Date: 17 September 2013
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To:
Members of the Overview and Scrutiny Committee
(Councillors Tim Wood (Chairman); Graham Troman (Vice Chairman); Mike Allen; Peter Bowden; Derek Button; David Chapman; Maddy Chapman; Deborah Custance Baker; Vivien Duval Steer; Roger Giles; Peter Halse; John Humphreys; Sheila Kerridge; David Key; Frances Newth; John O'Leary; Brenda Taylor; Chris Wale; Eileen Wragg; Steve Wragg; Claire Wright)
Portfolio Holders
Chief Executive; Deputy Chief Executives

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Overview and Scrutiny Committee

Thursday 26 September 2013 at 6.30pm

Council Chamber, Knowle, Sidmouth

Members of the Council who do not sit on this Committee are welcome to attend as observers. Members of the public are welcome to attend this meeting.

AGENDA

Page/s

1. **Public question time** – standard agenda item (15 minutes)
Members of the public are invited to put questions to the Committee through the Chairman. Councillors also have the opportunity to ask questions of the Leader and/or Portfolio Holders during this time slot whilst giving priority at this part of the agenda to members of the public

2. To confirm the minutes of the meeting of the Overview and Scrutiny Committee held on the 25 July 2013. 5 - 8

3. To receive any apologies for absence.

4. To receive any declarations of interest relating to items on the agenda.

5. To consider any items which, in the opinion of the Chairman, should be dealt with as matters of urgency because of special circumstances. (Note: Councillors please notify the Chief Executive in advance of the meeting if you wish to raise a matter under this item, who will then consult the Chairman).

6. To agree any items to be dealt with after the public (including the press) have been excluded. There are **no** items that the officers recommend should be dealt with in this way.

7. Decisions made by the Cabinet called in by Members for scrutiny in accordance with the Overview Procedure Rules under Part 4.5 of the Constitution. There are **no** items identified.

		Page/s
8.	**Proposed changes to hospital services at Budleigh Salterton and Exmouth** An update from the WEB Consortium on the "whole community hub" project that proposes some changes to services provided at Budleigh Salterton and Exmouth hospitals, giving Members an opportunity to provide their feedback. Due to the number of agenda items, discussion will be limited to this project only and not on the wider topic of health provsion.	Verbal presentation
9.	**Transport Infrastructure Investment** On 17 July 2013, Cabinet resolved for this Committee to seek early clarification of the role of the Heart of the South West Local Transport Board in relation to the successful delivery of the Council's own planning and development priorities. The original Cabinet report is reproduced in these agenda papers. Dave Black, Head of Planning, Transportation and Environment from Devon County Council, will be available for questions.	9 - 15
10.	**Overview of Budget Scrutiny** A brief overview of the coming year's budget pressures from the Head of Finance in preparation for the scrutiny of the budget requirements of each service area over the autumn and winter.	to follow
11.	**Update from Portfolio Holder for Economy** An update from the new Portfolio Holder for Economy, Councillor Ian Thomas. Linking in with the previous agenda item, this is also an opportunity for the Committee to raise questions in preparation for the work ahead on the scrutiny of the draft budget for 2014/15 for this portfolio.	to follow
12.	**Fees and Charges Task and Finish Forum Interim Report** An interim report that will go forward to Cabinet on the 2 October in order to inform the draft budget process that has begun this month. Members are asked to consider the recommendations made so far to recommend on to Cabinet.	16 - 24
13.	**Pre-application advice - confidentiality** A report for information as agreed by the Committee earlier in the year for the forward plan.	25 - 27
14.	**Performance Monitoring Quarter One 2013/14** Members are asked to consider the performance information against the Council plan for the first quarter.	28 - 37
15.	**Forward Plan** Members are asked to note the forward plan.	38 - 39

Public Information

- There is a period of 15 minutes at the beginning of the meeting to allow members of the public to ask questions.
- The Chairman has the right and discretion to control questions to avoid disruption, repetition and to make best use of the meeting time. The Chairman is entitled to interrupt the speaker to ask for their question to be put.
- In addition, the public may speak on items listed on the agenda. After a report has been introduced, the Chairman (Leader of the Council) will ask if any member of the public wishes to speak and/or ask questions.
- All individual contributions will be limited to a maximum period of 3 minutes – where there is an interest group of objectors or supporters, a spokesperson should be appointed to speak on behalf of the group.

This meeting is being recorded for subsequent publication on the Council's website. Audio recording is permitted by press representatives and members of the public from the public area, subject to their notification to the Chairman prior to the start of the meeting of a wish to record all or part of that meeting. If you are exercising your right to speak during Public Question Time, but do not wish to be recorded, please inform the Chairman who will instruct those taking a recording to cease while you speak.

Should anyone have any special needs or require any reasonable adjustments to assist them in making individual contributions, please contact Debbie Meakin (contact details at top of page). A hearing loop system will be in operation in the Council Chamber. Councillors and members of the public are reminded to switch mobile phones to silent during the meeting.

Decision making and equality duties

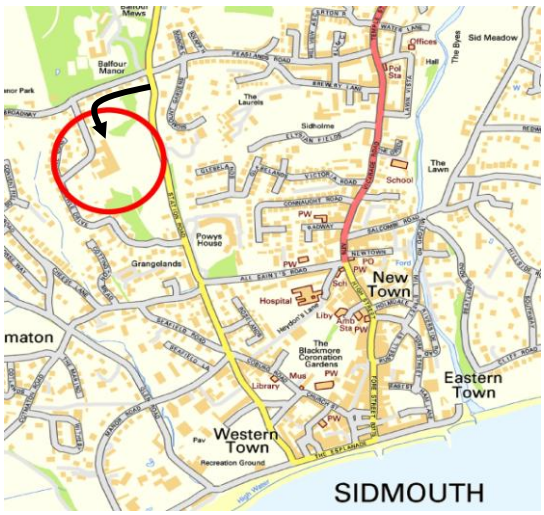
The Council will give due regard under the Equality Act 2010 to the equality impact of its decisions.

- An appropriate level of analysis of equality issues, assessment of equalities impact and any mitigation and/or monitoring of impact will be addressed in committee reports.
- Consultation on major policy changes will take place in line with any legal requirements and with what is appropriate and fair for the decisions being taken.
- Where there is a High or Medium equalities impact, Members will be expected to give reasons for decisions which demonstrate they have addressed equality issues.

Members and co-opted members remember!

- You must declare the nature of any disclosable pecuniary interests. [Under the Localism Act 2011, this means the interests of your spouse, or civil partner, a person with whom you are living with as husband and wife or a person with whom you are living as if you are civil partners]. You must also disclose any personal interest.
- You must disclose your interest in an item whenever it becomes apparent that you have an interest in the business being considered.
  Make sure you say what your interest is as this has to be included in the minutes. [For example, 'I have a disclosable pecuniary interest because this planning application is made by my husband's employer'.]
- If your interest is a disclosable pecuniary interest you cannot participate in the discussion, cannot vote and must leave the room unless you have obtained a dispensation from the Council's Monitoring Officer or Standards Committee.

Getting to the Meeting – for the benefit of visitors



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The following buses all terminate at the Triangle in Sidmouth. From the Triangle, walk up Station Road until you reach the Council Offices (approximately ½ mile).
From Exeter – 52A, 52B; **From Honiton** – 52B
From Seaton – 52A; **From Ottery St Mary** – 379, 387
Please check your local timetable for times.

The Committee Suite has a separate entrance to the main building, located at the end of the visitor and Councillor car park. The rooms are at ground level and easily accessible; there is also a toilet for disabled users.

For a copy of this agenda in large print, please contact the Democratic Services Team on 01395 517546

EAST DEVON DISTRICT COUNCIL

Minutes of a Meeting of the Overview and Scrutiny Committee held at Knowle, Sidmouth on 25 July 2013

Present:

Tim Wood (Chairman)
Graham Troman (Vice Chairman)

Peter Bowden
David Chapman
Maddy Chapman
Deborah Custance Baker
Vivien Duval Steer
Roger Giles
Peter Halse
Frances Newth
John O'Leary
Brenda Taylor
Chris Wale

Officers:
Simon Davey, Head of Finance
Debbie Meakin, Democratic Services Officer

Also Present

Councillors:
Ray Bloxham
Paul Diviani
Jill Elson
Stephanie Jones
Andrew Moulding
Peter Sullivan
Pauline Stott
Ian Thomas
Phil Twiss
Tom Wright

Apologies:

Committee Members:
David Key
Sheila Kerridge
Eileen Wragg
Steve Wragg
Claire Wright
David Cox
Alan Dent
Steve Hall
Tony Howard

The meeting started at 6:31pm and ended 8:21 pm.

*17 **Public Question Time**

The Chairman welcomed Councillors to the meeting. There were no public questions.

*18 **Minutes**

The minutes of the meeting of the Overview and Scrutiny Committee held on 11 July 2013 were confirmed and signed as a true record subject to including the apologies of Councillor Brenda Taylor.

*19 Declarations of Interest

Councillor/ Officer	Minute number	Type of interest	Nature of interest
Cllr Tim Wood	20	Personal	EDDC representative on LED Leisure joint body
Cllr Peter Sullivan	20	Personal	EDDC representative on LED Leisure joint body
Cllr V Duval Steer	20	Personal	Attends local partnership forum for LED run facilities
Cllr D Chapman	20	Personal	Attends local partnership forum for LED run facilities
Cllr P Stott	20	Personal	Attends local partnership forum for LED run facilities
Cllr R Giles	20	Personal	Chairman local partnership forum for LED run facilities; and Kings School Governor
Cllr J O'Leary	20	Personal	Attends local partnership forum for LED run facilities
Cllr P Bowden	20	Personal	Attends local partnership forum for LED run facilities
Cllr A Moulding	20	Personal	Attends local partnership forum for LED run facilities
Cllr J Elson	20	Personal	Chairman of Finance for Exmouth Community College who work in partnership with LED

20 Provision of Leisure Services

The Chairman welcomed the Chief Executive of LED Leisure Management Limited, Peter Gilpin, to present the responses to the LED Task and Finish Forum recommendations and update the Committee on the success of LED.

Peter Gilpin outlined a number of key points, including:

- History of the LED Trust;
- Building of the required reserve and inward investment into services;
- Subsidy arrangement with EDDC and continued reduction of it;
- Commercial development of LED outside of the District into South Somerset;
- Changes on reporting of monitoring to the Monitoring Group;
- Continued increase in membership and attendance numbers following restructure of membership options available;
- Looking ahead to providing facilities for Cranbrook, investing in improving facilities for those centres that have high demand, and how to further invest when current service level agreement comes up for review.

Members put a number of questions to Peter Gilpin, covering issues including:

- Methods of marketing to reach all age groups and demographics: membership options had been reshaped and a number of initiatives run to cover the demographics of the community, including continued work relating the PULSE referral scheme and bidding to the new Heath Consortium for improving health through preventative schemes that improve fitness and reduce obesity;

20 Provision of Leisure Services (continued)

- Looking at ways of improving efficiencies of the existing centres, with examples such as reducing mains water use and utilising solar energy;
- Synthetic turf pitch demand: working with schools to support in bidding for funding ;
- Continued need to invest in facilities premises but awareness of the scale of capital investment required to bring all facilities to a high standard. Priorities needs to be established between EDDC and LED to examine what sources of funding can be used (such as s106, CIL or other funding) and where improvements needed to be made first. Improvements were already underway at Honiton and Exmouth;
- Recognising Exmouth Pavilion as a unique facility in need of some updating. A new experienced manager was now in place and continued review of the events offered took place to maximise the usage of the site;
- Involvement with the design of Cranbrook: in short term, residents of Cranbrook were using neighbouring facilities at Broadclyst, Ottery St Mary and Honiton. Longer term options included provision for the secondary school that could be utilised for the residents but it was felt unlikely that funds would be sufficient to realise a swimming pool facility for the town;
- Dual use issues: sharing facility between school use and providing facilities for other users had a number of issues, including constraints on when facilities could be used, access, and safeguarding children. Operating and property costs needed careful consideration;
- Recognising a gap in facilities at Seaton: recent success in securing swimming pool access to the public at Seaton Primary School but other facilities would benefit the town;
- Considering commercial sponsorship to boost income;
- Praise to LED staff in the service they provide.

RECOMMENDATION: That a joint working group consisting of EDDC Members and representatives of LED Leisure Management be set up to work towards the review of the future contract arrangement with LED due in 2016, with particular focus on:

a) review and assess the requirements and benefits of leisure provision for the District;
b) assessment of capital requirements for future years in terms of maintenance and development of existing assets and to establish priorities for expenditure.

*21 Forward Plan

The Committee were updated on some changes to their Forward Plan, including the work on budget scrutiny planned for the autumn. The Head of Finance outlined in brief the role of the Budget Working Group and how the Committee has a key role in debating efficiency savings indentified during the autumn, as well as to examine the core budget in time to feed into the draft budgets for 2014/15.

*21 Forward Plan (continued)

Portfolio Holders and the Finance Team will be giving presentations on their budget, with a focus on discretionary services. This will lead to further meetings of a Budget Scrutiny TaFF in between main committee meetings, to drill down into budget detail. Dates and a request for TaFF participants will be circulated in due course.

Legal advice on the Committee considering the topic of lobbying was that the role belonged to the Standards Committee, and was confirmed by Members on the Committee who also sat on the Standards Committee that the topic was already under discussion at recent meetings.

RESOLVED: That the topic of lobbying be not included in the current forward plan as the Standards Committee (as part of their remit) will deal with the topic; this may be considered again in the future if the Committee deem it necessary to do so.

Chairman ..... Date .....

