the previous lowest tenderer to agree updated competitive prices to so enable the programme of work to begin as soon as possible.

2.13 Electrical Rewiring – budget £530,400

This rewiring of properties again similarly forms part of the overall programme to deliver decent and safe homes by 2010/11. The budget set this year is an extension to the current programme as previously performed by the Building and Electrical Service Team (BEST). However that particular term contract came to its natural end in 06/7 and so tenders were sought to install two contractors, from 2007/8, under new term contracts to carry out the work beyond 2010/11.

2.14 Central Heating Installation – budget £365,200

This annual programme has previously installed central heating in all remaining properties, which either had no central heating or possessed an inadequate form of heating. The programme in 2007/8 seeks to complete the aim to replace old central heating systems that are inefficient, prone to breakdown and so lead to costly repair.

NON-HOUSING

- 2.15 **City Centre Enhancements– budget £452,960** (inclusive of likely roll forward from 06/7)

This is a joint funded venture with Devon County Council to upgrade the City Centre . This year work will be carried out to bring improvements to Cathedral Close, Lower High Street, Cricklepit and Paris Street, as funds permit.

- 2.16 **Customs House Refurbishment– budget £345,119** (inclusive of likely roll forward from 06/7)

This budget was set to continue and complete the phased refurbishment of this listed facility to now provide much needed office accommodation for council staff.

- 2.17 **Guildhall Car Park Refurbishment Project – budget £904,495** (inclusive of likely roll forward from 06/7)

Work to refurbish this important City car park is planned for completion at end of May 2007.

- 2.18 **RAMM Modernisation project and off site store – budget £2,748,560** (inclusive of likely roll forward from 06/7)

This budget provides finance for the next stage of the £15m project, part funded by the Heritage Lottery Fund, to update the museum and construct a collections store at Exton Road. External architects and consultants have been employed to design and project manage this major project, with staff from Contracts and Direct Services and Engineering and Construction only providing operational help and advice to the project team when requested. The construction of the collections store building is now well underway.

3 RECOMMENDED

- (1) that the programme of asset related project work for 2007/2008, as detailed above and in the Appendix be noted.

HEAD OF CONTRACTS AND DIRECT SERVICES

S:lp/committee/607SCC8
16 May 2007

COMMUNITY & ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)
Background papers used in compiling the report

None

EXETER CITY COUNCIL

SCRUTINY COMMITTEE COMMUNITY

5 JUNE 2007

PERFORMANCE MONITORING

1. PURPOSE OF THE REPORT

- 1.1 This report advises Members of performance at the end of the year on a range of services across the Directorate.

2. INFORMATION

- 2.1 Circulated separately are a series of schedules, which summarise a number of performance indicators for a range of services provided by Community & Environment Directorate. In line with commitments made in our best value service reviews and the Best Value Performance Plan, it was agreed that Directors would report on performance in October for the first half of the year and late spring to finalise information for the previous financial year. Noteworthy items are detailed below. Significant increases in public satisfaction with our services are particularly pleasing to note.

Housing

- 2.2 Despite a slight reduction in the BVPI result on the proportion of Council housing rent collected, this is still likely to be in the top quartile nationally. Indicator BV66a shows a reduction in performance because the total rent collectable increased substantially.
- 2.3 We continued to meet the government target of not using bed and breakfast for families other than for short-term emergencies. This was, and will continue to be, a challenging result to sustain. We have reduced the use of all temporary accommodation and continued to prevent homelessness successfully.

Environmental Health Services

- 2.4 Data on recycling rates is collected by Devon County Council and not finally available until autumn. We feel confident however that we have exceeded our challenging recycling target. Particularly pleasing is another significant reduction in the waste produced in the City. The citizens of Exeter should be really proud of their performance.
- 2.5 A new highly complex set of indicators has been introduced to measure the cleanliness of streets and other public land. We have performed well against these. Street washing and gum removal services have both helped. Particularly pleasing is the 12% increase in public satisfaction with our performance. The review of street sweeping seems to have had a noticeable impact.

3. RECOMMENDED

- 1) That the report be noted.

