



**Exeter City Council**

To the Chair and Members  
of the Scrutiny Committee - Community

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**Our ref:**

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**AGENDA FOR**  
**EXETER CITY COUNCIL**  
**SCRUTINY COMMITTEE - COMMUNITY**

The Scrutiny Committee - Community will meet on **TUESDAY 29 MAY 2012**, commencing at **5.30 pm**, in the Rennes Room, Civic Centre, Paris Street, Exeter to consider the following business. If you have an enquiry regarding any items on this agenda, please contact Howard Bassett, Member Services Officer on **Exeter 265107**.

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

Pages

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

1 **APOLOGIES**

To receive apologies for absence from Committee members.

2 **MINUTES**

To sign the minutes of the meeting held on 6 March 2012.

3 **DECLARATION OF INTERESTS**

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.

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4                    **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 the items on this 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 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 of Schedule 12A of the Act.

5                    **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 Corporate Manager Democratic/Civic Support at least three working days prior to the meeting. Further information and a copy of the procedure are available from Member Services (01392 265107) also on the Council web site.  
<http://www.exeter.gov.uk/scrutinyquestions>*

6                    **QUESTIONS FROM MEMBERS OF THE COUNCIL UNDER STANDING  
ORDER 20**

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

7                    **PORTFOLIO HOLDERS TO PRESENT THEIR PRIORITIES FOR THE  
FORTHCOMING YEAR**

Councillors R.M. Hannaford (Portfolio Holder for Housing and Community Involvement) and Councillor G.N. Sheldon (Portfolio Holder for Environment and Leisure) will present a verbal report on the priorities for the forthcoming year in light of the Committee's work programme.

8                    **APPOINTMENT OF MEMBERS TO WORKING GROUPS**

To appoint to the following working group. Existing Membership is shown:-

Parkwood Leisure Contract Working Group

Councillor Mitchell (Chair), Councillors Crow (no longer a Member of this Committee), Morris and Sheldon and former Councillor Mrs Morrish.

The Community Toilets Working Group will report its conclusions to the September meeting of this Committee.

9                    **PARKWOOD LEISURE MANAGEMENT CONTRACT**

The Chair of the Parkwood Leisure Working Group will provide a verbal report on the Group's progress.

**MATTERS FOR CONSIDERATION BY THE EXECUTIVE**

- 10            **STATUTORY SERVICE PLAN (BUSINESS COMPLIANCE) 2012/13**  
To consider the report of the Assistant Director Environment - *report circulated*            1 - 4
- 11            **PRIVATE SECTOR HOUSING POLICY : FINANCIAL ASSISTANCE  
PACKAGES 2012/13**  
To consider the report of the Assistant Director Environment – *report circulated*            5 - 8

**MATTERS FOR CONSIDERATION BY SCRUTINY COMMITTEE - COMMUNITY**

- 12            **2012 REVIEW OF RE-CYCLING PLAN 2011/16**  
To consider the report of the Assistant Director Environment – *report circulated*            9 - 20
- 13            **EXTENSION OF RAMM'S ACQUISITION AND DISPOSAL POLICY AND  
STATEMENT ON ACQUISITION OF ARCHAEOLOGICAL ARCHIVES**  
To consider the report of the Assistant Director Economy – *report circulated*            21 - 22

**PERFORMANCE MONITORING**

- 14            **HOUSING AND AIM PROPERTY MAINTENANCE OUT-TURN REPORT  
2011/12**  
To consider the joint report of the Assistant Director Housing and Contracts,  
Assistant Director Economy and Assistant Director Finance *report circulated*  
(*Monitoring schedule available on request*)            23 - 26
- 15            **AIM PROPERTY MAINTENANCE PROPOSED PROGRAMME 2012/13**  
To consider the joint report of the Assistant Director Housing and Contracts,  
Assistant Director Economy and Assistant Director Finance *report circulated*  
(*Monitoring schedule available on request*)            27 - 30
- 16            **HOUSING REVENUE ACCOUNT - FINAL ACCOUNTS 2011/12**  
To consider the joint report of the Strategic Directors and Assistant Director  
Finance *report circulated*            31 - 38
- 17            **COMMUNITY SERVICES OUTTURN TO 31 MARCH 2012**  
To consider the joint report of the Strategic Directors and Assistant Director  
Finance *report circulated*            39 - 48

## **DATE OF NEXT MEETING**

The next **Scrutiny Committee - Community** will be held on Tuesday 4 September 2012 at 5.30 pm

## **FUTURE BUSINESS**

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

### ***Membership -***

Councillors Shiel (Chair), Mitchell (Deputy Chair), Branston, Bowkett, Choules, Clark, Dawson, Donovan, Laws, Morris, Mottram, Payne and Tippins

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) 265107 for further information.

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## EXETER CITY COUNCIL

### SCRUTINY COMMITTEE – COMMUNITY 29 MAY 2012

EXECUTIVE  
19 JUNE 2012

#### STATUTORY SERVICE PLAN (BUSINESS COMPLIANCE) 2012-2013

#### 1. PURPOSE OF REPORT

- 1.1 To seek approval for the adoption of the Statutory Service Plan (Business Compliance) 2012/13. The plan sets out the Council's regulatory function in respect of food safety, health and safety and other statutory functions over the forthcoming year. A copy of this is available in the Members' Room, on the Council's website or available on request.

#### 2. BACKGROUND

- 2.1 The Food Standards Agency Framework Agreement requires the Council to produce a Food Law Enforcement Plan (referred to as the Enforcement Plan). The key aim of the plan is to demonstrate how the Council will fulfil its regulatory obligations in respect of its food safety service.
- 2.2 Section 18 of the Health and Safety at Work, etc. Act 1974 places a duty on the Council to make adequate arrangements for enforcement of health and safety. The Health and Safety Executive (HSE), requires the Council to produce an annual Health and Safety Service Plan. Responsibility for Health and Safety at Work enforcement lies with the HSE and Local Authorities (LAs). Councils are generally responsible for enforcement at premises in which non-industrial activities are undertaken (eg retail premises, warehouses, offices etc) whilst HSE is responsible for industrial activities.
- 2.2 The Statutory Service Plan incorporates:
- the service aims and objectives;
  - information about all enforcement and related services provided by the Council's Commercial Team;
  - the Intervention Plan for 2012/13 detailing the actions and improvements for the service in an effective, risk based, proportionate & consistent way over the forthcoming year; and
  - the annual sampling programme which embodies the aims of the Council's Food Sampling Policy which is subject to periodic review.

### **3. KEY WORK STREAMS**

#### **Programmed interventions**

- 3.1 In 2011/12 the service inspected 464 food businesses of a targeted 464 food businesses, and used self-inspection questionnaires (SIQ's) as an alternative regulation strategy for low risk businesses and to ensure resources are directed towards high-risk activities. SIQ's are a cost-effective means of maintaining contact with this group as well as providing the business with a useful means of keeping up to date with changes in law and other related issues affecting their business.

The Food Hygiene Rating System, where each food premises is given a unique score based upon the last inspection of the premises, is informed by the programme of inspections. Re-inspections can be requested where a premises has carried out work to improve their rating.

#### **Reactive responses**

- 3.2 The Commercial Team is responsible for investigating complaints relating to food hygiene standards in premises, sale of unfit food, accident notifications, health and safety concerns, infectious disease notifications, and also for providing health promotion and training activities for businesses. Urgent matters would normally be dealt with on the same day, whereas other requests would be responded to within five days.

#### **Sampling**

- 3.3 The Council participates in national and local food-sampling initiatives to monitor the quality of food on sale in the City which is classified as satisfactory, unsatisfactory or unacceptable. Additional samples are taken in response to food complaints and where it is alleged a premises or foodstuff is implicated in a food poisoning incident.

The quality of water at swimming pools and other recreational pools such as jacuzzis in hotel spas are monitored through a co-ordinated plan of water sampling.

- 3.4 Within the last year the service has purchased an ATP meter which is a simple, rapid method for monitoring cleanliness, hygiene and risk. Local experience in Exeter has demonstrated that businesses find the use of the ATP meter beneficial because it has brought poor hygiene and cleaning practices to the attention of food business operators, head chefs and staff that the effort they put into cleaning is not wasted.

#### **Control and investigation of notifiable infectious diseases**

- 3.5 The service is responsible for the investigation of notifiable diseases including food poisoning outbreaks. The service works closely with the Health Protection Agency where there are outbreaks of significance, and form a front-line role in tracing contacts, identifying causative factors and excluding persons from risk occupations (e.g. excluding a food-handler with salmonellosis from a food business).

## **Training**

- 3.6 A key component of both the present and the previous Governments' drive on better regulation is assisting business compliance through advice, information and training. The service runs a number of accredited training courses as well as informal workshops to allow business to access the information that they need to operate safely without being an expensive burden to the business.

## **4. BETTER REGULATION**

- 4.1 Regulatory Services have been the subject of considerable review in recent years. The conclusions of influential reports are now being interpreted and applied to regulatory services by their respective governing bodies overseen by the Local Better Regulation Office (LBRO).
- 4.3 The Statutory Service Plan embraces the principles of better regulation and will continue to safeguard the health of the local population and contribute to the economic vitality of Exeter by targeting resources effectively and innovatively to assist food businesses in compliance.

## **5. PROPOSED KEY ACTIVITIES FOR 2012/13**

- 5.1 In addition to the normal work stream methods the following key activities will shape the food service for the forthcoming year:

### **Intervention Strategy**

- 5.2 The strategy to improve compliance with all regulatory areas and maintain a high level of compliance will be further developed following release of the Food Law (Code of Practice) England, and include:
- programmed inspections or interventions of 548 food premises and 75 health and safety premises, based upon risk;
  - targeting non-compliant business with tailored assistance and where necessary, the effective use of enforcement;
  - continue to promote, enhance and drive improvement through the Food Hygiene Rating System, in particular through the promotion of the scheme via the local media, health promotion initiatives and public events;
  - collaborating with forums/focus groups to target specific businesses enabling an exchange of information and an understanding of the obstacles some businesses face in complying with regulation;
  - running food safety and health and safety awareness workshops as a recognised intervention tool to support compliance in new and non-compliant smaller and medium businesses; and
  - promoting the use of the Safer Workplace Better Business pack that has been designed by officers across Devon to make health and safety less of a burden in small and medium businesses.

### **Helping businesses comply**

- 5.4 As a regulator of businesses in the City, it will be important to recognise the impact of the continuing economic downturn on businesses' capacity to comply with regulation, and to work with businesses to ensure that compliance is achieved through a wide range of intervention strategies. These will include greater engagement with

business representatives and the joint development of advice/education interventions.

## **6. RESOURCE IMPLICATIONS**

- 6.1 The Intervention Programme will be carried out within the existing resource allocation as detailed in both the Statutory Service Plan and Revenues and Estimates for 2012/13.

## **7. RECOMMENDED**

- 1) That Scrutiny Committee - Community supports and Executive approves
  - a) the Statutory Service Plan (Business Compliance) 2012/13; and
  - b) the Assistant Director Environment being authorised to change the Statutory Service Plan in the light of centrally issued guidance and/or to meet operational needs.

## **ASSISTANT DIRECTOR ENVIRONMENT**

S:PA/LP/Cttee/512SCC2  
17.5.12

## **ENVIRONMENT DIRECTORATE**

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

#### **Background papers used in compiling this report:-**

- 1) Service Plan for Food Law Enforcement 2010/11
- 2) Lord Young Report, Common Sense Common Safety
- 3) Public Health White Paper - Healthy Lives, Healthy People: Our Strategy for Public Health in England (2010)
- 4) The Löfstedt Report



## EXETER CITY COUNCIL

### SCRUTINY COMMITTEE - COMMUNITY 29 MAY 2012

EXECUTIVE  
19 JUNE 2012

#### PRIVATE SECTOR HOUSING POLICY: FINANCIAL ASSISTANCE PACKAGES 2012/13

##### 1. PURPOSE OF THE REPORT

- 1.1 This report informs Members of the financial assistance awarded to private sector households in 2011/12 and seeks approval for proposed changes to the types and levels of financial assistance that will be available in 2012/13. Financial assistance packages form one of the policy tools available to improve housing conditions in the private sector. A review of the other policy tools will be contained in the Private Sector Housing Renewal Policy that will form a sub-strategy of the Housing Strategy, which will be reported to this committee in September 2012.

