

EXECUTIVE

Date: Tuesday 11 October 2016

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 Sarah Selway, Democratic Services Manager (Committees) on 01392 265275.

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

Membership -

Councillors Edwards (Chair), Bialyk, Bull, Denham, Hannaford, Leadbetter, Morse, Owen, Pearson and Sutton

Agenda

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 10 on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 1, 2, 3 and 4 of Part I, Schedule 12A of the Act.

4 Leisure Complex and Bus Station Programme Board Minutes - 12 September 2016

To receive the minutes of the Leisure Complex and Bus Station Programme Board – 12 September 2016.

(Pages 5 - 8)

5 Surrender Right To Buy Receipts

To consider the joint report of the Assistant Director Finance and Assistant Director Housing.

(Pages 9 - 16)

6 Capital Monitoring Statement to 30 June 2016

To consider the report of the Assistant Director Finance.

(Pages 17 - 36)

Corporate Services Scrutiny Committee considered the report at its meeting on 29 September 2016 and its comments will be reported.

7 Overview of the General Fund Budget 2016/17

To consider the report of the Assistant Director Finance.

(Pages 37 - 50)

Corporate Services Scrutiny Committee considered the report at its meeting on 29 September 2016 and its comments will be reported.

8 Pinhoe Community Hub

To consider the report of the Assistant Director Finance.

(Pages 51 - 52)

Corporate Services Scrutiny Committee considered the report at its meeting on 29 September 2016 and its comments will be reported.

9 Creation of a Full Time Union Representative Post

To consider the report of the Deputy Chief Executive.

(Pages 53 - 60)

Corporate Services Scrutiny Committee considered the report at its meeting on 29 September 2016 and its comments will be reported.

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.

10 Procurement organisational change restructure

To consider the report of the Assistant Director Finance.

(Pages 61
- 94)

Date of Next Meeting

The next scheduled meeting of the Executive will be held on **Tuesday 8 November 2016** at 5.30 pm in the Civic Centre.

A statement of the executive decisions taken at this meeting will be produced and published on the Council website as soon as reasonably practicable.

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.

Follow us:

www.twitter.com/ExeterCouncil

www.facebook.com/ExeterCityCouncil

Individual reports on this agenda can be produced in large print on request to Democratic Services (Committees) on 01392 265275.

This page is intentionally left blank

LEISURE COMPLEX AND BUS STATION PROGRAMME BOARD

Monday 12 September 2016

Present:-

Councillor Bialyk (Chair)
Councillors Denham, Edwards, Gottschalk, Mrs Henson and Prowse

Apologies:-

Councillor Wardle

Deputy Chief Executive, Client Lead Build, Project Manager - Leisure Operations,
Communications Consultant and Democratic Services Officer (Committees) (SLS)

Also Present

Mark Thomas – AFLS + P Architects
James Halse and Charles Hill – Arcadis Design and Consultancy
Justin Pickford – Baker Ruff Hannon
Iain McNeill – WSP Group Ltd

22

DECLARATIONS OF INTEREST

No declarations of discloseable pecuniary interest were made.

23

PRESENTATION - THE BUS STATION SCHEME (APPROVAL OF STAGE E DESIGN)

Members of the Design Team were in attendance to present the detail of RIBA Stage E design (the preparation of the technical design and specifications), in order to seek formal approval to progress the tendering process on the scheme.

Mark Thomas from AFLS + P Architects presenting the detail of the work achieved to reach RIBA Stage E design and the request to seek formal approval to progress through Control Point 4 of the redevelopment of the Bus Station Scheme. He outlined the work carried out since the last meeting of the Programme Board in July. This included the following:-

- submission of the reserved matters planning application for the Exeter Bus and Coach Station re-development area;
- submission of the discharge of planning conditions as applicable;
- development of the internal layout based on stakeholder feedback;
- development of the bus envelope and internal architectural design;
- development of above and below ground structure developed and coordination; and
- development of the mechanical and electrical services design; and in particular lighting design concepts;

The presentation which included an electronic 3D model provided a bird's eye view of the build, including the bus apron layout, main concourse, physical build and foundations / structural frame of the Bus Station. It also included the accommodation for the potential operator, public areas including some additional public seating area to better accommodate waiting passengers, and the public toilet

provision. A number of slides depicted models of the Bus Station, set within the overall site on Paris Street, as well as views from Street C, Bampfylde Street and relationship with the surrounding environ, and Block D of the Crown Estates retail unit. Some adjacent work in relation to the interface issues between the Block D unit of Crown Estates and St Sidwell's Point was also covered. The facility build continued to be designed to passivehaus standards.

Mark Thomas referred to ongoing discussions with the current operator Stagecoach and the Design Team's effort to ensure that their requirements were considered as representative of a potential operator of the facility. Although it was still the same fundamental space, there had been some changes to the operator's office including improvements to the ventilation and roof lighting to provide more natural illumination.

He also provided a summary of a combined engineering model, which included detail of the interfaces, substructure, utilities, services and drainage incorporating:-

- passivehaus standard
- natural and mechanical ventilation
- comfort cooling
- low temperature hot water (LTHW) heating cold water, and domestic hot water
- above ground drainage
- new substation, access within the plant room and high level access to build
- lighting
- IT/Data
- Security and access control
- CCTV and Wi-Fi

Mark Thomas confirmed that a non-structural timber solution would be used, as part of an air-tightness strategy and to better improve the overall quality aspirations. He also included detail of the foundations and structural frame and piled retaining wall along Block D boundary.

In terms of project delivery, the status remained as green, and was on budget. The Project Risk Register had been maintained throughout the scheme to identify any risk and consider the strategies needed for mitigation. The reserved matters planning application, which included all of the detail of the scheme, would be presented to a special meeting of the City Council's Planning Committee on 5th October 2016. Arcadis continued to work on the procurement aspects of the main contract, and they anticipated going out to tender very shortly, using the 'Exeter Sustainable Energy Efficient Developments' (EXEseed) contractor's framework, which would provide a delivery platform to connect with the right contractor, and would include the adjacent St Sidwells Point Leisure Centre. The end date of the project remained as December 2018. The Chair responded to a Member's comment who had sought assurances that there would be the availability and quality of skilled labourers at the time that building was due to take place.

RESOLVED that:-

- (1) following the presentation of Stage E/F1 Technical Design, formal approval for the Project Team progress through Control Point 4 in accordance with the Programme Boards' governance arrangements in relation to the Bus Station Project be made; and
- (2) formal approval to proceed to the next stage and the tender process.

DATE OF NEXT MEETING

The date of the next Leisure Complex and Bus Station Complex Board meeting would be identified to coincide with the programme gateway.

(The meeting commenced at 4.00 pm and closed at 4.25 pm)

Chair

This page is intentionally left blank

REPORT TO: EXECUTIVE AND COUNCIL
DATE OF MEETING: 11 OCTOBER 2016 AND 18 OCTOBER 2016
REPORT OF: Assistant Director Finance and Assistant Director Housing

TITLE: SURRENDER RIGHT TO BUY RECEIPTS

Is this a Key Decision?

Yes

Is this an Executive or Council Function?

Executive and Council

1. What is the report about?

On 27 June 2012 the Council signed up to an agreement with the Department of Communities and Local Government (DCLG) which enables the Council to retain certain receipts from the sale of properties under the Right-to-Buy scheme for reinvestment in replacement affordable housing locally.

This report sets out the issues facing the Council in its ability to continue meeting the terms and condition of that agreement and the options available.

2. Recommendations:

That Executive approves:

- 2.1 The retention of Right to Buy receipts are reviewed on a quarterly basis and that receipts are surrendered to DCLG or passed over to a housing association (subject to the relevant housing association satisfying the Council that any transferred funds would be used specifically to deliver new affordable housing for the benefit of Exeter residents in housing need) should it be identified that insufficient capital investment in replacement affordable housing can be made by the Council before they would otherwise need to be returned to DCLG.**

That Executive recommends to Council:

- 2.2 Delegated powers are given to the Assistant Director of Housing to opt to surrender Right to Buy (RTB) Receipts to DCLG or pass receipts over to a housing association, subject to prior consultation with the Assistant Director Finance and the Executive Member with Relevant Portfolio and that the Constitution is amended accordingly.**

3. Reasons for the recommendations:

It was resolved by Executive on 19 June 2012 that should it be identified that sufficient retained RTB receipts will not be spent before they would otherwise need to be returned to DCLG, that a report would be submitted back to Executive setting out the options available to the Council for consideration.

4. What are the resource implications including non financial resources

The resource implications are set out in the body of this report.

