



Exeter City Council

To the Chair and Members
of the Executive

Please ask for: Sarah Selway

Direct Dial: 01392 265275

Email: sarah.selway@exeter.gov.uk

Our ref:

Your ref:

A meeting of the **EXECUTIVE** will be held in the Rennes Room, Civic Centre, Paris Street, Exeter at **5.30 pm** on **TUESDAY 1 OCTOBER 2013** to consider the following business. If you have an enquiry regarding any items on this agenda, please contact Sarah Selway, Democratic Services Manager (Committees) on **Exeter 265275**.

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

Pages

A G E N D A

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

1 **APOLOGIES**

To receive apologies for absence from Committee members.

2 **DECLARATIONS OF INTEREST**

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

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

RESOLVED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of item 9 on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part I, Schedule 12A of the Act.

Office of Corporate Manager Democratic & Civic Support

Civic Centre, Paris Street, Exeter, EX1 1JN

Tel: 01392 277888

Fax: 01392 265593

www.exeter.gov.uk

- 4 **MAJOR GRANTS AND NEW HOMES BONUS PANEL**
- To receive and adopt the minutes of the meeting held on 13 September 2013. 5 - 8
(Minutes attached)
- 5 **OVERVIEW OF THE GENERAL FUND REVENUE BUDGET 2013/14**
- To consider the report of the Acting Assistant Director Finance. 9 - 24
Scrutiny Committee – Resources considered the report at its meeting on 18
September 2013 and its comments will be reported.
(Report circulated)
- 6 **CAPITAL MONITORING STATEMENT TO 30 JUNE 2013**
- To consider the report of the Acting Assistant Director Finance. 25 - 40
Scrutiny Committee – Resources considered the report at its meeting on 18
September 2013 and its comments will be reported.
(Report circulated)
- 7 **REVISION OF ASBESTOS POLICY**
- To consider the report of the Assistant Director Environment. 41 - 42
Scrutiny Committee – Resources considered the report at its meeting on 18
September 2013 and its comments will be reported.
(Report circulated)
- 8 **RECORDING OF COUNCIL MEETINGS**
- To consider the report of the Corporate Manager Democratic and Civic Support. 43 - 44
(Report circulated)

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

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

To consider the report of the Assistant Director Economy.

45 - 48

(Report circulated to members)

DATE OF NEXT MEETING

The next scheduled meeting of the Executive will be held on **Tuesday 26 November 2013** at 5.30 pm in the Civic Centre.

A statement of the executive decisions taken at this meeting will be produced and made available as soon as reasonably practicable after the meeting. It may be inspected on application to the Customer Service Centre at the Civic Centre or by direct request to the Democratic Services Manager (Committees) on 01392 265275. Minutes of the meeting will also be published on the Council's web site as soon as possible.

Membership -

Councillors Edwards (Chair), Denham, Fullam, Hannaford, Mrs Henson, Owen, Pearson and Sutton

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

Individual reports on this agenda can be produced in large print on request to Democratic Services (Committees) on 01392 265111.

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Agenda Item 4

MAJOR GRANTS AND NEW HOMES BONUS PANEL

Thursday 12 September 2013

Present:-

Councillor Edwards (Chair)
Councillors Hannaford, Mrs Henson and Sutton

Apologies:

Councillor Fullam

Also Present:

Councillor Bull

Also Present:

Projects and Business Manager, Community Involvement and Inclusion Officer,
Senior Valuer, Corporate Manager - Legal and Assistant Democratic Services
Officer (Committees)

18 **MINUTES OF THE LAST MEETING**

The minutes of the meetings held on 21 February, 28 February and 8 March 2013 were taken as read and signed by the Chair as correct.

19 **NEW HOMES BONUS AND LOCAL INFRASTRUCTURE FUND - PROGRESS UPDATE**

The Projects and Business Manager presented the report giving Members an overview of current and anticipated applications to the New Homes Bonus Local Infrastructure Fund, and issues arising to date. This round there were applications totalling £35,000 from a fund of £32,559 remaining for 2013/14.

Members were shown photographs of projects that had been completed following approved funding.

Members agreed that when monitoring forms are sent out following completion of projects, a letter be sent to organisations on behalf of the Panel congratulating them on the work undertaken.

Members noted the report.

20 **LOCAL INFRASTRUCTURE FUND APPLICATIONS**

20a **Application 1 - St James Forum Queens Crescent**

Representatives from the Exeter St James Forum gave a presentation on the proposal for the design, planning and other work towards the acquisition and improvement of Queens Crescent Garden. The application was for £10,000.

Councillor Mitchell spoke in support of the application.

Recommend to Executive that the application for £10,000 be approved, subject to the standard conditions and the following additional condition:

12. The grant is conditional on the Council being satisfied that the funding is being necessarily incurred for the purposes described in the application.

20b **Application 2 - 2nd Exeter Scouts and Park Life**

Representatives from the 2nd Exeter Scouts and Park Life gave a presentation on the application to work up detailed proposals for a community hub or “urban village hall” in Heavitree Park, including changing, coaching, office and storage space for the tennis courts, replacement bowling club premises, and a base for the local scouts. The application was for £15,000.

Councillor Crow spoke in support of the application.

Recommend to Executive that the application for £15,000 be approved, subject to the standard conditions and the following additional condition:

- 112 The grant is conditional on the Council being satisfied that the funding is being necessarily incurred for the purposes described in the application.

20c **Application 3 - Citizens Advice Bureau**

A representative from the Exeter Citizens Advice Bureau gave a presentation on the application for improvements and alterations to Civic Centre premises, including to entrance, waiting and reception area; alternatively to improve Wat Tyler House if the move does not take place. The application was for £10,000.

Recommend to Executive that the application for £10,000 be approved, subject to the standard conditions and the following additional condition:

12. The grant is conditional upon Building Regulations consent, planning permission and landlord’s approval being received, where necessary.
13. The grant is conditional upon evidence being provided that the funding is (a) necessary and (b) sufficient (together with other funding secured) to cover the anticipated cost of the project, or a discrete element of it.
14. The grant is conditional upon evidence being produced that value for money is being achieved in relation to the project.

20d **New Homes Bonus Fund**

Recommended to Executive that £2,500 from grants previously awarded but which will not be drawn down in this financial year be used towards the awards in this round.

21 **MAJOR GRANTS APPLICATIONS**

21a **Rent Grants**

The Senior Valuer reported on the application for a rent grant for the Citizens Advice Bureau. The grant will be used to cover rent of premises costs at the Civic Centre if the proposed move goes ahead, likely to take place in the 2013/14 financial year.

Recommended that the decision on the Citizens Advice Bureau Rent Grant be referred to Executive depending on confirmation of the move to the Civic Centre.

22

STANDARD CONDITIONS OF GRANT

Members noted the conditions of grant for applications to the New Homes Bonus Local Infrastructure Fund.

(The meeting commenced at 4.30 pm and closed at 6.23 pm)

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Agenda Item 5

EXETER CITY COUNCIL

SCRUTINY COMMITTEE - RESOURCES 18 SEPTEMBER 2013

EXECUTIVE
1 OCTOBER 2013

COUNCIL
15 OCTOBER 2013

OVERVIEW OF GENERAL FUND REVENUE BUDGET 2013/14

1. PURPOSE OF THE REPORT

- 1.1 To advise Members of the overall projected financial position of the General Fund Revenue Budget and Housing Revenue Account after three months, for the 2013/14 financial year.