##### 2. BACKGROUND

- 2.1 One of the Council's strategic objectives is to ensure there are enough well designed, well maintained and affordable homes in the City. The private sector housing stock in Exeter forms the largest number of homes, and is made up of 41,630 dwellings in the owner-occupied and privately rented sectors. Consecutive house condition surveys have identified that the poorest housing conditions are found in the private rented sector, which is larger than the national average at 21% of the private stock, and particularly in houses in multiple occupation (HMOs) which represent 6% of the private stock, three times the national average.
- 2.2 Under the Housing Act 2004, the Council also has a legal duty to remove or reduce Category 1 Hazards (e.g. excess cold, severe dampness, and overcrowding) from dwellings in its area, and discretion to deal with lesser Category 2 Hazards.
- 2.3 In addition to the policy tool of enforcement, the Council currently offers financial assistance in the form of means-tested loans, administered through Wessex Home Improvement Loans and, in some cases, grants to assist and encourage home-owners to repair their properties in order to remove hazards. The advantage of loans is that the funding is recycled either by re-payment over a term or when the house is sold.
- 2.4 Energy efficiency grants through Warm-up Exeter and PLEA (Private Landlord Energy Action) grants are also made available to improve the energy efficiency of private sector houses. These grants are part funded by E.ON through their Carbon Emission Reduction Target (CERT) obligation and are administered through the Cosy Devon Scheme, a pan-Devon local authority partnership. CERT funded schemes are likely to come to an end in September 2012 when the Government's new initiative, the Green Deal / Energy Company Obligation (ECO), is due to be launched, although at present there is some uncertainty about the start dates for these schemes and there is a possibility that CERT may be extended.
- 2.5 The Government announced in the October 2010 comprehensive spending review that local authorities would not receive funding specifically for housing improvements for three years from 2011/12. The 2010 private sector house condition survey for

Exeter, published in 2011, has estimated that £23 million is needed just to undertake remedial repair to address Category 1 Hazards in the private sector, rising to over £115 million to undertake comprehensive repairs, and it is likely that these sums will increase, in the absence of the Regional Housing Pot funding.

- 2.6 In the case of adaptations, the 2010 private sector house condition survey has estimated that nearly £11 million worth of adaptations are required to address current needs, which is liable to increase with an ageing population. Clearly with the level of budget available to local authorities and the demand for adaptations, the budgets need to be closely managed to avoid waiting lists occurring.

### **3. PERFORMANCE IN 2011-12**

#### **Financial assistance to adapt or maintain homes**

##### **Disabled Facilities Grants**

- 3.1 93 Disabled Facilities Grants (DFGs) with a total value of £341,400 were awarded during the year, an increase of 11 over the previous year. The average value of the grants has not significantly changed at £3,600 as opposed to £3,400 the previous year. DFGs ensure that clients can remain living independently in their own homes, and include adaptations such as replacing baths with level access showers, and installing stair-lifts. The increased demand demonstrates that there continues to be a strong need for adaptations.

The City Council has joined with the other district councils in Devon in developing a framework agreement with contractors for the installation of stairlifts and a second agreement is currently being developed for level access showers. These agreements should reduce the average cost of straightforward, non complex, adaptations significantly.

##### **Renovation Grants**

- 3.2 7 Renovation Grants with a total value of less than £5,000 were awarded during the year, marking a significant shift from the previous year when the transition from grants to loans was made and 27 Renovation Grants were awarded with a total value of £245,000. These grants address hazards in private sector houses and are only awarded in the place of loans where clients cannot, for legal reasons, take out a loan, (for example if they are bankrupt). They also are used for priority repairs costing less than £1200, which is the minimum loan amount that can be economically administered.

##### **Wessex Home Improvement Loans**

- 3.3 22 referrals were made to Wessex Home Improvement Loans (a Community Development Finance Institution) during the year and 15 loans, with a value of £139,000, drawn down. A further 15 loans with a value of £76,000 are in the pipeline. £14,000 has already been repaid on the loans that have been awarded which will be recycled into the loan fund. A marketing plan is about to be put in place to encourage greater take up of loans.

Wessex Home Improvement Loans are constantly developing loan products, which range from low interest repayment loans to fixed fee loans, where no repayments are made throughout the life of the client, the loan being recouped from their estate. The loan products considered most suitable to each clients will be offered.

## **Cosy Devon**

- 3.4 During 2010/11 a total of 327 households received financial assistance through the Cosy Devon Scheme to fund loft and/or cavity wall insulation. In all 373 measures were installed either at subsidised rates or free of charge, funded by our partners E.ON energy under their CERT obligation. These grants are instrumental in eradicating excess cold, by far the most common health hazard found in homes, and fuel poverty, which is rising as a result of increased fuel costs and reducing incomes.

## **Empty Homes**

- 3.5 During the year, in partnership with Empty Homes (Housing Services), 183 grants to landlords were administered, with a total value of £109,000, as part of the Extralet Scheme to bring empty properties up to a lettable standard. Funds have now been put into Wessex Home Improvement Loans so that, in future, loans will be offered rather than grants.

## **4. PROPOSALS FOR SPENDING THE FINANCIAL ASSISTANCE ALLOCATION**

- 4.1 The total amount of capital funding for housing renewal and adaptations for 2012/13 is £690,000, of which £400,000 is approved from the Council's own capital programme and £290,000 from Government for DFGs.
- 4.2 It is proposed that £200,000 will be paid into the loan fund administered on the Council's behalf by Wessex Home Improvement Loans. Although the loan fund will eventually move towards a self-funding model with the repayments balancing out the loans, it is essential to top up the fund in the early years in order to make loans viable.

**WESSEX HOMES INDEPENDENT LOANS                      £200 000**

- 4.3 It is proposed that £50,000 will be allocated to fund an updated house condition survey which will inform future funding needs and identify areas of concern for a period of five years.

**5 YEAR HOUSE CONDITION SURVEY                      £50,000**

- 4.4 It is proposed that £150 000 will be allocated to provide financial assistance specifically to improve the energy efficiency of the private sector housing stock both by funding Warm-up Exeter and PLEA grants, for loft and cavity wall insulation, and to fund grants or loans for, expensive, solid wall insulation which improve the energy efficiency of private sector homes.

**ENERGY EFFICIENCY FUNDING                      £150 000**

- 4.5 It is proposed that the £290,000 subsidy for DFGs is specifically used to fund mandatory DFGs. However, due to the reduction in funding for DFGs overall, there will be close monitoring of the demand on this budget, and priority given to any re-allocation of uncommitted parts of the respective budget allocation between financial assistance tools, in order to reconcile any unmet demand.

**DISABLED FACILITIES GRANTS                      £290 000**

## **5. FINANCIAL IMPLICATIONS**

5.1 The amended policy will be funded from the 2012-13 budget allocation.

## **6. RECOMMENDED that**

Scrutiny Committee - Community supports and Executive approves:

- 1) the financial assistance tools outlined in this report, and their respective budget allocation; and
- 2) that the Assistant Director Environment, in consultation with the Portfolio Holder for Housing and Community Involvement, may re-allocate uncommitted parts of the respective budget allocation between financial assistance tools, in order to meet need.

## ASSISTANT DIRECTOR ENVIRONMENT

S:PA/LP/ Committee/512SCC1 v2  
17.5.12

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

## EXETER CITY COUNCIL

### SCRUTINY COMMITTEE - COMMUNITY 29 MAY 2012

#### 2012 REVIEW OF RECYCLING PLAN (2011- 2016)

#### 1. PURPOSE OF THE REPORT

- 1.1 This report updates Scrutiny Committee Community on progress with the Recycling Plan since its approval in 2011 and seeks ongoing support from Scrutiny for recycling initiatives.

#### 2. BACKGROUND

- 2.1 Exeter City Council is the Waste Collection Authority (WCA) for Exeter and has responsibility to arrange and manage recycling and composting programmes for household waste collected in Exeter. The avoided disposal cost of material diverted from landfill by or through the recycling activities of the City Council is claimed from Devon County Council (DCC) as the Waste Disposal Authority (WDA).
- 2.2 For 2011/12 just over £574,000 will be claimed from the WDA for recycling of materials carried out directly by the City Council. This income was used to support the costs of recycling and waste activities. A further £45,500 will be claimed by the voluntary groups for the material they collected, which adds to the total recycled in Exeter. Sales of materials from the MRF and bring banks raised approximately £965,000; this was despite the continuing economic down-turn which has affected consumer purchasing and reduced the amount of packaging available for recycling.

#### 3. WASTE ARISING AND RECYCLING RATE

##### Recycling/Composting Rates

- 3.1 Exeter is maintaining a steady recycling rate. Although the continuing downturn in the economy and the consequent reduction in consumption produced fewer materials to collect and process, the recycling rate is maintained as there is also a corresponding reduction of waste sent to landfill.

**Table 1**

	05/6	06/7	07/8	08/9	09/10	10/11	11/12
ECC recycling & composting rate %	30.04	33.86	*35.81	*36.2	*36.2	*36.9	36.19% estimate

\*From Waste Data Flow

- 3.2 When compared against similar-size local authorities in our comparator group (Graphs 1 & 2, Appendix I), it appears that the relatively high dry recycling rate reflects the efficiency of the co-mingled collection in wheeled bins and the wide variety of materials collected. However, the low composting percentage is a direct result of the council charging for garden waste collection, rather than offering a free service for all.

## Targets

- 3.3 There are currently no local recycling targets but the UK as a whole is committed to achieving a 50% recycling rate by 2020 as set out in the EU revised Waste Framework Directive 2010.
- 3.4 Devon County Council has already exceeded this target and achieved 55.22% for 2010/11. Final statistics for 2011/12 are not yet available but it is likely to show an increase and DCC is now aiming for 57% in 2012/13. Exeter's contribution to achieving this is a local aspiration target of 39% by 2014/15 (see Table 2 below).

**Table 2: Recycling Plan Target for % of Household Waste Recycled**

	2011/12	2012/13	2013/14	2014/15	2015/16	
<b>Target</b>	37%	37.5%	38%	39%	40%	

- 3.5 The estimated 2011/12 recycling rate of 36.19 shows a fall on last year's 36.9% and misses the target of 37%. As outlined above the recession has had a large impact on the amount of packaging available for recycling. Appendix I contains graphs showing the composting % (leaves and garden waste), dry recycling %, and tonnes of garden waste collected. Graph 4 shows that, the amount of dry recyclables collected peaked in 2007/09, with reductions in overall tonnages in the last 4 years, whilst the amount of garden waste collected and composted remains constant.
- 3.6 The system of using National Indicators (NI) to report waste statistics became obsolete on 1<sup>st</sup> April 2011, although NI's remain for other areas of local government. Waste NI's were used to record the percentage of household waste sent for reuse/recycling/composting (NI192) and the residual waste kg per household (NI 192). These statistics are still available through Waste Data Flow and continue to provide a useful tool to LA's to monitor their progress at a local level.
- 3.7 Graph 3 of Appendix 1 compares Exeter's high recycling performance to that of similar cities with Waste Collection Authority status. This benchmarking group is a more useful comparison group than the rural Devon authorities, whose recycling rates tend to be boosted by high tonnages from organic kitchen and garden waste collections.
- 3.8 The reasons for the reduction in kerbside dry recycling tonnages include:
- **'Light weighting' of packages** - all packaging companies are aiming to reduce their carbon footprint and one way this can be achieved is to make the packaging lighter. This saves money and carbon on transport as well as production costs.
  - **Paper** represents about 60% of the total tonnage sent for recycling. There has been a strong downward trend for paper tonnages during the last three years. (Graph 7, Appendix I) This could be due to increased use of the intranet for daily news, and a reduction in the purchasing of magazines, newspapers, etc. due to the economic downturn.
  - **Waste Minimisation** – the effectiveness of awareness campaigns to encourage reduction of all types of waste are having impact it is believed.

## Waste arising

- 3.9 A critical issue for waste management is to control the total amount of waste generated, irrespective of whether it is recycled or land-filled. Moving up the waste stream and avoiding the initial production of waste is the best environmental option overall. The total amount of waste collected has shown a reduction of 1.9% from

2010/11 to 2011/12. This is illustrated in Graph 8, Appendix I, and is in line with the national trend in waste reduction which is showing an average decrease of about 3%.

- 3.10 Waste collected per head of population in Exeter has fallen from 335.6 kg per person in 2006/7 to 301kg by November 2011 (Graph 3 Appendix 1). Exeter is highly successful in this measure and has the 7<sup>th</sup> lowest figure for waste collected/head in England

### **Landfill Allowance Trading Scheme (LATS)**

- 3.11 The Waste and Emissions Trading (WET) Act 2003 set a framework to limit how much biodegradable municipal waste can be land-filled each year with diminishing amounts until 2020 to achieve the Landfill Directive objectives. By 2020 only 35% of the amount of biodegradable waste land-filled in 1995 will be allowed.

LATS was established under the WET Act to facilitate this by allowing WDAs to buy or sell their landfill allowance depending on their situation. The Waste Review carried out by the Government during 2011 has announced the ending of LATS after the 2012/13 scheme year.

Previously LATS has been the key driver for municipal waste management in England and Wales. The escalating land fill tax (£64 in 2012) is considered to be an adequately effective mechanism to control and reduce biodegradable municipal waste sent to landfill. The LATS allowances and penalties were the responsibility of Devon County Council as they applied to Devon as a whole.