DIRECTOR COMMUNITY AND ENVIRONMENT

S:LP/Committee/607SCC14

4.5.07






COMMUNITY AND ENVIRONMENT DIRECTORATE

Local Government (Access to Information) Act 1985 (as amended)

Background papers used in compiling the report:-

Performance Monitoring Database

Recycling and Refuse Collection

	Q4 06/07	Year End 06/07	Target 06/07	Performance 06/07	Direction of performance	Commentary	Actual 05/06	Performance 05/06	Actual 04/05	Performance 04/05
BV082ai.05 % Household Waste Recycled	28.73	28.73	25.75		N/a	This is a draft figure, based on information supplied to date. We will confirm the exact figure when supplied by DCC	25.36	N/a	N/a	N/a
BV082aii.05 Tonnes Household Waste Recycled	11281.40	11281.40	10300.00		N/a	This is a draft figure based on information supplied to date. Will confirm exact figure when supplied by DCC	9927.31	N/a	N/a	N/a
BV082bi.05 % Household Waste Composted	5.18	5.18	5.25		N/a	This is a draft figure based on information supplied to date. Will confirm exact figure when supplied by DCC	4.67	N/a	N/a	N/a
BV082bii.05 Tonnes Household Waste Composted	268.82	2012.03	2100.00		N/a	The dry summer in 2006 meant less grass clippings were collected.	1826.63	N/a	N/a	N/a
BV084a.05 No kilograms of household waste collected per head of population	333.88	333.88	390.00			This is a draft figure based on information supplied to date. Will supply exact figure when supplied by DCC. The figure supplied is based on a total waste figure of 39264.3 tonnes (residual and recyclable waste, but does not include waste taken to the Civic Amenity site) divided by a population figure of 117,600.	345.00		N/a	N/a

+					★				0.60	N/a	0.60	N/a	N/a	N/a
	This is a draft figure based on information supplied to date. Will supply exact figure when supplied by DCC. Calculation is based on a total waste figure of 39142.9 tonnes (2005/6 and includes residual and recyclable waste but not waste taken to the Civic Amenity site), divided by the population figure of 117,600 (2005 figure). As the population figure supplied was based on 2005 statistics, and yet Exeter's population has expanded over the past 2 years, this figure is distorted proportionally. This figure was amended to a minus figure on Tuesday 8th May 2007.	N/a	N/a	N/a		N/a	N/a	0.60	N/a	N/a	N/a	N/a	N/a	N/a
+					?					Information supplied by Treasury. Will be available after the books are closed off on the 11th May 07. Information will be supplied as soon as possible after this date by Brenda Steer/Sally Reeve.			36.80	
+	BV084b.05 % change from previous financial yr in no. kilograms household waste collected per head	-0.31	-0.31	0.20		N/a	N/a	0.20	N/a	N/a	N/a	N/a	N/a	N/a
+	BV086 Cost of waste collection / house	?	?	42.00		N/a	N/a	40.90	N/a	N/a	40.90	N/a	N/a	N/a
+	BV089 % satisfied with cleanliness standard in their area	69.00	69.00	70.00		N/a	N/a	N/a	N/a	N/a	N/a	N/a	N/a	N/a

	Q4 06/07	Year End 06/07	Target 06/07	Performance 06/07	Direction of performance	Commentary	Actual 05/06	Performance 05/06	Actual 04/05	Performance 04/05
+ BV216a.05 No. 'sites of potential concern' with respect to land contamination	346.00	346.00	340.00	●	↗		350.00	▲	N/a	N/a
+ BV216b.05 % sites with sufficient information to decide whether remediation is necessary	83.00	83.00	82.00	★	↘		81.00	●	N/a	N/a
+ BV217.05 % pollution control improvements completed on time	96.00	96.00	90.00	●			90.00	●	N/a	N/a
Environmental Health and Abandoned Vehicles										
	Q4 06/07	Year End 06/07	Target 06/07	Performance 06/07	Direction of performance	Commentary	Actual 05/06	Performance 05/06	Actual 04/05	Performance 04/05
+ BV166a Checklist of best practice for environmental health	100.00	100.00	100.00	●	↖		100.00	●	100.00	●
+ BV218a.05 % reports of abandoned vehicles investigated within 24 hrs	96.40	93.10	95.00	●	↘		100.00	★	N/a	N/a
+ BV218b.05 % abandoned vehicles removed within 24 hrs from when legally entitled	98.50	97.65	95.00	●	↘		96.00	●	N/a	N/a

