

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 I, Schedule 12A of the Act.

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

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

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

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

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

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

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

6. **PORTFOLIO HOLDERS TO PRESENT THEIR HALF YEARLY REPORT**

Councillor P J Shepherd (Portfolio Holder for Sustainable Development and Transport) and Councillor G N Sheldon (Portfolio Holder for Economy and Tourism) will present a verbal half yearly report on the Scrutiny Committee work programme.

7. **APPOINTMENT OF SCRUTINY COMMITTEE SUB-GROUP**

Members to consider the appointment of a Sub-Group to discuss issues pertinent to the Committee:-

Membership will comprise the Chair, Deputy Chair and at least two other Members.

As set out in the operational guidelines for Scrutiny Committees the Sub Group will:-

- Review progress of their Committee in the current year;
- Consider initial proposals for the following year's work programme ; and
- Consider general issues relating to the overall workload and operation of the Committee.

MATTERS FOR CONSIDERATION BY SCRUTINY COMMITTEE - ECONOMY

8. **ARTS OVERVIEW**

To consider the report of the Head of Economy and Tourism. 1 - 12

(report circulated)

PERFORMANCE MONITORING

9. **PERFORMANCE MANAGEMENT INDICATORS REPORT**

To consider the report of the Director Economy and Development. 13 - 20

(report circulated)

10. **CAPITAL PROGRAMME MONITORING REPORT (HALF YEARLY)**

To consider the joint report of the Director Economy and Development and Directorate Projects Officer. 21 - 28

(report circulated)

11. **ECONOMY STEWARDSHIP TO SEPTEMBER 2007**

To consider the report of the Head of Treasury Services. 29 - 34

(report circulated)

12. **PROPERTY PERFORMANCE INDICATORS**

To consider the report of the Head of Estates Services. 35 - 40

(report circulated)

13. **PROPERTY VOIDS AND DEBTS**

To consider the report of the Head of Estates Services. 41 - 46

(report circulated)

DATE OF NEXT MEETING

The next **Scrutiny Committee - Economy** will be held on Thursday 17 January 2008 5.30 pm

FUTURE BUSINESS

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

Membership -

Councillors Fullam (Chair), Martin (Deputy Chair), Choules, Coates, Mrs Evans, Gale, Hannaford, Moore, Pettinger, Prowse, Sterry, Wadham and Winterbottom

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

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

EXETER CITY COUNCIL

SCRUTINY COMMITTEE – ECONOMY 7 NOVEMBER 2007

ARTS OVERVIEW

1. PURPOSE OF REPORT

- 1.1 To provide Members with an overview of the Arts activities undertaken under its purview, excluding the four festivals covered by the report given to the last Scrutiny Committee.

2. BACKGROUND

- 2.1 The Council supports the arts under the banner of its Arts and Media Strategy which it approved in 2004 and which sits within the Cultural Strategy approved in 2003, providing a linking framework between Leisure, Arts, Parks and Open Spaces and Tourism.
- 2.2 The over-arching aim of the Arts and Media Strategy has been to contribute to the Exeter Vision's objective of establishing Exeter's position "as a cultural and fun place to be". In particular, the priorities of the Strategy have been to both enhance the vibrancy and range of activities and to improve the quality, diversity and accessibility of cultural facilities and activities, to secure the city's reputation as an important regional cultural centre.
- 2.3 The approved objectives of the Arts and Media Strategy following consultation were to:-
- develop the arts and media infrastructure in order to establish Exeter as a county and regional cultural centre
 - improve the quality and diversity of arts and media activity in the city
 - increase access to and participation in arts and media activity
 - support the involvement of artists and their work to give added value to places and spaces in the built and natural environment, by investing them with character, social relevance and visual stimulation
 - support Exeter as a learning city through the development of arts and media activity that increases cultural appreciation and access to learning and skills
 - support arts activities that contribute to strong communities and social inclusion
 - maximise existing cultural investment in the city and increase external funding for arts and media activity and facilities
- 2.4 These objectives have provided the focus for the activities of the Arts, Festivals and Events Team which are summarised below under each objective, with only passing reference to the four festivals covered by the report to the last Scrutiny Committee.

3. SUMMARY OF ACTIVITIES

Developing the arts and media infrastructure

- 3.1 The Council has supported six “strategic” arts organisations, Exeter Northcott Theatre, Spacex Gallery and Exeter Phoenix, Theatre Alibi, Wren Trust and Bournemouth Symphony Orchestra (BSO) for some years with annually reviewed grants and more recently the Council has contributed directly to improvements to the refurbishment of cultural facilities.
- 3.2 Annual Grants have been provided on the basis of Service Agreements since 1999 linking financial support to required benefits and outputs contributing to Council objectives. Qualitative and quantitative measures were established informing the development of the Service Agreements to assess performance and impact against clear objectives for each organisation. In 2003 the Council’s Best Value Service Review confirmed the value of this approach. Annual reviews prior to agreeing the annual Service Agreements have looked at future developments of those strategic venues and providers including their three year business plans, focussing on audience development, organisational capacity and financial management and planning.
- 3.3 In 2004 Baseline Standard Checklists were introduced that require the arts organisations to indicate that they are complying with appropriate legislation and adopting best practice. These checklists have been used in conjunction with the Service Agreements. Subsequently through discussion with Grants Committee approval for 3 year rolling funding awards were approved in 2006 which specifically helps the long and medium development of these arts organisations.
- 3.4 The Exeter Barnfield Theatre is currently in the process of being added to this approach, the voluntary management board having been given specialist support and advice to improve their operational and financial position of the theatre.
- 3.5 Reports on performance and progress against each of the Service Agreements with these organisations are made to Grants Committee in February and November/December each year. The next detailed report will be provided to Grants Committee on 6 December 2007, against the Service Agreements for 2007/8. An example of an agreed schedule of activity included in a Service Agreement is attached as an Appendix. The detailed reports on the performance of all six organisations are available on the intranet.
- 3.6 The volume of cash grants to each of these “strategic” organisations against the delivery of their Service Agreement for 2007/08 is as follows:-

Exeter Northcott Theatre	£ 85,231
Theatre Alibi	£ 19,196
Spacex Gallery	£ 11,365
Wren Trust	£ 16,205
Bournemouth Symphony Orchestra	£ 11,865
Exeter Phoenix	<u>£131,198</u>
TOTAL	<u>£275,060</u>

- 3.7 The City Council has also given a rents and service charge grant of £40,000 to Exeter Phoenix and a rates grant of £5,000 to Exeter Barnfield Theatre.
- 3.8 Exeter Arts Council, which continues to deliver small arts grants on behalf of the Council, of up to a total of £13,500 a year, has increased its publicity to ensure awareness of its support is reaching every community in the city. During 2006/7 18 individuals and organisations received grants of up to £1,000.

Improving quality and diversity

- 3.9 The Service Agreements and Baseline Standard Checklists as outlined above provide targets and detail the nature and quality of the programme and diversity of activities. All these organisations are jointly funded by the Arts Council who are also jointly working together to monitor and review their performance against qualitative and equalities criteria. Devon County Council also funds all but Spacex and the BSO.
- 3.10 The significant contribution of the four festivals, Animated Exeter, Vibraphonic and the Summer and Autumn Festivals, to these objectives, was covered in some detail in the report to last Scrutiny Committee. All four events have continued to improve the diversity of programming and increase range of audiences and levels of participation through workshop provision, free events or, in the Autumn Festival, by proactively encouraging local organisations and individuals to actively participate or organise events.
- 3.11 Support is provided to arts organisations and individuals to enable them to create and manage their own programmes. For example, direct support and advice has been given for the last two years to the artist-led Exeter Open Studios event enabling 32 artists and 1 group in 2006 and 39 artists and 2 groups in 2007 to invite the public into their homes and studios to enjoy and purchase their work.