Extract of Minutes of a Meeting of the Cabinet held in the Council Chamber, Knowle, Sidmouth on Wednesday, 17 July 2013

*35 **Transport Infrastructure Investment – key decision**

Members considered the report presented by the Economic Development Manager. A consortium of transport authorities led by Somerset Country Council (backed by the Heart of the South West Local Enterprise Partnership) was calling for early investment into three single carriageway sections of the A30/A358/A303 corridor between Honiton, Taunton and Amesbury – the link to the M3. The report set out the details of works and costs. Government funding, if agreed, would be a contribution to the scheme with a requirement for local funding.

Members recognised the significant benefits that the proposed improved transport links would achieve for the local economy - the A30/A303 corridor was a crucial link to and from the South West. Currently the road network was unable to cope with the volumes of traffic and lack of service provision along these routes.

The Overview and Scrutiny Committee would be briefed in the autumn on progress and how this strategic initiative would be linked with the Local Enterprise Partnership work and economic and community development.

RESOLVED

(1) that the campaign for phased investment in the A30/A303 corridor promoted by Somerset County Council, the Heart of the South West LEP and other partners be welcomed and endorsed - in particular proposals to make early improvements to the A30/A303 in East Devon;

(2) that members of the Overview and Scrutiny Committee be invited to seek early clarification of the role of the Heart of the South West Local Transport Board in relation to the successful delivery of the Council's own planning and development priorities.

REASON To offer a clear demonstration of the Council's commitment to local and strategic infrastructure investment.

Agenda Item 9

CABINET
17 July 2013
13/1315

Transport Infrastructure Investment

Summary

A consortium of transport authorities led by Somerset County Council is calling for early investment in three single carriageway sections of the A30/A303 link to the M3. This would bring significant benefits to a number of businesses and rural communities here in East Devon. These proposals are mirrored by the recent creation of a Heart of the South West Local Transport Board established to manage funding for local major transport schemes devolved by the Department for Transport.

Recommendation

1) That Cabinet welcomes and endorses the campaign for phased investment in the A30/A303 corridor promoted by Somerset County Council, the Heart of the South West LEP and other partners. It welcomes in particular proposals to make early improvements to the A30/A303 here in East Devon.

2) That Cabinet invites members of the Overview and Scrutiny Committee to seek early clarification of the role of the Heart of the South West Local Transport Board in relation to the successful delivery of the Council's own planning and development priorities.

a) Reasons for Recommendation

To offer a clear demonstration of the Council's commitment to local and strategic infrastructure investment.

b) Alternative Options

To decide not to seek influence over the transport infrastructure delivery process.

c) Risk Considerations

Local investment priorities will not otherwise be adequately considered.

d) Policy and Budgetary Considerations

Economy Plan 2012/16 - "Improve rail, cycle, road and air transport links within, into and out of the district. We will do this by lobbying government and transport authorities for road improvements."

e) Date for Review of Decision

A meeting between Members of the Overview and Scrutiny Committee and representatives of the Heart of the South West Local Transport Board will be requested.

1.0 Investment in the A30/A303

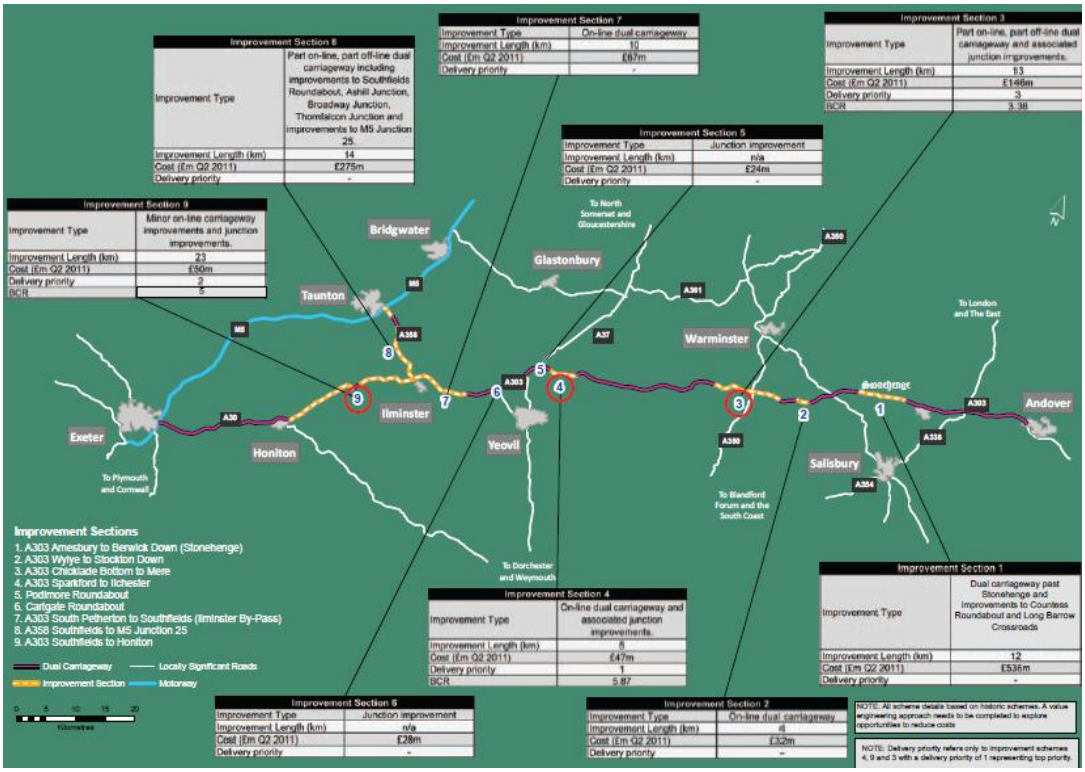
1.1 The inherent lack of resilience in the transport routes that link the South West with UK and international markets is widely acknowledged. It is highlighted time and time again when road and rail links to the area are closed because of accidents, flooding or route maintenance works.

1.2 A consortium led by Somerset County Council and backed by the Heart of the South West Local Enterprise Partnership (LEP), has been working on the investment case for making substantial improvements to the A30/A358/A303 corridor between Honiton, Taunton and Amesbury. The catalyst for this work is the belief that infrastructure investment can serve as an important stimulant to local economic growth. Their proposals are for improvement to the route, to dual carriageway standard, throughout its length. However, they identify three single carriageway sections that offer potential for early value for money, stand alone, investment:

1 Dualling the Sparkford to Ilchester section of the A303, at a cost of £50 million. Identified as delivery Priority One;

2 Small Scale improvements to the A303/A30 between Ilminster and Honiton, at a cost of £50 million; Identified as delivery Priority Two;

3 Dualling the A303 between Chicklade Bottom and Meer at a cost of £150 million. Identified as delivery Priority Three.



These three sections of the A303/A30 have already been the subject of some of the statutory processes that relate to new highway investment. Accordingly they are

thought to be capable of being delivered relatively quickly and are seen to offer the potential for a return of almost six times their investment costs, in terms of immediate, transport related, economic benefits.

1.3 The study points to a long term solution to the problems associated with the section of the A303 between Amesbury and Berwick Down (Stonehenge). This would involve 2.1 kilometres of bored tunnel under the World Heritage Site. The authors of the study suggest that through careful design and stakeholder negotiation, an improved route can be established and delivered. However, they argue that the opportunity to improve journey time reliability and network resilience through an incremental (phased) approach to delivery should be grasped and not delayed while solutions for Stonehenge are devised and agreed.

1.4 The study questions the need to improve to dual carriage way standard, the sections of the road between Ilminster and Honiton (over the Blackdown Hills). Instead It suggests improvements to a standard and scale consistent with the lower traffic flows envisaged, as west bound traffic follows the A358 to the M5 at Taunton. They propose, a single carriageway road, mainly on the line of the existing route, with investment in improved junction quality and at locations where factors such as steep gradients currently inhibit better route performance. The scope for eventual full dualling is retained but the case for early investment in this section of the route is made quite unambiguously, "We want the Government to agree to progress improvements to the single carriageway sections which are high value for money as early phases of the overall improvement and consider that a number of these sections of the route can be delivered quickly."

1.5 On 23rd April, representatives of the consortium met with Mr Stephen Hammond MP, Under Secretary of State for Transport, to discuss the economic case for improving the A303. The outcome of the meeting was said to be positive. Mr Hammond gave a commitment for the Highways Agency to work with the project group to undertake preparatory work on the three improvement proposals referred to in paragraph 1.2. The Minister is said to have viewed these positively and noted that priorities for new transport infrastructure schemes are being considered as part of the Government's spending review due to be concluded in July. He requested a follow up meeting in the late summer.

1.6 The outcome of the Government's current spending review is likely to be known by the time of your meeting. Whether or not this facilitates early work on improvements to the A30/A303, the case for such investment is compelling. On average a collision occurs every six days on the single carriageway sections of the A303. Worse is the level of fatalities on local sections of the road. Peak journey times from Amesbury to Honiton would reduce by 30 minutes if the route is improved. The corridor provides a crucial link to and from the South West. An end to end dual carriageway would improve journey time reliability along the route and greatly improve the trading position of many of the district's businesses. An economic impact study linked to this project points to a £42 billion benefit (gross value added) to the region if these schemes are fully implemented.

2.0 Heart of the South West Local Transport Board

2.1 In parallel with these developments, a Local Transport Board (LTB) has been set up manage funding devolved from the Department for Transport for major local transport schemes. Similar boards are being established in Local Enterprise Partnership (LEP) areas throughout England. The Heart of the South West Local Transport

Board is composed of one elected Member from each local transport authority (Devon, Plymouth, Torbay and Somerset), two representatives of the LEP and observers from Network Rail and the Highways Agency.

2.2 The Heart of the South West LTB has been allocated an indicative £40.6 million over the four years 2015 to 2019. However, the final allocation will not be known until the current Spending Review has been concluded. Government funding is intended to be a contribution to the total cost of each scheme and accordingly, local funding will also be required. The schemes being put forward currently are those considered by the relevant local authority to be the priorities for their area. The Devon County Council schemes listed by the LTB are:

D1 Bridge Road, Exeter - £12.3m scheme for carriageway improvements

D2 Marsh Barton and Edginswell Rail Stations - £9.0m scheme to serve the Marsh Barton strategic employment area;

D3 Tiverton Access Routes and M5 J27 Improvements - £10.1 m scheme for a new junction on the A361 to the east of Tiverton and improvements to J27 of the M5;

D4 Alphington Park and Ride - £6.1m scheme to enhance park and ride facilities in Exeter;

D5 A382 and jetty Marsh II - £13m scheme to accommodate projected traffic growth in Newton Abbot;

D6 Tavistock Railway - £26m scheme involving a new railway station in Tavistock and extension to the Plymouth to Bere Alston line.

2.3 The proposals of both Devon and Somerset County Councils make no provision for any form of local funding commitment to the A303/A30 improvements referred to earlier. At the A303 project group's meeting with the Minister at the Department for Transport on 23 April, Mr Hammond is reported as having asked what funding local funding would be made available. A meeting of the Heart of the South West Local Transport Board was due to take place before the end of June. Accordingly request for further information in relation to the Board's commitment to the A303 Corridor Improvement Programme will be made to allow for a verbal update on these matters to be presented at your meeting. Similarly, information will be sought as to why improvements to the Exeter to Waterloo railway line do not feature in the LTB's Major Transport Scheme Programme 2015 -2019 as currently drafted.

Legal Implications

Transport powers and duties are allocated by legislation to county/Department of Transport level. Nevertheless, the duty to co-operate between councils on strategic planning reinforces the expectation that there will be joint working in the community interest.

Financial Implications

The report is not asking for any capital programme commitment at present but there is likely to be a need for capital investment if the schemes progress. The funding of which will need to be considered in future reports.