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Homelessness										
	Q4 06/07	Year End 06/07	Target 06/07	Performance 06/07	Direction of performance	Commentary	Actual 05/06	Performance 05/06	Actual 04/05	Performance 04/05
⊕ BV213.05 No. households presenting as homeless for whom housing advice casework resolved situation	8.01	8.01	8.00	8.00	★					
⊕ LPI HO1 Homelessness acceptances as a % of new approaches to housing advice	15.00	15.00	20.00	20.00	?		110.00		?	?
⊕ LPI HO2 % of homelessness determinations made within 33 working days	91.00	91.00	90.00	90.00	?		93.00		72.80	?
⊕ BV214.05 % households accepted as homeless who were accepted as homeless within last 2 yrs	2.76	2.76	1.75	1.75	?		1.78		?	?
⊕ LPI HO3 No. of households in temporary accommodation	228.00	228.00	260.00	260.00	?		311.00		?	?
⊕ BV203 % Change in average no. families in temporary accommodation	-2.25	-2.25	-5.00	-5.00	?	This figure measures the cumulative number of families in temporary accommodation across the whole year. It does not compare end of year figures. Therefore, although the numbers in temporary accommodation have fallen by over 100 since March 2006 this is not reflected in this PI	6.69		?	?
⊕ BV183a Length of stay in B&B accom'n	6.00	6.00	7.00	7.00	★		10.00		17.00	?
⊕ BV183b Length of stay in hostel accom'n	13.00	13.00	15.00	15.00	★		18.00		13.00	?
⊕ BV202 No. people sleeping rough on a single night	10.00	10.00	9.00	9.00	▲		6.00		?	?

Asset Management and Rents										
	Q4 06/07	Year End 06/07	Target 06/07	Performance 06/07	Direction of performance	Commentary	Actual 05/06	Performance 05/06	Actual 04/05	Performance 04/05
⊕ BV212.05 Average time to re-let local authority housing (in days)	23.75	23.75	21.00	21.00	↕		34.00	↕	32.00	↕
⊕ LPI HO5 % of responsive repairs completed within target timescales	90.80	90.80	95.00	95.00	↕		88.00	↕	?	↕
⊕ LPI HO6 Planned maintenance expenditure as a % of the total budget	66.00	66.00	74.00	74.00	↕		73.00	↕	?	↕
⊕ BV184a % LA homes non-decent at the start of the Financial year	30.00	30.00	30.00	30.00	↕		42.00	↕	?	↕
⊕ BV184b % Change non-decent LA homes	9.00	9.00	26.00	26.00	↕	This figure is wrong and is currently being re-calculated. The decent homes software works on calendar years not financial years. As a result it has added all the properties that will become non decent throughout 2007 into the figure and not just those that became non-decent during quarter 4.				
⊕ BV063 Average SAP (Energy Efficiency) rating of LA dwellings	68.55	68.55	67.00	67.00	↕		29.00	↕	?	↕
⊕ LPI HO7 Arrears as a % of debit	1.31	1.31	1.60	1.60	↕		65.00	↕	?	↕
⊕ BV066a.05 % Rent Collected / Rent Owed	98.83	98.83	99.50	99.50	↕		1.20	↕	7.80	↕
⊕ BV066b.05 % Tenants > 7wks Gross Arrears	4.06	4.06	3.00	3.00	↕		99.24	↕	?	↕
⊕ BV066c.05 % Tenants in arrears who have had Notices Seeking Possession served	32.83	32.83	25.00	25.00	↕		3.09	↕	?	↕
⊕ BV066d.05 % Tenants Evicted for Arrears	0.24	0.24	0.30	0.30	↕		27.58	↕	?	↕
							0.05	↕	?	↕
Equalities and Tenant Satisfaction										
	Q4 06/07	Year End 06/07	Target 06/07	Performance 06/07	Direction of performance	Commentary	Actual 05/06	Performance 05/06	Actual 04/05	Performance 04/05
⊕ BV164.02 Does the authority follow the Commission for Racial Equality's code of practice	Yes	Yes	Yes	Yes	↕		Yes	↕	?	↕
⊕ BV074a % of council tenants satisfied with overall service	83.00	83.00	86.00	86.00	↕		?	↕	?	↕