Increasing access and participation

- 3.12 Making progress in this objective is best measured across changes in overall levels of activity in the city. An Arts Audit of professional and voluntary arts organisations was commissioned by the Economy and Tourism Unit in order to determine the level of artistic activity by professional and voluntary organisations and individuals, the breadth of art-forms covered and the scale of employment. The overall figures appear to show some growth and strengthening of a broad level of artistic activity by organisations and individuals.
- 3.13 A study of arts and media activity across the city undertaken by the City Council in 2006 highlights that overall 65% of professional organisations and 53% of voluntary organisations considered that attendance at events had increased from the last survey in 2002. Only 2 of 28 responding organisations had experienced a measurable decrease in attendances. Comparison of actual numbers is difficult because of different ways the number of respondents reported their figures for members, participants and audiences.
- 3.14 Of the 38 professional arts and media organisations that responded (compared with the 32 which responded in 2002, shown in brackets)

- 35.5% (32%) are involved in performing arts
 - 29.5% (32%) in the visual arts, craft and public art
 - 18% (12%) in electronic media, film, cinema, sound-recording
 - 10% (18%) in other art forms including literature, writing
 - 7% (6%) in combined arts
- 3.15 Of the 58 voluntary arts and media organisations that responded (47 in 2002)
- 75% (67%) are involved in performing arts
 - 16% (17%) in the visual arts, crafts and public art
 - 3% (6%) in electronic media
 - 5% (3%) in other art forms
 - 1% (7%) in combined arts
- 3.16 Of the 62 individuals who responded (31 in 2002)
- 42% (26%) are involved in performing arts
 - 36% (44%) in the visual arts, crafts and public art
 - 11% (2%) in electronic media
 - 9% (13%) in other art forms
 - 2% (15%) in combined arts
- 3.17 Another measure of growth is the change in direct employment in the arts and media sector which was also measured by the audit. The 2006 audit identified 188 full-time equivalent employees across 32 professional organisations compared with 100 employees across 33 organisations in 2002. Although employee numbers are small, their impact in terms of activities and numbers of people involved and the impact on the population of the city as a cultural centre will be considerably greater.
- 3.18 Improvements to the City Council's website and the creation of specific high profile sub-sites for individual festivals continue to increase access to cultural information. Tickets for most festival events are now available on-line through the Northcott's ticket office which is also now conveniently located in the new Exeter Visitor Information and Tickets in the Princesshay development.

Involve artists to add value to places

- 3.19 There has been a major programme of public art to animate public spaces in recent years. The restoration of public art pieces from the old Princesshay and the commissioning of new works has formed a central part of the design of public spaces in the new Princesshay. A series of new commissions has been completed in the Catherine Square Almhouses, in Princesshay Square and in Broadwalk Gardens. Temporary art works were also used to reduce the impact of construction work on the surrounding area. The City and County Council have also jointly commissioned public art as part of city centre repaving schemes and of highway improvements.
- 3.20 In conjunction with other Units, mainly Planning, Estates and Leisure the involvement of artists in other redevelopments such as RAMM, the Quay, Heavitree Road and housing developments have been encouraged where possible and where funding has been available from external sources.

Support Exeter as a learning city

- 3.21 Council support through the Service Agreements has encouraged or enabled funded organisations to support specific learning initiatives.
- the Exeter Phoenix Media Centre has developed partnerships with the University of Exeter and Exeter College to offer facilities to deliver parts of their accredited foundation, degree and MA courses
 - Spacex Gallery works with Plymouth University, Exeter University and Dartington College delivering modules of MA courses in curating and arts practice in the community
 - the Northcott Theatre offers NVQ's for theatre technicians and in stage lighting
 - Theatre Alibi and Wren Trust both work closely with formal and informal education across the city and provide highly respected training for musicians and theatre professionals in the region
 - the Exeter Barnfield Theatre continues to build links with schools, providing a venue for extra curricular performance activities
 - all have well developed relationships and activity programmes involving local schools, colleges and higher education and offer work experience and volunteer training.
- 3.22 Cultural activities are purposely used to build skills, self-confidence and the ability to learn in individuals so that they can take advantage of the opportunities available to them. The Animated Exeter, Vibraphonic and Autumn Festivals provide activities and events that encourage creative activity and group participation, such as making a short film that is publicly screened or performing before a live audience. The festivals also significantly raise public awareness of the cultural facilities available across the City.
- 3.23 Animated Exeter continues to work in partnership with Devon Arts in Schools Initiative (DAISI), Creative Partnerships and media specialist schools in Devon and at Exeter College, to provide digital and media training and opportunities for teachers and people across the County. The festival also works closely with national animation higher education colleges, industry trainers and recruiters, to provide careers information in animation and digital media technology training.
- 3.24 Projects supported financially through the Exeter Positive Steps Fund include initiatives, which use creative and artistic performance to build self-confidence and basic skills to enhance the employability of individuals (brief numbers to follow).

Contribute to strong communities and social inclusion

- 3.25 Activities towards the achievement of this objective are based on encouraging participation and involvement with those parts of the community not traditionally engaged. The Service Agreements with the six funded organisations specifically require them to demonstrate a tangible commitment to equalities, provide services in venues which conform to the requirements of the Disability Discrimination Act, increase the participation of socially excluded groups and deliver programming that promotes community cohesion.

- 3.26 All directly promoted festivals and events, where possible, use venues providing good disabled access and deliver programming and other activities which promote cultural diversity, respond to minority interests, and encourage community cohesion.
- 3.27 In 2006 Magic Carpet, an Exeter based organisation, that specialise in working with people with special needs was added to the organisations funded on an annual basis for their work with disadvantaged groups.

Maximise existing cultural investment and increase external funding

- 3.28 The Council has recently committed to substantial funding for enhancements to a number of key cultural facilities. These financial contributions have been managed by Estates Services and the Economy and Tourism Unit, to support the Exeter Northcott Theatre, Exeter Phoenix and the Exeter Barnfield Theatre over the last four years, summarised as follows:-
- Northcott Theatre – the City Council is providing a £550,000 grant and £200,000 interest free loan repayable over five years to support refurbishment of the auditorium and front of house
 - Exeter Phoenix - the City Council has set aside a Capital budget of £30,000 for works to improve the recently vacated basement space which will provide additional studio space for established artists, artist groups, and four “incubator” spaces to provide accommodation for emerging artists or creative businesses. A revenue budget of £15,000 has also been approved to facilitate setting up the sound recording studio and radio station.
 - Barnfield Theatre - the City Council has funded a range of eternal work and new stage flooring as landlord. It has also gone further by investing £40,000 towards rewiring, £5,000 to replace boilers and £10,000 for an extraction unit over the café area
- 3.29 In addition, the Council has invested £143,000 in improving the seating and front of house facilities at the Corn Exchange, providing a much-improved venue, which is attracting more interest and bookings.
- 3.30 The City Council’s investment in arts and media has helped lever considerable external funding into the city. The investment in the 6 “strategic” arts organisations is important in retaining the confidence of organisations such as the Arts Council whose contribution to the cultural life of the city through their grants to those organisations is substantial.
- 3.31 Against an increasingly competitive background, arts organisations across the city have continued to attract considerable external funding from a mix of trusts and foundations, lottery funding and sponsorship to support their programmes of activity. In 2006/7 Spacex Gallery attracted £188,220 in addition to its annual funding from the City Council, similarly Theatre Alibi raised a further £230,074 in grants and donations excluding all box office and trading income. Animated Exeter continues to attract increasing external funding, year on year, to support the increasing programme of activity, with a record £61,500 in grants for the 2008 festival.
- 3.32 Increasingly the grants distributed by Exeter Arts Council lever other monies into the city as the Council contribution is only part of financial mix from artist, organisation and other funding sources.

4. NEXT STEPS

- 4.1 The preceding paragraphs provided an overview of progress towards achieving the objective of the last Arts and Media Strategy, which is overdue for review and renewal. Important new opportunities arising from improved facilities and developments in the city, changes in demography, the growing number of active arts organisations and individuals, and a changing role for the City Council if its bid for unitary status is confirmed, add weight to the argument for the preparation of a new Arts Strategy.
- 4.2 The priorities set out in the existing strategy as detailed in 2.3 of this report should be re-considered for their relevance to developing the City as a cultural centre. The potential of the new responsibilities for education for raising aspirations, creativity and self-confidence amongst young people, may be a new direction. Promoting and supporting the development of creative industries is considered by some to be a fruitful source of employment creation, which has not proactively been pursued in Exeter. The sustainability of the city's main arts organisations, and venues against a background of changing funding priorities, should also be considered.
- 4.3 In house resources to undertake this work are very limited as they are fully devoted to service delivery so there will be a need to engage an experienced independent specialist to undertake the necessary review, consultation and support the development of a new strategy and action plan. A contract to perform this task could be awarded by the end of January 2008 and the project completed, including all the necessary consultations by Autumn 2008. It is anticipated that this work could be undertaken for a maximum of £12,000.

5. FINANCIAL IMPLICATIONS

- 5.1 Excluding the operating budgets for the four festivals, the grant allocations and the one-off financial contribution listed in this report relating to supporting individual venue improvements, the operating costs to the City Council in 2007/8 of the Arts team including employees, premises and support services, amounts to £205,030.

6. RECOMMENDATION that

- 6.1 Members note and comment upon the range of activities undertaken.
- 6.2 A new Arts and Media Strategy is prepared to provide a focus and framework for future City Council activity to promote and support the arts.