2. REVENUE POSITION – SUMMARY

2.1

| FUND | Planned Transfer (to) / from Working Balance | Budget Variance June 2013 Over / (under) | Outturn Forecast Transfer 2013/14 |
|--------------------------|--|--|-----------------------------------|
| | £ | £ | £ |
| General Fund | 253,200 | 245,939 | 499,139 |
| HRA | (1,712,160) | 1,128,922 | (583,238) |
| Council own Build Houses | (34,070) | 3,680 | (30,390) |

3. GENERAL FUND – Appendix A

- 3.1 The Service Committee budgets shows a forecast overspend of £378,990 (3.1%) against a revised Service Committee Net Expenditure budget of £12,223,520. The key issues are set out below:

3.2 Scrutiny Committee Community – (An overspend of £57,670)

| MU Code | Management Unit | Over / (Underspend) | Detail |
|---------|--------------------------|---------------------|--|
| 81A1 | Environmental Protection | 87,430 | • Impact of redundancies. |
| 81A4 | Public Safety | 17,330 | • Impact of redundancies |
| 81A7 | Museums Service | 45,500 | • Business Rates on the Royal Albert Memorial Museum are higher than budgeted. This is subject to an appeal, which may reduce or increase the overspend. |

| MU Code | Management Unit | Over / (Underspend) | Detail |
|---------|---------------------------|---------------------|--|
| 81C2 | SHS - Advisory Services | (24,250) | <ul style="list-style-type: none"> Additional staff time being charged to the HRA to reflect work on allocations of Council Housing |
| 81C3 | SHS - Housing Development | (58,250) | <ul style="list-style-type: none"> Additional staff time being charged to the HRA to reflect work on Council Own Build |
| 81D4 | Street Cleaning | (22,500) | <ul style="list-style-type: none"> Savings expected on agency costs and expenditure on litter bins |

3.3 Scrutiny Committee Economy – (An overspend of £68,250)

| MU Code | Management Unit | Over / (Underspend) | Detail |
|---------|-----------------------------|---------------------|--|
| 83A1 | Property & Estates Services | (69,400) | <ul style="list-style-type: none"> Additional income from property portfolio - High Street & Sidwell Street |
| 83A4 | Economic Development | 25,060 | <ul style="list-style-type: none"> Additional salary costs - PA to Assistant Director offset by saving in Resources committee Christmas Lights core budget - approved by Executive |
| 83B5 | Planning Services | 127,850 | <ul style="list-style-type: none"> Planning fee income – projected to be significantly less than budget for year Salary savings – saving on salary budget due to non recruitment to a number of vacant posts Revenue contribution – Contribution to Cowick Street Environmental works capital scheme. |
| 83B9 | Markets & Halls | (22,930) | <ul style="list-style-type: none"> Additional income – Corn Exchange and Livestock Centre income expected to exceed budget. Additional Expenditure – Event promotion at Corn Exchange (offset by additional income) and additional expenditure on food and drink at venue. |

3.4 Scrutiny Committee Resources – (An overspend of £153,070)

| MU Code | Management Unit | Over / (Underspend) | Detail |
|--------------|--|---------------------|---|
| 86A1 | Revenue Collection/Benefits | 62,610 | <ul style="list-style-type: none"> • Net additional cost of Housing Benefit payments to claimants based on current caseload. • Over payments of Housing Benefit caused by Local Authority error is close to the limit allowed by central Government. If the Council exceeds this, then the Government will reduce the amount of subsidy paid to the Council – specific targeted action is being taken to reduce this. |
| 86A4 | Civic Ceremonials | 30,000 | <ul style="list-style-type: none"> • Reduced income from commercial letting. |
| 86A7 | Unapportionable Overheads | 106,410 | <ul style="list-style-type: none"> • The approved cost of pension fund contributions following redundancies – the individual services pay the actual cost of redundancies to reflect where the subsequent savings will be made. |
| 86A8 86B7 | Chief Executive Services & Strategic Directors | 41,750 | <ul style="list-style-type: none"> • The senior management at officer level was reviewed from three positions to two from 1st June 2013, with savings being made from 2014-15 onwards. |
| 86B1 | Treasury Services | (42,010) | <ul style="list-style-type: none"> • Vacancies pending reorganisation. |
| 86B5 | Corporate Customer Services | (30,880) | <ul style="list-style-type: none"> • The installation of solar panels at the Civic Centre has reduced energy costs. • There have been vacancies in the Customer Service Centre and reduced IT maintenance costs. |

4. OTHER GENERAL FUND FINANCIAL VARIATIONS

4.1

| Other items | Over / (Underspend) | Detail |
|---------------------------------|------------------------|--|
| Net Interest Paid | (55,000) | <ul style="list-style-type: none"> Continued low rates of interest have lowered the cost of borrowing; Better than forecast cashflow position has increased the level of interest received. |
| Revenue Contribution to Capital | 20,000 | <ul style="list-style-type: none"> In order to minimise the level of borrowing required, it has been agreed that savings will be found in revenue to fund a projected overspend in a capital project; |
| Minimum Revenue Provision | (93,051) | <ul style="list-style-type: none"> The Council's underlying need to borrow is lower than anticipated resulting in a lower requirement to set aside funds for the repayment of this debt. |

5. HOUSING REVENUE ACCOUNT (HRA) (APPENDIX B)

5.1 The main variations in the HRA are set out below:

| MU Code | Management Unit | Over / (Underspend) | Detail |
|---------|---------------------------|------------------------|---|
| 85A1 | Management | 52,424 | <ul style="list-style-type: none"> Additional time charged to the HRA from Housing General Fund as set out in section 2.2 |
| 85A4 | Repairs Fund Contribution | 1,049,908 | <ul style="list-style-type: none"> Approved expenditure to finance Phase 2 of the Council's Own Build Programme – on four sites. Approved purchase of flats at Dean Clarke House. |

6. SUPPLEMENTARY BUDGETS

6.1 Since the budget was set, a number of additional budgets have been approved or requested for approval. These are set out in Appendix C and total £149,340 for the General Fund and £150,000 for the HRA.

7. AREAS OF BUDGETARY RISK

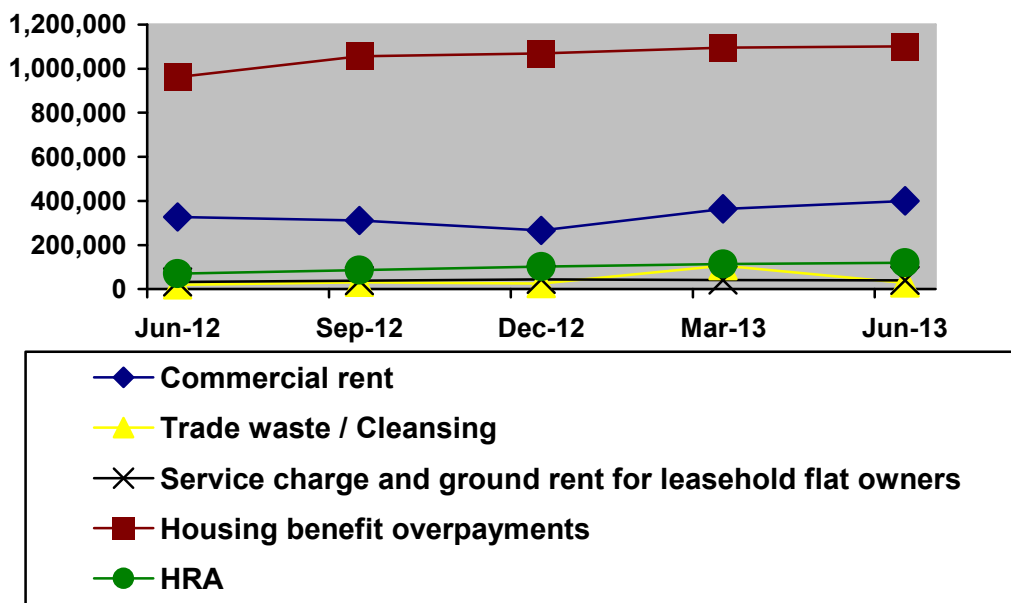
7.1 A number of areas have been identified as a budgetary risk within the budget. Although there has not necessarily been an issue identified yet, there is a risk that adverse conditions may impact of the Council's budget. A list of these key areas is set our in Appendix D.