5. Section 151 Officer Comments:

The section 151 Officer agrees with the proposal. In order to protect the HRA from paying additional interest to the Government, at a rate that is significantly above what it can generate through investing the funds, it is appropriate to return the funds at the earliest opportunity. Where opportunities arise to use some of the funds, keeping the agreement open will enable this to happen.

6. What are the legal aspects?

On 27 June 2012 the Council entered into an agreement with the Department for Communities and Local Government under section 11(6) of the Local Government Act 2003 to retain certain Right to Buy receipts for investment in new affordable housing.

This report considers the options available to the Council in accordance with the terms of the agreement.

7. Monitoring Officer Comments:

The Monitoring officer has not had sight of the Agreement, was not party to the discussions with DCLG and therefore is not in a position to make any comment about the content of the report.

8. Report Details:

ONE-FOR-ONE REPLACEMENT AGREEMENT

8.1 Background

In April 2012 the Government raised the cap on Right to Buy discounts from £30,000 to £75,000 (the cap for the South West) and confirmed that local authorities could retain any additional RTB receipts generated as a result of the increased maximum RTB discount to fund the provision of replacement affordable homes in their area.

In order for local authorities to keep the additional receipts it was necessary to enter into an agreement with the Department of Communities and Local Government. Exeter City Council entered into such an agreement, referred to as the One-for-One replacement agreement, on 27 June 2012.

8.2 Key Terms of the One-for-One Replacement Agreement

In accordance with the terms of the agreement, the Council is permitted to retain its additional Right to Buy receipts to fund the provision of replacement homes, but;

- It must use the receipts for the provision of affordable rented homes
- It must spend those receipts within three years from the date the receipts were retained
- The retained Right to Buy receipts should not make up more than 30% of the total spend on replacement homes

- That if, after three years, any of those receipts are not used as set out above, it will repay the un-used sums plus compound interest at 4% over the base rate back to DCLG

8.3 Match Funding by the Council

The Council is expected to fund the remaining 70% investment in replacement homes from its own reserves or through borrowing serviced by the anticipated rental income from the new homes. It cannot include schemes that are partially or wholly funded by grant from the Homes and Communities Agency.

Unfortunately, for Exeter, it is not possible to take out any additional borrowing as it already has existing debt up to its 'debt cap'. Therefore the 70% match funding needs to be found from available capital resources and prioritised alongside needs to invest in existing housing stock and the provision of services. Given the external pressures on Housing Revenue Accounts coupled with the generous levels of discount, the match funding of Right to Buy is increasingly being seen as unachievable and as a consequence a number of local authorities have already withdrawn from the replacement agreement including Haringey and a number of other London authorities.

8.4 Pressure on the Housing Revenue Account

Officers have become increasingly aware that the financial pressure of match funding the retained Right to Buy receipts may become unsustainable to the Housing Revenue Account (HRA).

Recent Government announcements including the requirement to reduce social rents by 1% each year over the next four years have significantly reduced the amount of resources available for capital investment. This is further exacerbated by the proposed introduction of a 'higher value' vacant housing levy which has the potential to further destabilise the financial position of the HRA.

8.5 Current Financial Position

On a quarterly basis the Council is required to complete a return (HRA Pooling Return) to DCLG in respect of the number of RTB sales, the amount of RTB receipts it has retained, the cumulative amount it has spent on replacement homes and the number of starts on site/acquisitions.

The most recent return was completed as at 30 June 2016. The table below sets out the current financial position:

Total Retained RTB receipts	30%	£4,401,960
Required Match Funding	70%	£10,271,240
Total Required to be Spent by 30/6/2019	100%	£14,673,200
Less actual spend between start of agreement and 2015/16		(£4,966,379)
Less approved/committed investment in new housing		(£5,749,675)

(includes Rennes House car park & purchasing properties on the open market) 2016/17 to 2017/18		
Investment shortfall		£3,957,146

8.6 Competing Priorities

In order to ensure the HRA maintains prudent level of balances to take account of the potential level of financial risk facing the HRA in the medium term, its capital investment programme has been significantly curtailed. To this end, no budgetary provision has been made for investment in new affordable housing beyond 2017/18.

The Council's current policy is that the minimum level of the HRA working balance will remain at £4 million. Committing a further £3.9m investment in new affordable housing, as set out above, would require all the HRA's other available capital resources plus take the working balance down to £3.4m, unless savings could be identified elsewhere. Please refer to Appendix 1 which sets out the latest projections of available HRA resources.

9. OPTIONS AVAILABLE

There are several options available:

9.1 Keep One-for-One agreement in place and continue to fully retain all additional Right to Buy receipts

This is considered unaffordable at the present time, for the reasons set out above.

9.2 Keep One-for-One agreement in place but pass retained receipts to a housing association

As an alternative to the Council match funding the retained receipts, it is also possible for the Council to pass over the retained receipts to another body such as a housing association – but not a body in which the Council has a controlling interest. Under these circumstances the same terms and conditions would apply to the housing association in that it:

- Must use the receipts for the provision of affordable rented homes
- Must spend those receipts within three years from the date the receipts were retained
- The passed over Right to Buy receipts should not make up more than 30% of the total spend on replacement homes
- Must provide match funding from its own resources or through borrowing

In passing over receipts to a housing association the Council must ensure that they are used for the provision of social housing for the benefit of the Authority, which means that the housing needs to be situated in the area of the Authority or the Authority must own or have nomination rights in respect of the housing.

9.3 Terminate One-for-One Replacement Agreement

The agreement could be terminated. The Council would be unable to retain any additional Right to Buy receipts in the future and the receipts would be fully repaid to DCLG for passing to the Homes and Communities Agency for allocation nationally (which the authority could bid for).

This would remove the Council's flexibility to retain RTB receipts in the event that investment in affordable housing was deemed affordable again and would necessitate the signing of a new agreement.

9.4 Keep One-for-One agreement in place but opt to surrender additional receipts on a quarterly basis

Future additional RTB receipts could be repaid (fully or partially) by reporting to DCLG the amount the Council has chosen not to retain via the quarterly return. The Council would then retain the ability to keep future receipts when/if investment in replacement housing becomes affordable/prioritised in the HRA Capital Programme. It would still be required to incur sufficient investment for the receipts retained to date, plus match fund any receipts partially retained.

9.5 Re-pay Retained Receipts Early

On the basis that the Council already has a £3.9m gap between its planned investment in affordable housing and the amount it is obliged to spend based on receipts retained to date, the Council could consider re-paying some of the receipts it has already kept. These receipts would need to be repaid with compound interest charged at 4% above base rate.

In order to re-align with current investment plans, the Council would need to repay £1.187m to the Government plus interest (approx. £21k).

10. PREFERRED OPTION / SUMMARY

In order to bridge the gap between the Council's current investment plans and the amount it is required to spend on affordable housing, based on receipts retained to date, it would be advisable to either repay £1.187m to DCLG or pass the receipts over to a housing association. This would minimise the interest penalties to the Council.

Moving forward, it is advisable that RTB receipts are also surrendered back to DCLG or passed over to a housing association until such time as investment in replacement affordable housing is deemed affordable by the Council and prioritised in the HRA's Capital Programme.

The decision to surrender RTB receipts or to pass them over to a housing association would be made under delegated powers.

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

The Housing Revenue Account contributes to two key purposes, as set out in the Corporate Plan; help me find somewhere suitable to live and maintain our property assets. Effective management of the One-for-One Replacement agreement will help to protect the HRA's financial position in order to support its contribution to the Corporate Plan.

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

It is not permissible for the HRA to go into an overall financial deficit position and the level of investment required in respect of new affordable housing is currently not deemed affordable by the HRA at the levels required in accordance with the One-for-One Replacement Agreement. Early recognition of this issue will ensure that the interest penalties for failure to spend sufficient retained RTB receipts will be minimised.

