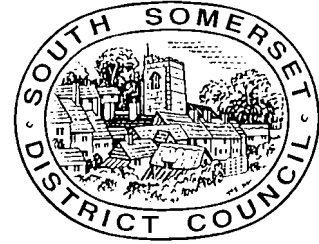


**South Somerset District Council**

*Notice of Meeting*



**District Executive**

*Making a difference where it counts*

**Thursday 1st February 2018**

**9.30 am**

**Council Chamber  
Council Offices  
Brympton Way  
Yeovil  
Somerset BA20 2HT**



Disabled access and a hearing loop are available at this meeting venue.

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Members listed on the following page are requested to attend the meeting.

The public and press are welcome to attend.

If you would like any further information on the items to be discussed, please contact the Democratic Services Specialist on 01935 462148 or [democracy@southsomerset.gov.uk](mailto:democracy@southsomerset.gov.uk)

This Agenda was issued on Wednesday 24 January 2018.

**Alex Parmley**, *Chief Executive Officer*

This information is also available on our website  
[www.southsomerset.gov.uk](http://www.southsomerset.gov.uk) and via the mod.gov app



# District Executive Membership

Ric Pallister  
Peter Gubbins  
Henry Hobhouse  
Val Keitch  
Jo Roundell Greene  
Sylvia Seal  
Peter Seib  
Angie Singleton  
Nick Weeks  
Derek Yeomans

## Information for the Public

The District Executive co-ordinates the policy objectives of the Council and gives the Area Committees strategic direction. It carries out all of the local authority's functions which are not the responsibility of any other part of the Council. It delegates some of its responsibilities to Area Committees, officers and individual portfolio holders within limits set by the Council's Constitution. When major decisions are to be discussed or made, these are published in the Executive Forward Plan in so far as they can be anticipated.

Members of the Public are able to:-

- attend meetings of the Council and its committees such as Area Committees, District Executive, except where, for example, personal or confidential matters are being discussed;
- speak at Area Committees, District Executive and Council meetings;
- see reports and background papers, and any record of decisions made by the Council and Executive;
- find out, from the Executive Forward Plan, what major decisions are to be decided by the District Executive.

Meetings of the District Executive are held monthly at 9.30 a.m. on the first Thursday of the month in the Council Offices, Brympton Way.

The Executive Forward Plan and copies of executive reports and decisions are published on the Council's web site - [www.southsomerset.gov.uk](http://www.southsomerset.gov.uk).

The Council's Constitution is also on the web site and available for inspection in Council offices. The Council's corporate priorities which guide the work and decisions of the Executive are set out below.

Questions, statements or comments from members of the public are welcome at the beginning of each meeting of the Council. If a member of the public wishes to speak they should advise the committee administrator and complete one of the public participation slips setting out their name and the matter they wish to speak about. Each individual speaker shall be restricted to a total of three minutes. Answers to questions may be provided at the meeting itself or a written reply will be sent subsequently, as appropriate. Matters raised during the public question session will not be debated by the Committee at that meeting.

Further information can be obtained by contacting the agenda co-ordinator named on the front page.

# District Executive

**Thursday 1 February 2018**

## Agenda

### 1. Minutes of Previous Meeting

To approve as a correct record the minutes of the District Executive meeting held on 4<sup>th</sup> January 2018.

### 2. Apologies for Absence

### 3. Declarations of Interest

In accordance with the Council's current Code of Conduct (as amended 26 February 2015), which includes all the provisions relating to Disclosable Pecuniary Interests (DPI), personal and prejudicial interests, Members are asked to declare any DPI and also any personal interests (and whether or not such personal interests are also "prejudicial") in relation to any matter on the Agenda for this meeting.

Members are reminded that they need to declare the fact that they are also a member of a County, Town or Parish Council as a Personal Interest. Where you are also a member of Somerset County Council and/or a Town or Parish Council within South Somerset you must declare a prejudicial interest in any business on the agenda where there is a financial benefit or gain or advantage to Somerset County Council and/or a Town or Parish Council which would be at the cost or to the financial disadvantage of South Somerset District Council.

