

EXECUTIVE

Date: Tuesday 6 July 2021
Time: 5.30 pm
Venue: Guildhall, High 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 Mark Devin, Democratic Services Officer on 01392 265477.

Because of current social distancing restrictions brought about by the Corona Virus outbreak, this meeting is only open to members of the public who have registered to ask questions under Standing order No. 19.

The [live stream can be viewed here](#) at the meeting start time via Facebook.

Membership -

Councillors Bialyk (Chair), Wright (Deputy Chair), Foale, Ghusain, Harvey, Morse, Pearson, Sutton, Williams and Wood

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 approve and sign the minutes of the meeting held on 1 June 2021.

(Pages 5 -
8)

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

RECOMMENDED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of items 13, 14 and 15 on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 2 and 3 of Part I, Schedule 12A of the Act.

5 **Questions from the Public Under Standing order No. 19**

To receive questions relating to items on the Agenda from members of the public and responses thereto.

Details of questions should be notified to the Corporate Manager Democratic and Civic Support by 10.00am at least three working days prior to the meeting. Further information about speaking at a committee can be found here: [Speaking at a Committee](#)

6 **General Fund Capital Monitoring 2020/21 and Revised Capital Programme for 2021/22 and Future Years**

To consider the report of the Director Finance. (Pages 9 - 30)

7 **Overview of General Fund Revenue Budget 2020/21**

To consider the report of the Director Finance. (Pages 31 - 54)

8 **2020/21 HRA Budget Monitoring Report – Outturn**

To consider the report of the Director Finance. (Pages 55 - 78)

9 **Treasury Management 2020/21**

To consider the report of the Director Finance. (Pages 79 - 86)

10 **Depot Relocation**

To consider the report of the Director City Surveyor. (Pages 87 - 92)

11 **Liveable Exeter – Garden Communities and One Public Estate funding awards**

To consider the report of the Liveable Exeter Programme Director and interim City Development lead. (Pages 93 - 106)

12 **Wellbeing Exeter Strategy 2021-2024**

To consider the report of the Director Transformation. (Pages 107 - 152)

Part II: Items 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.

13 Improvements to the Recycling Collection Service

To consider the report of the Director Net Zero Exeter & City Management. (Pages 153 - 192)

14 Delivery of Net Zero

To consider the report of the Director Net Zero Exeter & City Management. (Pages 193 - 238)

15 Auctioneer's Lease at the Livestock Centre

To consider the report of the City Surveyor. (Pages 239 - 246)

Date of Next Meeting

The next scheduled meeting of the Executive will be held on **Thursday 8 July 2021** 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.

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EXECUTIVE

Tuesday 1 June 2021

Present:

Councillor Bialyk (Chair)

Councillors Wright, Foale, Ghusain, Harvey, Morse, Sutton, Williams and Wood

Also in attendance

Councillor D. Moore (as an opposition group Leader)

Also present:

Chief Executive & Growth Director, Deputy Chief Executive, Director Finance, Assistant Service Lead: Local Plan, Democratic Services Officer (MD) and Democratic Services Officer (HB)

45

MINUTES

The minutes of the meeting held on 6 April 2021, were taken as read, approved and signed by the Chair as a correct record.

46

DECLARATIONS OF INTEREST

No declarations of disclosable pecuniary interests were made.

47

QUESTIONS FROM THE PUBLIC UNDER STANDING ORDER NO. 19

No questions from members of the public were received.

48

REVISED LOCAL DEVELOPMENT SCHEME

The Executive received the report on the revised Local Development Scheme which provided a scope and timetable for the preparation of the new Local Plan and the approach for the preparation of other planning policy documents. Members noted that the existing Local Development Scheme was out of date following the end of the Greater Exeter Strategic Plan (GESP) process and that a full Local Plan was now required as part of the statutory local planning policy. The principal milestones for preparing the new Local Plan were:-

- Issues consultation: September 2021
- Draft plan consultation: September 2022
- Publication: February 2023
- Submission to Planning Inspectorate: June 2023
- Examination hearings: October 2023
- Adoption: June 2024

The Deputy Chief Executive advised that, the new Local Plan was still in its early stages of work and a target adoption date of 2024 was considered appropriate, due to the uncertainties around the future content and structure of Local Plans as identified in the 2020 Planning White Paper proposals. A consultation document and draft Statement of Community Involvement would be reported to the Executive on 6 July 2021 and would set out how communities and stakeholders would be involved in the development of the Plan.

Councillor D. Moore, as an opposition leader, enquired on the following areas:-

- would there be a dedicated webpage, detailing a timetable and updates as the process developed, to ensure that the public could understand the process?;
- would the Council's Development Company, 'Exeter City Living' be included in the Local Plan process in the same way as other developers? Could the Portfolio Holder clarify the status of the Liveable Exeter programme in relation to the development of the Local Plan and the Council's role in leading the programme would be managed separately from the its role as the planning authority; and
- what support had been given to the officer planning team who had prepared the report to develop the Local Plan to assess the carbon impact of the timetable and plan?

The Leader advised that a response would be provided separately.

In response to a question from a Member, the Deputy Chief Executive advised that 2024 was considered a realistic target date for completion of the work, given the current planning framework. There were key areas to be decided on by Government as a result of their consultation on the Planning White Paper. Once this was enacted through legislation, officers would be able to determine any impact on the timescales for developing the Local Plan and will advise Members accordingly.

RESOLVED that the Local Development Scheme be approved as the basis for preparing local planning policy and in particular, the new Local Plan.

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MEMBERS' ALLOWANCES AND EXPENSES PAID 2020/21

The Executive received the report on allowances paid to elected Members in 2020/21, which, the Council had a statutory obligation to publish each financial year.

Particular reference was made to:-

- there being a lower level of cost for travel and external training expenses, during 2020/21, because of the COVID Pandemic;
- the Chair of the newly formed Harbour Board was also a Portfolio Holder, and would not, therefore, attract an additional Special Responsibility Allowance;
- the payment for the newly formed Council Housing and Development Advisory Board, would be drawn separately from the Housing Revenue Account; and
- an administrative error had been made in in the report presented to the Executive and Council in December 2020 for the Chair of the Harbour Board. The allowance should have been shown as £1,567.

RESOLVED that Executive Committee note the allowances paid and the expenses claimed by Members in 2020/21 and the correction that the remuneration for the Chair of the newly formed Harbour Board will be £1,567.

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APPOINTMENT TO OUTSIDE BODIES 2021

The Executive received the report on appointing Members to serve on outside bodies, to ensure Council representation in order to maintain effective partnerships with external organisations. The Appendix included with the report, highlighted the proposed appointments and, if approved, the register of all outside body appointments, published on the Council website would be updated.

Particular reference was made to:-

- All the appointments contained in the report presented, to be confirmed with immediate effect;
- the Corporate Manager Democratic and Civic Support, in consultation with the Group Leaders, be granted delegated power to appoint representatives throughout the year, where a vacancy arises; and
- Members having regard to their appointments and to declare all registerable interests under the new Code of Conduct for Members, which came into effect on 18 May 2021.

The Chair highlighted that representation would be sought for the new Transport Working Group, which would integrate the various transport groups into a single forum.

RESOLVED that the nominees contained in Appendix A of the report presented to the meeting, be confirmed with immediate effect.

RECOMMENDED that Council grant delegated powers to the Corporate Manager Democratic and Civic Support, in consultation with the Group Leaders, to appoint, when necessary, representatives to outside bodies during the course of the Municipal Year.

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HONORARY ALDERMEN

The Executive received the proposal to offer the position of Honorary Alderman of the City to Mesdames Foggin, Lyons and Robson, in recognition of their outstanding service to the Council and that each nominee had held the position of Lord Mayor whilst serving on the Council.

Members noted that the term of office for Mrs Foggin and Mrs Lyons, amounted to 13 and 17 years respectively, which met the criteria for the length of service, and both had held the position of Lord Mayor of the City.

Particular reference was made to Mrs Robson, who had a combined length of service amounting to 11 years and 8 months, which was under the minimum period required for consideration for the position of Honorary Alderman. The Council was asked to make an exception, under the extenuating circumstances where Mrs Robson's term of office was affected by the Government's decision in 2010, to revoke the decision on the Council's unitary status, which cancelled elections held in May of that year. Mrs Robson was not elected until 9th September 2010 but had held the positions of both Deputy Lord Mayor, and Lord Mayor of the City, during her term of office.

Members noted that a similar exception had previously been made when the Council approved a similar application for Honorary Alderman for Mrs Margaret Baldwin.

RECOMMENDED that in accordance with Section 249 of the Local Government Act 1972, the Right Worshipful the Lord Mayor be requested to convene an Extraordinary meeting of the Council, on the rising of the Ordinary meeting of the Council on 20 July 2021, to consider granting the position of Honorary Alderman of the City to Mrs Olwen Foggin, Mrs Rachel Lyons and Mrs Lesley Robson.

(The meeting commenced at 5.30 pm and closed at 5.56 pm)

Chair

The decisions indicated will normally come into force 5 working days after publication of the Statement of Decisions unless called in by a Scrutiny Committee. Where the matter in question is urgent, the decision will come into force immediately. Decisions regarding the policy framework or corporate objectives or otherwise outside the remit of the Executive will be considered by Council on 20 July 2021.

DRAFT

REPORT TO EXECUTIVE

Date of Meeting: 6 July 2021

REPORT TO COUNCIL

Date of Meeting: 21 July 2021

Report of: Director Finance

Title: General Fund Capital Monitoring 2020/21 and Revised Capital Programme for 2021/22 and Future Years

Is this a Key Decision?

No

Is this an Executive or Council Function?

Council

1. What is the report about?

To advise members of the overall financial performance of the Council for the 2020/21 financial year in respect of the annual capital programme.

To seek approval of the 2021/22 revised capital programme, including commitments carried forward from 2020/21.

2. Recommendations:

It is recommended that Executive Committee supports and recommends to Council to approve:

- (1) The overall financial position for the 2020/21 annual capital programme; and
- (2) The amendments and further funding requests to the Council's annual capital programme for 2021/22.

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:

The pandemic had a significant impact on the capital programme in 2020-21, meaning a significant amount is being carried forward. Members should note that the two additions being requested to be added to the capital programme both attract funding, which means that there is no impact on the Council's existing resources.

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:

GENERAL FUND CAPITAL MONITORING 2020/21 AND REVISED CAPITAL PROGRAMME FOR 2021/22 AND FUTURE YEARS

8.1 REVISIONS TO THE CAPITAL PROGRAMME

The 2020/21 Capital Programme was last reported to Council on 20 April 2021. Since that meeting the following changes have been made that have increased the programme:

Description	£	Approval/Funding
Capital Programme, as reported to Council on 20 April 2021	71,190,010	
Budget Deferred to 2021/22 & Beyond at Quarter 3	(42,010,560)	Approved by Council 20 April 2021
Overspends/(Underspends) reported at Quarter 3	1,540	
Public Sector Decarbonisation Fund Scheme	661,500	
Fire Risk Assessment Works	250,000	
Cleansing Bins & Boxes	78,900	Approved by Council 21 July 2020
Disabled Facility Grants	115,600	Increased DFG Funding

Energy Saving Projects	121,370	Funding from ERDF
Revised Capital Programme	30,408,360	

8.2 PERFORMANCE

Capital expenditure in the year amounted to £20,613,128. The actual expenditure during 2020/21 represents 90.81% of the revised Capital Programme, it is proposed to carry forward a total of £3.628 million budget into future years, whereas £1.011 million budget has been brought forward from future years and spent in 2020/21 (giving a net budget carry forward of £2.617 million), as indicated in Appendix 1.

Appendix 2 shows the overall position for those schemes which span more than one financial year.

8.3 CAPITAL FINANCING

The capital expenditure in 2020/21 of £27,613,128 was financed as follows:

	£
Capital Grants & Contributions	2,525,126
Capital Receipts	698,098
Community Infrastructure Levy	837,831
Revenue Contributions	17,517
Borrowing	23,534,556
TOTAL	27,613,128

8.4 AVAILABLE CAPITAL RESOURCES

The available capital resources for the General Fund for 2020/21 are £9.413 million. Total General Fund capital expenditure is £27.613 million of which £23.535 million will be funded from borrowing, allowing £3.329 million of capital receipts to be carried forward.

Appendix 3 sets out the forecast use of the resources available for the General Fund and the likely amounts of borrowing that will be necessary to fund the capital programme over the next four years.

The value of actual capital receipts received in 2020/21 to date in respect of the General Fund are:

	General Fund £
Balance as at 1 April 2020	4,333,210
New Receipts	1,699,060
Amount used to finance capital expenditure in 2020/21	(698,098)
Amount applied in respect of fleet lease	(2,005,163)
Balance as at 31 March 2021	3,329,009

8.5 EXPENDITURE VARIANCES

The main (greater than +/- £30k) variances and issues concerning expenditure are as follows:

Scheme	Estimated Overspend / (Underspend) £
Leisure Centre Essential Enhancements	40,000
Riverside Leisure Centre	(40,000)
Officer Responsible: Director	
£40,000 was transferred from the Riverside Leisure Centre into the Leisure Centre Essential Enhancements to cover essential works in the other centres	
Capitalised Staff Costs	(50,000)
Officer Responsible : Director	
No directly attributable staff costs were incurred this year.	
Passenger Lift at RAMM	(38,767)
Livestock Market Drainage & Toilets	(51,077)
Officer Responsible: City Surveyor	
Both of these projects achieved savings through effective management of the project not requiring expenditure of all risk allowances	

8.6 SCHEMES TO BE DEFERRED TO 2021/22 AND BEYOND

Schemes which have been identified as being wholly or partly deferred to 2021/22 and beyond are:

Scheme	Budget to be Deferred £
Customer Contact Platform	62,840
<p>Officer Responsible: Chief Executive & Growth Director</p> <p>It was initially thought that a Business Analyst would be in post by the end of September 2020. However, internal recruitment was not successful and plans are being development for recruitment in the 21/22 financial year.</p>	
Leisure Complex Build Project	1,213,734
Bus Station Construction	244,007
Pinhoe Community Hub	53,760
Agile & Flexible Rollout	82,932
<p>Officer Responsible: Director</p> <p>Works from the approved Leisure Centre Essential Enhancements schemes continue to be delivered.</p> <p>The Leisure Complex and Bus Station Construction budgets have been re-profiled in-line with anticipated expenditure.</p> <p>Pinhoe Community Club have plans to spend the remaining budget in 2021/22.</p> <p>There are plans to spend remaining Agile & Flexible budget in 2021/22.</p>	
Parks Anti-incursion Measures	44,198
Ash Die Back Tree Replacement	34,920
<p>Officer Responsible: Service Manager – Public & Green Spaces</p> <p>Parks Anti-incursion Measures works have been delayed into 2021/22 due to an unsuccessful tender process. Works are being delivered by the Belle Isle team and are well underway with Lakeside Avenue protection works and hope to be finished off with a maintenance gate and tree planting. Heavitree PG has been protected at one of the side entrances to prevent unauthorised vehicular access. Honeylands Drive, Exhibition Fields and Eastern Fields work has started. Hamlyn Lane & King George V southern car park have had earth bunds and Security gate at Hamlyn Lane.</p> <p>Tree replacement works are underway and contractors are busy identifying and risk assessing Ash trees that have fallen victim to the disease. We have also undertaken a tree replanting scheme in Mincinglake planting around 300 trees and 2000 trees planted in Pinhoe. We will be increasing the surveying particularly in the hard to reach woodland boundary areas where diseased trees could pose a real logistical challenges if not dealt with promptly.</p>	
Trews Weir refurb	50,000

<p>Officer Responsible: Engineering & Assets Manager</p> <p>Trews Weir works have been delayed due to limited resourcing and ongoing discussions with EA regarding funding. Assessment and design works are expected to commence in early summer 2021.</p>	
<p>Next Steps Accommodation Programme Property Acquisition</p>	<p>(623,320)</p>
<p>Officer Responsible: Service Lead, Housing Needs & Homelessness</p> <p>Properties that were previously scheduled to be purchased in April completed in March.</p>	
<p>Leisure Centre Essential Enhancements</p>	<p>47,880</p>
<p>Riverside Leisure Centre</p>	<p>(332,229)</p>
<p>Leisure Complex - Fit Out</p>	<p>194,000</p>
<p>Officer Responsible (Fit Out only): Community, Health, Wellbeing, Sport & Leisure Manager</p> <p>Commencement of procurement for equipment for St Sidwell's Point was started late in the 20/21 financial year therefore no actual purchases were made before 31 March.</p>	
<p>Energy Saving Projects</p>	<p>810,965</p>
<p>Officer Responsible: City Surveyor</p> <p>An additional £661,500 was added to the project in March 2021 from the public sector decarbonisation fund – this is to update the building management system and to provide essential service to monitor consumption and emissions. These funds will be spent by end of September 2021.</p> <p>The contract for the solar farm is soon to be awarded and work on this is expected to be completed in the summer of 2022</p>	
<p>Fire Risk Assessment Works</p>	<p>351,350</p>
<p>Officer Responsible: City Surveyor</p> <p>Any additional £250,000 was added to this project at the end of the 2020/21 financial year after a shortfall for fire alarm replacements was identified. Delays were incurred resulting in funds being transferred into future years.</p>	

8.7 CAPITAL PROGRAMME 2021/22 (Appendix 4)

The revised Capital Programme for 2021/22, after taking into account the carried forward requirements from 2020/21 now totals £64,942,240

8.8 ACHIEVEMENTS

Next Steps Accommodation Programme Property Acquisition

The council completed on three one bedroom flats at Chestnut Avenue, Prescott Road and Darwin Court in March 2021 (with a further two purchased so far in the new financial year at Bartholomew Street West and Woodwater Lane).

Heavitree Road is a 6 bed HMO with ensuite bedrooms and a shared lounge and kitchen. The property was the second to be brought on under the Next Steps Accommodation project.

All the properties brought on under the Next Steps Accommodation Programme will be used to accommodate someone currently rough sleeping or with a recent history of rough sleeping, with priority to those in emergency housing and then to those in Tier 2 Supported Housing (Gabriel House, Howell Road and Morwenna Court). Any vacancy from emergency accommodation or Tier 2 supported housing must go to someone who is currently on the streets.

8.9 FURTHER FUNDING REQUESTS

Litter Bins (£20,000)

The Public and Green Spaces team have been successful in a bid for a 'Binrastructure' small scale grant awarded by Waste and Resources Action Programme (WRAP). The funding of £20,000 is for the provision of infrastructure and monitoring equipment to enable flexibility in responding to changing demands in terms of type of bins, capacity and placement. The total cost of the project is £22,690 including labour and fitment costs, and this will help ECC align with the "Right Bin Right Place" guidance principles.

St Sidwell's Point and Exeter Bus Station (£784,000)

Exeter City Council have been awarded £784k by the Local Enterprise Partnership. The £784k LEP funding will mainly be used to pay for unforeseen cost increases in the project values, including:

1. Extensive Ground Remediation to deal with previously unidentified contamination under the old bus apron.
2. Archaeological finds / discovery when excavating on site – which had previously not been identified in the pre-start investigations & surveys.
3. Interim bus station arrangements, traffic management and detailed scope of such being greater than originally forecast.

In addition to the above, the funding will also be used for Monitoring & Evaluation of performance against criteria identified in the LEP Funding Agreement.

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 Equality Act 2010 (The Act)

Under the Act's Public Sector Equalities Duty, decision makers are required to consider the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- foster good relations between people by tackling prejudice and promoting understanding.

In order to comply with the general duty authorities must assess the impact on equality of decisions, policies and practices. These duties do not prevent the authority from reducing services where necessary, but they offer a way of developing proposals that consider the impacts on all members of the community.

In making decisions the authority must take into account the potential impact of that decision in relation to age, disability, race/ethnicity (includes Gypsies and Travellers), sex and gender, gender identity, religion and belief, sexual orientation, pregnant women and new and breastfeeding mothers, marriage and civil partnership status in coming to a decision.

In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because: because

The impact of each scheme is considered prior to approval. Any significant deviation from this will be noted within the body of this report.

12 Carbon Footprint (Environmental) Implications:

We are working towards the Council's commitment to carbon neutral by 2030. The impact of each scheme is considered prior to approval.

13 Are there any other options?

There are no other options.

Director Finance, Dave Hodgson

Author: Nicola Matthews-Morley, Bridget Kendrick & Claire Hodgson

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

Background papers used in compiling this report:-

None

Contact for enquires:
Democratic Services (Committees)
Room 4.36
01392 265275

2020/21 CAPITAL MONITORING TO 31 MARCH 2021

Responsible Officer	Scheme	2020/21 Capital Programme	2020/21 Spend	2020/21 Budget to be Carried Forward to 2021/22 and Beyond	2020/21 Programme Variances (Under)/Over
		£	£	£	£
Chief Executive & Growth Director					
	Customer Contact Platform	62,840	0	62,840	0
	Annual Contribution to Strata	53,900	53,904	0	4
	Idox System for Planning	22,000	21,960	40	0
	HR System	3,910	3,009	901	0
	Disaster Recovery Virtual Desktop Infrastructure	60,330	60,330	0	0
Chief Executive & Growth Director	Cabinet & Network Replacement	1,890	1,886	0	(4)
	Legal Case Management	6,040	9,081	(1,870)	1,171
	Cash and Income Management	2,120	2,630	(510)	0
	Finance System Upgrades	0	2,692	(2,692)	0
	Idox System Upgrades	6,840	6,840	0	0
	Financial Management	105,290	105,285	0	(5)
	Idox Environmental Health	13,130	13,132	0	2
TOTAL		338,290	280,749	58,710	1,168
Transformation					
	Leisure Complex - Build Project	16,992,220	15,778,486	1,213,734	0
Director	Bus Station Construction	4,094,650	3,850,643	244,007	0
	Pinhoe Community Hub	53,760	0	53,760	0
	Agile & Flexible Rollout	105,300	22,368	82,932	0
TOTAL		21,245,930	19,651,497	1,594,433	0

Responsible Officer	Scheme	2020/21 Capital Programme	2020/21 Spend	2020/21 Budget to be Carried Forward to 2021/22 and Beyond	2020/21 Programme Variances (Under)/Over
		£		£	£
Net Zero Exeter and City Management					
Service Manager - Public & Green Space	Parks Infrastructure	20,890	22,684	(1,794)	0
	Cemeteries & Churchyards Infrastructure Improvements	15,000	0	15,000	0
	Parks Anti-Incursion Measures	112,000	67,802	44,198	0
	Ash Die Back Tree Replacement	34,920	0	34,920	0
Engineering & Assets Manager	Northbrook Flood Alleviation	80,000	80,000	0	0
	City Wide Property Level Protection	0		(46,660)	(46,660)
	Replacement of Mallison Bridge (Exeter Quay)	17,520	17,517	0	(3)
	Mary Arches Footbridge	3,310	3,312	0	2
	Pinhoe Playing Field Upgrades	140,000	111,471	28,529	0
	Cricklepit Bridge	25,000	0	25,000	0
	Salmonpool Swing Bridge	170,000	145,918	44,082	20,000
	Trews Weir refurb	50,000	0	50,000	0
	Holman Way, Topsham CP Copse	10,000	0	10,000	0
Exeter Quay Cellars cliff face	40,000	11,251	28,749	0	
Service Manager - Engineering, Waterways & Parking	Car Park Resurfacing, Lining & Boundary Improvements	160,720	156,161	4,559	0
	Purchase of Harbour Patrol Vessel for Exe Estuary	75,000	75,000	0	0
	Improved Car Park Security Measures at King William Street & Arena Park	45,000	25,329	19,671	0
	Repair to Walls at Farm Hill	30,000	10,100	19,900	0
	Navigation Buoys	16,500	0	0	(16,500)
	CCTV improvements	10,000	7,000	3,000	0
Service Manager - Recycling, Waste & Fleet	Waste Infrastructure	4,400	4,389	0	(11)
	Cleansing Bins and Boxes	78,900	82,901	0	4,001
Service Manager - Environmental Health & Community Safety	Disabled Facility Grants	615,600	604,113	11,487	0
	Warm Up Exeter/PLEA Scheme	399,470	194,646	204,824	0
	Wessex Loan Scheme	18,230	18,222		(8)
Miscellaneous	Capitalised Staff Costs	50,000	0	0	(50,000)
TOTAL		2,222,460	1,637,817	495,465	(89,178)
City Development, Housing & Supporting People					
Director	YMCA Grant	260,000	260,000	0	0
	Next Steps Accommodation Programme Property Acquisition	489,000	1,112,320	(623,320)	0
	Sandy Park Junction	837,830	837,831	0	1
TOTAL		1,586,830	2,210,151	(623,320)	1

Responsible Officer	Scheme	2020/21 Capital Programme	2020/21 Spend	2020/21 Budget to be Carried Forward to 2021/22 and Beyond	2020/21 Programme Variances (Under)/Over
		£		£	£
Communications, Culture and Leisure Facilities					
Director	Leisure Centre Essential Enhancements	21,520	13,640	47,880	40,000
	Riverside Leisure Centre	2,622,890	2,915,119	(332,229)	(40,000)
	Leisure Complex - Fit Out	194,000	0	194,000	0
	Leisure Management	100,000	84,560	15,440	0
TOTAL		2,938,410	3,013,319	(74,909)	0
Finance					
City Surveyor	Passenger Lift at RAMM	161,460	122,693	0	(38,767)
	RAMM Roof Access Improvement	18,350	20,164	0	1,814
	Energy Saving Projects	1,120,200	309,235	810,965	0
	Livestock Market Drainage & Toilets	319,930	268,853	0	(51,077)
	Fire Risk Assessment Works	450,000	98,650	351,350	0
	Pinces Gatehouse Roof repairs	6,500	0	6,500	0
TOTAL		2,076,440	819,596	1,168,815	(88,029)
GENERAL FUND SERVICES TOTAL		30,408,360	27,613,128	2,619,193	(176,038)

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CAPITAL SCHEMES SPANNING MORE THAN ONE FINANCIAL YEAR

Responsible Officer	Scheme	Spend to 31 March 2020	2020/21 Spend	Total Capital Budget	Total Spend to Date	Programme Variances (Under)/Over £
				£	£	
Transformation						
Director	Leisure Complex - Build Project	16,755,139	15,778,486	41,591,750	32,533,625	0
	Bus Station Construction	4,363,648	3,850,643	8,458,300	8,214,291	0
	Pinhoe Community Hub	46,244	0	100,000	46,244	0
TOTAL		21,165,031	19,629,129	50,150,050	40,794,159	0
Net Zero Exeter and City Management						
Service Manager - Public & Green Space	Parks Infrastructure	235,434	22,684	500,000	258,118	0
	Cemeteries & Churchyards Infrastructure Improvements	45,205	0	180,000	45,205	0
Engineering & Assets Manager	Repair Canal Bank at M5	37,631	0	64,520	37,631	0
	Replacement of Mallison Bridge (Exeter Quay)	26,890	17,517	1,082,160	44,407	(3)
Service Manager - Engineering, Waterways & Parking	Repairs to Turf Lock Pier Head	1,500	0	75,000	1,500	0
TOTAL		346,661	40,201	1,901,680	386,862	(3)
Communications, Culture and Leisure Facilities						
Director	Leisure Centre Essential Enhancements	269,964	13,640	291,480	283,604	40,000
	Riverside Leisure Centre	2,809,551	2,915,119	7,102,100	5,724,669	(40,000)
TOTAL		3,079,514	2,928,759	7,393,580	6,008,274	0
Finance						
City Surveyor	Passenger Lift at RAMM	41,763	122,693	203,220	164,456	(38,767)
	RAMM Roof Access Improvement	50,146	20,164	68,500	70,311	1,814
	Livestock Market Drainage & Toilets	5,070	268,853	325,000	273,923	(51,077)
TOTAL		96,979	411,711	596,720	508,690	(88,029)
GENERAL FUND SERVICES TOTAL		24,688,184	23,009,800	60,042,030	47,697,984	(88,032)

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GENERAL FUND AVAILABLE RESOURCES

GENERAL FUND	2020-21 £	2021-22 £	2022-23 £	2023-24 £	TOTAL £
CAPITAL RESOURCES AVAILABLE					
Capital Receipts Brought Forward	4,333,210				4,333,210
GF Capital Receipts	1,699,060	2,322,500	0	0	4,021,560
Revenue Contributions to Capital Outlay	17,517	89,668	0	0	107,185
Disabled Facility Grant	798,759	811,487	800,000	800,000	3,210,246
New Homes Bonus	0	68,403	0	0	68,403
Community Infrastructure Levy	837,831	0	0	0	837,831
Other - Grants/External Funding/Reserves/S106	1,726,367	5,012,605	160,000	160,000	7,058,972
Total Resources Available	9,412,744	8,304,663	960,000	960,000	19,637,408
GENERAL FUND CAPITAL PROGRAMME					
Capital Programme	30,408,360	62,293,030	11,935,200	6,616,800	111,253,390
Overspends/(Savings)	(176,038)				(176,038)
Slippage	(2,619,193)	2,651,023	(31,830)		0
Total General Fund	27,613,128	64,944,053	11,903,370	6,616,800	111,077,352

UNCOMMITTED CAPITAL RESOURCES:					
Capital Receipts Brought Forward	4,333,210	3,329,009	0	0	4,333,210
Resources in Year	5,079,534	8,304,663	960,000	960,000	15,304,198
Less Capital Receipts applied in respect of fleet lease	(2,005,163)	(1,514,170)	(743,103)	(281,585)	(4,544,021)
Less Capital Receipts to carry forward	(3,329,009)				0
Less Spend in Year	(27,613,128)	(64,944,053)	(11,903,370)	(6,616,800)	(111,077,352)
Borrowing Requirement	23,534,556	54,824,551	11,686,473	5,938,385	95,983,965

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BUDGETS CARRIED FORWARD TO 2021/22 AND BEYOND