- 3.12 The UK met its 2010 landfill target and is currently in line to reach the 2013 target. Exeter's Energy from Waste plant, due to be completed in 2014, will divert all Exeter's non-recycled waste away from landfill. This will ensure the 2020 landfill diversion target is achieved at a local level and avoiding any possible fines for land filling waste

## **4. SCHEME AND COMMUNICATION UPDATES**

### **Kerbside**

- 4.1 Kerbside recycling continues to be available to all households in Exeter. Wheeled bins, boxes and bags for recycling are available on request; households that are high recyclers may request additional receptacles.

### **Garden Waste Collection Scheme**

- 4.2 The number of customers joining the Garden Waste Scheme continues to rise (See Table 3 below)

<b>Table 3: Garden waste customer base</b>	
<b>Year</b>	<b>Number renting bins</b>
04/05	2385
06/07	4760
08/09	6309
10/11	7020
11/12	7151

- 4.3 The garden waste scheme is undergoing changes to streamline the kerbside collection. The sale of biodegradable bags is now limited to two outlets – the Civic Centre and Oakwood House. Bags are also available by post with a small charge to cover the postage. All customers are asked to register annually to enable the collection crew to target their rounds more effectively.
- 4.4 The review of the garden waste scheme is now under way to enable new routes to be established. This is predicted to result in the need for less resources and a reduction in miles travelled as wasteful journeys along streets with no garden waste customers, will no longer take place.

#### **Compost bin sales**

- 4.5 The sale of cost-price home composting bins continues to slow down as the city approaches saturation point. 300 composters were sold during 2010/11 and 200 in 2011/12 compared to 1000 in 2007/08, when the Waste and Resources Action Programme was promoting the sale through an effective city wide promotion. Although organic material removed via this route does not count towards our recycling figures, this is the most sustainable way of dealing with this fraction of the waste.

#### **Trade recycling service**

- 4.6 The trade waste recycling service continues to be successful and is maintaining a steady customer base of approximately 500, (515 in 2010/11). About 400 tonnes of good quality recycling is collected per annum; 65% is card, 25% paper and 10% plastic which is processed through the MRF and bulked up with the kerbside collected materials for sale to re-processors.

#### **Bring banks**

- 4.7 Changes have been made to the Bring Bank operation with the removal of all the plastic/can banks and the paper banks from the smaller sites as these materials are collected from the kerbside city wide. However, paper banks are retained at larger sites such as supermarkets.

There is a full range of glass banks at over 70 sites throughout the city as glass is not collected co-mingled, and a new site for glass at Commercial Road was opened in 2011. With the exception of book, textile and shoe banks (and small glass banks in difficult-to-access locations), all are serviced by the Council.

Waste Electrical and Electronic Equipment (WEEE) bring banks for small electrical appliances (e.g. hair-dryers, electric toothbrushes) are due to replace many of the plastic/can banks in the coming months.

#### **Schools and students**

- 4.8 A free recycling service continues to be offered to all schools within Exeter. In addition to the actual collection of materials, the Council also provides an educational support service to all participating schools and colleges, including education visits and targeted communications and use of the MRF training room.
- 4.9 The Green Team initiative set up in partnership with the Express and Echo and Gregory Distribution Company has proven to be a successful way of engaging school-children, although its continuation is currently under review.



- 4.10 The service has been working with the University's Community Liaison Officer in developing better tailored information for students about refuse and recycling collection.

#### **Third Party recycling and material buy in**

- 4.11 Charities, community and voluntary groups continue to collect a significant amount of recyclable materials in the City every year. In 2011/12 this was a total 904 tonnes, representing about 7% of the recycling rate. The Council continues to purchase such material directly from groups and also pays recycling credits to reflect the saving in disposal costs.

#### **Enforcement/Education Officer**

- 4.12 The Enforcement/Education Officer continues to address the issue of contaminated recycling reported by the collection crews. The introduction of the 'in-cab' technology in the collection vehicles has made this more accurate and efficient. Problems are initially addressed with a letter explaining the recycling system in Exeter. If the problem continues a visit to the resident follows. By this method contamination levels have been maintained at a relatively low level.

#### **Communications and events**

- 4.13 Communicating the message on recycling and waste minimisation to residents and businesses is an important tool to engender changed behaviour – some of the ongoing and proposed projects include:
- a door-knocking campaign about recycling in June – residents will be asked to respond to a series of questions about how effective the present systems of communication are. The results of the project will be used to improve the cost-effectiveness of our communication plans and make best use of available resources;
  - clinical waste continues to be a problem at the MRF with on-going work with the Primary Care Trust and other organisations to spread the message regarding the correct way for clients to dispose of clinical waste;
  - a Devon wide waste audit of landfill waste has just been completed and headline results show that in Exeter 35% of the rubbish collected is kitchen organics but only 4% is glass, showing how effective the bring bank system is at targeting glass;
  - road shows, school fetes, compost giveaways, Real Nappy Campaign, Recycling Week events and MRF tours all contribute to the continuing efforts to inform and promote recycling for residents in Exeter.

#### **MRF (Materials Reclamation Facility)**

- 4.14 The MRF continues to sort and sell on Exeter's kerbside collected recyclates. In 2011/12 this was 7529 tonnes, compared to 7754 tonnes in 2010/11 (Graph 4, Appendix 1). Of this tonnage, 1967 tonnes of first pass material (i.e. material that had already been processed once in the MRF) was sent to other more modern MRFs for further sorting. This enables us to extract extra value from the recyclable material stream that would otherwise go to landfill.

## **5. MAIN CHALLENGES FOR 2012/13**

5.1 The main challenges for 2012/13 are to:

- maintain the recycling rate as the economic climate continues to affect purchasing choices and companies strive to reduce the weight of their packaging;
- continue to address the clinical waste contamination in the MRF;
- continue to encourage waste minimisation to reduce the amount of waste being produced, and focus on reducing the larger fractions in landfill waste, especially food waste;
- increase the quality of materials collected for recycling by continuing to reduce the contamination levels;
- maintain a high-quality collection service, taking into account rising fuel costs and the financial pressures on Exeter City Council;
- base our education drives on sound information from surveys and collection data;
- increase the range of materials collected at our refreshed bring bank sites, and enhance customer use.

## **6. RECOMMENDED:**

- 1) that Scrutiny Committee Community note the progress that the Council had made to date in implementing the Recycling Plan 2011/16;
- 2) that Scrutiny Committee Community support the Recycling Improvement Plan for 2012/13.

ASSISTANT DIRECTOR ENVIRONMENT

S:PA/LP/Cttee/512SCC4 v2  
26.4.12

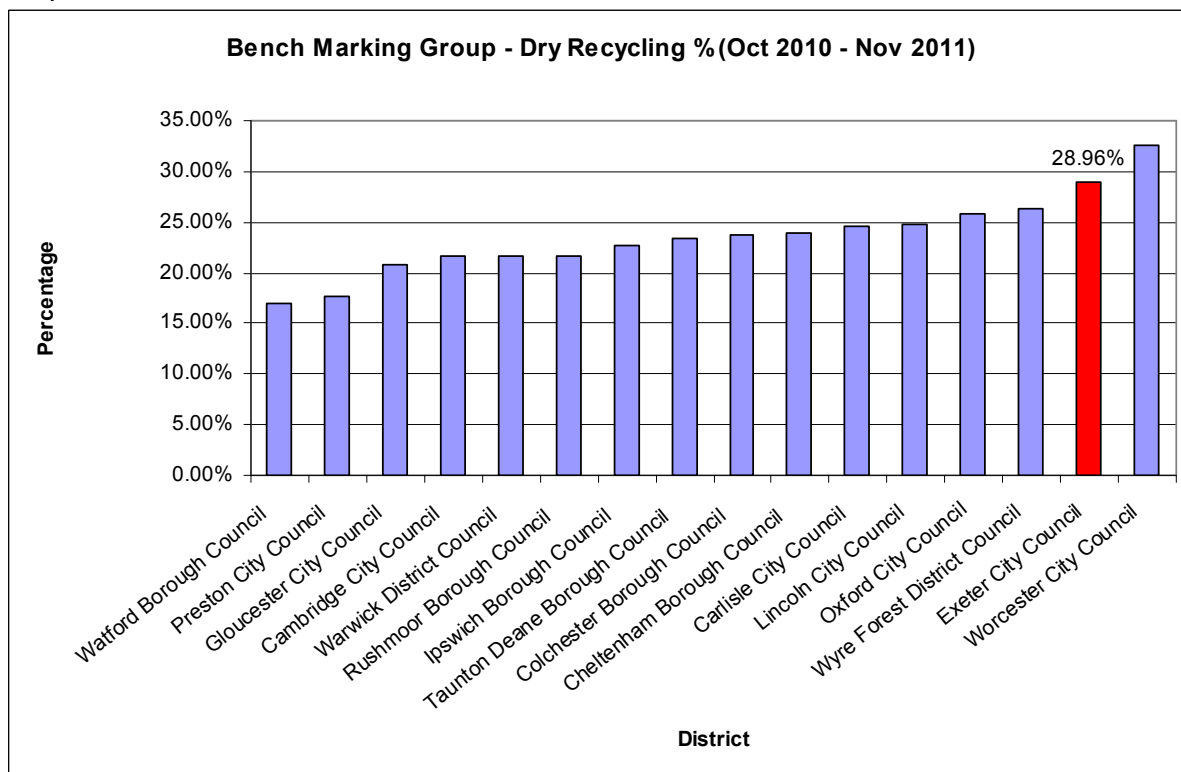
**Local Government (Access to Information) Act 1985 (as amended)**  
**Background papers used in compiling this report:**

2011-2016 Recycling Plan

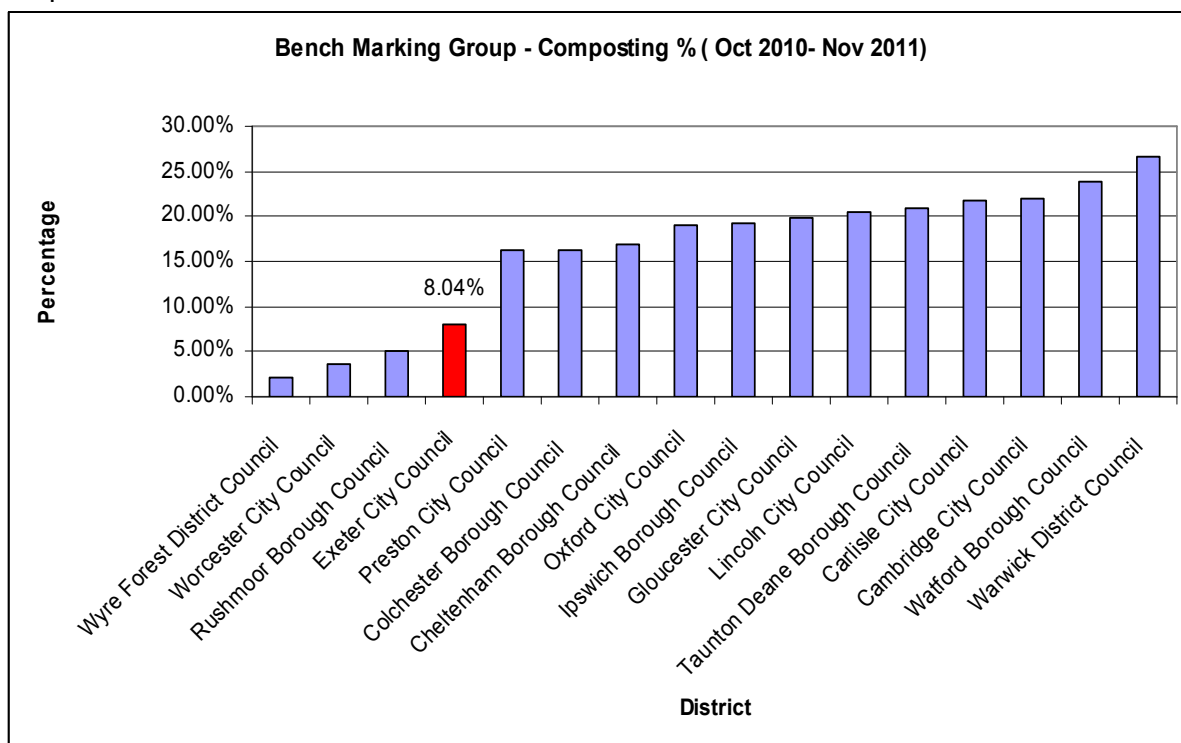
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**APPENDIX I**