RICHARD BALL
HEAD OF ECONOMY AND TOURISM

ECONOMY & DEVELOPMENT DIRECTORATE

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

Background papers used in compiling this report: None

NORTHCOTT THEATRE'S ARTISTIC PROGRAMME OBLIGATION 2007/08

THEATRE PROGRAMME						
ACTIVITY (Show)	DATE	LOCATION	LEVEL Performance s	WEEKS	TARGET % income	PARTNERS
Total			135	19		
MACBETH Northcott Theatre Company	12 July 11 Aug 2007	Rougemont Gardens	29	5	70%	
CINDERELLA Northcott Theatre Company	12 Dec 2007 – 19 Jan 2008	Northcott Auditorium	51	6	65%	Hall for Cornwall, Truro
FOOTLIGHTS University of Exeter	21 – 26 January 2008	Northcott Auditorium	7	1	Hire	
TBA Tour in	28 Jan – 2 Feb 2008	Northcott Auditorium	6	1	60%	
TBA Northcott Theatre Company	7 Feb – 1 March 2008	Northcott Auditorium	20	3.5	60%	

NORTHCOTT THEATRE'S ARTISTIC PROGRAMME OBLIGATION 2007/08

ACTIVITY (Show)	DATE	LOCATION	LEVEL Performance	WEEKS	TARGET % income	PARTNERS
EUTC University of Exeter	3 – 8 March 2008	Northcott Auditorium	7	1	Hire	
G & S University of Exeter	10 – 15 March 2008	Northcott Auditorium	7	1	Hire	
TBA Northcott Young Company	22 – 29 March 2008	Northcott Auditorium	8	1	50%	

NORTHCOTT THEATRE'S ARTISTIC PROGRAMME OBLIGATION 2007/08

OUTREACH THEATRE PROGRAMME DURING CLOSURE						
ACTIVITY	DATE	LOCATION	LEVEL Sessions	WEEKS	TARGET Participants	PARTNERS
The Matford Project (Pen and Trough) NYC and NCC	January June 07	Emmanuel Hall Matford Livestock Centre	50 + (including rehearsals and performances)	25	25 writers + up to 130 actors, Directors, backstage crew	Matford Centre /ECC
Gospel Choir (NYC + NCC)	Termly	Emmanuel Hall	30 + extra rehearsals and performances	30	50 +	
NCC Theatre Experiment	Thursdays Spring Term 07	Emmanuel Hall	10	10	25	
NYC Acting Classes (13 21 yr olds)	Weds Eves Termly	St Leonards Church Hall Roberts Road	30	30	24	
Northcott Younger Years Evening Classes (5 10 yr olds)	Thursday Eves Termly	St Leonards Church Hall Roberts Road	30	30	16	

NORTHCOTT THEATRE'S ARTISTIC PROGRAMME OBLIGATION 2007/08

ACTIVITY	DATE	LOCATION	LEVEL Sessions	WEEKS	TARGET Participants	PARTNERS
Northcott Younger Years Half Term Workshops	Spring, Summer and Autumn half term holidays	Emmanuel Hall and St Leonards Church Hall	18	3	20 at each session	
Northcott Younger Years Summer School	August 2008	Emmanuel Hall	10	1	20 at each	
Northcott Young Company Easter Street Theatre Project	Easter 2007	Emmanuel Hall with performances In Exeter High St	10	1	24	
Northcott Young Company Summer School	August 2007	Exwick Community Hall	10 - 20	1 - 2	30	
NCC/NYC in the Park	August 2007	Rehearsals at Emmanuel Hall performances in Rougemont Gardens	60+		35 (Cast and crew)	ECC
A Sense of Place	April Dec 2007	In and around Exeter City	30 +		30+	RAMM + Exeter Phoenix

NORTHCOTT THEATRE'S ARTISTIC PROGRAMME OBLIGATION 2007/08

ACTIVITY	DATE	LOCATION	LEVEL Sessions	WEEKS	TARGET Participants	PARTNERS
NYC Easter Show 2008	Jan Easter 08	Northcott Theatre	60 +		50 plus Cast and crew	
Northcott Theatre/NCC + NYC Production	Feb/March 2008	Northcott Theatre	60 +		50 + including local choirs, schools etc	
Dance Taster Sessions	Feb 07, Sept 07	Emmanuel Hall	2		20 +	
Childrens workshops in local community	Summer/ Autumn 07	Whipton, Beacon Heath Exwick etc	30		60+	ECC
Theatre Tours	After Reopening	Northcott Theatre	10		200+	
Work Experience	Ongoing	Northcott Theatre	5 young people		5	
Careers Talks etc	Ongoing	In schools and colleges	10		300+	

EXETER CITY COUNCIL

SCRUTINY COMMITTEE - ECONOMY 7 NOVEMBER 2007

PERFORMANCE MANAGEMENT INDICATORS

1. PURPOSE OF REPORT

- 1.1 This report advises Members on the current position on key performance indicators.

2. INFORMATION

- 2.1 Members receive a report every six months on the Key Indicators to measure the performance of the Directorate's work in the important areas of service delivery. Attached to this report are figures at the half-year point for 2007/08 which are set in the context of the targets previously agreed and in the context of performance in the previous full year, 2006/07. Overall performance to date is broadly positive. Key issues to highlight are as follows:

Planning

- 2.2 There are a number of national performance indicators on which the Council's planning performance is judged. The Council continues to perform very well against its statutory targets for dealing with minor planning applications. Performance on major applications has been more challenging in the first half of the year and reflects accompanying work on complex Section 106 agreements; in one case, a protracted wait for amended plans and in another, a deferral for a site inspection visit.

Economy & Tourism

- 2.3 Again progress to date is generally good. Particularly positive are the volumes of visitors taking part in redcoat tours. The poor weather over much of the summer did however impact significantly on visitor volumes to the Quay House Visitor Centre, particularly in the second quarter. Customer satisfaction with the Tourist Information Centre (despite its unfavourable location in the first half of 2007/08) and the Quay House Visitor Centre, meanwhile, remains very high. Feedback on the Underground Passages, accessed from the new location in Paris Street, will be available at the year-end.

Building Control

- 2.4 Yearly figures are reported for all building control performance indicators. In the meantime, colleagues report that good progress on achieving building access is being maintained. The target to make the service self-financing continues to be achieved. Customer feedback remains very positive and despite work around Princesshay and having a long-standing senior vacancy, the service continues to deliver in a timely fashion.

Land Charges

- 2.5 Achievement at the half-year point remains very encouraging with 100% of local searches carried out within 7 days.

Administration & Parking Services

- 2.6 The percentage of standard parking charges recovered at the half-year point continues to be comfortably above the target figure, though slightly lower than the figure achieved at the equivalent point last year. This reflects a modest increase in charges that were either originally issued in error or overturned on appeal.
- 2.7 Take-up rates among 'over 60's' residents for the concessionary bus travel pass in Exeter have continued to increase steadily. Latest half-year figures are expected from the Devonwide Office in the next few weeks, but take up rates are expected to be slightly ahead of target. It is interesting to note that Exeter's take-up rate, comfortably in excess of 80%, is significantly higher than partner districts in the Devonwide scheme (where take-up rates among the 'over 60s' population range from around 60 – 70%).

3. RECOMMENDED

- 3.1 **It is recommended** that Members note the content of this report.

John Rigby
Economy and Development Directorate

ECONOMY AND DEVELOPMENT DIRECTORATE**Local Government (Access to Information) Act 1985 (as amended)**




Background papers used in compiling this report:-


None.

Performance Indicator Results Half Year 2007/08

How to interpret the performance report

Performance is shown as a comparison to the half year target. A tolerance is set for each indicator, allowing performance to be shown as on target within a certain percentage. The following symbols are used.

-  The Green Star shows that performance is better than target
-  The Blue Circle shows that performance is on target, within the tolerance
-  The Red Triangle warns that performance is below target and outside the tolerance

-  The green tick indicates that the half year figure for 2007/08 is better than the half year figure for 2006/07
-  The black arrow indicates that there is no change between the half year figures for 2006/07 and 2007/08
-  The red cross indicates that the half year figure for 2007/08 is worse than the half year figure for 2006/07

	Year End 06/07	Actual Q1 0708	Actual Q2 0708	Half Year Performance Half Year	Target Half Year	Target Annual 0708	Compared to 0607 half year figure	Any comments to explain performance	Percentage tolerance allowed for the indicator
BV091a.05 % households resident in the authority area served by kerbside collection of recyclables	100.00	100.00	100.00	100.00	100.00	100.00	100% of domestic properties are served by kerbside collections of recyclables.	2	

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Economy and Development

EST Estate Services

	Year End 06/07	Actual Q1 0708	Actual Q2 0708	Half Year Performance	Performance Q2 0708	Target Q2 0708	Annual Target 0708	Compared to 0607 half year figure	Commentary
± LPI ES1 % of local searches carried out in 7 working days	96.00	96.00	100.00	100.00	★	90.00	90.00	■	Exceeded target, another good performance.
PLA Planning									
	Year End 06/07	Actual Q1 0708	Actual Q2 0708	Half Year Performance	Performance Q2 0708	Target Q2 0708	Target Annual 0708	Compared to 0607 half year figure	Commentary
BV109a.02 % major planning applications determined within 13 wks	75.41	41.67	62.50	52.08	▲	60.00	60.00	✖	
BV109b.02 % minor planning applications determined within 8 wks	76.67	72.60	78.85	75.72	★	65.00	65.00	▶	
BV109c.02 % other planning applications determined within 8 wks	84.61	82.18	82.00	82.09	★	80.00	80.00	✖	