Consultation on Reports to the Executive

-

Background Papers

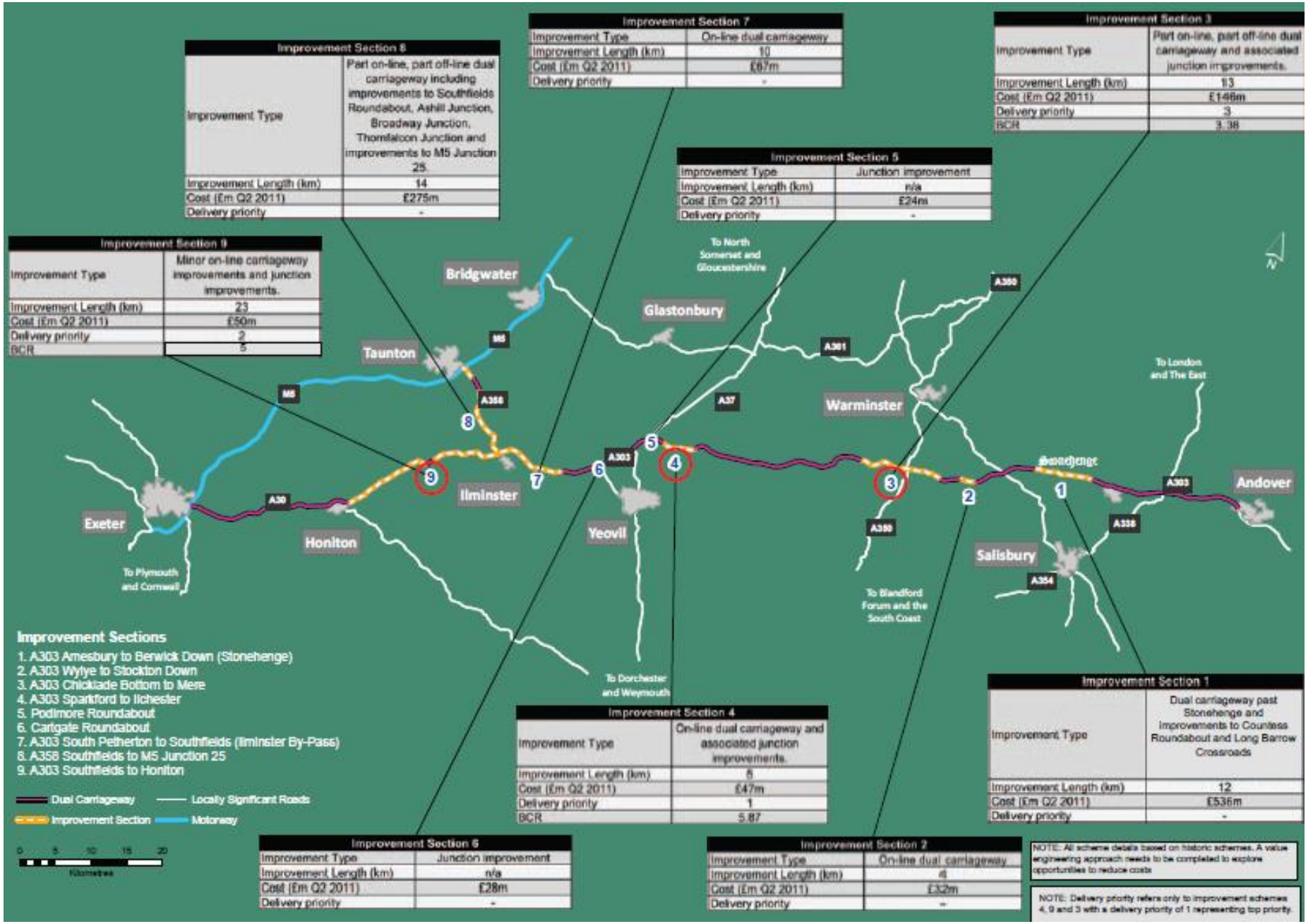
- Letter to stakeholders from Paula Hewitt, Lead Commissioner, Economic and Community Infrastructure, Somerset County Council 16th May 2013. (1)

  Leaflet published by the Heart of the South West Local Enterprise Partnership (May 2013) outlining the creation of the Local Transport Board and providing a summary of their major transport scheme programme 2015 -19

- A303 Corridor Improvement Programme (including the A358 and A30), Outline Economic Case and proposed Next Steps, published by Somerset County Council, April 2013. (2)

Nigel Harrison nharrison@eastdevon.gov.uk
Economic Development Manager

Cabinet
17 July 2013


Improvement Section 8
Improvement Type: Part on-line, part off-line dual carriageway including improvements to Southfields Roundabout, Ashill Junction, Broadway Junction, Thornfalcon Junction and improvements to M5 Junction 25.
Improvement Length (km): 14
Cost (£m Q2 2011): £275m
Delivery priority: -
Improvement Section 7
Improvement Type: On-line dual carriageway
Improvement Length (km): 10
Cost (£m Q2 2011): £67m
Delivery priority: -
Improvement Section 3
Improvement Type: Part on-line, part off-line dual carriageway and associated junction improvements.
Improvement Length (km): 13
Cost (£m Q2 2011): £146m
Delivery priority: 3
BCR: 3.38
Improvement Section 5
Improvement Type: Junction improvement
Improvement Length (km): n/a
Cost (£m Q2 2011): £24m
Delivery priority: -
Improvement Section 9
Improvement Type: Minor on-line carriageway improvements and junction improvements.
Improvement Length (km): 23
Cost (£m Q2 2011): £50m
Delivery priority: 2
BCR: 5
Bridgwater
Taunton
Glastonbury
To North Somerset and Gloucestershire
Warminster
To London and The East
Stonehenge
Andover
Salisbury
Ilminster
Yeovil
Honiton
Exeter
To Plymouth and Cornwall
To Dorchester and Weymouth
To Blandford Forum and the South Coast
M5
A358
A303
A30
A37
A361
A350
A338
A354
1
2
3
4
5
6
7
8
9
Improvement Sections
1. A303 Amesbury to Berwick Down (Stonehenge)
2. A303 Wylye to Stockton Down
3. A303 Chicklade Bottom to Mere
4. A303 Sparkford to Ilchester
5. Podimore Roundabout
6. Cartgate Roundabout
7. A303 South Petherton to Southfields (Ilminster By-Pass)
8. A358 Southfields to M5 Junction 25
9. A303 Southfields to Honiton
Dual Carriageway
Locally Significant Roads
Improvement Section
Motorway
0 5 10 15 20
Kilometres
Improvement Section 4
Improvement Type: On-line dual carriageway and associated junction improvements.
Improvement Length (km): 5
Cost (£m Q2 2011): £47m
Delivery priority: 1
BCR: 5.87
Improvement Section 1
Improvement Type: Dual carriageway past Stonehenge and Improvements to Countess Roundabout and Long Barrow Crossroads
Improvement Length (km): 12
Cost (£m Q2 2011): £536m
Delivery priority: -
Improvement Section 6
Improvement Type: Junction improvement
Improvement Length (km): n/a
Cost (£m Q2 2011): £28m
Delivery priority: -
Improvement Section 2
Improvement Type: On-line dual carriageway
Improvement Length (km): 4
Cost (£m Q2 2011): £32m
Delivery priority: -
NOTE: All scheme details based on historic schemes. A value engineering approach needs to be completed to explore opportunities to reduce costs
NOTE: Delivery priority refers only to improvement schemes 4, 9 and 3 with a delivery priority of 1 representing top priority.

Task and Finish Forum
Fees and Charges

Interim Report
September 2013

Overview and Scrutiny Committee

Preface

Councillor Tim Wood

Chairman of the Fees and Charges Task and Finish Forum

Members: Mike Allen; Peter Burrows; Alan Dent; Geoff Pook; Tony Howard; Tom Wright (prior to May 2013)

The Fees and Charges Forum was set up to consider all the fees and charges of the Council in an environment where Government grants are being reduced and when there are severe controls on increases in Council Tax.

There are many areas of Council activity where charges are nationally set or are constrained to enable Councils only to recover the costs of a specific activity. Thus many, if not most, of the Council's charges can only be changed to a very modest degree. Nevertheless virtually all the Council's areas of activity have been reviewed to see whether there are some further possibilities for appropriate but not unreasonable charging. There are a few quite significant areas where, in due course, there may be the possibility of increases in charges to cover costs but where existing contracts make it difficult to alter arrangements in the short term although they need to be reviewed when the opportunity arises.

Two main areas have been identified where some useful income can be obtained to cover the costs incurred in the particular activity. These are in relation to written enquiries on planning matters prior to the possible consideration of a planning application, and secondly on a charge to cover some costs incurred by the legal team. These two items together may produce an extra income of about £50,000. In addition a variety of modest increases in fees and charges listed in the following pages should increase income by a further £20,000.

The forum has not proposed increases in the income from car parking. The Council does already receive a substantial income from this source. Some Councils have received criticism from Government for the high level of charges they make for on-street car parking. While most of this Council's income does not arise from this source, it is recognised that the level of charges can be a partial deterrent to town centre shopping. Some experiments are currently taking place in relation to charges in some car parks or on some occasions and it is probably sensible to consider the outcome of these further before making modifications. There could be a case for stimulating pre-Christmas town centre shopping by lowering charges in some car parks on low activity afternoons to increase the number of town centre visitors, the vast majority of whom would be local residents.

I am grateful to all those that have participated in the TAFF and also to all those who have considered and brought forward suggestions as to how the income of the Council might be increased.

Tim Wood
September 2013

Recommendations

The Forum recommends the following, based on their interviews, findings and consultation.

(1) Countryside Service:

a) No increase above inflation or to cover significant cost increases for 2014/15 due to the nature of the service objective being educational;
b) Investigate as a spend to save initiative shifting the focus of the service to allow the offer of commercial consultation on arboriculture and ecological issues, recognising that this may require additional staff resource in order to maintain the existing service.

(2) HomeSafeGuard:

a) No increase above inflation or to cover significant cost increases for 2014/15 due to the nature of the service objective being predominately for vulnerable people;
b) Investigate moving the service into the telecare market as a spend to save initiative.

(3) Private Water Supplies:

a) Increase risk assessment fee by 10% for 2014/15 on completion of inspection of remaining properties on current inspection rota;
b) Increase supply sampling charge to from £60 to £70 for 2014/15;
c) Review actual cost of inspection of caravan sites in preparation for any legislative change that introduces the requirement for a caravan site licence (based on the assumption that this would attract a charge).

(4) No changes to the current levels of charges for Licensing (including Environmental Health function with licensing administered by Licensing) apart from:

a) Increase Hackney Carriage and Private Hire fees in line with full recovery of costs;
b) Increase Cemetery Fees for 2014/15 as follows:
    1) Interment (Adult) from £415 to £480
    2) Interment (Ashes) from £113 to £140
    3) Interment (Scattering) from £78 to £100
    4) Exclusive rights of burial (Adult) from £622 to £850
    5) Exclusive rights of burial (Ashes plot x 4) from £276 to £350
    6) Exclusive rights of burial (Ashes plot x 2) from £156 to £200
    7) Exclusive rights of burial (Ashes plot x 1) from £78 to £100
    8) Headstone from £155 to £170
    9) Flat/foot/kerb stone from £155 to £170
    10) Vase/tablet/inscription from £70 to £80
    11) Chapel Service from £100 to £120
    12) Woodland burial plot from £415 to £960
    13) Register search from £25 to £30

(5) Planning:

Introduce a new charge for letters responding to requests from householders regarding requirement to apply for permission at £35 per written response. Enquiries of a brief nature by phone and at reception to remain free of charge with advice if the response would be substantial enough to require the chargeable written response.

(6) No changes to the current levels of charges for Building Control due to the competitive nature of the market.

(7) Streetscene:

a) The following charges are retained at being increased in line with RPI:
   1) Allotments
   2) Benches
   3) Boats and Winches
   4) Schedule 2 Waste collection

b) Review of beach hut charges:
   1) Review demand at end of season before actioning subsequent recommendations;
   2) Charges retained at being increased in line with RPI;
   3) Note high demand for sites in Budleigh Salterton and review offer at Budleigh Salterton at end of 2013;
   4) Review switch to site only offer and extending terms of lease to year round for 2015/16;

c) Set charge of £25 plus VAT for collection of 3 items under Bulky Household Waste; with a subsequent charge of £10 for each subsequent item with limit on number of items to be decided at an operational level;

d) Review charges for commercial events with Portfolio Holder to incorporate:
   1) Full charge for commercial bodies;
   2) Concession rate for community and charity events to cover at least the administration charge;
   3) Assessment of charging model used by Exeter City Council

e) Make available the hire of a section of Connaught Gardens on a trial basis of up to one event per month during the period April to October, subject to review by the Portfolio Holder to assess feasibility, cost to provide and advertise. It is recognised that, due to the nature of the event market, this may not generate significant income until 2015/16;

f) Increase charge for water taxi operation agreement by 10% for 2014/15;

g) Review actual costs of cleansing toilets in conjunction with asset review;

h) Asset Management Forum to review recovery of costs on sports assets outside of the LED contract, with focus on ability to pay for membership based clubs and community use.

(8) Hire of Knowle building function rooms to retain same charge level with an RPI increase for 2014/15 due to limited life of the building within Council control.

(9) Continue approach of 5% increase in office rent rates at the East Devon Business Centre and maintain conference and training room hire at current rates.

Review Approach

How does the review relate to the Council Plan?

How the Council funds its services relates to every aspect of the Council Plan.

This report has been produced in the interim to inform the budget process as early as possible. The Forum will continue to look at remaining areas in the autumn and bring forward further recommendations.

Scope of the review

Scoping is purely a term to define how the review is to be undertaken. The Forum agreed the scope at their first meeting, making clear what was included; but also just as crucially, what was not. The agreed scope of the review is set out below:

Broad topic area:	Fees and Charges
Specific area to explore within topic area:	• How are fees and charges set? • What benchmarking is done with other authorities or service providers? • What consultation is carried out with customers before a fee or charge is changed? • Are fees and charges aligned with the service cost? • Are charges simple to understand and administer? • What additional services could be charged for that aren't currently? • What services, legislation permitting, can bear an increase in fee or charge? • Do discretionary charges cover cost? • Is any Council subsidy of a charge made clear to the customer? • Would increased marketing help boost use of some services? • Does each service have a clear charging policy – if not, should they? • What social benefit is there of the provision of a service?
Areas NOT covered by the review:	Recharge of overheads Sponsorship Council Tax Car Park charges in full (recently extensively reviewed)

Desired outcomes of the review:	• Understanding of rationale behind fee and charge setting • Clear consultation on reviewing and setting new fees and charges • Raising additional income where legislation allows, and market will bear increase in fees and charges • Recommend a fees and charges policy to Council to ensure consistency in approach to review of fees and charges
Who should be consulted for evidence	Head of Finance Heads of Service Service Managers
What evidence already exists (consultation, good practice examples)	Fees and charges policies set by other authorities CIPFA guidance
What experts are needed to help with the review:	Head of Finance Financial Services Manager Heads of Service Service Managers
What other resources are needed:	Accountancy time in collating fee and charge data for each service; Service Manager time at meetings; Democratic Services in collating data both here and from other authorities
Undertaken by the Committee or is a TAFF required:	Task and Finish Forum
Timescale including start date:	Meeting regularly March - September in order to inform the budget process for 2014/15
Who are the recommendations being reported to:	Overview and Scrutiny September 2013 Cabinet October 2013

Evidence sources

Over a number of meetings, the Forum heard from Heads of Service and Service Managers, together with their allocated accountants. Information was provided on charges set by other authorities both from Service Managers and independently sought in some cases by Democratic Services to enable the Forum to benchmark many fees against those set by other authorities.

