

SCRUTINY COMMITTEE - RESOURCES

Date: Wednesday 18 March 2015
Time: 5.30 pm
Venue: Rennes Room, Civic Centre, Paris Street, Exeter

Members are invited to attend the above meeting to consider the items of business.

If you have an enquiry regarding any items on this agenda, please contact Sharon Sissons, Democratic Services Officer (Committees) on 01392 265115 or email sharon.sissons@exeter.gov.uk

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

Membership -

Councillors Baldwin (Chair), Mottram (Deputy Chair), Bialyk, Brock, Bull, George, Lyons, Morris, Robson, Sheldon, Spackman, Tippins and Winterbottom

Agenda

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 28 January 2015.

3 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.

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 the consideration of any of the items on the agenda but, if it should wish to do so, the following resolution should be passed:-

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

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 Democratic Services (Committees) (265115) 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.

Presentation and Item for Discussion

7 An Energy Neutral Council - A Renewables and Energy Efficiency Programme Update

To consider the report of the Corporate Manager Property.

(Pages 5 - 10)

Items for Executive

8 Overview of Revenue Budget 2014/15

To consider the report of the Principal Accountant and Assistant Director Finance.

(Pages 11 - 24)

9 Capital Monitoring Statement to December 2014

To consider the report of the Principal Accountant and Assistant Director Finance.

(Pages 25 - 46)

Item for Discussion

10 Budget Monitoring (3rd Quarter)

To consider the report of the Principal Accountant and Assistant Director Finance.

(Pages 47 - 54)

Item for Information

11 **Social Media Task and Finish Group - Initial report**

To consider the report of the Social Media Task and Finish Group.

(Pages 55
- 58)

Date of Next Meeting

The next **Scrutiny Committee - Resources** will be held on Wednesday 1 July 2015 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.

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

Find out more about Exeter City Council by looking at our website <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 265107 for further information.

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REPORT TO SCRUTINY COMMITTEE - RESOURCES

Date of Meeting: 18 March 2015

Report of: Corporate Manager Property

Title: An Energy Neutral Council – A Renewables and Energy Efficiency Programme Update

Is this a Key Decision?

No

Is this an Executive or Council Function?

No

1. What is the report about?

This report provides an update on the Renewables and Energy Efficiency Programme work that has been undertaken during the first year of the programme and since the previous report to Scrutiny Committee Resources on 17 September 2015.

2. Recommendations:

That Scrutiny Committee Resources note the progress made to date, the delivery of year one of the Renewables and Energy Efficiency Programme and feasibility work in progress for year two.

3. Reasons for the recommendation:

This is an update report to Scrutiny Committee Resources

4. What are the resource implications including non financial resources.

The programme is delivered by the Energy Team, made up of two full-time posts and this level of resource continues to be supported.

The speed of delivery of the programme has been a result of the Team's commitment and support given by others in the newly formed Corporate Property service. Some schemes have however been delayed due to the need to engage external structural engineering advice and by the fact that the City Council's procurement function is not yet fully developed.

In terms of the financial benefits of the programme, actual performance of previous PV schemes and savings made as a result of the early work carried out by the Energy Team is set out in table format at the end of this report. The table also lists new savings that will be made at the end of this financial year (31 March 2015). Income from energy savings and FIT payments/export to the grid, have exceeded expectation and the returns over the 20 year investment period are higher than projected. As new schemes within the programme are rolled out it is anticipated that they will continue to deliver similar energy savings and income generation.

5. Section 151 Officer comments:

Each scheme has been subject to consideration of the effect on finances, noting the level of saving anticipated and comparing this against the cost to the Council of

financing the debt required to pay for the assets. So far all schemes have had a positive impact on the Council's budget.

6. What are the legal aspects?

There are no issues to raise on the content of this report.

7. Monitoring Officer's comments:

There are no issues to raise on the content of this report

8. Report details:

The report to Scrutiny Committee Resources on 17 September 2014 updated the Committee on the progress of year one elements of the Renewables and Energy Efficiency Programme. This report is intended to provide an update of the work completed in year one, work currently underway, and planned work for year two. A brief comment will be made on each individual project:

LED Bulb replacement – Mary Arches, Harlequins and Cathedral & Quay Car Park

The lights installed in three city centre car parks, have allowed the Council electricity savings of over £35,000 in the first year of operation. LED lighting is a proven energy saving tool, whilst at the same time providing a better standard of lighting, helping to improve safety in the car parks.

RAMM Solar PV System

A Solar PV scheme has been designed for the RAMM roof, planning and listed building consent secured together with an adequate Energy Performance Certificate (EPC) and Western Power Distribution (WPD) consent. However, the six separate roof types involved required extensive structural assessment; this work has delayed the project with the final outcome being that only four roofs were considered to be structurally adequate. Further concerns have arisen involving the fixing methods to be used, however a solution is being investigated which will enable a business case to be presented for approval in the near future.

Phoenix Art Centre Solar PV System

The feasibility of this project has been extensive and a final report will advise that a Solar PV installation will not provide sufficient return to the Council. Discussions will be starting with the Phoenix concerning other methods of delivery.

Car Park Canopy Solar PV Scheme (Mary Arches and John Lewis car park)

The contract for this project was awarded to Sungift Solar. Extensive structural engineering and canopy design work has meant the project start being delayed. Nonetheless the project continues to progress and work is due to commence in April. This scheme is a pioneering initiative and one that will attract much attention nationally.

Civic Centre LED Lights Replacement Programme

A programme of works began in earnest in October 2014, to combine with planned office relocations, to minimise out of hours work and associated costs. All offices are now complete in Phase II, with only two floors left to finish in Phase I. The LED lights have been well received, and improve the overall standard of office accommodation. The LED lights provide a more natural light and incorporate better controls; they dim and switch off completely when outside light levels are sufficient. The low wattage

energy consumption reduces carbon emissions and will enable the council to cut the Civic Centre's electricity bill by over £32,000 per annum (including for reduced maintenance as a result of extended bulb life).

Corn Exchange Solar PV System

Until the long term future of this building is confirmed it is not possible to prepare a business case to support this long term renewable investment.

Civic Centre Heating Load Review

A business case for a gas-fired boiler replacement of the current oil-fired heating system has been approved and a gas connection fee obtained. Design work, procurement and specialist engineering advice required is to be provided by North Somerset Council. North Somerset recently carried out a similar project at their offices at Castlewood, Clevedon and have the in-house skills required. It is hoped installation can be completed before the start of the new heating season in October this year. The savings will nearly halve the Civic Centre's current heating bill, saving £28,000 per annum.

Livestock Centre Solar PV Scheme

A favourable WPD connection offer has been secured for this building and a solar PV array of 1.5MW is proposed. This size of the array is significant; in comparison the Civic Centre solar PV array totals 70KW. This scheme will produce considerable carbon savings and the income generated will provide a return in excess of £3million. The project requires replacement of the dilapidated roof sheets, which is supported by a recent structural survey and the potential for extension of the auctioneers lease.

Quay Climbing Centre Solar PV System

A structural survey of the roof has highlighted some weaknesses, which can be overcome with a specialist solar panel fixing system, however this will be more costly. Further discussions with the building leaseholder will be held to see if it might be possible to agree a mutually beneficial power purchase agreement that can support a business case for this initiative.

Solar PV Field

Feasibility work is underway to secure basic elements of this proposal so Members can agree if this will proceed. This is an opportunity to secure a substantial long term income stream. It is supported by a key essential element, a viable WPD connection offer but the site will require planning approval. The development costs for a large solar field are currently being established. The scheme would be between 3 and 5MW, involving a large procurement exercise, legal works, scheme design and project management.

Parkwood Assets (Riverside Leisure Centre, Wonford Leisure Centre, Exeter Arena and ISCA Centre Solar PV Systems)

This opportunity will be explored when the long term future of the asset has been clarified as part of the Leisure Feasibility Review.

Further LED Light Replacement

High electricity users such as the RAMM and car parks will be surveyed in 2015/16.

EV Chargepoint Project

The final sponsorship imbursement will be paid by Westerly BMW in March. The chargepoint usage is currently low, however the infrastructure serves to promote EV use and has the capacity to accommodate growth in this sector. The cost of energy

used at public chargepoints during the first six months of operation is £72.00, the pool car chargepoint at the Civic Centre cost £114.00.

9. How does the decision contribute to the Council's Corporate Plan?

The delivery of the programme is an essential part of the Council's capital programme over the next few years. The energy savings and income generated will assist us in our overall efficiency and income generating agenda as well as contributing to the reduction of our carbon footprint, making the city as a whole a more pleasant live and work.

10. What risks are there and how can they be reduced?

The programme has been approved and resourced in order to secure delivery of viable schemes. There will always be challenges to viability in this area as a result of changes in energy costs, Feed in Tariff regimes, structural building condition, etc. The mechanism we have put in place to approved business cases and viability should ensure that we do not embark on schemes that will not perform in accordance with our requirements.

The recent price changes in the energy market are noted, and to clarify what effect this may have on future and predicted savings of this work an independent view has been sought from the Council's energy broker. The following guidance is given: Looking forward the average change in fully delivered electricity costs is an annual increase of between 6.5 and 9.5%, between 2 - 4% for Gas and Oil averaging at around 3% up to 2020.

11. What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, community safety and the environment?

No decision is sought, but it should be noted that the reduction in the City Council's carbon footprint does go some way to improving, or at least mitigating, our adverse impacts of energy use on the environment.

12. Are there any other options?

The nature of the programme appraisal and approval arrangements are that the Energy Team is constantly considering alternative approaches and other avenues of investment in this area.