13. 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

14. Are there any other options?

No

**Assistant Director Finance
Assistant Director Housing**

**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

APPENDIX 1

HRA AVAILABLE RESOURCES

HOUSING REVENUE ACCOUNT	2016-17 £	2017-18 £	2018-19 £	2019-20 £	TOTAL £
CAPITAL RESOURCES AVAILABLE					
Usable Receipts Brought Forward					2,898,176
Major Repairs Reserve Brought Forward					6,310,319
Other HRA Sales	0	0	0	0	0
RTB sales	750,000	500,000	500,000	500,000	2,250,000
Major Repairs Reserve	2,733,638	2,733,638	2,733,638	2,733,638	10,934,552
Revenue Contributions to Capital	4,689,075	6,496,642	4,496,555	2,500,000	18,182,272
External contributions	199,618	275,134	0	0	474,752
HCA funding	705,000	705,000	0	0	1,410,000
Commuted sums	3,589,118	2,827,014	159,883	0	6,576,015
Total Resources available	12,666,449	13,537,428	7,890,076	5,733,638	49,036,086
CAPITAL PROGRAMME					
HRA Capital Programme	16,929,819	17,166,222	7,897,964	5,362,221	47,356,226
June - Overspends / (Savings)	18,135				18,135
June - Slippage / Re-profiling	(2,443,410)	2,443,410			0
Total Housing Revenue Account	14,504,544	19,609,632	7,897,964	5,362,221	47,374,361
UNCOMMITTED CAPITAL RESOURCES:					
Usable Receipts Brought Forward	2,898,176	3,148,176	560,492	60,492	2,898,176
Major Repairs Reserve Brought Forward	6,310,319	4,222,224	737,704	1,229,816	6,310,319
Resources in Year	12,666,449	13,537,428	7,890,076	5,733,638	39,827,591
Less Estimated Spend	(14,504,544)	(19,609,632)	(7,897,964)	(5,362,221)	(47,374,361)
Uncommitted Capital Resources	7,370,400	1,298,196	1,290,308	1,661,725	1,661,725
WORKING BALANCE RESOURCES:					
Balance Brought Forward	7,068,670	6,900,357	4,945,307	4,588,042	7,068,670
HRA Balance Transfer - Surplus/(Deficit)	(142,125)	(1,880,050)	(357,265)	1,101,875	(1,277,565)
June forecast overspend	(26,188)				(26,188)
Supplementary budget		(75,000)			(75,000)
Balance Carried Forward	6,900,357	4,945,307	4,588,042	5,689,917	5,689,917
Balance Resolved to be Retained	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)
	2,900,357	945,307	588,042	1,689,917	1,689,917
TOTAL AVAILABLE CAPITAL RESOURCES	10,270,757	2,243,503	1,878,350	3,351,642	3,351,642

This page is intentionally left blank

REPORT TO CORPORATE SERVICES SCRUTINY COMMITTEE,
EXECUTIVE AND COUNCIL
Date of Meeting: Corporate Services Scrutiny - 29 September 2016
Executive - 11 October 2016
Council - 18 October 2016
Report of: Assistant Director Finance
Title: Capital Monitoring Statement to 30 June 2016

Is this a Key Decision?

No

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 Corporate Services Scrutiny Committee notes and Council approves:

- (i) **The revision of the annual capital programme to reflect the reported variations detailed in 8.4 and 8.5**
- (ii) **The additions to the capital programme detailed in 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 30 June 2016.

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 to concern the Monitoring Officer.

8. Report Details:

CAPITAL MONITORING STATEMENT TO 30 JUNE 2016

8.1 REVISIONS TO THE CAPITAL PROGRAMME

The 2016/17 Capital Programme, including commitments brought forward from 2015/16, was last reported to Corporate Services Scrutiny Committee on 29 June 2016. Since that meeting the following changes have been made that have increased the programme:

Description	£	Approval/Funding
Capital Programme, as reported to Corporate Services Scrutiny Committee, 29 June 2016	31,343,030	
Play Area Refurbishments	48,460	S106 Funding and Interest
Disabled Facilities Grants	292,330	Additional funding awarded from the Better Care Fund
eFinancials - Version 5	50,000	Approved by Council 26 July 2016
Canal Pontoon	26,220	Funding awarded by ECQT
Idox	75,700	Approved by Council 15 December 2015 (Strata Joint Executive Committee 24 November 2015)
Revised Capital Programme	31,835,740	

8.2 PERFORMANCE

The revised capital programme for the current financial year is £31.836 million. During the first three months of the year the Council spent £2.167 million on the programme, which equates to 6.8% of the revised programme. This compares with £1.534 million (6.6%) being spent in the first three months of 2015/16.

The current programme is detailed in Appendix 1. The Appendix shows a total forecast spend for 2016/17 of £23.140 million with £7.765 million of the programme potentially being deferred to 2017/18 and beyond.

Appendix 2 shows the approved budgets for 2017/18 with the proposed 2016/17 budget to be carried forward to 2017/18 and beyond for Executive and Council 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 2016/17 are £4.053 million. An estimated spend of £8.635 million is required of which £4.582 million will have to be funded from borrowing. The available capital resources for the HRA for 2016/17 are £21.875 million. An estimated spend of £14.505 million is required leaving £7.370 million to be

carried forward into 2017/18. 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 £
New Receipts	0	902,010
Less HRA Pooling		(107,536)
Balance as at 30 June 2016	0	794,474

8.4 EXPENDITURE VARIANCES

The main variances and issues concerning expenditure in 2016/17 are:

Scheme	Estimated Overspend / (Underspend) £	Reason
Northbrook Flood Alleviation	(498,130)	This scheme is dependent on partner funding which has not been forthcoming, therefore it is unlikely this scheme will go ahead in the near future.
Replace Car Park Ticket Machines	9,521	More fibre connections than originally anticipated were required in order to complete the project.
RAMM Development	(382,380)	It is unlikely that this budget will now be required.
City Centre Enhancements – TV Screens	(40,000)	Despite extensive research a suitable location could not be found.
Heavitree Environmental Improvements	(22,880)	Agreement on this S106 funded scheme has not been reached with local groups.
eTendering System	(15,000)	A less expensive solution will be purchased from revenue.
Other Works	7,881	Additional health and safety measures at Faraday House including the provision of a roof guard-rail have resulted in a minor overspend against these two budget headings.
Faraday House Roof Replacement	3,254	

Lift Replacement at 98 Sidwell Street	7,000	Delays associated with undertaking leasehold flat consultation has required seeking revised quotations and a forecast overspend is reported due to contract price rises. Works are expected to start on site week commencing 15 August.
---------------------------------------	-------	---

8.5 SCHEMES TO BE DEFERRED TO 2017/18 AND BEYOND

Schemes which have been identified as being wholly or partly deferred to 2017/18 and beyond are:

Scheme	16/17 Budget £	Budget to be Deferred £	Reason
Newcourt Community Hall (Grant)	36,240	20,000	The Community Association are making the funds stretch further than originally envisaged.
Newtown Community Centre (1 st Grant)	50,000	50,000	Efforts are continuing to raise sufficient funds from elsewhere.
Newtown Community Centre (2 nd Grant)	46,750	46,750	
Bus Station Complex	6,126,240	5,029,660	The budget has now been re-profiled in-line with projected expenditure.
Leisure Complex – Build Project	1,538,210	175,410	This is a minor re-profiling of the budget.
Energy Conservation	86,000	20,000	A £20k contribution towards the placement of solar panels at the new Rennes House car park development will not be required until 2017/18 as it will form part of the later stages of the project.
Rennes House Structural Works	400,000	400,000	Significant works are not expected to be undertaken until 2017/18 whilst consultants carryout an options appraisal including potential grant funding for energy conservation measures.

Common Area Footpath/Wall Improvements	2,244,050	1,300,000	Surveys of 2/3rds of HRA footpaths and walls have been completed to date and works identified for 2016/17 total £944,050. The remaining budget will be deferred into 2017/18 until all the surveys have been completed and the full extent of improvement works have been established. A budgetary risk has been highlighted due to the uncertainty of outstanding survey results.
Electrical Re-wiring	1,768,100	590,000	The contract for programmed electrical testing and remedial works commenced from 1 August with slippage of £300k into 2017/18 forecast. Further slippage of £290k is expected in respect of electrical repairs to communal areas whilst capacity of the in-house electricians is reviewed.
COB Wave 2 – Rennes House car park	2,466,060	33,410	The budget for the development of this site has been re-profiled in accordance with the latest cash-flow projections. Minor slippage of the main scheme has occurred whilst ancillary works to install a new substation were completed. The next key stage is the demolition of the existing car park which is scheduled for mid-August.
Acquisition of Social Housing	416,810	100,000	The acquisition of 3 new affordable housing units are expected to complete this financial year. Further spend of this budget is pending Section 106 negotiations and slippage into 2017/18 is expected.

8.6 ACHIEVEMENTS

The following schemes have been completed during the first quarter of 2016/17:

- **Replace Car Park Ticket Machines**

A new parking control system to replace the failing one at Guildhall and Mary Arches Street car parks has been installed with the additional benefit of automated links to John Lewis car park and St Stephens Control Centre.

Reusable plastic discs have replaced expensive paper/card ones and will net revenue savings over the course of the life of the equipment (7-8 years).