8. OUTSTANDING SUNDRY DEBT

8.1 An aged debt analysis of the Council's sundry debts is shown in the table below.

| Age of Debt | June 2012 | June 2013 |
|-------------------------|-------------------|-------------------|
| Up to 29 days (current) | £814,034 | £912,068 |
| 30 days – 1 Year | £814,945 | £1,015,619 |
| 1 – 2 years | £331,782 | £419,655 |
| 2 – 3 years | £216,004 | £219,108 |
| 3 – 4 years | £101,240 | £152,105 |
| 4 – 5 years | £82,711 | £74,868 |
| 5 + years | £161,512 | £189,966 |
| Total | £2,522,228 | £2,983,240 |

8.2 Of the outstanding debt, the graph below sets out the main services and debt trends for debt over 30 days old:



9. DEBT WRITE-OFFS

9.1 The following amounts have been written-off during the first three months of 2013/14:

| | |
|-------------------|----------|
| • Council Tax | £ 68,367 |
| • Business Rates* | £ 0 |
| • Sundry Debt | £ 9,392 |
| • Housing Rents | £ 35 |

* Business Rates write-offs are considered during March 2014.

10. CREDITOR PAYMENTS PERFORMANCE

10.1 During the first three months of 2013/14, the percentage of invoices paid within 30 days was 95.14%, which is marginally higher than the 2012/13 performance of 94.69%.

11. RECOMMENDATION

11.1 That Scrutiny Resources Committee notes and Executive recommend that the Council approve:

- The General Fund forecast financial position for the 2013/14 financial year
- The HRA forecast financial position for 2013/14 financial year
- The additional supplementary budgets listed in Appendix C
- The outstanding Sundry Debt position as at June 2013
- The creditors' payments performance

ACTING ASSISTANT DIRECTOR FINANCE

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

Background papers used in compiling the report:

None

GENERAL FUND
2013/14 REVENUE ESTIMATES - SUMMARY
as at 30 June 2013

| | Annual Budget £ | Supplementary Budgets £ | Revised Annual Budget £ | Year End Forecast £ | Variance to Budget £ |
|---|-----------------------|-------------------------------|----------------------------------|---------------------------|----------------------------|
| SCRUTINY - COMMUNITY | 13,108,610 | 21,750 | 13,130,360 | 13,188,030 | 57,670 |
| SCRUTINY - ECONOMY | (3,909,720) | 273,610 | (3,636,110) | (3,567,860) | 68,250 |
| SCRUTINY - RESOURCES | 5,717,220 | 141,840 | 5,859,060 | 6,012,130 | 153,070 |
| Vacancy Management | (100,000) | | (100,000) | 0 | 100,000 |
| less Notional capital charges | (3,029,790) | | (3,029,790) | (3,029,790) | 0 |
| <u>Service Committee Net Expenditure</u> | 11,786,320 | 437,200 | 12,223,520 | 12,602,510 | 378,990 |
| Net Interest | 140,000 | | 140,000 | 85,000 | (55,000) |
| Local Services Support Grant | (502,618) | | (502,618) | (502,618) | 0 |
| New Homes Bonus | (2,204,830) | | (2,204,830) | (2,204,830) | 0 |
| Revenue Contribution to Capital | 0 | | 0 | 20,000 | 20,000 |
| Minimum Revenue Provision | 1,358,000 | | 1,358,000 | 1,264,949 | (93,051) |
| <u>General Fund Expenditure</u> | 10,576,872 | 437,200 | 11,014,072 | 11,265,011 | 250,939 |
| Transfer To/(From) Working Balance | 0 | (253,200) | (253,200) | (499,139) | (245,939) |
| Transfer To/(From) Earmarked Reserves | 2,442,865 | (184,000) | 2,258,865 | 2,253,865 | (5,000) |
| <u>General Fund Net Expenditure</u> | 13,019,737 | 0 | 13,019,737 | 13,019,737 | 0 |
| Formula Grant | (7,811,885) | | (7,811,885) | (7,811,885) | 0 |
| Council Tax Freeze Grant | (118,420) | | (118,420) | (118,420) | 0 |
| Council Tax Support Grant | (598,243) | | (598,243) | (598,243) | 0 |
| Pooling of Business Rates | (100,000) | | (100,000) | (100,000) | 0 |
| <u>Council Tax Net Expenditure</u> | 4,391,189 | 0 | 4,391,189 | 4,391,189 | 0 |
| Working Balance | March 2013 | £ 3,358,047 | | £ 2,858,908 | March 2014 |

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HOUSING REVENUE ACCOUNT
2013/14 REVENUE ESTIMATES - SUMMARY
as at 30 June 2013

| Code | Approved Annual Budget | Current Outturn Forecast | Variance To Budget | Variance 2012-13 |
|----------------------------------|---------------------------|--------------------------------|-----------------------|---------------------|
| | £ | £ | £ | £ |
| 85A1 Management | 2,758,140 | 2,810,564 | 52,424 | (233,717) |
| 85A3 Sundry Lands Maintenance | 265,330 | 265,330 | 0 | 4,144 |
| 85A4 Repairs Fund Contribution | 9,766,710 | 10,816,618 | 1,049,908 | 2,516,468 |
| 85A6 Capital Charges | 2,186,900 | 2,213,490 | 26,590 | 0 |
| 85A8 Rents | (18,624,000) | (18,624,000) | 0 | (539,205) |
| 85B2 Interest | 1,934,760 | 1,934,760 | 0 | 46,706 |
| 85B4 Variance in Working Balance | 1,712,160 | 583,238 | (1,128,922) | (1,794,396) |
| Net Expenditure | 0 | 0 | 0 | 0 |
| Working Balance | 6,290,297 | 31 March 2014 | 6,873,535 | |

COUNCIL OWN BUILD SITES

| Code | Approved Annual Budget | Current Outturn Forecast | Variance To Budget | Variance 2012-13 |
|-----------------------------|---------------------------|--------------------------------|-----------------------|---------------------|
| | £ | £ | £ | £ |
| H006 Rowan House | (6,260) | (6,260) | 0 | (1,910) |
| H007 Knights Place | (45,620) | (40,620) | 5,000 | (8,519) |
| H008 Interest | 7,530 | 7,530 | 0 | (7,013) |
| H009 Capital Charges | 10,280 | 8,960 | (1,320) | (10,280) |
| Variance in Working Balance | 34,070 | 30,390 | (3,680) | 27,722 |
| Working Balance | 73,498 | 31 March 2014 | 103,888 | 0 |

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| | Funded by | |
|----------------------------------|--|----------------|
| Resources | | |
| 86A5 | C/f of Systems Thinking budget | 45,070 |
| 86A5 | Subscription | 2,370 |
| | Appointment of Scrutiny Officer | 18,400 |
| | Extension of CSC Opening Hours pilot | 50,000 |
| | DELT Business Case | 20,000 |
| | | 135,840 |
| Community and Environment | | |
| 81A6 | AIM - Electrical supply to Rougemont Gardens | 13,500 |
| | | 13,500 |
| Economy & Development | | |
| HRA | | |
| 85A4 | Low Maintenance & Painting to Flats | 150,000 |
| | | 150,000 |
| | Overall Total | 299,340 |

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KEY AREAS OF BUDGET RISK

Community Scrutiny Committee

| Budget Title | Approved Budget | Risk |
|---|------------------------|---|
| Revenue: Recycling – income from sale of recyclates | (£937,240) | Income from the sale of materials and recycling credits is dependent on the quantities collected, the quality of the material collected and the market price achievable for the materials. These factors are largely outside the control of the Council and can fluctuate considerably. As this is a significant source of income for the Council, this represents a budgetary risk. |
| Revenue: SHS – Advisory Services – repair costs to private Sector Leased Properties, cost of emergency temporary accommodation | £1,476,010 | <p>The number of homeless cases approaching the service impacts on the budget in respect of emergency temporary accommodation.</p> <p>The council has a duty to house the homeless; if contracted accommodation is unavailable emergency temporary accommodation will be used. High levels of usage of emergency temporary accommodation can result in the budget being exceeded.</p> <p>A large number of Private Sector Leased properties (PSL) are used for homelessness purposes. Repairs to leased properties are the responsibility of the council. If a PSL becomes void and repairs are required to return the property to the standard required significant costs can be incurred.</p> |
| Capital: Disabled Facility Grants | £294,720 | The 2013/14 budget is nearly all committed and further substantial claims are anticipated. The Council is legally bound to approve grant applications regardless of budgetary considerations. It is considered that there is therefore a high risk that this budget will be overspent in 2013/14. |

KEY AREAS OF BUDGET RISK

Economy Scrutiny Committee

| Budget Title | Approved Budget | Risk |
|--|-----------------|--|
| Property & Estates Services – Income budgets property portfolio | £3,500,610 | <p>Income dependant on properties let and the number of properties which are void for long periods of the year.</p> <p>Leases can be renegotiated at lower rate to ensure income streams are maximized but resulting in shortfall of income against budget.</p> <p>If properties are void there will be a loss of income and the council becomes liable for the Non Domestic Rates at the property. This could result in an overspend if void period is significant.</p> |
| Car Parks – fee income | £5,660,000 | <p>A significantly increased budget was set for 2013/14, which appears achievable based on the results for the first quarter. However, this source of income can be affected by factors outside the control of Exeter City Council and even a small shortfall in percentage terms could be significant because of the size of the budget. The income is closely monitored and updates are provided to Members and the Senior Management Team on a monthly basis.</p> |
| Planning Services – planning fee income | £667,850 | <p>Fee income projected to be significantly lower than budgeted based on quarter 1 figures. Continual monitoring of income is being carried out by officers.</p> <p>An update on the projected shortfall will be provided to Members and the Senior Management Team on a monthly basis.</p> |

KEY AREAS OF BUDGET RISK

Resources Scrutiny Committee

| Budget Title | Approved Budget | Risk |
|--|------------------------|---|
| Revenue Collection/Benefits – Housing Benefit Subsidy | £40,833,830 | The Council administers nearly £41m of Housing Benefit Subsidy for rent allowances and rent rebates. The claiming of subsidy is based on cost and administering within timescales varied from time to time by the Government. If timescales are not met, administrative errors minimized and overpayments reduced, there is a risk of paying out for Housing Benefit and only receiving a partial reimbursement of subsidy. |
| Budget Title | Approved Budget | Risk |
| Unapportionable Overheads – Pension contributions | £291,290 | Employer's contributions to the Pension Fund for staff and retired staff are administered on the Council's behalf by Devon County Council. A combination of reduced staffing, investment performance and life expectancy have meant that employer payments in to the scheme have been increasing. This is particularly relevant with the Council's staff numbers reducing and the added risk of existing or new staff leaving or not joining the scheme. Employer's contributions are based on current staff that are enrolled in to the Pension Fund, so if there are less staff, the per capita contribution will need to increase. |

KEY AREAS OF BUDGET RISK

HRA

| Budget Title | Approved Budget | Risk |
|--------------------------------|------------------------|---|
| General Maintenance | £1,530,000 (revenue) | Expenditure is dependent upon the number of repairs reported by tenants and can fluctuate significantly between financial years |
| Rental Income from Dwellings | £18,140,000 (revenue) | Right to Buy sales, number of new tenancies set at convergence rent levels, number of days lost through major works, rent lost in respect of void properties and welfare reform changes (for which an increased bad debt provision has been made) all impact on the annual rental income. |
| Kitchen Replacement Programme | £2,297,830 (capital) | The number of kitchens which can be replaced within approved budgets may vary dependent upon the cost of associated works such as electrical repairs and re-plastering, which varies per property. For 2013-14 it is currently forecast that 499 kitchens will be replaced. |
| Bathroom Replacement Programme | £867,990 (capital) | The number of bathrooms which can be replaced within approved budgets may vary dependent upon the cost of associated works such as re-plastering, which varies per property. For 2013-14 it is currently forecast that 322 bathrooms will be replaced. |
| Electrical Re-wires | £460,000 (capital) | The number of electrical re-wires identified during the year is currently affected by those referred from the kitchen and bathroom replacement programmes. Once identified the works are required to be completed in accordance with Health & Safety regulations |

Agenda Item 6

EXETER CITY COUNCIL

SCRUTINY COMMITTEE – RESOURCES 18 SEPTEMBER 2013

EXECUTIVE
1 OCTOBER 2013

COUNCIL
15 OCTOBER 2013

CAPITAL MONITORING STATEMENT TO 30 JUNE 2013

1. PURPOSE OF THE REPORT

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

2. BACKGROUND

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

3. REVISIONS TO THE CAPITAL PROGRAMME

- 3.1 The 2013/14 Capital Programme, including commitments brought forward from 2012/13, was last reported to Scrutiny Committee – Resources on 19 June 2013. Since that meeting the following changes have been made that have increased the programme:

| Description | £ | Approval/Funding |
|--|-------------------|---|
| Capital Programme, as at 19 June 2013 | 21,511,060 | |
| HRA Structural Repairs to four Council dwellings | 120,000 | Approved by the Executive 1 July 2013 (financed from Major Repairs Reserve) |
| HRA Acquisition of Social Housing - 1 Elaine Close | 136,550 | Delegated powers 14 February 2013 (financed from HRA Capital Receipts) |
| HRA Asbestos Surveys | (13,960) | Budget transferred to revenue |

| | | |
|---|-------------------|--|
| COB Wave 2 - Rennes House Car Park | (410,740) | Approved by Executive 5 February 2013 |
| COB Wave 2 - Newport Road | (147,660) | Approved by Executive 5 February 2013 |
| COB Wave 2 - Whipton Methodist Church | (202,600) | Approved by Executive 5 February 2013 |
| COB Wave 2 - Bennett Square | (174,850) | Approved by Executive 5 February 2013 |
| National Cycle Network | 71,940 | Contributions from DCC |
| Bury Meadow | 4,500 | Contribution from DCC |
| Childrens Play Areas | 2,500 | Contribution from DCC |
| Childrens Play Areas | 96,790 | Additional S106 funding and interest |
| Environmental Improvements to Cowick Street | 20,000 | Revenue contribution to capital outlay |
| Well Oak Footpath/Cycleway | 5,650 | S106 contribution |
| Other Amendments | 900 | |
| Revised Capital Programme | 21,020,080 | |

4. PERFORMANCE

- 4.1 The revised capital programme for the current financial year is £21.020 million. During the first three months of the year the Council spent £2.748 million on the programme, which equates to 13.1% of the revised programme. This compares with £1.971 million (9.9%) being spent in the first three months of 2012/13.
- 4.2 The current programme is detailed in Appendix 1. The Appendix shows a total forecast spend for 2013/14 of £17.391 million with £3.344 million of the programme potentially deferred to 2014/15.
- 4.3 Appendix 2 shows the overall position for those schemes which span more than one financial year.

5. AVAILABLE CAPITAL RESOURCES

- 5.1 In previous years the annual capital programme has been financed from Government allocated grants together with money from the Council's own capital receipts and capital reserves. However the funding from these sources has now reduced and as a result the Council has to use borrowing instead to fund a significant part of its proposed capital programme.

5.2 The available capital resources for the General Fund for 2013/14 are £2.626 million. An estimated spend of £6.687 million is required of which £4.061 million will have to be funded from borrowing. The available capital resources for the HRA for 2013/14 are £12.579 million. An estimated spend of £10.704 million is required leaving £1.875 million to be carried forward into 2014/15. Appendix 3 sets out the forecast use of the resources available for the General Fund and the HRA and the likely amounts of borrowing that will be necessary to fund the capital programme over the next two years.

6. EXPENDITURE VARIANCES

6.1 The main variances and issues concerning expenditure in 2013/14 are as follows:

| Scheme | Estimated Overspend / (Underspend) | Reason |
|-------------------------------|---|--|
| Disabled Facilities Grants | £45,000 | Current demand is high and ECC has a legal duty to approve grants |
| Renovation Grants | (£45,000) | Low interest loans given in place of grants |
| HCA Empty Properties | (£100,000) | Scheme withdrawn due to lack of interest from landlords |
| Science Park | (£116,420) | Final contribution paid giving rise to a saving |
| Acquisition of Social Housing | (£42,520) | Council purchasing 4 flats instead of 5 but will receive another in the form of a commuted sum |

7. SCHEMES WHICH MAY BE DEFERRED TO 2014/15

7.1 Schemes which have been identified as being wholly or partly deferred to 2014/15 are:

| Scheme | Original 13/14 Budget | Budget to be Deferred to 14/15 | Reason |
|---------------------------------------|------------------------------|---------------------------------------|--|
| Replace Running Track at Exeter Arena | £750,000 | £375,000 | Work will be carried out from January to June 2014 |
| RAMM Redevelopment | £404,170 | £278,600 | Some payments will not be required until next year |
| Countess Wear Community Centre | £70,000 | £70,000 | These community schemes are all grants awards from the New Homes Bonus. The organisations have to assemble other funding before commencing the project |
| Newcourt Community Association Centre | £69,750 | £34,875 | |
| Exe Water Sports Association | £50,000 | £25,000 | |
| Alphington Village Hall | £50,000 | £50,000 | |

| | | | |
|---|------------|----------|--|
| St Thomas Social Club | £25,000 | £25,000 | |
| Infill Sites | £350,000 | £350,000 | Budget set aside for land purchase but ECC are currently focusing on developing our own land |
| Canal Basin and Quayside | £426,150 | £276,150 | Further capital receipts need to be secured before works are carried out |
| Northbrook Flood Alleviation Scheme | £200,000 | £200,000 | Awaiting further information from the Environment Agency |
| PC & Mobile Devices Replacement Programme | £179,000 | £179,000 | Expenditure will be influenced by the outcome of the DELT business case |
| Smoke Detector Replacements | £400,000 | £200,000 | Contract currently being re-tendered so works will be delayed |
| Rennes House Structural Works | £1,000,000 | £990,000 | Works on hold pending outcome of an options appraisal exercise |

8. ACHIEVEMENTS

8.1 The following schemes have been completed during the first quarter of 2013/14:

- **Play Area Refurbishments**
An outdoor table tennis table has been provided at Kings Heath Park.
- **Exeter Community Centre Garden Phase 1 and 2**
Exeter Community Centre's community garden is complete and has been fully planted and formed part of a combined Exeter entry to the Royal Horticultural Society's "It's your Neighbourhood" competition. The funding for this scheme has been provided from the New Homes Bonus.
- **Ride On**
Ride On are a cycle refurbishment charity, and the grant provided from the New Homes Bonus has enabled them to expand into Exeter by equipping an operating base at Marsh Barton. Their activities include working with local schools to provide bikes for children from less well off families.
- **Topsham Lock Leak**
Works at Topsham Lock to seal the flow of water passing under the canal into the river have been completed.
- **Science Park**
The Science Park Centre will provide over 30,000 square foot of space for businesses and programmes of support to help new businesses to start and grow and create new jobs.

9. RECOMMENDATION

- 9.1 That Scrutiny Committee – Resources and Executive notes and Council notes and approves the current position in respect of the annual capital programme.

ACTING ASSISTANT DIRECTOR FINANCE

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

Background papers used in compiling this report:

None

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2013/14
CAPITAL MONITORING TO 30 JUNE 2013

| | 2013/14 Capital Programme | 2013/14 Spend to 30 June | 2013/14 Forecast Spend | 2013/14 Budget to be Carried Forward to 2014/15 | 2013/14 Programme Variances Under () |
|--|---------------------------|--------------------------|------------------------|---|---------------------------------------|
| | £ | £ | £ | £ | £ |
| COMMUNITY & ENVIRONMENT | | | | | |
| PROVIDE GREAT THINGS FOR ME TO SEE DO AND VISIT | | | | | |
| Play Area Refurbishments | 402,090 | 10,730 | 349,920 | 52,170 | 0 |
| Replace Running Track at Exeter Arena | 750,000 | 0 | 375,000 | 375,000 | 0 |
| Sports Facilities Refurbishment | 183,610 | 9,950 | 39,950 | 143,660 | 0 |
| Parks Improvements | 25,170 | 13,442 | 25,170 | 0 | 0 |
| Contribution to RAMM Re HLF Parks Bid | 10,210 | 0 | 0 | 0 | (10,210) |
| RAMM Development | 404,170 | 1,748 | 125,570 | 278,600 | 0 |
| RAMM Off Site Store | 7,050 | 0 | 7,050 | 0 | 0 |
| Neighbourhood Parks & Local Open Spaces | 10,840 | 6,700 | 10,840 | 0 | 0 |
| Replacement of Flowerpot Skate Park | 244,530 | 53,388 | 232,530 | 12,000 | 0 |
| Refurbishment and Upgrade of Paddling Pools | 137,170 | 0 | 137,170 | 0 | 0 |
| Newtown Community Centre | 61,580 | 9,610 | 11,580 | 50,000 | 0 |
| Topsham Rugby Club Improvements | 50,000 | 0 | 50,000 | 0 | 0 |
| Exeter Community Centre Garden | 340 | 336 | 336 | (4) | 0 |
| Countess Wear Community Centre | 70,000 | 0 | 0 | 70,000 | 0 |
| Newcourt Community Association Centre | 69,750 | 0 | 34,875 | 34,875 | 0 |
| Exe Water Sports Association (Grant Towards Build) | 50,000 | 0 | 25,000 | 25,000 | 0 |
| Exwick Ark (Grant Towards Conversion) | 50,000 | 38,478 | 50,000 | 0 | 0 |
| Devonshire Place (Landscaping) | 25,000 | 0 | 12,500 | 12,500 | 0 |
| Bury Meadow (Landscaping) | 11,500 | 3,000 | 11,500 | 0 | 0 |
| Alphington Village Hall (Repairs & Extension) | 50,000 | 0 | 0 | 50,000 | 0 |
| St Thomas Social Club (New Roof) | 25,000 | 0 | 0 | 25,000 | 0 |
| Ride On (Set Up Workshop/Bike Hire) | 5,000 | 5,000 | 5,000 | 0 | 0 |
| Exeter Community Centre Garden - Phase 2 | 16,990 | 16,990 | 16,990 | 0 | 0 |
| IMPROVE THE ENVIRONMENT AND MY NEIGHBOURHOOD | | | | | |
| Public Toilet Refurbishment | 990 | 0 | 990 | 0 | 0 |
| Local Authority Carbon Management Programme | 66,020 | 8,369 | 66,020 | 0 | 0 |
| Improvements to Cemetery Roads & Pathways | 4,000 | 0 | 4,000 | 0 | 0 |

2013/14
CAPITAL MONITORING TO 30 JUNE 2013

| | 2013/14 Capital Programme | 2013/14 Spend to 30 June | 2013/14 Forecast Spend | 2013/14 Budget to be Carried Forward to 2014/15 | 2013/14 Programme Variances Under () |
|--|---------------------------|--------------------------|------------------------|---|---------------------------------------|
| | £ | £ | £ | £ | £ |
| OTHER | | | | | |
| Vehicle Replacement Programme | 459,350 | 99,776 | 459,350 | | 0 |
| HELP ME FIND SOMEWHERE SUITABLE TO LIVE | | | | | |
| Disabled Facility Grants | 294,720 | 146,770 | 339,720 | | 45,000 |
| Warm Up Exeter/PLEA Scheme | 168,530 | 4,882 | 168,530 | | 0 |
| Renovation Grants | 50,000 | 2,400 | 5,000 | | (45,000) |
| Wessex Loan Scheme | 647,840 | 115,762 | 647,840 | | 0 |
| Glencoe Capital Works | 4,960 | 0 | 4,960 | | 0 |
| St Loyes Design Fees | 65,000 | 0 | 45,000 | 20,000 | 0 |
| Private Sector Renewal Scheme | 143,830 | 11,614 | 143,830 | | 0 |
| WHIL Empty Properties | 194,000 | 194,000 | 194,000 | | 0 |
| HCA Empty Properties | 100,000 | 0 | 0 | | (100,000) |
| The Haven | 250,000 | 161,600 | 250,000 | | 0 |
| Temporary Accommodation Purchase | 300,000 | 0 | 300,000 | | 0 |
| Infill Sites | 350,000 | 0 | 0 | 350,000 | 0 |
| MAINTAIN ASSETS OF OUR CITY | | | | | |
| Council Buildings - Solar Panels | 99,310 | 68,713 | 99,310 | | 0 |
| COMMUNITY & ENVIRONMENT TOTAL | 5,858,550 | 983,258 | 4,249,531 | 1,498,805 | (110,214) |