Findings

Charges that cannot be increased

Legislation stipulates limitations in a great many of the fees and charges that fall under the Council's statutory services:

- A set amount – for example planning application fees, regardless of the actual cost it takes to provide that service;
- Limited to cost recovery only – for example, most licensing legislation permits only the recovery of administration.

Other charges are set within our discretionary services at a low level deliberately, to encourage take up by all sections of the community. Whilst some adjustment may be possible following consultation with the public, the overall income level would not be substantially increased. An example of this is a nominal fee set for Countryside events.

Charges exist that are not recovering their actual cost, but increasing the charge may only incur additional cost elsewhere – the typical example being the collection of bulky waste. Whilst the cost could be substantially increased in order to fully recover the cost, advice and evidence indicates that this would only lead to a dramatic drop in the service and result in increased fly tipping.

Market forces are the final issue under this heading, where our customers can go elsewhere for the same service. The Forum noted that the Building Control Service worked hard to maintain efficiency to keep costs down, but had to compete in an open market which prevented anything more than a modest increase in charge.

Where charges cannot be increased to make a significant overall difference to the Council's budget, services must make sure that efficiency drives regular review of the charge to ensure that any loss is kept to a minimum, and any reduction in cost is passed on to the customer. The adoption of a fees and charges policy, which does not currently exist, should help ensure that this regular review is carried out consistently across all services.

Overall, the Forum was content that the review of costs was undertaken, although the regularity was not consistent in some cases. The key issue for the Forum was the ability to determine, for each and every fee and charge, how much it cost to provide that service. In some cases this was difficult to determine because of the way the Council recharges costs across services.

Charges that can be increased

The Forum recognised that the income raised from fees and charges forms a valuable contribution to the budget and helps to keep the Council Tax low. Whilst it would be unreasonable to introduce substantial increases in some case, Officers were questioned to

determine where changes could be made, either with a simple increase, or a change in pricing to encourage higher take-up that overall reached the desired objective - increased income.

The recommendations in this report show specific areas where changes, either brought forward to the Forum by the service, or reached through discussion with the Forum, can bring about an income increase based on projected use for the forthcoming year.

New charges and opportunities to explore

The Forum were keen to discuss with each service any opportunities for new sources of income. Successful grant applications, particularly in the Countryside service, were recognised as contributing significantly to the running of services. New uses for assets, charges in place in other authorities, and making use of officer skills, were explored.

Officers brought a number of opportunities to the Forum to debate, many of which will require further research to form a business case, but should still be explored as a possible source of income for future years beyond the original objective set for the immediate financial year approaching. Many of these will require staff resource, but should be considered as a "spend to save" initiative, or more accurately a "spend to make more income" initiative in order to help future budget balancing.

The recommendations in this report reflect some of those new income areas either recommended for introduction or for further research.

Areas still to review

The Forum is keen to inform the budget process for 2014/15 as early as possible, but also to review each fee and charge thoroughly. The areas still to explore include:

- Thelma Hulbert Gallery and Manor Pavilion – to discuss with the Arts and Culture Forum;
- Car Park charges – review the results of the trial, and weigh up charges with the findings of the Viability of High Streets and Town Centres TaFF;
- Street name and numbering;
- Links with Asset Management – further research on specific assets, such as sports clubs facilities, to assess fees charged or rental rates set in relation to costs of assets. The Forum is keen to work closely with the Asset Management Forum on these aspects to avoid duplication of work but also understand how the assets are being managed;
- Finalise a draft Fees and Charges Policy to ensure consistency in assessing, consulting on, and setting charges.

Acknowledgements

The Panel:

Tim Wood (Chairman)
Mike Allen
Peter Burrows
Alan Dent
Geoff Pook
Tony Howard
Tom Wright

The Panel would like to thank:

David Cox

Head of Finance, Simon Davey

Financial Services Manager, Laurelie Gifford

Heads of Service and Managers responsible for reviewing fees and charges

Accountancy Team

Democratic Services

Agenda Item 13

Overview and Scrutiny Committee
26 September 2013
DM

Pre-application advice – confidential information

Covering report

This report has been prepared in response to a request by Councillor Claire Wright to have the topic of pre-application advice discussed by the Committee. On seeking clarification on this topic, Cllr Wright confirmed that her specific interest in the topic related to confidential information that may be discussed during pre application discussions, and that Ward Members should be able to share this with others.

The report sets out a background to the introduction of pre-application advice attracting a charge and the implications of communicating confidential information.
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Recommendation

To note the restrictions in place on comunicating confidential and commercially sensitive information disclosed at pre-application discussions.

a) Reasons for Recommendation

There is no proposal to amend the current practice in dealing with pre-application advice at this time. If subsequent advice is received from the Information Commissioner the process will be reviewed.

b) Alternative Options

None.

c) Risk Considerations

Any release of confidential and/or commercially sensitive information carries risk of legal action against the Council.

d) Policy and Budgetary Considerations

Loss of confidence in the pre-application service may impact siginificantly on income received.

Main Report.

Charges for pre-application advice for applications being handled by an agent were agreed to be put in place by the Executive Board in December 2009.

A schedule of fees is in place, the fee varying in accordance with the scale of the application proposal. A customer charter for pre-application advice is available from the Council's website.

The subject of pre-application advice was considered as part of the planning service during the "Improving Ward Member interaction with Planning" – particularly on how a Ward Member is involved with pre-application advice. Recommendation 3(c) of their final report, which was subsequently approved, requested a copy of pre application advice for applications classed as "Minor" and "Major" to be sent to Ward Members subject to a sensitive awareness of confidentiality and pre-determination issues.

Ed Freeman, Development Manager, updated the Committee on the 27 September 2012 on the implementation of the recommendations of the TaFF report, including this recommendation. Significant pre-application enquires are copied to the relevant Ward Member, or, in cases of a Members Advisory Panel being set up, Ward Members are invited to attend a presentation from the developer, and hear officer and consultee comments on the proposal. This may include privileged information being shared with the Ward Member that must remain confidential.

Pre-application discussions may contain both confidential and commercially sensitive information. The code of conduct for elected Members specifically states under paragraph 5(f) that a member must not disclose confidential information.

Release of commercially sensitive information may impact on a developer in the form of competitors making a competing application, or being outbid on the purchase of land. If such information was released through the pre-application process, it is likely that developers will cease using the service, impacting both on income received and stopping input from officers at an early stage. It must be stressed that input from professional officers at pre-application stage is to assist in receiving a clean application that can go through the application process as efficiently as possible – it is made clear that officers cannot influence any decision the council may make on a future application.

Pre-application discussions being released to the public may also cause unnecessary anxiety in the related community, for developments that may never become an application. This could also lead to a significant increase in calls and e-mails to the planning team that cannot be taken into account until an application is submitted, and those enquiries handled as comments within the planning application process. The community have, as always, the right to comment once an application is submitted.

Freedom of Information requests have been made in the past seeking to have sight of notes of pre-application discussions. Each request is treated on a case by case basis, with no "automatic refusal" but careful consideration of the information, any subsequent application submitted (which is in the public domain) and the type of information contained in the pre application discussion notes. The agent is also contacted to ask for consent to release all or part of the information.

The Information Commissioner has recently agreed to consider a complaint against this authority for refusing to release pre application advice in response to an FOI request – at this stage they have agreed to consider rather than agreed to investigate. If the IC concludes that there is a case to answer and issues guidance for amending our procedure for dealing with FOI requests relating to pre application advice, then the procedure will change, but for the present time consideration will remain on a case by case basis.

The Localism Act will require developers, on a certain scale of development, to engage in a community consultation exercise before submitting an application – as this is yet to be enacted, the definition of that scale of development hasn't yet been advised.

Whilst it may be argued that the release of pre application advice is in the public interest, generally this is more likely to be of interest to a smaller group of individuals rather than the interest of the public generally; and all individuals have the opportunity to have their comment, either in objection or in support to, an application once submitted to the authority for determination.

Legal Implications

Any information given to a public authority can be subject to a Freedom of Information request. The public body is required to release the information requested, unless it falls within one of the categories of exemption (it should be noted that there are other reasons when disclosure can be withheld such as prohibitive costs and vexatious requests). One such exemption relates to commercial interests and allows the information not to be provided where to do so '*would, or would be likely to, prejudice the commercial interests of any person*' provided also the public interest is best served by maintaining the exemption (as opposed to it being in the public interest to disclose the information). Clearly each request would need to be (and is) considered on its own merits to determine whether the exclusion applies.

The above is the formal approach to provision of information under the legislation. Where the exemption applies then the information should not be released by the Council (so by officers or Members). Indeed to do so would, in all likelihood, represent a breach of the Codes of Conduct for both Members (paragraph 5(f)) and also Employees (paragraph 2.3).

There may be circumstances where the commercial information may not satisfy the exemption (and could therefore be released) but, in the absence of a FOI request, one has to consider whether it should be. The problems and issues that could arise from the provision of confidential or commercially sensitive information are well set out in the report. To that end the report suggests that it will generally not be in the wider public interest to release the information. This logic appears reasonable and the approach therefore sound. Notwithstanding whether the information is exempted from release pursuant to a FOI request, both Members and Officers would still have to consider whether to release it would represent a breach of the relevant Codes of Conduct.

While each case would need to be considered on its merits, the general approach that information provided under the umbrella of confidentiality or commercially sensitive information should not be released (for the reasons set out in the report) appears sound and defensible..

Financial Implications

Income from pre application advice in 2012/13 amounted to £46,104. This level of income could potentially be lost if there is a loss of confidence in the service.

Debbie Meakin
Democratic Services Officer

Overview and Scrutiny Committee
26 September 2013

Agenda Item14

Overview and Scrutiny Committee
29 September 2013
Quarterly Monitoring Report

Quarterly Monitoring of Performance – 1st Quarter 2013/14 April to June 2013

Summary

This report provides performance information and progress against our promises and priorities as outlined in the Council Plan. This cumulative quarterly information will be used to provide an annual review of our performance against the Council Plan in the Annual Report.

Recommendation

It is recommended that Members consider performance against delivery of the promises/priorities in the Council Plan, Key Service Objectives from Service Plans and Performance Measures for the 1st quarter of 2013/14 so that issues can be addressed in a timely way.

a) Reasons for Recommendation

So that Members can gain a clear view of progress against what we said we would deliver in the Council Plan and deal with performance issues arising.

b) Alternative Options

None

c) Risk Considerations

A failure to monitor performance may result in customer complaints, poor service delivery and may compromise the Council's reputation.

d) Policy and Budgetary Considerations

None

e) Date for Review of Decision

Performance information is provided on a quarterly basis.

1 Main Body of the Report

1. Appendix A is a report showing progress of the Council promises taken from the Council Plan 2012-16 and key performance indicators from our services. The report also highlights Service achievements and performance from the first quarter of the year.

2. Appendix B shows progress against service plan objectives and performance indicators in the form of bar charts. A supplementary page to Appendix B will provide information for Members on all performance indicators and draw attention to any objectives that are showing as a 'variation' or 'concern'.

3. There are no Council promises showing a status of concern but there are 3 service objectives showing concern. These are:

- **Develop and implement programme of improved recycling rates and reduced landfill**
  Comment - Improvement to recycling and waste reduction still needed - planned work in areas where participation is low to increase recycling rate

- **Renew the contract for provision of dog warden services.**
  Comment - The dog warden service has been advertised for expressions of interest from contractors who wish to tender for the work. An in-house alternative is also being developed and there will be a report to Members in the autumn. The existing contract end-date is 31 October 2013 and the timescale will now be very tight.

- **Migration to Windows 7 and new Microsoft suite through thin client with partners in Devon.**
  Comment - This migration to Win 7 is dependent on the outcome of the shared services project. The intention is to migrate to windows7 as part of combining the ICT infrastructures of the partners. While sharing of IT is inevitable the timing is important as Windows XP is de-supported by Microsoft in May 2014. This means that the council may have to operate with a higher risk IT infrastructure until the move to Windows 7 is made.

Legal Implications

No legal comments are required.

Financial Implications

No direct financial implications.

Consultation on Reports to the Executive

Relevant Heads of Service, Corporate Managers and Officers have contributed to the appendices.

Background Papers

- Appendix A – Detailed report showing progress against all of the Council Promises, key performance indicators and service achievements.
- Appendix B – Bar chart summary for service plan objectives and performance indicators with a detailed report for areas of 'concern' or 'variation'.
- Appendix C Explanation and definitions

Karen Jenkins Ext 2762
Corporate Organisational Development Manager

Overview and Scrutiny
26 September 2013

Quarter 1 Performance Report 2013-14

July 2013

Document Key

Promise Status classification

- Red (Concern) highlights targets with serious problems or significant delays.
- Amber (Variation) indicates actions with mild concerns or minor setbacks.
- Green (Achieved) displays special achievements or early completions.

Performance Indicators (PI)

- The 'Previous Year End' column reports performance at the end of 2011/12, if that information is available.
- The 'Current Target' column represents the annual target some measures no longer have targets or are not suitable for targets.
- The columns 'Q1 Act', 'Q2 Act', etc. show the actual year to date situation for each Performance Indicator. The key for the colours is as follows:
    - Red (Concern) – if the PI is 10% or more below the target.
    - Yellow (Variation) – if the PI is between 10% and 0.1% below the target.
    - Green (Achieved) – if the PI and the target match exactly or the PI is above the target.
- The Direction of Travel column shows if the PI has improved since the same period last year. An up arrow showing improvement, a down arrow showing deterioration and a level arrow showing a static trend.