Newer more reliable equipment enhances customer experience. Alterations to the entrance and exit at Guildhall means the middle lane can be utilised for maximum benefit to traffic flow (e.g. two lanes in and one lane out during the morning changing to one lane in and two lanes out during the afternoon, or

when circumstances dictate). These sites take approximately £2.2 million income per year.

- **Repair to Turf Lock Gates**

The outer gates of the canal into the estuary had not been refurbished for 25 years and were becoming unstable. These were lifted out, rebuilt and replaced.

8.7 ADDITIONS TO THE CAPITAL PROGRAMME

- **Railway Arches at Riverside, Cowick Street (£50,000)**

Under Section 21 of Financial Regulations regarding Urgency the decision was made on 8 August 2016 to approve £50,000 emergency capital funding for improvements to the railway arches at Riverside in order to prevent unauthorised access to the under-space of the arches and the south access strip of land between the arches and the rear gardens of Beaufort Road.

- **Farmers Market Electricity Supply (additional £10,000)**

£20,000 has previously been approved by Council in order to provide a permanent electricity supply to the Farmers Market and any other markets located at the junction of Fore Street and South Street. The scheme has now been tendered and the prices are £10,000 higher than the original estimates, mainly due to DCC's requirement for a more stringent bollard specification to match those already installed.

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 30 JUNE 2016

	2016/17 Capital Programme	2016/17 Spend to 30 June	2016/17 Forecast Spend	2016/17 Budget to be Carried Forward to 2017/18 and Beyond	2016/17 Programme Variances (Under)/Over
	£	£	£	£	£
PEOPLE					
HELP ME FIND SOMEWHERE TO LIVE					
Disabled Facility Grants	664,290	174,965	664,290		
Warm Up Exeter/PLEA Scheme	163,650	6,621	163,650		
Wessex Loan Scheme	112,260	42,337	112,260		
WHIL Empty Properties	189,000	0	189,000		
The Haven	5,340	0	5,340		
Temporary Accommodation Purchase	300,000	0	300,000		
PEOPLE TOTAL	1,434,540	223,922	1,434,540	0	0

	2016/17 Capital Programme	2016/17 Spend to 30 June	2016/17 Forecast Spend	2016/17 Budget to be Carried Forward to 2017/18 and Beyond	2016/17 Programme Variances (Under)/Over
	£	£	£	£	£
PLACE					
KEEP PLACE LOOKING GOOD					
Play Area Refurbishments	153,830	0	153,830		
Topsham Recreation Ground	3,530	0	3,530		
Rougemont Gardens - Path & Railings	37,000	0	37,000		
Exhibition Way Bridge Maintenance	39,580	0	39,580		
Canal Bank Repairs & Strengthening	1,060	1,111	5,748		4,688
Northbrook Flood Alleviation Scheme	498,130	0	0		(498,130)
Repair to Turf Lock Gates	35,320	30,632	30,632		(4,688)
Repair Canal Bank at M5	44,550	0	44,550		
Replace Car Park Ticket Machines	200,000	209,521	209,521		9,521
Queen's Crescent CPO	18,000	0	18,000		
Canal Pontoon	26,220	0	26,220		
KEEP ME/MY ENVIRONMENT SAFE & HEALTHY					
Heavitree Church Retaining Wall	55,000	0	55,000		
Northernhay Driveway	60,000	0	60,000		
Vehicle Replacement Programme	600,000	170,873	600,000		
Mincinglake Reed Beds and Storage Ponds	6,530	0	6,530		
Guildhall, John Lewis & Mary Arches MSCP Fire Alarms	90,000	0	90,000		
Car Park Surfacing - Haven Road	30,000	0	30,000		
Replace Lifts at Mary Arches MSCP	100,000	0	100,000		
Budlake Road Resurfacing	50,000	0	50,000		
Farmers Market Electricity Supply	20,000	0	20,000		

	2016/17 Capital Programme	2016/17 Spend to 30 June	2016/17 Forecast Spend	2016/17 Budget to be Carried Forward to 2017/18 and Beyond	2016/17 Programme Variances (Under)/Over
	£	£	£	£	£
PROVIDE GREAT THINGS FOR ME TO SEE & DO					
Sports Facilities Refurbishment	92,550	0	92,550		
RAMM Development	382,380	0	0		(382,380)
Passenger Lift at RAMM	45,000	1,120	45,000		
RAMM Shop	65,500	0	65,500		
Livestock Centre Roof Replacement	7,380	0	7,380		
City Centre Enhancements - TV Screens	40,000	0	0		(40,000)
St Nicholas Priory	115,000	0	115,000		
MAINTAIN THE ASSETS OF OUR CITY					
RAMM Roof	68,500	0	68,500		
DELIVER GOOD DEVELOPMENT					
Newcourt Community Hall (S106)	5,920	2,155	5,920		
Newcourt Community Hall (Grant)	36,240	0	16,240	20,000	
Newtown Community Centre (1st Grant)	50,000	0	0	50,000	
Newtown Community Centre (2nd Grant)	46,750	0	0	46,750	
Countess Wear - Village Hall	75,000	31,996	75,000		
Beacon Heath Martial Arts & Boxing Club - New Roof	20,810	4,508	20,810		
Devonshire Place (Landscaping)	350	0	350		
Alphington Village Hall (Repairs & Extension)	50,000	21,975	50,000		
St Sidwells Community Centre	22,380	10,920	22,380		
Heavitree Environmental Improvements	22,880	0	0		(22,880)
Ibstock Environmental Improvements	1,400	0	1,400		
Bus Station Construction	6,126,240	125,327	1,096,577	5,029,663	
Leisure Complex - Build Project	1,538,210	362,700	1,362,798	175,412	
PLACE TOTAL	10,881,240	972,838	4,625,546	5,321,825	(933,869)

	2016/17 Capital Programme	2016/17 Spend to 30 June	2016/17 Forecast Spend	2016/17 Budget to be Carried Forward to 2017/18 and Beyond	2016/17 Programme Variances (Under)/Over
	£	£	£	£	£
CORPORATE SERVICES					
WELL RUN COUNCIL					
Annual Contribution to Strata	53,900	53,904	53,900		
Idox System for Planning	129,610	0	129,610		
HR System	67,130	0	67,130		
Convergence Projects	142,960	0	142,960		
eFinancials - Version 5	100,000	0	100,000		
Guildhall Wi-Fi	17,000	12,755	17,000		
Customer Contact Platform	205,000	118,000	205,000		
eTendering System	15,000	0	0		(15,000)
Invest to Save Opportunities	100,000	0	100,000		
Civic Centre Replacement Doors	15,000	484	15,000		
Energy Saving Projects	1,644,550	4,344	1,644,550		
Capitalised Staff Costs	100,000	0	100,000		
CORPORATE SERVICES TOTAL	2,590,150	189,487	2,575,150	0	(15,000)

	2016/17 Capital Programme	2016/17 Spend to 30 June	2016/17 Forecast Spend	2016/17 Budget to be Carried Forward to 2017/18 and Beyond	2016/17 Programme Variances (Under)/Over
	£	£	£	£	£
HRA					
INVESTMENT IN EXISTING STOCK					
Adaptations	450,000	135,301	450,000		
Rendering of Council Dwellings	19,390	0	19,390		
Environmental Improvements - General	30,000	80	30,000		
Re-roofing	136,500	0	136,500		
Energy Conservation	106,000	0	86,000	20,000	
LAINGS Refurbishments	1,219,300	8,605	1,219,300		
Kitchen Replacement Programme	348,610	53,568	348,610		
Bathroom Replacement Programme	308,280	55,194	308,280		
Other Works	16,070	23,951	23,951		7,881
Fire Precautionary Works to Flats	250,000	49,347	250,000		
Communal Areas	48,820	0	48,820		
Structural Repairs	55,000	0	55,000		
Rennes House Structural Works	529,090	13,238	129,090	400,000	
Common Area Footpaths/Wall Improvements	2,244,050	87,156	944,050	1,300,000	
Lift Replacement - 98 Sidwell Street	56,000	18,933	63,000		7,000
Soil Vent Pipe Replacement	25,000	0	25,000		
Electrical Central Heating	18,750	0	18,750		
Faraday House Roof Replacement	3,770	7,024	7,024		3,254
Electrical Re-wiring	1,768,100	65,966	1,178,100	590,000	
Central Heating Programme	50,000	2,902	50,000		
Boiler Replacement Programme	145,090	30,044	145,090		
Fire Alarm Replacement - Russet House	30,000	0	30,000		
Fire Risk Assessment Works	60,000	0	60,000		
New Water Mains at Whipton Barton House	50,000	0	50,000		
Re-roofing Replacement Works - Shilhay	660,000	0	660,000		