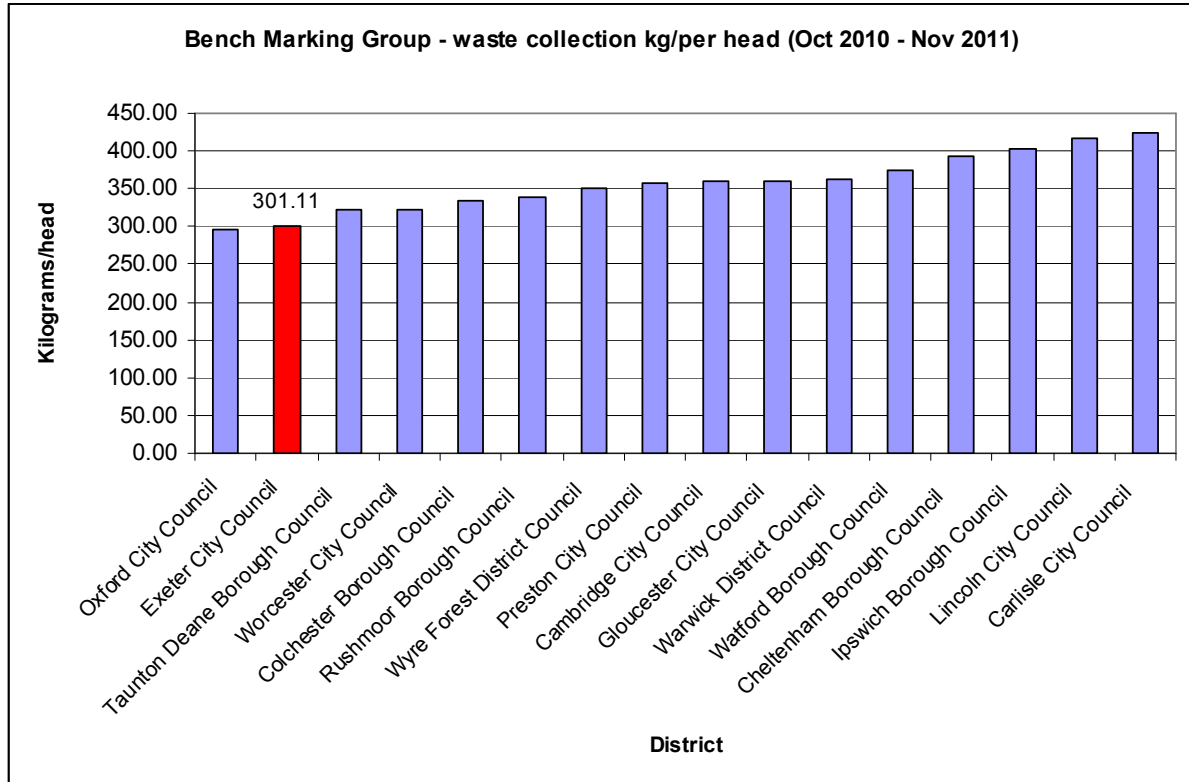
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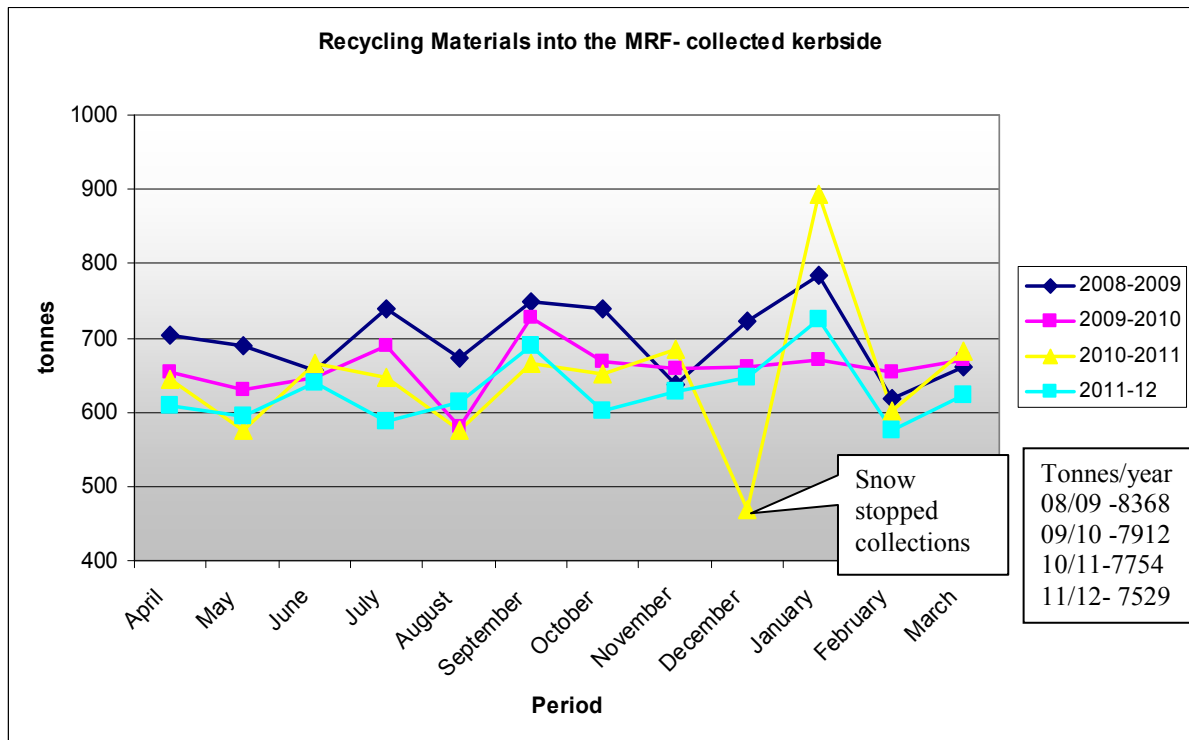
Graph 2