### 4. Public Question Time

### 5. Chairman's Announcements

#### Items for Discussion

### 6. SSDC Council Action Plan 2018-19 (Pages 5 - 16)

### 7. 2018/19 Draft Revenue and Capital Budgets and Medium Term Financial Plan (Pages 17 - 87)

### 8. 2017/18 Revenue Budget Monitoring Report for the quarter ending 31st December 2017 (Pages 88 - 108)

### 9. 2017/18 Capital Budget Monitoring Report for the quarter ending 31st December 2017 (Pages 109 - 120)

### 10. District-wide Strategic Grants - Proposal for two-year funding agreements with Access for All, CASS and SPARK 2018-2020 (Pages 121 - 131)

### 11. Loan to Somerset Care & Repair Ltd (Pages 132 - 134)

- 12. Food Hygiene Rating Scheme - Cost Recovery for Requested Re-inspections** (Pages 135 - 138)
- 13. Commercial Property, Land and Development - Performance Management Indicators (PMI) Report** (Pages 139 - 143)
- 14. District Executive Forward Plan** (Pages 144 - 148)
- 15. Date of Next Meeting** (Page 149)
- 16. Exclusion of Press and Public** (Page 150)
- 17. Commercial Services & Income Generation Update (Confidential)** (Pages 151 - 161)

# Agenda Item 6

## **SSDC Council Action Plan 2018-19**

*Executive Portfolio Holder:* Ric Pallister, Leader of Council, Strategy and Policy  
*Strategic Director:* Alex Parmley, Chief Executive  
*Lead Officer:* Netta Meadows – Strategic Director – Strategy and Commissioning  
*Contact Details:* Netta.meadows@southsomerset.gov.uk  
Charlotte Jones – People, Performance and Change Lead  
Charlotte.jones@southsomerset.gov.uk or 01935 462565

### **Purpose of the Report**

To invite Members to endorse the South Somerset District Council (SSDC) Council Plan and Annual Action Plan 2018-19, together with a revised set of Key Performance Indicators, and to recommend adoption of the Council Plan, Annual Action Plan and key performance indicators by Full Council on the 22<sup>nd</sup> February 2018.

### **Public Interest**

The Council Plan for 2016-21, agreed by Full Council in 2016, shows the Council's ambition to make major changes in the way that it operates and delivers services over the next few years whilst continuing to deliver services and priority projects that meet the needs of our residents, visitors and businesses. Each year the Council updates its priorities to create an 'Annual Action Plan'.

### **Recommendations**

That District Executive recommend that Full Council:-

- 1) adopt the Council Plan, Annual Action Plan and key performance indicators at their meeting on 22<sup>nd</sup> February 2018 (Appendix A,B, and D)
- 2) Note and comment on the draft measures, targets and milestones for each Priority Project (Appendix C).
- 3) Approve the monitoring arrangements as set out in the report.

### **1. Background**

- 1.1 SSDC is in an exciting period of major transformation, with many challenges still ahead. The changes we are making through our transformation programme will ensure we have a sustainable position moving forward, and can deliver excellent services, meeting the needs of our communities.
- 1.2 In April 2016, SSDC adopted 'Tackling the Challenges': Council Plan on a Page (2016-21) and also agreed a simpler way to update and report on the Council Plan through a one page summary Annual Action Plan (AAP).
- 1.3 Updates to the Council Plan and revised AAP for 2018-19 (Appendix A and B) have been developed with involvement from officers and members to provide a clear focus for the Council regarding what it will deliver during a period of major change. It draws together our strategies and priority projects (Appendix C) for the year ahead, supported by a revised set of key performance indicators (Appendix D).

1.4 The main focus for the coming year (2018/19) will be the continued implementation of our transformation programme. Delivering major change such as this will take a lot of the organisation's capacity and energy and will require a clear focus. Ensuring that we can meet our aims is a complex challenge and like all councils, we continue to face substantial financial challenges as we work towards meeting the £6 million annual savings target by 2022/23, as defined in the council's Financial Strategy. The Draft Budget for 2018/19, included in a separate report in this agenda, provides an update with good initial progress towards this target reflected in the MTFP.

## 2. Our Priority Projects

2.1 The proposed eight Priority Projects for 2018/19 are as follows: (there are further details of these projects in Appendix C)

1. To implement the Transformation Programme and Commercial Strategy.
2. To complete the "Yeovil Refresh" for Yeovil Town Centre and progress implementation.
3. To develop proposals for the regeneration of Chard and progress implementation.
4. To create a town centre action plan for Wincanton and progress implementation.
5. To deliver Phase 2 of the Yeovil Innovation Centre.
6. To facilitate appropriate local development ensuring that local housing and infrastructure needs are met.
7. To support our small and medium sized businesses across the District, including internet access, to meet their needs.
8. To meet the new homelessness duties arising from the Homelessness Reduction Act 2017.