Council Promise - Living in an outstanding place

Outcome - Make more affordable, good quality homes available for our residents

Council Promise 2012-16	Status	Comments
Bring at least 10 private sector empty homes back into use each year	On track	Empty Homes Partnership Officer reported on progress June 2013.
Have all the infrastructure in place to start building homes at Cranbrook in 2012	Achieved	This objective was completed in 2012/13.
Meet the local offers / standards commitments to tenants contained in "Our Commitments to You"	On track	We are delivering on the local offers and will report progress in the Annual report to Tenants in October.
Produce at least 100 new affordable homes per annum	On track	On target to achieve in excess of 100 units in 2013/14.
Set a baseline and improve the thermal efficiency of homes in the District	On track	Home Energy Conservation Act future plan completed March 2013 with the Devon wide ECO partnership project on going.

Performance Indicator	Prev Year End	Current Target	Q1 Actual	Q2 Actual	Q3 Actual	Q4 Actual	Direction of travel	Management Notes
Number of affordable homes delivered	124	100	55				↓	

Notable service achievements

• The programme of estate walkabouts and Blitz Days continues with walkabouts this quarter in Colyton, Kilmington and Dalwood, and a Blitz Day in Exmouth where we visited more than 150 properties doing tenancy checks in an attempt to stamp out tenancy fraud.

• Results of our communal cleaning survey are now back in and a joint meeting between Housing and Street Scene managers has identified improvements in the service that we are now looking to roll out across the district. We will meet again in Quarter 2 to share progress in achieving these improvements, and to agree how we will monitor the service into the future.

• The first Asset and Service Group meeting was held on the 20th June to consider future asset and service issues for the new town of Cranbrook. We have advertised for a Cranbrook Project Manger post and the Cranbrook Community Worker has been in post for a few months now.

• Within the Cranbrook developments 75 affordable units have been completed and occupied as of June 2013.

• The revised Local Plan was taken to committee in July 2013, with the aim of submitting it to the Planning Inspectorate by the end July 2013. We envisage the Inspectorate to examine the Plan late 2013 with an adoption planned for 2014.

• We are expecting to complete two Community Land Trust schemes this year, providing affordable rural housing in the district.

Council Promise - Living in an outstanding place

Outcome - Maintain residents' high satisfaction with their area and home as places to live

Council Promise 2012-16	Status	Comments
Reduce the low amount of waste sent to landfill in the District so that we are amongst the 10 best performing councils in England.	Variation	EDDC are 8th lowest for the amount of waste produced per head of population but recycling has not yet achieved the top 10 status.
Complete the Eon combined heat and power plant to service Cranbrook, Skypark and the Intermodal Freight Terminal	On Track	Main Energy Centre due to be operational during the summer.
Progress delivery of projects identified in the Exmouth Masterplan creating new, attractive places to enjoy, live and do business in Exmouth in 2013	On track	Premier Inn planning application approved. Ongoing negotiations regarding the relocation of the Exmouth Rugby Club. Queens Drive work ongoing.
Help Seaton achieve its Visitor Centre by May 2015	On track	Heritage lottery fund bid for £500K moving forward to stage 2 of bidding process. Revised Planning approval for the Visitor Centre approved by Development Management Committee.
Delivery of Residents' Survey results to ensure we can track reputation and respond to feedback	On track	The questionnaire has been designed and printed and sent out to 3,000 randomly selected residents. The closing date is 2 August 2013, after which time the results will be analysed.

Performance Indicator	Prev Year End	Current Target	Q1 Actual	Q2 Actual	Q3 Actual	Q4 Actual	Direction of travel	Management Notes
Number of households living in temporary accommodation	17	40	13				↑	
Improved street and environmental cleanliness – fly tipping	2	3 (1/4)	2				⬌	

Notable service achievements

• In Honiton we hosted the Homework Club for children on the Heathpark estate, and in Axminster and Exmouth run our SWITCH projects each week for young people. Along with other community events, we run these weekly sessions to help young people develop their skills and bring greater employment opportunities for them as a result.

• By managing and utilising our housing assets to best effect we are investing more resources into improving the housing stock and the environment around tenant's homes, including garages and car parking. We have encouraged downsizing and ensuring that we get the 'right people n the right home'.

• Our income collection rate for 2012/13 was 99.72%, and this was recognised by the Chief Executive with a 'Star Performer' lunch for the Rental Team. We expected a reduction in rent collection rates due to welfare reform, but due to the preventative work of the team this has been kept to a minimum. At the end of this first quarter the rate is 99.57%.

• A study into what rubbish is disposed of in our seafront litter bins has been completed. The information from this showed that the largest proportion of waste that could be recycled was cans and plastic bottles. We are now running a 3 month trial in Sidmouth with recycling points along the promenade for cans and plastic bottles

• So far in 2013/ 2014 we have started working to spend £342,000 of Section 106 money on sports and play with 8 Town and Parish Councils. This includes £250,000 to spend on sport in Sidmouth.

Council Promise - Working in an outstanding place

Outcome – Deliver a thriving, competitive local economy

Council Promise 2012-16	Status	Comments
Hold talks in Honiton, Axminster and Sidmouth to explore the potential for regeneration opportunities	On track	Honiton – Beehive Community Centre underway Sidmouth – Awaiting proposals from the community for possible Drill Hall development Axminster – Confidential discussions underway for possible regeneration opportunities.
Economy Strategy to increase the number and variety of job opportunities within and throughout East Devon by building on the benefits emerging from the development taking place in the West End of the District by 2013	On track	Proposed amendment to draft Local Plan to strengthen local skills employment and recruitment activity, EDDC commitment to develop a local employment strategy for the new Growth Point Board.
To help secure the necessary infrastructure to create and support sustainable agricultural, business and visitor economies in East Devon.	On track	Continued support to the BIP and regeneration projects to development visitor attractions e.g. Exmouth Queen's Drive and Seaton Discovery Centre. Investigation of Mamhead Slipway to service Exmouth maritime and visitor economy
To provide business support, innovation ideas, networking opportunities and training for small and medium size businesses. To look to provide or facilitate suitable premises for all stages of their development.	On track	The Council is actively progressing plans to extend its own workspace offer. In Seaton plans to refurbish the Colyford Road Depot and Fosseway Development sites are currently the subject of consultation with residents and local businesses. Their views will inform the preparation of fully detailed planning proposals later in the year. In the west of the district, the imminent completion of the Clyst Honiton Bypass will facilitate major private investment in workspace at Skypark and the strategic employment sites linked to the development of Cranbrook. The Council continues to work in partnership with West Devon Business Information Point (BIP) www.bipwestdevon.biz Impartial advice and assistance is available to new and emerging business though out East Devon through workshops and one to one contact with an accredited BIP advisor.
To use the natural assets of the District to strengthen and widen the visitor economy throughout the year by aiding new and existing tourism businesses to provide high quality facilities and accommodation, without damaging the outstanding beauty of the East Devon environment.	On track	Exploring further opportunities to develop the Axe Wetland Centre, ensuring allocation of funds from new housing developments towards habitat protection. Partnership appointment of a Green Infrastructure Officer to support the 3 growth point authorities.

Performance Indicator	Prev Year End	Current Target	Q1 Actual	Q2 Actual	Q3 Actual	Q4 Actual	Direction of travel	Management Notes
Creditor days - % of invoices paid within 30 days	99	99	99				↓	
Proportion of Our sepnd with small and medium sized enterprises	New for 2013/14	Baseline	Awaiting data					This data will be produced in quarter 2
Proportion of our spend with local suppliers	New for 2013/14	Baseline	Awaiting data					This data will be produced in quarter 2

Council Promise - Enjoying this outstanding place

Outcome – Provide cultural and leisure activities accessible to all residents and visitors

Council Promise 2012-16	Status	Comments
Develop ideas and income generating projects to keep creative art workshops and international art exhibitions available and accessible in our District	On track	Thelma Hulbert Gallery Manager, Marketing & Fundraising Officer compiling a list of potential projects for funding.
Fund Leisure East Devon to the tune of £1 million a year	Achieved	
Support healthy lifestyles through our play provision, beaches, cycle routes and footpaths	On track	On going with links being made to the new Health & Wellbeing Board.

For 2013/14 there are no performance indicators for this Council Promise. Progress is being monitored through Service and individual objectives in SPAR.net see appendix B.

Notable service achievements

• Work is complete on setting up the Manor Gardens cafe concession. A great little cafe is now being run from the old TIC building. StreetScene have added some picnic benches to the park to improve the overall offer and complement the cafe. The cafe will help with retaining our Green Flag status for Manor gardens.

So far investigations have suggested a cafe concession at the Maer would be less viable, however we are continuing to look into the possibility.

• East Devon is working with the Environment Agency as part of a trial for identifying the likelihood of being able to correctly predict poor bathing water quality before it happens and displaying suitable signage on bathing beaches to warn bathers. The trail is underway in Budleigh Salterton.

• As part of the long term role of Environmental Health, the service has now begun to work more closely with the Specialist Officer from Devon County Council's public health team. A budget of £20,000 has been allocated for this work and a number of projects are now being worked-up by the teams for consideration by the health and wellbeing officer working group aiming to improve health and wellbeing in East Devon.

• Our Countryside team have held a wide range of activities and events throughout the first quarter of 2013/14 including Bat walks, Meet the Trees and bug hunts. For the full schedule of events and activities for year see http://www.eastdevon.gov.uk/countryside for more details.

• A new River Axe curriculum pack has been created which aims to increase school visits to the Axe Estuary Wetlands.

• A bid was submitted to Arts Council to secure funding for marketing purposes in June and a grant of £10K was secured.

Council Promise - Enjoying this outstanding place

Outcome – Protect and enhance East Devon's natural environment and its habitats and wildlife

Council Promise 2012-16	Status	Comments
Complete and promote the Axe Estuary Wetlands as a regionally important wildlife destination, attracting 60,000 new visitors by 2013	On track	Management plan still underway.
Review our green and open spaces and plan to ensure we are delivering best value and community access	On hold	The resource to undertake this work is not in place and is not on the Countryside & Leisure Service priority list of actions for 2013/14.
Put in place a Local Nature Reserve Strategy and action plan in 2012 to involve more young people	On hold	The resource to undertake this work is not in place as the process is more complex than anticipated. This will not be progressed through 2013/14.

For 2012/13 there are no performance indicators for this Council Promise. Progress is being monitored through Service and individual objectives in SPAR.net. This will be reviewed for 2013/14.

Notable service achievements

• We are working towards the delivery of a new inter tidal habitat scheme on Sheep's Marsh on Axe Wetlands. There have been delays caused due to landowner negotiations, however the Environment Agency has approved the scheme and a planning application is due shortly to be submitted for the scheme.

• Our new Sustainable Procurement Strategy is in place, available for viewing through the intranet. We now have a framework upon which to develop the way in which we procure our goods, services and works over the coming years. We are now beginning research into how this is handled by other authorities and considering how to promote across the Council.

• The volunteering programme in the countryside team is now set up and underpinned by adopted Volunteer Handbook. Our Volunteers clocked up 886 hours of work for the countryside team in from April to June – equivalent to £7088 in monetary terms – their enthusiasm and hard work is, as always, invaluable to us.

• A first draft of a beach management plan to cover all our beaches has been completed and changes to this are being worked through with various officers. The plan then needs to go to the Beach Forum for Members input. Following this the plan will go to Cabinet for adoption.

Council Promise - Outstanding Council

Outcome – Efficiencies: financial and time-saving

Council Promise 2012-16	Status	Comments
Take forward the Council Accommodation Review	On track	Continued analysis of new office viability options ongoing.
Development and implementation of "Paperless Committees and Councillor IT" project	On track	The Councillor IT system has been selected and tested and is due to be launched in August. This system will be required for the paperless agenda process.
Explore the potential for sharing or outsourcing our support services during 2013-14	On track	A business case has been created for the creation of a new company that will provide ICT services to the 5 partner organisations - Exeter, Teignbridge, Plymouth, NEW CCG and East Devon. The business case has been reviewed favourably by an external research organisation, Gartner. The business case is now being reviewed and analysed by each authority. In the meantime a second business case is underway looking at sharing ICT between the 3 district councils only.
Maximise our use and sale of assets to fund our priorities for East Devon	On track	Premier Inn Planning permission given, sale impending. Further work underway on a development plan for Estuary side and Queens Drive. Asset Management Forum and Asset Review ongoing.

Performance Indicator	Prev Year End	Current Target	Q1 Actual	Q2 Actual	Q3 Actual	Q4 Actual	Direction of travel	Management Notes
Percentage of Council Tax collected	98.67	24.7 (3/12)	30.48				🡻	
Percentage of Non-domestic rates collected	98.66	24.78 (3/12)	32.19				🡻	
Working days lost due to sickness absence	8.19	2.13 (3/12)	1.99				🡻	
Percentage of planning appeal decisions allowed against the authority's decision to refuse	25.0	30.0	15.4				🡻	
Proportion of outstanding debt that is more than 90 days old from date of invoice	24	No Target	16				🡻	

Notable service achievements

• We have implemented a new and more efficient case management system within the legal team.

• We have implemented the new Local Council Tax support scheme for 2013/14. There are some minimal changes to be made to this for 2014/15 which will be taken to Cabinet for agreement in October.

Council Promise - Outstanding Council

Outcome – Improved service through understanding our customers and making good use of web & mobile technology

Council Promise 2012-16	Status	Comments
Achieve our equality objectives during 2013/14	On track	Report due to full Council in Quarter 2.
Improve communications and our knowledge of our customers' needs (use our 2012 action plan to monitor)	Achieved	Action plan achieved.
Select and implement new open source content management system for website as part of a larger communications project.	On track	A new open source Content Management System (CMS) has been selected and implemented for our new website. Users of the CMS are being trained over the next few months and we will gradually migrate the website content to the new format over the next 12 months. A new website governance process will also be created to ensure the content stays accurate and fresh.
Complete our redesign of our major frontline services	On hold	The DCX continues to work with the waste and tree teams however monitoring officer work has been a priority. This will not be progressed further through 2013/14.
Integrated Mobile Working Project	On track	The mobile working programme is producing efficiencies with Streetscene operations. It has created so far: - vehicle safety checks - saving 15,000 pieces of paper a year - tracking and safety for all workers - lone worker safety is a vital tool and tracking has already created efficiencies - direct work allocations - from customer to end worker missing out the admin in the middle - a customer mobile phone app will soon be made public - customers able to report problems direct to workers - making officers mobile - through a framework of solutions from email through to citrix on netbooks.

Performance Indicator	Prev Year End	Current Target	Q1 Actual	Q2 Actual	Q3 Actual	Q4 Actual	Direction of travel	Management Notes
Percentage of minor planning applications determined within 8 weeks	52.41	65	43.91				↓	The number of applications being received is very high at the moment and cannot be matched in terms of the numbers going out. This is leading to a build up in the system of the highest number of applications on hand for 5 years. Despite this moral remains good and staff motivated to do a good job with the resources we have.
Percentage of other planning applications determined within 8 weeks	73.87	80	85.11				↑	
Days taken to process Housing Benefit/Council Tax Benefit new claims and change events	5.79	6.03	7.73				↓	The very busy start to the year continues, following the unprecedented Welfare Changes that took effect from April 2013. Backlogs have been ring-fenced. Performance through the quarter has shown a slight improvement.

Agenda Item 15

Overview and Scrutiny Committee
26 September 2013

Overview and Scrutiny Committee Forward Plan 2013/14

Date of Committee	Report	Lead Officer
24 October 2013	Portfolio Holder update – Environment Budget discussion Environment (excluding Streetscene) Final report Fees and Charges (tbc) Committee Timetable review	Cllr Iain Chubb Cllr Tim Wood
21 November 2013	Budget discussion Environment - Streetscene Performance monitoring Quarter 2 2013/14	Cllr Iain Chubb
2 January 2014		
15 January 2014	Special meeting on draft budget and service plans for 2014/15	
30 January 2014		
27 February 2014	Performance monitoring Quarter 3 2013/14	
27 March 2014		
24 April 2014	Draft Overview and Scrutiny Annual Report	

Topics for scoping and allocation to the Forward Plan:

Proposed date	Topic
November or January 2014	Health and Social Care Reforms – role for Overview and Scrutiny. Devon County Council are currently considering how to progress health scrutiny with the assistance of the District Councils. Suggest a return visit from the local GPs responsible for the commissioning areas around November for an update on the new arrangements now in place.
October	Rural Broadband – look to holding joint Scrutiny with South Somerset District Council
Start once Inspector's report published	Review of production process of Local Plan

/continued

November or January 2014	National Parks research findings and debate
October or November	New waste contract 2016
On completion of TaFF	Business Task and Finish Forum final report
As and when available	Updates from Portfolio Holders
January 2014	Crime and Disorder update, including visit from Police Area Commander
October or November	Update from Devon County Council as lead authority on flood alleviation
	Council relationship with LEPs
February 2014	Reviewing the general terms of reference for working parties and task and finish forums
	Improving communication with Ward Members and Town and Parish Councils on District Council work/events/consultations
September, October and November	Detailed budget sessions on each portfolio in preparation for draft budgets for 2013/14 and 2014/15

HEALTHY PEOPLE
living healthy lives
in healthy communities

Eastern Devon

NHS
Northern, Eastern and Western Devon
Clinical Commissioning Group

Budleigh Salterton – a Vision for the Future

Dr Richard Mejzner

Evolving the clinical consensus

National research

- Kings Fund ‘Time to think differently’
- Integration of Health & Social Care
- Multi-skilled workforce working across organisational boundaries
- Ian Philp Principles

Locally

- Hospital at Home
- Collaborative working with key partners
- Stroke Early Supported Discharge

Involving the community

- Public ‘Health Summits’
- Consolidation through the Budleigh Blueprint Group
- Ongoing engagement with Health & Social Care Teams representing the WEB community
- Meetings with the OSC
- Continued involvement with the community
- A community driven vision!

Our Plan

- To develop integrated services around community hubs involving health and social care and the Voluntary Sector

- To build on the success of the Complex Care Teams

- To use learning from the Hospital at Home scheme in WEB to improve the way we respond to crisis and work with secondary care

- Increase outreach from hospital specialists in particular the ‘patch geriatrician’

- A review of stroke services

- Movement of inpatient beds from Budleigh to Exmouth

Next phase of involvement

- OSC
- Meet Councillors through the second summit – 17th October
- Westbank engaging with Budleigh Carers
- Healthwatch engagement – older people, housebound patients and special interest communities

Discuss…..

We would value your feedback…..

Transport Infrastructure Investment in Devon

26th September 2013

Dave Black

Head of Planning, Transportation & Environment

Devon County Council

Overview

- A303
- A303 – upcoming work
- Local Transport Board (LTB)
- LTB schemes
- Schemes
- Schemes in the pipeline

A303

- Numerous plans to upgrade A303 since early 1990's, none implemented due to:
  - economic uncertainties
  - costs involved
  - significant environmental constraints

- Somerset set up consortium (local authorities and LEP) in early 2012 to make the case for improvements focussing on:
  - Lack of resilience in transport routes that link the South West
    - Road works and collisions have large negative impact
    - Poor journey time reliability
  - Belief that investment would stimulate economic growth

A303

- The group found that:
  - Perception of poor quality route stifles growth of business
  - Economic study predicts £42m benefit (gross value added) if route was improved
- Group proposed three sections that offer value for money and could be delivered relatively quickly:
  - Chicklade Bottom to Mere: £150m
  - Sparkford to Illchester: £50m
  - Illminster to Honiton: £50m

- Consortium representatives met with Stephen Hammond 23rd April to present study findings
  - Work received positively
  - Committed the Highways Agency to reviewing the work of the group

A303 – upcoming work

Highways Agency → Route Based Strategy of the South West + Feasibility Study of A303/A30/ A358 + Review previous schemes – update to cost / design / benefits

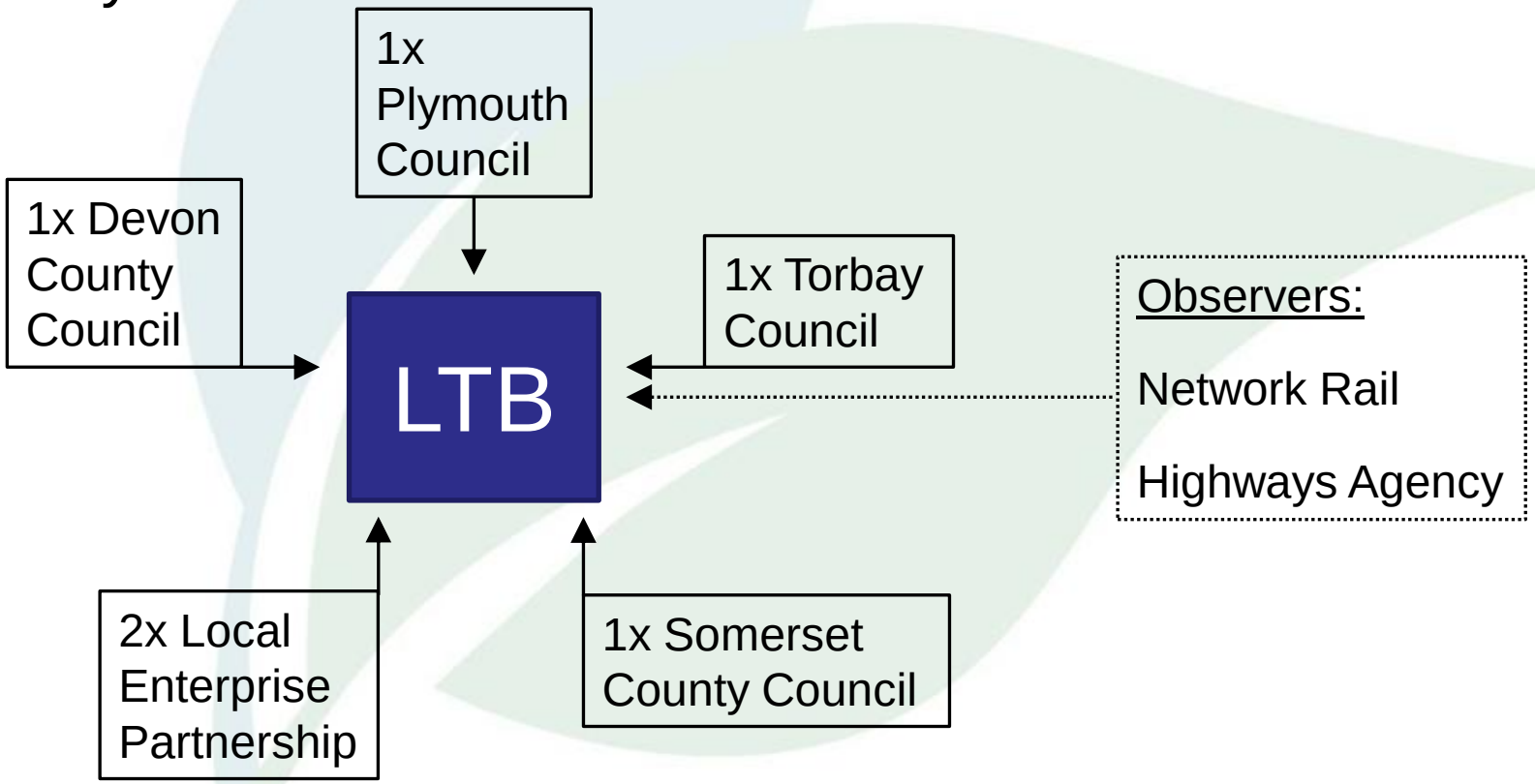
Consortium (SCC, DCC, WC, LEP) → Consideration of funding streams + Update relevant authorities + Continue lobbying

Devon County Council → Honiton to Broadway study

All work to be completed by March 2015

Local Transport Board (LTB)

- The HoTSW LTB allocated indicative £40.6m for period 2015 – 2019
- Comprises 6 elected members - 1 from each transport authority and 2 from the LEP



LTB schemes

- Devon schemes:
  - Bridge Rd, Exeter: £12.3m
  - Marsh Barton and Edginswell Stations: £9m
  - Tiverton Access Routes and J27 improvements: £10.1m
  - Alphington Park and Ride: £6.1m
  - A382 and Jetty Marsh II: £13m
  - Tavistock Railway: £26m
- Schemes will compete with those put forward in the wider area (Plymouth, Torbay, Somerset) and to stand a chance of being funded require:
  - high BCR
  - local contributions
  - construction by 2019

Schemes

- Tithebarn Link Road: £6.21m
  - £1.76m Local Pinch Point funding + Developer + Regional Growth Fund
  - provides local route across M5 into East Devon
  - enables delivery of remaining 5,800 dwellings and 3,000 jobs in East Devon
- Airport Access Road: £1.4m
  - Regional Growth Fund
  - Widening and junction improvement
  - Improves access to airport and could unlock 5 ha employment land
- Cranbrook Station: £3.7m
  - £3m developer contributions + Local Transport Plan
- Newcourt Station: £1.4m
  - £700k New Station Fund + £700k Local Transport Plan

Schemes in the pipeline

A303 / Exeter to Waterloo line:

- Studies currently underway
- Schemes are not sufficiently advanced to bid for funds

<u>Important to note:</u>

These are not DCC infrastructure, but we are working on stimulating interest and developing improvement packages

Overview & Scrutiny Committee

Financial Context

2013/14 Revenue Budget (day to day spend)

Total spend	**£26.4m**	*+ £29m on benefits funded from subsidy + £19m HRA funded from rents)*
Where the money comes from		
Government Grants (25%)	**£6.7m**	*RSG + NNDR = £4.7m* *HB, CT support, NNDR admin = £1.1m* *Council Tax freeze all yrs = £0.2m* *Homeless = £0.1m, CT support = £0.6m*
Council Tax (24%)	**£6.5m**	*£121.78 a year, 16th lowest in the country*
Fees & charges/ Investments (45%)	**£11.7m**	
Earmarked Reserves (5%)	**£1.3m**	*£0.8m NHB + £0.5m specific schemes*
GF Balance (1%)	**£0.2m**	
	£26.4m	

Revenue – Day to Day Spend

East Devon District Council

Government deficit reduction policy

- 2011/12 & 2012/13 £1.8m reduction, 26%.
- 2013/14 £491k reduction, 3 year period cumulative reduction of £2.3m, 33%.
- 2014/15 9.4% reduction; 2015/16 (CSR13) 10% reduction.

Medium Term Financial Plan

General Fund	2014/15 £000	2015/16 £000	2016/17 £000	2017/18 £000	2018/19 £000
Cumulative Shortfall	920	1,070	1,540	699	438
NHB use	958	1,355	1,500	1,500	1,500

£1.54m target to achieve balance budget for next 3 years

2014/15 Member Budget Preparation & Review Process

Council

26 Feb - Agree budget for 2014/15 & Ctax

Cabinet

Responsible for proposing budget to Council. Receive specific recommendations on budget proposals,
8 Jan - propose draft 14/15 budget to O&S. **5 Feb** - recommend final budget & Ctax to Council.

Budget Working Party

Responsible for delivering £1.5m savings to balance budget for next 3 yrs

Specific work programme with saving proposals to review/ agree & make rec's to Cabinet

4% Portfolio Holder Saving proposals
Last meeting 10/10 - need to complete all tasks

Overview & Scrutiny Committee

Review Budget & Proposals with recommendations to Cabinet

26/9 Head of Finance presentation on financial context. Portfolio Holder Presentation on work areas to now include finance summary to inform existing budget spend and inform on mandatory/discretionary spend:

- 26 Sept - Economy PH
- 24 Oct - Environment PH (Not Street Scene)
- 21 Nov - Environment PH (Street Scene)

Receive minutes of O&S Budget TaFF

15 Jan 2014 - Meeting to review all budgets proposals 2014/15 & service plans with rec's to Cabinet (informed position compared with prev. yrs.)

Asset Management Forum

Responsible for delivering £50k savings/ additional income.

Fees & Charges TaFF

Responsible for delivering £50k savings/ additional income

THG report to Cabinet end of Oct + LED Working Party

O&S Budget TaFF

To help inform O&S; membership who have specific interest in finance. To influence 14/15 budget and beyond

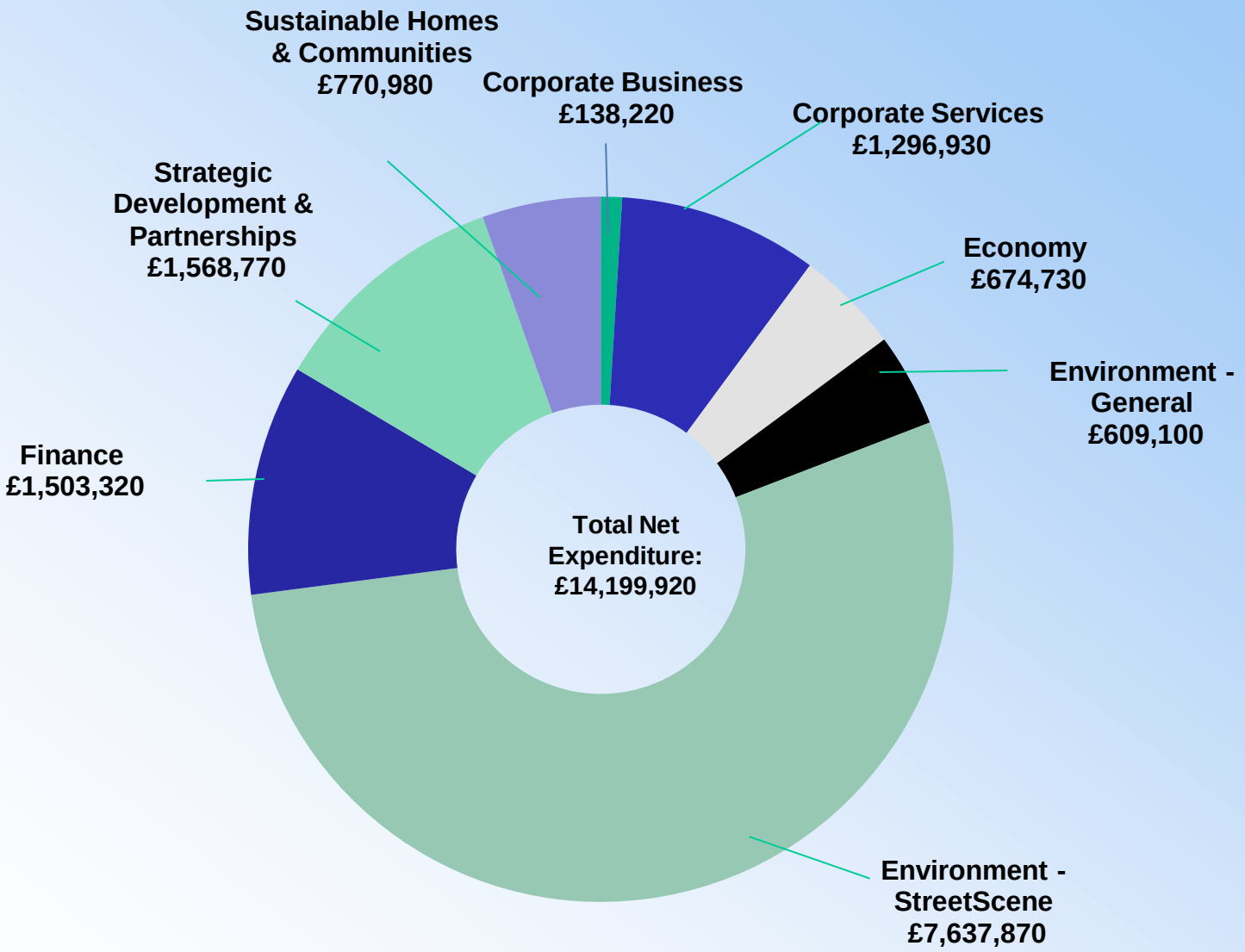
10 Oct - Head of Finance presentation + Portfolio Holder presentations on proposed 4% savings

7 Nov - Review current spend on Economy Portfolio & Environment (Non Street Scene). **Focus on discretionary spend areas VFM?**

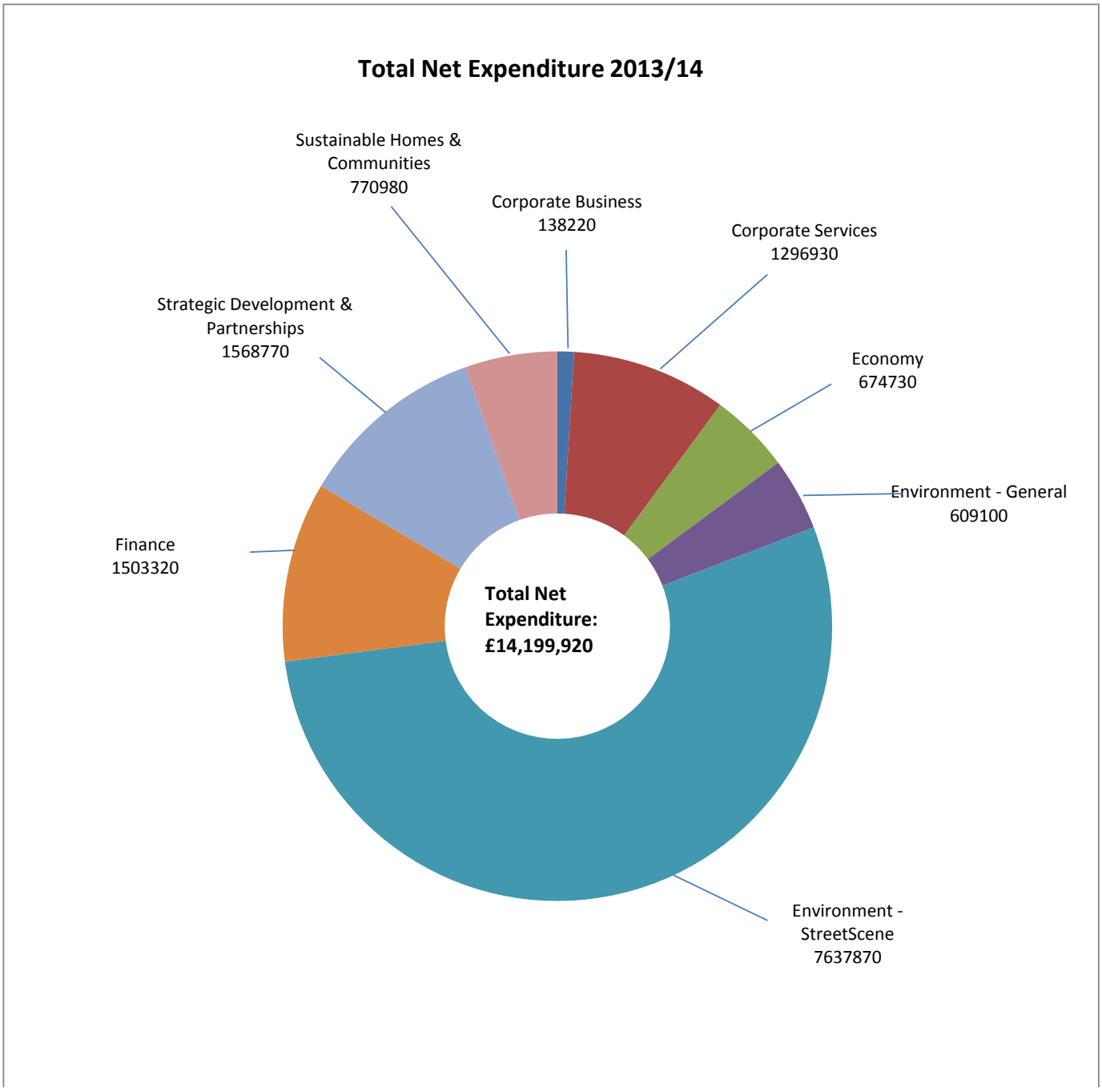
11 Dec - Review current spend on Environment Portfolio (Street Scene). **Focus on discretionary spend areas VFM?**

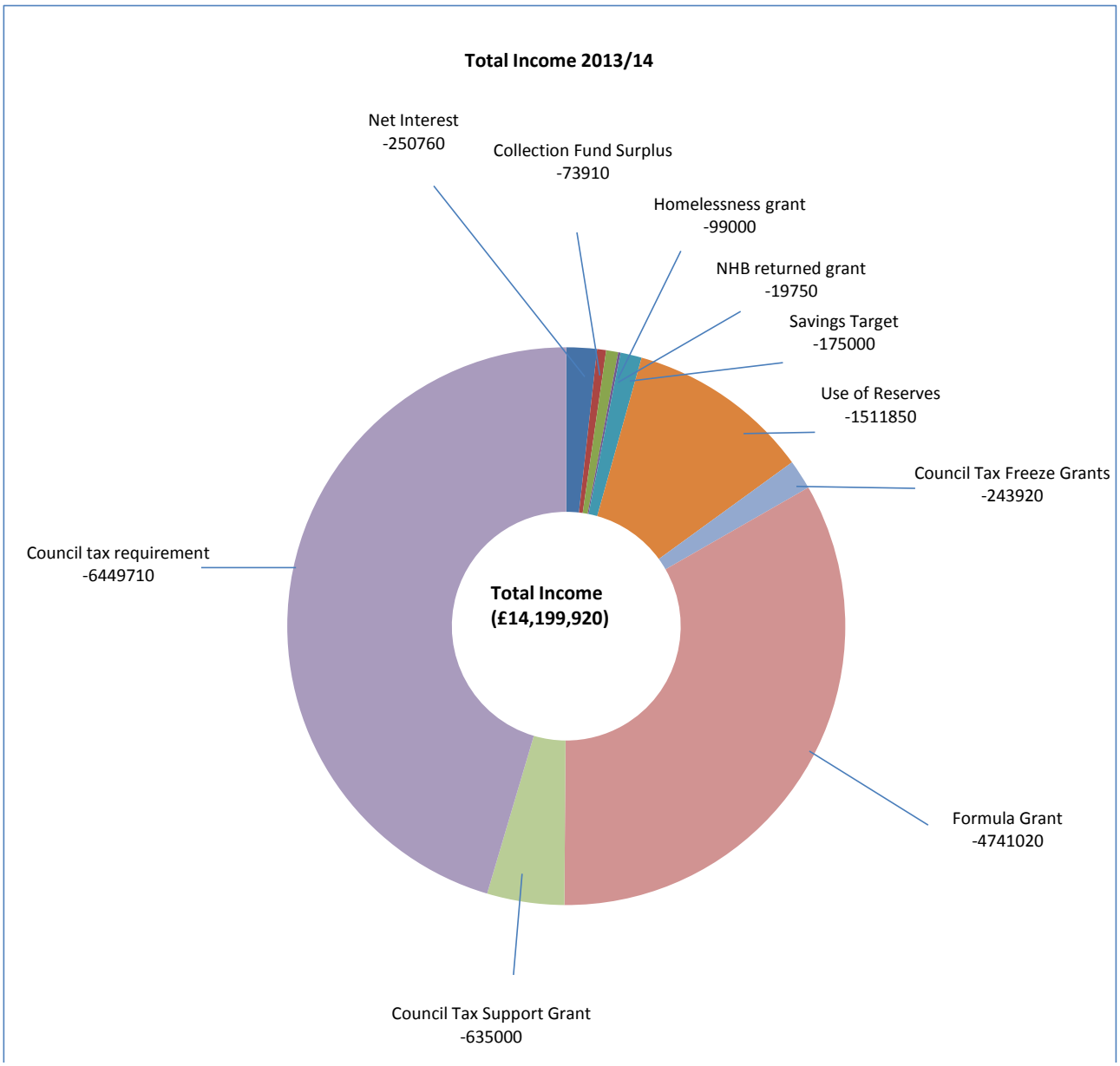
Consider further meeting (after budget process) to carry on reviews to influence future budgets

Net Expenditure by Portfolio



Overview and Scrutiny Committee




Total Income 2013/14
Net Interest
-250760
Collection Fund Surplus
-73910
Homelessness grant
-99000
NHB returned grant
-19750
Savings Target
-175000
Use of Reserves
-1511850
Council Tax Freeze Grants
-243920
Council tax requirement
-6449710
Total Income
(£14,199,920)
Formula Grant
-4741020
Council Tax Support Grant
-635000

Overview and Scrutiny Committee

EAST DEVON DISTRICT COUNCIL REVENUE ESTIMATES 2013/2014

ECONOMY PORTFOLIO

The Economy Portfolio covers Building Control, business enabling, corporate buildings, estates and property, tourism, beach cafes and kiosks.

	33% Mandatory, 67% Discretionary		Discretionary	Discretionary	Mandatory	Discretionary		Discretionary	Discretionary	
Service	**Building Control**	**Corporate Buildings & Security**	**Economic Development**	**Public Halls, Pavilions & Cinemas**	**Disability Access**	**Markets**	**Property Services**	**Beach Properties**	**Industrial Sites**	**Total Economy Portfolio**
Employees	417,970	115,400	377,020	78,490			258,190	0		1,247,070
Recharged Capital Salaries							(20,000)			(20,000)
Premises		452,060	79,410	80,260	40,000	7,800	0	2,720	37,860	700,110
Transport	39,700		14,940				27,330	0		81,970
Supplies & Services	33,620	36,270	472,770	101,700			6,470	0	1,150	651,980
Support Services	122,080	132,090	227,780	72,350		16,160	55,960	0	142,910	769,330
Total Expenditure	**613,370**	**735,820**	**1,171,920**	**332,800**	**40,000**	**23,960**	**327,950**	**2,720**	**181,920**	**3,430,460**
Income	(515,900)	(180,220)	(190,770)	(255,210)	0	(19,700)	0	(73,170)	(275,920)	(1,510,890)
Less: Recharges to Other Services		(441,990)	(474,900)				(327,950)			(1,244,840)
Net Expenditure	**97,470**	**113,610**	**506,250**	**77,590**	**40,000**	**4,260**	**0**	**(70,450)**	**(94,000)**	**674,730**
Loan Repayment										0
Capital Charges		12,100	4,440	12,900		4,490		17,720	32,340	83,990
Net Expenditure	**97,470**	**125,710**	**510,690**	**90,490**	**40,000**	**8,750**	**0**	**(52,730)**	**(61,660)**	**758,720**

Service / Events	Ensure the implementation of building regulations, 7,800 site inspections and 69 dangerous structures	Knowle, Exmouth Town Hall, 2 depots, Younghayes Centre Cranbrook and CCTV in Exmouth and Sidmouth	Asset Management function, East Devon Business Centre, support start up and expansion of local businesses and town regeneration. Includes £351k Exmouth Regeneration.	Manor Pavilion and Exmouth Pavilion, 2 cinemas and 2 public halls	Provision of Disability access to council premises	Sidmouth and Honiton Market buildings	Maintenance of council owned buildings fully recharged across front line services.	Letting and maintenance of 6 cafes and 10 kiosks	63 units and 7 garages in 16 locations	
			Supports the start up & expansion of local businesses - commercial, agricultural & tourist based	LED run Exmouth Pavillion					Units suitable for small start up businesses	
			Project manages the town Regeneration schemes							
Assets	Building control software	Knowle	East Devon Business Centre	Manor Pavillion		Sidmouth and Honiton Market buildings	Asset register software	6 cafes	63 units	
		Exmouth Town Hall	Land by Camperdown depot	Exmouth Pavillion (Run by LED)				10 kiosks	7 garages	
		2 depots		Seaton Town Hall						
		CCTV Sidmouth & Exmouth		Radway and Savoy Cinemas						
Customers	7,800 site inspections			Exmouth Littleham Village Hall						
	69 dangerous structures sites									
Staff Numbers	11.1	5.5	10.4	2.1	0.0	0.0	8.1	0.0	0.0	**37.2**

EAST DEVON DISTRICT COUNCIL REVENUE ESTIMATES 2013/14

ENVIRONMENT PORTFOLIO

The Environment Portfolio covers culture, leisure facilities and countryside, health and safety, environmental health and car parks.

	Discretionary	Mandatory	Discretionary	Discretionary	Mandatory/Statutory	Mandatory	Discretionary	
Service	**Sports Centres & Swimming Pools**	**Public Health Services**	**AONB & Countryside Teams**	**Arts Development**	**Crime and Disorder**	**Licensing**	**Car Parks**	**Total Environment Portfolio**
Employees		599,040	484,760	85,480	41,610	162,600	461,360	1,834,850
Recharged Capital Salaries			(30,970)					(30,970)
Premises	180,820	70	17,700	23,790		730	425,630	648,740
Transport		57,820	36,030	1,000	2,640	8,900	50,730	157,120
Supplies & Services	957,990	137,540	142,930	33,550	10,640	23,520	163,290	1,469,460
Support Services	178,160	199,780	99,090	31,520	9,990	212,070	350,650	1,081,260
Total Expenditure	**1,316,970**	**994,250**	**749,540**	**175,340**	**64,880**	**407,820**	**1,451,660**	**5,160,460**
								0
Income	(16,720)	(47,200)	(264,140)	(17,710)	(9,500)	(172,830)	(3,524,500)	(4,052,600)
Less: Recharges to Other Services		(139,350)	(116,460)	0		(242,950)		(498,760)
Net Expenditure	**1,300,250**	**807,700**	**368,940**	**157,630**	**55,380**	**(7,960)**	**(2,072,840)**	**609,100**
Loan Repayment								0
Capital Charges	511,590	19,640	1,170		0		17,230	549,630
Net Expenditure	**1,811,840**	**827,340**	**370,110**	**157,630**	**55,380**	**(7,960)**	**(2,055,610)**	**1,158,730**

Service / Events	Provision of 3 swimming pools, 7 sports centres, 1 tennis centre, 2 tennis courts, 7 football pitches, 4 rugby pitches, and 1 cricket pitch	800 food safety inspections, enforcing 65 animal licenses, scrap metal and skin piercing licences, dog warden service, pest control, air and noise pollution, drainage and water supply inspection and testing	Promotion of environmental education including working with schools, 12 Nature Reserves, 6 tree preservations and 108 conservation tree orders	Arts development and Thelma Hulbert Gallery	Support for community safety activities: coordinating positive interventions, use of Acceptable Behaviour and Anti Social Behaviour Orders	Admin and enforcement of 20 gaming, 8 street trading, 1 sex establishment, 168 lottery, 65 animal/zoo and 1,300 alcohol sales and entertainment licences	42 pay and display car parks and 7 free car parks, on street car parking enforcement on behalf of Devon County Council
		Food safety & occupational health	Promotion of Environmental education	6 Exhibitions annually	Coordinates positive interventions, use of Acceptable Behaviour Contracts & Anti Social Behaviour Orders		
		Drainage & water supply issues		40 schools workshops			
		Air & noise pollution, environmental crime		Funding for arts development projects.			
		Pest control		6 public workshops			
		Dog warden service contract					
Assets	3 swimming pools	N/a	12 Nature reserves	Thelma Hulbert Gallery	CCTV	Licensing software	42 Pay and Display car parks
	6 sport centres		AONB's				7 free car parks
	1 tennis centre						3 owned but not operated
							62 Car park ticket machines + software
Customers	LED would have info	800 food safety inspections	6 tree preservation orders	6000 Visitors 11/12		168 lottery licenses	9,107 penalty notices 11/12
			108 conservation trees determined	20 designer/makers selling goods		1,300 personal alcolhol licences	4,735 Annual permits 11/12
			2,000 school children			1,300 premises licences	
						8 Street Trading consents	
						20 betting /gaming/gambling permissions	
Staff Numbers	0.0	17.1	13.6	2.9	1.0	5.5	17.2	**57.3**

Overview and Scrutiny Committee

EAST DEVON DISTRICT COUNCIL REVENUE ESTIMATES 2013/14

STREETSCENE PORTFOLIO

The Street Scene Portfolio covers refuse and recycling, steet cleansing, allotments, parks and pleasure grounds maintenance, public toilets, sports grounds, cemeteries, beaches including beach huts, flood prevention,

	Mandatory	Mandatory	Discretionary	Discretionary	Discretionary	Mandatory	Discretionary	Mandatory	Discretionary	Mandatory	Mandatory	Discretionary	Mandatory	Discretionary	Mandatory	Discretionary		
Service	**Refuse Collection & Recycling**	**Street Cleansing**	**Parks & Pleasure Grounds**	**Public Convenieces**	**Sports Grounds**	**Cemeteries**	**Beach Huts, Beaches and Foreshores**	**Flood Prevention**	**Play Equipment**	**Coastal Protection**	**Water Safety**	**Security Lighting**	**Public Protection**	**Amenity Facilities**	**Street Name Plates**	**Bus Shelters**	**StreetScene Support Services**	**Total Stret Scene**
Employees	141,830	663,940	775,990	163,330	4,450				0		19,640		11,300		0		679,780	2,460,260
Recharged Capital Salaries																	(23,680)	(23,680)
Premises	188,440		50,890	260,580	64,530	50,350	107,970	71,330	97,940	45,540		49,720	0	7,060		250	(28,120)	966,480
Transport	11,710	252,030	210,260	15,660			7,200		0		2,040				0		77,940	576,840
Supplies & Services	4,853,520	301,340	259,750	50,620	330	46,750	600	8,240	1,010	44,060	24,400		9,220	7,160	7,000	0	38,670	5,652,670
Support Services	273,880	249,790	279,110	184,800	167,340	156,020	313,910	64,220	42,130	31,260	38,880	13,900	35,940	28,070	5,180	10,330	210,370	2,105,130
Total Expenditure	**5,469,380**	**1,467,100**	**1,576,000**	**674,990**	**236,650**	**253,120**	**429,680**	**143,790**	**141,080**	**120,860**	**84,960**	**63,620**	**56,460**	**42,290**	**12,180**	**10,580**	**954,960**	**11,737,700**
Income	(1,600,270)	(15,350)	(149,330)	(64,000)	(55,950)	(80,030)	(254,270)	0	(2,980)	(20,000)				(9,500)		0		(2,251,680)
Less: Recharges to Other Services		(203,910)	(659,280)					0	0								(984,960)	(1,848,150)
Net Expenditure	**3,869,110**	**1,247,840**	**767,390**	**610,990**	**180,700**	**173,090**	**175,410**	**143,790**	**138,100**	**100,860**	**84,960**	**63,620**	**56,460**	**32,790**	**12,180**	**10,580**	**(30,000)**	**7,637,870**
Loan Repayment																		0
Capital Charges	495,330	103,240	144,390	160,830	12,340	0	22,690	6,440	218,440	152,950	5,700			35,730	0	13,200		1,371,280
Net Expenditure	**4,364,440**	**1,351,080**	**911,780**	**771,820**	**193,040**	**173,090**	**198,100**	**150,230**	**356,540**	**253,810**	**90,660**	**63,620**	**56,460**	**68,520**	**12,180**	**23,780**	**(30,000)**	**9,009,150**

Service / Events	Annual collection of 20 tonnes of waste and 19 tonnes of kerbside recycling from 64,000 properties	Cleansing of 14 sq km of urban and rural areas, emptying of 384 dog bins and 780 litter bins, dealing with over 400 fly tips a year	Maintenance of over 700 ground sites, four main parks, seven playing fields, five recreational grounds, 1.5 million sq m of grass, 90,000 sq m of hedges	Provision of 47 public toilets	Maintenance of 4 main sports pitches, 4 sports pavilions and 2 bowling clubs	Grant payments to church councils, collection of burial fees, maintenance of 3 cemeteries and 14 closed churchyards	Maintenance of 5 beaches, 225 beach huts, 241 beach hut sites only and 20 chalets	Inspection and maintenance of 14 schemes	Annual inspection and maintenance of over 70 play sites, including 5 skate parks and 5 outdoor gyms	Monitoring and maintenance of defence schemes, infrastructure, and monitoring of cliffs	Contract for Life Guarding Exmouth, buoys and safety signage	19 sites in parks and public gardens	Emergency planning and gas migration monitoring	Norman Lockyer Observatory, Axmouth Harbour, 4 clocks, and 1,000 town seats and benches	New and replacement name plates	Inspection of 52 sites and removal when dangerous	Officer staff costs and vehicles to support all StreetScene Operations fully recharged across Street Scene services.	
	Litter & dog bin emptying					Management of unstable memorials	management. Beach levelling and sand clearance/sand dune	Maintenance and clearance of gravel and silt traps. Removal of stream vegetation. Emptying of all										
Assets	10 refuse trucks, 1 skip vehicle	6 Mechanical sweepers and a fleet of vehicles and various specialist cleansing equipment	4 Formal parks	47 public toilets	11 sports grounds/football pitches	3 cemeteries	5 main beaches	40 Land Drainage Sites	Over 70 play sites including 5 skate parks).	Seaton West Walk; Beer - East of Slipway; Sidmouth Pennington Point & Jacobs Ladder; Budleigh - East Walk	Safety Signage	12 light sites. Generally our Parks & Gardens	N/a	Norman Lockyer		52 shelters		
	Ro/Ro Vehicle - food waste deliveries	Various cleansing equipment	7 playing fields	3 vehicles	4 sports pavilions.	14 closed churchyards	226 beach huts, 20 chalets				Life saving appliances			Axmouth Harbour				
	20 recycling vehicles		5 Recreation grounds				237 beach hut sites only				Buoys			4 Clocks				
	3 dog bin/caged vehicles		Large fleet of assorted grounds maintenance equipment including vehicles, tractors, ride on mowers and other											1000 Town seats and picnic benches around the district				
	1 bulk waste vehicle													Honiton Heathpark old squash courts leased to sport club				
	Routing software																	
Customers	64,000 properties	All residents and visitors to East Devon who use our facilities	All residents and visitors to East Devon who use our facilities	All residents and visitors to East Devon who use our facilities	All users of sports pitches, pavillions and facilities	Burials	All residents and visitors to East Devon who use our facilities	All residents and visitors to East Devon who use our facilities	All residents and visitors to East Devon who use our facilities	All residents and visitors to East Devon who use our facilities	All residents and visitors to East Devon who use our facilities	All residents and visitors to East Devon who use our facilities	All residents and visitors to East Devon who use our facilities	All residents and visitors to East Devon who use our facilities		All residents and visitors to East Devon who use our facilities	All operations staff delivering our services, as well as residents and visitors to East Devon	
Staff Numbers	3.0	28.8	34.0	8.1	0.2	0.0	0.0	0.0	0.0	0.0	0.6	0.0	0.0	0.0	0.0	0.0	21.6	**96.3**