ET Economy and Tourism

	Year End 06/07	Actual Q1 0708	Actual Q2 0708	Half year Performance	Performance Q2 0708	Target Q2 0708	Target Annual 0708	Compared to 0607 half year figure	Commentary
MI ET1 No. of visitors on Red Coat guided tours	15139.00	5097.00	6719.00	11816.00	★	9830.00	15139.00	📈	Another good summer for the Red Coat Guides. The amount of people attending tours on an organised group booking have boosted visitor figures.
MI ET2 No. of visitors to Quay House Visitor Centre	25937.00	8789.00	10596.00	19385.00	●	20204.00	25937.00	📉	Visitors to the Quay House have reduced this quarter, primarily due to poor weather. The Historic Quayside is reliant on good weather!
ET Economy and Tourism : LPI ET1 % of overall impression of the TIC was excellent/good	96.00	?	98.00	98.00	★	90.00	90.00	📈	From the people who completed this question, almost all people indicated their overall impression was either excellent/good. Considering our location over the past couple of years, this is a great achievement.
ET Economy and Tourism : LPI ET3 % overall impression of Underground Passages was excellent/good	?	?	?	?	?	90.00	90.00	?	Cannot complete as Exeter's Underground Passages have only just re-opened.

ET Economy and Tourism : LPI ET4 % stated overall the Quay House Visitor Centre was excellent/good	98.00	?	100.00	100.00	★	★	90.00	90.00	📈	Excellent results from the annual customer survey. Visitors are allowed to browse the Visitor Centre and when they ask staff a question their knowledge is excellent.
AC Administration and Parking										
	Year End 06/07	Actual Q1 0708	Actual Q2 0708	Half Year Performance 0708	Performance Q2 0708	Target Q2 0708	Target Annual 0708	Compared to 0607 half year figure	Commentary	
LPI AC1 % take-up of eligible residents aged 60 and over	79.50			?	?	82.00	83.00	📉	Q2 results expected very shortly from Devonwide administrators - expected to be on profile.	
LPI AC2 % of standard parking charges recovered in full	74.38			76.71	★			📉	Performance is favourable compared with target. The slight fall in standard parking charges recovered, compared with this time last year, reflects a modest increase in charges that were either originally issued in error or overturned on appeal.	

EXETER CITY COUNCIL

SCRUTINY COMMITTEE –ECONOMY

7 NOVEMBER 2007

CAPITAL PROGRAMME MONITORING REPORT (HALF-YEAR)

1. PURPOSE OF REPORT

- 1.1 This report advises Members of the latest position with regard to the 2007/08 Capital Programme for Economy.

2. INFORMATION

- 2.1 The capital programme was last reviewed by Scrutiny Economy on 7 June 2007. This report provides a summary of the position at the end of the September. Annex A gives a complete list of capital projects. A number of schemes are worthy of particular highlight and these are detailed below.

Canal Basin and Quayside (and CCTV provision at Haven Road Car Park)

- 2.2 As reported to Executive on 3 July 2007, the Exeter Canal Basin Regeneration Scheme is due to be delivered over four phases during the period up to 2012.

- 2.3 Good progress is being made on delivering phase 1 of the scheme. The Development Agreement for the old Electricity Building is in place and works have commenced. Terms have been settled between ECC, ECQT, Sutton Harbour and Signpost Housing Association for the development of Maclaines Warehouse, 60 Haven Road and the adjoining sites, with a view to completing the Development Agreements and starting on site in early 2008. The boardwalk adjoining 60 Haven Road will be provided in conjunction with these works.

- 2.4 Proposals for the new link road through Haven Road car park together with a new boat laying up area and improvements to the retained car park are the subject of continuing discussions with DCC and, given potential contamination issues, with the Environment Agency. A planning application should be submitted and tender documentation issued by January 2008. Works on the new road should start during Spring 2008. The necessary arrangements with and agreements for Bridger Marine to relocate to the car park site should be in place by the time Scrutiny Economy meets, and an imminent start on site is expected.

- 2.5 The expenditure of £225,000 projected for 2007/2008 represents design and enabling works for the new road plus the acquisition of the lease of the existing Bridger Marine premises. Following a review of the stages of the scheme, it is projected that £411,920 of the budget will need to be carried forward to future years, to coincide with the start of main works on site from 2008/09.

- 2.6 Meanwhile, the 2007/08 budget for CCTV provision at Haven Road Car Park and Boat Storage Area is dependent on completion of works in this area, and as such, has been deferred to 2008/09.

Beacon Lane Shops

- 2.7 The works to reconfigure the retail units in the Beacon Lane parade are complete. Wilkies Stores and the adjoining hairdresser are now trading from their new premises. A small £10,000 overspend is anticipated once the final accounts are settled because of a requirement to extend the build contract slightly and to provide additional flooring.

Cathedral Yard, Cathedral Close and New Cut

- 2.8 Paving and Street works are now complete. The works on the Close were more costly than was budgeted because of a) the very poor sub-base that needed significant upgrading when the footway was rebuilt and b) the demanding nature of the work to lay the river-washed pebbles. Revised proposals are being considered for kiosk arrangements in Cathedral Yard, following receipt of tenders that were also more expensive than was originally anticipated. A final account is expected shortly from the County Council.

City Centre Enhancements

- 2.9 This project covers 3 elements of work: 1) Lower High Street Enhancement (match-funded with Devon County Council); 2) Public Realm enhancements to Cricklepit Mill surrounds and footpath; 3) Paris Street Enhancements (match-funded with Devon County Council). Lower High Street works are now largely complete apart from the insertion of the Riddle specialist paving (the area is temporarily tarmaced at present) and some street furniture. Paris Street enhancements are also now largely complete, though with some related work in Sidwell Street still ongoing. Works have now started in the Cricklepit area with completion expected by the end of November (subject to resolving difficulties with cracked granite treads). Invoices for works relating to these strands are expected to be processed shortly.

Conservation Area Enhancements (smaller schemes)

- 2.10 Preparatory work on schemes for this programme was delayed in the first half of this year because of commitments elsewhere in the capital programme. A range of proposals will be proposed for Planning Member Working Group's consideration early in the New Year. In the meantime, this budget will be used to cover the cost of repairing the Minton Tiles which form street nameplates in the same areas – a recommendation in earlier conservation area appraisal work – and a new building mural in the vicinity of the Phoenix Arts Centre. The remainder will be deferred to 08/09.

Fore Street, Heavitree – Environmental Enhancements

- 2.11 A comprehensive programme of environmental enhancement for Fore Street, Heavitree is planned, and will include new traffic management and parking arrangements, enhanced pedestrian and cycling facilities, new paving, street furniture, planting and public art. The local Heavitree community has been consulted on initial proposals and has provided positive feedback. Officers from Devon County Council have since undertaken survey work and produced

initial designs. Artist, Michael Fairfax, has been appointed to develop design concepts and design work is expected to be complete by the end of the calendar year. Some initial site works are expected to be carried out this winter with major on-site works expected to start during Summer 2008. To reflect this timetable, £90,000 has been deferred to 2008/09.

Floodlighting

- 2.12 Schemes for Burnet Patch Bridge, Custom House, Cricklepit Mill and the Guildhall have all been designed. Approval has been obtained from Portfolio Holder and these schemes will be implemented during this year. Some further expenditure on refurbishing the three remaining old church schemes is intended where practical. Further schemes are expected to be brought forward in due course but the development time for these is such that implementation is unlikely in 2007/08 - hence the decision to defer part of this budget to 2008/09.

Parking Enforcement System

- 2.13 This IT-based back office system will replace current manual, paper-driven procedures for generating correspondence and updating cases. However, Civil Parking Enforcement (CPE) procedures are due to come into force from Spring 2008 that require a new and more prescriptive set of processes. At the same time, discussions are underway to explore the idea of a single 'back office' for all 'notice processing' across Devon (rather than each district authority having its own systems and staff). Until these discussions are resolved, and the date for moving over to the CPE regime becomes clearer, a new Parking Enforcement System has been put on hold.

Planning Delivery Grant Schemes

- 2.14 Further IT and administrative investment is expected during the remainder of 2007/08. £40,000 will be deferred into 2008/09 (made up of currently unallocated money and an allocation for a 'representations recording system' for use as part of the Local Development Framework process).