2.2 It is important that we as a Council deliver our ambitions, and having clarity about our priority areas, outlined above, will ensure that appropriate resources and focus are given to these areas.

2.3 Priority 1 is to continue to deliver the Council's **Transformation Programme and Commercial Strategy** while adopting a very different way of working and delivering services, using technology as an enabler. The Council will develop a more commercial approach to support our community objectives and increase the income the Council receives. Significant cultural change within the Council will support the development of a more modern, flexible organisation that can continue to change and adapt in the future. Success will mean the Council remains financially sound and able to continue to deliver important local services and improvements for our communities.

2.4 Priority Project 2 is to complete the "**Yeovil Refresh**" for Yeovil town centre and progress further with implementation. In summary, its purpose is to ensure that new commercial and public investment is attracted to a number of the town's key regeneration sites, adding value to the local economy and helping fulfil Yeovil's role as the principal economic, service and retail centre for South Somerset.

2.5 Priority Project 3 is to develop regeneration proposals for **Chard**, and further progress implementation of this area. The project aims to reinvigorate and bolster the role of Chard as a market town and economic centre. This will be done by supporting the growth of businesses within the town and strengthening Chard's links with its hinterland and the wider economy. There is a particular focus on the redevelopment of key sites and buildings in Chard Town Centre, together with addressing market failure to stimulate wider commercially led development in the town.

- 2.6 Priority Project 4 is to develop and progress implementation of an action plan for **Wincanton**. The action plan will identify to the Council and stakeholders a range of actions which will help to re-position the role of Wincanton town centre as a vibrant environment in which a host of small independent businesses will flourish.
- 2.7 Priority Project 5 is to complete the build and early occupation of **Phase 2 of the Yeovil Innovation Centre**, providing around 950m2 of flexible office space.
- 2.8 Priority Project 6 is to facilitate appropriate **local development** through the planning process, helping to ensure that local needs are met for housing, employment and infrastructure. The current focus for this project is to work in partnership with key stakeholders to enable the completion of the Western Corridor in Yeovil, the iAero project, and ensure the progress of development at Brimsmore, Yeovil.
- 2.9 Priority Project 7 is to provide a range of support to the vital **small and medium enterprises** (SMEs) of South Somerset. In turn this supports the Council's vision for a flourishing economy with innovation and growth in key sectors, while recognising the important role still played by land based and rural businesses to our communities. A significant part of this project is to facilitate improved internet access and high speed broadband across South Somerset.
- 2.10 Priority Project 8 is to meet the duties of the new **Homelessness Reduction Act 2017**, which comes into force in April 2018. In essence the Act requires local housing authorities to focus attention on preventing homelessness, and minimise any use of temporary (particularly 'B&B') accommodation. This includes new legal duties to ensure people who are homeless, or at risk of homelessness, have access to meaningful help, irrespective of their priority need status, (as long as they are eligible for assistance). Effective prevention work is not new to SSDC, however the Act requires us to review and redesign our approach.

### 3. Delivering our Vision - Areas of Focus

- 3.1 The Council Plan outlines five broad areas of focus that will help us to achieve our vision for South Somerset: ***a place where businesses flourish, communities are safe, vibrant and healthy; where residents enjoy good housing and cultural, leisure and sporting activities.***
- 3.2 Appendix A includes the 'Council Plan on a Page 2016-21' with revised service activities against each area of focus. The Council's new performance management framework will include outcome based measures for each activity - and targets where appropriate. This work is in development, and will continue during 2018-19.

### 4. Key Performance Indicators

- 4.1 It is important to have relevant and appropriate Key Performance Indicators (KPIs) in order to provide assurance on progress and delivery, inform policy evaluation and decision making in relation to:
- key service areas
  - the health of our areas and our communities
  - outcomes from a priority project or goal
  - the health of the organisation

4.2 The current set of KPI's was last updated in 2012, and for a number of reasons require changes -

- To better align with current priorities
- To track performance during redesign and transition to new ways of working
- To match Government measures – avoiding duplication of effort for service teams, clarity and added value for SSDC
- To produce data the Council can act on, helping to drive continuous improvement
- To focus on outcomes for South Somerset residents and communities.

4.3 The proposed sets of indicators are shown in Appendix D. These have been compiled based on the objectives set out in paragraph 4.3 above, and in consultation with the Strategic Leadership Team, Portfolio Holders and a workshop for Members of the Scrutiny Committee.