Michael Carson
Corporate Manager Property

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

Background papers used in compiling this report:

None

Contact for enquires:

Democratic Services (Committees), Room 2.3, 01392 265275

Financial Benefits - Savings 2012 - 2015

2012/2013	FIT Income	Gross Saving
Water Saving Project		
2012/13 Savings		£23,025
TOTAL SAVING 2012/13		£23,025
2013/2014		
Water Saving Project		
2013/14 Savings		£20,420
PV Arrays (Civic, Ark, MRF, Oakwood, Belle Isle)		
Income & Savings	£24,512	£47,984
TOTAL SAVING 2013/14		£68,404
2014/2015		
Water Saving Project		
2014/15 Savings		£21,000
PV Arrays (Civic, Ark, MRF, Oakwood, Belle Isle)		
Income & Savings	£24,811	£48,633
NEW PROJECTS :		
Civic Centre LED Project		
Civic Centre (part)		£7,684
Hand Dryer Project		
Installation of efficient hand dryers & removal of paper towels		£5,200
Car Park LED Project		
LED bulb replacement - Cathedral & Quay Car Park		£14,720
LED bulb replacement - Harlequins Car Park		£5,450
LED light replacement - Mary Arches Car Park		£14,940
Car Park Total		£35,110
TOTAL SAVING 2014/15		£117,627

Financial Benefits - Projected Savings 2015/16

2015/2016	FIT Income	Gross Saving
Water Saving Project		
Savings		£21,000
PV Arrays (Civic, Ark, MRF, Oakwood, Belle Isle)		
Income & Savings	£24,811	£48,633
Civic Centre LED Project		
Civic Centre		£32,184
Hand Dryer Project		
Installation of efficient hand dryers & removal of paper towels		£5,200
Car Park LED Project		
LED bulb replacement - Cathedral & Quay Car Park		£14,720
LED bulb replacement - Harlequins Car Park		£5,450
LED light replacement - Mary Arches Car Park		£14,940
Car Park Total		£35,110
NEW PROJECTS :		
Car Park Canopy PV	£27,100	£51,630
Civic Boiler Replacement		£28,000
Livestock Centre PV (part/50%)	£92,000	£92,000
Quay Climb Centre (PPA)	£3,757	£5,465
PROJECTED TOTAL SAVING 2015/16		£319,222

REPORT TO SCRUTINY COMMITTEE - RESOURCES

Date of Meeting: 18 March 2015

REPORT TO EXECUTIVE

Date of Meeting: 14 April 2015

REPORT TO COUNCIL

Date of Meeting: 21 April 2015

Report of: Assistant Director Finance

Title: OVERVIEW OF REVENUE BUDGET 2014/15

Is this a Key Decision?

No

* One that affects finances over £1m or significantly affects two or more wards. If this is a key decision then the item must be on the appropriate forward plan of key decisions.

Is this an Executive or Council Function?

Council

1. What is the report about?

1.1 To advise Members of the overall projected financial position of the HRA & General Fund Revenue Budgets for the 2014/15 financial year after nine months.

2. Recommendations:

It is recommended that Scrutiny Resources Committee and the Executive note the report and Council notes and approves (where applicable):

2.1 The General Fund forecast financial position for the 2014/15 financial year;

2.2 The HRA forecast financial position for 2014/15 financial year;

2.3 The additional supplementary budgets listed in Appendix C;

2.4 The outstanding Sundry Debt position as at December 2014;

2.5 The creditors' payments performance;

2.6 The Council Tax and Business Rates collection performance.

3. Reasons for the recommendation:

3.1 To formally note the Council's projected financial position and to approve additional expenditure required during the financial year.

4. What are the resource implications including non financial resources.

4.1 The impact on the General Fund working balance, HRA working Balance and Council Own Build working balance are set out in sections 8.3.6, 8.2.1 and 8.2.3 respectively.

4.2 A request for a supplementary budget totalling £80,000 has been included within this report.

5. Section 151 Officer comments:

5.1 The report represents the projected financial position to 31 March 2015. In respect of the year end projections, the overall position in respect of the General Fund is positive, with the Working Balance projected to rise from £3,364,640 to £3,469,275.

6. What are the legal aspects?

6.1 None raised for the attention of Legal Services.

7. Monitoring Officer's comments:

7.1 This report raises no issues for the Monitoring Officer

8. Report details:

8.1 Financial Summary

FUND	Planned Transfer (to) / from Working Balance	Budget Variance Over / (under)	Outturn Transfer 2014/15
	£	£	£
General Fund	154,242	(258,877)	(104,635)
HRA	1,374,550	(1,082,454)	292,096
Council own Build Houses	(22,670)	0	(22,670)

8.2 Housing Revenue Account (Appendix A)

8.2.1 The second quarter projection shows an improvement against the estimated budget reduction in the working balance. The projected reduction is £292,096 to leave the working balance at £5,671,123.

Movement	2014/15
Opening HRA Balance, as at 01/04/14	£5,963,219
Deficit	(£292,096)
Projected balance, as at 31/3/15	£5,671,123

8.2.2 HRA (An underspend in total of £1,082,454)

The main variances are:

Management Unit	Over / (Underspend)	Detail
Budget variances reported in June	(£108,820)	<ul style="list-style-type: none"> Scrutiny Committee – Community 9 September 2014
Management Costs	(£6,024)	<ul style="list-style-type: none"> Savings in employee costs as certain posts have remained vacant pending the outcome of the restructure of Housing Services
Repairs and Maintenance Programme	(£1,041,000)	<ul style="list-style-type: none"> Savings are forecast to be made in respect of routine service and maintenance budgets as follows: <ul style="list-style-type: none"> (£30k) saving in respect of asbestos survey costs due to a lower than budgeted number of void properties (£100k) saving in respect of the removal of low level asbestos as this work is now integrated within the General Maintenance contract (£283k) forecast saving in respect of reactive repairs to council dwellings following a prolonged period of lower reported faults during the Summer months (£463k) forecast saving in respect of repairs to void properties. The implementation of an action plan to address this area of budgetary pressure, specifically the formation of a dedicated voids team, referral of kitchen and bathroom replacements to the capital programme and pre-void inspections have resulted a significant reduction in revenue repair costs. (£165k) saving is anticipated following the commencement of a new gas service and maintenance contract in July.

Management Unit	Over / (Underspend)	Detail
Capital Charges	£83,390	<ul style="list-style-type: none"> Depreciation charges are higher than budgeted due to a rise in the valuation of council dwellings. Depreciation is a real cost to the HRA as it represents the amount of money which needs to be set aside in the Major Repairs Reserve to provide for the cost of future capital works or to repay debt.
Rents	(£10,000)	<ul style="list-style-type: none"> Rental income from garages is expected to be higher than budgeted, as several sites previously identified for re-development will remain occupied until the financing for COB Wave 3 has been secured.

- 8.2.3 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. There is no projected variance to the projected surplus at the end of the first quarter.

Movement	2014/15
Opening Council Own Build, as at 01/04/14	£103,512
Surplus	£22,670
Balance, as at 31/3/15	£126,182

8.3 General Fund (Appendix B)

- 8.3.1 The Service Committees show projected underspends of £49,010 against a revised budget of £12,461,560. The main variances are:

8.3.2 **Scrutiny Committee Community – (An overspend in total of £238,610)**

Management Unit	Over / (Underspend)	Detail
Health & Safety, Licensing & Commercial	(£5,260)	<ul style="list-style-type: none"> Vacancy pay savings
Public Safety	£3,500	<ul style="list-style-type: none"> University Contract loss of income
Parks & Open Spaces	(£15,320)	<ul style="list-style-type: none"> Projected underspend on Asset Maintenance budgets.
Bereavement Services	(£33,210)	<ul style="list-style-type: none"> Backdated NNDR refund Higher Cemetery
Advisory Services	£146,850	<ul style="list-style-type: none"> Housing Benefit income has been lower than expected Vacancy pay savings
Private Sector Housing	£39,170	<ul style="list-style-type: none"> Introduction of a new licensing scheme not expected until late 2014/15
Street Scene	£18,820	<ul style="list-style-type: none"> Shortfall of income in respect of green waste credits

Management Unit	Over / (Underspend)	Detail
Public Conveniences	(£21,250)	<ul style="list-style-type: none"> Projected underspend on premises maintenance and water budgets.
Exton Road Overheads and Fleet Management	(£6,260)	<ul style="list-style-type: none"> Rate refund and utility savings
General Fund Housing – Property	£111,570	<ul style="list-style-type: none"> Higher than budgeted repair and hand back costs in respect of Private Sector Leased and Extralet properties and rent lost during void periods.

8.3.3 Scrutiny Committee Economy – (An underspend in total of £167,490)

Management Unit	Over / (Underspend)	Detail
Transportation	(£1,820)	<ul style="list-style-type: none"> Saving on Rail Cards as no longer sold at Customer Service Centre
Parking Services	£28,820	<ul style="list-style-type: none"> Shortfall on Penalty Charge Notice Income Saving on Non Domestic Rates budget
Economic Development	£3,130	<ul style="list-style-type: none"> Job evaluation increase
Tourist Information	(£2,120)	<ul style="list-style-type: none"> Net additional income
Engineering & Construction Services	(£17,140)	<ul style="list-style-type: none"> Vacancy pay savings
Planning Services	(£70,000)	<ul style="list-style-type: none"> Additional income from Planning Application Fees Additional expenditure on legal costs due to appeals Additional consultants fees, partly offset by transfer from reserve
Markets & Halls	(£101,590)	<ul style="list-style-type: none"> Net increase in income from usage
Museum Service	(£6,770)	<ul style="list-style-type: none"> Vacancy pay savings

8.3.4 Scrutiny Committee Resources – (An underspend in total of £120,130)

Management Unit	Over / (Underspend)	Detail
Revenue Collection/Benefits	(£97,500)	<ul style="list-style-type: none"> Recovery of overpayments has been higher than anticipated Revenue contribution to capital expenditure upgrading the Capita system
Civic Ceremonials	£17,940	<ul style="list-style-type: none"> Shortfall of rental income from premises at 204 High Street
Democratic Representation	£25,000	<ul style="list-style-type: none"> Members allowances saving will not be achieved

Management Unit	Over / (Underspend)	Detail
Unapportionable Overheads	(£6,240)	<ul style="list-style-type: none"> Reduced pension costs of former employees
Financial Services	(£9,240)	<ul style="list-style-type: none"> Delays in recruitment for vacancies
Internal Audit	(£7,530)	<ul style="list-style-type: none"> Maternity leave
Human Resources	(£7,280)	<ul style="list-style-type: none"> Delay in recruitment for vacancy
Corporate Customer Services	(£20,000)	<ul style="list-style-type: none"> Additional saving on Postage due to change of supplier
Strategic Management	(£15,280)	<ul style="list-style-type: none"> Some support work now charged direct to services.