2013/14
CAPITAL MONITORING TO 30 JUNE 2013

| | 2013/14 Capital Programme | 2013/14 Spend to 30 June | 2013/14 Forecast Spend | 2013/14 Budget to be Carried Forward to 2014/15 | 2013/14 Programme Variances Under () |
|--|---------------------------|--------------------------|------------------------|---|---------------------------------------|
| | £ | £ | £ | £ | £ |
| ECONOMY & DEVELOPMENT | | | | | |
| PROVIDE GREAT THINGS FOR ME TO SEE DO AND VISIT | | | | | |
| Canal Basin and Quayside | 426,150 | 5,500 | 150,000 | 276,150 | 0 |
| ACCESSIBLE CITY | | | | | |
| National Cycle Network | 71,940 | 71,940 | 71,940 | | 0 |
| John Lewis Car Park Refurbishment | 2,330 | 200 | 2,330 | | 0 |
| IMPROVE THE ENVIRONMENT AND MY NEIGHBOURHOOD | | | | | |
| Cowick Street Environmental Works | 167,480 | 4,565 | 167,480 | | 0 |
| City Centre Enhancements | 25,650 | 71 | 25,650 | | 0 |
| Well Oak Footpath/Cycleway | 59,940 | 42,855 | 59,940 | | 0 |
| Exhibition Way Bridge Maintenance | 45,000 | 2,175 | 45,000 | | 0 |
| Northbrook Flood Alleviation Scheme | 200,000 | 0 | 0 | 200,000 | 0 |
| Purchase of Land | 280,000 | 0 | 280,000 | | 0 |
| Paris Street Roundabout Landscaping & Sculptural Swift Tower | 43,740 | 0 | 43,740 | | 0 |
| Heavitree Environmental Improvements | 22,880 | 0 | 22,880 | | 0 |
| Ibstock Environmental Improvements | 3,240 | 0 | 3,240 | | 0 |
| Planting Improvements in Riverside Valley Park | 14,910 | 0 | 14,910 | | 0 |
| Central Station Environmental Works | 185,000 | 0 | 185,000 | | 0 |
| MAINTAIN THE ASSETS OF OUR CITY | | | | | |
| Topsham Lock Leak | 35,000 | 33,989 | 33,989 | | (1,011) |
| Verney House Window Replacement | 60,000 | 0 | 60,000 | | 0 |
| OTHER | | | | | |
| Replacement of Car Park Pay & Display Machines | 230,000 | 0 | 230,000 | | 0 |

2013/14
CAPITAL MONITORING TO 30 JUNE 2013

| | 2013/14 Capital Programme | 2013/14 Spend to 30 June | 2013/14 Forecast Spend | 2013/14 Budget to be Carried Forward to 2014/15 | 2013/14 Programme Variances Under () |
|---|---------------------------|--------------------------|------------------------|---|--------------------------------------|
| | £ | £ | £ | £ | £ |
| PROSPEROUS CITY | | | | | |
| Science Park | 675,990 | 559,568 | 559,568 | | (116,422) |
| 137 Cowick Street | 3,160 | 0 | 3,160 | | 0 |
| SAFE CITY | | | | | |
| Security Measures for Riverside Valley Park | 1,900 | 0 | 1,900 | | 0 |
| ECONOMY & DEVELOPMENT TOTAL | 2,554,310 | 720,863 | 1,960,727 | 476,150 | (117,433) |

2013/14
CAPITAL MONITORING TO 30 JUNE 2013

| | 2013/14 Capital Programme | 2013/14 Spend to 30 June | 2013/14 Forecast Spend | 2013/14 Budget to be Carried Forward to 2014/15 | 2013/14 Programme Variances Under () |
|--|---------------------------|--------------------------|------------------------|---|---------------------------------------|
| | £ | £ | £ | £ | £ |
| RESOURCES | | | | | |
| OTHER | | | | | |
| Server and Storage Strategy | 32,000 | 13,954 | 32,000 | | 0 |
| Security Compliance for GCSx & PCI DSS Authentication Module | 21,110 | 0 | 21,110 | | 0 |
| PC & Mobile Devices Replacement Programme | 10,130 | 1,000 | 10,130 | 179,000 | 0 |
| Corporate Network Infrastructure | 179,000 | 0 | 0 | | 0 |
| PARIS Income Management System Upgrade | 22,000 | 3,280 | 22,000 | | 0 |
| Invest to Save Opportunities | 25,000 | 0 | 25,000 | | 0 |
| Capitalised Staff Costs | 100,000 | 557 | 100,000 | | 0 |
| Upgrade of E-FIMS to v4.1 | 261,000 | 0 | 261,000 | | 0 |
| | 5,300 | 0 | 5,300 | | 0 |
| RESOURCES TOTAL | 655,540 | 18,791 | 476,540 | 179,000 | 0 |

2013/14
CAPITAL MONITORING TO 30 JUNE 2013

| | 2013/14 Capital Programme | 2013/14 Spend to 30 June | 2013/14 Forecast Spend | 2013/14 Budget to be Carried Forward to 2014/15 | 2013/14 Programme Variances Under () |
|--|---------------------------|--------------------------|------------------------|---|---------------------------------------|
| | £ | £ | £ | £ | £ |
| HRA CAPITAL | | | | | |
| Adaptations | 630,000 | 81,883 | 630,000 | | 0 |
| Rendering of Council Dwellings | 305,670 | 72,561 | 305,670 | | 0 |
| MRA Fees | 389,030 | 0 | 389,030 | | 0 |
| Communal Door Entry System | 10,000 | 118 | 10,000 | | 0 |
| Environmental Improvements - General | 41,000 | 325 | 41,000 | | 0 |
| Programmed Re-roofing | 300,000 | 13,961 | 300,000 | | 0 |
| Energy Conservation | 160,960 | 973 | 160,960 | | 0 |
| Smoke Detector Replacements | 400,000 | 0 | 200,000 | 200,000 | 0 |
| LAINGS Refurbishments | 365,270 | 1,955 | 365,270 | | 0 |
| Kitchen Replacement Programme | 2,297,830 | 10,425 | 2,297,830 | | 0 |
| Bathroom Replacement Programme | 867,990 | 112,924 | 867,990 | | 0 |
| Other Works | 86,670 | 13,808 | 86,670 | | 0 |
| Repointing | 50,000 | 736 | 50,000 | | 0 |
| Fire Precautionary Works to Flats | 302,330 | 102,780 | 302,330 | | 0 |
| Communal Areas | 161,530 | 0 | 161,530 | | 0 |
| Structural Repairs | 147,380 | 644 | 147,380 | | 0 |
| Fire Alarms at Sheltered Accommodation | 127,820 | 18,389 | 127,820 | | 0 |
| Replacement Concrete Canopies | 73,690 | 33,133 | 73,690 | | 0 |
| Acquisition of Social Housing | 848,900 | 151,592 | 806,378 | | (42,522) |
| Flood Prevention Works | 10,000 | 0 | 10,000 | | 0 |
| Property Entrance Improvements | 20,000 | 0 | 20,000 | | 0 |
| Rennes House Scooter Store | 15,000 | 0 | 0 | | (15,000) |
| Rennes House Structural Works | 1,000,000 | 1,500 | 10,000 | 990,000 | 0 |
| Electrical Re-wiring | 460,000 | 100,277 | 460,000 | | 0 |
| Central Heating Programme | 245,160 | 97,264 | 245,160 | | 0 |
| Boiler Replacement Programme | 260,000 | 99,507 | 260,000 | | 0 |

2013/14
CAPITAL MONITORING TO 30 JUNE 2013

| | 2013/14 Capital Programme | 2013/14 Spend to 30 June | 2013/14 Forecast Spend | 2013/14 Budget to be Carried Forward to 2014/15 | 2013/14 Programme Variances Under () |
|---|---------------------------|--------------------------|------------------------|---|---------------------------------------|
| | £ | £ | £ | £ | £ |
| COUNCIL OWN BUILD | | | | | |
| COB Wave 2 - Rennes Car Park | 205,080 | 400 | 205,080 | | 0 |
| COB Wave 2 - Newport Road | 600,940 | 35,404 | 600,940 | | 0 |
| COB Wave 2 - Whipton Methodist Church | 654,670 | 40,131 | 654,670 | | 0 |
| COB Wave 2 - Bennett Square | 594,190 | 34,710 | 594,190 | | 0 |
| Phase 3 Professional Fees | 10,340 | 0 | 10,340 | | 0 |
| Phase 2 St Andrews Road | 10,230 | 0 | 10,230 | | 0 |
| COB Land Purchase | 300,000 | 0 | 300,000 | | 0 |
| HRA TOTAL | 11,951,680 | 1,025,397 | 10,704,158 | 1,190,000 | (57,522) |
| CAPITAL AND PROJECT BUDGET TOTAL | 21,020,080 | 2,748,309 | 17,390,956 | 3,343,955 | (285,169) |

2013/14
CAPITAL SCHEMES SPANNING MORE THAN ONE FINANCIAL YEAR

| | £ | £ | £ | £ | £ | £ |
|--|----------------------|-------------------------|--|---|--------------------------------------|---|
| | Total Capital Budget | Total Spend to Jun 2013 | Total Forecast Spend to End of 2013/14 | 2013/14 Budget to be Carried Forward to 2014/15 | 2013/14 Programme Variances Under () | |
| COMMUNITY & ENVIRONMENT | | | | | | |
| PROVIDE GREAT THINGS FOR ME TO SEE DO AND VISIT | | | | | | |
| Replacement of Flowerpot Skate Park | 260,410 | 69,265 | 248,410 | 12,000 | 0 | |
| Refurbishment and Upgrade of Paddling Pools | 202,000 | 64,830 | 202,000 | 0 | 0 | |
| Newtown Community Centre | 70,000 | 18,026 | 20,000 | 50,000 | 0 | |
| Exeter Community Centre Garden | 50,000 | 50,000 | 49,996 | | (4) | |
| HELP ME FIND SOMEWHERE SUITABLE TO LIVE | | | | | | |
| Glencoe Capital Works | 20,000 | 15,037 | 20,000 | | 0 | |
| St Loyes Design Fees | 297,830 | 232,844 | 277,830 | 20,000 | 0 | |
| MAINTAIN ASSETS OF OUR CITY | | | | | | |
| Council Buildings - Solar Panels | 247,470 | 216,875 | 247,470 | | 0 | |
| COMMUNITY & ENVIRONMENT TOTAL | 1,147,710 | 666,877 | 1,065,706 | 82,000 | (4) | |
| ECONOMY & DEVELOPMENT | | | | | | |
| PROVIDE GREAT THINGS FOR ME TO SEE DO AND VISIT | | | | | | |
| Canal Basin and Quayside | 2,138,210 | 1,717,560 | 1,862,060 | 276,150 | 0 | |
| IMPROVE THE ENVIRONMENT AND MY NEIGHBOURHOOD | | | | | | |
| Cowick Street Environmental Works | 221,360 | 58,442 | 221,360 | | 0 | |
| Well Oak Footpath/Cycleway | 85,930 | 68,845 | 85,930 | | 0 | |
| PROSPEROUS CITY | | | | | | |
| Science Park | 849,910 | 727,115 | 849,910 | | (122,795) | |
| 137 Cowick Street | 153,400 | 150,235 | 153,400 | | 0 | |
| ECONOMY & DEVELOPMENT TOTAL | 3,448,810 | 2,722,197 | 3,172,660 | 276,150 | (122,795) | |
| HRA CAPITAL | | | | | | |
| COUNCIL OWN BUILD | | | | | | |
| COB Wave 2 - Newport Road | 600,940 | 41,633 | 600,940 | | 0 | |
| COB Wave 2 - Whipton Methodist Church | 654,670 | 40,531 | 654,670 | | 0 | |
| COB Wave 2 - Bennett Square | 594,190 | 35,460 | 594,190 | | 0 | |
| Phase 2 St Andrews Road | 19,800 | 9,574 | 10,230 | | 0 | |
| HRA TOTAL | 1,869,600 | 127,198 | 1,860,030 | 0 | 0 | |
| CAPITAL AND PROJECT BUDGET TOTAL | 6,466,120 | 3,516,272 | 6,098,396 | 358,150 | (122,799) | |

APPENDIX 3

| GENERAL FUND | 2013-14 £ | 2014-15 £ | 2015-16 £ | TOTAL £ |
|--|------------------|------------------|------------------|-------------------|
| CAPITAL RESOURCES AVAILABLE | | | | |
| Usable Receipts Brought Forward | 0 | | | 0 |
| GF Capital Receipts | 880,000 | | | 880,000 |
| GF Capital Receipts from the Canal Basin Redevelopment | 134,081 | 276,150 | | 410,231 |
| Revenue Contributions to Capital Outlay | 20,000 | | | 20,000 |
| Disabled Facility Grant | 294,717 | 290,000 | 290,000 | 874,717 |
| Regional Housing Capital Grant | 218,533 | 142,878 | | 361,411 |
| New Homes Bonus | 312,591 | 267,375 | | 579,966 |
| Other - Grants/External Funding/Reserves/S106 | 765,916 | 33,820 | | 799,736 |
| Total Resources Available | 2,625,838 | 1,010,223 | 290,000 | 3,926,061 |
| GENERAL FUND CAPITAL PROGRAMME | | | | |
| Capital Programme | 9,068,400 | 5,021,000 | 1,251,000 | 15,340,400 |
| Overspends/(Savings) | (227,647) | | | (227,647) |
| Slippage | (2,153,955) | 2,153,955 | | 0 |
| Total General Fund | 6,686,798 | 7,174,955 | 1,251,000 | 15,112,753 |
| UNCOMMITTED CAPITAL RESOURCES: | | | | |
| Capital Receipts Brought Forward | 0 | 0 | 0 | 0 |
| Resources in Year | 2,625,838 | 1,010,223 | 290,000 | 3,926,061 |
| Less Estimated Spend in Year | (6,686,798) | (7,174,955) | (1,251,000) | (15,112,753) |
| Borrowing Requirement | 4,060,960 | 6,164,732 | 961,000 | 11,186,692 |
| Uncommitted Capital Receipts | 0 | 0 | 0 | 0 |

APPENDIX 3

| HOUSING REVENUE ACCOUNT | 2013-14 £ | 2014-15 £ | 2015-16 £ | TOTAL £ |
|---|-------------------|-------------------|------------------|-------------------|
| CAPITAL RESOURCES AVAILABLE | | | | |
| Usable Receipts Brought Forward | 1,263,927 | | | 1,263,927 |
| Major Repairs Reserve Brought Forward | 2,269,804 | | | 2,269,804 |
| Other HRA Sales | 200,000 | 0 | 0 | 200,000 |
| RTB sales | 700,000 | 500,000 | 163,294 | 1,363,294 |
| Major Repairs Reserve | 2,213,490 | 2,186,900 | 2,186,900 | 6,587,290 |
| Revenue Contributions to Capital | 5,762,388 | 8,647,109 | 5,782,528 | 20,192,025 |
| External contributions from utility company | 169,561 | 0 | 0 | 169,561 |
| Commuted sums | 0 | 0 | 0 | 0 |
| Total Resources Available | 12,579,170 | 11,334,009 | 8,132,722 | 32,045,901 |
| CAPITAL PROGRAMME | | | | |
| HRA Capital Programme | 11,951,680 | 11,512,015 | 7,685,076 | 31,148,771 |
| Overspends/(Savings) | (57,522) | | | (57,522) |
| Slippage | (1,190,000) | 1,190,000 | | 0 |
| Total Housing Revenue Account | 10,704,158 | 12,702,015 | 7,685,076 | 31,091,249 |
| UNCOMMITTED CAPITAL RESOURCES: | | | | |
| Usable Receipts Brought Forward | 1,263,927 | 507,007 | 507,007 | 1,263,927 |
| Major Repairs Reserve Brought Forward | 2,269,804 | 1,368,006 | 0 | 2,269,804 |
| Resources in Year | 9,045,439 | 11,334,009 | 8,132,722 | 28,512,170 |
| Less Estimated Spend | (10,704,158) | (12,702,015) | (7,685,076) | (31,091,248) |
| Uncommitted Capital Resources | 1,875,012 | 507,007 | 954,653 | 954,653 |
| WORKING BALANCE RESOURCES: | | | | |
| Balance Brought Forward | 6,290,296 | 6,873,534 | 5,040,863 | 6,290,296 |
| HRA Balance Transfer - Surplus/(Deficit) | 583,238 | (1,832,671) | 2,132,785 | 883,352 |
| Balance Carried Forward | 6,873,534 | 5,040,863 | 7,173,648 | 7,173,648 |
| Balance Resolved to be Retained | (3,000,000) | (3,000,000) | (3,000,000) | (3,000,000) |
| | 3,873,534 | 2,040,863 | 4,173,648 | 4,173,648 |
| TOTAL AVAILABLE CAPITAL RESOURCES | 5,748,546 | 2,547,870 | 5,128,301 | 5,128,301 |

EXETER CITY COUNCIL

SCRUTINY COMMITTEE – RESOURCES 18 SEPTEMBER 2013

EXECUTIVE
1 OCTOBER 2013

REVISION OF ASBESTOS POLICY

1 PURPOSE OF REPORT

- 1.1 To seek approval of a revision of the Asbestos Policy.

2 BACKGROUND

- 2.1 The Council's Asbestos Policy was first approved in 2008 and it is now timely to review the policy to ensure it meets current regulations and aligns with organisational structures. The review incorporates a legislation up-date (The Control of Asbestos Regulations 2012 (CAR12)) and recognises organisational changes.

3. SCOPE OF POLICY

- 3.1 Whilst seeking to address the very different approaches adopted within domestic and non-domestic properties it is predominantly intended to confirm the approach to managing asbestos in non-domestic properties. However, it has a common overarching policy statement and set of aims and includes the Housing Policy as an appendix. The revised asbestos policy is available in the Members' Room, on the Council's website linked to this agenda or available on request
- 3.2 The Current position (in accordance with regulation 4 of CAR12) is that a programme of proactive asbestos management is being rolled out to cover all non-domestic areas of responsibility including Operational, Commercial and Communal areas of domestic premises.
- 3.3 The register of asbestos and asbestos management surveys in Council non-domestic buildings continues to be maintained along with a rolling programme of re-surveys. The programme of surveying all council houses for asbestos continues to move forward.
- 3.4 It is recognised that asbestos management surveys cannot guarantee a totally accurate picture of the asbestos content within a property; therefore whenever refurbishment or demolition work is planned on any type of building a further (more comprehensive) survey is undertaken. This type of survey uses sampling and laboratory testing techniques to confirm the presence of asbestos.

4 RESPONSIBILITIES

- 4.1 Specific officer responsibilities are detailed in the policy together with clarification over management roles and responsibilities, in order that asbestos is actively managed in accordance with regulations and HSE guidance. Practical help, advice and support to other Council officers, Contractors and the Public is available on an ongoing basis from the Safety & Asbestos Officer.
- 4.2 Surveys of non-domestic properties have now been substantially completed to a consistent level and have been used to populate the asbestos register which is available electronically to all facilities managers.

5 POLICY FRAMEWORK

- 5.1 The Asbestos Policy sets the framework within which the Council will operate in order to demonstrate proactive asbestos management; the policy is a typical objective for most organisations with a large property portfolio. Clearly once adopted the asbestos policy will need to be reviewed on an ongoing basis and also to reflect changes in legislation, best practice and the asset base.

6. RESOURCE IMPLICATIONS

- 6.1 The management of the Asbestos Policy can be conducted within existing resources although there is an additional resource need to ensure that staff with specific responsibilities have the necessary skills to carry out those responsibilities. This will require training needs to be identified and met.
- 6.2 A budget is identified within AIM to fund survey work and subsequent remedial work where it is considered necessary. It is also used to provide a 'contingency' to cover emergency asbestos work.
- 6.3 Where programmed works are being undertaken then allowance for any further asbestos surveys must be made within the funding arrangements for the programme. Advice on how best to organise and procure asbestos surveys and any resulting remedial asbestos related issue is provided by Environment.

7 RECOMMENDED

- 7.1 That Scrutiny Committee - Resources support and Executive approves the Asbestos Policy and management arrangements contained within it.

ASSISTANT DIRECTOR ENVIRONMENT

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

Background papers used in compiling this report:-

None

EXETER CITY COUNCIL

EXECUTIVE

1 OCTOBER 2013

COUNCIL

15 OCTOBER 2013

RECORDING OF COUNCIL MEETINGS

1. PURPOSE OF THE REPORT

- 1.1 To consider the possibility of allowing the recording of all Council and its committee meetings

2. THE ISSUES

- 2.1 The Plain English Guide to the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England)Regulations 2012 impose new requirements on Local Authorities with regards to Public Access to meetings and information relating to decisions being made.
- 2.2 This includes a statement within the regulations to “require Councils to provide reasonable facilities for any member of the public to report on meetings. Councils should thus allow the filming of councillors and officers at meetings that are open to the public.”
- 2.3 At present, this is expressly forbidden by our Standing Order 30 which states “No tape, electronic or other audio or visual recording of the proceedings of any Council, Committee, Sub-Committee or Executive meeting shall take place during the course of the meeting other than the official recording of the proceedings by the Corporate Manager Democratic/Civic Support.”
- 2.4 As can be seen, this is totally contrary to our current arrangements and as such will require Council to amend the Standing Orders accordingly. If it is the Executive’s intention to allow a greater ability for the Council’s proceedings to be recorded, and so as to allow this to occur at the earliest opportunity, and in compliance with our Standing Orders, Executive needs to recommend to Council the removal of Standing Order 30 (if not done this way, then the matter will be reported to Council on 15th October and then stand immediately adjourned to the next meeting of Council on 17th December – Standing Order 47 applies).

3. THE USE OF SOCIAL MEDIA FOR REPORTING OF MEETINGS

- 3.0 Members will be aware that the Council has recently made wi-fi available in its committee rooms which will allow those interested persons attending meetings to report on the subjects under discussion via all aspects of social media. Investigations are currently in hand to find a suitable wi-fi facility for the Guildhall so that the reporting of full Council’s debates can also be undertaken via the use of social media.
- 3.1 This matter has been the subject of discussion at the Councillor Development Steering Group. Those discussions concluded that Councillors who attend meetings as interested persons can use social media to relay the topics of debate as the meeting is going on, whereas those Members who serve as a member of the committee should not use social media until such time as the meeting has finished.

4. **RECOMMENDED** to Council:-

- (1) to remove Standing Order number 30, so as to allow for the recording of the Council's meetings and the constitution be amended accordingly;

RECOMMENDED that Executive:-

- (2) note the convention with regards to the use of social media by Councillors during meetings; and
- (3) instructs officers to draw up the necessary protocols to protect the wishes of members of the public during the recording/filming of meetings of the Council and its committees.

CORPORATE MANAGER DEMOCRATIC AND CIVIC SUPPORT

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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