## 5. Performance Management

5.1 We are developing a new performance management framework that better links performance and business intelligence to drive improvement. To fully realise the “One Team” philosophy outlined in our transformation programme, we recognise that we need to redesign the collection, analysis and reporting of performance data, to ensure we achieve the outcomes we set ourselves and to ensure that good quality data drives and underpins our future policy development.

5.2 As noted above, the Council's new performance management framework will include outcome based measures and targets for Priority Projects and the five areas of focus.

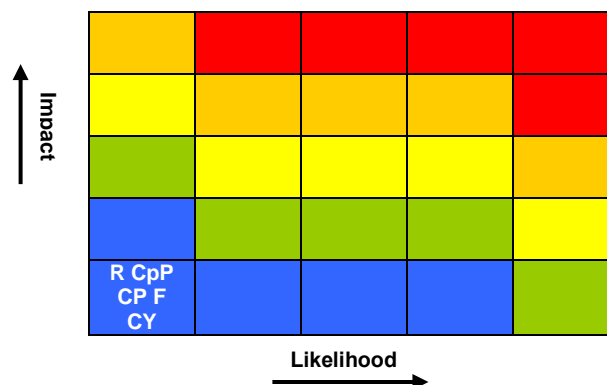
5.3 Proposed reporting arrangements to Councillors for the Council Plan are as follows:

- Quarterly performance report to Scrutiny and District Executive on KPIs.
- Half-yearly report to Scrutiny and District Executive on Priority Projects measures and milestones
- Annual report to Full Council (Priority Projects, areas of focus, and KPIs)
- Additional reporting to or by project boards based on individual project governance as required.

## Financial Implications

The costs of implementing our strategies and priority projects have been included in the 2018/19 revenue budget and the capital programme which appears elsewhere in this Agenda.

## Risk Matrix





## Key

Categories	Colours <i>(for further detail please refer to Risk management strategy)</i>
R = Reputation	Red = High impact and high probability
CpP = Corporate Plan Priorities	Orange = Major impact and major probability
CP = Community Priorities	Yellow = Moderate impact and moderate probability
CY = Capacity	Green = Minor impact and minor probability
F = Financial	Blue = Insignificant impact and insignificant probability

## Council Plan Implications

This report clarifies council plan priorities

## Carbon Emissions and Climate Change Implications

None directly

## Equality and Diversity Implications

None directly.

## Privacy Impact Assessment

None directly

## Background Papers

SSDC Council Plan 2016 to 2021 *(Report to Full Council April 2016)*

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## ‘Tackling the Challenges’: Council Plan on a Page 2016-21

**Our Vision for South Somerset:** a place where businesses flourish, communities are safe, vibrant and healthy; where residents enjoy good housing and cultural, leisure and sporting activities.

### Our Aims:

South Somerset District Council will be a confident, resilient and flexible organisation, protecting and improving core services, delivering public priorities and acting in the best long-term interests of the district.

We will:

- Protect core services to the public by reducing costs and seeking income generation.
- Increase the focus on Jobs and Economic Development.
- Protect and enhance the quality of our environment.
- Enable housing to meet all needs.
- Improve health and reduce health inequalities.

### Our Values:

- Putting the customer and community first when developing plans and services
- Supporting people and communities, enabling them to help themselves.
- Being open, transparent and with greater accessibility to those that need to use Council services.
- Working with partners to improve services, efficiencies, resilience and influence.
- Embracing innovation and improved technology to improve customer service and access.
- Empowering a confident, flexible workforce.

## Our Focus – Making a Difference Where it Counts

### High quality cost effective services

In order to protect front line services we will:

- Transform customer services through technology.
- Provide access to services to suit our customers’ needs
- Actively manage assets and resources to ensure the best financial or community return
- Seek business opportunities for the council.
- Work with partners to achieve economies, resilience and influence.

### Economy

To promote a strong and growing economy with thriving urban and rural businesses and improving productivity we will:

- Work with businesses and use our assets
- Advise and support initiatives that ensure worker skills meet the employers’ needs.
- Lobby for and support infra structure improvements to enable growth.
- Capitalise on our high quality culture, leisure and tourism opportunities to bring people to South Somerset.