Science Park

- 2.15 The South West Regional Development Agency is progressing with the purchase of the Science Park site (Redhayes, Junction 29). Infrastructure costs –expected to be significant – are currently being determined. The City Council has agreed to invest a total of £750,000 into the project. The 2007/08 allocation has been deferred to 2008/09 when more major capital costs are expected to be incurred.

Strategic Signage

- 2.16 This project has two phases. Phase 1 has already been completed with 20 monoliths designed and installed within the City Centre. Work on Phase 2 has started and will include additional monoliths and the replacement and updating of finger posts. Planning Member Working Group reviewed these proposals at its meeting on 23 October and were content with the recommended design and extent of the programme which will be implemented in early 2008.

Detailed designs, specifications and a sample column will be prepared during the next three months with a view to installing the new signs during 2008/09. To reflect this timetable, £60,000 has been deferred from 2007/08 to 2008/09.

3. RECOMMENDED

- 3.1 It is recommended** that Members note the content of this half-year report on the capital programme (2007/08) for Economy and Development.

**JOHN RIGBY
DIRECTOR ECONOMY AND DEVELOPMENT**

**DAVID BETTELEY
DIRECTORATE PROJECTS OFFICER**

ECONOMY & DEVELOPMENT DIRECTORATE

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

Background papers used in compiling this report:

None

CAPITAL PROGRAMME 2007/08 As at 20 September 2007

1	2	3	4	5	6	7	8	9	10	11	12	13	14
Project	Code	Lead officer	Budget 07/08 £	07/08 Spend (excludes internal capitalised staff costs) £	Internalised staff costs (in financial yr 07/08) £	07/08 Commitments (is value of orders raised, not yet paid) £	Budget 08/09 £	Beyond £	Value of estimated Deferred Expenditure into 08/09 £	Date deferment estimate made (by whom)	Latest estimate of total project variance (underspend)/overspend £	Date under/over spend estimate made (by whom)	Project Progress Update (and contingencies employed/actions taken since last report, if project slippage/anticipated deferment/cost variance)
Bartholomew Terrace Retaining Wall	Z1190	DH	3,160		0	101	0	0					To be used to improve drainage on Bartholomew Car Park. Budget expected to be spent this year
Basin Quayside (redesign of canal basin, refurbishment of canal buildings, improved public access to area & continued activity on water)	Z1139	DP	636,920	4,475	3,488	16,044	1,147,000	857,730	411,920	2.7.07 (MW/MC)			See committee covering report
Beacon Lane Shops	Z1250	DP	102,740	106,722	44	0	0	0			10,000	23.7.07 (DP)	The works to reconfigure the retail units in the Beacon Lane parade are complete. Wilkies Stores and the adjoining hairdresser are now trading from their new premises. A £10,000 overspend is anticipated once the final accounts are settled.
Box Office System	Z1571	RB	19,500	0	0	0	0	0					Funding of this project is currently under review - outcome to be reported to next Scrutiny Resources Committee/Executive.
Bradnich Place Basement Area Improvement	Z1207	DP	30,000	300	416	0	0	0					The improvement works to the basement space will commence in early November following vacation of the AFU. The Phoenix Arts Centre will be moving into the space on completion, their use to include a recording studio, radio station and a number of arts incubation units.
Cathedral Yard & Close/New Cut	Z1205	JR (Chris W/Lake)	70,750	2,702	1,406	8,869	0	0					Having street works now complete. Works on Close were more costly than budgeted because of the very poor sub-base which demanded significant upgrading when the footway was built and because of the demanding nature of work to lay the river-washed pebbles. Discussing revised and less expensive proposals for the kiosk in Cathedral Yard, taking account of available budget. Waiting for final account from DCC.
Central Station Gateway Enhancement		RPS	0	0	0	0	118,260	118,260					Various concept options have been considered by joint ECC/DCC project team with agreed concept now forwarded to Network Rail for their initial comments in advance of formal project meeting.
CCTV Improvements at Car Parks	Z1206	RDC	3,950	0	0	200	0	0					Largely complete - outstanding amount to be used to contribute to improvements at Guildhall
CCTV Specialist Consultancy Advice	Z1195	JR	18,000	8,000	0	7,000	15,000	15,000					Specialist consultancy services provided by JMT. Other regular advice on CCTV system expansion.
CCTV provision at Haven Road Car Park & Boat Storage Area	Z1152	RDC	60,000	0	0	0	0	0	60,000	17.10.07 DMT			Subject to work on Haven Rd Car Park as part of main canal basin project the timescale for which is such that this budget strand should be deferred.
City Centre Enhancements Lower High St, Cricklepit Area and Paris Street.	Z1116	JR (Chris W/Lake)	467,660	2,665	3,892	5,351	200,000	200,000					Lower High Street works are now largely complete, apart from the insertion of the Riddle specialist paving (area temporarily tarmaaced) and some street furniture. Public realm and footpath works have started around the edge of Cricklepit Mill with completion expected by the end of November, subject to resolving the problem of damaged granite treads. Paris Street enhancements (c. £300k contribution from ECC) are also substantially complete though related work in Sidwell Street continues. Invoices expected shortly.

CAPITAL PROGRAMME 2007/08 As at 20 September 2007

1	2	3	4	5	6	7	8	9	10	11	12	13	14
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Conservation Area Enhancements	Z1183	RPS	86,000	0	0	1,770	0	0	66,000	15.10.07(RS)			Preparatory work on schemes for this programme was delayed earlier this year, given commitments elsewhere in the capital programme. A range of proposals will be delivered to Planning Member Working Group early in the new year. In the meantime, some funding will be spent on Minton Tiles for street names together with spending on a new building mural in the vicinity of the Phoenix Arts Centre. Remainder to be deferred to 08/09.
Cricklepit Mill	Z1137	A Pye (DP also)	84,800	84,801	0	0	0	0					The extension and conversion have now been completed and the Devon Wildlife Trust have now moved in. The remainder of the budget has been paid over as grant.
Cricklepit Street Wall Repairs	Z1128	DH	90,000	700	0	0	0	0					Tender for work received (£78K). Work has started on site.
Custom House	Z1121	DP (Mike Carson)	337,370	149,851	8,695	184,405	0	0					The restoration and conversion works to the Custom House are complete and, subject to a final reconciliation, on budget. The AFU are scheduled to take up occupation in late October.
Custom House Optic Fibre Link	Z1255	DH (DP suggested change of lead)	22,500	13,106	0	0	0	0					Optic fibre laid - final work within Custom House to be completed. Widening and resurfacing works are now complete. Retention payments under contract still to be paid with some minor crack repairs being carried out as required.
Exe Estuary NCN	Z1107	DH	18,700	(8,771)	4,710	2,556	0	0					Budget for ongoing improvements to damaged walls in Exwick. £6500 has been spent on Farm Hill initial repairs. Approx further £20k needed for more stabilisation works at Farm Hill. Balance of funding to be spent on repairs in the Howard Close area, subject to clarifying land ownership - likely to be 08/09, hence deferral.
Exwick Walls	Z1179	DH	60,850	6,516	609	3,345	0	0	31,000	3.9.07 (JR/DH/MW)			Initial work on improving night-time security completed. Further security works (to enhance day/early-evening security) is planned. Neighbouring business and residents consulted and works being prepared.
Fencing at King William Street	Z1189	RDC	23,150	0	0	0	0	0					DCC completed initial survey of Fore St. Design concept ideas expected to be complete by year end with artist Michael Fairfax appointed to work on concept ideas. Some initial site works to be carried out this winter. Major on-site works expected to start in Summer 2008. Hence deferral to 08/09
Fore St, Heavitree - Environmental Enhancement	Z1105	RPS	150,000	905	0	10,000	266,010	0	90,000	28.09.07 (PO)			Schemes for Bunter Patch Bridge, Custom House, Cricklepit Mill and the Guildhall have all been designed. Approval has been obtained from Portfolio Holder and these schemes will be implemented during this year. Some further expenditure on refurbishing the three remaining old church schemes is intended where practical. Further schemes are expected to be brought forward in due course but the development time for these is such that implementation is unlikely in 2007/08 - hence deferral to 2008/09.
Floodlighting	Z1156	RPS (Andy Pye)	78,560	0	0	18,252	0	0	47,000	08.10.07 (AP)			A number of trees were planted on Bad Homburg Way around 10 years ago that have since failed to establish properly. In order to improve long-term impact, this budget strand is designed to replace original planting with new trees and, at the same time, to improve the soil quality of the ground in which they are planted. A set of environmental enhancements, to include replacement tree planting and other planting, has now been produced. Tenders for the supply of trees have been received and contractors are expected to be on-site in February 2008. Expected cost is £30,000. Further opportunities will be explored for 2008/09 but in the meantime, a small deferral into 2008/09 has been made.
Gateway Features	Z1140	RPS	52,130	0	0	0	0	0	22,000	17.10.07			

CAPITAL PROGRAMME 2007/08 As at 20 September 2007

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Guildhall Car Park - Major Refurbishment & Installation of Pay on Foot	Z1134	RDC	651,260	452,802	13,903	3,901	0	0					Project complete - small underspend is likely, subject to agreeing the final account. A contract retention fee, BEST electrical works (c£100k) and several other small items are still to be paid from this budget.
Heritage Centre (underground passages)	Z1159	RB	200,160	151,357	0	40,225	0	0					Work complete subject to final snagging and minor work. Heritage Centre opened as part of new Princesshay and incorporating access to the Underground Passages. Tony Robinson performed celebratory opening.
Ibstock Environmental Improvements	Z1407	DP	4,430	0	0	0	0	0					Delays can be attributed to a lack of progress by the developer in pursuing completion of environmental improvements. However, recent progress has been made and it is anticipated that this budget will be spent in 2007/08
Leighton Terrace Car Park Fencing	Z1222	RDC	8,890	1,960	0	0	0	0					Project complete. It is anticipated that the underspend in relation to this project will be used to help fund additional fencing security measures at King William Street during 2007/08 (see project reference Z1189)
Livestock Centre - 6 Ambind- Heaters in Roof	Z1221	DP	5,500	0	0	0	0	0					Heaters have been installed and associated heat insulation work to the concourse ceiling has been completed. Final account to be processed - - but budget now spent.
Mary Arches Structural Improvements	Z1180	RDC	5,930	5,719	0	0	0	0					Structural elements (building up wall, raising height of inspection) and landscaping are now complete.
Matford Centre Toilets	Z1214	DP	1,430	0	0	0	0	0				DP, 12.10.07	Toilets are now installed and the associated DDA ramps are on order. An overspend of £1,000 is anticipated.
Met Office	Z1176	JR	35,000	8,750	0	0	0	8,750					City Council contribution to provision of local buses. (part of infrastructure agreement with DCC).
New Stalls for Farmers Market	Z1251	DP	70,000	1,735	0	0	0	0					The new standard sized stalls and associated equipment have been purchased and are in use at the market, with a number of larger stalls to follow. A saving of £20,000 is expected.
Parking Enforcement System	Z1516	RDC	65,000	0	0	0	0	0	50,000	11.10.07 RC			Only limited expenditure expected in 07/08. Project slippage is anticipated because of the introduction of a new system of Civil Parking Enforcement (the model for which is still being discussed between County Council and District Authorities)
Planning Delivery Grant Schemes	Z19	RS	123,080	(1,610)	0	5,500	0	0	40,000	15.10.07 RS			Further IT investment and planning equipment is expected in 2007/08. £40k delected to 08/09 (partly unallocated budget and deferment of allocation for LDF representations recording equipment).

CAPITAL PROGRAMME 2007/08 As at 20 September 2007

1	2	3	4	5	6	7	8	9	10	11	12	13	14
Project	Code	Lead officer	Budget 07/08 £	07/08 Spend (excludes internal capitalised staff costs) £	Internalised staff costs (in financial yr 07/08) £	07/08 Commitments raised, not yet paid) £	Budget 08/09 £	Beyond £	Value of estimated Deferred Expenditure into 08/09 £	Date deferment estimate made (by whom)	Latest estimate of total project variance (underspend)/ overspend £	Date under/over spend estimate made (by whom)	Project Progress Update (and contingencies employed/actions taken since last report, if project slippage/anticipated deferment/cost variance)
Planning Improvements in Riverside Valley Park	Z1408	RS	9,700	0	0	0	0	0	0		(7,000)		£2700 of Budget (S106 money) is likely to be used to supplement costs of Kings Arms Isthmus work, subject to gaining the agreement of the developer involved in the original S106 agreement. This will contribute to soft landscaping elements of Kings Isthmus works. Review of original agreement confirms that initial objectives were fulfilled - and (non-statutory) contributions from contractor were not required.
Riverside Valley Park Security Measures	Z1254	DH	60,000	2,959	0	3,380	0	0					Two new barriers and boulder stone deterrents have been installed. Discussions with Environment Agency ongoing - their objections may limit further measures. Installation of CCTV also being reviewed.
Science Park	Z1150	RB	99,910	0	0	0	650,090	0	99,910	15.10.07 (RB)			RDA progressing purchase of site. High infrastructure costs likely which are currently under investigation. Costs deferred to 2008/09.
Signage	Z1117	RPS (Paul Osborne)	81,210	572	265	9,900	65,000	0	60,000	23.07 (PO)			Match funding agreed with DCC. Detailed designs, specifications and a sample column will be prepared during the next three months with implementation now in 08/09
St Georges Market Reconfiguration	Z1225	DP	13,480	(687)	54	2,675	0	0					Reconfiguration is complete but some further associated minor works are anticipated this year. The full budget allocation is expected to be spent in due course.
Corn Exchange - Upgrade Goods Lift	Z1215	DP	10,000	9,625	0	0	0	0					Lift installed and work completed on budget.
Tourist Information Cent.	Z1109	RB	27,000	1,468	0	23,272	0	0					Work complete, except minor items - new TIC now open as part of Pinesshay.
Walking Strategy	Z1133	DH	45,100	3,288	2,446	1,129	0	0	15,000	13.7.07 (DH/DB)			Deferral reflects rescheduling of work stages for improvements to Sir Alex Walk. Tumbling Hills stretch will be undertaken next year with red beds section brought forward and led by DCC. Transferred £10k from this budget to C&E to support work on Luggs Farm Link (as part of Exwick Loop development). Remainder of budget to pay for extra vegetation cut on Green Circle and proposed shared use pathway - jointly funded with DCC - from Summerway across green space (former Summerway School site) to Pinhoe Rd (next to Surgery).
Total			3,933,840	1,009,910	39,928	347,874	2,461,360	1,199,740	992,830		(17,350)		

EXETER CITY COUNCIL

SCRUTINY COMMITTEE - ECONOMY 7 NOVEMBER 2007

ECONOMY SCRUTINY STEWARDSHIP TO SEPTEMBER 2007

1. PURPOSE OF REPORT

- 1.1 This report advises Members of any forecast variations to the budget, based on the first six months of the financial year 2007/08.

2. INFORMATION

- 2.1 This report highlights any differences by management unit to the outturn forecast for the first six months of the financial year up to 30 September 2007 compared with the approved annual budget. During this period the total of the variances indicate that the overall net expenditure for this committee will decrease by £447,380 which represents a variation of 38.5% from the approved budget.

- 2.2 Following the removal of the Asset Management Revenue Account, government grants and other external contributions received in respect of fixed assets, referred to as 'deferred contributions', must be released to the service revenue accounts in order to help offset the depreciation that is charged on the assets. In order to ensure that depreciation and the release of government grants and other contributions do not impact on the level of council tax, all entries made to the service revenue accounts are reversed out in the Statement of Movement on the General Fund Balance in accordance with the Statement of Recommended Practice.

- 2.3 The main variations by management unit are detailed below:

	£
2007-2008 APPROVED ESTIMATE	1,160,700
3A1 PROPERTY & ESTATES SERVICES	(115,210)

Rental income is higher than expected due to the completion of several rent reviews for South Street properties involving the collection of back rent from previous years.

Princesshay rent was only budgeted for one quarter but, due to the timely completion of the project, two quarters rent will be received in this financial year.

It was anticipated that no rent would be charged for one property at Haven Road and another at Marsh Barton, however delays in the rent reviews and lease re-structuring processes have resulted in rents still being received.

Depreciation costs are lower than budgeted as the Basin/Quayside enhancements are now classified as non-operational property and therefore no capital charges apply.

Exeter City Council is surrendering the lease of Haven Road Industrial Estate towards the end of the financial year, this will result in a net loss of income.

Rent from the Southgate Hotel is lower than anticipated as it is based on occupancy levels which dropped below the budgeted threshold limit this year.

Projected income at St George's Retail Units is lower than budgeted due to the former Card Shop being vacant.

3A3 CAR PARKING (196,200)

Fee income is higher than budgeted.

Standard charge income is lower than budgeted. The introduction of pay on foot at both the Guildhall and Mary Arches Street car parks has resulted in standard charge tickets no longer being issued to customers overstaying their purchased time as there is no longer a possibility of this happening.

Season ticket income is expected to be higher than budgeted; this could also be a factor in the decrease in standard charge income.

Asset Improvement and Maintenance expenditure is lower than budgeted as some works planned to be undertaken as part of the 2007/08 programme have been delayed until 2008/09 and savings are anticipated on works due to be completed in the current financial year.

Rates are lower than budgeted.

Electricity costs are higher than expected.

3A5 FESTIVALS & EVENTS (2,500)

The Summer Festival has made a small surplus.

3A8 DISTRICT HIGHWAYS & FOOTPATHS (5,070)

There has been a release of deferred contributions to the revenue accounts as described above.

Depreciation has been higher than anticipated due to the inclusion of the Cathedral Yard enhancements in the Council's asset register.

3B5 PLANNING (66,990)

A saving in staffing costs has occurred due to several posts being vacant for periods during the first half of the year. These posts have now been filled.

There has been a release of deferred contributions to the revenue accounts as described above.

3B9 MARKETS & HALLS (61,410)

Income is higher than budgeted due to the increased use of the car parks at the Matford Centre and the introduction of a Wednesday car boot sale, however the Sunday market income is lightly lower than expected due to the wet weather. General savings relating to premises and vehicle hire costs are anticipated.

Exeter Corn Exchange income continues to be higher than budgeted due to the increased number of events and food and beverage income.

Depreciation costs are slightly lower than budgeted.

2007-2008 EXPECTED FINAL OUTTURN **£713,320****3. RECOMMENDED that** Members note the contents of this report.

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

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**SCRUTINY COMMITTEE - ECONOMY
STEWARDSHIP**

APRIL 2007 TO SEPTEMBER 2007

ANNUAL BUDGET	£	SUPPLEMENTARY BUDGET	£	REVISED BUDGET	£	CODE	CURRENT OUTTURN FORECAST	£	FORECAST VARIANCE	£
(2,169,840)		25,200		(2,144,640)		3A1	PROPERTY & ESTATES SERVICES	(2,259,850)	(115,210)	
1,646,450				1,646,450		3A2	TRANSPORTATION/CONCESSIONARY FARES	1,646,450		
(2,725,170)		222,200		(2,502,970)		3A3	CAR PARKING	(2,699,170)	(196,200)	
953,590		45,000		998,590		3A4	ECONOMIC DEVELOPMENT	998,590		
383,700				383,700		3A5	FESTIVALS & EVENTS	381,200	(2,500)	
590,660				590,660		3A6	TOURIST INFORMATION	590,660		
28,000				28,000		3A7	ARCHAEOLOGY IN EXETER	28,000		
318,100				318,100		3A8	DISTRICT HIGHWAYS & FOOTPATHS	313,030	(5,070)	
64,640				64,640		3A9	BUILDING CONTROL	64,640		
116,330		9,000		125,330		3B1	LAND DRAINAGE	125,330		
0				0		3B2	ADMINISTRATION SERVICE	0		
0				0		3B3	DIRECTOR ECONOMY & DEVELOPMENT	0		
0				0		3B4	ENGINEERING & CONSTRUCTION SERVICES	0		
1,181,670				1,181,670		3B5	PLANNING SERVICES	1,114,680	(66,990)	
68,740		87,720		156,460		3B6	CONSERVATION	156,460		
8,000		15,000		23,000		3B7	ARCHAEOLOGICAL FIELD UNIT	23,000		
132,150				132,150		3B8	PRINCESSHAY/MAJOR PROJECTS	132,150		
111,560		48,000		159,560		3B9	MARKETS & HALLS	98,150	(61,410)	
708,580		452,120		1,160,700			NET EXPENDITURE	713,320	(447,380)	
							Deferred Contributions to Capital	33,730		
							Transfers from Earmarked Reserves			
						3B5	Local Development Framework	(20,000)		
						3B5	Planning Delivery Grant	(107,590)		
						3B8	Princesshay	(132,150)		
							OVERALL FORECAST EXPENDITURE FOR THE YEAR AFTER MOVEMENTS TO/FROM RESERVES	487,310		

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE - ECONOMY

7 NOVEMBER 2007

PROPERTY PERFORMANCE INDICATORS

1.0 Purpose of Report

- 1.1 To inform Members of the position regarding the Council's performance on Property Performance Indicators (PPIs) and to establish further targets for those indicators.

2.0 Background

- 2.1 The City Council has a significant property asset portfolio. At the year end for 2006/7 the net book values of these assets (not including housing) were as follows:

Operational assets	£55,271,000
Non-operational assets	£45,076,000

- 2.2 The non-operational portfolio is held for strategic purposes and also generates a substantial rent roll which underpins the City Council's revenue budget.
- 2.3 As part of its Asset Management Plan requirements for local authorities, the Government has established high level PPIs which have been developed to provide a standard set of data against which authorities can measure their own performance year on year and also can use to benchmark nationally. These were first reported in the Council's Asset Management Plan submission to the Government Office South West in July 2002 for the year 2001/2 and have been reported to Economy Scrutiny Committee on an annual basis since then.
- 2.4 The Council has also identified a series of local PPIs to measure specific performance in certain areas. It is intended that these will assist the Council to focus on and monitor in greater detail the objectives set out in the Capital Strategy and Asset Management Plan. Again, these PPIs have been reported annually to the Economy Scrutiny Committee since 2003.
- 2.5 The Economy Scrutiny Committee also set targets for both the national and local PPIs and performance against these targets are shown in the PPI tables in the Annex to this Report.

3.0 Property Performance Indicators and Targets

- 3.1 The returns for 2006/7 are set out in the Annex together with the 2005/6 data and the targets set for 2006/7. New targets for 2007/8 are also proposed.

4.0 Performance Analysis

- 4.1 Particular comment can be made as follows:

National PPIs

- 1B (i) Backlog of maintenance:
The AIM programme continues to make significant inroads into the outstanding identified maintenance load with most premises now fit for purpose (condition Category B). Attention is being paid to Category D properties to look to improve these assets.
- (ii) Most urgent outstanding works have now been addressed. Significant progress has been made in reducing the urgent backlog of maintenance and it is hoped that we will be able to ensure that the key focus of our maintenance activities is now on planned maintenance rather than reactive, urgent work.
2. Overall Average Internal Rate of Return:
The rate of return has shifted downwards to reflect the lower yields now being achieved for the City Council's retail portfolio and to reflect the fact that a number of rent reviews have been settled over the year.
3. Annual Management Costs:
We do not record time across Services in a way that enables reporting on this indicator to be reliable.
- 4.2 It is worth noting that all the national indicators are under review.

Local PPIs

1. Capital Disposals:
Significant receipts were not received in the year 2006/7 (e.g. Fountain House, Burns Avenue, Canal Basin). However many of these are now completing early in the current financial year and we should be able to move back towards target.
3. Voids:
Although the figure (which was calculated at the end of January 2007) has regrettably increased, the situation now is that many of these properties have subsequently been let and the voids figure is consequently much lower. The separate Voids and Debts Report on this Agenda sets out the current position.
- 5.0 RECOMMENDED that:**
- 5.1 The report on Property Performance Indicators be noted and the targets for 2007/8 be adopted.

**DAVID PROSSER
HEAD OF ESTATES
ECONOMY & DEVELOPMENT DIRECTORATE**

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

Revenue and Capital Estimates
Draft Accounts 2006/7

NATIONAL PROPERTY PERFORMANCE INDICATORS AND TARGETS

	Property Performance Indicators	Performance 2005/6	Target 2006/7	Performance 2006/7	Target 2007/8
1A	Percentage of gross internal floor space in condition categories A to D for operational properties				
	A (Good)	42%	45%	42%	42%
	B (Satisfactory)	46%	50%	48%	49%
	C (Poor)	9%	4%	7%	7%
	D (Bad)	3%	1%	3%	2%
1B.	Backlog of maintenance by cost for operational property expressed as:				
	(i) As total value (up to condition B)	£347,500	£300,000	£347,500	£300,000
	(ii) As a percentage in priority levels 1 – 3.				
	1 (Urgent)	4%	5%	4%	4%
	2 (Essential)	17%	20%	15%	11%
	3 (Desirable)	79%	75%	81%	85%
2.	Overall average internal rate of return (IRR) for the Council's Retail Portfolio.	11.1%	11%	10.25%	10%
3A	Total annual management costs per sq metre (GIA) for the Operational Portfolio	Management time not recorded across services.			

	Property Performance Indicators	Performance 2005/6	Target 2006/7	Performance 2006/7	Target 2007/8
3B	Total annual management costs per sq metre (GIA) for non-operational property.	Management time not recorded across the services.			
4A	Total annual repair and maintenance costs per sq metre (GIA) for operational property.	£18.97	£18.00	£20.13	£20.00
4B	Total annual energy costs per sq metre (GIA) for operational property.	£2.64	£2.75	£2.31	£2.25
4C	Total annual water costs per sq metre (GIA) for operational property.	£3.26	£2.50	£1.54	£1.50
4D	Total annual CO ₂ emissions in tonnes per sq metre (GIA) for operational property.	0.003	0.004	0.004	0.004
5A	Percentage of projects where outturn falls within plus or minus 5% of estimated outturn.*	82%	85%	68%	70%
5B	Percentage of projects falling within plus 5% of estimated timescale	60%	70%	69%	77%

LOCAL PROPERTY PERFORMANCE INDICATORS

	Property Performance Indicators	Performance 2005/6	Target 2006/7	Performance 2006/7	Target 2007/8
1.	Performance of capital disposals against target set as a percentage of the financial value achieved against the target set.	81%	100%	32%	100%
2.	Performance of Investment Portfolio as a percentage of the return of income against capital value of the investment estate.	6.6%	6.5%	7.2%	7.0%
3.	Voids. Number of lettable units void as a percentage of total units.	5.3%	5%	6.1%	5%
4.	Efficiency of Income Collection as a percentage of total gross income receivable as a percentage achieved in the first quarter.	99%	99%	99%	99%

- * This indicator is designed to measure the accuracy of our estimating processes. To arrive at the percentage an analysis of projects is undertaken at a point in time (usually May) to determine which will fall within plus or minus 5% of the original estimate at year end. This can result in projects being regarded as a failure in terms of the indicator when they would otherwise be regarded as well managed projects by the council. So for example replacing the boiler flue at the guildhall was estimated to cost £10K however it has only cost £9K which obviously is a saving to the council but as it is a 10% saving it is regarded as a failure in terms of the financial indicator

The usefulness of this indicator is currently being reviewed and it is likely to be withdrawn

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EXETER CITY COUNCIL

SCRUTINY COMMITTEE - ECONOMY 7 NOVEMBER 2007

PROPERTY VOIDS AND DEBTS

1.0 PURPOSE OF REPORT

- 1.1 To inform Members of the position regarding void properties for the period 1 February 2007 to 30 September 2007 and debts for the four quarters ending on the September 2007 quarter day.

VOID PROPERTIES

2.0 BACKGROUND

- 2.1 The situation regarding void properties as at 31 January 2007 was reported to the Scrutiny Committee – Economy on 1 March 2007.
- 2.2 For the purpose of the report a void is defined as any unused or unlet land or building which is not used for the provision of services but with the following assumptions:
- Includes commercial properties and undeveloped and surplus land
 - Excludes parks and community spaces, allotments and garden plots, grazing land, all highway land, pavement cafes, showcases, parking spaces and Council houses.
- 2.3 Any property remaining un-let for more than one year is treated as a long-term void for the purposes of this report.

3.0 LONG TERM VOIDS

- 3.1 Since the last report six long-term void properties have been removed from the list. The Development Agreement for the former Electricity Building on Haven Road was entered into in August 2007 and works of conversion and refurbishment are now underway. The four unlet shops at Beacon Lane (three of which were long-term voids) have been let to Wilkies Stores. That operator will be vacating the freestanding unit at 88B Beacon Lane during October 2007. Marketing has commenced with a good level of interest for this unit. The first floor offices at 50/53A South Street have recently been let to Gemini Taxis. Works to the Custom House are complete and the AFU should be in occupation by the date Scrutiny meet.
- 3.2 A letting for 118 Cowick Street had been agreed earlier this year, but fell through. This shop is now let subject to contract for retail sale and supply of clothes to the elderly.
- 3.3 The long-term voids as at 30 September 2007 are summarised in Table A below.

Table A
Long term voids

Address	Area m ² Approx	Rental Value £	Date Vacated	Notes
118 Cowick Street	65	6,250	25/03/05	See note 3.2
Total	65	6,250		

4.0 SHORT TERM VOIDS

- 4.1 Since the last report, the first floor offices at 115 Sidwell Street have been let to a welfare support organisation.
- 4.2 The former Sharps unit at 1 South Street is let to Warrens.
- 4.3 The new shop unit at 87 Fore Street, created as part of the reconfiguration of the former St George's Market, is let to Rainbow Trading.
- 4.4 The retail unit at 81 South Street has been let for the sale of celebration cakes.
- 4.5 The new convenience store at Kinnerton Way secured by the Council as part of the community provision at this site is now let to Nearby Stores but is not yet trading.
- 4.6 The shop at 91 Wonford Street is likely to form part of a redevelopment scheme for which discussions between Housing Services and a RSL are progressing. It had been occupied until recently by TVRS but is now vacant and is unlikely to be re-let prior to a scheme proceeding.
- 4.7 120/121 Sidwell Street was handed back to the Council as the previous tenant, Olan Mills Ltd, had gone into administration and the lease was subsequently disclaimed. This double unit in a secondary position is proving very difficult to let. It has been placed with external Agents.
- 4.8 A new void is at 88 Fore Street where the previous tenant, The Card Shop, went into administration, with the unit being handed back to the Council. Marketing has produced a range of interest but no commitment as yet.
- 4.9 The short-term voids as at 30 September 2007 are summarised in Table B below.

Table B
Short term voids

Address	Area m ² Approx	Rental Value £	Date Vacated/Available	Notes
91 Wonford Street	40	1,300	20/12/06	See note 4.6
120/121 Sidwell Street	135	29,600	18/01/07	See note 4.7
88 Fore Street	85	42,800	25/01/07	See note 4.8
Total	260	73,700		

5.0 UNDEVELOPED AND SURPLUS LAND

5.1 Since the last report no land in this category has been disposed of.

Table C

Land	Area Hectares	Descriptions	Comments
Exhibition Fields (Eastern Fields)	2.6	Development site	Linked to infrastructure provision

6.0 CONCLUSION

6.1 The position on void units compared to the four previous reports is:

Table D

	No of Void Units	Total Area of Void Units in m²	Annual Rental of Void Units (£)
July 2005	12	2,711	154,900
January 2006	14	2,740	161,700
July 2006	13	2,964	210,750
January 2007	15	2,301	202,100
September 2007	4	325	79,950

6.2 The position on long-term voids is very positive with only one property in this category, which is let subject to contract. Of the short-term voids, one is being held for development, with the remaining two being marketed hard. The retail property market continues to be generally strong with relatively few un-let units. Well-placed units do let with effective marketing, but units in poorer locations have proved more difficult to let.

6.3 The rental value of current voids amounts to approximately 2.2% of the total rental value of the commercial portfolio. This is very low for a large and varied property base.

RENT AND DEBT COLLECTION

7.0 BACKGROUND

The table overleaf summarises the amount of rent invoiced for each of the four quarters up to the quarter ended 28 September 2007, and the outstanding amounts at various points up to the date of compilation, the 30 September 2007. The first three columns of the table summarise the invoices as sent; the fourth column the amount of rent outstanding at 28 days, along with the percentage of the original total which these figures reflect; the fifth at 90 days, and the final one as at the date of compilation of this table.

8.0 PERFORMANCE INDICATORS

- 8.1 Targets have been set for debt management where the rent is billed on a quarterly basis. The Council has agreed that debts outstanding 90 days after billing should be less than 2% of the total sum invoiced.

9.0 CURRENT POSITION

- 9.1 £95,688 outstanding at 90 days, representing 3.4% of the total invoiced on the M01 to M05 Cost Centres during the 4 quarters ending the 28 September 2007 is a large increase on the amount outstanding in the last report made to Committee in March 2007, the figures then being £30,628 and 1.16% respectively.
- 9.2 Of this unusually high amount of £95,688 outstanding at 90 days, over £55,000 was owed (and still is) by just 7 tenants – including some £16,500 due from an ex-tenant in respect of dilapidations to his premises, interest and County Court costs on the Judgement obtained against him. Of the remaining 6 tenants, one (owing approximately £12,000 up to and including 28 September) is hoping to sell his business very shortly and settle the debt and the other 5 are either making agreed payments to clear substantial “one-off” invoices in respect of back rent due following late rent reviews, or, being “serial debtors”, have had their outstanding rents collected by Bailiffs who are currently holding approximately £7,800 to the Council’s account.
- 9.3 Committee will note that as at the 30 September (i.e. 2 days after the 90 day “deadline”), the total outstanding had dropped to £56,982 or 2.02% of the total originally invoiced. Even though this figure is still higher than officers would wish, it is far closer to the usual picture at the 90 day stage.

10.0 RECOMMENDED that:

- 10.1 The Report on Voids and Debts be noted.

**COMMERCIAL DEBT RAISED AND OUTSTANDING
AS AT 30 SEPTEMBER 2007**

Summary	Items	Amount	Outstanding at 28 days	Outstanding at 90 days	Outstanding as at 30.09.07
		£	£	£	£
Billed September 2006	255	811,455	103,527	8,162	0
% outstanding			12.76%	1.01%	0.00%
Billed December 2006	298	644,521	117,012	23,007	0
% outstanding			18.15%	3.57%	0.00%
Billed March 2007	247	660,619	149,093	10,227	7,615
% outstanding			22.57%	1.55%	1.15%
Billed June 2007	253	698,870	116,837	54,292	49,367
% outstanding			16.72%	7.77%	7.06%
Total	1,053	2,815,465	486,469	95,688	56,982
% outstanding			17.28%	3.40%	2.02%

**DAVID PROSSER
HEAD OF ESTATES SERVICES
ECONOMY & DEVELOPMENT DIRECTORATE**

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

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