Responsible Officer	Scheme	2021/22 Budget as per Budget Book/Counc il Approvals	Budget Carried Forward to 2021/22 and Beyond at Qtr 3	Proposed Budget to be Carried Forward to 2021/22 and Beyond at Qtr 4	Budget Reprofil ed to Future Years	Total 2021/22 Capital Programme	2022/23 Budget as per Budget Book/Council Approvals
		£	£	£	£	£	£
Chief Executive & Growth Director							
	Customer Contact Platform	100,000	0	62,840		162,840	
	Annual Contribution to Strata	53,910	0	0		53,910	53,910
	Idox System for Planning	0	78,500	40		78,540	
	HR System	0	4,780	901		5,681	
	Cabinet & Network Replacement	0	5,000	0		5,000	
	Street Scene and Other Asset Management	0	124,840	0		124,840	
	Legal Case Management	0	1,870	(1,870)		0	
	Cash and Income Management	0	54,230	(510)		53,720	
Chief Executive & Growth Director	Land Charges	0	5,390	0		5,390	
	Finance System Upgrades	0	35,000	(2,692)		32,308	
	Idox System Upgrades	0	8,160	0		8,160	
	Financial Management	0	248,000	0		248,000	
	Idox Environmental Health	0	4,120	0		4,120	
	Datacentre Relocation	35,940	0	0		35,940	
	SAN Replacement	179,700	0	0		179,700	
	Door Access RAMM	100,000	0	0		100,000	
	NCSC Zero Trust	53,910	0	0		53,910	
TOTAL		523,460	569,890	58,710	0	1,152,060	53,910
Transformation							
	Leisure Complex - Build Project	112,180	7,732,210	1,213,734		9,058,124	
Director	Bus Station Construction	0	0	244,007		244,007	
	Pinhoe Community Hub	0	0	53,760		53,760	
	Agile & Flexible Rollout	0	0	82,932		82,932	
TOTAL		112,180	7,732,210	1,594,433	0	9,438,823	0
Net Zero Exeter and City Management							
	Parks Infrastructure	189,560	54,110	(1,794)		241,876	0
Service Manager - Public & Green Space	Cemeteries & Churchyards Infrastructure Improvements	119,790	0	15,000		134,790	0
	Parks Anti-Intrusion Measures		0	44,198		44,198	0
	Ash Die Back Tree Replacement	173,140	(34,920)	34,920		173,140	150,480
	Exhibition Way Bridge	41,200	0	0		41,200	169,760

BUDGETS CARRIED FORWARD TO 2021/22 AND BEYOND

Responsible Officer	Scheme	2021/22	Budget	Proposed	Budget	Total 2021/22	2022/23 Budget	
		Budget as per Budget Book/Council Approvals	Carried Forward to 2021/22 and Beyond at Qtr 3	Budget to be Carried Forward to 2021/22 and Beyond at Qtr 4	Reprofiled to Future Years	Capital Programme	as per Budget Book/Council Approvals	
		£	£	£	£	£	£	
Engineering & Assets Manager	Yaroslavl Bridge	77,250	0	0		77,250	0	
	Leypark Road Footbridge	41,200	0	0		41,200	169,760	
	Paul Street Car Park Bridge & Ramp	0	0	0		0	21,220	
	King William Footbridge	0	0	0		0	21,220	
	Farm Hill Retaining Walls (23 no.)	0	0	0		0	53,050	
	Mallison Bridge	772,500	0	0		772,500	265,250	
	Riverside Walls at Quay	51,500	0	0		51,500	477,450	
	Bonhay Rd/Andlaw House Footpath	0	0	0		0	42,440	
	Underground Passages	30,900	0	0		30,900	0	
	St James' Weir & Ducks Marsh Meadow banks	0	0	0		0	212,200	
	St David's Church Boundary Wall	0	0	0	31,830	31,830	0	
	Canal Basin, Topsham Quay, Countess Wear	82,400	0	0		82,400	106,100	
	Double Locks Access Road & paths	10,300	0	0		10,300		
	Heavitree Paddling Pools	309,000	0	0		309,000	159,150	
	Cemetery Fields Play Area	77,250	0	0		77,250	79,580	
	Taddiford Brook @ New North Road / Taddiford Road	10,300	0	0		10,300		
	Flowepot Skate-park	25,750	0	0		25,750		
	Numerous Play Areas	206,000	0	0		206,000	212,200	
	Landfill Gas Extraction Systems @ Clifton Hill & Mincinglake Valley Park (Public Realm & Environmental Health)			0	0		0	53,050
	Mincinglake Valley Park Reed Beds & Pipe Inlet	51,500	0	0		51,500	106,100	
	Exeter Ship Canal - Bottleneck & Bird Hide	10,300	0	0		10,300	106,100	
	Exeter Ship Canal - Green Tip to Salmonpool	51,500	0	0		51,500	0	
	Outdoor Leisure Facilities	121,270	0	0		121,270		
	Repair Canal Bank at M5	26,890	0	0		26,890		
	City Wide Property Level Protection	46,660	0	(46,660)		0		
	Bowling Green Marshes Coastal Defence Scheme	340,000	0	0		340,000	160,000	
	Exeter Flood Alleviation Scheme	29,250	0	0		29,250		
	Pinhoe Playing Field Upgrades	50,000	10,000	28,529		88,529		
	Cricklepit Bridge	128,750	0	25,000		153,750		
	Salmonpool Swing Bridge		0	44,082		44,082		
	Trews Weir refurb	103,000	0	50,000		153,000	901,850	
	Exeter Arena Skatepark	20,600	5,000	0		25,600		

BUDGETS CARRIED FORWARD TO 2021/22 AND BEYOND

Responsible Officer	Scheme	2021/22 Budget as per Budget Book/Counc il Approvals	Budget Carried Forward to 2021/22 and Beyond at Qtr 3	Proposed Budget to be Carried Forward to 2021/22 and Beyond at Qtr 4	Budget Reprofil ed to Future Years	Total 2021/22 Capital Programme	2022/23 Budget as per Budget Book/Council Approvals
		£	£	£	£	£	£
	District Street Lighting	103,000	50,000	0		153,000	159,150
	Piazza Terracina		10,000	0		10,000	
	Trews Weir Safety Improvements		60,000	0		60,000	
	Holman Way, Topsham CP Copse		0	10,000		10,000	
	Exeter Ship Canal M5 viaduct	154,500	10,000	0		164,500	
	Exeter Quay Cellars cliff face	128,750	0	28,749		157,499	318,300
	Topsham Flood Prevention Scheme	800,000	0	0		800,000	
Service Manager - Engineering, Waterways & Parking	Car Park Resurfacing, Lining & Boundary Improvements		0	4,559		4,559	
	Improved Car Park Security Measures at King William Street & Arena P		0	19,671		19,671	
	Repairs to Turf Lock Pier Head	73,500	0	0		73,500	
	Repair to Walls at Farm Hill	40,000	20,000	19,900		79,900	
	Bank Repairs & Stabilisation to Watercourses		20,000	0		20,000	
	CCTV improvements		240,000	3,000		243,000	
Service Manager - Recycling, Waste & Fleet	Waste Infrastructure	144,000	319,300	0		463,300	
	Improved recycling containers	2,150,000	0	0		2,150,000	
	Enhance the Materials Reclamations Facility	1,500,000	0	0		1,500,000	
Service Manager - Environmental Health & Community Safety	Disabled Facility Grants	800,000	0	11,487		811,487	800,000
	Warm Up Exeter/PLEA Scheme		0	204,824		204,824	
Miscellaneous	Capitalised Staff Costs	50,000	0	0		50,000	50,000
TOTAL		9,141,510	763,490	495,465	31,830	10,432,295	4,794,410
City Development, Housing & Supporting People							
Director	Next Steps Accommodation Programme Property Acquisition		3,002,450	(623,320)		2,379,130	
TOTAL		0	3,002,450	(623,320)	0	2,379,130	0
Communications, Culture and Leisure Facilities							
Director	Council Signage Improvement		79,090	0		79,090	
	Leisure Centre Essential Enhancements		0	47,880		47,880	
	Riverside Leisure Centre		1,669,664	(332,229)		1,337,435	
	Riverside Sports Hall Roof		2,000,000	0		2,000,000	
	Leisure Complex - Fit Out		1,306,000	194,000		1,500,000	
	Leisure Management		230,000	15,440		245,440	
TOTAL		0	5,284,754	(74,909)	0	5,209,845	0

BUDGETS CARRIED FORWARD TO 2021/22 AND BEYOND

Responsible Officer	Scheme	2021/22 Budget as per Budget Book/Council Approvals	Budget Carried Forward to 2021/22 and Beyond at Qtr 3	Proposed Budget to be Carried Forward to 2021/22 and Beyond at Qtr 4	Budget Reprofiled to Future Years	Total 2021/22 Capital Programme	2022/23 Budget as per Budget Book/Council Approvals
		£	£	£	£	£	£
Finance							
Director	Loan to Exeter City Living		15,641,560	0		15,641,560	
	Commercialisation options		4,912,720	0		4,912,720	
	Energy Saving Projects		1,659,066	810,965		2,470,031	
	Building Management System (BMS)		80,000	0		80,000	
	Civic Centre Air Conditioning Replacement		25,000	0		25,000	
	Fire Risk Assessment Works	418,190	0	351,350		769,540	
	Beacon Heath Martial Arts & Boxing Club - New Roof		14,650	0		14,650	
	Pinces Gatehouse Roof repairs		78,500	6,500		85,000	
	Corn Exchange Roof Replacement		250,000	0		250,000	
	Exmouth Buoy Store		95,000	0		95,000	
	Mary Arches MSCP	1,959,470	172,950	0		2,132,420	1,467,960
	Guildhall MSCP		103,120	0		103,120	
	Cathedral & Quay MSCP	3,496,800	377,220	0		3,874,020	
	Harlequins MSCP		16,510	0		16,510	
	John Lewis MSCP		126,770	0		126,770	
	Princesshay 2 MSCP		118,270	0		118,270	2,384,310
	Princesshay 3 MSCP		57,700	0		57,700	
	Leighton Terra & KW St MSCP		81,680	0		81,680	606,660
	Civic Centre Phase 3 Roof Rep		230,000	0		230,000	
	City Wall		378,520	0		378,520	
	Backlog Maintenance	3,685,360	238,530	0		3,923,890	1,010,940
	Guildhall roof replacement		100,000	0		100,000	514,190
	RAMM - roof replacement	388,400	0	0		388,400	600,130
	Commercial Property Ancillary Accommodation flat roof recovering		0	0		0	124,640
	Bradinch Place - additional actions to enable potential asset transfer including heating system, roof access and removal of the BMS system. These works are in addition to the condition survey backlog of £598,000		0	0		0	242,350
	Wat Tyler House - resolving ongoing water ingress with new rainwater system	235,270	0	0		235,270	
City Surveyor							

BUDGETS CARRIED FORWARD TO 2021/22 AND BEYOND

Responsible Officer	Scheme	2021/22 Budget as per Budget Book/Counc il Approvals	Budget Carried Forward to 2021/22 and Beyond at Qtr 3	Proposed Budget to be Carried Forward to 2021/22 and Beyond at Qtr 4	Budget Reprofil ed to Future Years	Total 2021/22 Capital Programme	2022/23 Budget as per Budget Book/Council Approvals
		£	£	£	£	£	£
	Verney House - roof access and rainwater drainage improvements. Potential for mitigation if asset transferred for residential development opportunity	121,000	0	0		121,000	
	Commercial Properties - capital improvements to enable ongoing income (compliance with EPC legislation)	100,830	0	0		100,830	103,870
TOTAL		10,405,320	24,757,766	1,168,815	0	36,331,901	7,055,050
GENERAL FUND SERVICES TOTAL		20,182,470	42,110,560	2,619,193	31,830	64,944,053	11,903,370

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REPORT TO EXECUTIVE

Date of Meeting: 6 July 2021

REPORT TO COUNCIL

Date of Meeting: 21 July 2021

Report of: Director Finance

Title: Overview of General Fund Revenue Budget 2020/21

Is this a Key Decision?

No

Is this an Executive or Council Function?

Council

1. What is the report about?

To advise Members of the overall financial position of the General Fund Revenue Budgets for the 2020/21 financial year and to seek approval for the General Fund working balance, a number of supplementary budgets and the creation of new earmarked reserves.

2. Recommendations:

It is recommended that Members of the Executive note the report and Council notes and approves (where applicable):

- (1) That the net transfer of £23,901,227 to Earmarked Reserves as detailed in paragraph 8.11 is approved;
- (2) That the supplementary budgets of £5,602,710 and budget transfers as detailed in paragraph 8.13 are approved;
- (3) That the Earmarked Reserves at 31 March 2021 be noted;
- (4) That the Council Tax account and collection rate be noted;
- (5) That the outstanding sundry debt, aged debt analysis and debt write-off figures be noted;
- (6) The creditors payments performance be noted; and
- (7) By taking into account the overall financial position of the Council, the General Fund working balance at 31 March 2021 be approved at £4,696,280

3. Reasons for the recommendation:

To formally note the Council's end of year financial position and carry forward any budgets that were not spent but where the funding is still required.

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

The impact on the General Fund working balance is set out in section 8.12.

5. Section 151 Officer comments:

The outturn results have been skewed by the Pandemic and the Government's support to business and Councils. Significant amounts are being set aside in Earmarked Reserves but will be required next year to offset the deficit on the Business Rates Collection Fund. That being said, the decisive action taken through the Emergency Budget and the ensuing Government support has provided the Council with a one-off windfall that has provided the opportunity, if Council approves, to set aside some funds to protect against income losses in 2021-22, which are inevitable as a result of continuing restrictions. There is also the opportunity to set aside one-off pots of money to address the Council's key priorities such as working towards a net zero City.

This performance is one-off in nature and therefore does not impact on the longer term challenges facing the Council. If the Government press ahead with resetting business rates and removing New Homes Bonus, the Council still faces a £6 million shortfall that must be addressed. If other reports on the agenda are approved, this will rise the £6.7 million. This is a substantial reduction and Members must be aware of the difficult decisions that they face to address this over the coming months.

6. What are the legal aspects?

The Local Government Finance Act 1992 places a legal requirement on Council to approve not only the budget but also any changes to the budget proposed during the year. Council has a legal duty to ensure that the budget is balanced and that any changes to the budget are fully funded.

7. Monitoring Officer's comments:

This report raises no issues for the Monitoring Officer

8. Report details:

Overview of General Fund Revenue Budget 2020/21

8.1 Financial Summary

FUND	Planned Transfer To / (From) Working Balance £	Budget Variance Over / (under) £	Outturn Transfer 2020/21 £
General Fund	(1,272,907)	112,938	(1,159,969)

8.2 General Fund (Appendix 1 & Appendix 2)

The Services show an overall underspend of £5,413,674 against a revised budget of £23,336,420. Variances of more than +/- £30,000 are detailed below:

8.3 Chief Executive & Growth Director

Budget Heading	Over / (Underspend)
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IT Services	£57,603
<p>Responsible Officer: Director Finance</p> <p>The Council's portion of the annual Strata saving was not achieved against budget, with a shortfall of almost £52,000; this was mitigated slightly by a saving of almost £11,000 in costs associated with the service.</p>	
Strategic Management	(£96,756)
<p>Responsible Officer: Director Finance</p> <p>The underspend is due to consultants costs not being realised, including the Carbon Action plan and in Agile & Flexible working. Therefore, these unused budgets will be rolled forward into 21/22 and requested as supplementary budgets (£50,000 for consultancy work including £29,000 for the delayed Carbon Action plan and £80,000 for Organisational Development work). The costs associated with the Glenthorne Road bomb discovery and detonation was an additional pressure of £26,273</p>	

8.4 Transformation

Budget Heading	Over / (Underspend)
Active & Healthy People	(£33,797)
<p>Responsible Officer: Active & Healthy People Programme Lead</p> <p>The budget provision for the Tour of Britain was not be required this year. This will be carried forward to support delivery in 2021/22.</p>	
St Sidwells Point	(£59,848)
<p>Responsible Officer: Director</p> <p>Works are still progressing on the project and a supplementary budget will be requested for 2021/22.</p>	
Exeter Community Grants Programme	(£252,416)
<p>Responsible Officer: Active & Healthy People Programme Lead</p> <p>The underspend for the Community Grants programme in 2020/21 accrued due to the fact that Large and Small grant schemes were put on hold due to COVID-19. Ward Grants were also paused for a period during the year before being re-introduced in 2021. A COVID-19 action fund was set up focussed at some seed grants for community groups and organisations supporting residents during COVID-19. Match funding was provided by Exeter Chiefs Foundation which meant that further expenditure through the Exeter grants programme was not incurred.</p> <p>The Exeter Community Grants Programme is funded by Neighbourhood CIL, the funding will be available to re-allocate in future years.</p>	

8.5 City Development, Housing and Supporting People

Budget Heading	Over / (Underspend)
Building Control	(£111,996)
<p>Responsible Officer: Programme Director – Liveable Exeter</p> <p>Both Land Charges and Building Control income exceeded the emergency budget and was closer to the original budget forecasts due to increased activity in the housing market and home improvement works.</p>	
Planning Services	(£94,155)
<p>Responsible Officer: Programme Director – Liveable Exeter</p> <p>£60,000 of the budget allocated for CIL charging schedule consultancy was not spent due to delays. A supplementary budget has been requested for 2021/22.</p> <p>Income collected from developers in respect of habitats mitigation will be transferred into an earmarked reserve.</p>	
Revenues, Benefits & Customer Access	(£721,980)
<p>Responsible Officer: System Lead Revenues, Benefits & Customer Access</p> <p>A balance of £814k of Additional Restrictions Grant funding and £64k Well-Being Support Grant will be transferred to earmarked reserves.</p> <p>The loss allowance in respect of outstanding invoices in relation to the recovery of overpayments has been reviewed and increased to ensure prudent provision is made for non-recovery.</p>	
Liveable Exeter Garden City	(£1,026,889)
<p>Responsible Officer: Programme Director – Liveable Exeter</p> <p>A second Garden Communities grant of £475k and a Development Corporation Competition grant of £380k have been received, both amounts will be transferred to earmarked reserves and supplementary expenditure budgets requested in 2021/22.</p> <p>Work continues on the original project with a supplementary budget of £172k requested for 2021/22, this expenditure is also funded from an earmarked reserve.</p>	

8.6 Communications, Culture and Leisure Facilities

Budget Heading	Over / (Underspend)
Tourism	(£34,332)
<p>Responsible Officer: Service Lead Communications, Tourism & Culture</p>	

The extensive lockdown periods throughout 2020/21 have led to a reduction in the amount of marketing activity carried out in relation to Tourism, leading to a saving of £56k. This has offset the £18k overspend in 'Visit Exeter' caused by a loss of income from a reduction in the number of subscribers to the service.

Markets & Halls	(£28,997)
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Responsible Officer: Facilities & Markets Manager

Despite Covid-19 causing most of the income-generating activities to be halted, the savings made across the whole of Markets and Halls have materially offset the loss of income. Also, the income budget for the auctioneers at The Matford Centre was reduced by almost 25% due to the uncertainty of how the pandemic would affect their business. However, Kivells have been able to continue operating and have had a profitable year – this had led to a £150,000 positive variance against the emergency income budget (or a positive variance of £60,000 against the original budget)

Museum Service	(£169,824)
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Responsible Officer: Service Lead – Museum Manager

There have been significant savings in staffing (roughly £72k) with a vacancy, a temporary reduction in hours for two staff members and no use of non-contractual overtime. The new CCTV system has not yet been installed giving rise to a saving of £15,700 and a credit of £13,600 received from the Exeter Bid Levy for overpayment between 15/16 and 18/19. Material savings have also been achieved across the management unit due to the Museum being closed during the pandemic, including £16,000 saved in the shop.

8.7

Leisure & Sport	(£420,584)
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Responsible Officer: Service Lead Communications, Tourism & Culture

20/21 has been an uncertain year for our leisure and sports facilities and bringing them in-house during a national pandemic has been challenging. The emergency budget allocated to operate the centres was based on a 'normal' year and had provisions included to cover not only standard operating costs but any unforeseen consequences of the transition from Parkwood. Many of these costs have not materialised in 2020/21 (including £110,000 for redundancies) and other savings have been made due to the centres remaining closed for the majority of the year.

Visitor Facilities	(£63,272)
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Responsible Officer: Facilities & Markets Manager

The underspend is predominantly because of saved costs due to the closure of the Visitor Information Centre; without this, Visitor Facilities have made a more modest saving of almost £16,000. The outlook for 2021/22 is uncertain, as the post-lockdown recovery period cannot be predicted; however, if we have a good summer and there is no re-emergence of Covid-19, there are grounds for cautious optimism.

Net Zero Exeter and City Management

Budget Heading	Over / (Underspend)
Environmental Protection	(£115,607)

<p>Responsible Officer: Service Lead – Environmental Health and Community Safety</p> <p>This underspend has arisen due to savings on staff vacancies during the year and savings on supplies and services.</p> <p>The balance includes £29,595 Compliance and Enforcement grant funding which will be transferred to a reserve and used to continue to fund Safer City Ambassadors in 2021/22.</p>	
Licensing, Food, Health & Safety	(£145,842)
<p>Responsible Officer: Service Lead – Environmental Health and Community Safety</p> <p>£97,752 of this underspend is the balance of Exeter Business Against Crime partnership contributions which have previously been carried forward each year but this year will be transferred to the reserve. £42,534 expenditure on vehicle licensing has been funded from reserves.</p> <p>The remaining underspend is due to staff vacancies, and supplies and services costs being lower than budgeted.</p>	
Parking Services	£699,522
<p>Responsible Officer: Service Lead – Engineering, Waterways & Parking</p> <p>Parking income has been severely impacted by Covid 19 during the financial year. When the emergency budget was approved this expected less than half the parking income in the original budget, however due to further lockdowns and restrictions the actual income was £960k below the revised budget.</p> <p>This has been partly offset by savings on staff, reduced charges from RingGo, cash collection and rates refunds. ECC is benefitting from the Sales, Fees and Charges compensation scheme and recovering 75% of eligible net losses, and this scheme is extended to the end of June 2021.</p>	
Waterways	£63,724
<p>Responsible Officer: Service Lead – Engineering, Waterways & Parking</p> <p>The overspend includes £25.5k redundancy costs as a result of service re-structure.</p> <p>The purchase of the mooring repairs early in the year has not yet generated a surplus as further equipment needed to be purchased. Repairs to navigation buoys were identified during the year which did not meet the threshold to be capitalised. Additional costs have been incurred for cleaning the customer toilets at the canal office in line with COVID requirements.</p>	
Parks & Green Spaces	(£217,675)

Responsible Officer: Service Lead – Public & Green Spaces	
<p>The arboriculture have a £20k underspend as a result of savings on the sub-contractors budget but are requesting that this is carried forward as it was difficult to progress work during 2020/21 but it is still required.</p> <p>Children’s play areas have underspent by £59k on works and maintenance. Play areas have been heavily used this year and it has been difficult to close for repairs. Therefore this funding will be needed next year and a supplementary budget has been requested.</p> <p>Other savings have been generated from vacancies, additional income generated by the commercial team, and not all of the supplementary budget approved to cover the additional costs of cleaning play areas to Covid standards was spent due to efficiencies.</p>	
Bereavement Services	(£65,172)
Responsible Officer: Service Lead – Public & Green Spaces	
<p>The cemeteries budget is underspent due to savings on staff costs, works, purchases of equipment, and sale of assets.</p>	
Street Cleaning	(£80,223)
Responsible Officer: Service Lead – Public & Green Spaces	
<p>This surplus includes the net £59k insurance settlement relating to the write off of a street sweeper. However this will be needed to offset the corresponding deficit as a result of the early termination of the lease.</p>	
Cleansing Chargeable Services	(£250,505)
Responsible Officer: Interim Waste, Recycling & Fleet Manager	
<p>The underspend is primarily due to the income budgets on MRF Commercial work being moved to Recycling and savings on the planned costs as commercial activity was halted.</p> <p>Income from green waste exceeded its budget during the year, the impact of further lockdowns and restrictions in quarter 4 did not have the same detrimental impact on trade waste income as the initial lockdown, and the team have identified new customers.</p>	
Cleansing Overheads	£40,183
Responsible Officer: Interim Waste, Recycling & Fleet Manager	
<p>There has been unavoidable expenditure on site at Exton Road including re-surfacing and H&S improvements.</p> <p>Transport Management has overspent as the budget was produced on the assumption that there would be a shared Fleet Manager with Mid Devon DC, however this has not been practical and ECC requires the existing staffing levels to manage the Council’s fleet effectively.</p>	
Recycling	£489,829
Responsible Officer: Interim Waste, Recycling & Fleet Manager	
<p>Recycling and the Materials Reclamation Facility (MRF) have overspent during the year due to the use of agency staff, maintenance costs, the costs of haulage of recyclate to other sites for processing when there are operational issues at the MRF, and low levels of income from sales of materials.</p>	

Growth & Commercialisation	(£1,195,348)
<p>Responsible Officer: Growth & Commercialisation Manager</p> <p>£1,046,649 is the balance of Additional Restrictions Grant for Business Support and Hardship Fund which will be transferred to reserves.</p> <p>There was an £18k saving on an apprentice in the Growth Admin budget and a £33k saving in Exeter City Futures agency costs, and a request will be made to carry these unspent balances forward to be spent in 2021/22.</p> <p>The £40k salary budget for Building Greater Exeter was not required as ECC's contribution to the partnership is paid from the Growth Admin budget.</p> <p>Transformation funding of £45k for the Commercialisation website is no longer required as this work will be done by Strata within existing developer days. The planned work on achieving the required ISO accreditation has not progressed during the year due to lack of capacity, but it is intended that this will go ahead during 2021/22.</p>	

8.8 Finance

Budget Heading	Over / (Underspend)
Corporate Property - Estates	(£681,540)
<p>Responsible Officer: City Surveyor</p> <p>Due to the uncertainty surrounding the impact of the pandemic at the start of the 2020/21 financial year, the budgeted commercial rental income was reduced by 25% as it was believed that many Council tenants would not be able to meet their payment obligations and there would be difficulties in finding new tenants for unoccupied properties. However, due to active estate management by the Council's Estates team and various government support schemes, rental income has remained significantly above budget. Looking forward to 2021/22, there is much uncertainty around how rental income will be affected by the withdrawal of government support and the removal of the moratorium on debt collection, so that it is impossible to predict how the figures will look 12 months from now.</p>	
Major Projects	(£144,949)
<p>Responsible Officer: City Surveyor</p> <p>The 2020/21 budget had assumed a substantial amount would be spent on consultants. However, this cost never materialised in-year, giving rise to this underspend.</p>	
Corporate Property – Assets	(£70,356)
<p>Responsible Officer: City Surveyor</p> <p>Despite a challenging year, the property team maintained a consistent service. Savings were achieved in maintenance costs, fleet and fuel usage as well as small savings in equipment purchases. In addition, £14,000 in salary costs were transferred over to the ERDF project for capitalisation, giving an overall saving of £70,356</p>	
Corporate Property - Energy	(£49,550)

Responsible Officer: City Surveyor	
The in-year saving is entirely due to the transfer of capitalised salary costs to the smart grid and storage project at Water Lane. This was not included in the original revenue budget for 2020/21 due to delays in the project's initiation. A supplementary budget will be requested for 2021/22.	
Corporate	£52,317
Responsible Officer: Director	
The year-end audit fee has increased due to new work carried out in 20/21, including additional work on Value for Money and increased audit requirements of revised ISAs.	
Unapportionable Overheads	£70,181
Responsible Officer: Director	
During the year, eight ECC staff members have left the Council's employment, incurring an additional strain on pension payments.	

8.9 Corporate Services

Budget Heading	Over / (Underspend)
Corporate Support	£78,394
Responsible Officer: Corporate Manager Democratic and Civic Support	
The Civic Centre has lost a substantial amount of rent this year due to the pandemic and new tenants have not been found for vacant units; the overall loss in external income is £183,000. There has been material savings in other areas of Corporate Support, due to on-going vacancies and the Civic Centre being closed; however, these only partly offset the loss in rental income. The outlook for 21/22 is uncertain as it is impossible to predict the post-lockdown recovery period and although there may still be operational savings if the Civic Centre remains predominantly empty, it is likely that the rental income will be an unknown quantity for the foreseeable future.	
Transportation	(£42,353)
Responsible Officer: Corporate Manager Democratic and Civic Support	
The outstanding balance on this cost centre will be transferred to the Green Travel reserve to further support the Council's plans to make Exeter a carbon-free city.	

8.10 Other Financial Variations

Budget Heading	Over / (Underspend)
Net interest	(£342,434)
Actual levels of borrowing were less than budgeted, this has offset the reduction in interest received as a result of lower interest rates.	
Covid 19 Grant	(£515,739)
Further awards of funding from Central Government to support Councils have been made.	
Sales, Fees & Charges Compensation	(£4,343,026)
On 2 July, the Secretary of State announced a new support measure to reimburse councils for income from sales, fees and charges that are irrecoverable due to the pandemic. Claims for the year totalled £4.343m. This has offset much of the additional loss of car park income as a result of the second lockdown.	
Council approved up to £1m from the income loss compensation scheme to be allocated to fund urgent issues arising out of the response to Covid-19 and to offset the reductions in service budgets if required for urgent issues. Use of the £1m set aside is delegated to the Chief Executive, in consultation with the Leader and Director Finance.	

8.11 Earmarked Reserves

During 2020/21 there has been an overall net transfer to Earmarked Reserves of £23.901m. The details of all Earmarked Reserve movements are shown in Appendix 3.

Movement	2020/21
Opening Balance, as at 01/04/20	£8,529,876
Net transfer	£23,901,227
Balance, as at 31/03/21	£32,431,103

Earmarked reserves at the end of the financial year are significantly higher than most years, which is most notably due to the setting aside of £17.4m in respect of business rates.

Each January, local authorities are required to estimate the amount of business rates income for the forthcoming financial year and that is the amount that is both factored into the budgets and accounted for in the year. However, the January 2020 estimate was pre-Covid19, therefore actual business rates was much lower due to a number of changes enacted by the Government to support businesses.

The Government compensated the authority for the reduction in business rates, which meant that, during 2020/21, the authority received both the compensation and accounted for the original estimated business rate income, in accordance with proper practice. An earmarked reserve has therefore been set-up to provide for the repayment of £17.4m during 2021/22.

8.12 General Fund Balance

During 2020/21 there has been an overall deficit of £1,159,969. The minimum requirement for the General Fund working balance was approved by Council in February 2021 at £3 million.

Movement	2020/21
Opening Balance, as at 01/04/20	£5,856,249
Deficit	(£1,159,969)
Balance at 31/03/21	£4,696,280

8.13 Supplementary Budgets & Budget Transfers

There is a requirement for some supplementary budgets in 2021/22 as the Council has identified at the end of the year a number of revenue budgets that have not been spent but where a commitment is required in the following financial year.

It is therefore proposed that supplementary budgets totalling £5,602,710 identified in Appendix 4 are approved and added to the 2021/22 budget. The supplementary budgets will be financed from Earmarked Reserves (£4,920,910), CIL (£326,000) and the General Fund working balance (£355,800).

Appendix 4 also lists proposed budget transfers which have been identified where budgets need to be transferred from one service area to another.

8.14 Outstanding Sundry Debt

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

Age of Debt	March 2020	March 2021
Up to 29 days (current)	£2,399,454	£1,075,975
30 days – 1 Year	£1,530,103	£2,234,973
1 – 2 years	£451,358	£1,249,353
2 – 3 years	£550,482	£341,134
3 – 4 years	£276,837	£208,302
4 – 5 years	£417,580	£240,861
5 + years	£752,772	£1,030,325
Total	£6,378,586	£6,380,923

8.15 Council Tax

As at 1 April 2021, arrears amounted to £4.114m, the movements during 2020/21 were as follows:

	£m	£m
Arrears as at 1 April 2020		4.510
Add:		
2020/21 debits raised net of discounts	71.142	
Less:		
Payments received	(70.571)	
Refunds and change in pre-payments	1.100	
Write-offs	(0.101)	
Arrears as at 31 March 2021		6.080

Against the arrears of £6.080m, a bad and doubtful debt provision of £2.220m has been provided, calculated in accordance with the appropriate accounting guidelines.