### Environment

To keep South Somerset clean, green and attractive we will work in partnership to:

- Promote recycling and minimise waste.
- Maintain and promote access to our Country Parks and open spaces to promote good mental and physical health.
- Keep streets and neighbour hoods clean and attractive.
- Continue to support long term flood resilience..
- Promote a high quality built environment in line with Local Plan policies
- Support communities to develop and implement local, parish & neighbourhood plans

### Homes

To work with partners to enable the provision of housing that meets the future and existing needs of residents and employers we will:

- Minimise homelessness and rough sleeping.
- Work with the private rented sector to improve the standard and availability of rented accommodation.
- Tackle fuel poverty.
- Work to minimise the impact of personal or household debt.
- Enable people to live independently for as long as they are able.

### Health and Communities

To build healthy, self-reliant, active communities we will:

- Support communities so that they can identify their needs and develop local solutions.
- Target support to areas of need.
- Help people to live well by enabling quality cultural, leisure, play, sport & healthy lifestyle facilities & activities.
- Work with partners to tackle health issues such as diabetes and hypertension, and mental health.
- Work with partners to keep our communities safe.

## **‘Tackling the Challenges’: Annual Action Plan 2018-19**

### **Our Vision for South Somerset**

A place where businesses flourish, communities are safe, vibrant and healthy; where residents enjoy good housing, leisure, cultural and sporting activities

### **Our Strategy for 2018-19**

**To create a modern, responsive, pro-active council serving South Somerset through a Transformation Programme, developing the culture and working practices needed to support a flexible, customer focused council with a modern, commercial approach.**

**The Transformed Council will be “One Team, Ambitious for South Somerset”**

Great to work for \* Excellent to work with \* Leading the way \* Delivering for our communities

This is a major change programme for the Council. During the transition we will manage our performance to minimise disruption to customer services and to deliver our current and ongoing work programmes of agreed projects.

### **Our Priority Projects for 2018-19**

1. To implement the Transformation programme and Commercial Strategy.
2. To complete the “Yeovil Refresh” for Yeovil Town Centre and progress implementation.
3. To develop proposals for the regeneration of Chard and progress implementation.
4. To create a town centre action plan for Wincanton and progress implementation.
5. To deliver Phase 2 of the Yeovil Innovation Centre.
6. To facilitate appropriate local development to ensure that local housing and infrastructure needs are met.
7. To support our small and medium sized businesses across the District, including internet access, to meet their needs.
8. To meet the new duties of the Homelessness Reduction Act 2017.

## Appendix C – Summary of Priority Projects: - measures, targets and milestones – 2018-19

Priority	Measures / Targets	2018-19 Milestones
<b>1. Transformation Programme and Commercial Strategy</b>	<ul style="list-style-type: none"> <li>• Financial Savings of £2,541,821 on staff cost base as at April 2016 by 2019/20</li> <li>• 100% of external services that can be, are provided digitally by December 2019</li> <li>• % Customer satisfaction (targets to be set)</li> <li>• % Customer transactions delivered in target time (targets set locally or nationally)</li> <li>• To deliver a net minimum of £2.2m per annum of revenue by April 2021 (with a stretch target of £3m) through the Council’s investment in commercial activity and/or existing asset management</li> </ul>	<ul style="list-style-type: none"> <li>• Phase 2 and 3 selection outcomes – July 2018</li> <li>• Phase 2 “60 day Go Live” – September 2018</li> <li>• Implement Customer Portal – January 2019</li> <li>• Phase 3 “90 day Go Live” – January 2019</li> <li>• Secure £1.5m net additional annual revenue from council investment by April 2019 (from base of zero at July 2017) with stretch target of £2m)</li> </ul>
<b>2. To complete the “Yeovil Refresh” for Yeovil Town Centre and progress implementation</b>	<ul style="list-style-type: none"> <li>• New housing to meet range of needs - Nos of new housing units</li> <li>• Progress on a programme of regeneration projects</li> <li>• Use of previously developed (brownfield) land</li> <li>• Value of new investment attracted</li> <li>• Improved perception of the town</li> <li>• Reduction of reported crime</li> <li>• Reduction of vacant retail units – increased mix of uses &amp; activity</li> <li>• New focal points and new public realm - Increased footfall and ‘dwell time’</li> </ul>	<ul style="list-style-type: none"> <li>• Launch public consultation for town centre development strategy - Q1 2018/19</li> <li>• Project Lead appointed - Q1 2018/19</li> <li>• Commencement of 3 ‘early wins’ identified in the Refresh plan - Q3 2018/19</li> </ul>
<b>3. To develop and progress proposals for the regeneration of Chard</b>	<ul style="list-style-type: none"> <li>• Economic measures of town centre / economic vitality</li> <li>• Availability of leisure facilities</li> <li>• Number of new homes built per year in the town against local plan target</li> </ul>	<ul style="list-style-type: none"> <li>• Community consultation on regeneration proposals by May 2018</li> <li>• Commencement of Phase 1 regeneration works by March 2019</li> </ul>