	2016/17 Capital Programme	2016/17 Spend to 30 June	2016/17 Forecast Spend	2016/17 Budget to be Carried Forward to 2017/18 and Beyond	2016/17 Programme Variances (Under)/Over
	£	£	£	£	£
INFORMATION TECHNOLOGY					
Replacement Housing Management System	125,000	0	125,000		
PROVISION OF NEW COUNCIL HOMES					
Social Housing Acquisitions - Section 106	416,810	0	316,810	100,000	
Social Housing Acquisitions - Open Market	1,000,000	0	1,000,000		
COB Wave 2 - Rennes Car Park	2,466,060	79,974	2,432,650	33,410	
St Loyes Extracare Scheme	4,294,120	149,273	4,294,120		
HRA TOTAL	16,929,810	780,556	14,504,535	2,443,410	18,135
TOTAL CAPITAL BUDGET	31,835,740	2,166,803	23,139,771	7,765,235	(930,734)

BUDGETS CARRIED FORWARD TO 2017/18 AND BEYOND

	2017/18 Budget as per Budget Book	Proposed Budget Carried Forward to 2016/17 and Beyond at Qtr 1	Total 2017/18 Budget	2018/19 as per Budget Book/Council Approvals
	£	£	£	£
PEOPLE				
HELP ME FIND SOMEWHERE TO LIVE				
Disabled Facility Grants	379,000	0	379,000	379,000
PEOPLE TOTAL	379,000	0	379,000	379,000
PLACE				
KEEP ME/MY ENVIRONMENT SAFE & HEALTHY				
Vehicle Replacement Programme	400,000	0	400,000	400,000
PROVIDE GREAT THINGS FOR ME TO SEE & DO				
Sports Facilities Refurbishment	56,430	0	56,430	56,430
Newcourt Community Hall (Grant)		20,000	20,000	
Newtown Community Centre (1st Grant)		50,000	50,000	
Newtown Community Centre (2nd Grant)		46,750	46,750	
Bus Station Construction		5,029,663	3,806,523	1,223,140
Leisure Complex - Build Project	8,000,000	175,412	14,937,752	5,313,577
PLACE TOTAL	8,456,430	5,321,825	19,317,455	6,993,147

	2017/18 Budget as per Budget Book	Proposed Budget Carried Forward to 2016/17 and Beyond at Qtr 1	Total 2017/18 Budget	2018/19 as per Budget Book/Council Approvals
	£	£	£	£
CORPORATE SERVICES				
WELL RUN COUNCIL				
Annual Contribution to Strata	53,900	0	53,900	53,900
Idox System for Planning	18,700	0	18,700	
Customer Contact Platform	45,000	0	45,000	30,000
Capitalised Staff Costs	100,000	0	100,000	100,000
CORPORATE SERVICES TOTAL	217,600	0	217,600	183,900
HRA				
INVESTMENT IN EXISTING STOCK				
Adaptations	450,000	0	450,000	450,000
Environmental Improvements - General	40,000	0	40,000	40,000
Re-roofing	1,190,300	0	1,190,300	1,205,906
Energy Conservation	25,000	20,000	45,000	25,000
LAINGS Refurbishments	1,602,437	0	1,602,437	69,206
Kitchen Replacement Programme	452,200	0	452,200	458,200
Bathroom Replacement Programme	363,400	0	363,400	367,400
Other Works	50,000	0	50,000	0
Fire Precautionary Works to Flats	250,000	0	250,000	0
Communal Areas	412,029	0	412,029	454,731
Rennes House Structural Works	1,400,000	400,000	1,800,000	2,100,000
Common Area Footpaths/Wall Improvements	500,000	1,300,000	1,800,000	250,000
Soil Vent Pipe Replacement	25,500	0	25,500	26,000
Electrical Central Heating	19,125	0	19,125	19,507
Electrical Re-wiring	888,000	590,000	1,478,000	976,320
Central Heating Programme	167,535	0	167,535	170,885

	2017/18 Budget as per Budget Book	Proposed Budget Carried Forward to 2016/17 and Beyond at Qtr 1	Total 2017/18 Budget	2018/19 as per Budget Book/Council Approvals
	£	£	£	£
Boiler Replacement Programme	357,000	0	357,000	364,000
Fire Risk Assessment Works	409,000	0	409,000	
Window Replacements	746,002	0	746,002	760,922
INFORMATION TECHNOLOGY				
Replacement Housing Management System	125,000	0	125,000	
PROVISION OF NEW COUNCIL HOMES				
Social Housing Acquisitions - Section 106	690,000	100,000	790,000	
COB Wave 2 - Rennes Car Park	1,176,800	33,410	1,210,210	
St Loyes Extracare Scheme	5,826,893	0	5,826,893	148,110
HRA TOTAL	17,166,221	2,443,410	19,609,631	7,886,187
TOTAL CAPITAL BUDGET	26,219,251	7,765,235	39,523,686	15,442,234

CAPITAL SCHEMES SPANNING MORE THAN ONE FINANCIAL YEAR

	Total Capital Budget to end of 2016/17	Total Spend Up to 30 June 2016	2016/17 Budget to be Carried Forward to 2017/18 and Beyond	2016/17 Programme Variances (Under)/Over
	£	£	£	£
PEOPLE				
HELP ME FIND SOMEWHERE TO LIVE				
The Haven	250,000	244,654	0	0
PEOPLE TOTAL	250,000	244,654	0	0
PLACE				
KEEP PLACE LOOKING GOOD				
Topsham Recreation Ground	56,730	53,177	0	0
Rougemont Gardens - Path & Railings	50,000	13,000	0	0
Exhibition Way Bridge Maintenance	45,000	5,415	0	0
Repair to Turf Lock Gates	150,000	145,314	0	(4,688)
Repair Canal Bank at M5	60,000	15,451	0	0
KEEP ME/MY ENVIRONMENT SAFE & HEALTHY				
Mincinglake Reed Beds and Storage Ponds	28,350	21,820	0	0
PROVIDE GREAT THINGS FOR ME TO SEE & DO				
RAMM Shop	68,000	2,500	0	0
Livestock Centre Roof Replacement	1,250,000	1,242,624	0	0
DELIVER GOOD DEVELOPMENT				
Newcourt Community Hall (S106)	61,784	58,017	0	0
Newcourt Community Hall (Grant)	69,750	33,506	20,000	0
Newtown Community Centre (2nd Grant)	50,000	3,238	46,750	0
Beacon Heath Martial Arts & Boxing Club - New Roof	21,810	5,508	0	0
Devonshire Place (Landscaping)	13,695	13,345	0	0
St Sidwells Community Centre	40,006	28,547	0	0
Bus Station Construction	6,250,000	249,083	5,029,663	0
Leisure Complex - Build Project	3,000,000	1,824,492	175,412	0
PLACE TOTAL	11,215,125	3,715,038	5,271,825	(4,688)

	Total Capital Budget to end of 2016/17	Total Spend Up to 30 June 2016	2016/17 Budget to be Carried Forward to 2017/18 and Beyond	2016/17 Programme Variances (Under)/Over
	£	£	£	£
HRA				
PROVISION OF NEW COUNCIL HOMES				
COB Wave 2 - Rennes Car Park	2,733,971	347,885	33,410	0
St Loyes Extracare Scheme	4,863,226	718,379	0	0
HRA TOTAL	7,597,197	1,066,264	33,410	0
TOTAL CAPITAL BUDGET	19,062,322	5,025,956	5,305,235	(4,688)

APPENDIX 4

GENERAL FUND	2016-17 £	2017-18 £	2018-19 £	Future Years £	TOTAL £
CAPITAL RESOURCES AVAILABLE					
GF Capital Receipts	97,351	2,250,000	4,000,000		6,347,351
Disabled Facility Grant	671,330	379,000	379,000	379,000	1,808,330
New Homes Bonus	1,547,565	12,368,095			13,915,660
Community Infrastructure Levy	1,096,577	4,366,700	2,536,723		8,000,000
Other - Grants/External Funding/Reserves/S106	192,356				192,356
Total Resources Available	3,605,179	19,363,795	6,915,723	379,000	30,263,697
GENERAL FUND CAPITAL PROGRAMME					
Capital Programme	14,905,930	16,128,950	6,019,330	989,330	38,043,540
Overspends/(Savings)	(948,869)				(948,869)
Slippage	(5,321,825)	3,785,105	1,536,720		0
Total General Fund	8,635,236	19,914,055	7,556,050	989,330	37,094,671