The 'In-Year' collection rate has decreased in comparison with the previous year. The collection rate for 2020/21 was 96.0% compared with 96.9% in 2019/20.

8.16 Debt Write-Offs

The following amounts have been written-off during 2020/21:

	2019/20	2020/21
• Council Tax	£268,615	£100,805
• Business Rates	£1,924,524	(£19,497)
• Sundry Debt	£36,552	£37,336
• Housing Rents	£74,727	£61,893
• Non-HRA Rents	£91,418	£59,823
• HB Overpayments	£153,310	£194,205

8.17 Creditor Payments Performance

Creditors' payments continue to be monitored in spite of the withdrawal of statutory performance indicator BVPI8. The percentage paid within 30 days was 97.82% for 2020/21 compared with 94.51% for 2019/20.

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

This is a statement of the projected financial position to the end of the 2020/21.

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

The risks relate to overspending the Council budget and are mitigated by regular reporting to the Strategic Management Board and Members. Members have a legal responsibility to take action where balances are projected to reach an unsustainable level and the Strategic Management Board are working to address the current projected shortfall in reserves.

Areas of budgetary risk are highlighted in this report. The key areas of budgetary risks are attached as Appendix 4, for reference.

11. Equality Act 2010 (The Act)

11.1 Under the Act's Public Sector Equalities Duty, decision makers are required to consider the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- foster good relations between people by tackling prejudice and promoting understanding.

11.2 In order to comply with the general duty authorities must assess the impact on equality of decisions, policies and practices. These duties do not prevent the authority from reducing services where necessary, but they offer a way of developing proposals that consider the impacts on all members of the community.

11.3 In making decisions the authority must take into account the potential impact of that decision in relation to age, disability, race/ethnicity (includes Gypsies and Travellers), sex and gender, gender identity, religion and belief, sexual orientation, pregnant women and new and breastfeeding mothers, marriage and civil partnership status in coming to a decision.

11.4 In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because: because

11.4.1 There are no significant equality and diversity impacts associated with this decision.

12. Carbon Footprint (Environmental) Implications:

There are no direct carbon/environmental impacts arising from the recommendations.

13. Are there any other options?

Not applicable.

Director Finance & S151 Officer, Dave Hodgson

Authors: Nicola Matthews-Morley, Bridget Kendrick and Claire Hodgson

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

Background papers used in compiling this report:

None

Contact for enquires:

Democratic Services (Committees)

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2020/21 GENERAL FUND BUDGET MONITORING - SUMMARY

OUTTURN

	Original Budget £	Emergency Budget Revisions £	Supplementary Budgets & Virements £	Revised Budget £	Outturn £	Variance to Budget £
Chief Executive & Growth Director	2,838,330	(121,000)	113,200	2,830,530	2,791,745	(38,785)
Transformation	7,169,710	1,998,000	(7,712,150)	1,455,560	1,109,499	(346,061)
City Development, Housing & Supporting People	4,032,630	641,400	614,550	5,288,580	3,346,483	(1,942,097)
Communications, Culture and Leisure Facilities	3,186,780	471,000	11,145,500	14,803,280	14,096,925	(706,355)
Net Zero Exeter and City Management	(1,467,760)	6,247,090	3,409,260	8,188,590	7,399,124	(789,466)
Finance	2,331,450	(78,380)	(1,229,930)	1,023,140	197,383	(825,757)
Corporate Services	2,533,410	(326,980)	169,990	2,376,420	2,369,402	(7,018)
Less Use of Furlough Scheme	0	(403,000)	0	(403,000)	(1,161,136)	(758,136)
less Notional capital charges	(7,315,330)	0	(4,911,350)	(12,226,680)	(12,226,680)	0
Service Committee Net Expenditure	13,309,220	8,428,130	1,599,070	23,336,420	17,922,746	(5,413,674)
Net Interest	527,000	290,000		817,000	474,566	(342,434)
New Homes Bonus	(2,489,740)	0		(2,489,740)	(2,489,738)	2
Revenue Contribution to Capital	838,000	(838,000)		0	17,518	17,518
Minimum Revenue Provision	1,350,000	(800,000)		550,000	978,790	428,790
Voluntary Revenue Provision	0	0		0	(603,708)	(603,708)
General Fund Expenditure	13,534,480	7,080,130	1,599,070	22,213,680	16,300,174	(5,913,506)
Transfer To/(From) Working Balance	839,330	(2,086,300)	(25,937)	(1,272,907)	(1,159,969)	112,938
Transfer To/(From) Earmarked Reserves	(307,000)	(3,527,830)	(1,271,133)	(5,105,963)	23,901,227	29,007,190
General Fund Net Expenditure	14,066,810	1,466,000	302,000	15,834,810	39,041,432	23,206,622
Formula Grant	(4,501,000)	0		(4,501,000)	(4,501,367)	(367)
Business Rates Growth / Pooling Gain	(2,578,000)	0		(2,578,000)	(21,153,636)	(18,575,636)
Covid 19 Grant	0	(1,306,000)		(1,306,000)	(1,821,739)	(515,739)
Sales Fees & Charges Compensation	0	0		0	(4,343,026)	(4,343,026)
CIL Income	(900,620)	(160,000)	(302,000)	(1,362,620)	(1,072,781)	289,839
Council Tax	(6,087,190)	0		(6,087,190)	(6,148,883)	(61,693)
0	0	0	0	0	(0)	(0)

Working Balance March 2020

£ 5,856,249

£ 4,696,280

March 2021

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2020/21 GENERAL FUND BUDGET MONITORING - DETAIL

APPENDIX 2

OUTTURN

HIDE THIS COLUMN BEFORE SUBMITTING	YEAR END FIGURES				
	APPROVED EMERGENCY BUDGET	OUTTURN	VARIANCE	QTR 3 FORECAST VARIANCE	
	£	£	£	£	
	TOTAL GENERAL FUND NET EXPENDITURE	35,966,100	31,310,562	(4,655,538)	1,039,754
	Chief Executive & Growth Director				
86B6	IT SERVICES	1,588,810	1,646,413	57,603	0
86B7	STRATEGIC MANAGEMENT	898,450	801,694	(96,756)	(63,170)
81C3	AFFORDABLE HOUSING DEVELOPMENT	30,000	29,864	(137)	0
86A6	CENTRAL SUPPORT	313,270	313,775	505	340
	NET EXPENDITURE	2,830,530	2,791,745	(38,785)	(62,830)
	Transformation				
83C7	ACTIVE & HEALTHY PEOPLE	883,150	849,353	(33,797)	(30,000)
83C8	ST SIDWELLS POINT	138,430	78,583	(59,848)	0
86B9	EXETER COMMUNITY GRANTS PROGRAMME	433,980	181,564	(252,416)	0
	NET EXPENDITURE	1,455,560	1,109,499	(346,061)	(30,000)
	City Development, Housing & Supporting People				
81C2	HOUSING NEEDS & HOMELESSNESS	1,204,410	1,232,047	27,637	176,000
81C5	SUNDRY LANDS MAINTENANCE	89,980	89,980	0	0
81E1	GF HOUSING - PROPERTY	201,450	186,736	(14,714)	0
83A9	BUILDING CONTROL	184,200	72,204	(111,996)	0
83B5	PLANNING SERVICES	751,340	657,185	(94,155)	25,000
86A1	REVENUES, BENEFITS & CUSTOMER ACCESS	2,252,640	1,530,660	(721,980)	9,800
86C2	LIVEABLE EXETER GARDEN CITY	604,560	(422,329)	(1,026,889)	0
	NET EXPENDITURE	5,288,580	3,346,483	(1,942,097)	210,800
	Communications, Culture and Leisure Facilities				
83A5	CULTURE	365,460	362,502	(2,958)	17,810
83A6	TOURISM	167,310	132,978	(34,332)	(63,660)
83B9	MARKETS & HALLS	58,230	29,233	(28,997)	20,410
83C2	MUSEUM SERVICE	2,257,140	2,087,316	(169,824)	(110,850)
83C3	LEISURE & SPORT	11,148,270	10,727,686	(420,584)	(182,670)
83C9	VISITOR FACILITIES	396,640	333,368	(63,272)	(52,660)
86A8	COMMUNICATIONS	410,230	423,842	13,612	(14,860)
	NET EXPENDITURE	14,803,280	14,096,925	(706,355)	(386,480)
	Net Zero Exeter & City Management				
81A1	ENVIRONMENTAL PROTECTION	389,890	274,283	(115,607)	0
81A3	LICENSING, FOOD, HEALTH & SAFETY	502,830	356,988	(145,842)	0
81A4	PUBLIC SAFETY	361,570	373,570	12,000	0
83A3	PARKING SERVICES	(1,707,210)	(1,007,688)	699,522	994,240
83C1	WATERWAYS	325,440	389,164	63,724	60,660
83B4	ENGINEERING SERVICES	555,830	532,206	(23,624)	57,090
81A6	PARKS & GREEN SPACES	1,888,680	1,671,005	(217,675)	0
81B2	BEREAVEMENT SERVICES	160,890	95,718	(65,172)	0
81D4	STREET CLEANING	1,535,450	1,455,227	(80,223)	43,260
81D5	PUBLIC CONVENIENCES	385,900	364,678	(21,222)	0
81D2	DOMESTIC REFUSE COLLECTION	2,326,370	2,346,863	20,493	87,090
81D6	CLEANSING CHARGEABLE SERVICES	527,330	276,825	(250,505)	(70,350)
81D7	EXTON ROAD OVERHEADS	121,130	161,313	40,183	73,500
81D8	RECYCLING	393,810	883,639	489,829	467,710
83A4	GROWTH & COMMERCIALISATION	420,680	(774,668)	(1,195,348)	(94,460)
88A1	FLEET MANAGEMENT & MAINTENANCE	0	0	0	(120,000)
	NET EXPENDITURE	8,188,590	7,399,124	(789,466)	1,498,740
	Finance				
83A1	CORPORATE PROPERTY - ESTATES	(2,489,810)	(3,171,350)	(681,540)	(241,496)
83B8	MAJOR PROJECTS	194,660	49,711	(144,949)	55,630
83C5	CORPORATE PROPERTY - ASSETS	928,870	858,514	(70,356)	(6,110)
83C6	CORPORATE PROPERTY - ENERGY	133,590	84,040	(49,550)	(33,100)
86A3	CORPORATE	(38,680)	13,637	52,317	24,400
86A7	UNAPPORTIONABLE OVERHEADS	1,497,520	1,567,701	70,181	19,220
86B1	FINANCIAL SERVICES	584,650	577,235	(7,415)	1,370
86B2	INTERNAL AUDIT	98,170	98,320	150	(120)
86B8	PROCUREMENT	114,170	119,575	5,405	4,060
	NET EXPENDITURE	1,023,140	197,383	(825,757)	(176,146)
	Corporate Services				
86B3	HUMAN RESOURCES	537,880	522,436	(15,444)	(8,650)
86B4	LEGAL SERVICES	217,500	205,488	(12,012)	(1,930)
86A2	ELECTIONS & ELECTORAL REG	241,090	230,103	(10,987)	(22,790)
86A5	DEMOCRATIC REPRESENTATION	632,800	612,202	(20,598)	(16,770)
86A4	CIVIC CEREMONIALS	258,360	274,343	15,983	15,970
86B5	CORPORATE SUPPORT	488,790	567,184	78,394	70,040
83A2	TRANSPORTATION	0	(42,353)	(42,353)	(50,200)
	NET EXPENDITURE	2,376,420	2,369,402	(7,018)	(14,330)

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Earmarked Reserves

Cost Centre	Account	Account description	Opening Balance £	Transfers In £	Transfers Out £	Closing Balance £
44444	09401	PRINCESSHAY/MAJOR PROJECTS	0			0
44444	09403	PARTNERSHIP	0			0
44444	09413	CONSERVATION	(2,339)			(2,339)
44444	09416	VEHICLE LICENSING	(59,465)		42,534	(16,931)
44444	09417	S 57 GRANTS	(19,613)			(19,613)
44444	09419	SURE START	(20,000)			(20,000)
44444	09420	BUILDING CONTROL	(48,644)		8,995	(39,648)
44444	09422	LOCAL DEV FRAMEWORK	(36,642)			(36,642)
44444	09427	MALLINSON	(107,188)		17,517	(89,671)
44444	09428	OLD MILL	(5,499)			(5,499)
44444	09434	SHIP	(7,438)			(7,438)
44444	09437	HOUSING ASSESSMENT	(1,245)			(1,245)
44444	09444	Climate Change	(6,709)			(6,709)
44444	09448	DEVON HOME CHOICE	(92,123)		17,779	(74,344)
44444	09451	TRANSFORMATION	(474,878)		53,003	(421,875)
44444	09455	Habitat Assessment	(30,533)			(30,533)
44444	09456	Green Travel	(46,165)	(42,353)		(88,518)
44444	09457	AFU Archiving	(15,006)		10,654	(4,352)
44444	09458	Countryside Grants	(14,500)			(14,500)
44444	09460	Redundancy reserve	(209,179)	(500,000)	209,179	(500,000)
44444	09463	EBAC	(5,306)	(97,752)		(103,058)
44444	09464	Museum of the Year	(37,877)			(37,877)
44444	09465	RAMM Legal Costs	(56,432)	(36,955)		(93,387)
44444	09467	Natura 2000	(153,947)	(30,515)		(184,462)
44444	09472	NHB - Ward Projects	(3,123)		3,123	0
44444	09473	NHB - Local Community Infra	(73,577)			(73,577)
44444	09475	NHB - Active Exeter	(138,432)		78,583	(59,849)
44444	09480	NNDR Deficit	0	(17,423,576)		(17,423,576)
44444	09485	Capital Fund	(500,000)			(500,000)

44444	09486	LOCAL WELFARE SUPPORT (T006)	(22,527)		14,000	(8,527)
44444	09487	PINHOE COMMUNITY HUB	(53,756)			(53,756)
44444	09489	RIVERSIDE DILAPIDATIONS	(223,010)	(8,033)		(231,043)
44444	09490	2020-21 BUDGET	(1,625,230)		1,625,230	0
44444	09491	IFRS 9	(250,000)			(250,000)
44444	09492	NHB - LOCAL COMMUNITY GRANTS	(495,388)		495,388	0
44444	09494	LAND CHARGES	(279,043)		15,850	(263,193)
44444	09495	BUSINESS RATE PILOT	(598,882)		205,625	(393,257)
44444	09496	PLANNING INCOME	(178,950)	(34,000)	104,000	(108,950)
44444	09497	RAMM - NDR REFUND	(1,333,835)	(350,000)	1,333,835	(350,000)
44444	09498	GESP	(604,562)		432,671	(171,891)
44444	09499	LEISURE CONTRACT VARIATIONS	0			0
44444	09500	COVID19 GRANT	(72,737)		72,737	0
44444	09501	RAMM INFRASTRUCTURE RESERVE	(251,098)	(32,073)	31,621	(251,550)
44444	09502	ECL BUSINESS CASE	(300,000)		30,000	(270,000)
44444	09503	GOVERNANCE REVIEW	(75,000)			(75,000)
44444	09504	WELL-BEING SUPPORT FUND	0	(64,372)		(64,372)
44444	09505	CEV RESPONSE	0	(1,656)		(1,656)
44444	09506	COMPLIANCE & ENFORCEMENT	0	(29,595)		(29,595)
44444	09507	ARG DISCRETIONARY GRANTS	0	(814,342)		(814,342)
44444	09508	ARG WIDER BUSINESS SUPPORT	0	(998,549)		(998,549)
44444	09509	ARG SPECIAL CASES	0	(48,100)		(48,100)
44444	09510	Garden Communities - Grant 2	0	(475,000)		(475,000)
44444	09511	Development Corporation Comp	0	(380,000)		(380,000)
44444	09512	Leisure	0	(50,000)		(50,000)
44444	09513	Budget Volatility	0	(4,000,000)		(4,000,000)
44444	09514	ECL - Corporate Property Support	0	(1,000,000)		(1,000,000)
44444	09515	Net Zero Exeter	0	(1,000,000)		(1,000,000)
44444	09516	Council Tax Deficit support	0	(61,679)		(61,679)
44444	09517	Business Rates Volatility	0	(1,000,000)		(1,000,000)
44444	09518	Cathedral Yard Bollard	0	(25,000)		(25,000)
44444	09519	Future events	0	(100,000)		(100,000)
44444	09520	Bull Meadow culvert	0	(100,000)		(100,000)

(8,529,876)	(28,703,550)	4,802,323	(32,431,103)
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PROPOSED SUPPLEMENTARY BUDGETS AND BUDGET TRANSFERS

Supplementary Budgets

Description	£	Funded by:
Chief Executive & Growth Director		
Consultants Fees	50,000	Earmarked Reserve
ECL Business Case	270,000	Earmarked reserve
Office 365	(51,420)	Brexit Grant carry forward
Office 365	51,420	Brexit Grant carry forward
Transformation		
Strategic Grants	213,000	Neighbourhood CIL
Community Buildings	53,000	Neighbourhood CIL
Active & Healthy People - Playing Pitch Strategy	30,000	GF Balances
Covid CEV Response Fund	1,660	Earmarked Reserve
City Development, Housing & Supporting People		
Temporary Planning Officer	35,000	GF Balances
CIL Charging Schedule Consultancy	60,000	CIL Admin
Local Plan Evidence	70,000	Earmarked Reserve
Domestic Abuse Bill	33,240	Self financing
Domestic Abuse Bill	(33,240)	Self financing
Homelessness Prevention Trailblazers	18,320	Self financing
Homelessness Prevention Trailblazers	(18,320)	Self financing
Roughsleeping Initiative	1,524,210	Self financing
Roughsleeping Initiative	(1,524,210)	Self financing
Homelessness Prevention Grant	208,000	Self financing
Homelessness Prevention Grant	(208,000)	Self financing
PRS Access Fund	35,800	Self financing
PRS Access Fund	(35,800)	Self financing
Organsational Development	243,660	Earmarked Reserve
Organsational Development	96,680	Self-financing
Organsational Development	(96,680)	New Burdens Grant
Liveable Exeter	171,890	Earmarked Reserve
Garden Communities - Grant 2	475,000	Earmarked Reserve
Development Corporation Comp	380,000	Earmarked Reserve
One Public Estate - Marsh Barton	120,000	Self financing
One Public Estate - Marsh Barton	(120,000)	Income from DCC
Additional Restrictions Grant	814,340	Earmarked reserve
Exeter Wellbeing Support Fund	64,370	Earmarked reserve
Communications, Culture and Leisure Facilities		
SSP Tender	59,850	Earmarked Reserve
Redundancy	110,000	GF Balances
Additional Pension strain	82,680	GF Balances
General contingency	84,000	GF Balances
Future events	100,000	Earmarked reserve
Net Zero Exeter & City Management		
Additional Restrictions Grant - Business Support	998,550	Earmarked reserve
Additional Restrictions Grant - Hardship Fund	48,100	Earmarked reserve
Compliance and Enforcement Grant	29,600	Earmarked reserve
Reopening High Streets Safely Fund	45,860	Self financing
Reopening High Streets Safely Fund	(45,860)	Grant
Welcome Back Fund	105,950	Self financing
Welcome Back Fund	(105,950)	Grant
Play areas equipment and maintenance unspent in 20/21	59,380	GF Balances
Arboriculture unspent in 20/21	17,950	GF Balances
Bridge inspections unspent Year 1 of Supplementary Budget in 20/21	65,360	GF Balances
Consultancy support for Waste Service Change	38,880	Earmarked reserve
Growth admin unspent budget for apprentice in 20/21	18,650	GF Balances
Exeter City Futures savings on consultancy in 20/21	33,380	Earmarked reserve
Transformation funding for ISO accreditation not spent in 20/21	11,370	Transformation fund
Building Greater Exeter 2021/22 budget included in error	(41,630)	GF Balances
Exeter City Futures 2021/22 budget included in error	(111,310)	GF Balances
Commercialisation Manager extension of FTC approved by Council Feb 2021	34,220	GF Balances
Cathedral Yard Bollard	25,000	Earmarked reserve
Net zero Exeter	500,000	Earmarked reserve
Bull Meadow	100,000	Earmarked reserve
Additional staffing costs for Mooring Repairs	39,500	Self financing
Additional income from Mooring Repairs	(39,500)	Self financing
Finance		
Graffiti Removal - Athelstan's Tower	9,500	GF Balances
Capitalised salary recharge to ERDF project	(42,000)	GF Balances
Corporate Property Support for ECL / Citypoint	250,000	Earmarked Reserve
Consultancy - Bus site wider options	125,260	Earmarked reserve
Electrical inspections - Phase 3 Civic Centre	4,000	GF Balances
Corporate Asset Challenge	60,000	Earmarked reserve
Corporate Services		
Election payments	(18,530)	Government Grant
Election payments	18,530	Self financing
Election payments	(128,530)	Government Grant
Election payments	128,530	Self financing
Election payments	(92,660)	Government Grant
Election payments	92,660	Self financing
Election payments	(52,880)	Government Grant
Election payments	52,880	Self financing
Agency Fees	35,000	Income from 3rd parties (including ECL)
Agency Fees	(35,000)	Self financing
Total	5,602,710	

Transfers

Transfer £5,000 Budget for benches from Engineering Services to Parks & Green Spaces

Transfer £25,040 Budget for vacant post from Corporate Services to Human Resources

Transfer £7,000 budget fro Emergency Palnning from Central Support to Environmental Protection

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REPORT TO EXECUTIVE

Date of Meeting: 6 July 2021

REPORT TO COUNCIL

Date of Meeting: 21 July 2021

Report of: Director Finance

Title: 2020/21 HRA Budget Monitoring Report – Outturn

Is this a Key Decision?

No

Is this an Executive or Council Function?

Council

1. What is the report about?

To advise Members of any major differences, by management unit, between the approved budget and the outturn for the financial year up to 31 March 2021 in respect of the Housing Revenue Account and the Council's new build schemes.

An outturn update in respect of the HRA Capital Programme is also incorporated into this report in order to help provide a comprehensive financial update in respect of the Housing Revenue Account.

2. Recommendations:

2.1. It is recommended the Executive note the report and Council notes and approves (where applicable):

- (1) The supplementary budgets of £333,000 as detailed in paragraph 8.4;
- (2) The HRA financial position for 2020/21 financial year; and
- (3) The revision of the HRA Capital Programme to reflect the reported variations detailed in Appendix 4.

3. Reasons for the recommendation:

3.1. To formally note the HRA's projected financial position and to approve the reported variations to the HRA Capital Programme.

The Housing Revenue Account is a statutory account and local housing authorities have a duty to keep a HRA in accordance with proper accounting practices and to review the account throughout the year. Members are presented with a quarterly financial update in respect of the HRA and this is the final update for 2020-21.

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

- 4.1. The financial resources required to deliver both housing services to Council tenants and to invest in new and existing housing stock during 2020/21 are set out in the body of this report.

The impact on the HRA's available financial resources are set out in Appendix 3.

5. Section 151 Officer comments:

- 5.1 Although the financial position for the HRA shows a significant underspend, members should note that this is a mix of timing of expenditure and decisions taken to borrow to support the investment in new Homes over the next few years. The HRA medium term financial plan still indicates that all available resources will be used up over the next few years and therefore this underspend is committed in future years.

6. What are the legal aspects?

- 6.1. The Housing Revenue Account is framed by the Local Government and Housing Act 1989. This Act created the ring-fence and the structure within which the HRA operates and covers the detailed operation of the HRA, including the credits (income) and debits (expenditure) which make up the account.

7. Monitoring Officer Comments:

This report raises no issues for the Monitoring officer

8. Report Details:

HRA FINAL ACCOUNTS TO 31 MARCH 2021

8.1. Background to the HRA

The Housing Revenue Account (HRA) records expenditure and income relating to council dwellings and the provision of services to tenants. Housing authorities have a statutory duty to maintain a HRA account, which is primarily a landlord account, in order to account to their tenants for income and expenditure on council housing separately from other functions and services of the Council. This includes tenancy management, repairs and maintenance, council house building and council house retrofits.

8.2. Projected Surplus/Deficit

	£
Approved Budgeted Deficit	3,321,605*
Tenancy Services Restructure budget - Council approved 25 February 2020	149,026
Supplementary budgets – Council approved 21 July 2020	657,040
Emergency budget – Council approved 21 July 2020 (£nil impact on total surplus/deficit)	-
Revised Budgeted Deficit	4,127,671

*2020/21 Approved Budget Represented By	£
MANAGEMENT	1,108,135
TENANCY SERVICES	1,302,920
SUNDRY LANDS MAINTENANCE	573,830
REPAIR & MAINTENANCE PROGRAMME	6,785,570
REVENUE CONTRIB TO CAPITAL	5,246,550
CAPITAL CHARGES	3,513,540
HOUSING ASSETS	2,093,020
RENTS	(19,195,320)
INTEREST	1,893,360
MOVEMENT IN WORKING BALANCE	(3,321,605)
Net Cost	£nil

The approved budget was in a deficit position due to a large anticipated revenue contribution to capital in the year of £5,246,550.

The 2020-21 financial year has ended with an overall net surplus of £2.711m. This represents a movement of £6.838m compared to the budgeted deficit of £4.128m for 2020-21 with, most notably, £5.247m deferral of the revenue contribution to capital and £1.328m relating to a reduction in the repairs and maintenance programme, largely due to delays in the various programmes as a result of COVID-19.

Excluding revenue contribution to capital and the repairs and maintenance budgets that were impacted by COVID-19 interruptions, the service cost areas, managed by the Service Leads, spend for 20-21 came out very close to budget at 97% overall.

A projected under-spend of £6.080m has previously been reported to Executive Committee as part of the quarterly budget monitoring updates. The variances in the final quarter of the financial year have therefore resulted in further savings of £0.759m. The reasons for this and the main deviations from budget for the financial year are set out below. Please also refer to Appendix 1.

Budget Heading	Forecast Outturn Budget Variance at Quarter 3 (Under)/Overspend	Actual Budget Variance (Under)/Overspend
Revenue Contribution to Capital	(£5,246,550)	(£5,246,550)

Officer Responsible: Assistant Director of Housing (AP)

- The amount of revenue contributions required to finance the HRA Capital programme in 2020-21 has been reduced to £nil for 2020/21 and deferred to 2021-22.

A larger than anticipated portion of the 2020-21 capital programme has been funded by borrowing, due to the PWLB loan taken out in April 2020. Therefore, less revenue contributions are required towards capital financing this year but the contribution is still required in future years, so there is no impact of this on the Medium-Term Financial Plan.

Management Costs	£25,559	(£48,986)
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**Officers Responsible:
Assistant Director of Housing (AP)
Assistant Director of Housing (LB)**

- (£46k) underspend in employee costs, due to recruitment delays as a result of COVID-19.
- £84k additional consultancy fees in relation to the implementation of the new housing IT system. Overspend is being met by a saving in employee costs across other areas of the HRA.
- (£57k) savings in tenant participation and liaison, in relation to conference/seminar budget, publications and leaflets budget and community development project budget; all of which have been largely on hold during 2020/21 due to COVID-19, as well as a review of the Resident Involvement Strategy. £25k of this saving will be requested as a supplementary budget for 2021/22, in order to deliver the revised Resident Involvement Strategy, approved by Council.
- £37k overspend on empty property charges, this is due to delays in re-letting properties. A review of this part of the service is currently underway.
- (£80k) additional service charges and miscellaneous income, relating to older persons' accommodation and insurance service charges, solar panel rental and sales of land under £10k.
- (£17k) saving on housing development team recharge. This budget has now been transferred to the housing asset team, where this work is now undertaken.
- £27k overspend on legal fees, primarily resulting from a fine imposed on the Council by the Health & Safety Executive following an incident in 2017.
- £3k Amalgamation of various under and overspends in relation to COVID-19, including cost of letters to tenants, empty property charges and additional cleaning costs.

Tenancy Services	(£17,758)	(£62,185)
<p>Officer Responsible: Assistant Director of Housing (LB)</p> <ul style="list-style-type: none"> • (£70k) Savings in employee costs due to recruitment delays. • £20k cost impact of lower than anticipated number of Right-to-Buy property sales in the year. • (£10k) savings in court and legal fees. • (£7k) saving on valuation fees due to lower number of RTB requests in the year. • £5k Amalgamation of various forecast over/ (under)spends. 		
Sundry Land Maintenance	(£188,380)	(£215,299)
<p>Officer Responsible: Assistant Director of Housing (AP) Assistant Director of Housing (LB)</p> <ul style="list-style-type: none"> • (£41k) underspend on garden assistance, this is due to the service being on hold earlier in the year, during the first COVID-19 lockdown. • (£174k) underspend on trees works. Ash Dieback disease has taken slightly longer to take hold in Exeter when compared with the surrounding area, but when it does there will be a rise in tree management costs, for this reason a supplementary budget will be requested to carry forward £140k of underspend on this budget into 2021-22. 		
Repair & Maintenance Programme	(£1,103,436)	(£1,328,210)
<p>Officer Responsible: Assistant Director of Housing (AP)</p> <ul style="list-style-type: none"> • (£1,002k) underspend on low maintenance and painting, this is due to interruption of works during COVID-19 lockdown. • (£159k) underspend on general maintenance works. This is due to appointment restrictions during the year as a result of Lockdown periods – catch-up of this work is well underway with cost efficiencies being delivered by grouping work by specific area and tasks. • £472k overspend on repairs to void properties. This is due to a much higher than usual number of larger/higher cost voids working through the system during 2020/2021. A number of void properties resulted in expenditure in excess of £10k without significant amounts of capital works – one additional large element of the cost was property clearances and likely resulted from the closure of recycling centres for large parts of the year. 		

- (£153k) underspend on gas & central heating servicing. This is largely due to efficiencies emerging from the new Liberty contract, that started in 2019/20 and new boiler installs successfully reducing the number of call-outs.
- (£40k) forecast underspend on Legionella testing. Testing had not been possible due to COVID-19 closures but was able to resume in the third quarter of the year.
- (£91k) underspend in decorations for older and vulnerable people. Due to COVID-19 access to carry out these works has not been possible.
- (£232k) underspend on asbestos surveys and removals. This work has been delayed as it is tied to the kitchens & bathrooms replacement programme, which has been delayed due to COVID-19.
- (£99k) underspend on communal decorations, this programme was on hold for the majority of the year due to COVID-19.
- £24k amalgamation of various minor forecast under and overspends, largely COVID-19 related.

Capital Charges	£nil	£259,396
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Officer Responsible: not applicable (statutory accounting charge)

- Depreciation charges are higher than budgeted due to a valuation increase of the properties in the portfolio at 2019/20 year end.

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 future capital works or to repay debt.