<b>4. To create a town centre action plan for Wincanton and progress implementation</b>	<ul style="list-style-type: none"> <li>• Reduced shopfront vacancies</li> <li>• Increased footfall to town centre</li> <li>• Increase retail</li> <li>• Increased investment in town centre</li> <li>• Jobs protected / created</li> </ul>	<ul style="list-style-type: none"> <li>• Receive draft report – Q1 2018/19</li> <li>• Agree actions and resource plan with AEC and DX Q2 2018/19</li> <li>• Activities and actions to begin Q3 2018/19</li> </ul>
<b>5. To deliver Phase 2 of the Yeovil Innovation Centre</b>	<ul style="list-style-type: none"> <li>• New Business Created by YIC2 – 2018/19 = 5</li> <li>• Jobs created (indirect) at YIC2 (this includes jobs created by businesses growing whilst at YIC2) 2018-19 = 12</li> </ul>	<ul style="list-style-type: none"> <li>• Completion of construction works – August 2018</li> <li>• Start of new tenancies – September 2018</li> </ul>
<b>6. To facilitate appropriate local development to ensure that local housing and infrastructure needs are met</b>	<ul style="list-style-type: none"> <li>• Achieve Local Plan targets for employment and residential development</li> <li>• Value of additional funding leveraged from Government by private &amp; public sector into South Somerset</li> <li>• Application of CIL / Value of SSDC capital programme into community infrastructure schemes</li> </ul>	<ul style="list-style-type: none"> <li>• Progress of Western Corridor / Brimsmore / iAero projects</li> <li>• Progress of Local Plan – public consultation on preferred options Q3/4 2018-19</li> </ul>
<b>7. To support our small and medium sized businesses across the District, including internet access, to meet their needs</b>	<ul style="list-style-type: none"> <li>• SME productivity &amp; growth measures</li> <li>• % of South Somerset with access to internet – commercial &amp; CDS broadband programme</li> <li>• Value of additional public funding for economic development</li> </ul>	<ul style="list-style-type: none"> <li>• SSDC response to phase 2 Connecting Devon &amp; Somerset programme – Q1 2018-19</li> </ul>
<b>8. To meet the new duties of the Homelessness Reduction Act 2017</b>	<ul style="list-style-type: none"> <li>• Numbers of households in temporary – B&amp;B – accommodation</li> <li>• Rough sleeper count (monthly estimate)</li> <li>• Number of cases where homelessness is relieved or prevented</li> <li>• (Reduced) Number of cases accepted as homeless</li> </ul>	<ul style="list-style-type: none"> <li>• Service to meet new duties in place by 1<sup>st</sup> April 2018</li> </ul>

## Appendix D - SSDC Council Plan 2016-21 – review of Corporate (Key) Performance Indicators (KPIs)

The following ‘key performance indicators’ will act as a small, robust set to assist the Council to manage its performance. The Performance team will ensure clear definition ensuring a consistent approach and data quality. The indicators are set out under the five areas of the focus of the Council Plan, although some measures will contribute to more than one. A number of KPIs will be used to measure the outcomes of the Council’s Priority Projects.

**Theme 1-4** - The table below also indicates a link to one of four themes of indicator: key service areas (1); the health of our area and communities (2); outcomes from a priority project or goal (3); the health of the organisation (4).