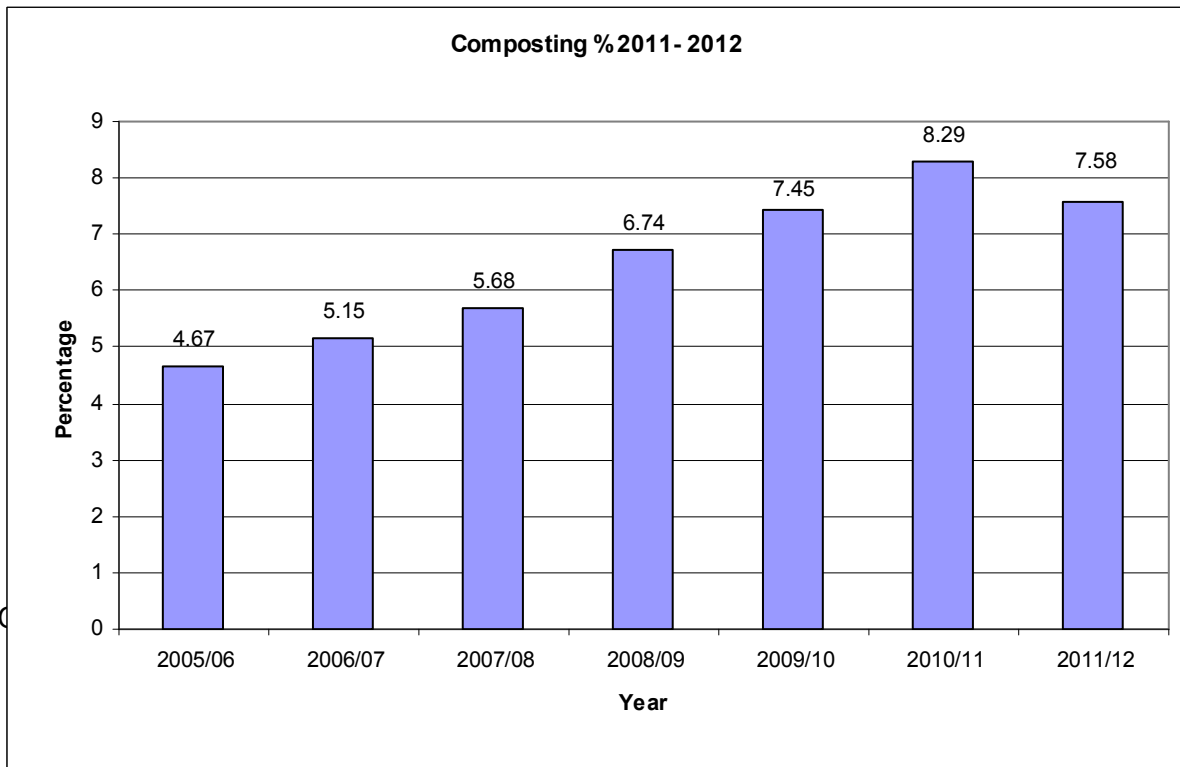
Graph 3



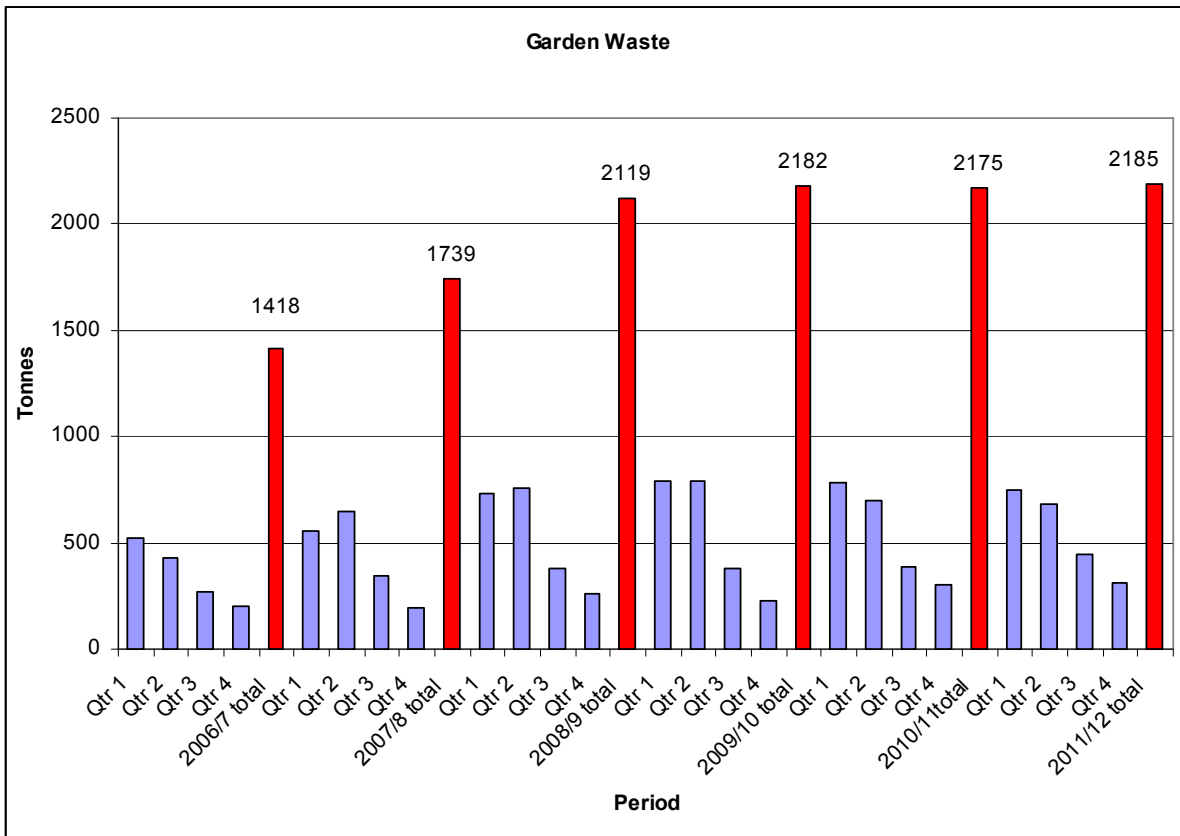
Graph 4



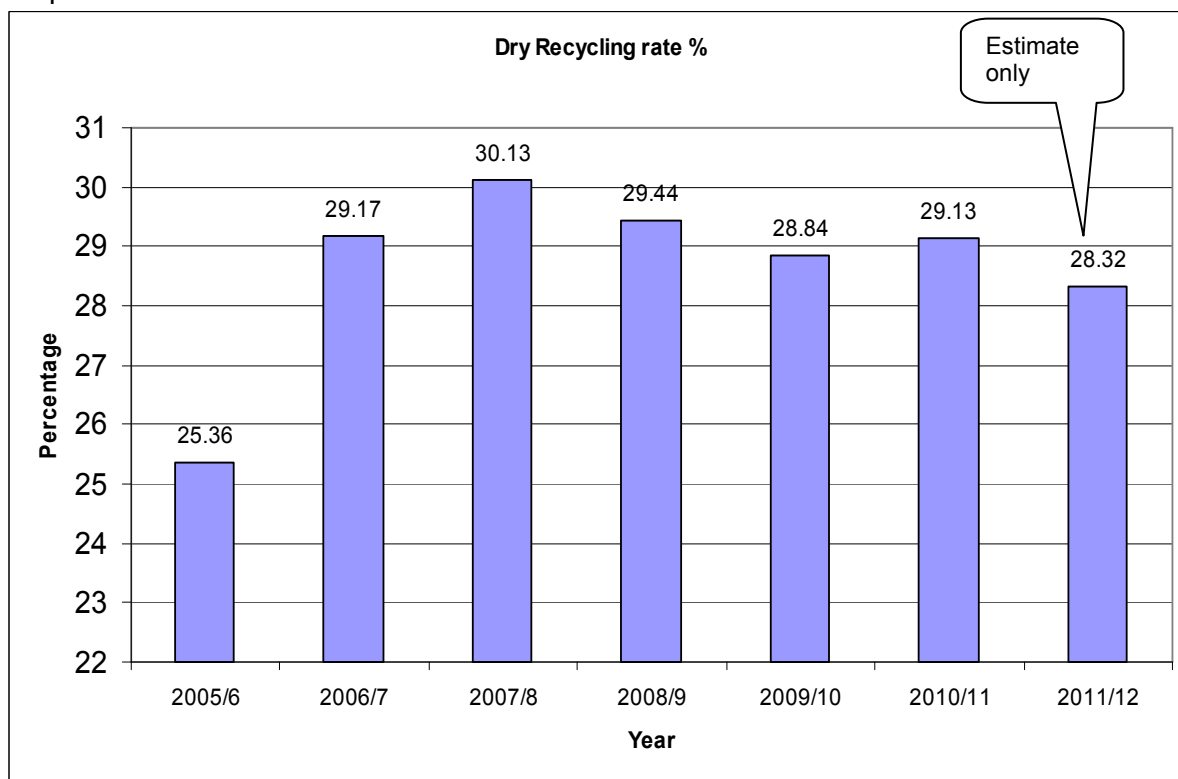
Graph 5 a



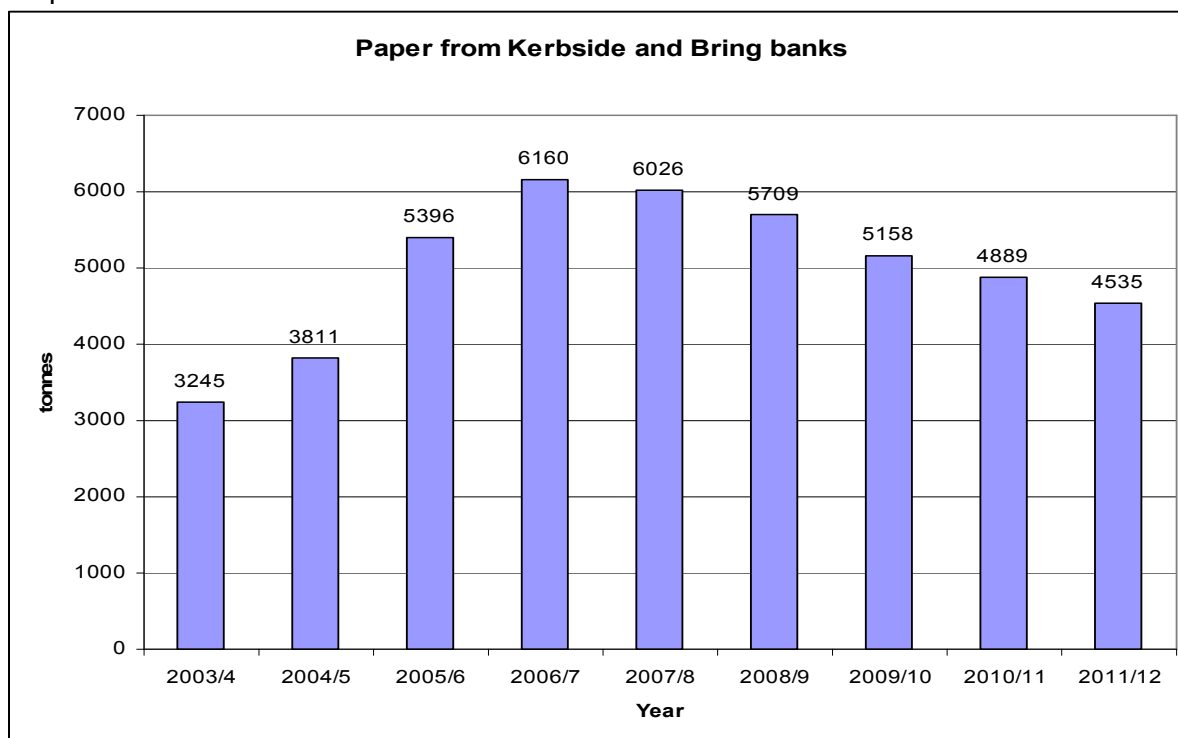
Graph 5b



Graph 6



Graph 7



Graph 8

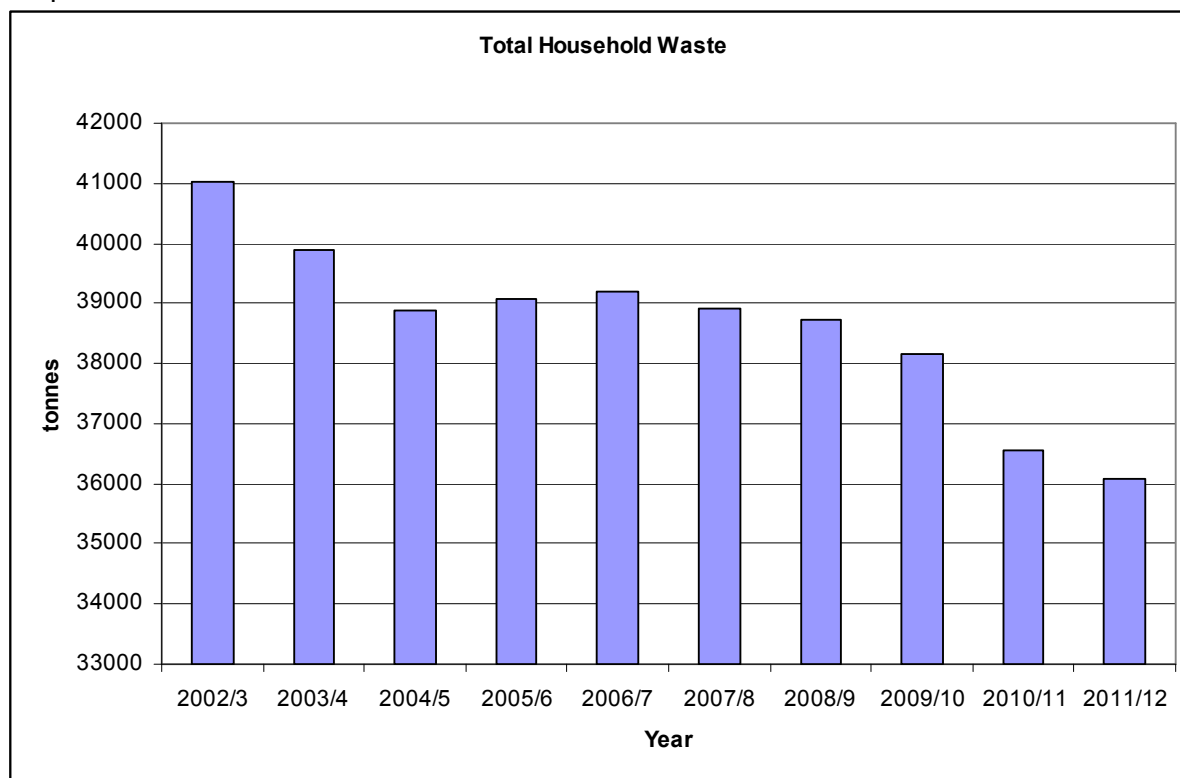


Table 3: Change from previous year for total household waste arisings

	2004/5	2005/6	2006/7	2007/8	2008/9	09/10	10/11	11/12
<b>Change on previous year %</b>	-2.55	+0.5	+0.3	-0.6	-0.48	-1.48	-4.18	-1.29

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## EXETER CITY COUNCIL

### SCRUTINY COMMUNITY COMMITTEE 29 MAY 2012

#### EXTENSION OF RAMM'S ACQUISITIONS & DISPOSAL POLICY AND STATEMENT ON ACQUISITION OF ARCHAEOLOGICAL ARCHIVES

#### **1 PURPOSE OF REPORT**

- 1.1 This report provides an update on the current and planned strategy relating to collections development at RAMM and includes a timetable for producing a Collections Development Policy by the end of 2013 along with an extension of the existing Acquisitions & Disposals Policy until that date. It also describes the current position in relation to the acquisition of new archaeological archives.

#### **2 BACKGROUND**

- 2.1 The character and scope of any museum's collection is defined by its approach to acquisitions and the type and range of material it decides to collect. Museums have long been encouraged, as a matter of best practice, to have acquisitions and disposals policies which shape the development of their collections, so that collecting does not become disparate; is accountable, transparent and responsible; and prevents competition or overlap between museums. Disposals are only normally undertaken under exceptional circumstances and are governed by the Museums Association's Code of Ethics, acceptance of which is necessary to a museum's official recognition by government and funding bodies.
- 2.2 RAMM's Acquisitions & Disposal Policy was due for review at the end of 2010 but in preparing for its revision the Museum has commenced a wholesale review which will provide an in depth assessment of the collections' strengths, weaknesses, gaps and potential. This work is funded through MLA/ACE Renaissance programmes. The review exercise will provide a solid foundation for a new version of the Acquisitions & Disposal Policy which is to be called a Collections Development Policy. The change in title reflects the more strategic approach we expect to result from the Collections Review.
- 2.3 In carrying out this review RAMM must also define its approach to the acquisition of archaeological archives. The large size of these archives is an important consideration, given the responsibilities for long-term housing, storage, management and conservation they entail. The long-term costs of collecting this material and limits of our storage facilities need to be factored into our approach and will form part of the Collections Review.
- 2.4 An up to date Acquisitions & Disposals or Collections Development Policy is a requirement of Accreditation. Accreditation is the UK standard for museums and galleries. It defines good practice and identifies agreed standards, thereby encouraging development. It is a baseline quality standard which helps guide museums to further improvement. In RAMM's case it will provide a platform for planning further development, research activity, partnership and collaboration. Whilst RAMM was closed for development RAMM had 'provisional Accreditation status' but is now required to submit for full Accreditation assessment in May 2012.

Accreditation is a requirement of Major Partner Museum funding which is a programme of three year revenue payment which will benefit RAMM in 2012-15.

### **3 CURRENT POSITION**

- 3.1 In order to submit the Accreditation application in early May 2012 RAMM prepared a statement which outlined our timetable for completing the Collections Review; shaping the Collections Development Policy; and bringing it to Scrutiny Committee at the end of 2013. This new document will cover the period 2014-19.
- 3.2 In the meantime, with the Portfolio Holder's agreement, the old Acquisitions & Disposal Policy will be extended until the end of 2013.
- 3.3 Our approach to acquiring archaeological archives in the future will be established as part of the Collections Development Policy.

### **4 TIMETABLE**

End 2010	Cease the acquisition of development funded archaeological collections until the Collections Review is completed
Spring 2011	Commence Collections Review
September 2011	Preliminary Collections Review assessment completed
February 2012	Extend RAMM's current Acquisition & Disposal Policy until the end of 2013
June 2013	Completion of collection development plans for four principal areas: art, antiquities; ethnography; and natural history
December 2013	Produce new Collections Development Policy for Committee approval

### **5 FINANCIAL IMPLICATIONS**

- 5.1 The purpose of the Collection Review and the Collections Development Policy is to re-examine the nature, extent and sustainability of our collecting activity. This exercise along with RAMM's approach to acquiring archaeological archives is being undertaken with a very specific awareness of the long-term responsibilities and resource implications involved in housing, management, care and conservation of this material now and in the future.

### **6 RECOMMENDED that**

Committee Members note the statement along with the timetable outlined at section 4.

ASSISTANT DIRECTOR ECONOMY

S:PA/LP/ Committee/512SCC12  
17.5.12

COMMUNITY & ENVIRONMENT DIRECTORATE

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

## EXETER CITY COUNCIL

### SCRUTINY COMMITTEE - COMMUNITY 29 MAY 2012

### SCRUTINY COMMITTEE - RESOURCES 20 JUNE 2012

#### HOUSING AND AIM PROPERTY MAINTENANCE OUTTURN REPORT 2011/12

#### 1 PURPOSE OF THE REPORT

- 1.1 This is the fourth quarterly/outturn report, covering the period from January to March 2012 (but including updated figures at 10 May 2012). The outturn report details the financial position of the £7.5m programme of revenue funded reactive and planned property maintenance and refurbishment at the end of financial year 2011/12 but before final closure of accounts. So it is possible that some changes to the financial position reported here may yet take place. This report covers just revenue funded housing and non-housing schemes as approved by Council for the financial year 2011/12. In some cases the programme also includes unspent budgets for schemes rolled forward from 2010/11. Where necessary the report provides specific details on significant programme variations.