	Q4 06/07	Year End 06/07	Target 06/07	Performance 06/07	Direction of performance	Commentary	Actual 05/06	Performance 05/06	Actual 04/05	Performance 04/05
BV074b % of ethnic minority tenants satisfied with overall service	?	?	92.00	?	?	No data available. Additional surveys being undertaken.	?	?	?	?
BV074c % non-ethnic minority tenants satisfied with overall service	?	83.00	92.00	?	?		?	?	?	?
BV075a Satisfaction - participation	72.00	72.00	80.00	?	?		?	?	?	?
BV075b Satn - Participation BME	?	?	90.00	?	?	No data available. Additional surveys being undertaken.	?	?	?	?
BV075c Satn Participation non-BME	?	72.00	90.00	?	?		?	?	?	?
Leasehold and Enabling										
LPI HO8 Service charge arrears as a % of the total service charge income	19.55	19.55	5.00	?	?	amount of work to the service charge accounts during 2006/07 this figure now contains all arrears/non-payments that exist on the system - some of which dates back many years. The accounts will now be investigated over the next 12 months	3.47	7.80		
LPI HO9 % of service charges collected	83.31	83.31	96.00	?	?	As above	96.53	92.20		
LPI HO10 No. of affordable housing units provided during the year	205.00	205.00	200.00	?	?		232.00	128.00		
LPI HO11 % of affordable housing units suitable for disabled people	4.39	4.39	5.00	?	?		?	?		
BV064.02 Priv sec dwellings used/dem	30.00	30.00	50.00	?	?		53.00	49.00		

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Recycling and Refuse Collection										
	Q4 06/07	Year End 06/07	Target 06/07	Performance 06/07	Direction of performance	Commentary	Actual 05/06	Performance 05/06	Actual 04/05	Performance 04/05
BV082ai.05 % Household Waste Recycled	28.73	28.73	25.75	★	n/a	This is a draft figure, based on information supplied to date. We will confirm the exact figure when supplied by DCC	25.36	n/a	n/a	N/a
BV082aii.05 Tonnes Household Waste Recycled	11281.40	11281.40	10300.00	●	n/a	This is a draft figure based on information supplied to date. Will confirm exact figure when supplied by DCC	9927.31	n/a	n/a	N/a
BV082bi.05 % Household Waste Composted	5.18	5.18	5.25	●	n/a	This is a draft figure based on information supplied to date. An exact figure is awaited from DCC	4.67	n/a	n/a	N/a
BV082bii.05 Tonnes Household Waste Composted	268.82	2012.03	2100.00	★	n/a	The dry summer in 2006 meant less grass clippings were collected.	1826.63	n/a	n/a	N/a
BV084a.05 No kilograms of household waste collected per head of population	333.88	333.88	390.00	★	▲	This is a draft figure based on information to date. An exact figure is awaited from DCC. The figure supplied is based on a total waste figure of 39264.3 tonnes (residual and recyclable waste, but does not include waste taken to the Civic Amenity site), divided by a population figure of 117,600 (which may be an under-representation of the true population).	345.00		n/a	N/a

+	<p>BV084b.05 % change from previous financial yr in no. kilograms household waste collected per head</p>	n/a	-0.31	0.20	<p>★</p>	n/a	n/a	<p>This is a draft figure based on information to date. An exact figure is awaited from DCC. Calculation is based on a total waste figure of 39142.9 tonnes (2005/6 and includes residual and recyclable waste but not waste taken to the Civic Amenity site), divided by the population figure of 117,600 (2005 figure). As the population figure supplied was based on 2005 statistics, and yet Exeter's population has expanded over the past 2 years, this figure is distorted proportionally.</p>	0.60	N/a	N/a
+	<p>BV086 Cost of waste collection / house</p>	n/a	39.79	42.00		n/a	n/a	<p>Just below target by 1% but are up on the 2003 surveys by 12%, which shows huge improvement</p>	40.90	36.80	n/a
+	<p>BV089 % satisfied with cleanliness standard in their area</p>	69.00	69.00	70.00		n/a	n/a		n/a	n/a	N/a

+	EH Environmental Health : BV199b.05 % relevant land from which unacceptable levels of graffiti are visible	2.92	2.92	3.00	n/a	n/a	3.44	n/a	n/a	n/a	n/a
+	EH Environmental Health : BV199c.05 % relevant land from which unacceptable levels of fly-posting are visible	0.65	0.65	0.70	n/a	n/a	0.78	n/a	n/a	n/a	n/a
+	EH Environmental Health : BV199d.05 yr-on-yr reduction in incidents of & actions against fly-tipping	4.00	4.00	n/a			4.00	n/a	n/a	n/a	n/a
Contaminated Land and Pollution Control											
		Q4 06/07	Year End 06/07	Target 06/07	Performance 06/07	Direction of performance	Actual 05/06	Performance 05/06	Actual 04/05	Performance 04/05	
+	BV216a.05 No. 'sites of potential concern' with respect to land contamination	346.00	346.00	340.00			350.00		n/a	n/a	n/a

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