**Q/A** - Proposals for annual (A) or quarterly (Q) reporting is included. Brief explanatory notes added in [brackets].

<i>Indicator</i>	<b>Summary definition</b>	<b>Theme 1-4</b>	<b>Q/A</b>
<b><i>High Quality Cost Effective services</i></b>			
<i>Council Tax and NNDR (business rates) collection rates (%)</i>	The amount collected by 31 March of the council tax (or non-domestic rates) as a percentage of the amount which would have been collected if everyone liable had paid what they were supposed to. [Rates can be updated each year to take account of arrears recovered.]	1	Q
<i>Customer satisfaction (all channels) (%)</i>	% of participants who agree or strongly agree with factors which make up satisfaction. [Surveys can also gather feedback to contribute to continuous improvement].	1	A
<i>Take up of digital services (%)</i>	i) availability - services available through digital platform(s), expressed as a % of all services which can be digitised ii) take up - expressed percentage of people using online services instead of other channels, such as letters or telephone	3	Q
<i>Calls resolved at first point of contact (%) – Customer Services</i>	The number of forms run by customer services to resolve customer enquiries (without further referral), expressed as a % of all contact.	3	Q
<i>Calls answered within target time (%) [with % abandoned calls]</i>	The time taken to answer a call, expressed as a % of all calls answered within an agreed time (seconds / minutes). Abandoned calls – the number of customers ending their call before it is connected, expressed as a % of total calls.	1	Q
<i>Speed of processing – Housing Benefits &amp; Council tax – new claims and changes of circumstances (4 indicators).</i>	The average number of days (taken as a mean average across the recording period), from receipt of application or notification of change to notification of decision or adjustment of claim.	1	Q
<i>Speed of processing – planning applications (major / minor / other) % determined within target times</i>	The % of all valid applications determined within the target time (eg 8 or 13 weeks or as agreed with developer.)	1	Q

<b>Indicator</b>	<b>Summary definition</b>	<b>Theme 1-4</b>	<b>Q/A</b>
<i>Household waste &amp; recycling – missed collections</i>	Number of bin collections missed per 1000 households, expressed as a %. [NB Data from SWP is not aligned to district boundaries – further work to assess whether data will be meaningful to assess performance]	1	Q
<i>Fees and Charges – income generation Eg. Garden Waste Subscriptions, car park income [part of monitoring the Council's financial and commercial strategies].</i>	Targets will be set as part of monitoring arrangements for the Commercial Strategy	4	Q
<b>Economy</b>			
<i>Job Seekers Allowance claimants</i>	The percentage of the working age population who are claiming JSA	2	Q
<i>Employment rate</i>	People in employment as a percentage of the population of working age (15- 64 years).	2	Q
<i>Town centre healthchecks (a mix of indicators)</i>	[various indicators combined to establish consistent measure for town centres – vacancies, footfall, employment etc]	2	A
<i>Small Medium Enterprises demographics</i>	New registrations for VAT and PAYE (births), cessation of trading (deaths), and duration of trading (survival rates).	2	A
<i>Measure of productivity</i>	The ratio of output (such as gross value added) divided by the labour input used to create it. [This will use evidence from the Somerset Growth Plan or similar, to provide district level data.]	2	A
<i>% coverage broadband services</i>	Expressed as the numbers of premises with access to high speed connections as a % of total premises.	3	A
<b>Environment</b>			
<i>% of fly tips cleared within target days</i>	The number of reported flytips cleared within a target time, expressed as a % of all flytips.	2	Q
<i>Number of fly tips reported</i>	The number of reported fly tips to SSDC logged in the database	2	Q
<i>Household recycling rates.</i>	Household waste which has been sent by the authority for reuse, recycling, composting or anaerobic digestion, expressed as a % of all waste collected.	2	Q

<b>Indicator</b>	<b>Summary definition</b>	<b>Theme 1-4</b>	<b>Q/A</b>
<i>Quality of decision making (planning) - % of appeals overturned of all decisions.</i>	The number of appeals against the refusal of planning permission overturned at appeal, expressed as a % of all decisions made.	4	Q
<b>Homes</b>			
<i>Numbers of households in temporary accommodation</i>	A count of households supported by the council to prevent homelessness.	3	Q
<i>Length of stay in temporary (B&amp;B) accommodation (days / weeks)</i>	'Length of stay' is the cumulative amount of time spent by the household in Bed and Breakfast as a discharge of homelessness duties arising from one homelessness application. Average is calculated as the mean length of stay, expressed in whole weeks.	3	Q
<i>Assessment of applications to join Somerset Homefinder (days)</i>	% of applications which receive a banding decision within a target number of days.	1	Q
<i>Number of cases of homelessness prevented / helped</i>	Total number of households that were originally threatened with homelessness and which had their homelessness prevented or relieved	3	Q
<i>% affordable homes completed within new development</i>	Affordable homes completed (for occupation) as a % of all new housing completions	2	A
<i>% of new dwellings completed against targets in the Local Plan</i>	Expressed as a % of homes completed against the targets set by the Local Plan. [5 year supply]	2	A
<i>Number of vacant dwellings returned to occupation</i>	A count of dwellings empty for 6 months, which have been returned to occupation.	2	A
<b>Health and Communities</b>			
<i>[Measure of financial inclusion in South Somerset</i>	This measure lacks definition at present]	2	A
<i>Resident satisfaction – local facilities / neighbourhood environment - %</i>	Expressed as a % of participants who agree or strongly agree with factors contributing to satisfaction. Surveys can also provide feedback to help drive continuous improvement.	2	A
<i>Number of reports of anti-social behaviour</i>	This indicator includes a range of types (excludes Fly Tipping and Dead Animals). Reports made to SSDC and logged in the council's database.	2	Q