UNCOMMITTED CAPITAL RESOURCES:					
Capital Receipts Brought Forward	447,634	0	0	0	447,634
Resources in Year	3,605,179	19,363,795	6,915,723	379,000	30,263,697
Less Capital Receipts to carry forward	0	0	0	0	0
Less Estimated Spend in Year	(8,635,236)	(19,914,055)	(7,556,050)	(989,330)	(37,094,671)
Borrowing Requirement	4,582,422	550,260	640,327	610,330	6,383,339
Uncommitted Capital Receipts	0	0	0	0	0

HRA AVAILABLE RESOURCES

HOUSING REVENUE ACCOUNT	2016-17 £	2017-18 £	2018-19 £	2019-20 £	TOTAL £
CAPITAL RESOURCES AVAILABLE					
Usable Receipts Brought Forward					2,898,176
Major Repairs Reserve Brought Forward					6,310,319
Other HRA Sales	0	0	0	0	0
RTB sales	750,000	500,000	500,000	500,000	2,250,000
Major Repairs Reserve	2,733,638	2,733,638	2,733,638	2,733,638	10,934,552
Revenue Contributions to Capital	4,689,075	6,496,642	4,496,555	2,500,000	18,182,272
External contributions	199,618	275,134	0	0	474,752
HCA funding	705,000	705,000	0	0	1,410,000
Commuted sums	3,589,118	2,827,014	159,883	0	6,576,015
Total Resources available	12,666,449	13,537,428	7,890,076	5,733,638	49,036,086
CAPITAL PROGRAMME					
HRA Capital Programme	16,929,819	17,166,222	7,897,964	5,362,221	47,356,226
June - Overspends / (Savings)	18,135				18,135
June - Slippage / Re-profiling	(2,443,410)	2,443,410			0
Total Housing Revenue Account	14,504,544	19,609,632	7,897,964	5,362,221	47,374,361
UNCOMMITTED CAPITAL RESOURCES:					
Usable Receipts Brought Forward	2,898,176	3,148,176	560,492	60,492	2,898,176
Major Repairs Reserve Brought Forward	6,310,319	4,222,224	737,704	1,229,816	6,310,319
Resources in Year	12,666,449	13,537,428	7,890,076	5,733,638	39,827,591
Less Estimated Spend	(14,504,544)	(19,609,632)	(7,897,964)	(5,362,221)	(47,374,361)
Uncommitted Capital Resources	7,370,400	1,298,196	1,290,308	1,661,725	1,661,725
WORKING BALANCE RESOURCES:					
Balance Brought Forward	7,068,670	6,900,357	4,945,307	4,588,042	7,068,670
HRA Balance Transfer - Surplus/(Deficit)	(142,125)	(1,880,050)	(357,265)	1,101,875	(1,277,565)
June forecast overspend	(26,188)				(26,188)
Supplementary budget		(75,000)			(75,000)
Balance Carried Forward	6,900,357	4,945,307	4,588,042	5,689,917	5,689,917
Balance Resolved to be Retained	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)
	2,900,357	945,307	588,042	1,689,917	1,689,917
TOTAL AVAILABLE CAPITAL RESOURCES	10,270,757	2,243,503	1,878,350	3,351,642	3,351,642

This page is intentionally left blank

REPORT TO CORPORATE SERVICES SCRUTINY COMMITTEE

Date of Meeting: 29 September 2016

REPORT TO EXECUTIVE

Date of Meeting: 11 October 2016

REPORT TO COUNCIL

Date of Meeting: 18 October 2016

Report of: Assistant Director Finance

Title: OVERVIEW OF REVENUE BUDGET 2016/17

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 2016/17 financial year after three months and to seek approval for a number of supplementary budgets.

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 2016/17 financial year;

2.2 The HRA forecast financial position for 2016/17 financial year;

2.3 The additional supplementary budgets listed in Appendix C;

2.4 The outstanding Sundry Debt position as at June 2016;

2.5 The creditors' payments 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 supplementary budgets totalling £637,900 has been included in the report. £260,000 of these budgets requests were approved by Council on 26 July 2016.

5. Section 151 Officer comments:

5.1 The report represents the projected financial position to 31 March 2017. In respect of the year end projections, the overall position in respect of the General Fund is positive, with a reduction in the estimated take from the working balance. The variance is down to continued low interest rates and ta reduction in the repayment of debt caused by lower than expected capital expenditure by the end of the last financial year. The HRA is showing a very small overspend.

6. What are the legal aspects?

6.1 There are no legal aspects to the report.

7. Monitoring Officer's comments:

7.1 This report raises no issues of concern for the Monitoring Officer

8. Report details:

8.1 Financial Summary

FUND	Planned Transfer (to) / from Working Balance	Budget Variance Over / (under)	Outturn Transfer 2015/16
	£	£	£
General Fund	1,487,825	(232,000)	1,255,825
HRA	142,125	26,188	168,313
Council own Build Houses	(38,020)	0	(38,020)

8.2 Housing Revenue Account (Appendix A)

8.2.1 The first quarter projection shows a small increase in the amount taken from the working balance. The projected reduction is £168,313 to leave the working balance at £6,900,357.

Movement	2016/17
Opening HRA Balance, as at 01/04/16	£7,068,670
Deficit	(£168,313)
Projected balance, as at 31/3/17	£6,900,357

8.2.2 The key variances are as follows:

Management Unit	Over / (Underspend)	Detail
Capital Charges	£76,688	Depreciation charges are higher than budgeted due to a rise in the valuation of certain components of housing assets. 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
Housing Assets	(£39,000)	<p>Additional employee costs are forecast in respect of the agency cover of vacant posts. However, these costs are offset by a forecast variance in the appointment of external consultants.</p> <p>A £100,000 budget was set aside for a review of operating models in respect of this service, but it is anticipated that £75,000 will need to be deferred into 2017-18 as the review is expected to commence in January '17. For these reasons Executive approval will be sought to carry forward the budget.</p>

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	2016/17
Opening Council Own Build, as at 01/04/16	£169,043
Surplus	38,020
Projected balance, as at 31/3/17	£207,063

8.3 General Fund (Appendix B)

8.3.1 The Service Committees show projected overspends of £127,221 against a revised budget of £14,167,699. The main variances are:

8.3.2 People Scrutiny Committee – (An overspend in total of £19,000)

There are no significant variances to report this quarter.

8.3.3 Place Scrutiny Committee – (An overspend in total of £11,451)

Management Unit	Over / (Underspend)	Detail
Cleansing Chargeable Services	42,500	<ul style="list-style-type: none"> Due to net income from trade refuse/recycling being lower than the budget.
Car Parking	(72,270)	<ul style="list-style-type: none"> Income from off street parking fees anticipated to exceed budget, partially offset by additional expenditure on equipment tools and materials.
Planning Services	60,000	<ul style="list-style-type: none"> Additional expenditure on legal fees in respect of the claim for costs awarded against the Council for the planning appeal at Exeter Road, Topsham.

8.3.4 Corporate Scrutiny Committee – (An overspend in total of £96,770)

Management Unit	Over / (Underspend)	Detail
Grants/Cent Support/Consultation	£67,120	<ul style="list-style-type: none"> An overspend is anticipated on consultants fees budget in respect of Press & Public Relations and Policy Support.

8.3.5 Other Financial Variations

Other items	Over / (Underspend)	Detail
Net Interest	(250,000)	<ul style="list-style-type: none"> Continued low interest rates and advice not to borrow longer term from our advisors mean a reduction in the spend on interest.
Repayment of debt	(109,221)	<ul style="list-style-type: none"> Lower than forecast need to borrow leading to a reduced repayment of debt calculation.

8.3.6 General Fund Balance

In 2016/17 it is projected that there will be an overall net contribution from the General Fund Balance of £1,255,825. The minimum requirement for the General Fund working balance was approved by Council in February 2016 at £3 million.

Movement	2016/17
Opening Balance, as at 01/04/15	£5,516,722
Deficit	(£ 1,255,825)
Balance, as at 31/3/16	£4,260,897

8.3.7 Supplementary Budgets

There is a requirement for further supplementary budgets in 2016/17. It is therefore proposed that General Fund supplementary budgets totalling £637,900, identified in Appendix C are approved in 2016/17.

8.3.8 £260,000 of additional budgets were approved by Council in July 2016 and are merely being reported in this report as a formal method of adding them to the budget. It should be noted that additional supplementary budgets are being proposed in a number of reports in this committee cycle and they will be reported if approved.