Housing Assets	£288,928	£184,554
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Officer Responsible: Assistant Director of Housing (AP)

- £29k overspend in employee costs. Several positions were filled with agency staff at the start of the year, with a plan to recruit permanent officers to all positions during 20-21. Despite delays due to COVID-19 work, this plan has largely been executed and all positions have been filled or were in latter stages of the recruitment process as at 31 March 2021.
- £67k Forecast overspend in tenant decant costs. The budget overspend position has arisen due to the delayed progress (due to the COVID pandemic) of the Laings development resulting in costs being incurred during 2020/21 rather than 2019/20, and a number of major works projects which were not anticipated at the commencement of the year. The position regarding future year's budget for this area of cost will be re-evaluated and revised as required. Whilst decanting tenants can be disruptive in the short term the long term strategic asset management of our stock will benefit all our tenants over an extended period.
- £104k Forecast overspend on consultancy fee. £51k in relation to the implementation of the new housing assets integrated contract and £34k in relation to low carbon works, these works have been accelerated during the year, working towards the Council's commitment to carbon neutral by 2030. The further £19k overspend is in relation to housing development consultancy works.

<ul style="list-style-type: none"> • (£18K) Saving on vehicle and fuel costs, this includes the disposal of some low value capital assets. • £3k amalgamation of various minor forecast over and underspends. 		
Rents	£nil	(£420,801)
<p>Officer Responsible: Assistant Director of Housing (LB) & Service Lead Revenues, Benefits and Customer Access</p> <ul style="list-style-type: none"> • The rents for 2020-21 were reviewed as part of the COVID-19 Emergency budget and the rents budget was reduced by £824k for 2021/22. • The actual rents collected for 2020-21 were £421k over of the emergency budget and only £404k lower than the original budget. • The £824k emergency budget reduction in rents was a worst case scenario, based on the forecast arrears at the time and assumed a full write-off. It has been reported throughout the year that there was an expectation actual rents collected for the year would be ahead of budget. • The level of arrears as at 31 March 2021 is higher than in previous years but in-line with expectations and other social landlords. 		
Interest	£161,828	£39,609
<p>Officer Responsible: Assistant Director of Housing (AP) Assistant Director of Housing (LB)</p> <ul style="list-style-type: none"> • Reflects the actual interest cost of the new PWLB loan taken out for the HRA in April 2020, this will be used to fund the next wave of Council property developments. The loan was agreed earlier than originally anticipated in order to benefit from the low interest rate offered at the time. This has reduced the cost to the HRA over the life of the loan. • This also reflects the lower anticipated interest receivable by the HRA. Interest rates received on investments have fallen significantly since the start of the year and the impact of this will be reflected in the interest earned on HRA balances. 		
Total budget (underspend)/overspend	(£6,079,809)	(£6,838,473)
2020/21 HRA Deficit/ (Surplus)		(2,710,802)

8.3. Impact on HRA Working Balance

The total budget variances for 2020-21 have resulted in a surplus of £2,710,802 which will be transferred to the HRA working balance, as set out below.

The HRA Working Balance represents amounts set aside to help facilitate service improvements, repay debt or to provide investment in the stock in future financial years.

The balance, as at 31 March 2021, is set out below:

Movement	2020/21
Opening HRA Working Balance, as at 1 April 2020	£10,239,475
Surplus for 2020/21	£2,710,802
Balance resolved to be retained (HRA contingency)	(£4,000,000)
Balance Available, as at 31 March 2021	8,950,277

8.4. **Supplementary Budgets**

There is a requirement for supplementary budgets in 2021/22 as the HRA has identified at the end of the year a number of revenue budgets that have not been spent but where a commitment is required in the following financial year.

It is therefore proposed that supplementary budgets totalling £333,000 identified in Appendix 2 are submitted to Executive for approval and added to the 2021/22 budget.

8.5. **Major Repairs Reserve**

Under self-financing Councils are expected to set aside some of their income each year into the Major Repairs Reserve, in order to ensure appropriate provision is made towards financing future capital works or to repay debt. The balance held in the reserve at the end of the financial year is set out below:

Movement	2020/21
Opening Major Repairs Reserve, as at 1 April 2020	£11,831,831
Revenue monies set aside during 2020/21	£3,772,936
Amount used to finance capital expenditure during 2020/21	(£471,569)
Balance, as at 31 March 2021	£15,133,198

8.6. **HRA Debt**

In October 2018 the Government formally removed the HRA debt cap, which restricted the amount of borrowing stock-holding local authorities could have for the purposes of the HRA. The lifting of the 'debt cap' means that local authorities are now able to borrow for housebuilding in accordance with the Prudential Code.

Executive on 8 October 2019 approved the first Council House Building Programme, which will deliver 100 new homes into the HRA at a cost of £18 million. On 5 April 2020, the Council took out a loan of £15.36 million from the PWLB to support this programme. The remaining £2.64 million will be funded by capital receipts.

As at 31 March 2021, the HRA's borrowing stood at £73.242 million. The total of the £15.36 million new loan and the former 'debt cap' level of £57,882,413.

8.7. HRA Capital Programme

The 2020-21 HRA Capital Programme was last reported to Executive on 6 April 2021. Since that meeting the following changes have been made that have increased the programme.

Description	2020/21	Approval / Funding
HRA Capital Programme	£25,155,805	
Budgets deferred to future financial years at Quarter 3	(£3,242,290)	Council – 20 April 2021
Savings identified at Quarter 3	(£1,000)	Council – 20 April 2021
Acquisition of Social Housing	420,000	Section 106 funded – Delegated powers 6 th October 2020
Revised HRA Capital Programme	£22,332,515	

8.8. Performance

HRA Capital expenditure in the year amounted to £16,167,996 which equates to 72% of the revised approved capital programme (as set out above). The nature of capital investment in the financial year comprised:

HRA Capital Expenditure	£
Capital investment in existing stock	7,316,811
Capital investment in the provision of new council homes	8,851,186
Total HRA Capital Expenditure	16,167,997

A detailed list of HRA capital budgets and actual expenditure is set out in Appendix 4.

It is proposed to carry forward a total of £6.551 million budget into future years, whereas £0.100 million budget has been brought forward from future years and spent in 2020/21 (giving a net budget carry forward of £6.451 million), as indicated in Appendix 4.

8.9. HRA Capital Financing

The total HRA capital expenditure for 2020-21 will be financed as follows:

HRA Capital Finance	£
Major Repairs Reserve	471,570
Revenue Contribution to Capital	-
Capital Receipts	3,540,062

Commuted sums (S106)	4,035,863
Borrowing	8,120,502
Total HRA Capital Financing	16,167,997

The impact on the capital resources available to the HRA over the next 3 years is set out in Appendix 3.

8.10. Capital Budget Variances

The details of key (greater than +/- £50k) variances from budget are set out below. The Assistant Director of Housing (AP) will be able to provide further details in respect of these areas, if required.

Scheme	Overspend / (Underspend)
Laings refurbishment	£200,000
<p>Officer Responsible – Assistant Director of Housing (AP)</p> <p>The scheme has progressed slower than anticipated due to COVID restrictions throughout the year and the total cost of the project is expected to increase as a consequence. There have also been issues in relation to the agreement of drainage diversions with South West Water and this has resulted in increased project costs.</p>	
Extracare Scheme	£200,000
<p>Officer Responsible – Assistant Director of Housing (AP)</p> <p>Some late specification changes have resulted in additional project costs – these have been revisions in readiness for the Fire Safety Legislation implemented this year. There has also been a financial impact of delays during the year as a result of COVID restrictions.</p>	
Bovemoors Lane	(£120,000)
<p>Officer Responsible – Assistant Director of Housing (AP)</p> <p>The site is largely complete and total project costs are expected to come in under original budget.</p>	

8.11. Schemes to be deferred to 2020/21 and beyond

Schemes which have been identified as being wholly or partly deferred to 2021/22 and beyond are:

Scheme	Budget deferred to/(brought forward from) future years
Adaptions	£181,126
<p>Officer Responsible – Planned Works Lead</p>	

Internal works were suspended in the last COVID-19 lockdown and this had an impact on some of the large adaptations projects that were planned for the end of the year. Works on these projects are now underway early 2021/22.	
Common Area Footpath & Wall Improvements	£68,976
<p>Officer Responsible – Compliance Lead</p> <p>There were two major projects that were expected to take place in Quarter 4. Due to COVID restrictions, section 20 consultation and changes to the specification there were delays in these projects, works are now underway in early 2021/22.</p>	
Communal Area Improvements	£58,281
Communal Door and Screen Replacements	£216,690
<p>Officer Responsible – Planned Works Lead</p> <p>There were increased waiting times on doors and screens and this led to a delay on a large project that was due to take place in Quarter 4. These budgets were also impacted when internal works were suspended in the last lockdown.</p>	
Fire Risk Assessment Works	£120,063
<p>Officer Responsible – Planned Works Lead and Compliance Lead</p> <p>Internal works were suspended which delayed the fitting of replacement fire doors, there were also longer wait times on delivery of doors during the period.</p> <p>The planned works and compliance teams have worked together with external contractors to review and update work programmes for future years. All work has been prioritised to ensure full delivery of fire risk assessment responsibilities.</p>	
Fire Safety Storage Facilities	£178,387
<p>Officer Responsible – Planned Works Lead</p> <p>This is a programme of works to move existing bin stores or build new stores in order to maximise fire safety. The programme has now been aligned to the windows and doors programme.</p> <p>The budget has been re-profiled to align to the related programme of works.</p>	
LAINGS Refurbishments	£437,025
<p>Officer Responsible – Officer Responsible – Assistant Director of Housing (AP)</p> <p>The scheme is now expected to be completed in Sept/October 2021. This is later than previously anticipated due to delays as a result of COVID restrictions and the number of tradespeople that are allowed onsite at any one time.</p> <p>The £437k to carry forward includes the £200k expected overspend detailed above.</p>	
Reroofing - Flats	£73,782

Reroofing - Houses	£318,170
<p>Officer Responsible – Planned Works Lead</p> <p>Delays were experienced as a consequence of works being on hold during the first lockdown, although contractors made efforts to catch-up on the programme once lockdown had lifted, this wasn't quite achieved before the Year End.</p>	
Structural Repairs	£198,941
<p>Officer Responsible – Planned Works Lead</p> <p>Large structural repairs works in relation to carbon reduction, including cavity wall and external wall works, were due to commence in the last quarter. It took slightly longer than expected to procure and mobilise contracts but these works are now underway in early 21/22.</p>	
Window Replacements	£166,325
<p>Officer Responsible – Planned Works Lead</p> <p>In-year delays were experienced as a consequence of re-designing the installation programme to align the window and door installations. By doing so, the Council has secured contract and installation efficiencies and ensured less disruption for our tenants. Products come from the same suppliers so we are securing budget efficiencies through procurement economies of scale.</p> <p>The programme is also aligned with the cyclical decorations budget so we actually carry out multiple component and elemental works to a property all in one go but the programme design has taken some time to resolve and set out. One significant further in year delay in programme delivery has occurred due to the need for a bat survey on the Flowerpot Lane Estate which meant that the programme of works was delayed by six months.</p>	
Social Housing Acquisitions - Section 106	£490,000
Social Housing Acquisitions - Open Market	£319,281
<p>Officer Responsible – Assistant Director of Housing (LB)</p> <p>The purpose of this budget is to allow the HRA to buy properties on the open market and Section 106 agreements to increase the stock available for social housing in-line with asset management strategy.</p> <p>Properties are identified throughout the year and offers are made, subject to approval under delegated authority. The timing of spend on this budget is therefore subject to properties coming on to the market that fall within strategy and the house purchase process.</p>	
Extra Care Scheme	£563,008
<p>Officer Responsible – Officer Responsible – Assistant Director of Housing (AP)</p> <p>The building is now expected to be finalised in June 2021, with highway and drainage to be completed by September 2021. Kier had been suffering delays due to COVID</p>	

and are struggling to get enough labour on site due to shortages and social distancing issues.

The £563k to carry forward includes the £200k expected overspend detailed above.

Bovemoors Lane	£105,358
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Officer Responsible – Officer Responsible – Assistant Director of Housing (AP)

This scheme was largely completed before the year end and all 10 properties are now available for tenants. There are still a small amount external works to complete, contractor retention and final consultant's fees to pay, following the defects period.

The £105k to carry forward, includes the £120k expected saving detailed above.

Hamlin Gardens	£84,827
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Officer Responsible – Officer Responsible – Assistant Director of Housing (AP)

The main contractor had to pull out of the scheme so this will now be retendered. Work is now not expected to start on this project until September/October 2021 and will run to 2023/24.

Vaughan Road	£250,000
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Officer Responsible – Officer Responsible – Assistant Director of Housing (AP)

The Vaughan Road development has been delayed due to the availability of contractors and the need to reassess the development budget against submitted tenders. Further financial viability assessment has been carried out and a report will be submitted to Executive and Council at a later date to set out the new development business case.

Thornpark Rise	£2,596,104
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Officer Responsible – Officer Responsible – Assistant Director of Housing (AP)

The purchase of 9 properties at Thornpark Rise was expected to complete in December 2020. This has been delayed due to outstanding snagging items still to be completed. The purchase is now expected in Quarter 1 of 2021/22.

9. COUNCIL OWN BUILD FINAL ACCOUNTS TO 31 MARCH 2021

9.1. The Council's own build 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.

9.2. Key Variances from Budget

The 2020-21 year has ended with an overall net surplus of £30,940, which will be transferred to the COB working balance. This represents an increase of £15,470, compared to the budgeted transfer to the working balance of £15,470. Please refer to Appendix 1 for more details.

The variance is largely due to lower than expected repairs and maintenance costs in relation to the properties.

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

The Housing Revenue Account contributes to a key purposes, as set out in the Corporate Plan; Building great neighbourhoods.

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

For clarity, these are specific financial risks, alongside the risks captured in the corporate risk register.

It is not permissible for the HRA to go into an overall financial deficit position, it is therefore important to ensure that an adequate level of HRA balances is maintained as a contingency against risks. The HRA resolve to retain a working balance at no less than £4 million to mitigate against financial risks.

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

12. Equality Act 2010 (The Act)

12.1. Under the Act's Public Sector Equality Duty, decision makers are required to consider the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- foster good relations between people by tackling prejudice and promoting understanding

12.2. In order to comply with the general duty authorities must assess the impact on equality of decisions, policies and practices. These duties do not prevent the authority from reducing services where necessary, but they offer a way of developing proposals that consider the impacts on all members of the community.

12.3. In making decisions the authority must take into account the potential impact of that decision in relation to age, disability, race/ethnicity (includes Gypsies and Travellers), sex and gender, gender identity, religion and belief, sexual orientation, pregnant women and new and breastfeeding mothers, marriage and civil partnership status in coming to a decision.

12.4. In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because:

12.4.1. There are no significant equality and diversity impacts associated with this decision.

13. Carbon Footprint (Environmental) Implications:

We are working towards the Council's commitment to carbon neutral by 2030. The impact of each scheme is considered prior to approval.

14. Are there any other options?

No

Director Finance: David Hodgson

Author: Kayleigh Searle

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

Background papers used in compiling this report:-

None

Contact for enquires:
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**HOUSING REVENUE ACCOUNT
REVENUE OUTTURN**

APRIL 2020 TO MARCH 2021

Code	APPROVED BUDGET	QUARTER 3 FORECAST OUTTURN	2020-21 OUTTURN	VARIANCE SINCE QUARTER 3	OVERALL VARIANCE TO BUDGET	VARIANCE TO BUDGET
	£	£	£	£	£	%
85A5 Revenue Contribution to Capital	5,246,550	0	0	0	(5,246,550)	(100)
85A1 Management	1,252,403	1,277,962	1,203,417	(74,545)	(48,986)	(4)
85A2 Tenancy Services	1,294,218	1,276,460	1,232,033	(44,427)	(62,185)	(5)
85A3 Sundry Lands Maintenance	639,830	451,450	424,531	(26,919)	(215,299)	(34)
85A4 Repairs & Maintenance Programme	6,585,570	5,482,134	5,257,360	(224,774)	(1,328,210)	(20)
85A6 Capital Charges	3,513,540	3,513,540	3,772,936	259,396	259,396	7
85A7 Housing Assets	2,072,722	2,361,650	2,257,276	(104,374)	184,554	9
85A8 Rents	(18,370,522)	(18,370,522)	(18,791,323)	(420,801)	(420,801)	2
85B2 Interest	1,893,360	2,055,188	1,932,969	(122,219)	39,609	2
85B4 Movement to/(from) Working Balance	(4,127,671)	1,952,138	2,710,802	758,664	6,838,473	
Net Expenditure	0	0	0	0	0	
Working Balance	1 April 2020	10,239,475	31 March 2021	12,950,277		

COUNCIL OWN BUILD SITES

Code	APPROVED BUDGET	QUARTER 3 FORECAST OUTTURN	2020-21 OUTTURN	VARIANCE SINCE QUARTER 3	OVERALL VARIANCE TO BUDGET	VARIANCE TO BUDGET
	£	£	£	£	£	%
H005 Management	33,510	33,510	31,246	(2,264)	(2,264)	(6.8)
H006 Rowan House	(10,230)	(10,230)	(11,526)	(1,296)	(1,296)	12.7
H007 Knights Place	(59,040)	(59,040)	(72,933)	(13,893)	(13,893)	23.5
H008 Interest	5,740	5,740	6,496	756	756	13.2
H009 Capital Charges	14,550	14,550	15,777	1,227	1,227	8.4
Movement to/(from) Working Balance	15,470	15,470	30,940	15,470	15,470	100.0
Net Expenditure	0	0	0	0	0	
Working Balance	1 April 2020	286,238	31 March 2021	317,178		

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Supplementary Budget Requests for 2021/22

Cost centre	Purpose	Amount (£)
H047	Tenant participation	25,000
H060	Estate maintenance - Trees communal	140,000
H056	Fire Door Inspection & maintenance	18,000
H057	Low Maintenance and painting	150,000
	Total for the HRA	333,000

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HRA AVAILABLE RESOURCES

HOUSING REVENUE ACCOUNT	2020-21 £	2021-22 £	2022-23 £	2023-24 £	2024-25 £	TOTAL £
CAPITAL RESOURCES AVAILABLE						
Usable Receipts Brought Forward						9,755,844
Major Repairs Reserve Brought Forward						11,831,831
Other HRA Sales	689,771	452,000	400,000			1,541,771
RTB sales	2,694,810	825,000	825,000	825,000	825,000	5,994,810
Surrender back to DCLG - pending investment in replacement affordable housing	0		(2,944,892)			(2,944,892)
Major Repairs Reserve	3,772,936	3,755,500	3,755,500	3,755,500	3,755,500	18,794,936
Revenue Contributions to Capital	0	8,396,550	2,000,000	2,450,000	2,300,000	15,146,550
External contributions	0	592,424		-	-	592,424
Grant funding - Estate Regeneration Funding	0					0
Grant funding - Zero Energy Buildings Project	0					0
Commuted sums	4,035,863	759,356				4,795,219
Borrowing	8,120,502	11,889,498	750,000	750,000	750,000	22,260,000
Total Resources available	19,313,882	26,670,328	4,785,608	7,780,500	7,630,500	87,768,493
CAPITAL PROGRAMME						
HRA Capital Programme	21,912,514	25,396,019	18,577,464	10,562,037	9,218,877	85,666,911
Additional budget - DP 6th October 2020	420,000					420,000
Outturn - Overspends / (Savings)	286,780					286,780
Outturn - Slippage / Re-profiling	(6,451,299)	5,710,712	307,124	216,731	216,732	-
Total Housing Revenue Account	16,167,995	31,106,731	18,884,588	10,778,768	9,435,609	86,373,691
UNCOMMITTED CAPITAL RESOURCES:						
Usable Receipts Brought Forward	9,755,844	9,600,264	6,767,979	1,538,132	1,276,440	9,755,844
Major Repairs Reserve Brought Forward	11,831,831	15,133,199	13,529,136	4,660,048	1,923,472	11,831,831
Resources in Year	19,313,882	26,670,328	4,785,608	7,780,500	7,630,500	66,180,818
Less Estimated Spend	(16,167,995)	(31,106,731)	(18,884,588)	(10,778,768)	(9,435,609)	(86,373,691)
Uncommitted Capital Resources	24,733,563	20,297,060	6,198,135	3,199,912	1,394,803	1,394,803
WORKING BALANCE RESOURCES:						
Balance Brought Forward	10,239,475	12,950,277	5,523,655	5,134,670	4,604,259	10,239,475
HRA Balance Transfer - Surplus/(Deficit)	(4,127,671)	(6,647,072)	(288,985)	(530,411)	265,194	(11,328,945)
Cumulative forecast under/(over)spend 2020-21	6,838,473	(779,550)	(100,000)			5,958,923
Balance Carried Forward	12,950,277	5,523,655	5,134,670	4,604,259	4,869,453	4,869,453
Balance Resolved to be Retained	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)	(4,000,000)
Uncommitted HRA Working Balance	8,950,277	1,523,655	1,134,670	604,259	869,453	869,453
TOTAL AVAILABLE CAPITAL RESOURCES	33,683,840	21,820,715	7,332,805	3,804,171	2,264,256	2,264,256

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**2020-21
CAPITAL MONITORING - OUTTURN**

	2020-21 Capital Programme	2020-21 Spend	2020-21 Budget to be Carried Forward to Future Years	TO 2021-22	TO 2022-23	TO 2023-24	TO 2024-25	2020-21 Programme Variances Under ()
	£	£	£					£
HRA CAPITAL								
EVERYONE HAS A HOME								
Adaptations	746,070	564,944	181,126	181,126				-
Balcony Walkway Improvements	230,000	241,592	(11,592)	(11,592)				-
Bathroom Replacements (inc. Communal)	320,000	352,368	(32,368)	(32,368)				-
Boiler Replacement Programme & Central Heating	1,091,792	1,077,955	10,372	10,372				(3,465)
Common Area Footpath & Wall Improvements	139,265	70,289	68,976	68,976				-
Communal Area Improvements	60,000	1,719	58,281	58,281				-
Communal Door and Screen Replacements	225,000	8,310	216,690	63,053	51,212	51,212	51,213	-
Door Replacements (inc. Outbuildings)	330,000	324,434	5,566	-	5,566			-
Electrical Central Heating	15,000	18,465	-	-				3,465
Electrical Rewires - Communal	260,000	273,907	(13,907)	(13,907)				-
Electrical Rewires - Domestic	323,521	345,385	(21,864)	(21,864)				-
Estate Improvements	14,000	18,779	(4,779)	(4,779)				-
Fire Risk Assessment Works	244,830	124,767	120,063	120,063				-
Fire Safety Storage Facilities	237,901	59,514	178,387	-	59,462	59,462	59,462	-
Garage Upgrades	9,378	11,054	-	-				1,676
Kitchen Replacements (inc. Communal)	300,000	284,685	15,315	15,315				-
LAINGS Refurbishments	1,777,827	1,540,802	237,025	437,025				200,000
Lift Upgrades	0	5,200	(5,200)	(5,200)				-
Reroofing - Flats	240,000	166,218	73,782	73,782				-
Reroofing - Houses (outbuildings, chimney, gutters, downpipes, fasci	1,100,000	781,830	318,170	-	106,057	106,057	106,057	-
Porch Canopies	11,000	0	11,000	11,000				-
Rennes House Structural Works	50,000	5,750	44,250	44,250				-
Soil Vent Pipe Replacement	15,000	25,376	(10,376)	(10,376)				-
Structural Repairs	310,000	111,059	198,941	198,941				-
Window Replacements	1,000,000	833,675	166,325	166,325				-
Energy Conservation	25,000	13,942	11,058	11,058				-
Housing Management system	57,167	62,271	-	-				5,104
Zebcat Project	20,000	(7,479)	27,479	27,479				-
HOUSING REVENUE ACCOUNT TOTAL	9,152,751	7,316,811	1,842,720	1,386,960	222,297.07	216,730.98	216,731.98	206,779.89
COUNCIL OWN BUILD CAPITAL								
Social Housing Acquisitions - Section 106	490,000	-	490,000	490,000				-
Social Housing Acquisitions - Open Market	1,467,676	1,148,395	319,281	319,281				-
St Loyes Extracare Scheme	5,650,312	5,287,304	363,008	563,008				200,000
Council House Building Programme - Bovemoors Lane	1,571,776	1,346,418	225,358	105,358				(120,000)
Council House Building Programme - Hamlin Gardens	250,000	165,173	84,827	0	84,827			-
Council House Building Programme - Vaughan Road	250,000	-	250,000	250,000				-
Thornpark Rise	2,600,000	3,896	2,596,104	2,596,104				-
Anthony Road	900,000	900,000	0	0				-
COUNCIL OWN BUILD TOTAL	13,179,764	8,851,186	4,328,578	4,323,751	84,827	-	-	80,000
OVERALL HOUSING REVENUE ACCOUNT TOTAL	22,332,515	16,167,997	6,171,298	5,710,711	307,124	216,731	216,732	286,780

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REPORT TO EXECUTIVE

Date of Meeting: 6 July 2021

REPORT TO COUNCIL

Date of Meeting: 21 July 2021

Report of: Director Finance

Title: Treasury Management 2020/21

Is this a Key Decision?

No

Is this an Executive or Council Function?

Council

1. What is the report about?

To report on the current Treasury Management performance for the 2020/21 financial year and the position regarding investments and borrowings at 31 March 2021. The report is a statutory requirement and is for information only with no key decisions required.

2. Recommendations:

It is recommended that the Executive and Council note the content of this report.

3. Reasons for the recommendation:

It is a statutory requirement for the Council to publish regular reports on Treasury Management to Council. This includes an annual Treasury Management Strategy and half yearly report and a year-end report as a minimum.

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

The report is an update on the overall performance in respect of treasury management for the 2020/21 financial year. Therefore, there are no financial or non-financial resource implications.

5. Section 151 Officer comments:

- 5.1. The Council's net position is in line with expectations. Given the challenges of the last year, this is a good performance. Members should note that with record low interest rates, the opportunity to deliver investment returns is limited and it is likely that the Council will use its excess cash reserves to finance the capital programme in the short term, rather than necessarily resorting to further long term borrowing, unless necessary.

6. What are the legal aspects?

The CIPFA (Chartered Institute of Public Finance and Accountancy) Code of Practice on Treasury Management recommends that members be updated on treasury management activities regularly. This report, therefore, ensures this Council is implementing best

practice in accordance with the Code. Adoption of the Code is required by regulations laid under the Local Government Act 2003.

7. Monitoring Officer Comments:

This is a financial update report and therefore raises no issues for the Monitoring Officer.

8. Report Details:

9. Economic Context and Interest Rate forecast

Interest rate forecasts, provided by our Advisors, are set out below.

Link Group Interest Rate View		8.3.21											
	Mar-21	Jun-21	Sep-21	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23	Jun-23	Sep-23	Dec-23	Mar-24
BANK RATE	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10
3 month ave earnings	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10
6 month ave earnings	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10
12 month ave earnings	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20
5 yr PWLB	1.20	1.20	1.20	1.20	1.20	1.20	1.20	1.30	1.30	1.40	1.40	1.40	1.40
10 yr PWLB	1.60	1.60	1.60	1.60	1.70	1.70	1.70	1.80	1.80	1.90	1.90	1.90	1.90
25 yr PWLB	2.10	2.10	2.10	2.20	2.30	2.30	2.30	2.40	2.40	2.50	2.50	2.50	2.50
50 yr PWLB	1.90	1.90	1.90	2.00	2.10	2.10	2.10	2.20	2.20	2.30	2.30	2.30	2.30

The financial year 2020/21 will go down in history as being the year of the pandemic. The first national lockdown in late March 2020 did huge damage to an economy that was unprepared for such an eventuality. This caused an economic downturn that exceeded the one caused by the financial crisis of 2008/09. A short second lockdown in November did relatively little damage but by the time of the third lockdown in January 2021, businesses and individuals had become more resilient in adapting to working in new ways during a three month lockdown so much less damage than was caused than in the first one.

The advent of vaccines starting in November 2020, were a game changer. The way in which the UK and US have led the world in implementing a fast programme of vaccination which promises to lead to a return to something approaching normal life during the second half of 2021, has been instrumental in speeding economic recovery and the reopening of the economy.

Both the Government and the Bank of England took rapid action in March 2020 at the height of the crisis to provide support to financial markets to ensure their proper functioning, and to support the economy and to protect jobs.

BREXIT. The final agreement on 24th December 2020 eliminated a significant downside risk for the UK economy. The initial agreement only covered trade so there is further work to be done on the services sector where temporary equivalence has been granted in both directions between the UK and EU; that now needs to be formalised on a permanent basis.

9.1. Treasury Management Strategy

The Council approved the 2021/22 Treasury Management Strategy at its meeting on 23 February 2021. The Council's stated investment strategy was to continue to hold small surplus funds and to seek to utilise its Call Accounts, Money Market Funds, use the Government's Debt Management Office and use short dated deposits which would be placed with Local Authorities, Banks or Building Societies which are on the Council's counterparty list.

The Council's stated borrowing strategy was to defer borrowing until later years, where possible, and to reduce the size of the Council's investment balance instead, however some targeted long term borrowing will be undertaken, where the costs will be offset against future income streams.

The Council is currently maintaining an under-borrowed position; so the actual borrowings of the Council are below the Council's borrowing requirement, as it has taken advantage of internal borrowings. This means that the Council's borrowing need (the Capital Financing Requirement), has not been fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow has been used as a temporary measure. This strategy is prudent as investment returns are low and to mitigate exposure to counterparty risk.

9.2. Net Interest Position

The General Fund shows an improvement against the estimate for net interest payable, the position is:

	Estimate £	Actual Outturn £	Variation £
Interest paid	1,205,300	1,066,881	(138,419)
Interest earned			
Temporary investment interest	(308,000)	(177,322)	130,678
ECL Loan	(456,000)	(458,733)	(2,733)
Other interest earned	(9,300)	(9,485)	(185)
Science Park Loan	(25,780)	(25,779)	(1)
CVS Loan	(4,220)	(4,651)	(431)
Less			
Interest to HRA	250,000	263,994	13,994
Interest to S106 agreements	95,000	41,646	(53,354)
Interest to deposits held	0	7,025	7,025
Interest to Trust Funds	4,900	3,977	(923)
Lord Mayors Charity	100	79	(21)
GF interest (received) / paid out	(453,300)	(359,249)	94,049
Net Interest	752,000	707,634	(44,370)
CCLA – LAPF Dividend	(225,000)	(233,069)	(8,069)
Investment Loss – General Fund	0	0	0
Net Interest	527,000	474,563	(52,439)

9.3. The emergency budget, approved by Council in July 2020, estimated that the net interest cost for 2020/21 would increase to £817k. The actual interest cost for the year was actually £52k less than the original budget, the additional borrowing that was anticipated in the emergency budget was not required during 2020/21. The expected negative impact of COVID on the Council's cash flow position was somewhat mitigated by the range of Government support measures that were put in place after the emergency budget; this

included sales, fees and charges compensation and further emergency funding for dealing with the financial impact of COVID-19.