8.3.5 Other Financial Variations

Other items	Over / (Underspend)	Detail
Net Interest Paid	(65,000)	<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	7,500	<ul style="list-style-type: none"> Revenue contribution to capital expenditure upgrading the Capita system resulting in a saving set out above on Resources.
Minimum Revenue Provision	(137,737)	<ul style="list-style-type: none"> A significant underspend on the 2013/14 capital programme has resulted in a saving in the amount required to repay debt.

8.3.6 General Fund Balance

In 2014/15 it is projected that there will be an overall net contribution to the General Fund Balance of £104,635. The minimum requirement for the General Fund working balance was approved by Council in February 2014 at £2million.

Movement	2014/15
Opening Balance, as at 01/04/14	£3,364,640
Surplus	£ 104,635
Balance, as at 31/3/15	£3,469,275

8.3.7 Supplementary Budgets

There are two requests for further supplementary budgets, as at September, which have been approved under delegated powers. An additional £80,000 was required to enable the appointment of a Quantity Surveyor and a Construction Design and Management Consultant in respect of the Leisure Complex Project. This is to be funded from the New Homes Bonus reserve. An additional budget of £11,500 was required to enable the business plan for the Channel Shift programme to be developed via the creation of a 6 month temporary post.

8.4 COUNCIL TAX AND BUSINESS RATES COLLECTION

8.4.1 In the first six months of 2014/15 the Council collected 55.1% of the Council Tax due for the year compared to a target of 55.9%. This is slightly down owing to some delays caused by the Council's change of banking provider at the start of the year. Business Rates collection is below target at 57.5% against a target of 60.5%; however changes to allow payments over 12 instead of 10 months are likely to have affected collection, which is expected to recover over the course of the full year.

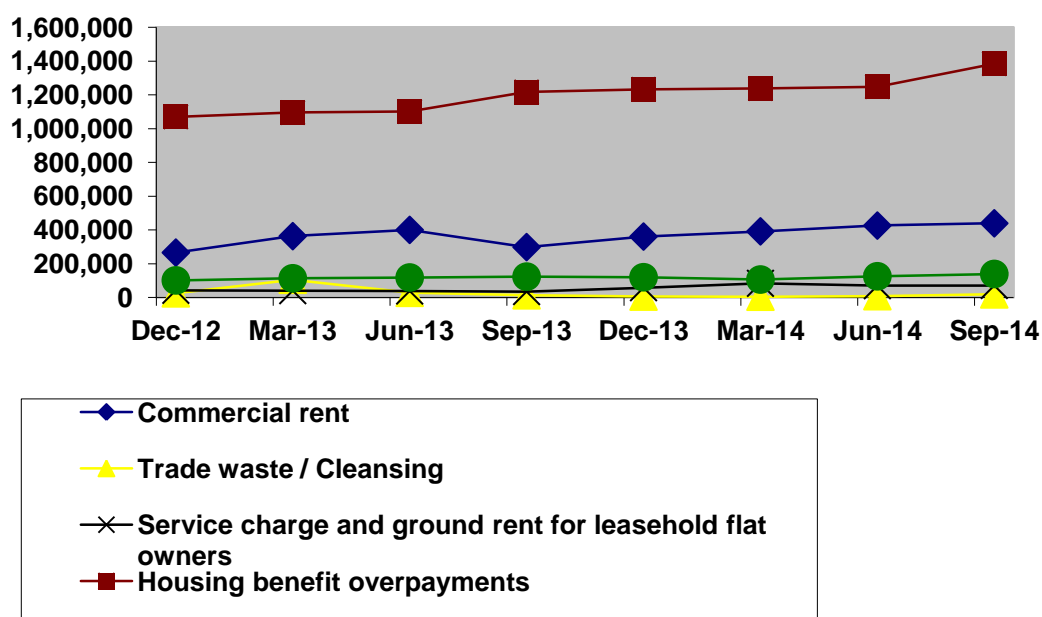
8.5 OUTSTANDING SUNDRY DEBT

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

Age of Debt	September 2013	June 2014	September 2014
Up to 29 days (current)	£751,941	£961,767	*£1,578,541
30 days – 1 Year	£978,166	£1,020,962	£1,008,147
1 – 2 years	£401,400	£483,753	£539,069
2 –3 years	£217,795	£271,280	£287,153
3 – 4 years	£163,504	£112,054	£144,297
4 – 5 years	£68,099	£87,808	£108,851
5 + years	£175,986	£181,678	£184,379
Total	£2,756,891	£3,120,302	£3,850,437

* There was one large invoice (£718,786) raised on 25 September 2014, which has since been paid.

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



8.6 DEBT WRITE-OFFS

8.6.1 The following amounts have been written-off during 2014/15:

	2013/14 Total	2014/15 (Qtr 3)
• Council Tax	£83,940	£126,332
• Business Rates	£366,058	£0
• Sundry Debt	£138,915	£52,974
• Housing Rents	£72,921	£1,841

8.7 CREDITOR PAYMENTS PERFORMANCE

8.7.1 Creditors' payments continue to be monitored in spite of the withdrawal of statutory performance indicator BVPI8. The percentage paid within 30 days was 96.09% for the first six months of 2014/15 compared with 95.69% for 2013/14.

9. How does the decision contribute to the Council's Corporate Plan?

9.1 This is a statement of the projected financial position to the end of the 2014/15.

10. What risks are there and how can they be reduced?

10.1 The risks relate to overspending the Council budget and are mitigated by regular reporting to the Strategic Management Team and Members.

11. What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, community safety and the environment?

11.1 Not applicable

12. Are there any other options?

12.1 Not applicable

Assistant Director Finance

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

Background papers used in compiling this report:-

None

Contact for enquires:
Democratic Services (Committees)
Room 2.3
01392 265275

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HOUSING REVENUE ACCOUNT
2014/15 REVENUE ESTIMATES - SUMMARY
as at 31 December 2014

ACTUAL TO DATE			YEAR END FORECAST			
PROFILED BUDGET	ACTUAL TO DATE	VARIANCE TO DATE	Code	APPROVED BUDGET	CURRENT OUTTURN FORECAST	FORECAST VARIANCE
£	£	£		£	£	£
1,501,421	1,347,242	(154,179)	85A1	3,272,640	3,343,529	70,889
307,073	291,204	(15,869)	85A3	287,590	270,590	(17,000)
4,881,099	3,151,785	(1,729,314)	85A4	6,675,400	4,793,400	(1,882,000)
0	0	0	85A5	6,195,200	5,339,345	(855,855)
2,356,390	2,439,776	83,386	85A6	2,356,390	2,439,780	83,390
(13,685,292)	(13,642,058)	43,234	85A8	(19,347,730)	(19,357,730)	(10,000)
989,782	989,780	(2)	85B2	1,935,060	1,916,060	(19,000)
			85B4	(1,374,550)	1,255,026	2,629,576
				0	0	0
			Net Expenditure			
			Working Balance 1 April 2014	5,963,219	31 March 2015	7,218,245

COUNCIL OWN BUILD SITES

PROFILED BUDGET	ACTUAL TO DATE	VARIANCE TO DATE	Code	APPROVED BUDGET	CURRENT OUTTURN FORECAST	FORECAST VARIANCE
£	£	£		£	£	£
(5,650)	(7,051)	(1,401)	H006	(7,540)	(7,540)	0
(26,360)	(28,994)	(2,634)	H007	(35,150)	(35,150)	0
0	0	0	H008	9,390	9,390	0
10,630	11,044	414	H009	10,630	10,630	0
			H010	22,670	22,670	0
				0	0	0
			Net Expenditure			
			Working Balance 1 April 2014	103,512	31 March 2015	126,182

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GENERAL FUND
2014/15 REVENUE ESTIMATES - SUMMARY
as at 30 September 2014

	Annual Budget £	Supplementary Budgets £	Revised Annual Budget £	Year End Forecast £	Variance to Budget £
SCRUTINY - COMMUNITY	9,745,050	10,130	9,755,180	9,944,420	189,240
SCRUTINY - ECONOMY	(464,880)	219,560	(245,320)	(358,230)	(112,910)
SCRUTINY - RESOURCES	5,634,170	184,120	5,818,290	5,442,150	(376,140)
less Notional capital charges	(2,855,410)		(2,855,410)	(2,855,410)	0
<u>Service Committee Net Expenditure</u>	12,058,930	413,810	12,472,740	12,172,930	(299,810)
Net Interest	165,000		165,000	96,000	(69,000)
New Homes Bonus	(2,778,000)		(2,778,000)	(2,778,000)	0
Revenue Contribution to Capital	0		0	7,500	7,500
Minimum Revenue Provision	1,470,000		1,470,000	1,332,263	(137,737)
Business Rates Deficit	0		0	1,215,465	1,215,465
<u>General Fund Expenditure</u>	10,915,930	413,810	11,329,740	12,046,158	716,418
Transfer To/(From) Working Balance	58,448	(224,190)	(165,742)	(217,112)	(51,370)
Transfer To/(From) Earmarked Reserves	2,498,000	(189,620)	2,308,380	1,679,332	(629,048)
<u>General Fund Net Expenditure</u>	13,472,378	0	13,472,378	13,508,378	36,000
Formula Grant	(7,715,000)		(7,715,000)	(7,715,000)	0
Council Tax Freeze Grant	(118,000)		(118,000)	(118,000)	0
Pooling of Business Rates	(1,070,000)		(1,070,000)	(1,106,000)	(36,000)
<u>Council Tax Net Expenditure</u>	4,569,378	0	4,569,378	4,569,378	0
Working Balance	March 2014	£ 3,364,640		£ 3,147,528	March 2015

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REPORT TO SCRUTINY COMMITTEE RESOURCES, EXECUTIVE AND COUNCIL

Date of Meeting: Scrutiny Committee Resources – 18 March 2015
Executive – 14 April 2015
Council – 21 April 2015

Report of: Assistant Director Finance

Title: Capital Monitoring Statement to 31 December 2014

Is this a Key Decision?