8.3.9 The additional supplementary budgets being requested in this report are:

- £27,900 to support the production of a staff survey and the subsequent actions arising from responses;
- £350,000 to enable a detailed feasibility study into the benefits of setting up a Housing Development Company;

8.4 OUTSTANDING SUNDRY DEBT

8.4.1 An aged debt analysis of the Council's sundry debts is shown in the table below. The latest data shown is to the end of August in order to demonstrate how for much of the debt, there is significant recovery in the two months after the data is run. This is due to the fact that our quarterly invoices are run just prior to the end of each quarter.

Age of Debt	June 2015	March 2016	August 2016
Up to 29 days (current)	£1,795,454	£1,362,755	£370,261
30 days – 1 Year	£1,783,582	£1,923,474	£1,274,107
1 – 2 years	£636,979	£730,460	£1,172,225
2 – 3 years	£367,355	£430,920	£406,840
3 – 4 years	£229,290	£258,353	£324,989
4 – 5 years	£82,318	£173,540	£165,598
5 + years	£215,423	£230,572	£265,882
Total	£5,110,401	£5,110,074	£3,979,902

8.4.2 Of the outstanding debt, the table below sets out the split in aged debt between Housing Benefits and the rest of the services at the end of August 2016. Housing Benefits makes up two thirds of the outstanding sundry debt at the Council and owing to the circumstances of the debtors takes much longer to recover.

Age of Debt	Housing Benefits	Other Sundry Debt	Total
Up to 29 days (current)	£89,449	£280,812	£370,261
30 days – 1 Year	£766,892	£507,215	£1,274,107
1 – 2 years	£1,017,569	£154,656	£1,172,225
2 –3 years	£262,926	£143,914	£406,840
3 – 4 years	£199,326	£125,663	£324,989
4 – 5 years	£118,796	£46,802	£165,598
5 + years	£187,521	£78,361	£265,882
Total	£2,642,479	£1,337,423	£3,979,902

8.5 DEBT WRITE-OFFS

8.5.1 The following amounts have been written-off during 2016/17:

	2015/16 total	2016/17 (Qtr 1)
• Council Tax	£244,748	£36,867
• Business Rates	£533,862	£0
• Sundry Debt	£81,673	£34,280
• Housing Rents	£65,313	£6,133

8.6 CREDITOR PAYMENTS PERFORMANCE

8.6.1 Creditors' payments continue to be monitored in spite of the withdrawal of statutory performance indicator BVPI8. The percentage paid within 30 days was 93.15% for the first quarter of 2015/16 compared with 92.64% for 2015/16.

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 2016/17.

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

This page is intentionally left blank

HOUSING REVENUE ACCOUNT

ACTUAL TO DATE

YEAR END FORECAST

PROFILED BUDGET	ACTUAL TO DATE	VARIANCE TO DATE	Code	APPROVED BUDGET	Qrt 1 FORECAST VARIANCE	CURRENT OUTTURN FORECAST
£	£	£		£	£	£
169,105	140,142	(28,963)	85A1 MANAGEMENT	1,161,560	(26,000)	1,135,560
285,154	268,030	(17,124)	85A2 HOUSING CUSTOMERS	1,273,940	29,500	1,303,440
74,106	37,080	(37,026)	85A3 SUNDRY LAND MAINTENANCE	375,870	0	375,870
1,408,203	1,098,833	(309,370)	85A4 REPAIRS & MAINTENANCE PROGRAMME	6,112,390	0	6,112,390
0	0	0	85A5 REVENUE CONTRIBUTION TO CAPITAL	4,689,075	0	4,689,075
2,656,950	2,733,638	76,688	85A6 CAPITAL CHARGES	2,656,950	76,688	2,733,638
319,212	251,757	(67,455)	85A7 HOUSING ASSETS	1,521,790	(39,000)	1,482,790
(4,916,460)	(4,804,454)	112,006	85A8 RENTS	(19,563,510)	(15,000)	(19,578,510)
0	0	0	85B2 INTEREST	1,914,060	0	1,914,060
			85B4 MOVEMENT TO/(FROM) WORKING BALANCE	(142,125)	(26,188)	(168,313)
			Net Expenditure	0	0	0
			Working Balance 1 April 2016	7,068,670	31 March 2017	6,900,357

COUNCIL OWN BUILD SITES

PROFILED BUDGET	ACTUAL TO DATE	VARIANCE TO DATE	Code	APPROVED BUDGET	CURRENT OUTTURN FORECAST	CURRENT OUTTURN FORECAST
£	£	£		£	£	£
(2,371)	(3,018)	(647)	H006 ROWAN HOUSE	(7,700)	0	(7,700)
(13,729)	(14,473)	(744)	H007 KNIGHTS PLACE	(49,290)	0	(49,290)
0	0	0	H008 INTEREST	6,890	0	6,890
12,080	11,865	(215)	H009 CAPITAL CHARGES	12,080	0	12,080
			H010 MOVEMENT TO/(FROM) WORKING BALANCE	38,020	0	38,020
			Net Expenditure	0	0	0
			Working Balance 1 April 2016	169,043	31 March 2017	207,063

This page is intentionally left blank

GENERAL FUND
2015/16 REVENUE ESTIMATES - SUMMARY
as at 31 March 2016

	Annual Budget	Supplementary Budgets	Revised Annual Budget	Year End Forecast	Variance to Budget
	£	£	£	£	£
SCRUTINY - PEOPLE	3,290,170	130,000	3,420,170	3,439,170	19,000
SCRUTINY - PLACE	8,701,050	692,369	9,393,419	9,404,870	11,451
SCRUTINY - CORPORATE	3,438,330	797,040	4,235,370	4,332,140	96,770
less Notional capital charges	(2,881,260)		(2,881,260)	(2,881,260)	0
<u>Service Committee Net Expenditure</u>	12,548,290	1,619,409	14,167,699	14,294,920	127,221
Net Interest	300,000		300,000	50,000	(250,000)
New Homes Bonus	(4,232,490)		(4,232,490)	(4,232,490)	0
Revenue Contribution to Capital	0		0	0	0
Minimum Revenue Provision	875,000		875,000	765,779	(109,221)
Voluntary Revenue Provision	2,000,000		2,000,000	2,000,000	0
<u>General Fund Expenditure</u>	11,490,800	1,619,409	13,110,209	12,878,209	(232,000)
Transfer To/(From) Working Balance	68,304	(1,556,129)	(1,487,825)	(1,255,825)	232,000
Transfer To/(From) Earmarked Reserves	631,490	(63,280)	568,210	568,210	0
<u>General Fund Net Expenditure</u>	12,190,594	0	12,190,594	12,190,594	0
Formula Grant	(5,802,225)		(5,802,225)	(5,802,225)	0
Business Rates Growth / Pooling Gain	(1,358,733)		(1,358,733)	(1,358,733)	0
CIL Income	0		0	0	0
Council Tax	(5,029,636)		(5,029,636)	(5,029,636)	0
	0	0	0	0	0

	Working Balance	March 2015	£ 5,516,722	£ 4,260,897	March 2016
--	------------------------	-------------------	--------------------	--------------------	-------------------

This page is intentionally left blank

		Funded by	£	
Corporate				
HR	Staff Survey Support		27,900	
			27,900	
Place				
Economy Planning	Additional Staffing / restructure Greater Exeter Spatial Plan	General Fund Balance	60,000	Qtr 1
		General Fund Balance	70,000	Qtr 1
			130,000	
People				
Customer Access Housing GF	Staffing restructure Housing Development Company feasibility Study	General Fund Balance	130,000	Qtr 1
		General Fund Balance	350,000	
			480,000	
General Fund Total			637,900	
Housing Assets	Reiew of operating models - Housing Assets		75,000	
HRA Total			75,000	
Overall Total			712,900	

This page is intentionally left blank

REPORT TO CORPORATE SERVICES SCRUTINY COMMITTEE

Date of Meeting: 29 September 2016

REPORT TO EXECUTIVE

Date of Meeting: 11 October 2016

REPORT TO COUNCIL

Date of Meeting: 18 October 2016

Report of: Assistant Director Finance

Title: PINHOE COMMUNITY HUB

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 seek approval for an expenditure budget of £100,000, to enable the funding set aside for the new Community Hub in Pinhoe to be allocated.

2. Recommendations:

It is recommended that Scrutiny Resources Committee and the Executive note the report and Council approves:

2.1 An expenditure budget of £100,000 as Exeter's contribution to the new Community Hub planned for Pinhoe.

3. Reasons for the recommendation:

3.1 In July 2016, Council approved funds to be set aside in an earmarked reserve to support the building of a Community Hub in Pinhoe to replace the existing Library. Whilst the funding has been set aside, Council also needs to approve an expenditure budget to enable the funding to be used.