9.4. Housing Revenue Account (HRA)

The HRA earned £263,994 interest on its balances. This is calculated on the following:

- HRA working balance;
- The balance of funds in the Major Repairs Reserve and Useable Capital Receipts

However it has also had to pay interest on borrowing. As members will be aware, the Council had to borrow £56,884,000 to buy itself out of the HRA subsidy scheme, since the borrowing cap was lifted in October 2018, the HRA has borrowed a further £15.36m towards new Council housing development projects.

Interest of £2,172,204 has been charged to the HRA to cover the interest payment. Additionally £9,485 has been charged on the borrowing used to fund the Council's Own Build properties.

10. Investment Interest

- 10.1. A number of Money Market Funds have been set up by the Council, which also allow immediate access to our funds and spreads risk as it is pooled with investments by other organisations and invested across a wide range of financial institutions.
- 10.2. The council has made two investments, totalling £5m, in the CCLA – LAMIT property fund (April and November 2016). As at 31 March 21 the fund size was approximately £1,203 million, the dividend yield as at the end of March was 4.30%, which is significantly higher than the returns on other investment options available. The investment in the property fund is a long term commitment which will mean that there will be fluctuations in the return over the period of the investment. Details of the current value of the investment are provided later in the report.
- 10.3. The Council's investments as at 31 March 2021 are:

Money Market Funds

Amount	Investment	Interest rate*
£10,000,000	Amundi Asset Management	0.10%
£10,000,000	Federated Investors	0.12%
£10,000,000	Aberdeen Standard Investments	0.14%
£10,000,000	CCLA - The Public Sector Deposit Fund	0.15%
£2,000,000	Black Rock Asset Management	0.09%

* Interest rate is variable (therefore rates quoted are an average of 2020/21 rates)

Fixed Term Deposits – Current

Amount	Investment	Interest rate	Date Invested	Maturity Date	No. of Days
£5,000,000	Thurrock Council	0.10%	16/02/21	17/05/21	90
£2,000,000	Monmouthshire County Council	0.05%	23/11/20	23/05/21	181
£5,000,000	Wokingham Borough Council	0.10%	27/11/20	27/05/21	181
£3,000,000	Surrey Heath Borough Council	0.10%	14/12/20	14/06/21	182
£5,000,000	Wirral Metropolitan Borough Council	0.02%	26/01/21	26/04/21	90
£5,000,000	Blackpool Borough Council	0.13%	23/12/20	23/04/21	121
£5,000,000	Goldman Sachs	0.16%	09/02/21	15/06/21	126

Property Funds

Amount	Investment	Dividend Yield
£5,000,000	CCLA – LAMIT Property Fund	4.66%

The value of the investment as at 31 March 2021 was £4,679,835. At the end of the financial year the value of the investment in the Property Fund is adjusted to equal the number of units held multiplied by the published bid price, with the gain or loss taken to the Available for Sale Reserve. Movements in the unit price therefore have no impact on the General Fund until the investment is sold or impaired.

11. Borrowings

- 11.1. The Council's long term borrowing is currently £124.672 million (£52.428 million General Fund and £72.244 HRA) and there is currently no short-term borrowings. Details of loans are set out below.
- 11.2. The Council made a one-off payment on 28 March 2012, to buy itself out of the HRA subsidy system. The final settlement figure of £56.884 million was confirmed in February 2012. The amount was borrowed from the Public Works Loans Board over a 50 year period and is repayable on maturity at the end of the loan term. The interest rate was 3.48% fixed for the term of the loan.
- 11.3. The Public Works Loan Board (PWLB) long-term borrowing rates fell during the period, prompting a decision on 26 September 2019 to borrow in readiness for the on-going capital programme. This was a timely decision as there was an announcement on 9 October 2019 to increase the interest rates offered on new PWLB loans by 1% with immediate effect.

Existing loans

Amount	Lender	Interest rate	End date
£56,884,000	PWLB maturity (HRA)	3.48%	28/03/2062
£2,067,000	PWLB 25 year annuity	2.34%	11/01/2044
£2,050,000	PWLB 25 year annuity	2.08%	04/04/2044
£4,467,000	PWLB 30 year annuity	1.61%	26/09/2049
£8,521,000	PWLB 35 year annuity	1.71%	26/09/2054
£35,323,000	PWLB 50 year annuity	1.80%	26/09/2069
£15,360,000	PWLB maturity (HRA)	1.31%	14/04/2070

12. Future Position

- 12.1 The capital financing forecast includes a borrowing requirement of £28.135 million as part of the 2021/22 capital programme (£23.535 million General Fund and £4.60 million HRA). The decision of whether to take external long-term borrowing will be made in light of current and forecast interest rates and the decision is delegated to the section 151 Officer and Leader of the Council.
- 12.2 The Council's five Money Market Funds which are AAA rated, currently offer rates which vary from 0.01% to 0.03%, the rates are likely to remain low throughout 2021/22.
- 12.3 The short term investments that are made through the call accounts and money market funds ensure cash can be accessed immediately. This has an ongoing impact on returns but increases the security of our cash.
- 12.4 We will also lend, when possible, to institutions on the Council's counterparty list which includes other Local Authorities, UK and Foreign owned banks and the Debt Management Office. The rates received for Local Authority deposits are currently between 0.1% and 0.2% per annum. These rates are likely to remain low throughout 2021/22.

13. New Investment Opportunities

- 13.1 Officers meet with the Council's treasury advisors in order to explore alternative investment opportunities.
- 13.2 Officers will continue to liaise to treasury advisors in respect of new investment opportunities. Any decisions taken will comply with the code of practice that requires the council to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield.
- 13.3 If an amendment to the current treasury management strategy is required, a report will be presented to committee requesting the necessary amendments.

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

Treasury Management supports the Council in generating additional funds for investing in Services, whilst minimising the amount of interest paid on borrowings. It does not in itself contribute to the Council's Corporate Plan.

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

The council uses treasury management advisors who continually provide updates on the economic situation, interest rates and credit ratings of financial institutions. They also provide a counterparty list which details the financial institutions which meet the council's treasury management strategy.

15. Equality Act 2010 (The Act)

15.1. Under the Act's Public Sector Equality Duty, decision makers are required to consider the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- foster good relations between people by tackling prejudice and promoting understanding

15.2. In order to comply with the general duty authorities must assess the impact on equality of decisions, policies and practices. These duties do not prevent the authority from reducing services where necessary, but they offer a way of developing proposals that consider the impacts on all members of the community.

15.3. In making decisions the authority must take into account the potential impact of that decision in relation to age, disability, race/ethnicity (includes Gypsies and Travellers), sex and gender, gender identity, religion and belief, sexual orientation, pregnant women and new and breastfeeding mothers, marriage and civil partnership status in coming to a decision.

15.4. In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because:

15.4.1. There are no significant equality and diversity impacts associated with this decision.

16. Carbon Footprint (Environmental) Implications:

We are working towards the Council's commitment to carbon neutral by 2030. The impact of each new investment is considered prior to approval.

17. Are there any other options?

No

Director: David Hodgson, Director Finance

Author: Kayleigh Searle, Finance Manager - Corporate

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

Background papers used in compiling this report:-

None

Contact for enquires:
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REPORT TO EXECUTIVE

Date of Meeting: 6 July 2021

REPORT TO COUNCIL

Date of Meeting: 21 July 2021

Report of: City Surveyor

Title: Depot Relocation

Is this a Key Decision?

No

Is this an Executive or Council Function?

Council

1. What is the report about?

The report updates on the work carried out to date on the potential to amalgamate depot functions at Exton Road by relocating Public and Green Spaces functions from their current location at the Belle Isle Depot. The opportunity has also been taken to address identified issues at the existing Exton Road facilities.

Funding is being sought to now bring forward this project and appoint the professional team necessary to deliver it for the City Council.

2. Recommendations:

That Executive supports and Council approve the allocation of an indicative budget of £3,500,000 to deliver the Depot relocation and improvements at Exton Road Depot.

3. Reasons for the recommendation:

The amalgamation of depot functions in one location will address the identified welfare and health and safety concerns at both sites at the lowest cost; facilitate additional operational efficiencies in sharing space; and release the Belle Isle depot site for potential redevelopment.

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

A capital programme resource of up to £3,500,000 will be required to bring forward and deliver the scheme. In addition, officer time will be required in the Corporate Property Unit and the affected operational services to deliver the Client-side functions for the project. Legal services are able to deal with the sale of Belle Isle in house.

5. Section 151 Officer comments:

The costs associated with the scheme are noted. This is a significant investment on top of the £37 million capital programme already approved. As it is an investment in property, it is suited to borrowing and an indicative cost would be around £113,000 a year based on

current interest rates. Therefore this has to be viewed as a significant long term solution. Any potential capital receipt would be better suited to financing commitments under the vehicle fleet lease, which will have a better impact on the Council's General Fund position. The additional costs associated with this scheme will add to the savings required to address the budget gap.

6. What are the legal aspects?

None identified

7. Monitoring Officer's comments:

Clearly a procurement exercise will have to be followed to appoint the design team and well as the contractor. At this stage, it is anticipated that ECL will undertake this work on behalf of ECC.

8. Report details:

Current position:

The services managed by the Director for Net Zero and City Management are principally operated from two depots. Public and Green Spaces Operations (PGSO) at Belle Isle consists of street scene, parks and cemeteries. Waste Operations at Exton Rd consists of waste collection, the Materials Reclamation Facility (MRF) and some storage of street scene vehicles and waste. The Exton Road facility is shown as the Weighbridge Site and Oakwood House/MRF.

A Health & Safety Report has been carried out at Belle Isle which has identified significant hazards including:

- Inadequate traffic management
- Lack of pedestrian routes and segregation
- Lack of lighting
- Poor fuel and chemical storage
- Asbestos dumping
- Inadequate welfare facilities for staff
- Inadequate first aid facilities
- Poor road conditions
- Fire risk concerns
- Lack of access control

Whilst interim measures have been put in place to improve the situation the facility requires significant investment if it is to be brought up to a fit condition.

The situation at Exton Road is less urgent. However, there are a number of under-utilised buildings, some in poor repair and containing asbestos, and a lack of suitably-located welfare facilities for operational staff (toilets, showers, storage for change of clothes). There is currently spare office capacity at Oakwood House, as this building was designed to accommodate a much larger managerial and administrative workforce and a visitor's reception. Under-utilisation of buildings and land represents a missed opportunity to generate capital receipts or new income streams.

The Ark facility for storage of museum artefacts, also located at Exton Road, is fronted by an area currently planted with grass that could serve as a parking area for staff and for light commercial vehicles. It is assumed that this would be used if City Management services are amalgamated onto the Exton Road site although planning consent for a change of use would be required.

The MRF was built in 2001. Some of the machinery in the plant is nearing the end of its economic life, and Environmental Permitting regulation has become more stringent in recent years. In order to continue cost-effective operation, and to maintain its Environmental Permit, investment is required to improve the on-site arrangements for processing, storage and transfer of waste for recycling at the MRF. This is under consideration separately to this project but the intention is to deliver certain facilitating improvements as part of this exercise.

Options:

The City Surveyor commissioned Kendall Kingscott Consultants to carry out estimates for the costs of resolving the issues at Belle Isle. By estimating for a range of scenarios, it is possible to compare the net costs of retaining and upgrading both the Belle Isle and Exton Road sites with amalgamating City Management services on to one site. The range of scenarios also allows for different options for food waste collection and the management of 'dry' recycling materials to be considered. This provides an element of 'future proofing' against the expansion in vehicle fleet and workforce that would be required for the introduction of food waste recycling

Improving the Belle Isle depot to continue accommodating the current Public & Green Spaces services is estimated to cost £2.3 million. Whilst improving facilities, the issue of site access across a public cycleway for works vehicles, plant and equipment would remain and would require further measures to mitigate the risk of accidents. Our presence as a bad neighbour adjoining a residential housing area will also remain unchanged.

Due to space constraints and other issues identified in the Health & Safety study, amalgamating City Management services at the Belle Isle site is not a realistic option.

The proposed project:

Further to the Executive resolution of 14 November 2017, a Feasibility Report has been produced to consider the relocation of the Public & Green Spaces team from the Belle Isle site to the Exton Road Depot site.

This move has implications on the current use of Exton Road by the Cleansing & Waste team and the MRF which are considered in parallel. There are opportunities to rationalise the use of the Oakwood House/MRF site and the weighbridge site through a more efficient use of the available space. This will involve the demolition of some existing structures which are under-utilised and in poor condition.

The demolition will allow clear site areas for the construction of new facilities to better meet the current needs of the services and to provide an opportunity to deliver some spare capacity for future expansion.

The proposed work areas at Exton Road do have some significant constraints in respect of the adjacent railway, the orientation of the space, the anticipated ground conditions, ecology and the requirement to keep all areas in use during the construction phases. The report addresses these project risks and highlights a mitigation strategy through a series of additional surveys during the next design phases.

The report concludes that the proposals are feasible in the current form, but as it had been necessary to make a number of assumptions. There is a requirement for a detailed analysis and approval of the current brief before proceeding to the next design stage.

The outline project budget which has been estimated as required for the works at Exton Road is estimated at £3,500,000 inclusive of risk, main contractor overhead profits and preliminaries, design team fees, site investigations and statutory fees but exclusive of VAT. This scope includes for the provision of and infrastructure for the extended electrification of the operational fleet.

Clearly, the relocation of Public and Green Spaces onto one site would free up the Belle Isle Depot site. This site could be declared surplus to operational requirements and be promoted for redevelopment.

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

The amalgamation of City Management depot functions will assist in the Plan objectives of providing value for money services and leading a well-run Council. The project will deliver an improved efficiency of depot operations and address known health and safety and compliance concerns. It will also release a brownfield site for potential redevelopment opportunities.

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

Current safety issues at Belle Isle represent a significant risk of injury to staff and to the reputation of the Council. The measures identified in this report will enable progress to be made to removing these risks through the provision of a safe working environment with appropriate welfare facilities.

11. Equality Act 2010 (The Act)

11.1 Under the Act's Public Sector Equalities Duty, decision makers are required to consider the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- foster good relations between people by tackling prejudice and promoting understanding.

11.2 In order to comply with the general duty authorities must assess the impact on equality of decisions, policies and practices. These duties do not prevent the authority from reducing services where necessary, but they offer a way of developing proposals that consider the impacts on all members of the community.

11.3 In making decisions the authority must take into account the potential impact of that decision in relation to age, disability, race/ethnicity (includes Gypsies and Travellers), sex and gender, gender identity, religion and belief, sexual orientation, pregnant women and new and breastfeeding mothers, marriage and civil partnership status in coming to a decision.

In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because these issues are properly considered and addressed during the design and delivery of the project rather than at inception.

12. Carbon Footprint (Environmental) Implications:

The project brief seeks to rationalise the use of the Oakwood House/MRF site and the Weighbridge site, as well as the RAMM operations in The Ark, through a more efficient use of the available space and infrastructure in order to create a well-integrated site that is flexible and resilient for the years to come. The general principles give consideration of how the vision can materialise in line with the Net Zero Exeter 2030 ambition.

We are also looking to install new infrastructure to facilitate the further electrification of the Council's operational fleet and to link the site up to the new solar farm to be delivered off Clapperbrook Lane.

13. Are there any other options?

We do not feel that there are other options to address the objectives of the scheme. We have considered and rejected re-provision of facilities at Belle Isle and the acquisition of alternative sites. Neither delivers the same benefits as the proposed project

Director Finance, Dave Hodgson

Author: Michael Carson – City Surveyor

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

Background papers used in compiling this report:-

None

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REPORT TO EXECUTIVE

Date of Meeting: 6th July 2021

REPORT TO COUNCIL

Date of Meeting: 21 July 2021

Report of: Liveable Exeter Programme Director and interim City Development lead.

Title: Liveable Exeter – Garden Communities and One Public Estate funding awards

Is this a Key Decision?

No

Is this an Executive or Council Function?

Council

1. What is the report about?

1.1. This report:

- Provides a high-level update in terms of the Liveable Exeter programme – focusing on the grant funding recently secured to progress the Liveable Exeter programme;
- Seeks approval to spend the recently secured grant-funding to support the progression of the Liveable Exeter programme; and
- Seeks approval for the creation of new posts within the Liveable Exeter programme team in order to increase capacity to support the progression of the programme and deliver key work outputs utilising the approved funding.

2. Recommendations:

That Executive note and Council approve:-

- 2.1. the successful application for, and receipt of, Garden Communities capacity funding to support the Liveable Exeter programme and approves a budget of up to £475,000, to be funded by an earmarked reserve, to progress work related to the Liveable Exeter programme;
- 2.2. the successful application for, and grant of, One Public Estate funding to support the progression of feasibility and technical work on Marsh Barton in line with the Liveable Exeter vision and approves a budget of up to £150,000, to be funded by claims to Devon County Council as lead partner , in order to progress the work; and
- 2.3. the creation of 2 new, fixed-term posts within the Liveable Exeter team to be funded utilising a proportion of the Garden Communities capacity funding.

3. Reasons for the recommendation:

- 3.1. The Liveable Exeter programme is the Council's transformational housing delivery programme – aimed at supporting the delivery of up to 12,000 new homes in inclusive and sustainable communities in order to meet the forecast housing need of the city in to the future. Approval for expenditure of the grant funding will support the progression of the Liveable Exeter programme in a timely fashion and will support the Council in achieving its strategic objectives, including the realisation of the Exeter 2040 Vision and the commitment to achieving net-zero status.
- 3.2. The progression of the work will also be valuable to the Council in terms of informing and supporting the development of the new Exeter Local Plan.
- 3.3. Provision of additional resource within the Liveable Exeter programme team will ensure that sufficient capacity and expertise exists within the team to deliver high-quality output in a timely manner and in accordance with key milestones and objectives. At present, sufficient capacity does not exist within the team to execute the emerging indicative work programme in the most expeditious manner.

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

- 4.1. Grant funding totalling £625,000 (£475,000 Garden Communities capacity funding and £150,000 One Public Estate funding) has been secured to progress work related to the Liveable Exeter programme and fund the Liveable Exeter programme team. This is section 31 grant, although it should be noted that an element of the OPE funding (£30k of the £150k) is in the form of a repayable 'sustainable loan'. The repayable loan element will become due for repayment in March 2024 but bears no interest charge.
- 4.2. The intention is for this repayable amount (£30k) to be split between the public sector beneficiaries of any of the OPE-funded work undertaken on Marsh Barton. However, should it not prove possible to reach agreement on this, provision will be made to ensure that the repayable element of loan can be repaid by the deadline without impact on other Council services or budgets.
- 4.3. As with the previous round of Garden Communities capacity funding (secured in 2019), this funding is again capped and will therefore only support the activity of the programme team for a set period. The expectation is that this will be for a 12 month period. In a similar manner, the One Public Estate funding will fund a set scope of work in relation to Marsh Barton and, once the work is completed, no further funding will automatically be available to continue work. It will therefore be necessary for the programme team/ECC to continue to identify and secure additional grant monies to support the continuation of the programme, or for alternative funding sources to be identified to support the continuation of the programme beyond the estimated 12 month timeframe.

- 4.4. In acknowledgement of the limited funding, new recruitment to the programme team will be on the basis of fixed term roles (for 12 months). This will mitigate financial risk to the Council should further funding not be secured.

5. Section 151 Officer comments:

As stated in the report, the £475,000 has been placed in an earmarked reserve and will be drawn down in line with expenditure. The section 151 Officer notes the repayable amount required for One Public Estate and is comfortable that arrangements can be made to fulfil our obligations, should an agreement with partners not be forthcoming.

6. What are the legal aspects?

- 6.1. As set out above, owing to the limited funding, appointments in to roles within the Liveable Exeter programme team will be on a fixed term basis – for 12 months. This will mitigate financial risk to the Council.
- 6.2. In utilising the OPE funding to progress work on Marsh Barton, the authority will be bound to deliver the work to agreed milestones and to achieve outputs/milestones as agreed with OPE. Although indicative milestones have been set out, these will need to be re-based owing to delays in funding announcements. The authority will also be required to provide tri-annual reports via the OPE partnership and monitor outputs generated through the work funded by the OPE partnership.

7. Monitoring Officer's comments:

The two fixed term posts will have to be Job Evaluated in accordance with the Councils' policy.

8. Report details:

- 8.1. The Liveable Exeter programme is the Council's transformational housing delivery programme. It seeks to deliver up to 12,000 new homes in a series of new inclusive and sustainable communities, focused on major brownfield development sites within the city. This way of working marks a distinct change to previous growth strategies which sought to meet housing growth demands within the Greater Exeter area through greenfield development and is consistent with the Council's focus on achieving the net-zero targets and delivering on the Exeter 2040 Vision.
- 8.2. In 2019, Exeter and East Devon were successful in securing entry in to the 'Garden Communities' programme. The Garden Communities programme focuses on supporting Local Authorities which are aiming to deliver significant numbers of new homes built around Garden City principles. Exeter and East Devon were awarded £750,000 of Garden Community capacity funding in order to support the progression and acceleration of the respective Garden Communities projects – with Exeter focusing this capacity funding to support the development and progression of the Liveable Exeter programme.

- 8.3. Council approval for the expenditure of the original grant funding was secured as part of the July 2019 decision, but the report noted that this funding was for a limited time period and that further funding would need to be secured, or an alternative funding mechanism would be required, in order to allow the programme to progress.
- 8.4. Since the original funding award, site-specific work has been progressing across several of the sites identified within the Programme whilst work has also progressed at a strategic, city-wide level. The importance of this work, and of the Liveable Exeter programme as a whole, has increased following on from the decision to proceed with the development of a new Local Plan for Exeter (in light of the decision not to proceed within the Greater Exeter Strategic Plan) and in light of the effects of covid-19, which has highlighted both the need for more quality development, but also the need to support the recovery of our existing urban centres.
- 8.5. With this in mind, the Liveable Exeter programme team have been working with a variety of partners in order to continue to identify potential funding sources and secure additional funding in order to support the continuation and progression of the Liveable Exeter programme.
- 8.6. The 'Garden Communities' status secured by the City and neighbouring authorities' means that the city is eligible to continue to bid for 'Garden Communities capacity funding' from the MHCLG/Homes England programme as further funding rounds are announced. A Garden Communities capacity funding round opened in late summer 2020 and an application was submitted by the Liveable Exeter programme team in early September 2020. Confirmation has now been received that a further award of £475,000 has been granted through the Garden Communities programme to support the continuation of the Garden Communities programme/projects. This funding award is less than originally sought, but is a significant award in the context and scale of the overall Garden communities programme.
- 8.7. Approval is now sought in order to allow the utilisation of this funding and to allow the Liveable Exeter programme team to continue to develop and progress the Liveable Exeter programme. The Garden Communities funding is Section 31 grant money and has already been received by the Council for the purpose of supporting the progression of the Liveable Exeter programme.
- 8.8. An indicative work programme has been developed which will be supported utilising this new grant award. The exact focus of the work needs to be agreed with Homes England, but is expected to focus on developing understanding of the Liveable Exeter sites and in refining the original site proposals developed through the Liveable Exeter Vision document. In addition to this site-specific work, strategic work is also likely to be commissioned to focus on aspects such as flood modelling and place-stewardship models. A significant portion of the funding (circa £250k) will be utilised to fund the Liveable Exeter programme team including, subject to approval, additional staff within the team. This will support

the timely progression of the programme and ensure that the Council is able to meet the objectives of the emerging work plan.

- 8.9. It is worth noting that output generated from within the Liveable Exeter programme will also be useful and relevant to the work of the Local Plans team and will be capable of being used to inform and support the emerging Local Plan. This effective way of working will mean that the Council will be able to derive maximum benefit from the work of the Liveable Exeter programme team and support the timely and efficient production of the new Local Plan.
- 8.10. In addition to the Garden Communities capacity funding, the Liveable Exeter programme team have also been progressing discussions with other public sector partners – including with the One Public Estate (OPE) team. One Public Estate is a partnership between the Local Government Association (LGA) and the Cabinet Office (OGP) and the Ministry of Housing, Communities and Local Government (MHLCG). The joint aim of the partnership is to bring public sector bodies together, to create better places by using public assets more effectively, creating service and financial benefits for partners and releasing land for housing and development.
- 8.11. OPE have various funding streams available, but there is a great deal of synergy between the work of the OPE programme and the Liveable Exeter programme – especially in terms of promoting the efficient re-use of brownfield land within public sector ownership.
- 8.12. In September 2020, Phase 8 of the ‘One Public Estate’ programme opened for bids and the Liveable Exeter programme team developed a bid, focused on Marsh Barton. The proposal for the work was to take the original high-level vision work, completed by LDA design, and further develop this concept work with a particular focus on identifying and addressing key constraints to redevelopment, identifying options and costs for strategic infrastructure interventions which would be capable of delivering the redevelopment of this area in the future in line with Exeter’s Vision 2040 and net-zero ambitions.
- 8.13. An important element of the work will also involve considering how public sector land ownerships within the vicinity of Marsh Barton can be consolidated, rationalised or relocated in order to accelerate the timely release of public sector land assets within the area – in line with the Liveable Exeter Vision.
- 8.14. The bid was submitted, via the OPE Devon partnership, in November 2020 and the City Council has now received formal confirmation that it has successfully received a grant award of £150,000 – which will be held by the partnership accountable body (Devon County Council) and paid upon proof of defrayal by ECC in relation to the Marsh Barton commission. An element of this grant (£30,000) is in the form of a repayable loan whilst the majority (£120,000) is grant money. Provision will be made to ensure that this repayment can be accommodated without creating impact on existing Council budgets/finances and the Programme team will seek to reach agreement with other public sector

landowners so that the loan repayment is split between partners/beneficiaries from the work. Repayment of the loan element is due no later than 31st March 2024.

- 8.15. The exact scope for this work needs to be refined and developed, but it is expected that a multi-disciplinary team will be commissioned via a procurement framework in order to undertake the wide ranging scope of works.
- 8.16. As part of the work, ECC will be required to report on expenditure and progress against agreed milestones via the OPE Devon partnership three times a year. The milestones for the work need to be agreed with the OPE partnership, but final output is expected around 12 months after appointment of the consultancy team.
- 8.17. Again, this work will be useful in terms of its application to the Liveable Exeter programme, but also in supporting the development of the new Local Plan. Having a good understanding of the opportunities and challenges associated with the long-term redevelopment of the Marsh Barton area will also mean that the city council, and its partners', are in a good position to be able to develop and evidence bids and business cases to support applications for government grant funding and infrastructure investment – likely to be required in order to unlock a strategic project of this scale, complexity and nature. It also allows the city council and its partners to act in a coordinated and strategic manner in order to realise shared objectives.
- 8.18. In order to support delivery of this work (the OPE project and the work focused on the wider programme), additional resource will be required within the Liveable Exeter programme team. The original (July 2019) decision relating to the Liveable Exeter programme approved the creation of 4 posts within the Liveable Exeter team. These posts were; Project (Programme) Director (occupied), Project Manager (not occupied, currently advertised), Commercial Surveyor (not occupied) and Planning Officer (not occupied.) In order to support the progression of the programme, approval is now sought to delete the un-occupied posts (Commercial Surveyor and Planning Officer) to instead include an additional Project Manager (likely Grade K) and a Communications and Marketing lead (Grade tbc). These two 'new' posts and the existing project manager post would be for roles on a fixed term (12 month) basis, reflecting the fact that the programme currently has limited funding and can therefore only offer certainty for a limited time period. The costs of the 4 posts would then be covered from within the Liveable Exeter budget.

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

- 9.1. Approval of the recommendations set out within this report and the progression of the Liveable Exeter programme will;

- Support the Council in delivering the emerging Exeter Vision 2040 – providing services and developments that help build on Exeter’s growth and success and meet local communities’ aspirations.
- The programme will also support the three strategic programmes/work priorities identified by the Council by;
 - Tackling congestion and accessibility;
 - Delivering Net Zero Exeter 2030;
 - Promoting active and healthy lifestyles; and
 - Building great neighbourhoods.

9.2. The decision is therefore in line with the Council’s Corporate Plan.

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

- 10.1. There are risks associated with the recommendations set out within this report but, generally speaking, these risks are reduced and mitigated through the recommendations set out versus a scenario where the recommendations are not implemented. The main risks identified are;
- Failure to progress project level and programme level work to support delivery of the programme in a timely fashion or to achieve and support delivery of the 12,000 new homes for the city – this risk is mitigated through the recommendations set out within the report regarding additional resource, but the Liveable programme remains a significant programme to deliver with very limited resource.
 - Failure to work with in conjunction with the Local Plan team in order to support the development of the new Local Plan. This risk will again be mitigated through the approval of recommendations set out within this report – allowing work to progress in relation to the Liveable Exeter programme and supporting the provision of additional resource within the Liveable team to undertake this work.
 - Failure to work with partners’ to progress the Liveable Exeter programme and achieve strategic city and corporate objectives. This risk will be mitigated by on-going close working with partner organisations, supported by additional resource, but is also supported through the governance of the Liveable Exeter programme and the collaborative approach facilitated through the Liveable Exeter Place Board.

11. Equality Act 2010 (The Act)

11.1. Under the Act’s Public Sector Equalities Duty, decision makers are required to consider the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people’s needs; and
- foster good relations between people by tackling prejudice and promoting understanding.

- 11.2. In order to comply with the general duty authorities must assess the impact on equality of decisions, policies and practices. These duties do not prevent the authority from reducing services where necessary, but they offer a way of developing proposals that consider the impacts on all members of the community.
- 11.3. In making decisions the authority must take into account the potential impact of that decision in relation to age, disability, race/ethnicity (includes Gypsies and Travellers), sex and gender, gender identity, religion and belief, sexual orientation, pregnant women and new and breastfeeding mothers, marriage and civil partnership status in coming to a decision.
- 11.4. In recommending this proposal no potential impact has been identified on people with protected characteristics as determined by the Act because:
- The work is predominantly high-level programme technical and feasibility work which will underpin the development of future communities within the city;
 - Proactive consideration will be given to how to deliver positive impact through the design and development process, and;
 - Due consideration will be given to any impacts identified as arising from development proposals through public engagement and planning processes and officers, elected members and residents will have the opportunity to comment on any emerging development proposals to raise issues of interest or concern.

12. Carbon Footprint (Environmental) Implications:

- 12.1. The recommendations set out within the report will have a significant and positive impact upon the city's drive towards achieving its net zero ambitions. Inherent within the Liveable Exeter programme is commitment towards delivering sustainable and inclusive new communities, and developing existing communities, by facilitating the delivery of new strategic infrastructure and other key interventions. This will, for example, mean a focus on promoting and facilitating active and sustainable travel initiatives and interventions which seek to ensure the modal shift to deliver on the city's active and sustainable travel ambitions.
- 12.2. The nature of the Liveable Exeter programme, anchored around Garden City principles, and the alignment of the programme to the Exeter 2040 Vision, generally means that the programme is in an excellent position to be able to drive positive development within the city which is aligned with the broadest range of carbon reduction and sustainability initiatives.