Yes

Is this an Executive or Council Function?

Council

1. What is the report about?

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.

The report seeks Member approval to amend the annual capital programme in order to reflect the reported variations.

2. Recommendations:

It is recommended that Scrutiny Committee – Resources notes and Council approves:

- (i) The revisions to the capital programme detailed in section 8.1
- (ii) The revision of the annual capital programme to reflect the reported variations detailed in 8.4 and 8.5
- (iii) The proposed additions to the Capital Programme detailed in section 8.7

3. Reasons for the recommendation:

Local authorities are required to estimate the total of capital expenditure that it plans to incur during the financial year when it sets the prudential indicators for capital expenditure. This shows that its asset management and capital investment strategies are affordable, prudent and sustainable.

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.

In order to manage the risks associated with capital programming the annual capital programme is updated every three months to reflect any cost variations, slippage or acceleration of projects.

4. What are the resource implications including non financial resources

The financial resources required are set out in the body of this report.

5. Section 151 Officer comments:

This report has been prepared on behalf of the Section 151 Officer to set out the financial position of the Capital Programme as at 31 December 2014.

6. What are the legal aspects?

The capital expenditure system is framed by the Local Government and Housing Act 1989.

7. Monitoring Officer's comments:

This report raises no issues for the Monitoring Officer

8. Report Details:

CAPITAL MONITORING STATEMENT TO 31 DECEMBER 2014

8.1 REVISIONS TO THE CAPITAL PROGRAMME

The 2014/15 Capital Programme, including commitments brought forward from 2013/14, was last reported to Scrutiny Committee – Resources on 19 November 2014. Since that meeting the following changes have been made that have increased the programme:

Description	£	Approval/Funding
Capital Programme, as reported to Scrutiny Committee – Resources, 19 November 2014	25,672,970	
Budget Deferred to 2015/16 & Beyond at Quarter 2	(1,982,460)	Approved by Executive on 9 December 2014
Overspends/(Underspends) reported at Quarter 2	(647,670)	
Exton Road Lighting	37,500	Approved by delegated powers (13 November 2014)
Municipal Bonds Agency	50,000	Approved by Executive on 9 December 2014
RAMM Passenger Lift	45,000	Approved by Executive on 9 December 2014
Other	(7,000)	
Revised Capital Programme 2014/15	23,168,340	

8.2 PERFORMANCE

The revised capital programme for the current financial year is £23.168 million. During the first nine months of the year the Council spent £11.098 million on the programme, which equates to 47.90% of the revised programme. This compares with £8.190 million (50.4%) being spent in the first nine months of 2013/14.

The current programme is detailed in Appendix 1. The Appendix shows a total forecast spend for 2014/15 of £18.940 million with £3.957 million of the programme potentially being deferred to 2015/16.

Appendix 2 shows the approved budgets for 2015/16 with the 2014/15 budget carried forward to 2015/16 and beyond at the second quarter and the proposed amount to be carried forward this quarter for Executive to consider for approval.

Appendix 3 shows the overall position for those schemes which span more than one financial year.

8.3 AVAILABLE CAPITAL RESOURCES

The available capital resources for the General Fund for 2014/15 are £1.616 million. An estimated spend of £9.167 million is required of which £7.552 million will have to be funded from borrowing. The available capital resources for the HRA for 2014/15 are £15.171 million. An estimated spend of £9.772 million is required leaving £5.398 million to be carried forward into 2015/16. Appendix 4 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.

The value of actual capital receipts received in the quarter in respect of the General Fund and the HRA are:

	General Fund £	HRA £
Balance as at 30 September 2014	127,095	1,007,293
New Receipts	357,500	531,000
Less HRA Pooling		(106,807)
Balance as at 31 December 2014	484,595	1,431,486

8.4 EXPENDITURE VARIANCES

The main variances and issues concerning expenditure that have arisen since 30 September are:

Scheme	Estimated Overspend / (Underspend) £	Reason
Vehicle Replacement Programme	(29,580)	The actual cost of vehicles purchased has been less than the budgeted cost.
Exton Road Lighting	(6,000)	Quotes for works have been less than budgeted
Smoke Detector Replacements	(67,230)	A saving in the cost of replacing smoke detectors is expected to be achieved following the tender of the contract.
Property Entrance Improvements	(18,890)	The extent of health and safety works to property entrances was lower than anticipated.
Bridespring/Mincing lake Road Works	(3,360)	Drainage improvements works at Bridespring Road have been completed with a minor saving.

Central Heating Programme	(30,000)	Significant savings are expected to be made in respect of replacement central heating systems following the commencement of a new comprehensive gas servicing contract in July. Works will be undertaken to maximise the life expectancy of central heating systems as part of the routine service and maintenance regime. Savings of £229k have already been reported to this committee; this additional saving realigns the forecast with latest projections.
Boiler Replacement Programme	(100,000)	Significant savings are expected to be made in respect of boiler replacements following the commencement of a new comprehensive gas servicing contract in July. Works will be undertaken to maximise the life expectancy of boilers as part of the routine service and maintenance regime. Savings of £350k have already been reported to this committee; this additional saving realigns the forecast with latest projections.

8.5 SCHEMES TO BE DEFERRED TO 2015/16 AND BEYOND

Schemes which have been identified since 30 September as being wholly or partly deferred to 2015/16 and beyond are:

Scheme	Revised 14/15 Budget £	Budget to be Deferred £	Reason
Play Area Refurbishments	115,290	18,170	Staff resources an issue and some projects weather dependent.
Flowerpot Skate Park Lighting	35,000	33,650	Planning requirements in respect of bats has delayed the scheme.
Vehicle Replacement Programme	397,000	21,000	The Cash Collection Van that was included in the 2014/15 schedule but will now be purchased in 2015/16.
Warm Up Exeter	163,650	163,650	The new CosyDevon scheme is nearly fully funded by Eon Energy but funding will be required to facilitate solid wall insulation over the next 3 years. CosyDevon was delayed and only started in July 2014 due to continued uncertainty with Energy Company Obligation rules which resulted in delays in decisions making by Eon. It is unlikely that any spend will be required this financial year.
Temporary Accommodation Purchase	300,000	300,000	Work is being undertaken to identify the likely need and type of requirement for temporary accommodation.

Repair to Turf Lock Gate	150,000	90,000	There is a very small window of opportunity when these works can be carried out due to needing low tides. Unfortunately there has been a delay with the supply of materials necessary to dam the canal so this window may be lost and consequently there may be significant budget carry forward to 2015/16.
St Sidwells Community Centre	40,000	40,000	Building works are due to start early in 2015/16.
Exeter Gymnastics Club	40,000	40,000	The Association are re-thinking their proposals, so preparatory work on hold.
Science Park Loan	1,000,000	500,000	£500,000 of the loan will be advanced to the Science Park this financial year.
Rendering of Council Dwellings	323,500	95,000	There have been delays to the programme related to the damp ingress works and consultation issues with leaseholders
Energy Conservation Works	70,400	38,000	Further spend of this budget is pending the identification of suitable energy efficiency measures in respect of housing assets.
LAINGS Refurbishments	225,000	225,000	Structural surveys have taken place on five vacant properties. The results form part of an options appraisal for the extent of works to be undertaken, due to staff restructure changes the appraisals have been delayed and therefore the works will not be undertaken in 2014/15.
Kitchen Replacement Programme	2,648,710	58,000	Fewer void properties have resulted in a lower than anticipated number of kitchen replacements.
Bathroom Replacement Programme	1,164,850	80,000	Fewer void properties have resulted in a lower than anticipated number of bathroom replacements.
Other Works	24,620	24,620	This budget provides for ad hoc capital works identified during the course of the financial year. To date, no works have been identified for 2014/15.
Fire Precautionary Works to Flats	277,090	140,000	The tenders for the fire doors were not returned until October. This has caused a delay to the first phase of door installations.
Communal Areas	151,640	41,000	Eighteen communal areas have been identified for improvement works including; the provision of new flooring, doors and glazing. Full spend of the budget is pending the

			outcomes of a prioritisation process for the next phase of improvements to communal areas and leaseholder consultation.
Structural Repairs	184,390	138,000	Works are mainly concerned to subsidence issues at Wilford Road. There have been some issues procuring consultancy which have now been resolved and specifications are now being finalised to go out to tender.
Rennes House Structural Works	35,840	35,840	Works are pending the outcomes of a full options appraisal for the long term future of this site.
Common Area Footpath/Wall Improvements	50,000	42,450	Priority health and safety works will be undertaken in 2014/15 with further spend of the budget pending the appointment of a Compliance Officer who will be tasked to prepare a programme of works to improve footpaths and walls.
Higher Barley Mount Improvements	34,000	34,000	The procurement of structural engineering services has led to a delay with the works to the pathway and retaining wall at Higher Barley Mount.
Lift Replacement Sidwell Street	50,000	50,000	Quotes are being reviewed. Due to the long lead in times for manufacture the budget will not be spent until 2015/16.
Replacement Lead Water Mains	25,000	10,000	This budget provides for ad hoc lead water main replacements as and when they are identified as part of the kitchen replacement programme. Fewer replacements have been identified during 2014/15.
Communal Garden Retaining Walls	55,000	55,000	The procurement of structural engineering services has led to a delay with these works.
Soil Vent Pipe Replacement	20,000	6,000	Further soil vent pipe replacements are pending consultation with leasehold flat owners.
Electrical Re-wiring	749,630	236,000	Fewer full electrical re-wires have been required in accordance with the recommendations of periodic electrical testing with remedial repairs undertaken instead. The testing of communal areas has also been delayed.
COB Wave 2 – Rennes House Car Park	774,900	624,900	Work is required to resolve planning issues in respect of the development of this site.