#### 2 BACKGROUND

- 2.1 The Council approved the following:

	£	
<b>Housing budgets</b>		
(a) Housing Reactive Repairs	4,724,780	
(b) Housing Servicing Contracts	668,420	
(c) Housing Maintenance Works	<u>430,000</u>	£ 5,823,200
<b>Non-housing budgets</b>		
(d) Service Recharges	343,650	
(e) Lease Requirements	55,450	
(f) AIM Priority Programme	225,500	
(g) AIM Reactive Repairs - General	513,540	
(h) AIM Service Contracts	441,980	
(i) AIM Operational Essentials	<u>82,580</u>	£ 1,662,700
<b>Total</b>		<b><u>£ 7,485,900</u></b>

- 2.2 The current level of overall spending in 2011/12 on budgets identified above indicates a predicted saving of some £2 million which equates to -28% on the total budget. This position arises from £1.8 million saving in housing budgets and a £245,000 saving from non-housing work.

A copy of the full financial monitoring report is available in the Members' room, on the Council's website or available on request.

## **HOUSING**

### **Housing Reactive Repairs generally – combined budget £4,724,780**

- 2.3 This budget is split into eight separate budgets in order to better raise and monitor orders and control work so attempting to balance costs between the eight. As all these separate provisions are essentially for works of a reactive nature it is difficult to predict the extent or pattern of likely expenditure in the year. Spending within these Housing Reactive Repairs budgets present some significant overspend, particularly in respect of General Maintenance repairs (£130k) and Empty Properties (£250k). However, as the budget here set for Revenue Contribution to Capital projects will not be required this year, due to already posted savings in the separately accounted and reported 2011/12 Housing capital programme then overall, a saving of some £1.9 million accrues against this combined budget.

### **Housing Servicing and Maintenance work generally – combined budget £1.098,420**

- 2.4 This combined budget covers 13 separate areas of work. The individual budgets are set to deal with mainly planned servicing and maintenance regimes in order to retain property in both a safe and acceptable condition. Despite this work being essentially planned at the outset each year, issues may arise that demand extra unplanned work be carried out so extra costs arise. Costs against this combined budget overall shows overspend of some £97,000. This overspend is driven by costs for necessary Legionella Testing regimes in communal areas (£44k) and the need for specific demolition work in Chestnut Avenue (£66k), both where no budget provisions were separately identified in the 2011/12 programme. In terms of legionella testing a separate budget has already been set for such work in 2012/13.

## **NON-HOUSING**

### **Non-Housing Reactive Repairs generally – combined budget £513,540**

- 2.5 This budget is split into eleven separate parts in order to better raise and monitor orders and control work and costs. As all these separate provisions are for works of a reactive nature it is difficult to plan or predict the extent or pattern of likely expenditure in the year. However, whilst spending indicates some overspend has arisen against the budget provisions for Museums and Leisure facility repairs, such overspend is more than compensated by underspend elsewhere within this combined budget.

### **Canal Operational Essential Works – budget £25,170**

- 2.6 This budget is set each year to finance works of a repair and replacement nature in order to maintain the canal services operated for customers. This year, unforeseen additional costs in the order of £15,000 have been sustained in carrying out necessary extensive repairs to lock gates and remedial works due to a sewage overflow and this has been the major cause of the overspend. Nevertheless such overspend has been compensated by savings elsewhere in non-housing budgets

## **3 RECOMMENDED**

- (1) that the outturn financial position of the £5.8m programme of revenue funded housing reactive and planned property maintenance and refurbishment for 2011/12 as detailed above be noted.

- (2) that the outturn financial position of the £1.7m programme of revenue funded non-housing reactive and planned property maintenance and refurbishment for 2011/12 as detailed above be noted.

ACTING ASSISTANT DIRECTOR HOUSING AND CONTRACTS  
ASSISTANT DIRECTOR ECONOMY  
ASSISTANT DIRECTOR FINANCE

S:PA/LP/ Committee/512SCC6  
10.05.2012

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

None

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## EXETER CITY COUNCIL

### SCRUTINY COMMITTEE - COMMUNITY 29 MAY 2012

#### PROPOSED PROGRAMME OF WORKS TO COUNCIL PROPERTY 2012/13

#### 1 PURPOSE OF THE REPORT

- 1.1 To detail the proposed programme of property asset related work for the budgets set in 2012/13 principally in respect of reactive, servicing or maintenance work and planned property work. This report covers revenue and capital funded housing and non-housing work as approved by Council for the financial year 2012/13. This work is monitored by the Asset Improvement and Maintenance (AIM) Group. Whilst most asset related work as listed is construction based, some work relates to feasibility, grant provisions or consultancy provisions for future proposals for property or other assets.

#### 2 BACKGROUND

- 2.1 Details of the actual asset related work involved and the planned programmes for delivery, where available, are given in the Appendix to this report (as at 2 May 2012 before end of 2011/12 accounting period so excluding and late adjustments for carry forward), a copy being made available in the Members' Room, on the Council's website or available on request.

##### Categories of work

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

##### Risks to the Programme

- 2.4 With all work plans there are always several risks that, when they arise, can delay or hinder project progress. These risks often mean that plans have to be changed during the year. In 2012/13 project work has been limited to ensure similarly limited financial resources are used only for the most urgent, essential or highest priority works. Risks can be summarized as follows:

- ❑ Not having sufficient financial resources to complete the project
- ❑ Not having sufficient staff resources or specialist skills available
- ❑ Inability to attract contractors or consultants due to lower work value
- ❑ Inordinate lead in times for materials, plant or appliances
- ❑ Delays caused by uncontrollable events or need for liaison with other parties
- ❑ Unforeseen problems arising when work is opened up
- ❑ Inability of the facility to enable construction work to be carried out safely when the facility needs also to maintain its service to the public (eg Corn Exchange and Livestock Market)

### **The Scheduled Work**

- 2.5 A brief explanation of some of the larger value asset related projects listed in the Appendix is given below, these explanations do not account for those large provisions made for annual reactive, servicing and maintenance work.

### **HOUSING**

- 2.6 **External painting to flats– budget £600,000**

This budget has been set to decorate balconies and communal areas and external smooth render, that is where not “pebbledashed”. This work will be carried out to blocks of flats in some 39 locations. Part of the budget will be utilized to complete future low maintenance work to houses in the Burnthouse Lane area.

- 2.7 **Adaptations – budget £450,000**

This budget is set to enable relatively small adaptation work to be carried out to homes to allow less able persons to remain in their home. The work encompasses the installation of walk-in showers and handrails.

- 2.8 **Re-roofing – budget £300,000**

This work will renew pitched and flat roofs in poor condition that have reached the end of their economic life. The programme will be carried out between April and end of October 2012 and will involve tiling replacement of 17 pitched roofs, 1 replacement of flat roof to a block of flats and replacement of covering to 31 flat roofs of bungalows. When replacing the flat roofs the opportunity will be taken to improve insulation in the roofs to increase energy efficiency.

- 2.9 **Kitchen Replacements – budget £600,000, Bathroom Replacements – budget £90,000**

The programme of kitchen and bathroom replacements continues as part of the drive to deliver decent homes standard. Present budgets set are likely to be further increased by carry forward from 2011/12 at closure of financial accounts. A supply chain agreement with chosen kitchen and bathroom fitting suppliers was previously set in place so that kitchen cupboards, worktops and bathroom fittings could be purchased by the Council direct from the supplier at agreed competitive prices before handing to the chosen installing contractor. This arrangement, splitting supply and install operations, continues to bring valuable savings in overall cost per property. In 2012/13 it is planned that, if budgets permit, some 292 replacement kitchens and some 196 replacement bathrooms will be fitted.



#### **2.10 Fire Prevention works – budget £200,000**

This budget will be used to replace dwelling entrance doors leading from communal staircases with 30 minute fire resistant doors. It is planned that up to 258 flats will receive new fire doors.

#### **2.11 Central Heating Installation – budget £820,000**

The annual programme of gas central heating installations continues in 2012/13 to deliver a decent standard of heating in all tenanted dwellings. The programme will encompass up to 204 new full gas central heating installations and the replacement of 175 old system boilers.

#### **NON-HOUSING**

#### **2.12 Play area refurbishments – budget £187,000**

In 2012/13 five projects are planned to be carried out through the year. The plan is to carry out 2 projects of play refurbishment in the summer months, 2 in autumn 2012 and 1 in spring 2013.

#### **2.13 King William St car park refurbishments phases 1 and 2 – total budget £1,070,000**

Phase 1 of this project of concrete repair and decoration was substantively completed in the last financial year. Remaining work in 2012/13 involves paving work in the vicinity of the John Lewis store. Phase 2 is underway involving similar work of improvement to the car park and surrounding area, again encompassing concrete repair and decoration.

#### **2.14 Replacement of Flowerpot skate park – budget £250,000**

This budget has been set to provide a new concrete based skate park to replace the existing Flowerpot “Chill-zone”. This work is presently planned for Autumn 2012 unless unforeseen issues unavoidably affect this plan when the work will be delayed for better weather conditions in spring 2013.

#### **2.15 Refurbishment of paddling pools – budget £200,000**

This budget is to refurbish existing paddling pool at Heavitree Park and seek to replace the similar one in St Thomas with a fun water play feature.

### **3 RECOMMENDED**

- (1) that the programme of asset related project work for 2012/13, as detailed above and in the Appendix be noted.

ACTING ASSISTANT DIRECTOR HOUSING AND CONTRACTS

S:LP/Committee/512SCC7  
17.5.12

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

**None**

**EXETER CITY COUNCIL**  
**SCRUTINY COMMITTEE - COMMUNITY**  
**29 MAY 2012**

**HOUSING REVENUE ACCOUNT**  
**FINAL ACCOUNTS 2011-2012**

**1. PURPOSE OF REPORT**

To advise Members of any major differences, by management unit, between the original budget and the outturn for the financial year to 31 March 2012 in respect of the Housing Revenue Account and the Council's new build schemes.

**2. HRA FINAL ACCOUNTS TO 31 MARCH 2012**

**2.1 HRA WORKING BALANCE**

The total budget variances for 2011-2012 have resulted in a net surplus of £1,848,482 which will be transferred to the HRA working balance. This represents an increase of £2,347,872 compared to the budgeted reduction to the working balance of £499,390. The working balance therefore stands at £5,764,423 at 31 March 2012.

**2.2 MAJOR REPAIRS RESERVE**

The Major Repairs Reserve represents the balance unspent from the Major Repairs Allowance (MRA), which the Council receives annually via its housing subsidy entitlement. In 2011-2012 the Council's MRA was £3,501,524.

In the past the MRA has been fully used to help finance the HRA Capital Programme, however it has only been necessary to use £352,124 during this financial year, as it has been possible to finance the capital programme from capital generated through the introduction of the HRA Self-Financing Scheme. The balance on the Major Repairs Reserve therefore stands at £3,149,400 at 31 March 2012. This will be used to fund future capital investment in the HRA.

**2.3 SETTLEMENT PAYMENT TO IMPLEMENT THE HRA SELF-FINANCING SCHEME**

From 1 April 2012, local authorities will retain the council house rents raised in their own areas, following the end of the HRA subsidy system.

Under the HRA subsidy system rents were pooled and redistributed by central government. Exeter City Council has always been a net contributor to the central pot, whereby it paid over more rent than it received back in subsidy.

In order to implement the HRA Self-Financing Scheme, each of the 171 councils that own housing stock had to take on a proportion of the national historic council housing debt, based on the affordability of their 30-year business plan. This resulted in Exeter making a one-off debt settlement payment to the Department for Communities and Local Government (DCLG) of £56,884,000 on 28 March.

To recognise the debt settlement payment this transaction has been shown as a material item of expenditure within the net cost of HRA services, in accordance with the Settlement Determinations. However, statute requires this revenue transaction to be written out of revenue and treated as capital expenditure and will therefore be removed via the Movement in the HRA Statement. The Council has borrowed £56,884,000 from the PWLB over fifty years, to finance this payment.

2.4 The main variations by management unit are detailed below, please also refer to Appendix 1:

	£
<b>2011-2012 ESTIMATED TRANSFER FROM THE WORKING BALANCE</b>	<b>499,390</b>
<b>85A1 MANAGEMENT</b>	<b>(84,848)</b>

Savings have been made in respect of employee costs due to vacant posts during the year and a nil pay award for 2011-12. These savings have been partially offset by additional temporary staff costs to cover maternity leave and long term sickness. Additional staff resources were also required to backfill a Technical Officer post, so that their time could be devoted to undertaking stock condition surveys for the Self-Financing 30 year business plan.

Savings have also been made in the cost of procuring new mobile working devices, as implementation of new mobile working systems in Housing Services are not planned to take place until 2012-13.

Further savings have been achieved in the Money Advice Service contract. Following the end of a trial period, the contract has been reduced to reflect a more accurate level of referrals whilst maintaining the same level of service. This contract will be reassessed once the impact of the welfare reforms is better known.

However, savings within this management unit have been partially offset by overspends in other areas, such as the cost of the quarterly Insight newsletter to tenants and leaseholders. It is intended that the contract for the Insight publication will be tendered early in 2012-13 in order to secure improved value for money.

An overspend was also incurred in the cost of providing temporary accommodation for tenants, whilst major repairs following water damage were carried out.