13. Are there any other options?

- 13.1. Other options are available, although are not recommended. Options include:

13.1.1. Do nothing – do not actively progress any Council work in relation to the Liveable Exeter programme. This would likely result in the private sector seeking to promote sites which are easier to deliver, both inside and outside of the city, but which would not meet the city’s ambitions around delivering sustainable and inclusive mixed-use developments within the city. This would also have an adverse implication in terms of the emerging Local Plan.

13.1.2. Do something – progress the Liveable Exeter programme, but adopt more of a passive approach rather than a proactive approach. This would reduce the level of resource required to support the programme, but would have a negative impact in terms of the Council’s ability to accelerate development and control outcomes. This would again have implications in terms of the Council’s ability to meet its forecast housing need, in terms of the quality of outcomes for residents and businesses and in terms of the development of the new Local plan.

13.2. The proposed approach is therefore believed to be the most appropriate to meet the Council’s strategic ambitions.

Richard Marsh, Liveable Exeter Programme Director and interim City Development lead.

Author: Richard Marsh, Liveable Exeter Programme Director and interim City Development lead.

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

Background papers used in compiling this report:-

- Report to Executive: “Liveable Exeter Garden City”, dated 9th July 2019.

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Equality Impact Assessment: *Liveable Exeter – Garden Communities and One Public Estate funding awards*

The Equality Act 2010 includes a general duty which requires public authorities, in the exercise of their functions, to have due regard to the need to:

- **Eliminate discrimination**, harassment and victimisation and any other conduct that is prohibited by or under the Act.
- **Advance equality of opportunity** between people who share a relevant protected characteristic and people who do not share it.
- **Foster good relations** between people who share a relevant protected characteristic and those who do not

In order to comply with the general duty authorities must assess the impact on equality of decisions, policies and practices. These duties do not prevent the authority from reducing services where necessary, but they offer a way of developing proposals that consider the impacts on all members of the community.

Authorities which fail to carry out equality impact assessments risk making poor and unfair decisions which may discriminate against particular groups and worsen inequality.

Committee name and date:	Report Title	Decisions being recommended:	People with protected characteristics potentially impacted by the decisions to be made:
Executive committee – 6 th July 2021	Liveable Exeter – Garden Communities and One Public Estate funding awards	1. That Executive notes the successful application for, and receipt of, Garden Communities capacity funding to support the Liveable Exeter	N/A

Committee name and date:	Report Title	Decisions being recommended:	People with protected characteristics potentially impacted by the decisions to be made:
		<p>programme and approves a budget of up to £475,000, to be funded by an earmarked reserve, to progress work related to the Liveable Exeter programme;</p> <p>2. That Executive notes the successful application for, and grant of, One Public Estate funding to support the progression of feasibility and technical work on Marsh Barton in line with the Liveable Exeter vision and approves a budget of up to £150,000, to be funded by an earmarked reserve, in order to progress the work, and;</p> <p>3. That Executive approves the creation of 2 new, fixed-term posts within the Liveable Exeter team to be funded utilising a proportion of the Garden Communities capacity</p>	

Committee name and date:	Report Title	Decisions being recommended:	People with protected characteristics potentially impacted by the decisions to be made:
		funding.	

Factors to consider in the assessment: For each of the groups below, an assessment has been made on whether the proposed decision will have a **positive, negative or neutral impact**. This must be noted in the table below alongside brief details of why this conclusion has been reached and notes of any mitigation proposed. Where the impact is negative, a **high, medium or low assessment** is given. The assessment rates the impact of the policy based on the current situation (i.e. disregarding any actions planned to be carried out in future).

High impact – a significant potential impact, risk of exposure, history of complaints, no mitigating measures in place etc.

Medium impact – some potential impact exists, some mitigating measures are in place, poor evidence

Low impact – almost no relevancy to the process, e.g. an area that is very much legislation led and where the Council has very little discretion

Protected characteristic/ area of interest	Positive or Negative Impact	High, Medium or Low Impact	Reason
Race and ethnicity (including Gypsies and Travellers; migrant workers; asylum seekers).	Positive	Low	Minimal impact is expected in this area. The proposals will support the progression of the Liveable Exeter programme which will seek to ensure the city is attractive to all existing and future residents.
Disability: as defined by the Equality Act – a person has a disability if they have a physical or mental impairment that has a substantial and long-term adverse impact on their ability to carry out normal day-to-day activities.	Positive	Medium	The Liveable Exeter programme will seek to deliver strategic infrastructure and place-making interventions which meet the needs of Exeter's residents and visitors. New development will be delivered to modern standards and seek to address barriers to accessibility – ensuring all residents have equal and fair access to the city and new communities.
Sex/Gender	Positive	Low	The programme will seek to consider the needs of all people in fair and equal measure.
Gender reassignment	Positive	Low	As above.
Religion and belief (includes no belief, some philosophical beliefs such	Positive	Low	The programme will seek to ensure that religion and belief is concerned in any relevant work – although the level of impact is expected to be low.

Protected characteristic/ area of interest	Positive or Negative Impact	High, Medium or Low Impact	Reason
as Buddhism and sects within religions).			It could involve, for example, making sure that faith groups have access to facilities within a set distance.
Sexual orientation (including heterosexual, lesbian, gay, bisexual).	Positive	Low	Low impact is expected, but the programme will seek to ensure and deliver equality.
Age (children and young people aged 0-24; adults aged 25-50; younger older people aged 51-75/80; older people 81+; frail older people; people living with age related conditions. The age categories are for illustration only as overriding consideration should be given to needs).	Positive	Medium	Owing to the ambitions of the programme to be inclusive, efforts will be made to engage all age ranges through appropriate methods. Owing to the future-looking and long term nature of the programme, particular effort will continue to be made in terms of seeking to engage younger residents in place-shaping within their communities.
Pregnancy and maternity including new and breast feeding mothers	Positive	Low	The programme will seek to ensure active consideration of pregnancy and maternity. The impact is expected to be low.
Marriage and civil partnership status	Positive	Low	Minimal impact is expected.

Actions identified that will mitigate any negative impacts and/or promote inclusion

Officer: Richard Marsh, Liveable Exeter Programme Director and interim City Development lead.

Date: 6th May 2021

REPORT TO EXECUTIVE

Date of Meeting: 6th July 2021

REPORT TO COUNCIL

Date of Meeting: 21 July 2021

Report of: Director Transformation

Title: Wellbeing Exeter Strategy 2021-2024

Is this a Key Decision?

No

Is this an Executive or Council Function?

Council

1. What is the report about?

This report describes the proposed continuation of the Wellbeing Exeter programme and associated governance review alongside the strategy and resource plan for delivering the programme to March 2024.

2. Recommendations:

That the Executive Committee consider and Council agree:

- 2.1 Agree the recommendations set out in the Wellbeing Exeter Review report set out as Appendix 1;
- 2.2 Delegated authority to the Director – Transformation and Service Lead – Active and Healthy people to enter into a contractually binding agreements with strategic partners to deliver the Wellbeing Exeter programme for 2021-2024;
- 2.3 Delegated authority to Director – Transformation and the Service Lead – Active and Healthy people in agreement with the Portfolio Holder – Communities & Culture, to spend earmarked CIL funds amounting to £794,682 in respect of the Wellbeing Exeter programme from the Neighbourhood Portion of the Community Infrastructure Levy for the period from 2021 to 2024. This forms part of the full proposed programme budget of £3,385,516 with pooled resources provided by our strategic programme partners as follows:
 - Devon County Council (£729,766);
 - Sport England (£1,428,500)
 - Local Exeter Primary Care Networks (£410,568);
- 2.4 The adoption of the new governance proposal for Wellbeing Exeter appended to this report.

3. Reasons for the recommendation:

- 3.1 In July 2019 the Council adopted the Exeter Grants Programme, a sustainable funding pipeline for the delivery of community grants, including the Wellbeing Exeter Programme made up of a variety of funding including the Neighbourhood Portion of the Community Infrastructure Levy
- 3.2 Wellbeing Exeter is a partnership of public, voluntary and community sector organisations working together to provide the firm foundations for individuals and communities to promote and improve their own health and wellbeing. The partnership brings together key strategic funders pooling resources to deliver the holistic programme: Devon County Council, Exeter City Council, Sport England and Primary Care Networks (x4).
- 3.3 Exeter City Council pools the funding from these strategic partners and the programme is managed by local delivery partner Devon Community Foundation
- 3.4 In July 2019 Sport England awarded Exeter City Council a lottery funding agreement of £1,759,000 to expand Wellbeing Exeter and embed active lifestyles within the programme as part of the national Local Delivery Pilot scheme. This is part of the Exeter & Cranbrook 'Live & Move' programme currently resourced to March 2025
- 3.5 The recent COVID-19 pandemic and the key role that Wellbeing Exeter played in the Council community response highlighted the need to bring strategic partners together to review programme delivery and commit to a new 3 year strategy
- 3.6 A key aim for the re-designed Wellbeing Exeter model is to respond to the challenges identified through COVID-19 and deliver a programme that supports those residents and communities suffering the greatest health impact as a result of the pandemic
- 3.7 System partners across the city identified the Wellbeing of Exeter residents and communities as one of the key priorities of the Liveable Exeter Place Board in delivering its COVID-19 City Recovery Strategy.

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

- 4.1 The Exeter Grants Programme agreed by Council in July 2019 committed £260,000 per year of Neighbourhood Portion of Community Infrastructure Levy to deliver the Wellbeing Exeter programme for 3 years to March 2022.
- 4.2 A further £264,859 for 2022/23 and £270,157 for 2023/24 of Neighbourhood Portion of CIL to be committed to deliver the 3 year programme.
- 4.3 This represents a total of £794,682 of Neighbourhood CIL, alongside a proposed partner resource commitment of £2,590,834 to deliver the programme. This match funding towards a pooled resource for Wellbeing Exeter is supported by:

- 4.3.1 Devon County Council (£729,766), (NB – please note this has not yet been contractually agreed, this is agreed in principle subject to an annual break clause)
- 4.3.2 Sport England (£1,428,500)
- 4.3.3 local Exeter Primary Care Networks x 4 (£410,568); (NB – 2021/22 amount confirmed, subject to further contractual agreement in 2022/23 and 2023/24)

4.4 There will be an annual review based on sufficient CIL receipts received to ensure the ongoing commitment to the Wellbeing Exeter programme

4.5 The strategic programme management as the accountable body and servicing the new governance structure will be managed within existing resources of the Active & Healthy People team

5. Section 151 Officer comments:

5.1 The proposed commitment is noted. At 31 March 2021, the balance on Neighbourhood CIL is £1.089m, which will cover this commitment, however other funds committed from the Neighbourhood CIL funding mean that the Council will require further CIL contributions over the next few years. The current expectation is that further funds will materialise.

6. What are the legal aspects?

6.1 The Community Infrastructure Levy (CIL) is a planning charge that local authorities can require of most types of new development (based on £s per square metre) in order to pay for the infrastructure needed to support development. Regulation 59A of the CIL Regulations envisages that a local authority should engage with communities where development has taken place (in this case the city of Exeter) and agree on spending priorities with regard to the neighbourhood portion of CIL. The amount of neighbourhood CIL equates to at least 15% of levy receipts for chargeable development in an area where there is no neighbourhood plan and 25% for chargeable development in an area where there is a neighbourhood plan.

6.2 The 15%/25% neighbourhood portion of CIL must be spent in accordance with the statutory criteria set out in Regulation 59F and Paragraph 73 of the PPG as summarised below. Regulation 59F of the CIL Regulations states: "...the charging authority (i.e. Exeter City Council) may use the CIL...to support the development of the relevant area by funding- (a) the provision, improvement, replacement, operation or maintenance of infrastructure; or (b) anything else that is concerned with addressing the demands that development places on an area."

6.3 There is an existing lottery funding agreement in place with Sport England for their commitment to the programme as part of the Local Delivery Pilot programme. An existing agreement is in place for the Primary Care Networks funding to March 2022. A new agreement will be developed with Devon County Council agreeing their commitment to the programme

6.4 A new grant agreement for the delivery of Wellbeing Exeter will be developed and agreed by all strategic funding partners

7. Monitoring Officer's comments:

This report raises no issues for the Monitoring officer

8. Report details:

- 8.1 Wellbeing Exeter is a partnership of public, voluntary and community sector organisations working together to provide the firm foundations for individuals and communities to promote and improve their own health and wellbeing.
- 8.2 The partnership brings together key strategic funders pooling resources to deliver the holistic programme: Devon County Council, Exeter City Council, Sport England and Primary Care Networks (x4).
- 8.3 The partnership has developed into a city-wide social model of prevention which recognises that communities, and the relationships that make them, are vital to creating, improving and sustaining health and wellbeing of residents in Exeter.
- 8.4 Since the agreement of Council in July 2019 to resource Wellbeing Exeter through CIL funds and the expansion through Sport England investment, the following infrastructure now exists in the city to support individual and community wellbeing:
- Four Primary Care networks covering 17 GP practices in the city referring patients
 - 16 Community Connectors supporting individual residents to improve their wellbeing, expanded to include children and young people 11+ and families
 - 13 Community Builders covering every ward in the city, identifying social resources, stimulating activity and helping those communities to thrive and develop
 - 4 Community Physical Activity Organisers supporting individuals and communities to be more active in their everyday life
- 8.5 The following high level impact has been achieved through the programme, with further detail in the appended impact presentation:
- Over 3600 referrals to Community Connectors
 - During 2020 and continuing in to 2021, direct referrals were expanded to the Exeter Community Wellbeing (Covid) response team.
 - As of January 2021, direct referrals have expanded to Care Direct Plus (Adult Social Care) and the Community Physiotherapy team (R, D and E). Expanded Community Connector offer to young people (11 to 18 year olds) and families through new specialist delivery partners.
 - 80% engagement rate for referrals (2019)
 - In 2019, 1200 connections were made to 390 groups, organisations and services
 - Active links with over 350 community groups, organisations and services.
- 8.6 During the early months of the COVID-19, Wellbeing Exeter played a crucial role in establishing the council's community response to the pandemic through the Exeter Community Wellbeing hotline and referral programme. Wellbeing Exeter and its partner organisations brought together partners in the voluntary sector to respond to

practical support for residents needing help and signposting volunteers to mutual aid groups helping local communities.

8.7 Over 2500 residents, many in the clinically vulnerable shielded cohort, were supported to access food, pick up medicine, improve their wellbeing whilst isolated and access grant support for those on low incomes. Individuals were referred to Wellbeing Exeter for a conversation with a local Community Connector to help improve their wellbeing at a very challenging and complex time

8.8 In January 2021 the strategic funding partners agreed on a review of Wellbeing Exeter and development of a new 3 year strategy. The impact of COVID-19 on the programme, ongoing uncertainty of long term funding and the withdrawal of a key local delivery partner led to Wellbeing Exeter Steering Group establishing the review with Devon Community Foundation

8.9 The initial review highlighted eight key development themes as part of a proposed re-design of the current Wellbeing Exeter Programme, the full review is attached as Appendix A

8.10 The themes are:

- As part of COVID-19 recovery, develop work across the programme to support and encourage individuals and communities to take steps to improve their wellbeing as restrictions lift
- Growing our team of Community Connectors to ensure a universal offer across the city while further locating and embedding the Community Connector team in targeted local communities & populations
- Reengaging with primary care as the Covid-19 landscape shifts, to ensure that the Wellbeing Exeter offer remains embedded in primary care and is able to respond to emerging health and wellbeing needs.
- Expand our referral routes in to the programme to increase referrals, embedding it into other key parts of the health and social care system, ensuring the programme is available to those individuals who can most benefit and expanding the capacity of the programme to play a preventative role
- Integration and alignment with the NHS Population Health Management Programme and the emerging Local Care Partnership
- A review and redesign of the governance
- A review of how we monitor and evaluate the programme
- A review of how the programme communicates and engages internally and externally,

8.11 The core elements of the Wellbeing Exeter programme will continue to be developed:

Community Builders in each local neighbourhood listen to what residents care about and want to take action on, identify community assets, connect people, ideas and assets together and support people to act together for the good of the community.

Community Connectors coach and support individuals to identify what matters to them and how they might be able to have enriched lives within their communities to bring about improved wellbeing. A Connector might, for example, accompany someone to a community group, research suitable opportunities to link with locally, or help them get advice on debt.

Community Physical Activity Organisers support individuals to move more in their daily lives in ways that work for them and work alongside communities to develop resident-led, welcoming and long-lasting opportunities for physical activity in local neighbourhoods.

8.12 Workshops with key funding partners and delivery partners are currently underway to develop the full operational detail of the programme.

8.13 A key component of the review is the strengthening of the governance of Wellbeing Exeter. A proposal of new governance is attached as Appendix B and details a new Wellbeing Exeter Commissioning Board with member and officer representation from key strategic funding partners to ensure the ongoing success of Wellbeing Exeter and develop its future strategic direction.

8.14 Council Members will be invited to twice annual briefings where updates will be provided on the progress of Wellbeing Exeter, its ongoing impact and an opportunity for discussion with Members on how they can engage with the programme

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

9.1 The Wellbeing Exeter programme plays a crucial role in improving the wellbeing of residents and communities across the city. It also drives to narrow health inequalities, support people to better connect with their communities and help build more resilient communities.

9.2 Specifically, Wellbeing Exeter has a direct impact on key council priorities:

- Promoting active and healthy lifestyles
- Building great neighbourhoods

9.3 In addition, the programme is contributing towards the carbon neutral agenda as the asset based community development work on the ground supports people to help improve their neighbourhood. This might be through walking and cycling, looking after their local green space or identifying ways in how communities can work together to limit their carbon footprint

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

10.1 Some of the key risks highlighted include:

- Ongoing strategic commitment and resource contribution of funding partners
- The impact of COVID-19 on communities and residents and the resulting impact this may have on demand of primary care and Wellbeing Exeter referrals
- The resilience of the voluntary sector following significant periods of austerity, COVID-19 and the challenges charities and community organisations face in maintaining revenue streams to keep providing their support

- The role of primary care and the challenges faced by the sector and local GPs to continue to focus on prevention as other priorities rise. For example, the long term plan for vaccination programmes through primary care.

10.2 The Wellbeing Exeter Review has begun to address some of the challenges and present some mitigation to ensure the challenges are tackled within the context of the programme. These include:

- A new governance model and establishing a Wellbeing Exeter Commissioning Board to provide strategic support to unblock challenges and impactful risks as they arise,
- A Wellbeing Exeter oversight group that will support the management of day to day operations of the programme delivery through Devon Community Foundation. This will include a risk management plan and proactive management of challenges as they arise.
- A communications strategy and plan to ensure members, funders, stakeholders, delivery partners, communities and residents are well informed on the impact and progress of Wellbeing Exeter

11. Equality Act 2010 (The Act)

11.1 Under the Act's Public Sector Equalities Duty, decision makers are required to consider the need to:

- eliminate discrimination, harassment, victimisation and any other prohibited conduct;
- advance equality by encouraging participation, removing disadvantage, taking account of disabilities and meeting people's needs; and
- foster good relations between people by tackling prejudice and promoting understanding.

11.2 In order to comply with the general duty authorities must assess the impact on equality of decisions, policies and practices. These duties do not prevent the authority from reducing services where necessary, but they offer a way of developing proposals that consider the impacts on all members of the community.

11.3 In making decisions the authority must take into account the potential impact of that decision in relation to age, disability, race/ethnicity (includes Gypsies and Travellers), sex and gender, gender identity, religion and belief, sexual orientation, pregnant women and new and breastfeeding mothers, marriage and civil partnership status in coming to a decision.

11.4 In recommending this proposal potential impact has been identified on people with protected characteristics as determined by the Act and an Equalities Impact Assessment has been included in the background papers for Member's attention.

11.5 Overall, the Wellbeing Exeter programme has a very positive impact on narrowing inequality by the nature of its asset based approach and working with strengths within both geographical but also under-represented communities.

12. Carbon Footprint (Environmental) Implications:

12.1 There are no direct carbon/environmental impacts based on the recommendations within this report

12.2 The Wellbeing Exeter programme does contribute towards the agenda indirectly through the work of Community Builders and Community Physical Activity Organisers within their local Community. These include:

- Working with communities to identify how to improve their local neighbourhood
- Encouraging and enabling residents to walk and cycle and take sustainable modes of transport.
- Working with residents to access and improve their local green space (e.g. litter picks,
- Supporting residents to engage in local consultation and engagement activities. For example, how to improve local walking and cycling infrastructure in their neighbourhood.

13. Are there any other options?

13.1 An alternative option would be to not seek to utilise CIL funding in this way but this would result in an unsustainable Wellbeing Exeter programme which would not match the Council's priorities and commitment to supporting communities to improve their health & wellbeing

13.2 These proposals have been designed as part of a review process with funding and delivery partners within Wellbeing Exeter. The improved governance, focussed strategy on targeted communities and continued expansion of the programme will aim to support those residents most impacted by COVID-19

Director Transformation: Jo Yelland

Author: James Bogue, Service Lead – Active & Healthy People

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

Background papers used in compiling this report:-

- Wellbeing Exeter Strategic Review
- Wellbeing Exeter Governance Proposals
- Wellbeing Exeter Impact Presentation
- Wellbeing Exeter EQIA

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Wellbeing Exeter Strategic Review: May 2021

Wellbeing Exeter is a partnership of public, voluntary and community sector organisations working together to provide the firm foundations for individuals and communities to promote and improve their own health and wellbeing. The partnership brings together key strategic funders pooling resources to deliver the holistic programme: Devon County Council, Exeter City Council, Sport England and Primary Care Networks (x4). The partnership has developed into a city-wide social model of prevention which recognises that communities, and the relationships that make them, are vital to creating and sustaining health and wellbeing. To achieve this, we put connecting, supporting and strengthening communities at the heart of our work.

Wellbeing Exeter's four key aims are to:



As a current collaboration of 11 local delivery organisations, the programme offers Community Connecting (“social prescribing”) for adults, families and young people in combination with Community Building, alongside a current focus on physical activity as a means to improved health and wellbeing. Across the programme, our work is informed and framed by the [5 Ways to Wellbeing](#) and takes an asset/strengths-based approach to supporting individuals and communities to improve their health and wellbeing. In practice this means:

Community Connectors work alongside individuals and families to identify their own health, wellbeing and social goals, providing person centred and strength-based support that encourages sustainable change, community connections and citizenship. Community Connectors coach and support individuals to identify what matters to them and how they might be able to have enriched lives within their communities to bring about improved wellbeing. A Connector might, for example, accompany someone to a community group, research suitable opportunities to link with locally, or help them get advice on debt.

Community Builders in each local neighbourhood listen to what residents care about and want to take action on, identify community assets, connect people, ideas and assets together and support people

to act together for the good of the community. This builds communities' capacity to offer opportunities to residents, including those supported by Community Connectors, for connection, involvement and interdependence.

Focusing on those who aren't currently active, **Community Physical Activity Organisers** support individuals to move more in their daily lives in ways that work for them and work alongside communities to develop resident-led, welcoming and long-lasting opportunities for physical activity in local neighbourhoods.

The **Coordination Team** enables diverse organisations to work closely together, supporting the day-to-day delivery, collaboration, internal and external communications, monitoring and coordinating the learning and development programme. Now the host of the **Single Point of the Referral**, the Coordination Team is also responsible for managing and responding to all referrals in to the programme, welcoming all individuals to the programme and working with the Community Connectors to support individuals' journey through the programme.

Overall **programme leadership and management** provided by Devon Community Foundation, including planning and monitoring progress, monitoring and evaluation, managing and distributing funding, managing risks and emerging issues/developments.

Proposed areas of redesign and development:

The Covid-19 pandemic and its consequences have had and continue to have an impact across all of the Wellbeing Exeter programme and on the communities and individuals we work alongside. This has necessitated a review of certain aspects of the programme to ensure we are effectively responding to both the existing and emerging health and wellbeing challenges and inequalities across the city and maximising the benefit from investment in the programme.

Based on initial discussions with funders, delivery partners and stakeholders we have identified eight key areas for development:

- **Within the specific Covid-19 landscape, develop work across the programme to support and encourage individuals and communities to take steps to improve their wellbeing as restrictions lift**, including working with them to feel comfortable again meeting in person, in community settings and groups, including (re)starting being physically active again, recognising the anxiety that many will be feeling about this. This will involve (hyper) local work, joint working between the various frontline roles and linking up with wider work/campaigns across the city, including Live and Move campaign to support increased physical activity.
- **Growing our team of Community Connectors to ensure a universal offer across the city while further locating and embedding the Community Connector team in targeted local communities & populations**, ensuring that connecting people to community life remains at the heart of supporting people to improve and sustain their health and wellbeing. This local approach is one of the ways in which, informed by health outcomes data, we can ensure this support is accessible for those who are most likely to experience poorer health and

wellbeing. We will also continuing development work to ensure the programme is as inclusive as possible, having recognised that further improvement was needed in this area. This will include developing roles to be embedded in specialist delivery organisations, including those that work directly with individuals from BME backgrounds.

- **Reengaging with primary care as the Covid-19 landscape shifts, to ensure that the Wellbeing Exeter offer remains embedded in primary care and is able to respond to emerging health and wellbeing needs.** Further developing Wellbeing Exeter's relationship with primary care to ensure that the programme is built in and utilised across the primary care system and the growing number of clinicians based within primary care networks.
- **Expand our referral routes in to the programme to increase referrals, embedding it into other key parts of the health and social care system, ensuring the programme is available to those individuals who can most benefit and expanding the capacity of the programme to play a preventative role.** Alongside this, expand and enhance the role of the Single Point of Referral in introducing individuals to the right resource or support for them, focusing on the journey of the individual through the programme and supporting quality and consistency across the Community Connector offer.
- **Integration/alignment with Population Health Management Programme** – consult with Devon County Council and the CCG to identify targeted work with specific cohorts as agreed with DCC Adult Social Care and NHS local Community Teams. Align the work of Wellbeing Exeter with the emerging Local Care Partnership and associated health needs assessment data
- **A review and redesign of the governance** of Wellbeing Exeter, is underway, led by Exeter City Council as the lead commissioner, to ensure we have the right structures and processes in place to ensure strategic commitment, oversight, quality and financial sustainability.
- Alongside this we will review **how we monitor and evaluate the programme** and its impact, and how this is reported in to the governance structure as well as wider stakeholders. We will continue to work with the steering group to deliver the planned evaluation of the programme via the One Devon Dataset, but this will require prioritisation by steering group partners if we are to demonstrate the programme's impact on health and social care usage as envisaged. Individual wellbeing outcomes for participants, now fully digitalised and rolled out across the Community Connector team, will be shared as part of regular monitoring as sufficient data is available for analysis. We will continue to work closely with the SELDP evaluators to capture physical activity related outcomes and relevant learning to inform future programme and pilot delivery.
- We are also taking the opportunity to review **how the programme communicates and engages internally and externally**, to ensure this is suitable and effective for the redesigned programme. This will include a planned redesign of the programme website and a focus on ensuring our communications with referrers are maintaining ongoing awareness and uptake.

Budget:

We propose a 3-year pooled budget for the programme:

Income	2021-22	2022-23	2023-24
SELDP Accelerator	298000.0	298000.0	298000.0
SELDP Accelerator Underspend	142500.0	190000.0	190000.0
DCC Funding	194750.0	264859.3	270156.5
Primary Care Networks (x 4)	132856.0	132856.0	132856.0
STP	34000.0		
ECC	259666.0	264859.3	270156.5
Learning and Development Budget (underspend brought forward)	12000.0		
Subtotal:	1073772.0	1150574.6	1161169.0
Brought forward from previous year		30130.0	20517.2
Total:	1073772.0	1180704.6	1181686.2
Expenditure (forecast)			
Expanded Community Connectors Team (Exeter)	376300.0	481848.0	491485.0
Community Builders (Exeter)	277576.0	283127.5	288790.1
Community Physical Activity Organisers (Exeter)	100660.0	102673.2	104726.7
Expanded Co-ordination Team, including Single Point of Referral	91073.0	92845.0	94653.0
Cranbrook (Community Connector and Community Builder)	33783.0	34458.7	35147.8
Engagement, participation, events and comms (including primary care / other stat services)	50000.0	50000.0	50000.0
Learning and Development	20000.0	20000.0	20000.0
Digital, data and ICT	10000.0	10000.0	10000.0
Measuring, monitoring, impact and learning	20000.0	20000.0	20000.0
Programme Development	15000.0	15000.0	15000.0
Management, Financial and Grant Administration	49250.0	50235.0	51240.0
Total:	1043642.0	1160187.4	1181042.6
Income	1073772.0	1180704.6	1181686.2
Variance	30130.0	20517.2	643.7

Notes on budget:

Income:

- DCC match ECC annual contribution over 3 years, with a reduced spend in Year 1 (for 9 months delivery instead of 12).
- ECC CBs funding continues for 3-year period with an annual 2% cost-of-living salary increase.
- Remaining agreed SELDP accelerator funding and underspend spread over 3 years (9 months in year 1).
- 4 x PCNs funding for Young People's Community Connectors continues as per agreement for 3-year period.
- £25,000 STP funding in year 1 only, with underspend from 2020-21 brought forward to 2021-22.
- Learning and Development underspend of approx. £12,000 brought forward from 2020-21.

- Overall underspend in year 1 and year 2 brought forward to year 2 and 3 consecutively.

Expenditure:

- Annual 2% cost-of-living salary increases across all funded roles.
- 3 x FT CPAOs continue for 3-year period.
- Young People Community Connectors continue for 3-year period.
- Cranbrook Community Builder and Community Connector continue for 3-year period.
- .
- Expanded Coordination Team with Single Point of Referral becoming permanent additional function of team and continuing for 3 years (FT Coordinator, D and I Assistant – 30 hours and Coordination Connector – 28 hours).
- 50% reduction in primary care engagement budget; to also include work with wider statutory services / referrers, participation, comms and events.
- Reduction in L and D budget from £30,000 to £20,000 per year.

Based on the above proposed budget, a 66% expansion of Community Connector time would be possible by Year 2 as per the below staggered implementation. This is a 66% increase of the remaining Community Connector capacity in May 2021 after the departure of Westbank, Age UK Exeter and Estuary League of Friends from the programme (which represented 52% of previous capacity). Within this re-expanded model Community Connector support will be available to all Exeter residents, across all ages, for both individuals and families while allowing us to also focus some resource on those who can most benefit from improvements to health and wellbeing, as highlighted above.