COB Wave 2 – Newport Road	716,250	69,790	The budget for the development of this site has been re-profiled in accordance with the latest cash-flow projections with completion expected in August 2015.
St Loyes ExtraCare	296,350	254,000	The budget for this extra care housing scheme has been re-profiled in accordance with the latest cash-flow projections. Design work is expected to commence following the appointment of a project manager and design team.
Phase 2 St Andrews Road	10,230	10,230	Further spend in respect of developing this site are pending the outcomes of a Village Green application by local residents.
COB Land Purchase	300,000	300,000	Budget set aside for land purchase but currently prioritising development of Council owned land for the provision of new social housing.
Acquisition of Social Housing	333,450	163,420	The acquisition of four new affordable housing units are expected to complete this financial year, the remaining budget will be deferred into 2015/16.

8.6 ACHIEVEMENTS

The following schemes have been completed since 30 September 2014:

- Major Flood Prevention Works**
Exeter City Council has paid the Environment Agency £3,000,000 as its contribution to the £30 million flood defence scheme. Work has already begun on the scheme with the aim to complete by late 2017. Once finished, the scheme will reduce flood risk to over 3,000 residential and commercial properties in the city.
- Wonford Community Centre Boiler**
An efficient condensing boiler has been installed at the community centre; a supplementary system to heat hot water in case of boiler failure has also been installed.

8.7 PROPOSED ADDITIONS TO THE CAPITAL PROGRAMME

- UK Space Agency – Digital Data Trial (£32,800)**
Space age technology is being used to help pin-point trees in Exeter as part of a ground-breaking pilot scheme. As part of the Space for Smarter Government Programme first call for Expression of Interest Exeter City Council has secured funding from the UK Space Agency to help develop a tree management system that will allow officers to report the exact location and details of fallen or damaged trees in the city.

The system uses satellite positioning, navigation and timing technology, which is able to pick up natural objects such as trees. If the scheme proves

successful it could be expanded further so that members of the public can use it on smartphones or mobile devices.

Working with Bartec Auto ID – the same company who developed in-cab technology in the City Council's refuse and recycling vehicles – officers are trialling five hand-held devices that can identify the precise location of a tree and input relevant information onto the system. Currently tree officers have to use traditional mapping to pinpoint a tree and the information is fed into an iPad whilst on location and then transferred to a database once back in the office.

The funding will be released from the UK Space Agency after expenditure has been incurred by ECC.

9. How does the decision contribute to the Council's Corporate Plan?

The Capital Programme contributes to all of the key purposes, as set out in the Corporate Plan.

10. What risks are there and how can they be reduced?

Areas of budgetary risk are highlighted to committee as part of the quarterly budget monitoring updates.

11. What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, community safety and the environment?

No impact

12. Are there any other options?

No

David Hodgson, Assistant Director Finance

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

Background papers used in compiling this report:

None

Contact for enquiries:

Democratic Services (Committees)

Room 2.3

(01392) 265275

CAPITAL MONITORING TO 31 DECEMBER 2014

	2014/15 Revised Capital Programme	2014/15 Spend to 31 December	2014/15 Forecast Spend	2014/15 Budget to be Carried Forward to 2015/16 and Beyond	2014/15 Programme Variances Under ()
	£	£	£	£	£
COMMUNITY					
KEEP PLACE LOOKING GOOD					
Play Area Refurbishments	133,460	115,286	115,290	18,170	
Flowerpot Skate Park Lighting	35,000	1,346	1,350	33,650	
Heavitree Pleasure Ground Tennis Courts	45,000	38,169	38,170	6,830	
Topsham Recreation Ground	56,730	53,177	53,200	3,530	
Refurbishment and Upgrade of Paddling Pools	27,460	25,038	27,460		
Parks Improvements	11,730	2,299	11,730		
Neighbourhood Parks & Local Open Spaces	8,020		8,020		
KEEP ME/MY ENVIRONMENT SAFE & HEALTHY					
Vehicle Replacement Programme	397,000	256,632	346,420	21,000	(29,580)
Exton Road Lighting	37,500		31,500		(6,000)
HELP ME FIND SOMEWHERE TO LIVE					
Disabled Facility Grants	359,100	255,670	359,100		
Warm Up Exeter	163,650			163,650	
Wessex Loan Scheme	15,610		15,610		
Glencoe Capital Works	3,890		3,890		
Private Sector Renewal Scheme	159,080	11,978	159,080		
WHIL Empty Properties	194,000		194,000		
The Haven	63,980	51,765	63,980		
Temporary Accommodation Purchase	300,000			300,000	
Grant to the Red House Hotel	85,000	85,000	85,000		
COMMUNITY TOTAL	2,096,210	896,360	1,513,800	546,830	(35,580)

CAPITAL MONITORING TO 31 DECEMBER 2014

	2014/15 Revised Capital Programme	2014/15 Spend to 31 December	2014/15 Forecast Spend	2014/15 Budget to be Carried Forward to 2015/16 and Beyond	2014/15 Programme Variances Under ()
	£	£	£	£	£
ECONOMY					
KEEP PLACE LOOKING GOOD					
Canal Basin and Quayside	49,360	49,355	49,360		
Exhibition Way Bridge Maintenance	39,980		39,980		
John Lewis Car Park Refurbishment	2,130	2,130	2,130		
Replacement of Car Park Pay & Display Machines	47,770	1,000	47,770		
Canal Bank Repairs & Strengthening	10,880	9,671	10,880		
Northbrook Flood Alleviation Scheme	150	150	150		
Major Flood Prevention Works	3,000,000	3,000,000	3,000,000		
National Cycle Network	3,200	138	3,200		
Repair to Turf Lock Gates	150,000		60,000	90,000	
PROVIDE GREAT THINGS FOR ME TO SEE & DO					
Replace Running Track at Exeter Arena	783,000	575,967	783,000		
Sports Facilities Refurbishment	43,890	3,454	43,890		
RAMM Development	384,000		384,000		
Passenger Lift at RAMM	45,000		45,000		
Storage of Archives	48,950	24,327	48,950		
Livestock Market Electrical Distribution Boards	55,000	15,157	55,000		
Wonford Community Centre Boiler	14,250	13,185	14,250		
DELIVER GOOD DEVELOPMENT					
Newcourt Community Hall (S106)	37,520	37,520	37,520		
Countess Wear Community Centre (Grant Towards Build)		1,416	1,420	(1,420)	
Newcourt Community Association Centre	60,240	32,000	60,240		
Exe Water Sports Association (Grant Towards Build)	12,240	12,242	12,240		
Devonshire Place (Landscaping)	25,000	15,806	FALSE	8,690	(16,310)

CAPITAL MONITORING TO 31 DECEMBER 2014

	2014/15 Revised Capital Programme	2014/15 Spend to 31 December	2014/15 Forecast Spend	2014/15 Budget to be Carried Forward to 2015/16 and Beyond	2014/15 Programme Variances Under ()
	£	£	£	£	£
St Thomas Social Club (New Roof)	17,000	16,995	17,000		
St James Forum (Queens Crescent Garden)	8,100	8,100	8,100		
2nd Exeter Scouts & Park Life ('Urban Village Hall' Heavitree Park)	10,000	10,000	10,000		
Citizens Advice Bureau (Building Improvements)	10,000	10,000	10,000		
St Sidwells Community Centre	40,000			40,000	
Newtown Community Centre (2nd Grant)	10,000	988	1,000	9,000	
Alphington Church	16,000	16,000	16,000		
Exeter City Football in the Community	6,000	6,000	6,000		
Exeter Gymnastics Club	40,000			40,000	
City Centre Enhancements	22,220	874	22,220		
Well Oak Footpath/Cycleway	740		740		
Paris Street Roundabout Landscaping & Sculptural Swift Tower	62,430	30,185	62,430		
Heavitree Environmental Improvements	22,880		22,880		
Ibstock Environmental Improvements	3,240		3,240		
Local Energy Network	149,000	81,950	149,000		
HELP ME RUN A SUCCESSFUL BUSINESS					
Science Park Loan	1,000,000		500,000	500,000	
ECONOMY TOTAL	6,230,170	3,974,611	5,527,590	686,270	(16,310)

CAPITAL MONITORING TO 31 DECEMBER 2014

	2014/15 Revised Capital Programme	2014/15 Spend to 31 December	2014/15 Forecast Spend	2014/15 Budget to be Carried Forward to 2015/16 and Beyond	2014/15 Programme Variances Under ()
	£	£	£	£	£
RESOURCES					
WELL RUN COUNCIL					
Security Compliance for GCSx & PCI DSS	12,190	9,138	12,190		
PC & Mobile Devices Replacement Programme	65,000	54,441	65,000		
Corporate Network Infrastructure	9,490	6,801	9,490		
STRATA Implementation	615,480	615,477	615,480		
Capita Upgrade	7,500	7,500	7,500		
Firewalls	18,050		18,050		
eTendering System	15,000		15,000		
Municipal Bond Agency	50,000		50,000		
Invest to Save Opportunities	100,000	7,500	100,000		
Energy Saving Projects	965,170	119,117	972,390	(7,220)	
Capitalised Staff Costs	261,000		261,000		
RESOURCES TOTAL	2,118,880	819,974	2,126,100	(7,220)	