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

4.1 The £100,000 has already been set aside in an earmarked reserve. New Homes Bonus funding in respect of new housing built in the Pinhoe area has enabled this funding to be allocated to the project. The funding will be released when the updated Business Plan is presented.

5. Section 151 Officer comments:

5.1 The funds have already been set aside and are therefore built into the Council's medium term financial plan.

6. What are the legal aspects?

6.1 There are no legal aspects to the report.

7. Monitoring Officer's comments:

7.1 The report raises no issues for the Monitoring Officer.

8. Report details:

8.1 The library building at Pinhoe is in need of replacement and the Friends of Pinhoe Library have been working to both secure funding and produce plans for a new Community Hub on the site of the existing library. It is intended to develop a building that will provide more than just a replacement library, with meeting rooms, a café and other spaces incorporated to provide a wider community facility.

8.2 It is also intended to have a flexible space for the library, which can be used for other purposes when the library is not open.

8.3 The funding was set aside after approval at the July Council meeting and is currently held in an earmarked reserve. This report seeks approval to spend the funds set aside for the purposes approved in July.

8.4 The amount of new development in Pinhoe, has provided significant New Homes Bonus funds and it therefore considered appropriate to allocate some funding towards the new facility for the whole Community.

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

9.1 The funding will support the Council's commitment to the Community.

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

10.1 The funding is a contribution to an externally managed scheme. Risks for the scheme will be managed by the Friends of Pinhoe Library who are managing the project.

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 If funding is withheld, the scheme may not attract the funding required to deliver the project.

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

REPORT TO CORPORATE SERVICES SCRUTINY COMMITTEE, EXECUTIVE & COUNCIL

Date of Meeting:

Report of: Deputy Chief Executive

Title: Creation of a Full Time Union Representative Post

Is this a Key Decision?

No

Is this an Executive or Council Function?

Council

1 What is the report about?

- 1.1 The report sets out the logic for the creation of full time union official post within the City Council.

2 Recommendations

2.1

The Executive recommends to Council that:

1. Each year, the employee elected into the role of Branch Secretary (within Unison) be seconded into a full time "union official" post to be created for the period of their office, normally 12 months.

2. During this secondments, their pay and conditions will match their substantive role.

3. A budget to cover the cost of each annual secondment. For this financial year a budget of £36,500 is required.

4. That this newly created post sits within the Deputy Chief Executive's budget.

5. The Role Description to be applied to this seconded post is attached as Appendix 1 to this report for information.

3 Reasons for the recommendation

- 3.1 It is clear that in order to ensure that both staff and senior management aspirations are progressed in a positive manner, a closer working relationship with unions is both desirable and necessary. The creation of this post will enhance this relationship and provide a single point of contact for both staff and senior managers. To continue to try and provide a service based on facility time alone is no longer adequate during these turbulent times.

4 What are the resource implications including non-financial resources?

- 4.1 There will be a cost implication associated with creating this new post. However since this new post will be filled by the incumbent Unison Secretary, who could potentially be replaced each year, the cost will vary depending on the substantive grade of the

individual. At present the post holder is a grade 8, with direct salary costs of £29,854 (£36,500 with on cost).

5 Section 151 Officer comments

The additional funding is noted and will be allocated from Reserves. The funding will be built into the budget from next year based on an estimate of salary. Additional Supplementary budget requests will be made where the appointed representative is on a higher grade.

6 What are the legal aspects?

None identified.

7 Monitoring Officer's comments

The Monitoring Officer considers this a prudent step to ensure the continued good working relationship with the Union to ensure process are clear, transparent and accessible to all staff.

8 Report details

8.1 The future for local government is uncertain and the particular role of Exeter City Council in that future will change over time. In light of this uncertainty and potential change, there will need to be a closer working relationships between managers and unions.

8.2 At the same time it is clear that a closer working relationship with the unions is both desired and necessary. Access to at least one of the elected officers of the Unison City Council branch, which represent the majority of unionised staff, is already required on a regular basis through JCNC attendance and/or informal meetings with senior management. The agenda for change already places a demand on unions to respond quickly to meeting requests as issues arise. This can only increase as operating models become more complex in response to changes in both the funding and wider environment.

8.3 Other local authorities in Devon already provide for secondment by union office holders from their substantive role to their union position. It is understood that Devon County Council, for example, have three full time posts filled by way of secondment. It is also believed that North Devon District Council provide for secondment albeit on a part time basis. Clearly, the County Council, as a major employer and with a larger geographical area to cover, will require that level of full time attention from union officials, and equally a smaller district council will get by with one or perhaps a part time secondment. However, given the size of this council and the role the council plays in the local economy and its vision for growth and development, it sits midway between the two and hence why this proposal is for a secondment facility that is limited to one full time equivalent post.

8.4 It is therefore proposed that Executive recommends and Council agree to the proposal that the employee holding the post of Branch Secretary (within Unison) should be on secondment from their substantive role for the period of their office, i.e. normally 12 months. During secondment their pay and conditions will match their substantive role.

8.5 Discussions have taken place with Unite who are also content that any such post, if

agreed, should be filled by the Unison Branch Secretary.

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

9.1 The creation of a secondment post will support the Council's objectives of having a well-run Council.

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

10.1 There are no direct risks associated with this report.

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 Options available would be either not to agree to the proposal or to implement a part-time rather than a full time role. In respect of a part-time role this is not deemed appropriate in line of the size and complexity of Exeter City Council.

Deputy Chief Executive

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

This page is intentionally left blank

Role Description

ROLE TITLE	:	UNISON Branch Secretary (Secondment)
GRADE	:	Substantive Grade
POST NO	:	
SERVICE	:	Deputy Chief Executive
UNIT	:	-
REPORTS TO	:	Branch Executive Approval of contractual arrangement such as leave etc- to Deputy Chief Executive)
RESPONSIBLE FOR	:	The Exeter City UNISON Branch, its members and officers
LIAISON WITH	:	All Managers, Councillors, unison members, Human Resources

PURPOSE OF ROLE

To act as the strategic lead officer and co-ordinator in representing UNISON members and officers as Exeter City UNISON Branch Secretary and to consult with Exeter City Council, its officers and members on industrial relations and/or decisions likely to lead to organisational change or changes in policies practice or procedures.

To represent UNISON members at investigations and disciplinary/grievance hearings

To organise the branch to best suit the UNISON membership at Exeter City Council, such membership to include its contractors (e.g. Strata)

MAIN ACTIVITIES

1. Act as the strategic lead officer and co-ordinator within the Exeter City UNISON Branch ("UNISON") and as a first point of contact for issues relating to the branch, its members and officers and/or Exeter City Council

2. Represent UNISON members at all levels in consultations likely to lead to an organisational change or changes in contractual relations
3. Represent UNISON members at investigations and disciplinary/grievance hearings
4. Attend JCNC, NEC and other meetings as necessary as the principal UNISON representative
5. Manage, support, train, mentor and encourage UNISON workplace representatives in the branch
6. Manage the delegation of work to UNISON workplace representatives whilst providing support and guidance
7. Ensure all necessary training is undertaken by UNISON branch officers
8. Ensure regular communication with branch members
9. Consult with and obtain advice and guidance from UNISON Regional and National Offices as and when necessary
10. Any other duties relevant to UNISON and commensurate with the role.

DATE LAST UPDATED: 09/09/2016

Person Specification



JOB TITLE : Branch Secretary UNISON
GRADE : XXXXX **POST NO :**
SERVICE : Deputy Chief Executive
UNIT : N/A

	<u>ESSENTIAL</u>	<u>DESIRABLE</u>
<u>QUALIFICATIONS & KNOWLEDGE</u>		Formally qualified as a UNISON Workplace Representative (C,I)
<u>EXPERIENCE & SKILLS</u>	Excellent communication and negotiating skills. At least two years' experience as a union branch representative or steward (I,R)	Comprehensive and up to date knowledge of Council's employment policies and procedures (I)
<u>SPECIAL REQUIREMENTS & ATTITUDE</u>	Professional and diplomatic attitude (I).	
<u>OTHER</u>	Formally elected as Branch Secretary by Exeter City UNISON Branch (R)	

COMPLETED BY: Godfrey Sutcliffe

DATE: 26th August 2016

CATEGORY: A – Application, C - Certificates, T – Testing, I – Interview, R - Reference

By virtue of paragraph(s) 1, 2, 3, 4 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3, 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3, 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3, 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3, 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3, 4 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank