



Exeter City Council

To the Chair and Members
of the Executive

Philip Bostock, Chief Executive

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Our ref:

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A meeting of the **EXECUTIVE** will be held in the Rennes Room, Civic Centre, Paris Street, Exeter at **5.30 pm** on **TUESDAY 30 SEPTEMBER 2008** to consider the following business. If you have an enquiry regarding any items on this agenda, please contact Rowena Whiter, Member Services Manager on **Exeter 265110**.

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

Pages

A G E N D A

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

1

DECLARATIONS OF INTEREST

Councillors are reminded of the need to declare personal and prejudicial interests, including the nature and extent of such interests, in relation to business on the agenda, before any discussion takes place on the item. Councillors requiring clarification should seek the advice of the Monitoring Officer prior to the day of the meeting.

2

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

It is considered that the Committee would be unlikely to exclude the press and public during consideration of any of the items on the agenda, but if it should wish to do so, the following resolution 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 consideration of the particular item(s) on the grounds that it (they) involve(s) the likely disclosure of exempt information as defined in the relevant paragraphs of Part 1, Schedule 12A of the Act.

3

GRANTS COMMITTEE

To receive the minutes of the Grants Committee held on 18 September 2008. 1 - 2
(Minutes circulated)

4

CAPITAL MONITORING STATEMENT TO JUNE 2008

To consider the report of the Head of Treasury Services. 3 - 12
Scrutiny Committee – Resources considered the report at their meeting on 17 September 2008 and their comments will be reported.
(Report circulated)

5

OVERVIEW OF GENERAL FUND REVENUE BUDGET 2008-2009

To consider the report of the Head of Treasury Services. 13 - 18
Scrutiny Committee – Resources considered the report at their meeting on 17 September 2008 and their comments will be reported.
(Report circulated)

6

NEW SWIMMING POOL FOR EXETER

To consider the report of the Head of Leisure and Museums. 19 - 38
Scrutiny Committee – Community considered the report at their meeting on 2 September 2008 and their comments will be reported.
(Report circulated)

7

FREE SWIMMING PROGRAMME

To consider the report of the Director Community and Environment. 39 - 42
(Report circulated)

8

REGIONAL SPATIAL STRATEGY 2006 - 2026 - PROPOSED CHANGES

To consider the report of the Head of Planning Services. 43 - 48
(Report circulated)

9

REDEVELOPMENT OF THE BUS STATION

To consider the report of the Head of Planning Services.

49 - 52

(Report circulated)

10

REVISION OF STANDING ORDERS

To consider the report of the Chair of the Standing Orders Working Group.

53 - 62

(Report circulated)

11

REPRESENTATION AT MAGISTRATES COURTS

In accordance with Section 223 of the Local Government Act 1972, authorisation is sought to allow the following officers to represent the Council at the Magistrates Court in Council Tax and Rating cases:-

Kevin Hughes – Revenues Collection Manager
Sue Rolfe – Senior Recovery Officer
Emma Wills – Court Officer
Guy Burnley – Senior Rating Officer

DATE OF NEXT MEETING

The next scheduled meeting of the Executive will be held on **Tuesday 25 November 2008** at 5.30 pm in the Civic Centre.

A statement of the executive decisions taken at this meeting will be produced and made available as soon as reasonably practicable after the meeting. It may be inspected on application to the Customer Service Centre at the Civic Centre or by direct request to the Member Services Manager on 01392 265110. Minutes of the meeting will also be published on the Council's web site as soon as possible.

Membership -

Councillors Fullam (Chair), S Brock, Cole, Edwards, R M Hannaford, Mrs Henson, Mitchell, Mrs Morrish and Wadham

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.

Agenda Item 3

GRANTS COMMITTEE

Thursday 18 September 2008

Present:-

Councillor Vanessa Newcombe (Chair)
Councillors Bond, S Brock, A Hannaford, Robson, Sheldon and Winterbottom

Also Present

Director Community and Environment, Principal Accountant (SH), Community Outreach Manager, Community Inclusion and Engagement Officer and Member Services Officer (SJS)

15

MINUTES

The minutes of the meeting held on 19 June 2008 were taken as read and signed by the Chair as correct.

16

DECLARATIONS OF INTEREST

No declarations of interest were made by Members.

17

PROJECT GRANTS

Director Community and Environment declared a personal interest as she is a member of Exeter Credit Union.

RESOLVED to recommend to Executive that the decisions as set out below be implemented in respect of the bodies indicated;

BODY	RECOMMENDED	COMMENT
Community/Social Need		
Exeter Credit Union		*Director Corporate Services, subject to prior consultation with the Chair, be authorised to agree a sum equivalent to the proportion of the Exeter based members as a one off contribution towards IT equipment
North Devon Family Mediation Service	£500	To support start up costs to provide a children's play area in the new premises

*N.B - As the Director Community and Environment is a member of the Exeter Credit Union the matter will be referred to Director Corporate Services.

(Report circulated)

**EXETER CITY COUNCIL GRANTS FOR YOUNG PEOPLE – INDIVIDUAL
TALENT SCHEME**

The Community Outreach Manager outlined the criteria used in assessing applications for support from the individual talent scheme.

(i) **Samuel Owens – Age:13 - Badminton**

Samuel was currently in the Devon Schools Badminton team and was the top point's scorer in all age groups. His objectives were to play more Badminton England ranking tournaments and improve his national ranking and his long term goals were to reach the top 75 in his age group at both singles and doubles; to improve his national ranking level to be in the top 25 in his age group and then to move on to high level performance coaching.

RESOLVED to recommend to Executive that a grant of £250 be made.

(ii) **Callum Owens – Age:9 - Badminton**

Callum was currently the No 1 ranked player in the Devon U11 age group and won the Devon Schools Player of the Year award for his age group. His national ranking currently puts him 7th nationally in the U9 age group in doubles. His objectives were to play more Badminton England ranking tournaments and improve his national ranking and to reach the top 10 in the U11 age group at both singles and doubles. His long term goals were to continue to improve his national ranking level as he progresses through the national age groups and to move on to high level performance coaching.

RESOLVED to recommend to Executive that a grant of £250 be made.

(Report circulated)

(The meeting commenced at 4.30 pm and closed at 4.55 pm)

Chair

EXETER CITY COUNCIL

SCRUTINY COMMITTEE – RESOURCES 17 SEPTEMBER 2008

EXECUTIVE
30 SEPTEMBER 2008

CAPITAL MONITORING STATEMENT TO JUNE 2008

1.0 PURPOSE OF THE REPORT

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

2.0 BACKGROUND

- 2.1 Local authorities are required to estimate the total of capital expenditure that it plans to incur during the financial year when it sets the prudential indicators for capital expenditure. This shows that its asset management and capital investment strategies are affordable, prudent and sustainable.
- 2.2 Capital expenditure is a significant source of risk and uncertainty since cost variations, delays and changing specifications are often features of large and complex capital projects.
- 2.3 This report is prepared on a quarterly basis in order to update Members with any known cost variations, slippage and acceleration of projects.

3.0 REVISIONS TO THE CAPITAL PROGRAMME

- 3.1 The 2008/09 Capital Programme, including commitments brought forward from 2007/08, was last reported to Scrutiny Committee - Resources on 18 June 2008. Since that meeting the following changes have been made that have increased the programme:

Description	£	Approval/funding
Capital Programme, as at 18 June 2008	29,521,055	
Renovation Grants	99,570	Allocation from the Regional Housing Pot capital grant
Warm Up Exeter	50,000	Allocation from the Climate Change Parking Levy
Social Housing Grants	(50,000)	Transfer to revenue in respect of Registered Social Landlord Downsizing Incentive Scheme
Fore St, Heavitree - Environmental Enhancements	2,080	Section 106 monies

Landscape Design Project at Honiton Road	(20,000)	Transfer to Planning Delivery Grant funded scheme
Central Station Gateway Enhancement	550	Section 106 monies
Canal Basin Re-development	(10,000)	Adjustment relating to Bridger Marine capital receipt
Energy Conservation	88,280	External funding secured from utility companies
Information Technology Capital Programme	3,540	Grant funding from the Department of Work and Pensions in respect of the Local Housing Allowance
Information Technology Capital Programme	15,840	Grant funding from the Department of Work and Pensions in respect of the Employment and Support Allowance
Information Technology Capital Programme	10,000	Revenue Contribution to Capital Outlay
Signage / Pedestrian Interpretation	(20,000)	Adjustment relating to contribution from Devon County Council
Signage / Pedestrian Interpretation	5,490	Section 106 monies
Revised Capital Programme	29,696,405	

4.0 MONITORING PERFORMANCE

- 4.1 In order to help improve overall delivery and monitoring of the capital programme schemes have been placed within two categories, C1 and C2. Category C1 is for those schemes that the Council is reasonably certain of being able to deliver within planned timescales. Conversely, Category C2 is for those schemes that the Council is less certain of being able to deliver primarily due to factors outside the control of the Council.
- 4.2 The categories do not extend to the HRA Capital Programme as it was hoped that the full programme would be deliverable within planned timescales due to the Council's commitment to achieving the Decent Homes Standard.

5.0 PERFORMANCE

5.1 Projected Outturn

The capital programme for the current financial year is £29,696,405. It is projected that just under £1 million of the programme will need to be carried forward into future years. For details, please refer to Appendix 1 and to the explanations below.

5.2 Progress

During the first three months of the current financial year the Council spent £2,046,164 of the 2008/09 Capital Programme.

- 5.3 This equates to 6.9% of the revised Capital Programme being spent in the first three months of 2008/09, compared to £2.5 million (9.8%) being spent in the first three months of 2007/08.

5.4 The table below sets out how the Council is performing in terms of capital expenditure, compared to the same time last financial year, analysed by category:

Category	2008/09 Capital Programme £	2008/09 Expenditure 1 st Quarter £	2008/09 Expenditure expressed as % of Capital Programme	2007/08 Capital Programme £	2007/08 Expenditure 1 st Quarter £	2007/08 Expenditure expressed as % of Capital Programme
C1	14,372,405	865,915	6.0%	9,326,670	1,162,685	12.5%
C2	8,607,120	178,543	2.1%	8,153,900	517,201	6.3%
HRA	6,716,880	1,001,706	14.9%	8,007,090	813,122	10.2%
Total	29,696,405	2,046,164	6.9%	25,487,660	2,493,008	9.8%

6.0 VARIANCES

6.1 The main variances are as follows:

6.1.1 Community & Environment

Cultural City

- **Play Area Refurbishments (Budget £470,110)**

Delivery of the Play Area Refurbishment Programme is progressing well, with sites at Pendragon Road, Myrtle Close, Summerway Park, Kings Heath Park and Kinnerton Way scheduled to have works undertaken during this financial year. The programmed works include; the provision of new play areas, multi-use games areas, granite sculpture stones and lighting improvements.

However, it is forecast that £62,910 of the budget for the new play area at Wyvern Park will need to be carried forward into next financial year. It is expected that the new multi-use games area and lighting of this facility will be carried out during 2008/09, but the installation of the new play area is unlikely to take place before Spring 2009, as the final design for the play area is pending the outcome of consultation with the newly formed Wyvern Residents' Association.

Excellence in Public Services

- **Replacement of Tractor Sheds at King George's Field, Countess Wear (Budget £148,210)**

Parks and Open Spaces use the premises at King George's Field as a depot for the storage of their large items of plant and equipment. Due to the poor condition of the premises, it is proposed that they are demolished and replaced with a purpose built depot.

External architects were appointed in November 2007 to prepare an outline design for the new depot, so that a planning application could be submitted and once approved, commence the tender process. However, Devon County Council has recently advised that they are seeking to carry out highway improvements along Bridge Road, which will impact on the location of the new depot on the site.

It is therefore forecast that £74,105 of the budget will need to be carried forward into 2009/10 in order to reflect the delays associated with re-designing the depot to include changes to the foundations and retaining walls, with Devon County Council agreeing to bear the incremental costs.

6.1.2 Economy & Development

Cared For Environment

- **Exeter Corn Exchange Install Wood Pellet Boiler (Budget £80,000)**
The estimated cost of replacing the existing oil burner at Exeter Corn Exchange with a wood pellet boiler is in the region of £160,000, which includes the provision of a new wood pellet boiler, provision of a supporting gas boiler, removal of the existing boilers and oil tanks and asbestos removal works. This exceeds the original budget by £80,000.

In order to increase the budget to the required level, monies have been earmarked from the Local Authority Carbon Management Programme and an application has been submitted for a bio-energy capital grant. Further progress of this scheme is therefore pending the outcome of the grant application and is also dependant upon the reliability and effectiveness of the new wood pellet boiler at Belle Isle Nursery being fully assessed, which is the first to be trialled by the Council.

It is therefore anticipated that the £80,000 budget will need to be deferred into the next financial year, until the necessary funds have been secured and a suitable timetable for completing the works has been agreed, as the works will need to be scheduled during times when it is appropriate to turn off the heating at the Corn Exchange.

6.1.3 Corporate Services

Cared for Environment

- **Civic Centre Conversion of Boiler to Dual Fuel (Budget £25,400)**
Delivery of this capital scheme has been postponed until the reliability and effectiveness of the new wood pellet boiler at Belle Isle Nursery have been fully assessed.

Unfortunately, there have been snagging issues with the wood pellet boiler since it was installed last financial year and therefore the replacement of the oil burner at the Civic Centre will not take place until they have been investigated and resolved. It is projected that the full budget will need to be carried forward into 2009/10, so that any works can be scheduled after the heating is turned off at the Civic Centre.

If proven successful, new wood pellet boilers will help the Council to reduce its carbon emissions and utilise sustainable energy, as the Council has committed to reducing its greenhouse gas emissions by signing the Nottingham Declaration on Climate Change and the Devon Wide Declaration on Climate Change and Fuel poverty.

Excellence in Public Services

- **Replace Control Panels in Civic Centre Lifts (Budget £48,000)**
A refurbishment of the Civic Centre lifts is expected to be completed this financial year, which will include works to meet the requirements of the Disability Discrimination Act.

The planned works include the installation of new controllers, drive units, landing push stations, emergency alarm facilities and new handrails. A complete rewire of the lift shafts and associated wiring in the motor room will also be undertaken. It is hoped that utilisation of the latest technologies will help to improve the efficiency and reliability of the two lifts in Phase I and Phase II of the Civic Centre.

Unfortunately, following a costing review, it is estimated that the budget may overspend by £12,000

- **Civic Centre Communal Area Refurbishment (Budget £481,160)**
This budget forms part of a rolling programme to replace the fire doors, refurbish staff toilets, upgrade lift lobbies, refurbish kitchen areas and replace floor coverings in communal areas throughout the Civic Centre.

So far this financial year the refurbishment of the toilets and common areas on the ground floor, Phase I, including new laminate flooring has been completed. The next stage of the project is to upgrade the communal areas on the third floor of Phase I.

In order to profile the budget in accordance with the project timetable it is forecast that £81,160 will need to be deferred into next financial year, as the final stage of works are programmed for completion between April and May 2009. These works include the refurbishment of the second floor toilets, kitchen and lift lobby and ground floor lift lobby in Phase II of the Civic Centre.

6.1.4 Housing Revenue Account

Everyone Has a Home

- **Sheltered Accommodation (Budget £1,044,190)**
This budget provides for the cost of upgrading sheltered accommodation to meet the standards of the Supporting People Programme.

The Supporting People Programme is committed to providing a better quality of life for vulnerable people to live more independently and to develop and sustain an individual's capacity to live within their accommodation. Programmed works include the installation of lifts, provision of wheelchair access, walk-in showers and level access.

Specifications for the works are currently being prepared so that the tender process can be undertaken later this year. Once the appointed contractor starts on site it is hoped that works can be completed swiftly, but it is projected that £400,000 of the budget will need to be carried forward into 2009/10 as significant spend of the budget will not start until the later part of this financial year.

The impact on vulnerable tenants during the Winter months will also be taken into consideration when the schedule for the works is prepared, which might further affect the level of expenditure for 2008/09.

- **Programmed Re-roofing (Budget £855,280)**

Significant savings of £155,280 are expected to be achieved in the cost of re-roofing council dwellings.

The completion of roof condition surveys have identified that fewer properties than anticipated will require re-roofing, as their overall condition and life expectancy remains good. Substantial savings were also achieved due to re-negotiating more favorable rates with the two main roofing contractors. These savings will be used to offset forecast overspends in the cost of electrical re-wires, so that it is possible to re-wire void properties whilst they are vacant.

During this financial year it is hoped that 135 properties in Briar Crescent and Laburnum Road will benefit from the re-roofing programme.

7.0 RECOMMENDED

- 7.1 It is recommended that the current position in respect of the annual capital programme be noted.

HEAD OF TREASURY SERVICES

CORPORATE SERVICES DIRECTORATE

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

Background papers used in compiling this report:

1. None

SR/Capital Monitoring
5 September 2008

**CAPITAL AND PROJECT MONITORING
2008/09**

	Lead Officer	Category	2008/09 Capital Programme	2008/09 Spend	2008/09 Forecast Spend	From 2009/10 Forecast Spend	2008/09 Programme Variances Under ()
COMMUNITY & ENVIRONMENT							
ACCESSIBLE CITY							
Topsham Ferry to Carry Bicycles	AC	C1	13,240	0	13,240		0
Riverside Valley Park Enhancement	PM	C2	83,940	0	43,940	40,000	0
Luggs Farm Footpath Link	AC	C2	2,000	0	2,000		0
STRONG COMMUNITIES CITY							
Recladding Paperchain Store	PM	C2	66,100	98	66,100		0
Develop Matthews Hall Topsham	AC	C2	15,000	0	15,000		0
CULTURAL CITY							
Old Paper Mill Countess Weir	AC	C2	110,600	0	110,600		0
Exhibition Fields - New Storage Sheds	AC	C2	130,000	1,290	130,000		0
Playing Fields General Improvements	PM	C2	63,490	358	63,490		0
Bromhams Farm Changing Rooms	PM	C2	74,800	12	25,000	49,800	0
Skating Area Exhibition Fields	AC	C2	16,000	0	16,000		0
Play Area Refurbishments	AC	C2	470,110	17,822	407,200	62,910	0
Enhancement of Chill Zone	AC	C2	5,190	0	5,190		0
Hamlin Lane Changing Rooms	PM	C2	296,090	681	296,090		0
Parks & Open Spaces Signage	PM	C2	3,590	0	4,310		720
Sports Facilities Refurbishment	AC	C1	67,060	0	67,060		0
Refurbishment of BMX Track	AC	C1	30,000	0	27,945		(2,055)
Parks Improvements	PM	C2	1,130	0	1,130		0
Roof Improvements to Topsham Museum	AC	C1	45,000	0	45,000		0
Leisure Management Contract	AC	C2	74,280	532	34,280	40,000	0
New Swimming Pool	AC	C2	109,830	0	109,830		0
Central Library Gallery	AC	C1	11,040	0	11,040		0
Exwick Community Centre	AC	C2	39,360	0	39,360		0
RAMM Re-development	AC	C1	9,194,645	121,226	9,194,645		0
RAMM Off Site Store	AC	C1	24,710	0	24,710		0
ELECTRONIC CITY							
Replacement of T Repairs	PM	C2	85,000	0	85,000		0
CARED FOR ENVIRONMENT							
Essential MRF Capacity Works	RN	C1	9,900	0	9,900		0
Home Recycling Scheme	RN	C1	40,000	0	40,000		0
Public Toilet Refurbishment	PM	C1	34,350	0	34,350		0
Local Authority Carbon Management Programme	PM	C2	47,900	2,380	47,900		0
Improvements to Cemetery Roads & Pathways	PM	C1	11,050	0	11,050		0
Investigation & Remediation of Contaminated Land	RN	C2	1,910	0	1,910		0
New Trade Waste Recycling Service Vehicle	RN	C1	70,000	0	70,000		0
Cemeteries & Churches Storage Improvements	PM	C2	50,000	0	50,000		0
Midi Recycling Banks	RN	C1	3,030	135	3,030		0
St Nicholas Priory Upgrade	AC	C2	12,300	838	12,300		0
Upgrade of Turf Sewage Treatment Plant	AC	C2	10,000	0	10,000		0
General Open Space Improvements	PM	C1	51,680	255	51,680		0
Additional Vehicle for Garden and Dog Waste	RN	C1	30,000	0	31,012		1,012
EXCELLENCE IN PUBLIC SERVICES							
Vehicle Replacement Programme	PM	C1	911,350	362,683	878,850	32,500	0
Provision of Garden of Remembrance	PM	C1	15,000	588	15,000		0
Exwick Cemetery New Burial Area	PM	C1	13,590	12	13,590		0
Higher Cemetery New Storage Yard & Buildings	PM	C2	42,390	0	42,390		0
Exton Road Review	PM	C1	61,540	126	61,540		0
Belle Isle Nursery - Various Improvements	PM	C2	102,740	0	52,000	50,740	0
External Professional Support	PM	C2	63,620	26,042	63,620		0
Replacement of 'Tractor Sheds'	PM	C1	148,210	7,061	74,105	74,105	0
HEALTHY & ACTIVE PEOPLE							
Disabled Facility Grants	RN	C1	466,750	136,254	466,750		0
EVERYONE HAS A HOME							
Warm Up Exeter	RN	C2	180,000	1,500	180,000		0
PLEA Scheme	RN	C2	124,720	0	124,720		0
Social Housing Grants	SW	C2	1,950,000	8,500	1,950,000		0
Private Sector Renewal Scheme	RN	C2	101,240	3,812	101,240		0
Development of General Fund Housing Land	SW	C2	1,850	0	1,850		0
Refurbishment of Glencoe	SW	C2	77,140	37,037	77,140		0
Shakespeare Road Site	SW	C2	250,000	0	250,000		0
Fast Track Extralet Grants	RN	C2	8,010	4,495	8,010		0
Renovation Grants	RN	C1	449,530	128,385	449,530		0
SAFE CITY							
Purchase of 2 Matron Noise Monitoring Systems	RN	C1	14,000	0	15,622		1,622
CCTV System Enhancements	RN	C1	35,310	0	35,310		0
COMMUNITY & ENVIRONMENT TOTAL			16,421,315	862,123	16,072,559	350,055	1,299

**CAPITAL AND PROJECT MONITORING
2008/09**

	Lead Officer	Category	2008/09 Capital Programme	2008/09 Spend	2008/09 Forecast Spend	From 2009/10 Forecast Spend	2008/09 Programme Variances Under ()
ECONOMY & DEVELOPMENT							
ACCESSIBLE CITY							
National Cycle Network	DH	C1	25,600	0	30,600		5,000
Signage / Pedestrian Interpretation	RS	C2	215,630	8,502	215,630		0
Implementation of Council Walking Strategy	DH	C2	57,520	14,268	57,520		0
King William Street Car Park Changing Facilities	RC	C2	40,000	0	40,000		0
CULTURAL CITY							
18 North Street Panelling	RS	C1	35,000	0	35,000		0
Corn Exchange Enhancements	DP	C1	104,500	0	104,500		0
Floodlighting	RS	C2	20,570	0	10,570	10,000	0
CARED FOR ENVIRONMENT							
Heavitree - Environmental Enhancement	RS	C2	538,430	170	538,430		0
Environmental Improvements to Cowick Street	RS	C1	100,000	0	100,000		0
Exeter Corn Exchange Install Wood Pellet Boiler	DP	C1	80,000	0		80,000	0
City Centre Enhancements	JR	C2	330,230	0	330,230		0
Custom House	DP	C1	34,250	0	34,250		0
Unadopted Land at Exwick - Retaining Walls	DH	C1	53,070	1,152	20,000	33,070	0
Conservation Area Enhancements	RS	C2	43,460	638	43,460		0
Cathedral Yard Enhancement	JR	C2	6,990	344	6,990		0
Ibstock Environmental Improvements	DP	C2	4,450	0	4,450		0
Planting Improvements in Riverside Valley Park	RS	C2	14,250	0	14,250		0
EXCELLENCE IN PUBLIC SERVICES							
Resurface Matthews Hall Car Park	RC	C1	16,000	0	16,000		0
Corn Exchange Retail Units Reconfiguration Works	DP	C1	5,430	20	5,430		0
New Stalls for Farmers Market	DP	C2	8,000	0	8,000		0
Planning Delivery Grant	RS	C2	90,720	0	90,720		0
LEARNING CITY							
Improvements to Quay House Visitor Centre	RB	C1	53,000	0	53,000		0
PROSPEROUS CITY							
Central Station Gateway Enhancement	RS	C2	123,160	0	123,160		0
Basin / Quayside Redevelopment	DP	C2	1,246,770	39,013	1,246,770		0
Science Park	RB	C2	849,910	0	849,910		0
Met Office Relocation	JR	C1	8,750	0	8,750		0
SAFE CITY							
CCTV at Haven Road Car Park & Boat Storage	RC	C2	60,000	0	60,000		0
CCTV Consultancy in respect of Enhancements	JR	C1	15,250	2,000	15,250		0
CCTV Improvements in Car Parks	RC	C1	3,900	0	3,900		0
Security Measures for Riverside Valley Park	DH	C2	52,300	52	34,050	18,250	0
CCTV at Isca / New North Road	JR	C1	31,270	0	31,270		0
ECONOMY & DEVELOPMENT			4,268,410	66,158	4,132,090	141,320	5,000
CORPORATE SERVICES							
ACCESSIBLE CITY							
Equal Opportunities Improvements	PM	C1	140,970	0	140,970		0
ELECTRONIC CITY							
IT Capital Programme	PE	C1	948,840	100,172	946,350		(2,490)
IT Capital Programme	PE	C2	209,000	10,159	210,000		1,000
CARED FOR ENVIRONMENT							
Civic Centre Conversion of Boiler to Dual Fuel	JS	C2	25,400	0		25,400	0
EXCELLENCE IN PUBLIC SERVICES							
Customer First Phase II	JS	C1	15,000	0	15,000		0
Replace Control Panels in Civic Centre Lifts	JS	C1	48,000	0	60,000		12,000
Installation of Building Management System	PM	C1	26,430	323	10,000		(16,430)
Civic Centre Communal Area Refurbishment	JS	C1	481,160	5,523	400,000	81,160	0
Capitalised Staff Costs	AS	C1	370,000	0	370,000		0
SAFE CITY							
Increased CCTV at the Civic Centre	JS	C1	25,000	0	25,000		0
CORPORATE SERVICES TOTAL			2,289,800	116,177	2,177,320	106,560	(5,920)

**CAPITAL AND PROJECT MONITORING
2008/09**

Lead Officer	Category	2008/09 Capital Programme	2008/09 Spend	2008/09 Forecast Spend	From 2009/10 Forecast Spend	2008/09 Programme Variances Under ()
HRA CAPITAL						
EVERYONE HAS A HOME						
Sheltered Accommodation	SW	1,044,190	37,526	644,190	400,000	0
Adaptations	SW	400,000	62,810	400,000		0
Defective Properties - British Steel	SW	176,000	0	176,000		0
Defective Properties - Other Non Traditional	SW	77,500	0	15,000		(62,500)
Rendering Works - Flats	SW	248,370	25,045	248,370		0
UPVC Gutters, Downpipes and Fascia Boards	SW	174,460	55,263	174,460		0
MRA Fees	SW	391,510	391,510	391,510		0
Environmental Improvements - Fencing	SW	59,000	6,390	59,000		0
Communal Door Entry System	SW	15,330	0	15,330		0
Environmental Improvements - General	SW	51,000	0	51,000		0
Upgrading Council Roads / Footpaths	SW	43,230	0	43,230		0
Programmed Re-roofing	SW	855,280	0	700,000		(155,280)
Rennes / Faraday House Fire Alarm Upgrade	SW	40,000	0	40,000		0
Energy Conservation	SW	226,580	5,175	226,580		0
Asbestos Survey	SW	235,880	10,985	235,880		0
Council House Extensions	SW	183,000	115	183,000		0
External Walls	SW	56,770	7,095	56,770		0
Leypark Road Structural Defects	SW	26,430	1,993	26,430		0
Kitchen Replacements	SW	980,450	157,761	980,450		0
Bathroom Replacements - Reactive	SW	10,000	0	10,000		0
Asbestos Removal Works	SW	75,000	4,625	75,000		0
Bathroom Replacements - Programmed	SW	332,770	64,522	332,770		0
Construct Hard Standings / Parking Spaces	SW	20,000	0	20,000		0
Communal TV Aerials	SW	15,720	2,700	15,720		0
Door Replacements	SW	75,750	15,980	35,000		(40,750)
Rifford Road Structural Repairs	SW	73,220	100	73,220		0
3 Bed Conversions to 4 Bed Dwellings	SW	126,510	0	126,510		0
Development of HRA Land	SW	20,000	6,000	20,000		0
Programmed Electrical Re-wiring	SW	393,260	60,441	548,540		155,280
Central Heating Programme	SW	289,670	85,669	289,670		0
HOUSING REVENUE ACCOUNT TOTAL		6,716,880	1,001,705	6,213,630	400,000	(103,250)
CAPITAL AND PROJECT EXPENDITURE TOTAL		29,696,405	2,046,164	28,595,599	997,935	(102,871)

Category	2008/09 Capital Programme	2008/09 Spend	2008/09 Forecast Spend	From 2009/10 Forecast Spend	2008/09 Programme Variances Under ()
HRA Capital Schemes	N/A	6,716,880	1,001,705	6,213,630	400,000 (103,250)
Reasonably certain of being able to deliver within planned timescales	C1	14,372,405	865,915	14,070,229	300,835 (1,341)
Less certain of being able to deliver primarily due to factors outside the control of the Council	C2	8,607,120	178,543	8,311,740	297,100 1,720
CAPITAL AND PROJECT EXPENDITURE TOTAL		29,696,405	2,046,164	28,595,599	997,935 (102,871)

Category 1

Is for those schemes that the Council is reasonably certain of being able to deliver within planned timescales

Category 2

Is for those schemes that the Council is less certain of being able to deliver, primarily due to factors outside the control of the Council

Lead Officer Key Table	
Head of Leisure and Museums	AC
Head of Treasury Services	AS
Engineering and Construction Manager	DH
Head of Estates Services	DP
Head of Environmental Health Services	RN
Director of Economy and Development	JR
Head of Corporate Customer Services	JS
Head of IT Services	PE
Head of Contracts and Direct Services	PM
Head of Economy and Tourism	RB
Head of Administration and Parking Services	RC
Head of Planning Services	RS
Head of Housing and Social Inclusion	SW

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Agenda Item 5

EXETER CITY COUNCIL

SCRUTINY COMMITTEE - RESOURCES 19 SEPTEMBER 2008

EXECUTIVE
2 OCTOBER 2008

OVERVIEW OF GENERAL FUND REVENUE BUDGET 2008-2009

1 PURPOSE OF THE REPORT

- 1.1 To advise Members of the overall projected financial position of the General Fund Revenue Budget after three months, for the 2008-2009 financial year.

2 GENERAL FUND – Appendix A

- 2.1 The Service Committee budgets shows a forecast under spend of £19,880 (0.1%) against a revised budget of £19,533,140.

- 2.2 Details of the variances are being disclosed in stewardship reports to individual Scrutiny Committees during the current cycle of meetings. However the main variances are as follows:

2.3 Scrutiny Committee Community – (An under spend of £152,780).

- 2.3.1 In Cleansing Services, a Local Public Service Agreement in respect of Street Cleansing will result in the receipt of a Performance Reward Grant.

Savings are anticipated on staffing costs in the Street Cleansing and Refuse Collection services.

There are vacant posts in Licensing, Food, Health and Safety, Recycling and Community Outreach

This has been partly offset by additional expenditure for Agency cover of long term sickness in Waterways and Countryside together with additional costs towards the new harbour authority.

There is also estimated to be additional expenditure in respect of the use of bed and breakfast accommodation and services temporary accommodation to meet the homelessness demand.

2.3.2 Scrutiny Committee Economy – (An over spend of £61,290)

There is a reduction in Car Park income and Planning fees due to the general downturn in the economy.

2.3.3 Scrutiny Committee Resources – (An over spend of £71,610)

It is estimated at the end of the first quarter that there will be a net reduction in Housing Benefits subsidy partly due to a recovery of a 2006/07 subsidy overpayment and partly due to a reduction in net subsidy for 2008/09. The total is £82,190 which is 0.26% of the total Housing Benefits Subsidy (£31,791,400)

This has been partly offset by small savings in other service units

3 OTHER FINANCIAL VARIATIONS

3.1 There is a net transfer from Earmarked Reserves of £454,930: £5,000 from Transport Initiative reserve, £135,000 from the Local Development Framework reserve, £55,000 from the Princesshay reserve and £176,840 from the Planning Delivery Grant reserve, £75,090 from the Tree Management reserve and £8,000 from the Vehicle Licensing reserve.

3.2 There is a reduction of £100,000 in respect of investment interest as a result of volatile interest rates and a decision to defer borrowing to finance the capital programme. This money would have been invested at a higher interest rate until it was required.

3.3 There is £600,730 from the Repairs Fund in respect of AIM works carried forward from 2007-08 to be undertaken in 2008-09.

3.4 The overall net deficit is estimated to be £1,042,427 at 31st March 2009 after accounting for July approved supplementary budgets of £1,131,310; this will be transferred from the General Fund Working Balance.

4 OUTSTANDING SUNDRY DEBT

4.1 The Council issues debtor invoices for a range of services that it provides, including:

Commercial rent;
Trade waste;
Service charge and ground rent for leasehold flat owners;
Home call alarms;
Housing benefit overpayments;
and a range of other services such as room rental.

In future quarterly reports, comparisons will be made to inform members of progress in recouping this debt. This does not include housing rent, council tax or business rate debt.

4.2 Outstanding debt at the 31 March 2008 was £4.097m and at 30 June 2008, it stood at £3.468m. An aged debt analysis is shown below, which demonstrates that of the £3.468m debt, £1.430m is less than 30 days old.

Age of Debt	Total £	Number of Invoices
Up to 29 days	1,429,868.39	1668
30 - 59 days	359,147.96	318
60 - 89 days	54,572.67	174
90 - 119 days	192,404.62	535
120 - 365 days	402,326.90	1049
1 - 2 years	282,308.62	940
2 - 3 years	247,419.31	463
3 - 4 years	99,451.02	273
4 - 5 years	158,408.82	213
5 + years	241,854.25	294
Total	£3,467,762.56	5927

5 CONCLUSION

5.1 The forecast decrease in Service Committee net expenditure for 2008-09 totals £19,880 including the supplementary budgets of £1,131,310. This together with transfers from Earmarked Reserves, the reduction of £100,000 from investment income and the transfer from the Repairs Fund for AIM carried forward (£600,730) will result in a transfer of £1,042,427 from the Working Balance.

5.1 The forecast General Fund Working Balance at 31st March 2009 is £7,063,110 and equates to 43.6% of the General Fund net expenditure.

6 RECOMMENDATION

It is recommended that:

- The forecast financial position for the 2008-2009 financial year is noted.
- The outstanding Sundry Debt position for the first quarter of 2008-09 is noted

HEAD OF TREASURY SERVICES

CORPORATE SERVICES DIRECTORATE

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

Background papers used in compiling the report:

None

SR/GFOverviewofRevenue Budget
8 September 2008

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EXETER CITY COUNCIL
2008-2009 REVENUE ESTIMATES - SUMMARY
as at 30th June 2008

APPENDIX A

	Annual Budget £	Supplementary Budgets £	Revised Annual Budget £	Year End Forecast £	Variance to Budget £
SCRUTINY - COMMUNITY	16,677,790	279,550	16,957,340	16,804,560	(152,780)
SCRUTINY - ECONOMY	1,543,820	458,450	2,002,270	2,063,560	61,290
SCRUTINY - RESOURCES	5,733,990	393,310	6,127,300	6,198,910	71,610
less Notional capital charges	(2,932,190)		(2,932,190)	(2,932,190)	0
Deferred Charges	(3,309,820)		(3,309,820)	(3,309,820)	0
FRS17 Pension Adjustment	688,240		688,240	688,240	0
<u>Service Committee Net Expenditure</u>	18,401,830	1,131,310	19,533,140	19,513,260	(19,880)
Net Interest	(1,300,000)		(1,300,000)	(1,200,000)	100,000
<u>General Fund Expenditure</u>	17,101,830	1,131,310	18,233,140	18,313,260	80,120
Transfer To/From(-) Working Balance	(424,727)	(530,580)	(955,307)	(1,042,427)	(87,120)
Transfer To/From(-) Earmarked Reserves	(461,930)	(600,730)	(461,930)	(454,930)	7,000
AIM Carried Forward	0		(600,730)	(600,730)	0
<u>General Fund Net Expenditure</u>	16,215,173	0	16,215,173	16,215,173	0
Formula Grant	(11,892,916)		(11,892,916)	(11,892,916)	0
<u>Council Tax Net Expenditure</u>	4,322,257	0	4,322,257	4,322,257	0
	March08	£ 8,105,537		£ 7,063,110	March 09
	Working Balance				

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE COMMUNITY 2 SEPTEMBER 2008

EXECUTIVE 30 SEPTEMBER 2008

NEW SWIMMING POOL FOR EXETER

1 PURPOSE OF REPORT

- 1.1 To propose the best way of providing swimming facilities in the future, following an options appraisal comparing the provision of a new pool to replace Pyramids with refurbishing Pyramids.
- 1.2 To consider further the procurement methods for the chosen option.

2 BACKGROUND

- 2.1 The Council has done considerable research into the costs of a new build pool, on the Clifton Hill site, employing Clarke Bond to provide site-specific costs. The estimate as reported was £7 million.
- 2.2 At its meeting on 20 November 2007, Executive resolved to:
 - a) confirm its intentions to build a new 8 lane 25 metre swimming pool at Clifton Hill to replace Pyramids subject to it being affordable within the framework of the Council's current medium term financial plans
 - b) proceed to the appointment of a design team
 - c) allocate funding for the procurement of architectural services to design a 25 metre 8 lane pool to RIBA Stage C level of detail.
- 2.3 In the report it was pointed out that before a final decision could be made regarding the new facility the Council would need to demonstrate its affordability within the constraints of its medium term financial plan and other revenue and capital commitments.

3 RECENT ISSUES

- 3.1 Revised asset management guidelines now require the Council to carry out a more detailed options appraisal to test the costs of a new pool against those of a major refurbishment package, in order to ensure a fully robust decision before committing substantial capital or revenue.
- 3.2 Over the last year or so the Council's financial situation has changed, with significant budgetary reductions having to be made to deal with the reduced government grant.

4 OPTIONS APPRAISAL

- 4.1 In order fully to inform a proper options appraisal, it was decided to carry out a very detailed survey of the existing Pyramids site. The survey was divided into three areas: the building itself, the pool related plant, and other mechanical and electrical

services. The consultants carrying out the survey were asked to provide costs in some detail either to keep the pool running for 5 years, or for 20 years. In the case of the latter of course, it was realised that there would be very substantial costs. The term of 20 years is somewhat artificial, but represents a medium to long term view. The 20 year cost does not include what might be called operational and cosmetic refurbishment during that period – regular painting, replacement of boilers and so on, which fall outside the major structural framework being used.

- 4.2 The results of the survey are attached as Appendix I. The state of the building itself was revealed to be better than had been expected. Previous long term plans, based on generic maintenance planning, had anticipated considerable deterioration to the walls and roof, which turned out not to have occurred. In contrast the pool plant is well known and understood, and does require complete replacement. Not only is it gradually failing but it is incapable of performing fully to modern standards. The cost of a full refurbishment is estimated to be £1.75 million. The appendix shows three levels of cost. The first is that which must be done immediately to keep the pool in operation – normal running maintenance. The second column is the cost of relatively minor works to ensure the pool runs for the next five years – ie what must be done for the pool to be kept in operation until a new pool can be built. The third column represents the cost of a major refit to enable the pool's life to be extended by a further 20 years. This does not take into account some improvements which would be needed to bring the water handling up to modern standards, so does not represent the full cost of the refurbishment project.
- 4.3 The options appraisal itself is necessarily complicated, but in simple terms it demonstrates that the annual cost (at today's prices) of providing a £7m new pool is approximately £708,000 per annum, compared with £420,000 per annum for a £1.75m refurbishment programme: a difference of £288,000 per annum. These are not like for like figures, in that a refurbished Pyramids will not reach anything like the standard of provision which the £7m new pool would, more a way of comparing the two options on the table. There is an industry rule of thumb which suggests that in any case like this equilibrium of long term cost is reached when the refurbishment reaches a threshold of £3m, and this figure was used as a test with the model, and found to be correct.
- 4.3 Appendix II demonstrates the actual costs of the two options over a comparable 20 year period, in the form of a pair of spreadsheets. Appendix III compares the benefits and disadvantages of the two approaches, based on the estimated costs of both. The costs of a new build need to include any work required to keep the old pool in operating order up to the commissioning of the new one.

5 REFURBISHMENT OF PYRAMIDS

- 5.1 Members previously rejected a refurbishment option because inevitably it would leave the city without one of its two major pools during the period of refurbishment. There were also doubts about the fitness of the present building, however well refurbished, to house a modern swimming facility.
- 5.2 The pool tanks and the overall building have been found to be structurally sound. The main works required include the replacement of items of pool plant, refurbishment of all changing rooms, decorative improvements (eg re-tiling the learner pool hall and improving the ceilings), replacement of the roof, and improving disabled access. Some of this work needs to be done quite soon and other items, such as replacement of the roof, will need to be done when it reaches the end of its serviceable life. Enforced closures of the pool therefore should be able to be kept mostly to periods up to about 6 weeks. However there is an alternative option, which

is that the entire work could be carried out early in the life of the next leisure management contract, in late 2010 and early 2011. This would be a longer single closure, perhaps 5 months, but would enable the costs to be forecast with more certainty, and where appropriate included in the financial details of the new leisure management contract.

- 5.3 As part of the specification of the refurbishment, the Council should pay particular attention to issues of water turnover and water purification to ensure that the re-opened facility could as far as possible perform to the best modern standards in that regard. Although substantial improvements can be incorporated, the subsequent pool will not be able to achieve the highest standards of water turnover.

6 NEW BUILD

- 6.1 Members have already seen the sketch proposals for a new 8 lane 25 metre pool plus a 20 metre learner pool, both with moveable floors, attached to Clifton Hill Sports Centre. This is the option previously supported by Executive in November 2007 before the additional survey and costing information was available.

7 ALTERNATIVE PROCUREMENT

- 7.1 As was set out in the November report, the Council has a number of choices of procurement method.
- Firstly, the simplest and the cheapest is to commission a design and then employ a builder and consultant team to build the pool. At the appropriate point the pool becomes part of the contract with the Council's chosen leisure management contractor. In the case of refurbishment of Pyramids, this could be planned and arranged by officers.
 - Secondly the Council can provide the money, and then ask the contractor to provide a new pool or refurbish Pyramids to an agreed specification, a route generally known as Design Build Operate and Maintain (DBOM).
 - Thirdly, the leisure management contract may contain provision for the contractor to build the pool or refurbish Pyramids, with his own finance, and recharge the cost over the period of the contract – this is known as Design Build Finance and Operate (DBFO). There is some uncertainty about whether all contractors would be able to offer this facility now, but it is very clear that it would increase the annual costs shown in the spreadsheets, and it would require a high early expenditure to secure the legal agreements needed to create the partnership to carry the work out.
- 7.2 The cheapest means of project finance is the use of a council's own reserves for the procurement. This entails the loss only of the interest which would have been earned on it. However the City Council no longer has reserves to finance such a scheme.
- 7.3 Borrowing capital funds adds £90,000 a year per million borrowed to the Council's revenue budget requirement.
- 7.4 Procuring finance through a third party (such as a leisure management contractor) would cost more than this, as there would be additional management costs and it is likely that a local authority can secure more competitive borrowing rates. In addition, the pay back period would need to be in the order of 25 years to be viable, and there are distinct disadvantages in having such a long leisure management contract (such as lack of flexibility to change, and fewer opportunities for re-testing the market).

There are also significant costs in agreeing a finance and build deal, particularly for legal and financial advice.

- 7.5 If the Council gives its leisure management contractor the responsibility for designing the pool and building it (or, to some extent, refurbishing it), it is more likely to be designed in such a way that there can be direct benefits in operational income to the contractor which the client no longer has to subsidise, meaning in theory that the cost of the contract reduces. In this scenario the design is jointly developed by the Council and the operator, with one aim being reducing operating cost and maximising income. Once the design is agreed, the cost of building, maintaining and the income is factored into the overall leisure management contract, and at that point, most risk transfers to the operator. There are inevitably compromises between client and operator, each of which has a cost, but once that is agreed there is more cost certainty for the Council. With the refurbishment option, there is much less scope to increase income, although there is still some.
- 7.6 A new leisure management contract is to start in September 2010, and the process of obtaining a contractor needs to begin immediately – it has been on hold for the last year or so while the procurement of the pool was being investigated. In any scenario other than one in which the contractor builds a new pool for the Council with his own money, the term of the contract is likely to be 10 years with an option to extend for a further five years; this would be the preference of the tenderers in any case.
- 7.7 There are a number of options for how the leisure management contract can be written:
- No new build / pool refurbishment.
 - The Council will arrange and pay for any works during the contract and pass the new / refurbished building back to the contractor.
 - The Council will pay for and the contractor will arrange any works, during the contract.
 - Contractors include within their tenders to undertake new build or refurbishment.

8 WHICH OPTION?

- 8.1 In the light of the latest information a decision is needed on which option should be pursued – a new pool or refurbish Pyramids. It is not an option to do nothing, as significant expenditure will be needed regardless to keep Pyramids operating safely and to a reasonable standard

9 IMPLEMENTING PROCUREMENT

- 9.1 Whether there is to be a new pool or Pyramids is to be refurbished, officers recommend that agreed works should be planned and implemented by the leisure management contractor, but paid for by the Council. The tender documents for the leisure management contract will be compiled over the coming winter and will refer to the option (new or refurbishment) chosen by the Council.
- 9.2 The procurement process will proceed in the normal way, until two or three firms are left, with ongoing negotiations during the tendering process when the Council will discuss in detail with each contractor their proposals and costs, until one contractor is chosen. The negotiations will if necessary continue into the early years of the contract, depending when works are to begin and the extent of those works.

Opportunities for maximising income and so lowering ongoing management fees will be explored with potential contractors during the negotiations phases.

- 9.3 In July the Council issued a second invitation to all potential contractors under the European competition legislation to meet the Council and discuss all the elements of the proposed contract, so that all have had the opportunity to become involved. Five contractors attended the meeting on 31 July, when the various options for how the contract should be structured were discussed. This process must start almost at once or the Council will find that it must renegotiate further extensions with the present contractors.

10 FINANCIAL ISSUES

- 10.1 No realistic source of external or partnership funding for a new pool has been identified. It now appears that the Council would be put in a very disadvantageous situation if it were to decide to borrow to finance a new pool. Coming at this particular time, borrowing would put huge stress on the revenue budget, and payments for the capital project would begin long before there were any savings from the closure of the Pyramids and any efficiencies from the modern pool. Switching to an operator financed scheme would postpone the costs as far as the Council was concerned until the new pool was open and Pyramids closed, but the overall cost of borrowing would be significantly greater.
- 10.2 It should be noted that the Head of Treasury Services has warned that, primarily due to the cost of servicing a £7m loan in the light of the Council's current overall budgetary position, he does not recommend the new build option at this time, unless significant savings are made in other budgets to cover the additional costs.
- 10.3 Other reductions in the cost of the leisure management contract may also be achievable. The Council has hitherto not fully explored the option of collaborating in the forming of a trust to operate the leisure estate. Many other councils have now adopted this route, which enables the operating trust to claim relief on business rates, thus reducing the overall cost. This mechanism has now been available for over 10 years without any move on the part of the Treasury to amend the rules, and therefore it is proposed that this Council should consider it once again as part of a strategy to reduce the large costs of operating the centres.
- 10.4 Another possibility is that if it is decided to build a new pool, the leisure management contractor could be invited to enter into a development agreement for a private or semi-private leisure facility at Exhibition Fields, subject to the site being able to accommodate a new facility there,

11 RISK

- 11.1 As with all projects of this nature, there are significant risks in both options. The projected cost of refurbishing the existing Pyramids building may be found to be inaccurate once the structure can be opened up and investigated thoroughly; this is likely to be possible only once the refurbishment has started. Similarly, although the cost of a new pool has been estimated using the best information available, the site is adjacent to areas of known contamination, and the planning related issues of joining the new building to the old (in a conservation area) must not be underestimated. On balance we believe the risks to be of roughly similar proportions.
- 11.2 If the recommendation to refurbish is accepted, we feel it would be prudent to budget for a cost of £2 million to provide a contingency, and to allow for enhancements not covered by the survey.

- 11.3 The project should be supervised by the Council's Procurement Group to ensure good co-ordination of all services involved in the scheme.

12 CONCLUSION

- 12.1 The Council needs to demonstrate that it has fully considered all the options when deciding to proceed with the new pool. This will be demonstrated by the options appraisal in the appendix to this report, which uses detailed and up to date information from the condition survey on the Pyramids.
- 12.2 Financing a new pool through borrowing would create difficulties for the Council. Financing it through a contractor would be more expensive overall, and the operating contract would need to be at least 25 years. This is felt not to be flexible enough, although the costs would be spread over that period.
- 12.3 Although still a significant sum, refurbishment of Pyramids, funded through direct borrowing by the Council, is affordable under the current financial climate.
- 12.4 The Council should decide if it wishes to take advantage of other cost saving elements, such as providing land to the contractor, or operating the contract through a trust.
- 12.5 Asking an experienced leisure management contractor to organise the design and construction, or refurbishment of the pool, is believed to be the most effective way forward to achieve a good and workable pool, but we believe that the most economical way of financing it is through direct borrowing under the prudential code.
- 12.6 The recommendation below, if accepted, reverses the previously established position of the Council. Prior to further consideration and a decision by the Council, it is suggested that the Portfolio Holder, the Chair and Vice Chair of the Scrutiny Committee and senior officers meet the swimming clubs and other representatives of the users of the Pyramids to discuss the implications of the recommendation, and seek their views and advice. To facilitate this it is recommended that the item is then postponed from the first available meeting of Executive to the next one on 30 September, prior to going to Council in October.

13 RECOMMENDED that:

- 1) The decision of Council to build a new pool at Clifton Hill be rescinded in the light of new information on future revenue budgets.
- 2) Pyramids Swimming Centre is refurbished to extend its life.
- 3) The work be funded by direct borrowing through the prudential code.
- 4) Officers evaluate and report on the benefits and disadvantages of arranging the contract through a trust.
- 5) Officers be authorised to negotiate suitable procurement arrangements with the successful leisure management contractor.
- 6) A meeting be arranged for the Portfolio Holder, the Chair and Vice Chair of this Committee and senior officers to meet representatives of Pyramids users, prior to further consideration of the issue at the Executive of 30 September.

HEAD OF LEISURE & MUSEUMS

COMMUNITY & ENVIRONMENT DIRECTORATE

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

S:PA/LP/ Committee/908scc5 v4
19.8.08

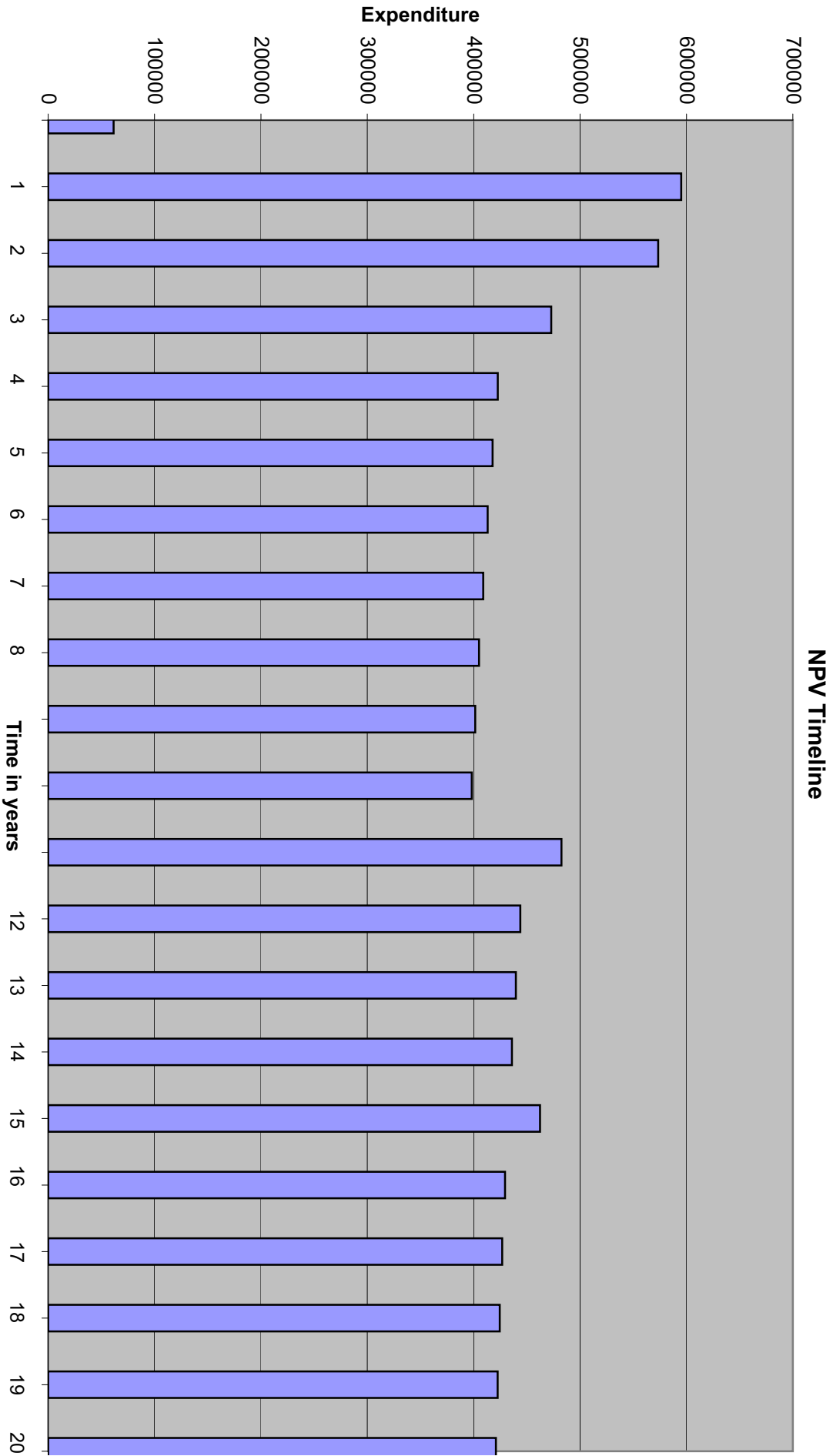
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PYRAMIDS SWIMMING AND LEISURE CENTRE
SHORT TERM COSTS AND REFURBISHMENT COSTS

	Immediate	Short Term	20 year Refurbishment
Structural (including internal and external finishes)	£31,218	£366,206	£1,203,244
Mechanical and Electrical	£0	£10,000	£327,000
Pool Plant	£34,500	£19,200	£117,000
Totals	£65,718	£395,406	£1,647,244

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NPV Timeline

Appendix II

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Whole life costing NPV calculator

Option Appraisal

SCHEME REFERENCE

New pool

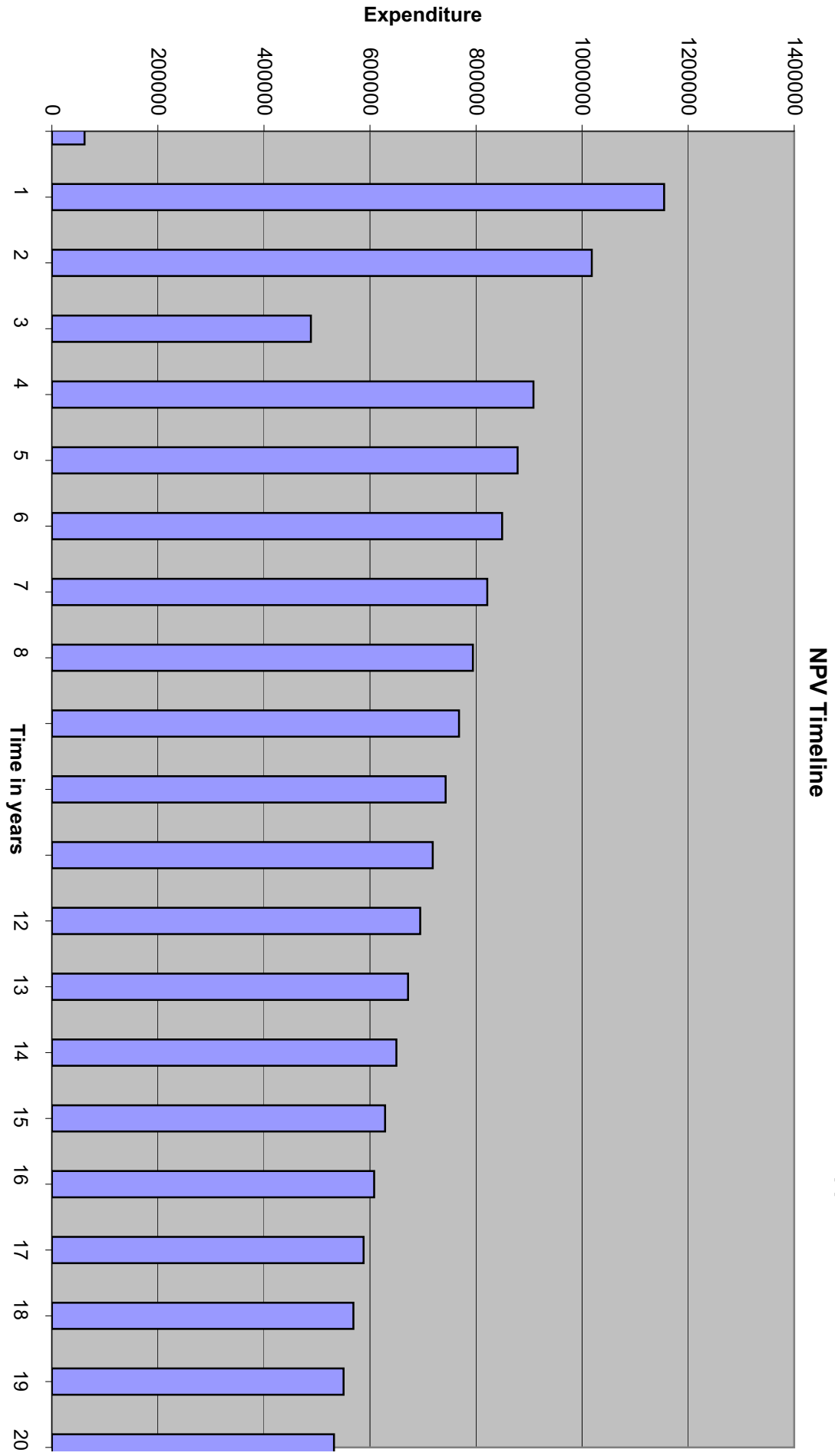
SCHEME NAME

Discount Rate	3.5%																				Totals			
(Please delete if not applicable)																								
Initial capital costs		Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Totals	
- Land Acquisition																								
- Purchase/Construction/Refurbishment																								
- Loose Furniture/Equipment																								
- Associated professional fees																								
- Temporary Accommodation																								
- Relocation Allowance																								
Land Sales (negative)																								
Life time Costs																								
Energy - Electricity																								
- Gas																								
- Other biomass?																								
Water and Sewerage																								
Maintenance																								
Caretaking																								
Cleaning																								
Grounds Maintenance																								
Insurance																								
Flexibility of use																								
Sustainable transportation - Location																								
Sustainable transportation - Facilities																								
Sustainable transportation - Sourcing																								
Security Costs																								
Other security issues i.e vandalism																								
Environmental Issues/Sustainability																								
Access issues																								
Financing costs																								
Associated purchases undefined																								
Rents																								
Rates																								
Income or partnership payments (negative)																								
Additional facilities requested by third parties																								
Disposal at end of life																								
Other Operational costs																								
User defined issue - Provide detail																								
Sale of Pyramids site																								
Immediate maintenance costs pyramids																								
Intermediate pool plant costs pyramids																								
User defined issue																								
3-5 year maintenance costs pyramids																								
Short term pool plant costs eg dosing system																								
Other short term pool plant costs eg filters																								
User defined issue																								
User defined issue																								
Total cost		61,500	1,195,000	1,090,750	1,043,138	1,042,318	1,043,982	1,044,851	1,045,747	1,046,689	1,047,619	1,048,598	1,049,606	1,050,644	1,051,713	1,052,815	1,053,949	1,055,118	1,056,321	1,057,561	1,058,838	1,060,156	1,061,513	2,015,278
Total cost NPV		61,500	1,154,589	1,018,227	488,422	908,320	878,294	849,280	821,244	794,152	767,974	742,677	718,233	694,612	671,766	649,729	628,415	607,819	587,916	568,682	550,096	532,136	514,694	1,014,694

Assumptions

The FM are n/a as they are largely covered by the management fee No access issues Taken a third of 3-5 maintenance costs as presumably would not require all the work
 Sustainable trans I have also assumed n/a as both sites have good access clearly this would be a consideration if the new pool option is accepted and we were looking at the relevant merits of sites
 Fuel based on a 3% increase in price Management rebate based on Eimbridge model but reduced slightly increased by 3% pa
 Short term work to keep pyramids going needed Environmental sustainable improvements included in £7m but will not yield significant savings

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Swimming Pool – Comparison of £7m 8 lane new build against £1.75m refurbishment of 6 lane Pyramids, based on the next 20 years, both options funded by direct borrowing by the Council

Appendix III

Subject	Refurbishment		New Build	
	Advantages	Disadvantages	Advantages	Disadvantages
Capital Financial	Cheaper initial cost	Will require continued investment	Will not require short term investment Sale of land from Pyramids site	Higher Initial Cost at end of 20 years will require significant investment
Revenue	Significantly reduced cost over capital payback period	No economies of scale from combined facility	Reduced staffing if combined with another facility. Potential for reduced energy costs	Significantly higher capital payback costs
Location	Maintains City Centre Location Close to bus station	No site specific parking No future expansion possibility	Within 5 mins walk of City Centre if at Clifton Hill Space for expansion	Less convenient for buses
Parking	Parking within walking distance	Additional cost to activity	Free site specific parking Parking for one coach	
DDA	Improved DDA Access	Will not be fully compliant	Built to DDA standards	
Energy	Improved Energy Efficiency	Unable to achieve that of a new build	Will operate at optimum efficiency depending on initial investment. Reduced energy consumption with shared areas e.g. Reception	
Facilities	Facility can host events up to County Level Improved spectator seating 2 Rifle Clubs retain premises	Facility unable to meet Corporate Objective Facility unable to meet growing population Difficult to improve first impressions	Facility will meet Regional and National Standards for a range of sports Facility will achieve Corporate Objective New facility providing kerb appeal and increased participation Improved spectator and catering facilities	Relocation of 2 Rifle Clubs
Programme		There is no provision for expansion	Able to accommodate increased capacity Facilities provided for a larger range of water sports Flexible and multiple programme plan due to moveable floors/booms	
Staff		Will require redeployment during works	Combining two sites would reduce staff costs More variety for staff in combined centre	Possible reductions in staffing numbers
Works	Relatively little structural work	Little space for works Closure of facility to undertake works	No closure of facilities during works	Some disruption to CHSC

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EXETER CITY COUNCIL

EXECUTIVE
30 SEPTEMBER 2008

FREE SWIMMING PROGRAMME

1 PURPOSE OF REPORT

- 1.1 This report outlines details of the government's free swimming programme and details action taken so far in response to this.

2 BACKGROUND

- 2.1 The government recently wrote to councils with initial details of funding available to support free swimming for the over 60s and the 16 and unders. The money is split into four pots.
- 2.2 The first pot of money is to support swimming for the over 60s in the 2009/10 and 2010/11 financial years. This is being divided among district and unitary councils based on their populations of older people. In Exeter's case we have been allocated £32,551. Confirmation of a wish to participate was required by 15 September 2008.
- 2.3 A decision on the allocation of the second pot of money for the 16 and unders has not been made. Instead expressions of interest were required by 15 September. There is a total of £25 million per annum available for 2009/10 and 2010/11. The details of the prospective allocation will be provided to interested authorities by 30 September and will be reported at the meeting. Confirmation of participation is required by 15 October 2008.
- 2.4 The third pot of money is of £10 million capital to be spent in 2008/9 to modernise swimming pools. This will be divided between those authorities who sign up for both free swimming schemes.
- 2.5 The final pot is of £25 million per annum in 2009/10 and 2010/11 to modernise pools and support more ambitious plans for free swimming. Authorities which sign up to pots 1 and 2 can bid for this. Criteria for allocation have not been published but this will be in the hands of Sport England.
- 2.6 The Council itself successfully funded free swimming for those under 18 during 2006/7 and 2007/8. The scheme was popular and successful and reached the full range of young people from across the City.

3 PROPOSAL

- 3.1 The response attached as the appendix to this report has been sent to government. Since the funding available for the over 60 swimming is likely to cover the cost to the Council this has been accepted.
- 3.2 What is more problematic is how best to respond in October regarding the swimming for the 16 and unders. Although we do not at the time of writing know the amount available to us in government subsidy this will almost certainly be insufficient to cover the cost of free swimming. Given the financial climate this may not be affordable. It

is in any case difficult to make commitments at this stage when budget priorities for the coming two years have not been agreed.

- 3.3 Both the County Council and the Devon Primary Care Trust have been approached for funding contributions since the provision of free swimming would contribute to some of their key objectives. The Government anticipates that such partnership funding will be available to us.
- 3.4 Clearly the Council is in need of capital funding towards swimming provision in the City and even the modest amounts available could be usefully spent. Without knowledge of the number of councils eligible for this money and of the allocation criteria to be used for most of it, it is difficult to assess whether access to this pot is worth the potentially large revenue cost of subsidising 16 and under swimming.

4 FINANCIAL IMPLICATIONS

- 4.1 If the Council confirms participation in the scheme for free swimming for the 16 and unders by the due date we will almost certainly be committed to significant but unknown revenue spending over the next two financial years.

5 RECOMMENDED

- 1) Executive decides whether or not the Council should participate in the scheme to offer free swimming to those aged 16 and under during the next two financial years.

DIRECTOR COMMUNITY & ENVIRONMENT

S:PA/LP/ Committee/908EXEC2
16.9.08

COMMUNITY & ENVIRONMENT DIRECTORATE

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

Your ref – CMS 99869/MK

Dear Colleague

FREE SWIMMING PROGRAMME

I am writing in response to your letter dated 29th July 2008 inviting expressions of interest in participating in the proposed free swimming programmes.

We would like to participate in the free swimming offer for those aged 60 and over who are resident in the City Council area. This is subject to the government payment being sufficient to cover the costs. Initial indications are that it is likely to do so.

Exeter City Council has had a disappointing budget settlement and is having to make some tough decisions about service reductions over the next three years. We did offer free swimming to those under 18 for two years but sadly can no longer fund this. While I am authorised to express an interest in this aspect of your programme, and indeed a great desire to be able to offer this service again to our young people, we will need assurances that our costs will be covered by the government grant. The contractors who run our pools are currently firming up costs but these are likely to be in the order of £200,000 per annum. I have written to local partners including the PCT and the County Council requesting contributions from them towards this scheme as it will contribute to shared agendas. I look forward to receiving details of our prospective allocation on 30th September.

We are currently in great difficulty when it comes to pool provision. Our main pool is 70 years old and in urgent need of major refurbishment if it is to continue in operation. Councillors have a very strong and unanimous desire to build a new pool fit for the twenty-first century. This is strongly supported by our wide variety of swimming and water sports clubs and by Liam Tancock, a local member of Team GB who swam for Britain in Beijing. A site has been identified for a new pool, preparatory work done and an options appraisal carried out. Without external funding however it is difficult to see how the Council can provide this within the prudential borrowing code. It is therefore disappointing that you propose limiting access to the capital pot to those councils who participate in free swimming for both groups. We may find swimmers in the City doubly penalised with the council neither funded to provide free swimming for young people in the existing ageing facility nor to replace it.

We would welcome any advice or help you can give us with potential capital funding sources for our pool project and hope that you will be able to fund free swimming for young people in Exeter.

If you think a meeting would be helpful to brief you further on these issues do let me know.

YS

HB
DCE
CC Ben Bradshaw MP

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EXETER CITY COUNCIL

EXECUTIVE 30 SEPTEMBER 2008

REGIONAL SPATIAL STRATEGY 2006 - 2026 PROPOSED CHANGES

1.0 PURPOSE OF REPORT

- 1.1 To agree a response to the 'Proposed Changes' to the Regional Spatial Strategy (RSS), published by the Secretary of State.

2.0 BACKGROUND

- 2.1 The draft RSS was published in June 2006. An Examination In Public (EIP) was held between April and July 2007. The recommendations of the Panel that held the EIP were published in December 2007 and reported to Planning Member Working Group on 5 February 2008 and Executive on 11 February 2008. Executive agreed that the response to the Government Office for the South West should outline concern that the Panel recommendations represented a significant shortfall on the identified housing requirements in the Exeter Housing Market Area, did not provide clear guidance on the direction of future strategic growth, and included an undeliverable proposal for a second new community north of Cranbrook.
- 2.2 Having considered the Panel recommendations, the Secretary of State has published Proposed Changes for consultation. These can be viewed at www.southwest-ra.gov.uk
- 2.3 A copy of the Proposed Changes and supporting documents is available in the Members Room.

3.0 PROPOSED CHANGES

- 3.1 The key elements are:
- total housing provision in the South West between 2006 and 2026 is proposed to increase from 23,000 per annum in the draft RSS to 29,623 per annum, a 29% increase, reflecting government policy and recent projections;
 - a partial review is proposed to commence as soon as possible in order to identify broad locations to meet longer term development needs;
 - housing provision in the Exeter area is significantly increased reflecting Exeter's role as a Growth Point, the strategy for the region of planning for growth in the most effective and sustainable way by concentrating development at the 'Strategically Significant Cities and Towns' (SSCT's), and the need to achieve closer alignment of homes and jobs;
 - provision within Exeter rises from 11,000 dwellings in the draft RSS to 15,000, an increase from 550 dwellings per annum to 750 per annum over the plan period.
 - the 15,000 dwellings within the City comprise 12,000 dwellings within the urban area, 2,500 dwellings to the east, and 500 dwellings south of Alphington;
 - housing requirements in East Devon and Teignbridge adjoining the

City increase from 7,500 in the draft RSS (6,500 Cranbrook, 500 Pinhoe, 500 Alphington) to 13,500 (7,500 Cranbrook, 4,000 east of the City, 2,000 Alphington);

- the total rate of development for the Exeter area will be 1,425 dwellings per annum – compared to around 600 dwellings per annum (all within the City) in recent years;
- the regional target for affordable housing is 35% of all housing development;
- housing densities should be 40-50 dwellings per hectare (net) within the City and 50 plus dwellings per hectare (net) in any urban extensions;
- in the period up to 2011, provision should be made for twelve residential pitches and five transit pitches for gypsies and travellers – this is unchanged from the Panel Report. Sites should, however, be allocated to meet longer term requirements, effectively requiring a total of 22 permanent pitches by 2026 – these figures approximate to those presented to PMWG in January 2008;
- the provision of 40 hectares of employment land within the City and 100 hectares with Exeter and East Devon is unchanged. The provision of a further 20 hectares within Exeter, East Devon and Teignbridge is now clarified as entirely within East Devon – as capacity within the City is limited, this does not affect provision to be made through the Core Strategy;
- the settlement hierarchy recommended by the Panel that placed Plymouth at a higher level than Exeter is now in a form that does not differentiate between them;
- the need for action to improve accessibility and movement between Cranbrook and Exeter City Centre and between the south west of the City and the City Centre is highlighted – to be achieved through demand management measures, sustainable travel measures and, if necessary, targeted infrastructure improvement to unlock pinch points;
- the detailed infrastructure proposals for each sub-region are, however, deleted because of concerns about the practicality, priority, feasibility and acceptability of the projects identified;
- policy on sustainable construction, which sought to move ahead in advance of building regulations, now seeks to meet the national timetable for reducing carbon emissions;
- guidance on renewable energy has been amended to set an interim target of 10% of energy to be used in major new development to come from decentralised and renewable or low-carbon sources in accordance with national guidance.

4.0 COMMENT

Housing

- 4.1 The Proposed Changes deal with the shortfall in housing provision for the Exeter Housing Market Area not addressed by the Panel recommendations. The increase in the housing numbers for Exeter to 15,000 does, however have significant implications. The draft RSS proposal for 11,000 dwellings in Exeter was a result of a detailed assessment of the capacity of the City. The Panel who held the EIP recognised that “The further expansion of the City is constrained by topography, flood plains and environmental factors to the north, west and south”. The Panel also said that “The urban fabric of the City does not

include large areas of vacant and derelict land”. As a result, the Panel recommended a limited increase from 11,000 to 12,000 dwellings.

4.2 The Council’s emerging Core Strategy envisaged that the 12,000 requirement would be met as follows:

Planning permissions and allocations	3,500
New sites on previously developed land	1,000
Monkerton/Hill Barton/Newcourt	4,000
South of Alphington	500
Unidentified sites (Urban Capacity Study)	3,000
Total	12,000

4.3 The further increase to 15,000 dwellings and its distribution, proposed by the Secretary of State, is of concern. The provision of 2,500 dwellings to the east is presented in the Proposed Changes as an “increase” in order to “respond to representations in terms of land available for development”. However all of the greenfield land to the east (i.e. Monkerton/Hill Barton and Newcourt) is taken into account in meeting the draft 11,000 dwelling requirement and in meeting the Panel 12,000 dwelling recommendation. The capacity in 4.2 above suggests that 4,000 dwellings may be possible at Monkerton/Hill Barton and Newcourt, based on taking into account the various constraints. This exceeds the RSS provision by 1,500 dwellings. In summary, the 2,500 “increase” does not relate to any new land and, in effect, represents a reduction in potential provision.

4.4 The consequence of reducing greenfield capacity is that even greater pressure is placed on previously developed land. As noted in 4.2 above, the provision in response to the Panel’s 12,000 target includes reliance on 3,000 dwellings on unidentified sites within the built up area. Combined with the additional 3,000 dwellings required to meet the 15,000 target and the 1,500 reduction in capacity to the east, this means that reliance now must be placed on 7,500 dwellings to come forward over the plan period on land that cannot currently be identified.

4.5 Government guidance states that no allowance should be made for unidentified sites unless there is robust evidence of genuine local circumstances that prevent specific sites being identified. The consequence of the Proposed Changes is that the ability to identify sites falls far short of the proposed target. In these circumstances a case can be made for the inclusion of an allowance for windfalls but the required 375 dwellings per annum from this source seems unlikely to be achieved.

4.6 The only greenfield alternatives that remain are the Valley Parks, the hills to the north, and land around Topsham, east of the motorway. All of these fall outside the potential development areas identified by the Proposed Changes.

4.7 The only other alternative is increased densities but the estimates of capacity set out above are based on achieving densities that are already in line with RSS guidance.

Housing provision adjoining the City

- 4.8 The proposed 4,000 dwellings to the east of the City replaces the Panel's site specific recommendation for a second new community immediately north of Cranbrook. Transport consultants for the County Council are assessing the options, including an urban extension at Pinhoe and land east of Junction 30.
- 4.9 To the south west the 500 dwellings proposed within the City south of Alphington is unchanged but the 500 dwellings proposed south of the city boundary in this area, within Teignbridge, is increased from 500 dwellings to 2,000.
- 4.10 The proposals to the east and south west will have significant implications for the City in terms of transport, education, social and community infrastructure provision and the need for joint working. In particular, any transport links between the new communities and the city may have to be safeguarded as part of development proposals within the city boundary.

Partial Review

- 4.11 The proposals for a Partial Review, to be carried out by the Regional Assembly, is in response to the latest household projections that suggest the current housing requirements may have to be increased still further. The intention is to complete the review by 2010, to tie in with the Regional Development Agency taking on the responsibilities of the Regional Assembly. It is of concern that, in consequence, proposals for development will be coming forward through Core Strategies and other Local Development Framework documents just as the housing requirements change.

Infrastructure

- 4.12 The detailed sub regional infrastructure proposals in the draft RSS have been deleted with the intention that they will be replaced by robust proposals that have been subject to vigorous assessment, prioritisation and testing. It is understood that this will be carried out through the Government Office for the South West, Regional Development Agency, Regional Assembly and other stakeholders, as a matter of priority and that the proposals are likely to be included in the Implementation Plan to accompany the RSS. It is clearly essential that realistic and deliverable proposals for infrastructure provision are re-instated as soon as possible.

5.0 PLANNING MEMBER WORKING GROUP

- 5.1 The Proposed Changes were considered by Planning Member Working Group on 19 August 2008. Members expressed concern that the Secretary of State had understated the housing capacity on the eastern side of the City and, significantly overstated the capacity on previously developed land within the built up area.

6.0 RECOMMENDATION

6.1 It is recommended that representations be made on the Regional Spatial Strategy Proposed Changes as follows:

- (i) the increase in the number of houses to be provided within the City is not soundly based on evidence of capacity;
- (ii) the provision of 2,500 dwellings on the eastern side of the City should be deleted as it limits the potential capacity to be achieved in this area and unnecessarily restricts the flexibility to determine the optimum balance of development within the City, in response to RSS requirements, through the Local Development Framework, and
- (iii) the work to identify detailed and realistic sub-regional infrastructure proposals and priorities, that will enable the delivery of the RSS development requirements, should be carried out as a matter of urgency.

**RICHARD SHORT
HEAD OF PLANNING SERVICES**

ECONOMY AND DEVELOPMENT 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

EXECUTIVE
30 SEPTEMBER 2008

REDEVELOPMENT OF THE BUS STATION

1 PURPOSE OF REPORT

- 1.1 The purpose of this report is advise Members of recent studies which have been commissioned in connection with the future redevelopment of the Bus Station site and to agree funding for a programme of further assessments.

2 BACKGROUND

- 2.1 The City Council is the freehold owner of the block of land between Sidwell Street, Paris Street and Cheeke Street that includes the Bus Station. It is also the freehold owner of the Bus Depot site that is on the opposite side of Cheeke Street between Belgrave Road and Bampfylde Street.
- 2.2 The adopted Exeter First Review Local Plan allocates the block of land including the Bus Station for comprehensive redevelopment that includes retail floorspace, short-stay car parking an enhanced bus station and other uses. The local plan states that the amount of retail floorspace shall be determined following an assessment of capacity and demand after the impact of the Princesshay development has been assessed (Policy KP3).
- 2.3 Stagecoach's lease of the Bus Station expires in 2012. The Council needs to have secured planning permission to coincide with the site becoming available. Any scheme might then be expected to take 2-3 years from start of construction to opening, or longer if there are significant precursor works.
- 2.4 The sites represent the most significant redevelopment opportunity in the city centre, with a development potential greater than that of Princesshay (£225 million). In the case of Princesshay, a significant number of background studies were prepared by the Council and commissioned from specialist consultants to inform the design of the scheme prior to and during preparation of the planning applications. It is essential that investment is made in appropriate studies to inform the development of proposals.

3 CONTRIBUTING STUDIES

- 3.1 The following studies are required to inform the preparation of a redevelopment proposal to help determine the mix of uses layout and design:

Completed or committed

- An architectural analysis of the Sidwell Street area. This was commissioned from Jeremy and Caroline Gould Architects and reported to Executive in March 2007.

- An urban analysis by Turley associates of how the Sidwell Street area works functionally and in urban design terms. This was commissioned from Turley Associates and reported to Executive in March 2007.
- A detailed topographic analysis of the levels on the site.
- Provisional geotechnical analysis of ground conditions.
- Contamination and unexploded ordnance desk studies and site inspections have been completed.
- Height & massing study of the design constraints to potential new buildings to identify the scale and disposition of potential building blocks. This was commissioned from Alan Baxter Associates and a final report is due imminently.
- A retail assessment after the trading and shopping patterns created by the opening of Princesshay have stabilised to assess the extent of the shopping catchment area and degree of penetration enabling the future potential for further comparison and convenience (food) retail floorspace to be assessed. This has been commissioned from DTZ, with shopper surveys taking place this month; the report should be concluded in the Autumn.

Outstanding:

- While a desk top archaeological study has been completed by Exeter Archaeology, initial trial trenching is required to identify potential archaeological issues and constraints. The cost for the work by Exeter Archaeology is estimated at £35,000-£45,000, which includes significant reinstatement costs. There may be an opportunity to combine this exercise with further geotechnical assessments.
- A transport assessment, modelling the capacity of the surrounding road network to support various mixes and quanta of development, looking at the future role of highways surrounding and within the site. It will also consider the wider transport strategy for the site. The estimated cost is about £50,000.
- Study of the quantity, quality and location of car parking to support the City Centre. This will involve detailed surveys of users and capacity surveys of all the major car parks. The output from this work is also a key input for the preparation of the City's Core Strategy in terms of establishing the long term pattern of car parking provision for the City. The cost is estimated at about £50,000.
- Once reasonable progress has been made on the various detailed studies, specialist master planning will be needed to identify options for the future development of the site. The cost is estimated at about £30,000.

- 3.2 The total cost of the further studies identified is up to £175,000. It is intended to meet these costs from the Housing and Planning Delivery Grant reserve.

4 PLANNING MEMBER WORKING GROUP

- 4.1 Planning Member Working Group considered a report on the situation with respect to Housing and Planning Delivery Grant on 19 August. It was informed that the Council's provisional allocation of revenue grant for 2008/9 was £140,000 more than had been budgeted for and that it was intended to invest this windfall in studies contributing to the bus station redevelopment and the Local Development Framework. After allowing for this additional expenditure, the reserve should still exceed £200,000 at the end of 2008/9.

5 RECOMMENDATION

- 5.1 It is recommended that Executive agrees the investment of a further £175,000 in studies to inform the redevelopment of the Bus Station and adjoining areas.

**RICHARD SHORT
HEAD OF PLANNING SERVICES**

ECONOMY & DEVELOPMENT DIRECTORATE

**Local Government (Access to Information) Act 1985 (as amended):
Background Papers used in compiling this report:
PMWG report and circulated note.**

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EXETER CITY COUNCIL

EXECUTIVE
30 SEPTEMBER 2008

COUNCIL
14 OCTOBER 2008

REVISION OF STANDING ORDERS

1 PURPOSE OF REPORT

- 1.1 To consider the recommendations of the Standing Orders Working Group in relation to the revision of the Council's Standing Orders.

2 BACKGROUND

- 2.1 Following the Notice of Motion agreed at the Annual Meeting of Council on 13 May 2008 requesting a review of the Council's Standing Orders, the Standing Orders Working Group was established and met on three occasions. The Group comprised the following representatives of the four political groups:-

Councillor David Morrish (elected Chair)
Councillor Coates
Councillor Edwards
Councillor Mrs Henson
Councillor Hobden
Councillor Martin
Councillor Newton

- 2.2 The Assistant Chief Executive, Head of Legal Services and Member Services Manager supported and advised the Group.

3 RECOMMENDATIONS OF STANDING ORDERS WORKING GROUP

- 3.1 In considering the scope and timescale for their task, the Working Group was mindful that, following the outcome of the Boundary Committee review, any successor authority would be likely to require a more comprehensive review of the Constitution. The Group agreed, therefore, to restrict its current exercise to a review of those Standing Orders which the members identified as being in more urgent need of revision.

- 3.2 The overriding principles which steered the group in reviewing Standing Orders were:

- clarification of purpose and simplification of wording
- a desire to promote open and fair democratic processes
- acknowledgement of the opportunities afforded by electronic communication.

- 3.3 The recommendations of the Working Group, which were unanimously agreed, are set out in Schedule A to this report. In relation to Standing Order 39 regarding the election of the Chair and Deputy Chair of Committees, the Group agreed to put forward two possible options for consideration by Executive and Council.

- 3.4 Whilst the Standing Orders Working Group agreed to restrict their review principally to those Standing Orders most in need of revision, during the course of their work two amendments were also proposed to the Scrutiny Procedure Rules in Part 4 of the Constitution to reflect current practice and for reasons of practicality. Approval is sought to these additional amendments which are identified in the attached schedule.
- 3.5 Approval of the revised Standing Orders proposed by the Group and set out in the Appendix will require consequential changes to other parts of the Constitution for the purpose of consistency. It is proposed that delegated authority be given to the Assistant Chief Executive to approve consequential changes of this nature.

4 RECOMMENDED:-

- (1) To consider the recommendations of the Standing Orders Working Group set out in the attached schedule and recommend to Council accordingly;
- (2) To delegate authority to the Assistant Chief Executive to make any necessary consequential amendments to the Constitution arising from these recommendations.

COUNCILLOR DAVID MORRISH
CHAIR, STANDING ORDERS WORKING GROUP

4 September 2008

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

None

PROPOSED REVISIONS TO THE CONSTITUTION – SEPTEMBER 2008

APPENDIX

PROPOSED REVISIONS TO STANDING ORDERS

Standing Order Number & Title	Current Wording	Proposed Wording	Reason
1. MEETINGS OF THE COUNCIL	(1) The Annual Meeting of the Council shall be held at the Guildhall, Exeter, at 7 o'clock and other meetings at 6 o'clock on such dates as may be determined by the Assistant Chief Executive in consultation with the Leader of the Council.	(1) The Annual Meeting and other meetings of the Council shall be held at the Guildhall, Exeter on such dates and times as may be determined by the Assistant Chief Executive in consultation with the Leader of the Council.	Removal of specified times to enable any required flexibility in the starting time of the Annual Council meeting.
6. NOTICES OF MOTION AT COUNCIL	(5) If the subject matter of any motion of which notice has duly been given comes within the province of any Committee or the Executive, it shall stand referred without discussion to that Committee or Executive, or to such other Committee as Council may determine, for consideration and report. (6) Council may, if requested by a member and agreed by Council without discussion, allow the motion to be dealt with at the meeting at which it is brought forward.	(5) A Notice of Motion shall be debated at the Council meeting at which it is brought forward, unless the Council decides that it shall stand referred to a Committee, by reason of legal, financial or other relevant considerations. That Committee shall consider the Notice of Motion and report back to Council in due course. (6) Delete	To enhance democratic debate by presuming that Notices of Motion will normally be debated at Council at the meeting at which they are presented and only referred to Committee if there are specific reasons to do so. No longer relevant if revised (5) is approved.
8. QUESTIONS AT COUNCIL	(3) A member of the Council may:- (a) Ask the Chair of the Committee, or the Leader of the Council any question on any matter for which the Council has powers, duties or which affects the City, provided that he/she has given the Assistant Chief	(3) A member of the Council may:- (a) Ask the Chair of the Committee, or the Leader of the Council any question on any matter for which the Council has powers, duties or which affects the City, provided that he/she has given the	To extend the deadline to allow more topical questions.

	<p>Executive written notice of such question by 9.00 am, 3 clear working days in advance of the Council meeting.</p> <p>(b) with the consent of the Lord Mayor, put to the Chair of any Committee, or the Leader of the Council any question relating to urgent business, provided the question has been given to the Assistant Chief Executive in writing not later than 10.00am on the day of the meeting.</p> <p>Provided always that the Leader may ask any Executive member with relevant portfolio to respond to a question set out in accordance with Standing Order 8(3)(a) and 8(3)(b).</p> <p>(c) If a reply cannot be given to the questioner because insufficient notice has prevented a complete enquiry to be made, a written reply shall be given to the questioner as soon as practicable after the Council meeting, a copy of which shall be placed in the Members' Room and shall be available to any member on request.</p> <p>(d) Every question shall be put and answered without debate.</p> <p>4(c) where the reply to the question cannot be conveniently given orally, a written answer (a</p>	<p>Assistant Chief Executive written notice of such question by 5.00 pm on the day preceding the Council meeting.</p> <p><i>Provided always that the Leader may ask any Executive member with relevant portfolio to respond to the question.</i></p> <p>Delete (b)</p> <p>(c) <i>Where a reply cannot conveniently be given orally to the questioner or where insufficient notice has prevented a complete enquiry from being made, a written reply shall be given to all Councillors as soon as practicable after the Council meeting.</i></p> <p>(d) One supplementary question shall be permitted in respect of each question.</p> <p>4(c) Delete.</p>	<p>Unnecessary in view of extended deadline. Urgent business can be raised on the day in exceptional circumstances if agreed by the Lord Mayor.</p> <p>To remove unnecessary restriction on circulating answers.</p> <p>To allow a supplementary question.</p> <p>Incorporated in proposed 3(c) above.</p>
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	<p>copy of which shall be placed in the members room and shall be made available to any other members on request) shall be circulated to all members.</p>		
<p>10. RULES OF DEBATE FOR COUNCIL MEETINGS</p>	<p>MOTIONS AND AMENDMENTS</p> <p>(12a) Except as set out in 12b below, the mover of a motion has a right to reply at the close of debate on the motion, immediately before it is put to the vote. If an amendment is moved, the mover of the original motion shall also have a right of reply at the close of the debate on the amendment, and shall not otherwise speak on the amendment. The mover of the amendment shall have no right of reply to the debate on his/her amendment.</p>	<p>(12a) Except as set out in 12b below, the mover of a motion has a right to reply at the close of debate on the motion, immediately before it is put to the vote. <i>If an amendment is moved, the mover of the amendment shall have the right of reply at the close of the debate on his/her amendment prior to the mover of the original motion. The mover of the original motion shall have a right of reply at the close of the debate on the amendment, but shall not otherwise speak on the amendment.</i></p>	<p>To give the mover of an amendment the right to reply.</p>
<p>13. DECISIONS OF THE EXECUTIVE</p>	<p>(1a) A notice setting out all Executive decisions shall be published within two working days of the meeting. A copy of such notice shall be given to Chairs and Deputy Chairs of all Scrutiny Committees and group leaders. A copy shall also be placed in the member's room and shall be made available to any Council member on request.</p> <p>(1b) Where a key decision has been delegated to an Executive member with relevant portfolio or an officer, then notice in accordance with Standing Order 13(1)(a) shall be published within two working days of the decision.</p>	<p>(1a) A notice setting out all Executive decisions shall be published within two working days of the meeting. <i>A copy of such notice shall be sent to all members electronically.</i></p> <p>(1b) Where a key decision has been delegated to an Executive member with relevant portfolio or an officer, then notice in accordance with Standing Order 13(1)(a) shall be published within two working days of the decision. <i>It shall be sent to all members electronically.</i></p>	<p>Open democracy</p> <p>Open democracy</p>

	<p>(3) Minutes of the Executive meeting shall be published and circulated as soon as is reasonably practicable after they are finalised. A copy shall be placed in the members' room, and made available to any member on request.</p>	<p>(3) Minutes of the Executive meeting shall be published and circulated to <i>all members electronically as soon as is reasonably practicable after they are finalised.</i></p>	Open democracy
14. KEY DECISIONS IN EXECUTIVE MEETINGS	<p>(1) A key decision may not be taken by the Executive unless:</p> <p>(a) Notice in the form of a Forward Plan has been published in connection with the matter in question.</p>	<p>(1) A key decision may not be taken by the Executive unless:</p> <p>(a) Notice in the form of a Forward Plan has been published in connection with the matter in question <i>and circulated to all members electronically.</i></p>	Open democracy
18. SCRUTINY COMMITTEE AGENDA	<p>(1) Any member shall be entitled to give written notice to the Assistant Chief Executive not later than 10.00 am, 10 clear working days in advance of the meeting that he/she requires an item relevant to the functions of the Scrutiny Committee to be included in the agenda of the next meeting.</p>	<p>(1) Any member shall be entitled to give written notice to the Assistant Chief Executive not later than 10.00 am, 8 clear working days in advance of the meeting that he/she requires an item relevant to the functions of the Scrutiny Committee to be included in the agenda of the next meeting.</p>	To decrease the notice required to include an item on a Scrutiny Committee agenda.
19. PUBLIC QUESTIONS AT SCRUTINY COMMITTEES	<p>(1) A member of the public may ask any question which in the opinion of the Chair is relevant to the business of the meeting provided that:-</p>	<p>(1) A member of the public may ask any question of the Chair of the Scrutiny Committee or Executive member with relevant portfolio, which in the opinion of the Chair is relevant to the business of the meeting provided that:-</p>	Clarification

	<p>(a) the question was submitted in writing, including by electronic means where possible, to the Assistant Chief Executive at least 3 working days in advance of the meeting of the Committee;</p> <p>(b) the Assistant Chief Executive in consultation with the Chair of the Committee may refuse to include the question on the agenda where the question is:-</p> <ul style="list-style-type: none"> - defamatory, frivolous or offensive - is the same or substantially the same question which has been put before a scrutiny committee within the last six months - requires disclosure of confidential or exempt information. <p>(2) A response to the question raised shall be given by the Chair or Executive member with relevant portfolio as appropriate. There shall be no debate of the issue save that a member of that Scrutiny Committee may propose that the matter be placed on the agenda of a future Scrutiny Committee for further report and this shall be decided without discussion.</p> <p>(3) No supplementary questions shall be allowed.</p>	<p>(a) No change proposed</p> <p>(b) No change proposed.</p> <p>(2) A response to the question raised shall be given by the Chair or Executive member with relevant portfolio as requested. <i>The Committee may debate the issue for up to 10 minutes at the end of which the Committee may decide whether to place the matter on the agenda of a future Scrutiny Committee for further report</i></p> <p>(3) <i>The member of the public asking the question shall have the opportunity to respond for a maximum of 2 minutes. No further debate shall be permitted.</i></p>	<p>To encourage public participation in the scrutiny process by extending the question facility.</p>
<p>20. QUESTIONS TO PORTFOLIO HOLDERS</p>	<p>(1) A member of the Scrutiny Committee or other Council member may, in the time set side for such business:-</p>	<p>(1) A member of the Scrutiny Committee or other Council member may, in the time set side for such business:-</p>	

<p>39. ELECTION OF LEADER AND CHAIR AND DEPUTY CHAIR OF COMMITTEES</p>	<p>(a) Ask an Executive member with relevant portfolio any question on any matter for which the Scrutiny Committee has powers, duties and responsibilities provided that he/she has given the Assistant Chief Executive written notice of such question by 10.00 a.m. 3 clear working days in advance of the meeting.</p> <p>(b) If a reply cannot be given to the questioner because insufficient notice has prevented a complete enquiry being made, a written reply shall be given to the questioner as soon as practicable after the Scrutiny Committee meeting, a copy of which shall be placed in the members' room and shall be available to any member on request.</p> <p>(c) One supplementary question shall be allowed in relation to the subject of the original question.</p> <p>(d) Every question shall be put and answered without debate.</p> <p>(1) The Council shall at its Annual Meeting elect the Leader of the Council. Each Committee shall elect its Chair and Deputy Chair at the Annual Meeting. In the absence from a meeting of the Chair and Deputy Chair, a Chair for that meeting will be appointed. No member of the Council shall be eligible to be appointed Chair of more than one Standing Committee.</p>	<p>(a) Ask an Executive member with relevant portfolio any question on any matter for which the Scrutiny Committee has powers, duties and responsibilities at the place on the agenda allocated for questions to Portfolio Holders.</p> <p>(b) <i>If a full reply cannot be given at the meeting, a written reply shall be given to the questioner as soon as practicable after the Scrutiny Committee meeting, a copy of which shall be circulated to all members electronically.</i></p> <p>(c) No change proposed.</p> <p>(d) No change proposed.</p> <p>Either: (i) retain current wording of paragraph or (ii) amend second sentence to read "The Chairs and Deputy Chairs of each Committee shall be elected by Council at the Annual Meeting."</p>	<p>To dispense with the need to give portfolio holders notice of questions.</p> <p>To remove unnecessary restriction on circulation of reply.</p>	<p>The Local Government Act 1972 does not specify how or who should decide on the chairmanship of committees. Council is invited to either (i) retain the wording of the current Standing Order which requires the chairs and deputy chairs to be elected by each Committee at the time of the Annual Meeting of Council or (ii) enable the election of the Chairs and</p>
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	<p>(1) A member of the Council shall have the right to attend the meeting of any Standing Committee, Sub-Committee or Executive of which he/she is not a member and may remain during consideration of both the public and private parts of the agenda but he/she may not vote at that meeting and may only speak if he/she has given not less than 2 clear working days notice in writing (by electronic mail wherever possible) to the Assistant Chief Executive and has specified in the notice the particular agenda item or items on which he/she wishes to speak.</p>	<p>(1) A member of the Council shall have the right to attend the meeting of any Committee, Sub-Committee or the Executive of which he/she is not a member and may remain during consideration of both the public and private parts of the agenda but he/she may not vote at that meeting and may only speak if he/she has given notice in writing (by electronic mail wherever possible) <i>by 10am on the day of the meeting</i> to the Assistant Chief Executive and has specified in the notice the particular agenda item or items on which he/she wishes to speak.</p>	<p>Deputy Chairs to be undertaken by full Council at the Annual Meeting.</p>
<p>44. ATTENDANCE AT COMMITTEES, SUB-COMMITTEES & EXECUTIVE</p>			<p>To decrease notice required for speaking at Committee.</p>
<p>PROPOSED CHANGE TO SCRUTINY PROCEDURE RULES</p>			
<p>PART 4 SCRUTINY PROCEDURE RULES</p>	<p>6. Chairs 6.1 Chairs of scrutiny committees will be drawn from among the councillors sitting on the committee. Where one group has majority control of the Council one of the Chairs will be drawn from a member of a minority group with the deputy chair of that committee being from the majority group. The other two committees shall have a majority group chair and a minority group deputy chair.</p>	<p>6. Chairs 6.1 Chairs of scrutiny committees will be drawn from among the councillors sitting on the committee. <i>Where one group has majority control of the Executive, all chairs and deputy chairs of Scrutiny Committees shall be drawn from members of the other groups of the Council.</i></p>	<p>To reflect current practice.</p>

	<p>New Para 9 – Questions to Portfolio Holders (Standing Orders 19 and 20) (and renumbering of subsequent paragraphs)</p>	<p>Relevant Portfolio Holders will normally be required to attend Scrutiny Committee meetings to respond to questions from members of the Council and members of the public.</p>	<p>To reflect the proposal to dispense with the need to give portfolio holders notice of questions.</p>
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