CAPITAL MONITORING TO 31 DECEMBER 2014

	2014/15 Revised Capital Programme	2014/15 Spend to 31 December	2014/15 Forecast Spend	2014/15 Budget to be Carried Forward to 2015/16 and Beyond	2014/15 Programme Variances Under ()
	£	£	£	£	£
HRA					
MAINTAIN OUR PROPERTY ASSETS					
Adaptations	630,000	414,415	630,000		
Rendering of Council Dwellings	323,500	101,001	228,500	95,000	
MRA Fees	35,280		35,280		
Communal Door Entry System	10,000	2,635	10,000		
Environmental Improvements - General	30,000	8,086	30,000		
Programmed Re-roofing	65,310	41,610	65,310		
Energy Conservation	70,400	23,245	32,400	38,000	
Smoke Detector Replacements	278,230	112,705	211,000		(67,230)
LAINGS Refurbishments	225,000			225,000	
Kitchen Replacement Programme	2,648,710	1,466,725	2,590,710	58,000	
Bathroom Replacement Programme	1,164,850	607,398	1,084,850	80,000	
Other Works	24,620			24,620	
Fire Precautionary Works to Flats	277,090	10,314	137,090	140,000	
Communal Areas	151,640	61,058	110,640	41,000	
Structural Repairs	184,390	45,697	46,390	138,000	
Fire Alarms at Sheltered Accommodation	15,300		15,300		
Property Entrance Improvements	20,000	1,113	1,110		(18,890)
Rennes House Structural Works	35,840			35,840	
Automatic Doors - Faraday House	15,000		15,000		
Bridespring/Mincinglake Road Works	20,000	16,640	16,640		(3,360)
Common Area Footpaths/Wall Improvements	50,000	7,550	7,550	42,450	
Higher Barley Mount Improvements	34,000			34,000	
Lift Replacement - 98 Sidwell Street	50,000			50,000	
Replacement of Lead Water Mains	25,000	11,993	15,000	10,000	
Communal Garden Retaining Walls	55,000			55,000	
Soil Vent Pipe Replacement	20,000	6,267	14,000	6,000	
Electrical Central Heating	20,000	9,498	20,000		
Capita Upgrade	7,500	7,500	7,500		
Electrical Re-wiring	749,630	236,898	513,630	236,000	
Central Heating Programme	125,190	64,413	95,190		(30,000)
Boiler Replacement Programme	200,630	69,970	100,630		(100,000)

CAPITAL MONITORING TO 31 DECEMBER 2014

	2014/15 Revised Capital Programme	2014/15 Spend to 31 December	2014/15 Forecast Spend	2014/15 Budget to be Carried Forward to 2015/16 and Beyond	2014/15 Programme Variances Under ()
	£	£	£	£	£
<i>HELP ME FIND SOMEWHERE TO LIVE</i>					
COB Wave 2 - Rennes Car Park	774,900	141,375	150,000	624,900	
COB Wave 2 - Newport Road	716,250	298,465	646,460	69,790	
COB Wave 2 - Brookway (Whipton Methodist Church)	1,294,140	779,301	1,294,140		
COB Wave 2 - Bennett Square	1,146,450	584,574	1,146,450		
St Loyes ExtraCare	296,350		42,350	254,000	
Phase 3 Professional Fees	9,200		9,200		
Phase 3 St Andrews Road	10,230			10,230	
COB Land Purchase	300,000			300,000	
Rennes House Wider Site Development	280,000	272,950	280,000		
Acquisition of Social Housing	333,450	3,212	170,030	163,420	
HRA TOTAL	12,723,080	5,406,607	9,772,350	2,731,250	(219,480)
TOTAL CAPITAL BUDGET	23,168,340	11,097,552	18,939,840	3,957,130	(271,370)

CAPITAL MONITORING TO 31 DECEMBER 2014

	2015/16 Budget as per Budget Book	2014/15 Budget Carried Forward to 2015/16 and Beyond reported at Qtr 1	Budget to be Carried Forward to 2015/16 and Beyond reported at Qtr 2	Proposed Budget to be Carried Forward to 2015/16 and Beyond at Qtr 3	Total 2015/16 Budget	Future Years
	£	£	£	£	£	£
COMMUNITY						
KEEP PLACE LOOKING GOOD						
Play Area Refurbishments		48,820		18,170	66,990	
Flowerpot Skate Park Lighting				33,650	33,650	
Heavitree Pleasure Ground Tennis Courts				6,830	6,830	
Topsham Recreation Ground				3,530	3,530	
KEEP ME/MY ENVIRONMENT SAFE & HEALTHY						
Vehicle Replacement Programme	374,000	29,000		21,000	424,000	400,000
HELP ME FIND SOMEWHERE TO LIVE						
Disabled Facility Grants	320,000				320,000	640,000
Warm Up Exeter/PLEA Scheme				163,650	163,650	
Temporary Accommodation Purchase				300,000	300,000	
COMMUNITY TOTAL	694,000	77,820		546,830	1,318,650	1,040,000

CAPITAL MONITORING TO 31 DECEMBER 2014

	2015/16 Budget as per Budget Book	2014/15 Budget Carried Forward to 2015/16 and Beyond reported at Qtr 1	Budget to be Carried Forward to 2015/16 and Beyond reported at Qtr 2	Proposed Budget to be Carried Forward to 2015/16 and Beyond at Qtr 3	Total 2015/16 Budget	Future Years
	£	£	£	£	£	£
ECONOMY						
KEEP PLACE LOOKING GOOD						
Northbrook Flood Alleviation Scheme	300,000	198,130	(150)		497,980	
Repair to Turf Lock Gates				90,000	90,000	
PROVIDE GREAT THINGS FOR ME TO SEE & DO						
Sports Facilities Refurbishment	56,430				56,430	225,720
DELIVER GOOD DEVELOPMENT						
Newtown Community Centre	50,000				50,000	
Countess Wear Community Centre (Grant Towards Build)	70,000			(1,420)	68,580	
Newcourt Community Association Centre		8,000			8,000	
Devonshire Place (Landscaping)				8,690	8,690	
Alphington Village Hall (Repairs & Extension)			50,000		50,000	
St Sidwells Community Centre				40,000	40,000	
Newtown Community Centre (2nd Grant)		40,000		9,000	49,000	
Wear United		50,000			50,000	
Exeter Gymnastics Club				40,000	40,000	
HELP ME RUN A SUCCESSFUL BUSINESS						
Science Park Loan				500,000	500,000	
ECONOMY TOTAL	476,430	296,130	49,850	686,270	1,508,680	225,720

CAPITAL MONITORING TO 31 DECEMBER 2014

	2015/16 Budget as per Budget Book	2014/15 Budget Carried Forward to 2015/16 and Beyond reported at Qtr 1	Budget to be Carried Forward to 2015/16 and Beyond reported at Qtr 2	Proposed Budget to be Carried Forward to 2015/16 and Beyond at Qtr 3	Total 2015/16 Budget	Future Years
	£	£	£	£	£	£
RESOURCES						
WELL RUN COUNCIL						
Invest to Save Opportunities	100,000				100,000	100,000
Energy Saving Projects	1,795,000		425,000	(7,220)	2,212,780	664,000
Capitalised Staff Costs	261,000				261,000	261,000
RESOURCES TOTAL	2,156,000		425,000	(7,220)	2,573,780	1,025,000

CAPITAL MONITORING TO 31 DECEMBER 2014

	2015/16 Budget as per Budget Book	2014/15 Budget Carried Forward to 2015/16 and Beyond reported at Qtr 1	Budget to be Carried Forward to 2015/16 and Beyond reported at Qtr 2	Proposed Budget to be Carried Forward to 2015/16 and Beyond at Qtr 3	Total 2015/16 Budget	Future Years
	£	£	£	£	£	£
HRA						
MAINTAIN OUR PROPERTY ASSETS						
Adaptations	600,000				600,000	600,000
Rendering of Council Dwellings	275,000			95,000	370,000	275,000
MRA Fees	40,000				40,000	40,000
Communal Door Entry System	10,000				10,000	10,000
Environmental Improvements - General	25,000				25,000	25,000
Programmed Re-roofing	252,000				252,000	252,000
Energy Conservation	30,000			38,000	68,000	30,000
Smoke Detector Replacements		150,000			150,000	
LAINGS Refurbishments	630,000		71,850	225,000	926,850	720,000
Kitchen Replacement Programme	900,000			58,000	958,000	900,000
Bathroom Replacement Programme	600,000			80,000	680,000	600,000
Other Works	50,000		20,000	24,620	94,620	50,000
Fire Precautionary Works to Flats	200,000			140,000	340,000	200,000
Communal Areas	100,000		40,000	41,000	181,000	100,000
Structural Repairs	100,000	25,000		138,000	263,000	100,000
Property Entrance Improvements						
Rennes House Structural Works	695,000		400,000	35,840	1,130,840	695,000
Common Area Footpaths/Wall Improvements		100,000		42,450	142,450	
Higher Barley Mount Improvements				34,000	34,000	
Lift Replacement - 98 Sidwell Street				50,000	50,000	
Replacement of Lead Water Mains				10,000	10,000	
Communal Garden Retaining Walls				55,000	55,000	
Soil Vent Pipe Replacement				6,000	6,000	
Electrical Re-wiring	447,800		150,000	236,000	833,800	447,800
Central Heating Programme	205,000				205,000	210,000
Boiler Replacement Programme	325,000				325,000	330,000

CAPITAL MONITORING TO 31 DECEMBER 2014

	2015/16 Budget as per Budget Book	2014/15 Budget Carried Forward to 2015/16 and Beyond reported at Qtr 1	Budget to be Carried Forward to 2015/16 and Beyond reported at Qtr 2	Proposed Budget to be Carried Forward to 2015/16 and Beyond at Qtr 3	Total 2015/16 Budget	Future Years
	£	£	£	£	£	£
HELP ME FIND SOMEWHERE TO LIVE						
COB Wave 2 - Rennes Car Park	1,492,474	(1,504,615)	407,040	624,900	1,019,799	2,272,932
COB Wave 2 - Newport Road		498,918		69,790	568,708	
Acquisition of Social Housing	500,000	152,415	418,720	163,420	1,234,555	500,000
HRA TOTAL	7,477,274	(578,282)	1,507,610	2,731,250	11,137,852	8,357,732
TOTAL CAPITAL BUDGET	10,803,704	(204,332)	1,982,460	3,957,130	16,538,962	10,648,452

CAPITAL SCHEMES SPANNING MORE THAN ONE FINANCIAL YEAR

	Total Capital Budget to end of 2014/15	Total Spend Uo 30 December 2014	Total Forecast Spend to End of 2014/15	2014/15 Budget to be Carried Forward to 2015/16	2014/15 Programme Variances Under ()
	£	£	£	£	£
COMMUNITY					
KEEP PLACE LOOKING GOOD					
Refurbishment and Upgrade of Paddling Pools	214,550	212,132	214,550	0	0
HELP ME FIND SOMEWHERE TO LIVE					
Glencoe Capital Works	20,000	16,103	20,000	0	0
The Haven	250,000	237,782	250,000	0	0
COMMUNITY TOTAL	484,550	466,017	484,550	0	0
ECONOMY					
KEEP PLACE LOOKING GOOD					
Canal Basin and Quayside	1,840,220	1,840,220	1,840,220	0	0
Exhibition Way Bridge Maintenance	45,000	5,015	45,000	0	0
Replacement of Car Park Pay & Display Machines	230,000	183,229	230,000	0	0
Canal Bank Repairs & Strengthening	40,000	38,792	40,000	0	0
PROVIDE GREAT THINGS FOR ME TO SEE & DO					
Replace Running Track at Exeter Arena	790,000	582,967	790,000	0	0
Storage of Archives	49,720	25,099	49,720	0	0
DELIVER GOOD DEVELOPMENT					
Newcourt Community Hall (S106)	43,180	43,184	43,180	0	0
Newcourt Community Association Centre	69,750	33,506	61,750	0	0
Exe Water Sports Association (Grant Towards Build)	50,000	50,000	50,000	0	0
Paris Street Roundabout Landscaping & Sculptural Swift Tower	69,500	37,252	69,500	0	0
ECONOMY TOTAL	3,247,370	2,859,264	3,239,370	0	0
HRA					
HELP ME FIND SOMEWHERE TO LIVE					
COB Wave 2 - Rennes Car Park	831,553	198,025	206,653	624,900	0
COB Wave 2 - Newport Road	811,838	394,053	742,048	69,790	0
COB Wave 2 - Brookway (Whipton Methodist Church)	1,452,414	937,575	1,452,414	0	0
COB Wave 2 - Bennett Square	1,237,447	675,572	1,237,447	0	0
Phase 2 St Andrews Road	19,804	9,574	9,574	10,230	0
St Loyes Design Fees	529,190	232,844	275,190	254,000	0
HRA TOTAL	4,882,246	2,447,643	3,923,326	958,920	0
TOTAL CAPITAL BUDGET	8,614,166	5,772,924	7,647,246	958,920	0

APPENDIX 4

GENERAL FUND	2014-15 £	2015-16 £	2016-17 £	Future Years £	TOTAL £
CAPITAL RESOURCES AVAILABLE					
Usable Receipts Brought Forward					0
GF Capital Receipts	609,595	129,500			739,095
Revenue Contributions to Capital Outlay	27,500				27,500
Disabled Facility Grant	305,183	379,000	379,000	379,000	1,442,183
New Homes Bonus	153,890	364,270	3,000,000	500,000	4,018,160
Other - Grants/External Funding/Reserves/S106	519,686	68,429			588,115
Total Resources Available	1,615,854	941,199	3,379,000	879,000	6,815,053
GENERAL FUND CAPITAL PROGRAMME					
Capital Programme	10,445,260	4,812,580	4,888,330	9,109,330	29,255,500
Overspends/(Savings)	(51,890)				(51,890)
Slippage	(1,225,880)	1,225,880			0
Total General Fund	9,167,490	6,038,460	4,888,330	9,109,330	29,203,610

UNCOMMITTED CAPITAL RESOURCES:					
Capital Receipts Brought Forward	0	0	0	0	0
Resources in Year	1,615,854	941,199	3,379,000	879,000	6,815,053
Less Estimated Spend in Year	(9,167,490)	(6,038,460)	(4,888,330)	(9,109,330)	(29,203,610)
Borrowing Requirement	7,551,636	5,097,261	1,509,330	8,230,330	22,388,557
Uncommitted Capital Receipts	0	0	0	0	0

HOUSING REVENUE ACCOUNT	2014-15 £	2015-16 £	2016-17 £	TOTAL £
CAPITAL RESOURCES AVAILABLE				
Usable Receipts Brought Forward				2,057,869
Major Repairs Reserve Brought Forward				3,783,728
Other HRA Sales	173,360	0	0	173,360
RTB sales	1,250,000	1,000,000	500,000	2,750,000
Major Repairs Reserve	2,439,780	2,484,370	2,484,370	7,408,520
Revenue Contributions to Capital	5,339,345	5,771,928	4,689,075	15,800,348
External contributions	84,340	0	0	84,340
HCA funding	0	0	700,000	700,000
Commuted sums	42,353	1,784,867	1,972,780	3,800,000
Total Resources available	9,329,178	11,041,165	10,346,225	36,558,165
CAPITAL PROGRAMME				
HRA Capital Programme	12,723,080	11,537,493	10,017,466	34,278,039
December - Overspends / (Savings)	(219,477)			(219,477)
December - Slippage	(2,731,254)	1,784,165	921,378	(25,711)
Total Housing Revenue Account	9,772,349	13,321,658	10,938,844	34,032,851
UNCOMMITTED CAPITAL RESOURCES:				
Usable Receipts Brought Forward	2,057,869	898,025	1,398,025	2,057,869
Major Repairs Reserve Brought Forward	3,783,728	4,500,401	1,719,908	3,783,728
Resources in Year	9,329,178	11,041,165	10,346,225	30,716,568
Less Estimated Spend	(9,772,349)	(13,321,658)	(10,938,844)	(34,032,851)
Uncommitted Capital Resources	5,398,426	3,117,933	2,525,314	2,525,314
WORKING BALANCE RESOURCES:				
Balance Brought Forward	5,963,219	7,218,245	4,572,063	5,963,219
HRA Balance Transfer - Surplus/(Deficit)	1,255,026	(2,189,182)	851,770	(82,386)
Supplementary budgets to be requested		(457,000)		(457,000)
Balance Carried Forward	7,218,245	4,572,063	5,423,833	5,423,833
Balance Resolved to be Retained	(3,000,000)	(3,000,000)	(3,000,000)	(3,000,000)
	4,218,245	1,572,063	2,423,833	2,423,833
TOTAL AVAILABLE CAPITAL RESOURCES	9,616,671	4,689,996	4,949,147	4,949,147

REPORT TO SCRUTINY COMMITTEE - RESOURCES
Date of Meeting: 18 MARCH 2015
Report of: Assistant Director Finance
Title: Budget Monitoring Report to 31 December 2014

Is this a Key Decision?

No

Is this an Executive or Council Function?

No

1. What is the report about?

This report advises Members of any material differences to the revised budget in respect of Resources revenue budgets.

Potential areas of budgetary risk are also highlighted in this report, so that Members are aware that certain budgets have been identified as being vulnerable to factors beyond the control of the Council, which may result in potential deviations from budget, and are therefore subject to close monitoring by officers.

2. Recommendations:

That Members of Scrutiny Committee – Resources assure themselves that satisfactory actions are being undertaken by Officers to address the key areas of budgetary pressure highlighted in this report.

3. Reasons for the recommendation:

Local authorities have a statutory duty to set and monitor their budgets during the year and to take any actions necessary because of potential overspending or potential shortfalls in income. Members are therefore presented with a quarterly financial update in respect of Resources.

4. What are the resource implications including non financial resources

The financial resources required to deliver Resources Services during 2014/15 are set out in the body of this report.

5. Section 151 Officer comments:

This report has been prepared on behalf of the Section 151 Officer to set out the projected financial position of Resources Services as at 31 March 2015.

6. What are the legal aspects?

Part 2 of the Local Government Act 2003 provides the legislative framework for the process of setting and managing budgets. In particular, Section 28 of the 2003 Act requires local authorities to monitor their budgets during the financial year.

7. Monitoring Officer's comments:

This report raises no issues for the Monitoring Officer.

8. Report Details:

Resources Budget Monitoring to 31 December 2014

8.1 Key Variations from Budget

The current forecast suggests that net expenditure for this committee will decrease from the revised budget by a total of £381,090 after transfers from reserves and revenue

contributions to capital, as detailed in Appendix 1. This represents a variation of 6.55% from the revised budget. This includes supplementary budgets of £184,120.

8.2 The significant variations by management unit are:

MU Code	Management Unit	Over / (Underspend)	Detail
86A1	Revenue Collection/Benefits	(195,050)	<ul style="list-style-type: none"> Recovery of overpayments has been higher than anticipated Revenue contribution to capital expenditure upgrading the Capita system
86A4	Civic Ceremonials	13,990	<ul style="list-style-type: none"> The rental income budget in respect of the Guildhall will not be achieved due to a bad debt and a void period.
86A5	Democratic Representation	(280)	<ul style="list-style-type: none"> An identified saving will not be achieved in year (see Appendix 2). The above saving has been achieved by underspends on various pay and supplies and services budgets.
86A7	Unapportionable Overheads	(6,240)	<ul style="list-style-type: none"> Reduced pension costs of former employees
86B1	Financial Services	9,140	<ul style="list-style-type: none"> Underspend on pay due to vacancies; overspend on agency staff due to sickness cover. Additional expenditure on software licences
86B2	Internal Audit	(4,000)	<ul style="list-style-type: none"> Underspend on pay due to maternity offset by redundancy payment.
86B3	Human Resources	(7,280)	<ul style="list-style-type: none"> Delay in recruitment for vacancy
86B4	Legal Services	(52,130)	<ul style="list-style-type: none"> Savings on pay due to post not filled Additional income from legal expenses
86B5	Corporate Customer Services	(131,370)	<ul style="list-style-type: none"> Underspend on Civic Centre reactive repairs and electricity budget. Saving on Postage due to change of supplier. Underspend expected on Mayoralty expenses and Civic Hospitality budgets Additional income from Civic Centre rental spaces and solar panel income above budget
86B7	Strategic Management	(13,920)	<ul style="list-style-type: none"> Some support work now charged direct to services.

9. How does the decision contribute to the Council's Corporate Plan?

Resources budgets contribute to 3 key purposes, as set out in the Corporate Plan; maintain the assets of our city, well run Council and customer access to help me with my housing and financial problem.

10. What risks are there and how can they be reduced?

Areas of budgetary risk are highlighted in this report. The key areas of budgetary risks within Resources are attached as Appendix 2, for reference.

11. What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, community safety and the environment?

No impact

12. Are there any other options?

No

Assistant Director Finance

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

Background papers used in compiling this report:

None

Contact for enquiries:

Democratic Services (Committees)

Room 2.3

(01392) 265275

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**SCRUTINY COMMITTEE - RESOURCES
BUDGET MONITORING**

APRIL 2014 TO DECEMBER 2014

ACTUAL TO DATE			CODE	YEAR END FORECAST				
PROFILED BUDGET	ACTUAL TO DATE	VARIANCE TO DATE		APPROVED BUDGET	CURRENT OUTTURN FORECAST	CURRENT FORECAST VARIANCE	QUARTER 2 FORECAST VARIANCE	QUARTER 1 FORECAST VARIANCE
£	£	£		£	£	£	£	£
1,528,942	1,131,942	(397,000)	86A1	2,149,620	1,954,570	(195,050)	(97,500)	(7,500)
212,822	177,720	(35,102)	86A2	338,720	338,720	0	0	0
115,679	59,574	(56,105)	86A3	692,180	692,180	0	0	0
147,272	129,146	(18,126)	86A4	276,760	290,750	13,990	17,940	0
417,080	390,570	(26,510)	86A5	754,740	754,460	(280)	25,000	25,000
1,030,900	985,434	(45,466)	86A6	1,072,370	1,072,370	0	0	0
205,043	212,061	7,018	86A7	355,660	349,420	(6,240)	(6,240)	(6,240)
(4,362)	10,533	14,895	86A9	45,680	45,680	0	0	0
441,962	462,401	20,439	86B1	0	9,140	9,140	(9,240)	(9,240)
112,225	99,406	(12,819)	86B2	0	(4,000)	(4,000)	(7,530)	(7,530)
403,581	398,466	(5,115)	86B3	0	(7,280)	(7,280)	(7,280)	(7,280)
325,850	266,385	(59,465)	86B4	0	(52,130)	(52,130)	0	0
852,135	648,754	(203,381)	86B5	20,000	(111,370)	(131,370)	(20,000)	(15,000)
818,239	917,124	98,885	86B6	112,560	123,560	11,000	0	0
264,097	245,838	(18,259)	86B7	0	(13,920)	(13,920)	(15,280)	(15,280)
39,575	25,232	(14,343)	86B8	0	0	0	0	0
6,911,040	6,160,586	(750,454)	NET EXPENDITURE	5,818,290	5,442,150	(376,140)	(120,130)	(43,070)

VARIANCES ON TRANSFERS TO / (FROM) EARMARKED RESERVES

86A1 - Expenditure funded by Redundancy Reserve (12,450)

REVENUE CONTRIBUTION TO CAPITAL

86A1 - Contribution to Capita Upgrade 7,500

OVERALL FORECAST EXPENDITURE FOR THE YEAR AFTER MOVEMENTS TO/FROM RESERVES 5,437,200

REVISED BUDGETS 5,818,290

CURRENT FORECAST VARIANCE AFTER TRANSFERS TO/FROM RESERVES & CONTRIBUTIONS TO CAPITAL (381,090)

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AREAS OF BUDGETARY RISK

The table below identifies areas that have been identified as a budgetary risk within the Resources revenue budgets.

The revenue budget areas of risk are:

Budget Title	Approved Budget	Risk
Revenue Collection/Benefits – Housing Benefit Subsidy	£39,955,450	The Council administers nearly £40m 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.

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REPORT TO: SCRUTINY RESOURCES COMMITTEE
Date of Meeting: Scrutiny Resources Committee – 18th March 2015
Report of: Cllr Bull, Chair of the Social Media Task and Finish Group and
Champion for Community Engagement
Title: Social Media – interim report and recommendations

Is this a Key Decision?

No

Is this an Executive or Council Function?

Executive

1. What is the report about?

This report outlines the conclusion of this Task and Finish Group's investigations into the Council's current use of and presence through social media, providing an update to the Scrutiny Resources Committee together with recommendations for approval.

The Group were tasked with exploring whether the Council's current use of social media continues to enhance effective engagement with the local community, individuals and external organisations and to investigate whether any improvements were desirable or necessary. Members acknowledged the ever increasing importance of social media and its effective use which affords the Council a heightened profile and can enhance the speed in which the Council can respond to enquiries and deliver services.

2. Recommendations:

That the Scrutiny Resources Committee:-

- a) have the opportunity to consider and comment upon the findings of this Task and Finish Group;
- b) agree that social media training should be incorporated into the Councillors' induction training programme.
- c) acknowledge the finding that the Council's current use of and presence through social media is of a high standard and as such, no further improvements are considered necessary at this point in time.
- d) agree that this Task and Finish Group should meet once more in 9 months' time to review the position to see if it remains the same or whether there are any suggested improvements.
- e) agree that this Task and Finish Group will report back to the Scrutiny Resources Committee after October 2015 with a full update on the position together with any further recommendations.

3. Reasons for the recommendation:

- to recognise the work of this Task and Finish Group and invite its parent committee to comment upon findings.
- to ensure that the Council's use of and presence through social media is monitored.
- to look at ways to maximise the full potential of the Council's use of social media fulfilling criteria within the Corporate Plan, Core Strategy, Exeter Vision relating to community engagement - to tell people what is going on, listen and

respond to their views and provide the community with the information that they need in an instantaneous manner, developing and supporting citizen involvement and consulting more effectively whilst improving publicity and accessibility of events and providing more direct and quick resolutions to problems.

4. What are the resource implications including non financial resources:

None at present.

5. Section 151 Officer comments:

This report currently raises no issues for the Section 151 officer to consider at present.

6. What are the legal aspects?

None at present.

7. Monitoring officer Comments

This report currently raises no issues for the Monitoring officer to consider.

8. Report Details:

Following the Annual Scrutiny Work Programme meeting in July 2014, social media was highlighted as a priority area for Scrutiny Task and Finish Group investigation. The importance of social media and the Council's use of it is recognised, together with the need to review whether improvements could be made to current use and profile.

Membership of this Group consisted of:-

Cllr Bull (Chair and Champion for Community Engagement)
Cllr Baldwin
Cllr Mottram
Cllr Winterbottom
Cllr Morris
Cllr Brimble
Cllr Robson
Cllr Pearson

Council Officers:-

- Bruce Luxton, Corporate Manager, Policy/Communications/Community Engagement
- Sarah Selway, Democratic Services Manager (Committees)
- Anne-Marie Hawley, Scrutiny Programme Officer

Questions which the Group considered are detailed as follows:-

- What social media is available?
- What social media does the Council currently use and what is it used for?
- How effective is social media in relation to engagement with all local communities, individuals and external organisations?
- How can the effectiveness of social media be measured?
- Can the Council's current use of social media be improved and if so how?

The Corporate Manager, Policy/Communications/Community Engagement provided the Task and Finish Group with an overview addressing the social media landscape, the council's use of Twitter, the council's use of Facebook, measures of success, engaging with communities and future developments. The Group discussed these aspects and had the opportunity to ask questions, following which they decided that:-

1. The Group was generally content with the current direction and profile of the Council's use of social media so there was no reason to take the Group's enquiries any further at this stage.
2. Induction training on social media should be provided to all Councillors to not only cover the "do's and don'ts" but also what can be achieved through use of social media.
3. The group should reconvene in 6/9 month's time to review the position and see how the use of social media by the Council has evolved. The Corporate Manager, Policy/Communications/Community Engagement could provide the Group with an update and suggestions as to how it may be improved with consideration to available resources.

It was decided that a future meeting of the Group could consider such questions as:-

- What might be required from Members in so far as social media and its use is concerned?
- What else should the Council look to do through social media?
- Is there anything else that the Council could do that would be useful to enable improved engagement through social media?

9 What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, Economy safety and the environment?

Not applicable.

Cllr Bull, Champion for Community Engagement

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

Background papers used in compiling this report:

None

Contact for enquiries: Anne-Marie Hawley, Scrutiny Programme Officer

Democratic Services Department

Tel No: (01392) 265110

E-mail: anne-marie.hawley@exeter.gov.uk

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