	2021-22 (Year 1)	2022-23 (Year 2)	2023-24 (Year 3)
Existing CC hours per week	338 (9 FTEs)	338 (9 FTEs)	338 (9 FTEs)
Additional CC hours per week	122 (3.25 FTEs) <i>36% increase on May 2021 capacity</i>	234 (6.25 FTEs) <i>66% increase on May 2021 capacity</i>	234 (6.25 FTEs)
Total CC hours per week:	460 (12.25 FTEs)	572 (14.5 FTEs)	572 (15.25 FTEs)

In line with the above expanded capacity, and as Covid-19 restrictions lift, **we will look to increase the number of individuals the programme is reaching significantly, both through direct referrals and the wider work of the Community Physical Activity Organisers and Community Builders.** The rate at which we are able to do this would depend on both external factors, including the continuing impact of Covid-19 and related restrictions, and the extent and speed at which we are able to expand referral routes and re-expand Community Connector capacity. Taking in to account these caveats, we propose the following:

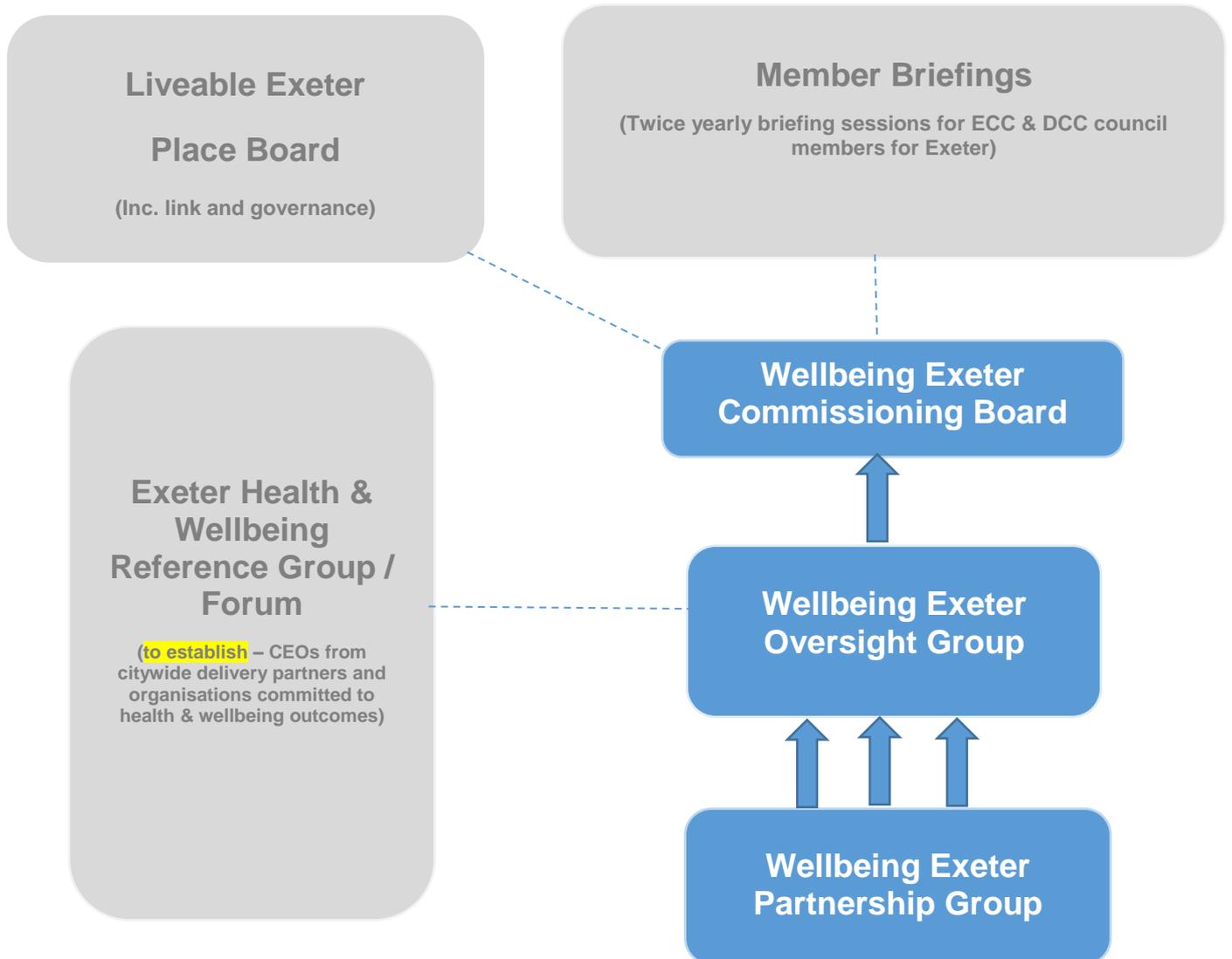
- A return to pre-Covid referral rates in the first half of 2021-22 to approx. 70 per month and an increase in line with expanded capacity in the second half of the year to approx. 100 per month).
- A further increase in referral rates in year 2 in line with further expansion of capacity to approx. 120 per month.
- An increase in the number of individuals that CPAOs are working alongside, either individuals or in group settings to approx. 50 per month.

Next steps:

- May-June 2021: Design workshops/discussions based on themes identified above with delivery partners / funders and stakeholders.
- June-July 2021: Finalised design document for agreement by funders, delivery partners and stakeholders.
- End-July: Grant agreements and operational plans developed and implemented for August delivery start



**NEW DRAFT Wellbeing Exeter governance structure and terms of reference –
May 2021**



High level programme updates from the Wellbeing Exeter Commissioning Board will be reported to the Place Board to embed system buy-in and provide programme advocacy at CEO level

The Programme Lead alongside Portfolio Holders will deliver twice yearly briefings to all ECC and DCC members with a city remit

Wellbeing Exeter Commissioning Board	
Purpose	<ol style="list-style-type: none"> 1) Provide direction for programme design to meet agreed strategic outcomes 2) Identify resources to deliver programme outcomes 3) Actively unblock organisational barriers to effective programme delivery 4) Advocate the Wellbeing Exeter Programme across the local system 5) Ensure effective engagement of key decision makers and portfolio holders of commissioning organisations
Chair	Director, ECC
Members	<p>Exeter City Council – Director / Commissioner Devon County Council - Director / Commissioner Sport England – Strategic Lead Primary Care Network – Clinical Director(s) Devon Community Foundation- Martha Wilkinson (Chief Executive)/ Devon Community Foundation- Sarah Yelland (Deputy Chief Executive)</p> <p>Exeter City Council - Portfolio Holder (Communities) Devon County Council – Portfolio Holder (Adult Social Care) Sport England – National Health Lead</p>
Meeting frequency	2 meetings a year, every 6 months
Accountability	<ol style="list-style-type: none"> 1) ECC/ (with support from Devon Community Foundation) will report on progress against budget, programme performance, blockages and opportunities 2) Commissioners will identify strategic opportunities, ensuring organisational buy in 3) DCF will report strategic decisions back to delivery organisational identifying future resourcing opportunities. 4) Chair will report progress to, and identify asks of, the Place Board 5) Chair will host two annual briefings to members of commissioning organisations as agreed

Wellbeing Exeter Oversight Group	
Purpose	<ul style="list-style-type: none"> • Support the implementation of design work • Monitoring the progress and outcomes and key deliverables. • Reviewing programme’s budget and ensuring best use of resources • Overseeing risk management; • Supporting the Wellbeing Exeter communication strategy • Reporting to the Wellbeing Exeter Commissioning Board members
Chair	ECC (Service Lead – Active & Healthy People)
Members	<p>Operational Leads from Commissioners: DCC (Commissioner, Rebecca Harty) Sport England (Pilot Manager, James Watmough) PCNs (GP Clinical Lead) ECC (Programme Manager – Communities, Dawn Rivers) Devon Community Foundation- Sarah Yelland (Deputy Chief Executive), Eleanor Tomlinson RD&E (Community Services Manager, Jane Oliver)</p>

Meeting Frequency	4 meetings a year, every 3 months
Accountability	<ul style="list-style-type: none"> • The Programme Development Manager will report on operational progress, impact, learning & evaluation and development opportunities • Operational Leads will report on opportunities, issues and blockages in their respective parts of the system in relations to Wellbeing Exeter • The Chair will report high level progress & challenges to the Commissioning Board • The Wellbeing Exeter Programme Development Manager will feed in from Wellbeing Exeter Partnership Group • The group will develop alignment with, and seek wider input from, CEOs of wider organisations and delivery partners through the Exeter Health & Wellbeing reference group. This will be supported by Senior Leaders on the Commissioning Board.

Wellbeing Exeter Partnership Group	
Purpose	<ul style="list-style-type: none"> • Support the design and implementation of Wellbeing Exeter • Discuss the progress and outcomes and key deliverables. • Support the Wellbeing Exeter communication strategy • Bring in people from other organisation to talk about specific area of work
Chair	Devon Community Foundation- DCF (Programme Manager)
Members	CEO or Operational Leads from delivery organisation GP Clinical Lead Community Organisations / reps as relevant
Meeting Frequency	4 meetings a year, every 3 months
Accountability	<ul style="list-style-type: none"> • The Programme Development Manager will report on operational progress, impact, learning & evaluation and development opportunities • Delivery organisation will report on opportunities, issues and blockages in their organisation • The Programme Development Manager provide feedback from WE Oversight Group.

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Wellbeing EXETER



OVERVIEW

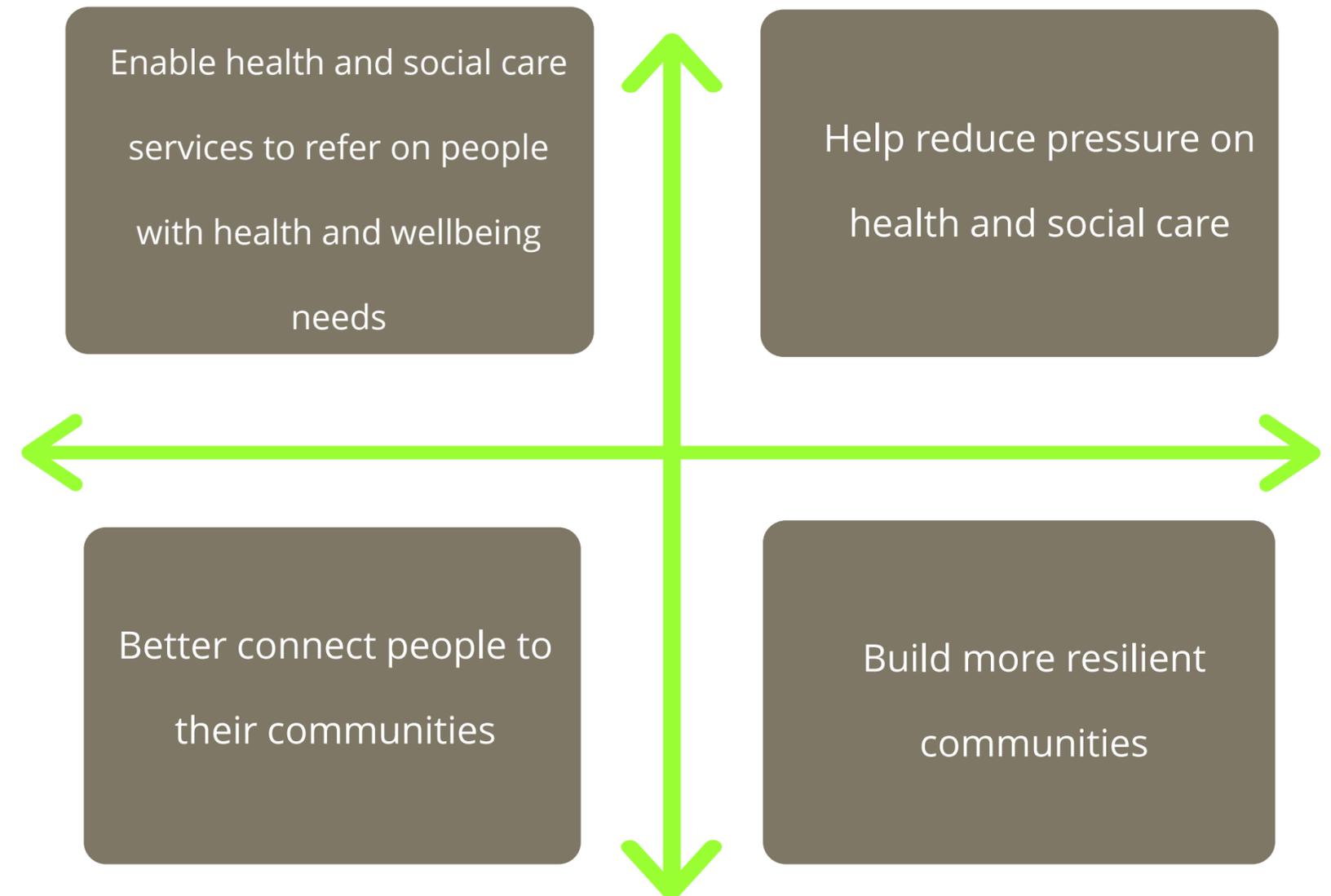
Wellbeing Exeter is a partnership of public, voluntary and community sector organisations working together to **provide the firm foundations for individuals and communities to promote and improve their own health and wellbeing.**

The programme has developed into a city-wide social model of prevention which recognises that **communities, and the relationships that make them, are vital to creating and sustaining health and wellbeing.** To achieve this, we put connecting, supporting and strengthening communities at the heart of our work.

Currently a collaboration of nine organisations, the programme offers **Community Connecting** (“social prescribing”) for adults, families and young people in combination with **Community Building**, alongside a focus on **being active** as one route to improved health and wellbeing.

Our work is informed and framed by the **5 Ways to Wellbeing** and takes an **asset-based approach** to supporting individuals and communities to improve their health and wellbeing.

Wellbeing Exeter’s four key aims are:

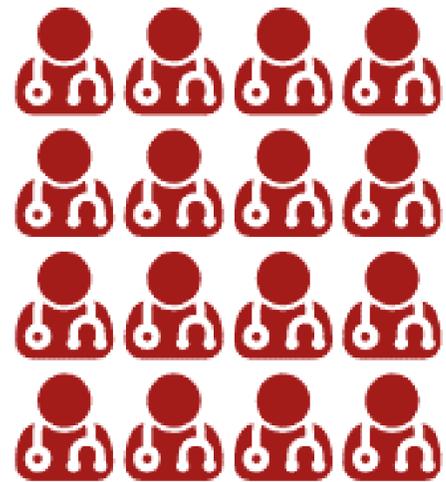


BACKGROUND

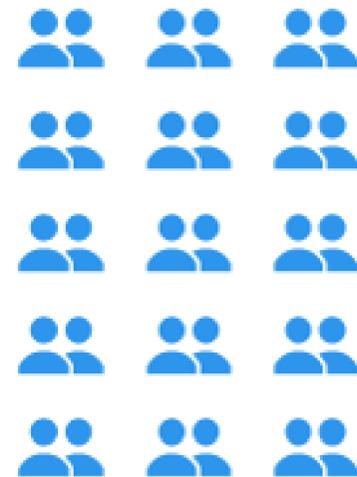
November 2016: 10 GP Practices, 7 neighbourhoods (16 month Pilot: ICE)

April 2018: Expansion: 16 GP Practices and all 13 neighbourhoods.

July 2020: Expansion: Young people (11+ years), families and Cranbrook



17 GP Practices



16 Community Connectors



13 Community Builders



4 Community Physical Activity Organisers

Funded by:



APPROACH

Health and social care services introduce a person they believe would benefit from increased social activity to their trusted **Community Connector**. These referrers are GP Practices as well as Care Direct Plus, the Community Rehab and Exercise & Rehab Teams at the R, D and E and both schools in Cranbrook.

The **Community Connector** works with the person or family to identify what matters to them, and plan a way forward. Together, they start to engage with their local community.

Simultaneously, **Community Builders** are working within communities, identifying social resources, stimulating activity, and helping those communities to thrive and develop. This builds communities' capacity to offer opportunities to residents for connection and interdependence.

The **Community Physical Activity Organisers (CPAOs)** focus on supporting individuals and communities in Exeter to move more in their daily lives in ways that work for them. They work alongside residents and communities to grow community-led, welcoming and long-lasting opportunities for physical activity in local neighbourhoods.

The **Co-ordination Team** manage the Single Point of Referral and support all aspects of Wellbeing Exeter bringing people and organisations together and enabling them to work in collaboration to help discover what might be on offer for people.



STRUCTURE



Community Connectors			
Families	11–18	18–30	30+
Family Community Connectors Exeter Community Initiatives 50 hours per week	Young People's Community Connectors Young Devon Space 142 hours per week	Community Connectors Exeter YMCA 67.5 hours per week	Community Connectors (local community based) The Beacon Centre 50 hours per week

Community Physical Activity Organisers
Exeter City Community Trust CPAOs 150 hours per week

Community Builders
Exeter Community Initiatives Community Builders 281 hours per week

Community Builder
Exeter Community Initiatives 18 hours per week



Community Connector (Adults, families and young people)
Youth Genesis 28 hours per week

Coordination Team (Co-Lab)	
Partnership support, coordination and collaboration	Internal and external engagement and communications
Staff induction, learning and development	Data, monitoring and reporting
Single Point of Referral, including participant welcome and feedback	Support for programme development

Programme management and leadership (Devon Community Foundation):	
Programme development	Primary care and stakeholder engagement
Learning, monitoring and evaluation	IT and digital
Financial and risk management	Commissioner reporting and relationships

IMPACT

- A person is referred to a **Community Connector, Family Connector, or Young Person's Community Connector** by their GP.
- The Connector will spend time **getting to know** the individual or family and begin **building a relationship** with them, drawing on the positives and **what is working well** for them right now.
- Working with the person or family's strengths, they will decide what is **most important to improve their wellbeing** at the time. This can include **signposting** to online or virtual support that can be accessed independently.
- At this point, a person could be referred to a specialist service like counselling or introduced to a social group, like the Wonford Walking Football Club, for example.

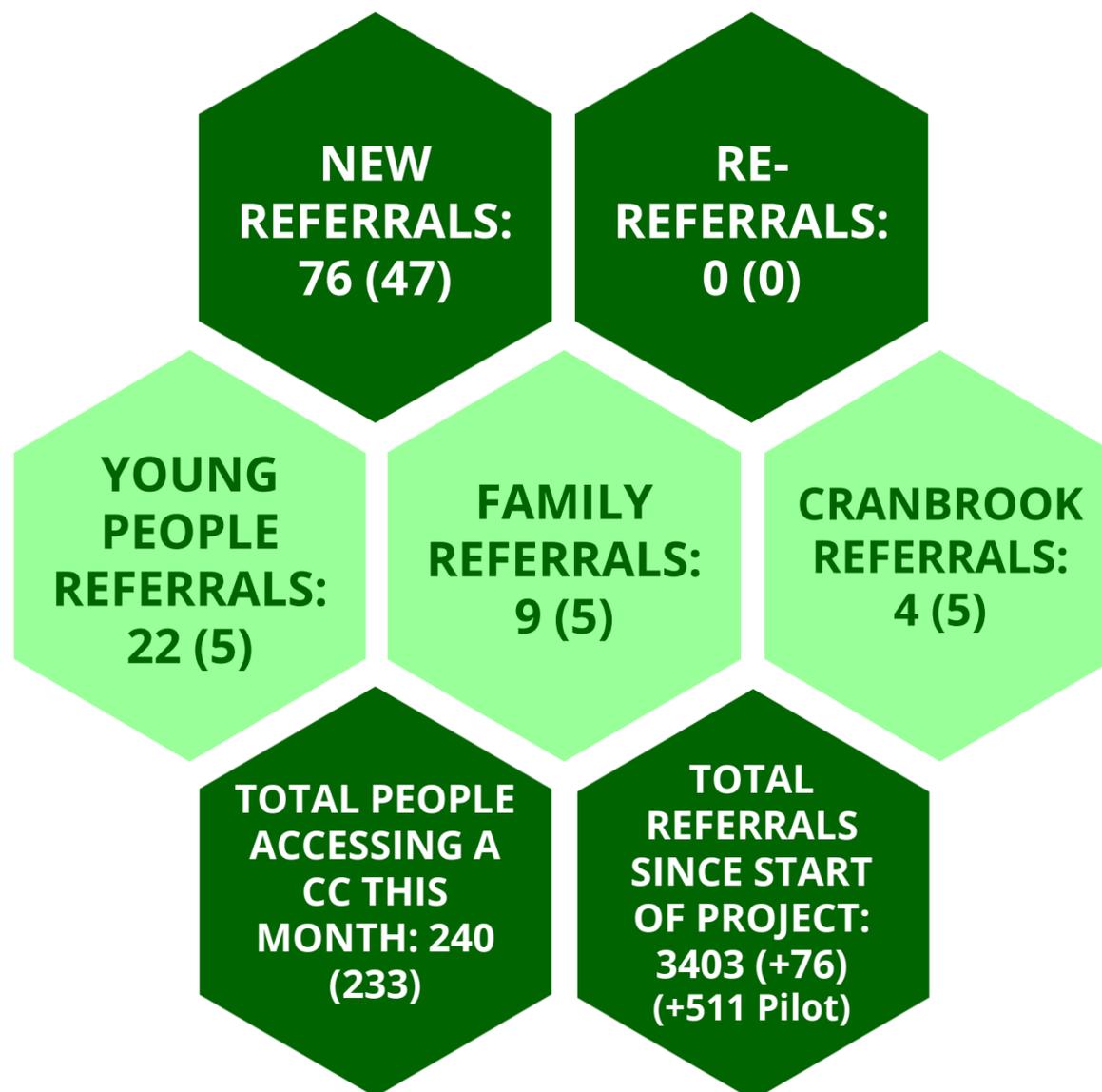


- An individual may choose to access what they have been signposted or referred to independently or, the **Community Connector can support them to access this**. This can include attending a group with them or supporting them to use public transport to access the group.
- The goal of Community Connecting is always for the work to have **longevity** and be something that can **continue long after the work with a Connector has finished**.

COMMUNITY CONNECTING

REFERRAL DATA:

() = previous month

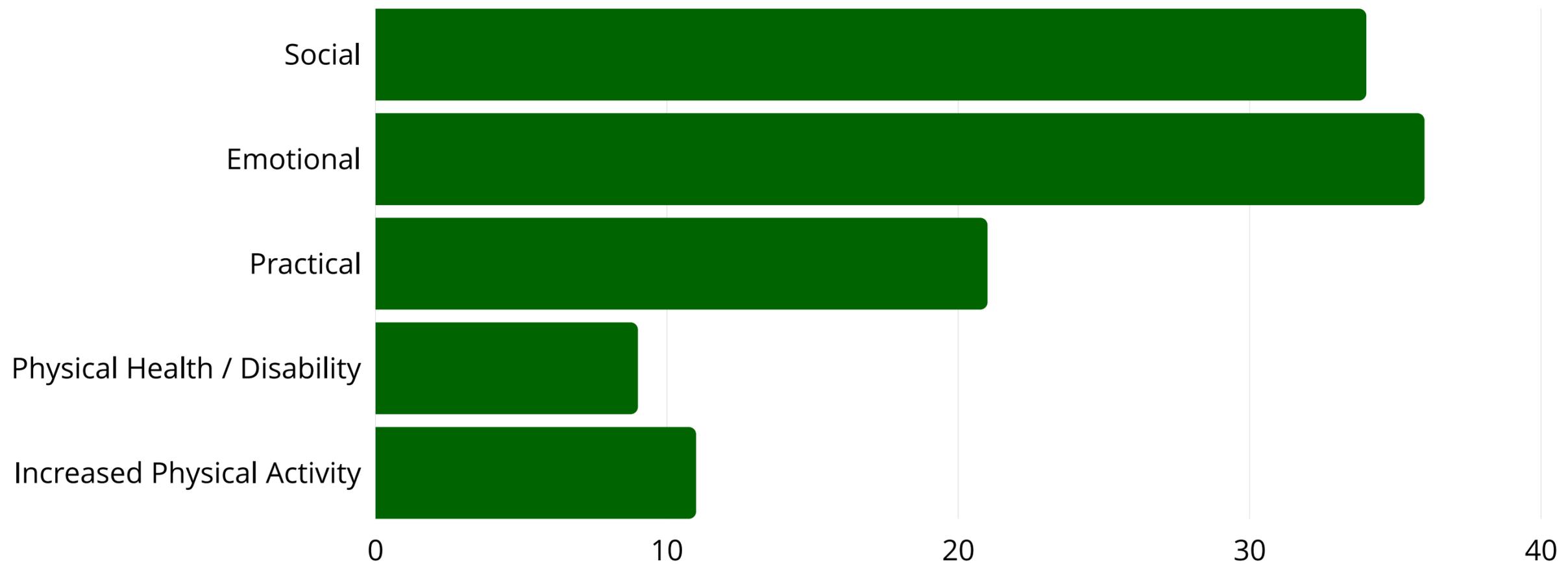


REFERRAL ROUTES

() = previous month



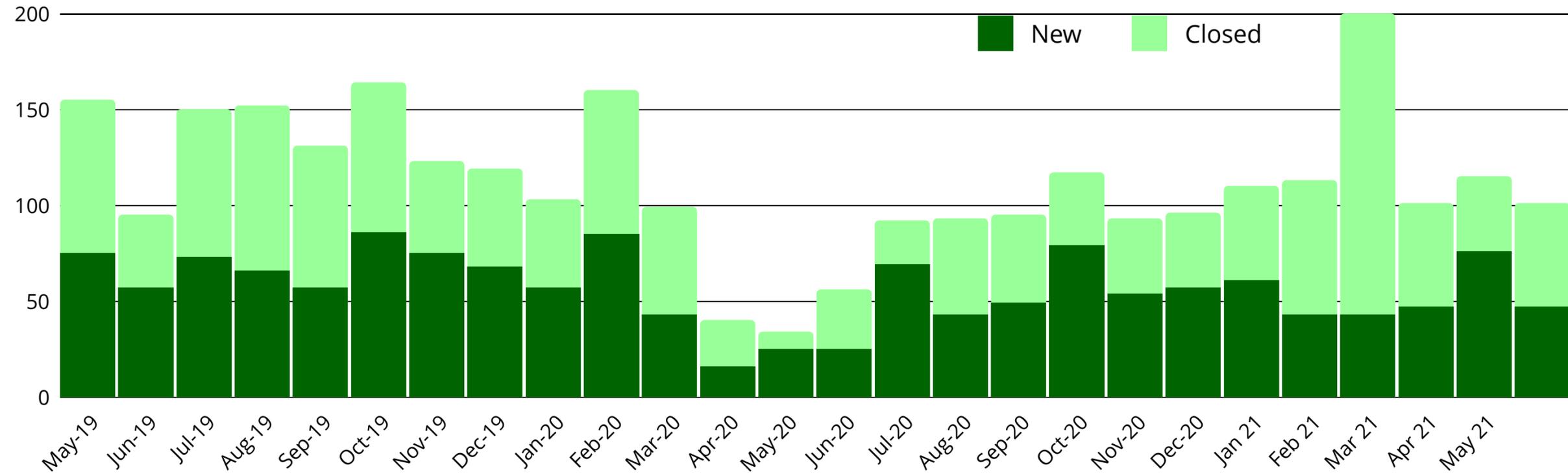
REFERRAL REASON: (multiple reasons can be selected)



WAITING TIMES: () = previous month

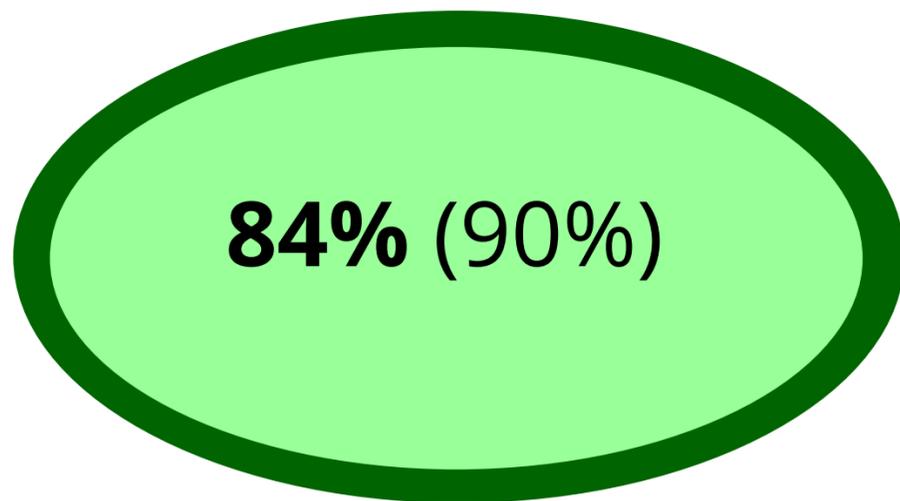
Beacon:	3 weeks (1 week)	YMCA:	2 weeks (2 weeks)
ECl:	6 weeks (6 weeks)	Young Devon:	0 weeks (0 weeks)
Space:	0 week (0 weeks)	Youth Genesis:	4 weeks (2 weeks)

MONTHLY REFERRAL BREAKDOWN:

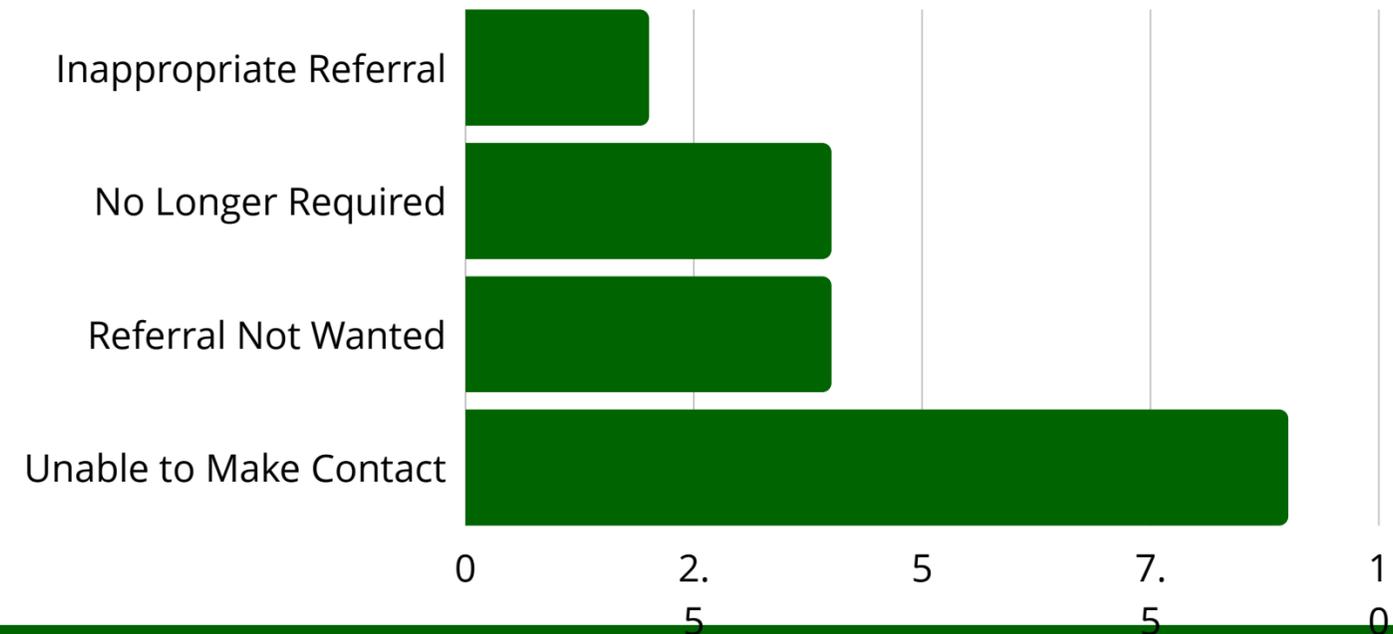


ENGAGEMENT RATE:

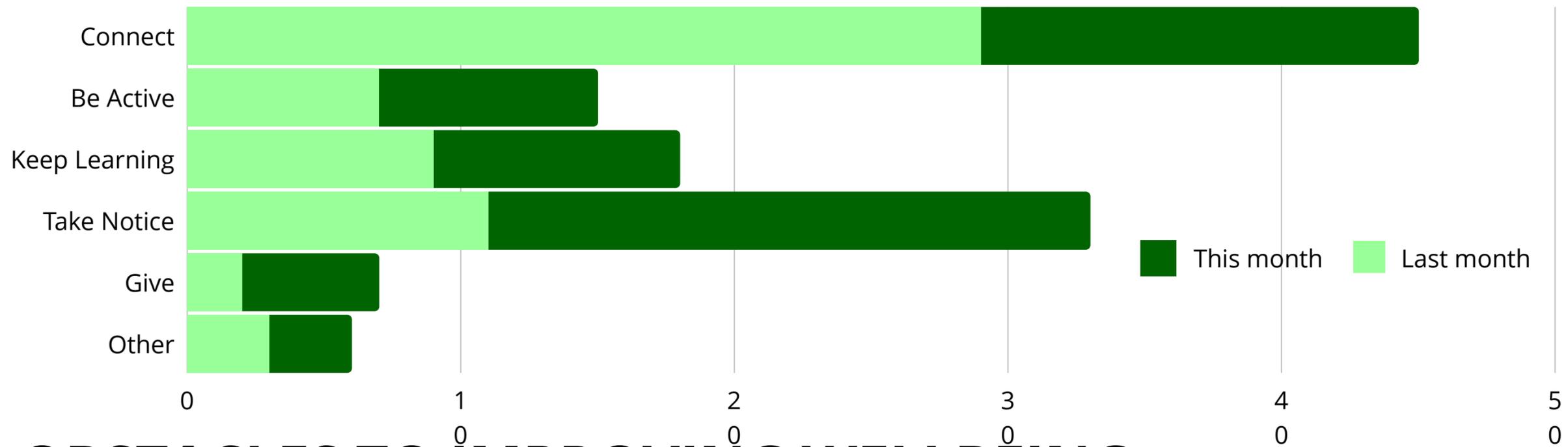
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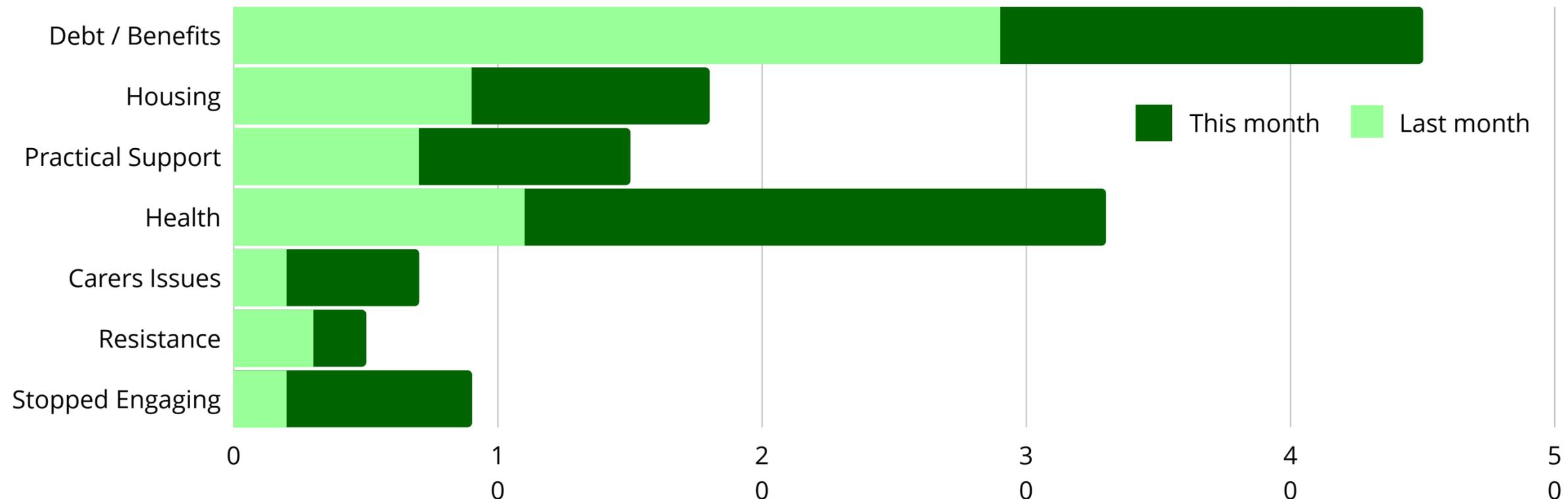
NON-ENGAGEMENT REASONS:



ASPECTS OF WELLBEING POSITIVELY INFLUENCED:



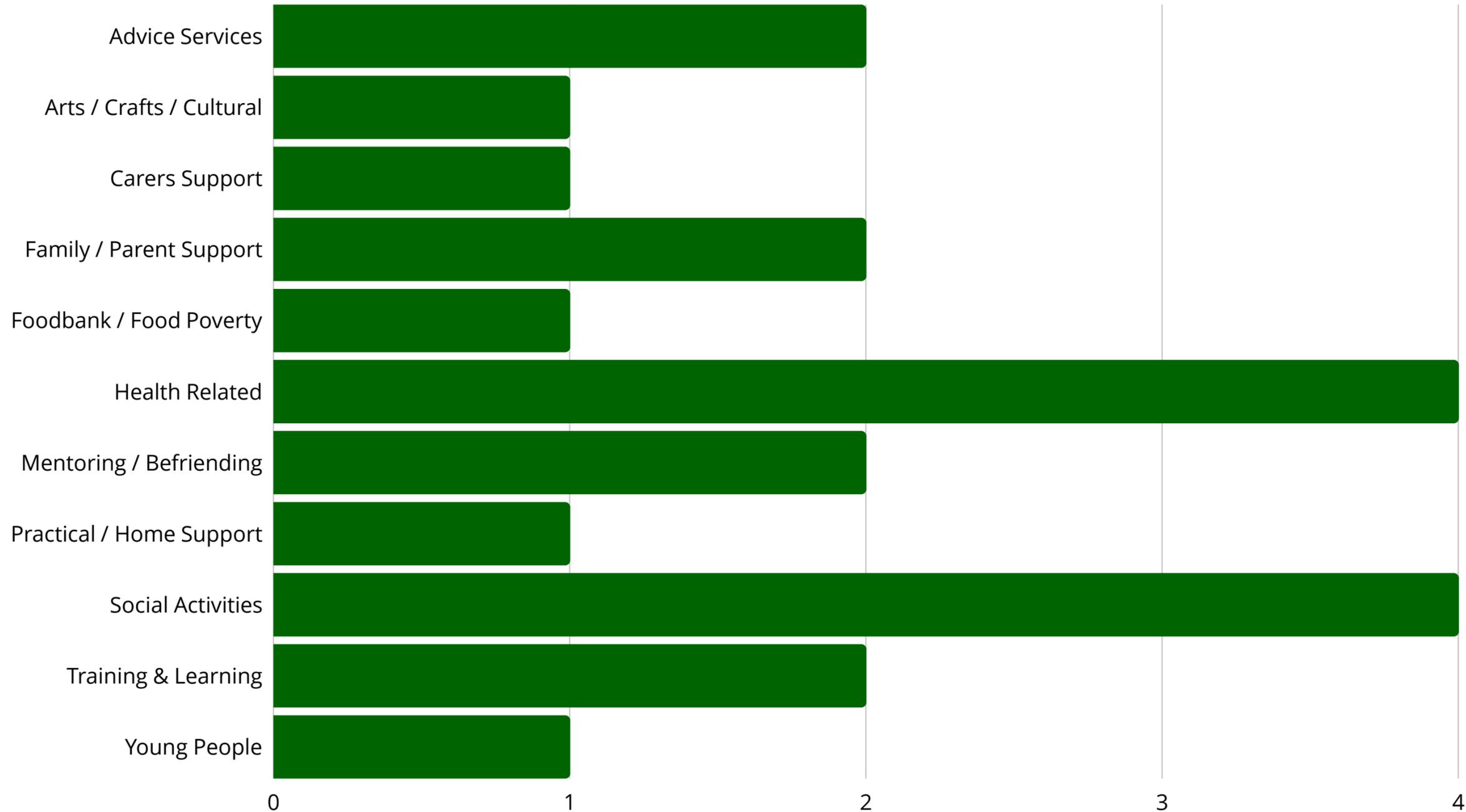
OBSTACLES TO IMPROVING WELLBEING:



SUCCESSFUL INTRODUCTIONS MADE THIS MONTH:

31 (55) successful introductions made with 22 (36) different groups / organisations / services

INTRODUCTIONS PER CATEGORY:



IMPACT

A gentleman struggling with his health wants support to quit smoking and is referred to One Small Step who also support him to become more physically active.



A family who have experienced loss of earnings due to the pandemic, are supported by their Connector to access the Foodbank and Citizens Advice for employment and financial advice.



After coming out as bisexual and struggling with their mental health, a young person is referred to Young Devon's counselling service, as well as Proud2Be's social group which they attend every week to meet like-minded people.



WELLBEING EXETER DURING COVID-19:

When the first lockdown arrived in March 2020, Exeter was faced with supporting residents with both practical issues, such as shopping and prescriptions, and the emotional effects of social isolation, loneliness and anxieties related to the pandemic. Wellbeing Exeter's pre-existing and well-established structures and relationships with partners became integral to the city's response and we worked closely with the City Council and other partners to set up and deliver Exeter Community Wellbeing, an online and telephone hotline and platform assisted individuals and community groups to link together and access the wide range of support on locally and offer across the city.

As of March 2021, over 2800 individuals had requested support, and 721 residents had volunteered to help. Residents have been connected with local volunteer networks and groups for help with shopping, food deliveries, prescriptions and phone contact for those self-isolating. Alongside this, local groups and networks have received support from Wellbeing Exeter Community Builders to mobilise, connect and develop. The Exeter Community Wellbeing Hotline also became a temporary referral route to the Community Connectors so that those who were struggling with the emotional and social effects of lockdown and isolation could be connected directly to wellbeing support and onward links to relevant support.



STORY OF COMMUNITY CONNECTING DURING COVID-19

Background: Clive lives alone and has been single for more than 25 years. He has little to no contact with his family and lives with a long term health condition. In early 2020, he had joined a local sports club which felt like a very big step for him after so long living a solitary life. He felt uncomfortable taking part at first but was determined to improve his mental and physical health. He persevered and ended up enjoying the routine the regular sessions offered. However, after the first national lockdown was announced, Clive found himself more isolated than ever. His feelings of loneliness combined with his impaired health led to him feeling depressed and suicidal.

What We Did: He was referred to Wellbeing Exeter by his GP and from their first conversation, he developed a good rapport with his Connector. Together they identified ways in which Clive could become better connected to his community and improve his wellbeing. He is now a member of a walking group that has been warm and welcoming, and is in the process of applying to be a volunteer for a local organisation. Clive hopes to expand his social network in the longer term as he's already feeling a multitude of benefits having some routine back in his life, and is enjoying regular conversations with people he meets on his walks.

What Next: With a focus on 'what's strong, not what's wrong', and being mindful of the Five Ways to Wellbeing, the Connector has helped Clive identify his existing interpersonal skills and encouraged him to take steps towards a life in which he can truly thrive.

COMMUNITY BUILDING

Community Builders complete monthly monitoring reports that also serve as a reflective tool for us to plan our next steps for the month ahead. This monthly update is a snapshot that should give you a picture of the breadth of our networks, the variety of conversations we have in neighbourhoods, and how they might interact and start to move forward.

A lot more of our work has seen us leave the house more frequently this last month (thank goodness!). There has been a reduction in online meetings, as people are able to meet outdoors, in cafes and community settings.

We have slowed down the Community Zoom meetings, although these have not come to a halt, and we of course anticipate these will pick up again in the winter months. So we will continue to facilitate these with residents and networks on occasion where its helpful to others. This could be to share a message or idea to a wider audience, or offer an alternative to meeting outdoors and indoor settings, as we recognize the gradual readjustments people need to take to start to feel at ease as the world opens back up.



Community Builders have had a real emphasis this last month on hosting Pop Up Listeners and in some cases we have co-hosted these with the CPAOs. We come together regularly as a team to share what we are learning from these, to help affirm what our role is over the coming months, as well as understand key issues that are arising so that we can collectively be confident in how we respond to these in our practice.



COMMUNITY BUILDING

Wellbeing and mental health within an Asset Based Approach

As a team we continue to discuss this, ensuring we are confident in what role an Asset-Based approach can play in supporting people's journey to recovery and improved wellbeing, particularly how we can support them within their neighbourhood, amongst their neighbours, sparking their interests and encouraging them to explore and participate in opportunities.

Summary of what is important for Community Builders to consider with conversations where mental health comes up:

- Place value with the individual conversations – recognise the value of this within an asset based model, we don't need to just signpost people to services, but what can our role be to help them connect, and spark an interest?
- Initiating more hyper local conversations - do they know their neighbours, opportunities in their area to get out and about, on a street, local neighbourhood level that you can help bridge?
- Take the time to listen to people and help them find connections and next steps at their own pace.
- Create Pop Up Listening spaces that are welcoming, bring chairs, hang around for a bit longer (when the weather allows) to invite people to sit and talk.
- Ask questions, but try not to solve.
- Invite them alongside – 'I'm going to be at such and such on Friday, pop along for a cuppa and chat'.
- This is happening, would you like to get involved? I can meet you there.
- Where necessary, make people aware of other services to support mental health, i.e; Talkworks, Samaritans etc.



STORY OF COMMUNITY BUILDING

Greening Heavitree Project

The Greening Heavitree Group started off as a conversation on community network Facebook pages about greening the area more. Anita, who was active in the discussion, offered to set up a WhatsApp group where around 9 people started to post simple ideas for developing the area.

Devon County Council then got in contact with us and asked if we would like to plant the planters that replaced the concrete bollards blocking roads off on Chard Road and Homefield Road. This was then a catalyst for the group becoming active and meeting one another. Further WhatsApp groups were then established by volunteers to look after the set of planters. We then had over 20 people in the group and a Facebook page was also established.



Hamlin Lane Field

Greening Heavitree also received £200 of funding through Active Devon's Health May campaign to help develop Hamlin Lane (or the JLC to locals) as a more active and community oriented space, and to encourage people to use the space more, particularly those who don't get out much or are inactive. We used plants and gardening as a means for connecting with the community. A team of volunteers set themselves up as the Hamlin Lane Gardening Group and set to work to decide what to do with the money.

STORY OF COMMUNITY BUILDING

Jenna volunteered to spend some of the money aimed at children, and developed a terrarium making idea – with clear pots, stickers, little plants, and an animal. We also bought loads of discounted flowers and veg from B&Q, and a few hanging baskets to make.



Jules suggested we take a look at the local Hospice plant sale and, when Hospice heard the event was for charity, they gave us loads of free for just a small donation. Each of the volunteers contributed ideas as things developed. Susan developed some of the marketing, even designing a logo for the group, and contacted organisations on Facebook, such as Westbank Carers, Age UK, and local churches. Jenna offered to drop off slips advertising the event in the area, Philip (the local Community Builder) did some door knocking and also dropped off slips at the post office and charity shops at Heavitree. Finally, Lowenna offered loads of her own potted plants.

WELLBEING EXETER AND PHYSICAL ACTIVITY:

Additional Community Connector Capacity

- 167.5 hours per week added, including for families and focused on some key LSOAs and Cranbrook.
- 'Increased Physical Activity' added as referral reason for GPs and other referrers.
- New referral routes: Exercise and Rehab Specialist (Community Physiotherapy), Care Direct Plus and schools in Cranbrook.
- In first year of LDP Accelerator funding 33% of CC referrals came from 20 key Exeter LSOAs + Cranbrook (the 20 LSOAs represent approx. 26% of the total city population)
- Opportunity to also work with young people (11 – 18 year olds) via PCN funding.

Expanded Coordination Team

- Extra capacity to enhance participant welcome, journey and feedback.
- Improved and increased data collection, monitoring and reporting, including individual outcomes and case studies.
- Supporting greater collaboration and information / resource sharing across organisations and roles.
- Learning and Development: recent physical activity skills and knowledge audit to inform training and development plan.

Community Physical Activity Organisers

Supporting individuals and communities in Exeter to be move more in their daily lives in ways that work for them and the development of community-led, welcoming and long-lasting opportunities for physical activity in local neighbourhoods.

- Mapping and listening – understanding their places, what exists already in local areas and what barriers / gaps / opportunities there are.
- Added capacity to support individuals, both via Community Connectors and other routes.
- Working alongside residents to develop their ideas for being more active.
- Working with Live and Move to develop communications, sharing insight and learning and supporting specific projects.

Primary Care engagement and design:

- Pre-covid: design sessions with primary care (6 key GP practices) to identify approaches to enhancing role of physical activity in primary care and how W.E's role can be further developed. Skills gap identified and Moving Medicine – Active Conversations training trialed with GPs and some WE staff.
- Now: reengaging with primary care, exploring how to best link those who are currently inactive with W.E. and potential new referral routes.

COMMUNITY PHYSICAL ACTIVITY ORGANISERS:

JANUARY 2021

CPAO MAPPING REPORT

Community Physical Activity Mapping Report

South East Exeter



WRITTEN BY

Ed Shaw

✉ edward.shaw@ecfc.co.uk

📌 BeActiveExeterSoutheast

INTRODUCTION

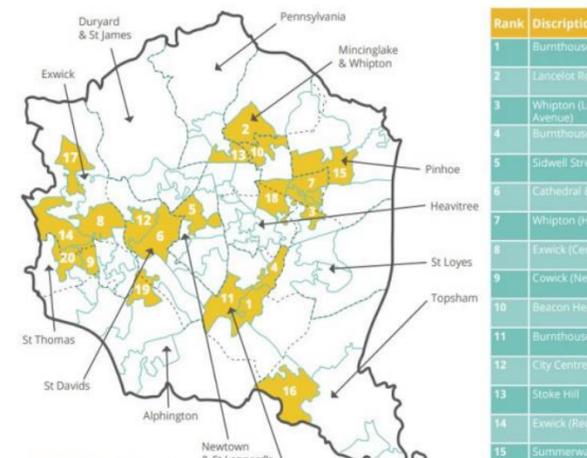


Figure 1. LDP Target Areas

ABOUT THE AREA

Exeter is covered by four CPAOs, two for the east of the River Exe and two for the west. My patch is formed of the four wards east of the River and south of the city centre: Heavitree, St Loyes, Wonford and Topsham. The work is targeted further within the Wards to focus on those areas at most risk of inactivity. The Delivery Strategy for the LDP used data from a number of sources to identify the twenty areas with the most at-risk residents and produce the map shown in Figure 1 above. Of most relevance to my patch are the areas ranked 1, 3, 4, 11, 16 and 18.

ABOUT THE ROLE

The CPAO role is focused on supporting individuals and communities to make physical activity part of their daily lives and enabling the development of community-led, welcoming, local and long-lasting opportunities for physical activity. In pursuit of these aims I have engaged in the work described in this section of the report.



MAPPING REPORT

PAGE 1

WELLBEING WALKS

Alphington and St Thomas

Join us for our short weekly group walks, suitable for all abilities.

Contact: maresa.bossano@ecfc.co.uk 07784 359021

- Mondays 11.30am from the Twisted Oak pub
- Thursdays 1.30pm from the Huntsman in Ide

BeActiveAlphingtonStThomas



CONNECTING TO PHYSICAL ACTIVITY DURING COVID-19:

Background: Brian was introduced to Wellbeing Exeter after speaking to his GP about his social isolation and desire to improve his physical health. During my initial conversation with Brian, he told me he incorporated a short walk into his daily routine – that helped add structure to his day-to-day life during the pandemic. He told me he had become increasingly isolated and would like someone to talk to from time to time.

What We Did: I introduced him to a Community Physical Activity Organiser who invited him to a community walk. Brian was surprised (and pleased) to hear such activities were available but he was also very nervous about meeting new people. With the CPAO's support, he soon felt at ease and enjoyed a few weekly walks with the group.

What Next: When lockdown was announced on 4 January, Brian was very disheartened. He had overcome lots of anxiety associated with taking part in the group and then suddenly felt as though the effort had been wasted. He is concerned that he's lost momentum around his social connections. We had a conversation about the resilience he's shown so far in recent months - and how he can take things one step at a time when restrictions are lifted, so as to avoid feelings overwhelming him or any discomfort. Brian accepted the progress he has made has been substantial and was able to view the current situation as a temporary one, with positive opportunities available in the future.

REVIEW AND DESIGN:

The Covid-19 pandemic and its consequences have had and continue to have an impact across all of the Wellbeing Exeter programme and on the communities and individuals we work alongside.

This, along with changes to the programme's funding and delivery partners has necessitated a review of certain aspects of the programme to ensure we are effectively responding to both the existing and emerging health and wellbeing challenges across the city and maximising the benefit from investment in the programme. Based on discussions so far have identified four key areas of programme development:

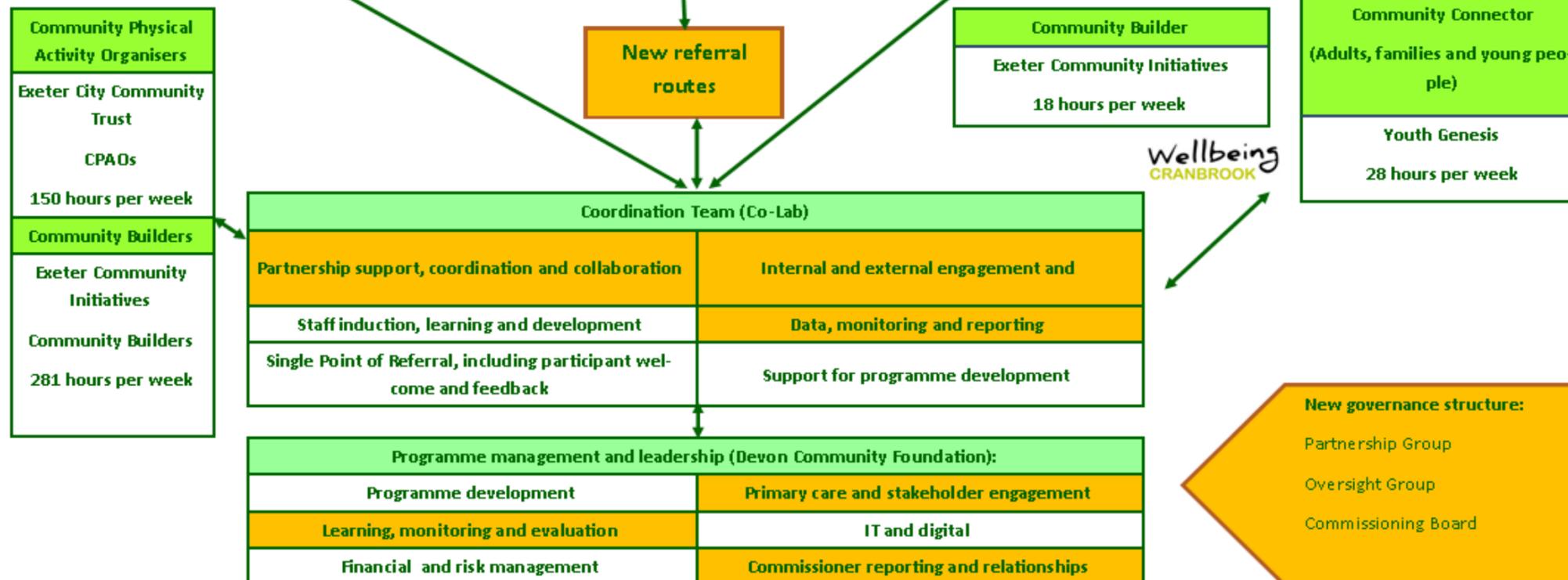
- Within the specific **Covid-19 landscape**, develop work across the programme to support and encourage individuals and communities to take steps to improve their wellbeing as restrictions lift.
- (Re)growing our team of **Community Connectors** to ensure a universal offer across the city while further locating and embedding the Community Connector team in local communities and ensuring we reach those who most benefit.
- **Reengaging with primary care** as the Covid-19 landscape shifts, to ensure that the Wellbeing Exeter offer remains embedded in primary care and is able to respond to emerging health and wellbeing needs.
- **Expand our referral routes** in to the programme, embedding it into other key parts of the health and social care system and ensure we are in the right places to reach those who could most benefit, including in relation to increased physical activity.

Alongside the above, a review of the overall **governance** of the programme has been undertaken to ensure we have the right structures and processes in place to ensure strategic commitment, oversight, quality and financial sustainability. The programme's **monitoring and evaluation framework and communications** will also be reviewed and refreshed to reflect these changes.

PROPOSED DEVELOPMENTS:



Community Connectors					
			Additional capacity: Year 1: 3.25 FTEs + Year 2: 3 FTEs = 6.25 FTEs (total)		
Families	11—18	18—30	30+	Local community / geography	Communities of interest:
Family Community Connectors Exeter Community Initiatives 50 hours per week	Young People's Community Connectors Young Devon Space 142 hours per week	Community Connectors Exeter YMCA 67.5 hours per week	Community Connectors (across city) 75 hours per week	Key LSODAs Already in place: The Beacon Centre: Mincinglake, Whipton and Pinhoe 50 hours per week	Individuals from BME backgrounds 25 hours per week (Separately funded)
Additional capacity?					



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Equality Impact Assessment: Wellbeing Exeter

The Equality Act 2010 includes a general duty which requires public authorities, in the exercise of their functions, to have due regard to the need to:

- **Eliminate discrimination**, harassment and victimisation and any other conduct that is prohibited by or under the Act.
- **Advance equality of opportunity** between people who share a relevant protected characteristic and people who do not share it.
- **Foster good relations** between people who share a relevant protected characteristic and those who do not

In order to comply with the general duty authorities must assess the impact on equality of decisions, policies and practices. These duties do not prevent the authority from reducing services where necessary, but they offer a way of developing proposals that consider the impacts on all members of the community.

Authorities which fail to carry out equality impact assessments risk making poor and unfair decisions which may discriminate against particular groups and worsen inequality.

Committee name and date:	Report Title	Decisions being recommended:	People with protected characteristics potentially impacted by the decisions to be made:
Council	Wellbeing Exeter	New Governance Structure 3 year funding contribution to Wellbeing Exeter	All

Factors to consider in the assessment: For each of the groups below, an assessment has been made on whether the proposed decision will have a **positive, negative or neutral impact**. This is must be noted in the table below alongside brief details of why this conclusion has been reached and notes of any mitigation proposed. Where the impact is negative, a **high, medium or low assessment** is given. The assessment rates the impact of the policy based on the current situation (i.e. disregarding any actions

planned to be carried out in future).

High impact – a significant potential impact, risk of exposure, history of complaints, no mitigating measures in place etc.

Medium impact –some potential impact exists, some mitigating measures are in place, poor evidence

Low impact – almost no relevancy to the process, e.g. an area that is very much legislation led and where the Council has very little discretion

Give introduction (short summary/bullet points from report)

Protected characteristic/ area of interest	Positive or Negative Impact	High, Medium or Low Impact	Reason
Race and ethnicity (including Gypsies and Travellers; migrant workers; asylum seekers).	Positive		The proposals for a more open, transparent governance structure will open up opportunities for these groups to benefit from the Wellbeing Exeter programme where appropriate in the future. A commitment of three years funding support from the CIL budget will ensure Wellbeing Exeter services are available to support all residents of Exeter. Specific work is being undertaken with local BAME groups developing insight as to the impact of COVID in culturally diverse communities and how Wellbeing Exeter can support these groups
Disability: as defined by the Equality Act – a person has a disability if they have a physical or mental impairment that has a substantial and long-term adverse impact on their ability to carry out normal day-to-day activities.	Positive		The proposals for a more open, transparent governance structure will open up opportunities for these groups to benefit from the Wellbeing Exeter programme where appropriate in the future. A commitment of three years funding support from the CIL budget will ensure Wellbeing Exeter services are available to support all residents of Exeter.
Sex/Gender	Positive		The proposals for a more open, transparent governance structure will open up opportunities for these groups to benefit from the Wellbeing Exeter programme where appropriate in the future. A commitment of three years funding support from the CIL budget will ensure Wellbeing Exeter services are available to support all residents of Exeter.

Protected characteristic/ area of interest	Positive or Negative Impact	High, Medium or Low Impact	Reason
Gender reassignment	Positive		The proposals for a more open, transparent governance structure will open up opportunities for these groups to benefit from the Wellbeing Exeter programme where appropriate in the future. A commitment of three years funding support from the CIL budget will ensure Wellbeing Exeter services are available to support all residents of Exeter.
Religion and belief (includes no belief, some philosophical beliefs such as Buddhism and sects within religions).	Positive		The proposals for a more open, transparent governance structure will open up opportunities for these groups to benefit from the Wellbeing Exeter programme where appropriate in the future. A commitment of three years funding support from the CIL budget will ensure Wellbeing Exeter services are available to support all residents of Exeter.
Sexual orientation (including heterosexual, lesbian, gay, bisexual).	Positive		The proposals for a more open, transparent governance structure will open up opportunities for these groups to benefit from the Wellbeing Exeter programme where appropriate in the future. A commitment of three years funding support from the CIL budget will ensure Wellbeing Exeter services are available to support all residents of Exeter.
Age (children and young people aged 0-24; adults aged 25-50; younger older people aged 51-75/80; older people 81+; frail older people; people living with age related conditions. The age categories are for illustration only as overriding consideration should be given to needs).	Positive		The proposals for a more open, transparent governance structure will open up opportunities for these groups to benefit from the Wellbeing Exeter programme where appropriate in the future. A commitment of three years funding support from the CIL budget will ensure Wellbeing Exeter services are available to support all residents of Exeter. There are targeted services for young people as part of Wellbeing Exeter, including delivery partners Space and Young Devon hosting Community Connectors specifically for young person referrals
Pregnancy and maternity including new and breast feeding mothers	Positive		The proposals for a more open, transparent governance structure will open up opportunities for these groups to benefit from the Wellbeing Exeter programme where appropriate in the future.

Protected characteristic/ area of interest	Positive or Negative Impact	High, Medium or Low Impact	Reason
Marriage and civil partnership status	Positive		The proposals for a more open, transparent governance structure will open up opportunities for these groups to benefit from the Wellbeing Exeter programme where appropriate in the future.

Actions identified that will mitigate any negative impacts and/or promote inclusion

Officer:

Date:

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