There was also a reduction in Supporting People funding from Devon County Council in respect of the provision of older persons accommodation.

<b>85A3 SUNDRY LANDS MAINTENANCE</b>	<b>(18,284)</b>
--------------------------------------	-----------------

Exceptional weather conditions during 2011-12 resulted in savings in respect of grass cutting. Prolonged periods of cold temperatures meant that grassed housing estate areas required fewer cuts in the Spring and Summer.

There was also a saving in respect of the Gardens Assistance contract. Garden assistance is provided to help the vulnerable, elderly and disabled maintain their gardens.

**85A4 REPAIRS FUND CONTRIBUTION**

(1,834,077)

It was budgeted that a revenue contribution of £2.24m would need to be made towards financing the HRA Capital Programme. However, this is no longer required due to a significant under spend in the capital programme this financial year. The HRA capital expenditure for 2011-2012 can therefore be fully financed from other capital resources, including capital generated through the introduction of the HRA Self-Financing Scheme, commuted sums and the major repairs allowance.

The under spend in the Capital Programme is mostly attributable to delays in the kitchen and bathroom replacement programmes, as works were delayed whilst a tender process was undertaken to appoint a new contractor. Three new contractors were successfully appointed in January and it is hoped that works will be accelerated in order to catch-up the kitchen and bathroom replacement programmes during 2012-13. For further details of the HRA Capital Programme, please refer to the capital outturn report which will be reported to Scrutiny Committee – Resources on 20 June 2012.

The significant saving in this management unit, has been partially offset by overspends within the Revenue Maintenance and Repairs programme, which include; additional expenditure on repairs to void properties, general maintenance, legionella testing works and the demolition of properties at Chestnut Avenue due to subsidence. For further details of the Housing Repairs and Maintenance budgets, please refer to the Housing and AIM Property Maintenance Outturn Report, which is also being presented to this committee.

**85A6 CAPITAL CHARGES**

0

There are no variances from budget to report in respect of this management unit, which comprises the depreciation of HRA dwellings, garages, IT software, vehicles, plant and equipment.

**85A8 RENTS**

(522,335)

Over half a million pounds of additional rent has been collected during the financial year from council dwellings. This is due to a combination of factors, which include; a lower than budgeted number of council properties sold under the Right-to-Buy scheme, a higher than budgeted rent increase in accordance with Government guidance and achieving earlier rent convergence on properties that have a change of tenancy.

In accordance with the Government's 'rent convergence' policy, the Council is required to increase its rents to guideline rent levels by 2015-16, so that council tenants and housing association (registered provider) tenants will pay similar rents for similar properties in similar areas. Upon a change of tenancy, the opportunity is therefore taken to amend the rent charged to Government guideline rent levels.

**85B1 GOVERNMENT SUBSIDY (3,330)**

The subsidy payment for 2011-12 increased by £13k compared to the budget and a further £4k was required to be paid to DCLG in respect of the 2010-11 HRA subsidy.

Within this management unit, these additional payments were offset by a refund of £21k, as the Government agreed to compensate local authorities for the additional interest costs incurred as a result of taking out loans on 28 March to fund the debt settlement payments. This was achieved via an adjustment to the subsidy entitlement for this financial year.

**85B2 INTEREST 115,002**

There was a £73k reduction in investment interest income due to lower than budgeted interest rates.

The overspend also reflects a one-off arrangement fee of £20k to the Public Works Loan Board in respect of the loan taken out to meet the debt settlement payment of £56,884,000 to DCLG, which was paid to exit the HRA subsidy system.

As the debt settlement payment had to be made on 28 March, the loan attracted interest of £21k up to 31 March, which is reflected within this management unit. However, the Government amended the Council's subsidy entitlement for this financial year in order to take account of these interest costs, as explained above.

**2011-2012 TRANSFER TO THE WORKING BALANCE (1,848,482)**

**3. COUNCIL OWN BUILD (COB) FINAL ACCOUNTS TO 31 MARCH 2012**

The Council's new properties at Rowan House and Knights Place form part of the overall Housing Revenue Account, but separate income and expenditure budgets are maintained in order to ensure that they are self-financing.

**3.1 COB WORKING BALANCE**

The total budget variances for 2011-2012 have resulted in a net surplus of £26,279, which will be transferred to the COB working balance. This represents a reduction of £15,751 compared to the budgeted transfer to the working balance of £42,030. The working balance therefore stands at £28,207 at 31 March 2012.

3.2 The main variations are detailed below, please also refer to Appendix 1:

£

**2011-2012 ESTIMATED TRANSFER TO THE WORKING BALANCE (42,030)**

**85B5 COB INCOME AND EXPENDITURE 15,751**

There was a reduction in rental income from the 18 properties at Knights Place, as snagging issues resulted in the properties not being tenanted until July 2011.

The reduction in income was partially offset by a saving in interests costs, which are attributable to the amount borrowed

to finance the capital cost of building the properties.

**2011-2012 TRANSFER TO THE WORKING BALANCE**

**(26,279)**

**4. RECOMMENDATION**

4.1 That the Scrutiny Committee – Community note the content of this report

ASSISTANT DIRECTOR OF FINANCE

S:PA/LP/Cttee/512SCC9  
17.5.12

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

**Background papers used in compiling this report:**

None

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HOUSING REVENUE ACCOUNTS FINAL ACCOUNTS 2011-2012

Code	Approved Annual Budget	2011-2012 Outturn	Variance To Budget
	£	£	£
85A1 Management	2,865,390	2,780,542	(84,848)
85A3 Sundry Lands Maintenance	266,190	247,906	(18,284)
85A4 Repairs Fund Contribution	9,324,720	7,490,643	(1,834,077)
85A6 Capital Charges	0	0	0
85A8 Rents	(16,117,210)	(16,639,545)	(522,335)
85B1 Government Subsidy	4,284,210	4,280,880	(3,330)
85B2 Interest	(123,910)	(8,908)	115,002
85B4 <b>Variance in Working Balance</b>	<b>(499,390)</b>	<b>1,848,482</b>	<b>2,347,872</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Working Balance</b>	<b><u>1 April 2011</u></b>	<b><u>31 March 2012</u></b>	
	<b>£ 3,915,941</b>		<b>£ 5,764,423</b>

COUNCIL OWN BUILD SITES FINAL ACCOUNTS 2011-2012

Code	Approved Annual Budget	2011-2012 Outturn	Variance To Budget
	£	£	£
H006 Rowan House	(7,380)	(8,086)	(706)
H007 Knights Place	(49,650)	(26,679)	22,971
H008 Capital Financing	15,000	8,486	(6,514)
<b>Variance in Working Balance</b>	<b>42,030</b>	<b>26,279</b>	<b>(15,751)</b>
	<b>0</b>	<b>0</b>	<b>0</b>
<b>Working Balance</b>	<b><u>1 April 2011</u></b>	<b><u>31 March 2012</u></b>	
	<b>£ 1,928</b>		<b>£ 28,207</b>

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## EXETER CITY COUNCIL

### SCRUTINY COMMITTEE - COMMUNITY 29 MAY 2012

#### COMMUNITY SERVICES OUTTURN TO 31 MARCH 2012

#### 1. PURPOSE OF THE REPORT

- 1.1 This report advises Members of the overall financial performance of the Community Scrutiny Committee for the 2011-12 financial year ended 31 March 2012.

#### 2. OUTTURN TO 31 MARCH 2012

- 2.1 During the course of the financial year ending 31 March 2012, regular reports were made to this committee on the estimated revenue outturn.
- 2.2 As in previous years a technical adjustment to the accounts for pension contributions has been made in line with required accounting practice. Part of the change to International Financial Reporting Standards has meant that FRS17 is now known as International Accounting Standard 19 (IAS19). This amendment is reversed out to show the actual cost to the Council and therefore has no impact on the Council Tax. The treatment is similar to the way we account for capital charges, and the impact is shown for each management unit in the appendix to this report. The final figure for IAS19 is lower than budgeted resulting in an underspend of £173,605 against the budget in this committee. The variance shown against each management unit excludes this underspend in order to demonstrate the true position
- 2.3 During the year, the Government issued a capitalisation directive to the Council allowing us to capitalise (and not charge to revenue immediately) up to £1 million of redundancy costs. Actual redundancy costs of £460,157 have been capitalised during the year, of which £196,397 relate to this committee.
- 2.4 The final actual outturn has now been calculated and the report below highlights the major differences by management unit from the approved annual budget after adjusting for supplementary budgets and excluding the IAS19 variance. The total variation for the year shows a surplus of £20,002 against the budget, with excess expenditure of £38,664 after accounting for transfers to and from earmarked reserves.
- 2.5 The main variations by management unit are detailed below:

	£
<b>2011-12 REVISED ESTIMATE AND PLANNED RESERVE MOVEMENTS</b>	<b>12,970,150</b>
<b>IAS 19 ADJUSTMENT</b>	<b>(173,605)</b>
<b>81A1 ENVIRONMENTAL PROTECTION</b>	<b>(83,860)</b>

There was a saving on staff costs as a result of vacancies.

Additional savings arose on equipment purchases and administrative costs. In addition, a reduced recharge from the Business Support unit further reduced the net cost of the unit.

Support service recharges for legal services, administration and staff training were less than estimated.

An increase in the net cost of dealing with stray dogs partially offset these savings.

Depreciation charges in this service were £51,484 less than the estimate.

Fleet costs throughout the service exceeded the estimates mainly due to the increased price of diesel, the additional mileage to Greendale waste transfer station (see note below), and the costs of maintaining the fleet.

In addition to fleet costs, the closure of the waste transfer station in Exeter (see note below) has resulted in additional labour costs for handling and transporting street sweepings.

Waste disposal costs for the trade refuse service exceeded the estimates and income from the trade clinical waste collection service was less than the estimates. This is offset by increased income from trade refuse customers and the sale of recyclates collected by the trade recycling service.

Income from doorstep bulky collections was less than the estimates. The subsidised scheme was successful, but the subsidy money was insufficient to meet demand for the whole year.

The cost of producing and distributing information about refuse collection and garden waste services has been charged to this service. This exceeds the budget available but is offset by a corresponding saving on communication costs in the Recycling unit (81B6) below.

These increased costs are further offset by net income from the garden waste collection service in excess of the estimates, and reduced utility costs in public toilets.

The charges for dealing with trade effluent from the vehicle washdown were less than the estimates.

AIM (Asset Improvement and Maintenance) recharges were less than the estimates.

Support service costs, management salaries and overheads were less than the estimates.

**Note:** Following Devon County Council's closure of the Exeter waste transfer station in April 2010, the Council has been tipping domestic waste at alternative facilities as required by DCC. Partial reimbursement was received from DCC in relation to the initial short-term site, but no agreement has been reached on the bulk of Exeter City Council's claim for the current site. No provision has been made at this stage for any further reimbursement to be received.

#### **ACTION POINTS :**

The 2012/13 estimates reflect the increase in the cost of waste disposal, and the charges to customers for trade refuse have been increased to reflect this rising cost. The estimates for fleet costs have also been increased above inflation in 2012/13.

**81A3 LICENSING, FOOD, HEALTH & SAFETY**

(83,770)

A refund has been received in respect of a software package relating to earlier years leading to an underspend.

Some vacancies in the unit were covered by agency staff, and this has contributed to a saving on overall pay costs.

Following several successful prosecutions by the Commercial Team, the costs incurred in bringing about the prosecutions have been awarded to the authority by the courts.

Income from premises licensing exceeded the estimates.

Support service recharges for IT Services, accommodation and staff training were less than the estimates

The net cost of taxi licensing will be funded by a transfer from the earmarked reserve.

Recharges to other services by the Business Support Team were less than the estimate due to the reduced costs incurred in that unit.

**81A4 PUBLIC SAFETY**

(19,643)

Depreciation charges in this service were £1,831 more than the estimate.

Despite the restructure of the unit having been implemented later than expected when preparing the estimates, there has been a small net underspend on pay.

Income from Devon County Council targeted support income (formerly Supporting People) was less than included in the estimates, while income from the Home Call Alarm service exceeded the estimates.

A partial refund of service charges paid for the Control Room in 2010/11 resulted in a saving.

Support service recharges in respect of administration, staff training and copy centre were less than the estimates.

**ACTION POINTS:** Staffing is now at the level anticipated in the estimates so no further action is required. The estimates for the Devon County Council targeted support income (formerly Supporting People) and Home Call Alarm income have been reviewed in the 2012/13 estimates.

**81A6 PARKS & OPEN SPACES**

(53,047)

Depreciation charges in this service were £4,016 less than the estimate.

AIM recharges to the service exceeded the estimates.

The operational accounts showed reduced expenditure for grass cutting and general maintenance, largely as a result of the weather conditions experienced this year. Part of the saving has been refunded to the HRA and a further £30,000 will be placed in an earmarked reserve to be used should weather conditions in the future cause excess expenditure in the service.

Arboricultural costs exceeded the estimates.

The planned deletion of a post in the Countryside service was not implemented until later than expected when preparing the estimates, leading to increased pay costs. This is however more than offset by various cost savings and additional income in this service.

The reduced personnel in the Countryside service resulted in some work for which grant funding had been received not being achieved; the unused funding will be placed in an earmarked reserve to enable it to be used to complete the works.

A post has been transferred from Leisure Services Management (unit now deleted) increasing the pay costs in this unit, but the reduced support service recharge from the Leisure Services Management unit also reduced.

Works required to maintain the Flowerpot Skate Park resulted in additional expenditure. In addition, the findings from the annual safety inspection of play equipment incurred expenditure on repairs in excess of the estimates.

Water costs in the allotments exceeded the estimates as a result of the dry weather conditions experienced.

Utility and insurance costs in parks and playing fields exceeded the estimates.

Expenditure on dealing with illegal campers was more than estimated.

Support services costs were less than the estimates.

**ACTION POINTS :**

- Staffing in the Countryside service is now at the level anticipated in the estimates so no further adjustment is required.
- There is capital funding to refurbish the Skate Park and one of the paddling pools in 2012/13.

**81A7 MUSEUMS SERVICE**

(43,219)

A saving has been made on staff costs as a result of the restructuring of the service agreed by Executive in January 2011. The grades established for a number of posts by the Job Evaluation exercise are lower than the budgeted grades, but in some cases pay protection applied.

The agreed extension in the contract of the Head of Museums to the end of March 2012 has reduced the saving on staff costs as has the increased overtime costs incurred due to vacant posts. Additional expenditure was also incurred on temporary staffing costs.

It was reported that savings were anticipated on transport costs with expenditure on Car mileage allowances and fleet hire costs expected to be less than the budget, the year end figures confirm that there was a small saving on fleet hire cost budget.

The expenditure on the premises budget within the management unit was less than the estimate with savings been made on the Asset Improvement and Maintenance budget and the National Non Domestic rates budget. These savings have been partially offset by an overspend

on the budget for utilities and cleaning.

Reduced recharges from the Community & Environment Administration service arose due to vacancies in that service, there were additional savings made on the recharges from Legal Services, Information and Technology and Human Resources. These savings were partially offset by the Copy Centre and C&E Secretarial recharges being above the estimate.

The marketing and exhibition costs in respect of the museum launch have been included. However, the majority of these additional costs have been covered due to HLF agreeing to an element of the grant for the Museum redevelopment being transferred from Capital to Revenue to offset these costs.

In addition, costs have been incurred in respect of external legal advice and insurance costs allocated to this service exceeded the estimates.

The budgets for consultant fees and equipment tools and materials were also exceeded. However, the income received when the museum re-opened was above the budgeted levels which more than offset the overspend on these budgets.

**81A8 CONTRACTED SPORTS FACILITIES**

299,233

Depreciation charges in this service were £303,182 more than the estimate.

Several unexpected contractual liabilities arose increasing the cost of this service. In particular, the government's withdrawal of the carbon reduction rebate and increased utility prices have resulted in a reduction in the net income from Parkwood. In addition, the cost of some equipment and essential electrical work has been incurred.

As a result of the deletion of the Leisure Management unit, the support service recharge to this service reduced; this saving was partially offset by the transfer of the salary cost of one member of staff into this unit.

Following a decision to give 100% discretionary relief for NNDR (National Non Domestic Rates) for the facilities within this unit, there is a saving in this unit but a corresponding cost arises in Resources committee for the element funded by Exeter City Council.

Property insurance for the facilities exceeded the estimates.

**81B2 BEREAVEMENT SERVICES**

(93,520)

Depreciation charges in this service were £2,269 more than the estimate

Savings arose on staffing costs as a result of a restructure.

AIM recharges were less than estimated while water and insurance costs exceeded the estimates.

Further net savings have arisen on various costs including the hire of skips, materials and equipment purchased.

Support service recharges in respect of administration, IT and staff training were less than estimated.

In addition, net income generated by the service exceeded the levels included in the estimates.

**81B3 PROPERTIES** 16,597

Depreciation charges in this service were £2,517 more than the estimate.

In addition, the insurance costs in respect of the properties were also above the budget for the year.

The budget in respect of the Asset Improvement and Maintenance programme was exceeded, with the departmental recharge element being significantly more than the annual budget.

The above overspends have been partially offset by the support service recharge budgets being underspent, with the recharge from Legal services being less than estimated.

Income budgets also exceeded the estimate for the year partly due to rental income received in year being above the budget. A balance of Section 106 income was transferred to the management unit in the year

**81B5 SPORTS & PLAY DEVELOPMENT** (20,687)

This service ceased with effect from 1<sup>st</sup> August 2011.

It was reported in the December stewardship report to this committee that savings would be made on pay, transport and support service costs. The year end figures confirm the projected savings were made.

Income received in the period to 31<sup>st</sup> July 2011 when the service was provided also exceeded the estimated figure.

However, these savings were partially offset by the supplies and services budgets being overspent and the depreciation charges in this service being £1,250 more than the estimate

**81B6 RECYCLING** (489,515)

Depreciation charges in this service were £34,623 less than the estimate.

The net income generated from the sale of recycled materials exceeded the estimates by £373,400.

Recharges to Cleansing Services, particularly in respect of work connected with the closure of the Waste Transfer Station, exceeded the estimates. Pay costs however were less than estimated

The vehicle used to collect materials from recycling bring banks throughout the city was replaced during the year. The proceeds of sale have been credited to this unit, and maintenance costs of the new vehicle are less than the estimates.

Utility costs and NNDR for the MRF (Materials Reclamation Facility) were less than the estimates

Part of the communications estimate for this service was used by Cleansing Services (81A2 above), leading to reduced costs in this unit.



Support service recharges were less than the estimates

Rental income from the Exton Road site exceeded the estimates.

**81B9 ADMINISTRATION SERVICE**

3,825

Staffing costs and support service recharges were less than the estimates. The cost of this service is fully recharged to other services, and the savings have therefore resulted in reductions in the recharges made.

**81C2 ADVISORY SERVICES**

623,521

The original 2011/12 budget included £505,470 in respect of the Preventing Homelessness Grant, the council has received this grant, but it is now treated in the same way as Revenue Support Grant income and displayed 'below the line'. Therefore, in real terms there is an overall overspend of £118,051 across the unit.

Capital charges in this service were £3,413 more than the estimate

A number of Private Sector Leaseholders have not renewed their leases this year as due to the economic climate they need to live in the properties themselves. Under the terms of the lease ECC have an obligation to make repairs to the properties before handing them back and these costs have exceeded the budget by £20,000.

In addition to this there has been a higher than expected number of void periods within the PSLs and in addition each void has had a higher than average amount of works required in terms of cost and volume.

There has been a high level of turnover on the units at Shauls Court; this has resulted in the costs of repairing and cleaning the vacated units being significantly higher than budgeted.

These additional voids are a result of a higher turnover of residents, we are seeing an increasingly more complex and challenging group of homeless people needing the service as other statutory services reduce their support funding. These residents are less able to sustain their tenancies especially without ongoing support which, following the cuts to Devon County Council's targeted support income (formerly Supporting People), is increasingly difficult to secure.

At Glencoe there has been a large amount of water penetration into one of the larger rooms caused by damaged roof tiles. This has created significant damage requiring major works to rectify and a reduction in income due to the room having to remain vacant during this time. In addition two rooms were taken out of use in order to complete major works to refurbish.

The Preventing Homelessness Grant from central government was increased allowing £37,000 of additional funding to be used to prevent homelessness.

At the point of budget setting we expected to receive the full contract value of Devon County Council targeted support income (formerly Supporting People) to provide supported temporary accommodation to homeless families. However, following budgetary reductions made by the County Council we only received 75% of this contract value for 2011/12. We have chosen to continue providing the same level of

support to these families so they are not disadvantaged, however if further cuts are made for 2012/13 we will have to reconsider our position.

**81C3 STRATEGIC HOUSING & ENABLING (19,849)**

There has been a saving within the salary budgets due to a combination of vacant posts during the first six months of the year and the team restructure which took place in October

**81C4 PRIVATE SECTOR HOUSING (85,597)**

Savings arose as a result of the termination of the contract for the Pan-Devon Home Improvement Agency. Further savings have arisen as a result of changes to staffing in the unit.

Income was received in respect of legal costs following a successful prosecution. Legal services recharges however increased accordingly.

Income from HMO licences and immigration visits exceeded the estimate.

Support service recharges, particularly in respect of administration, were less than the estimates

**81C5 SUNDRY LANDS MAINTENANCE**

No variance arose in this unit.

**81C6 CONTRACTS, BUILDING & ELECTRICAL SERVICES (14,256)**

Staffing costs and support service recharges were less than the estimates. The cost of this service is fully recharged to other services, and the savings have therefore resulted in reductions in the recharges made.

**81C7 DIRECTOR 3,119**

Staffing costs and support service recharges were less than the estimates. The cost of this service is fully recharged to other services, and the savings have therefore resulted in reductions in the recharges made.

**2011-12 FINAL OUTTURN 12,777,700**

**VARIANCE ON PLANNED MOVEMENTS TO / (FROM) RESERVES (1,157)**  
**UNPLANNED TRANSFERS TO / (FROM) RESERVES 58,666**

**TOTAL NET EXPENDITURE 12,835,209**

**3. RECOMMENDED**

1) That Scrutiny Committee – Community note this report.

ASSISTANT DIRECTOR FINANCE

Originator: Sally Reeve

S:PA/LP/Cttee/512SCC8  
 17.5.12

SCRUTINY COMMITTEE - COMMUNITY AND ENVIRONMENT  
OUTTURN

APRIL 2011 TO MARCH 2012

REVISED BUDGET	MU CODE	MANAGEMENT UNIT DESCRIPTION	OUTTURN	IAS 19	OUTTURN VARIANCE EX IAS 19	UNPLANNED MOVEMENTS TO / (FROM) RESERVES	ADJUSTED VARIANCE
£			£	£	£	£	£
558,210	81A1	ENVIRONMENTAL PROTECTION	468,056	6,294	(83,860)		(83,860)
3,836,010	81A2	CLEANSING SERVICES	3,834,630	43,203	41,823		41,823
360,040	81A3	LICENSING, FOOD, HEALTH & SAFETY	267,634	8,636	(83,770)	(1,165)	(84,935)
819,620	81A4	PUBLIC SAFETY	789,877	10,100	(19,643)		(19,643)
2,022,570	81A6	PARKS AND OPEN SPACES	1,949,607	19,916	(53,047)	59,831	6,784
2,265,840	81A7	MUSEUMS SERVICE	2,198,888	23,733	(43,219)		(43,219)
547,670	81A8	LEISURE FACILITIES	847,490	(587)	299,233		299,233
305,200	81B2	BEREAVEMENT SERVICES	207,040	4,640	(93,520)		(93,520)
27,890	81B3	PROPERTIES	44,487	0	16,597		16,597
44,740	81B5	SPORTS & PLAY DEVELOPMENT	24,697	(644)	(20,687)		(20,687)
476,520	81B6	RECYCLING	(22,303)	9,308	(489,515)		(489,515)
0	81B9	ADMINISTRATION SERVICE	0	3,825	3,825		3,825
971,120	81C2	ADVISORY SERVICES	1,579,996	14,645	623,521		623,521
268,700	81C3	STRATEGIC HOUSING	243,781	5,071	(19,849)		(19,849)
351,060	81C4	PRIVATE SECTOR HOUSING	260,817	4,646	(85,597)		(85,597)
77,960	81C5	SUNDRY LANDS MAINTENANCE	77,960	0	0		0
0	81C6	CONTRACT & BUILDING SERVICES	(31,956)	17,700	(14,256)		(14,256)
0	81C7	DIRECTOR COMMUNITY & ENVIRONMENT		3,119	3,119		3,119
							0
37,000		PLANNED RESERVE MOVEMENTS	35,843		(1,157)		(1,157)
<b>12,970,150</b>		<b>NET EXPENDITURE</b>	<b>12,776,543</b>	<b>173,605</b>	<b>(20,002)</b>	<b>58,666</b>	<b>38,664</b>
						<b>IAS 19 VARIANCE</b>	<b>(173,605)</b>
							<b>(134,941)</b>
		<b>UNPLANNED TRANSFERS TO / (FROM) EARMARKED RESERVES</b>				<b>ANALYSIS OF VARIANCES</b>	
						AIM	31,298
						CAPITAL	223,319
						OTHER DIRECTORATES' SUPPORT SERVICES	(260,317)
						OTHER	44,364
							<b>38,664</b>
						IAS 19 VARIANCE	<b>(173,605)</b>
							<b>(134,941)</b>
		OUTTURN AFTER ADJUSTING FOR MOVEMENTS ON RESERVES ETC	<b>12,835,209</b>				
		REVISED BUDGETS AFTER PLANNED RESERVE MOVEMENTS	<b>12,970,150</b>				
		ADJUSTED OUTTURN VARIANCE	<b>(134,941)</b>				

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