# Agenda Item 7

## **2018/19 Draft Revenue and Capital Budgets and Medium Term Financial Plan**

*Executive Portfolio Holder:* Councillor Peter Seib, Finance & Legal Services  
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### **Purpose of the Report**

1. The purpose of this report is to set out the Draft Budget and proposed council tax for 2018/19 to enable Executive to recommend proposals to Full Council for approval. This report is based on the Medium Term Financial Plan (Revenue Budgets for 2018/19 to 2022/23) and also includes proposed additions to the Capital Programme.

### **Forward Plan**

2. This report appeared on the District Executive Forward Plan for February 2018.

### **Public Interest**

3. This report sets out the proposed budget for South Somerset District Council for 2018/19 and the estimated budgets for the following four years. It also asks members to approve capital schemes for funding in 2018/19.

### **Recommendations**

4. That District Executive:
  - (a) recommends that Full Council approves the Net Revenue Budget for 2018/19 of **£16.483m**, as set out in the Revenue Account Summary (paragraph 23) and in details in Appendix A for the District Executive and four Area Committees, subject to any final amendments;
  - (b) recommends to Full Council a 2018/19 Council tax increase of £5, increasing the annual Band D basic rate by 3.18% to £162.48. This comprises £160.63 for SSDC, raising £9,746,896, and £1.85 on behalf of the Somerset Rivers Authority, raising £110,978 to transfer to Somerset Rivers Authority.
  - (c) approve the transfer of £468k from earmarked reserve balances to assist with the shortfall on the Transformation budget, as detailed in paragraph 50, and note the remaining balances;
  - (d) recommends that Full Council approves the additions to the Capital Programme for new capital bids of £1.987m as shown in Appendix E;
  - (e) note the Minimum Revenue Provision (MRP) Statement and Capital Prudential Indicators as attached at Appendix H.

### **Background**

5. The General Fund Revenue Account is the Council's main fund and shows the income and expenditure relating to the provision of services which residents, visitors, and businesses all have access to including planning, environmental services, car parks, certain housing functions, community services and corporate services.
6. The Council directly charges individual consumers for some of its services through fees and charges, with the expenditure that remains mainly funded through a combination of sources including: local taxation, a proportion of business rates, and also grants from Central Government such as Revenue Sport Grant, New Homes Bonus and other non-ring-fenced and specific grants/subsidy.
7. Each year the Council sets an annual budget which details the resources needed to meet its operational requirements. The annual budget is prepared within the context of priorities identified by Members as part of the Council's current corporate plan.
8. The District Executive and Scrutiny Committee have received update reports on the draft 2018/19 budget, Financial Strategy and Medium Term Financial Plan. The drafts are subject to final amendments whilst awaiting clarity around Government grants and funding.

### **The Council Plan**

9. The Council approved a Council Plan in March 2016. The Plan is set over 5 years but the Action Plan is approved annually alongside budget setting to ensure it is affordable.

### **Financial Strategy**

10. The financial strategy sets out to provide Members with options to respond to the ongoing and increasing financial challenges within the local government sector. This strategy builds on previous approaches agreed including the Efficiency Strategy agreed in 2016.
11. The Financial Strategy and Medium Term Financial Plan report approved by Executive in September 2017, summarised the key themes to the strategy as:
  - a) Challenging existing costs estimates and assumed "unavoidable" cost increases;
  - b) Ensuring clear service priorities that demonstrably align with corporate strategy and plans;
  - c) Maximising operational efficiency through transformation of services and ways of working;
  - d) Taking a more commercial approach and increasing income yield by 5% per year;
  - e) Increasing the income yield from financial investments as part of a prudent treasury management approach;
  - f) Investing in property, energy and new services to generate additional income that can be reinvested to maintain and improve services to our community.
12. Government funding has been steadily reducing since the end of the last decade and with this trend continuing the Council faces a projected budget shortfall of £5.2m by 2022/23. The Council judges that there remains a risk of further pressure on funding and plans to deliver savings of up to £6m per year. It's Financial Strategy therefore includes targets of £2.5m of savings from Transformation, £2.7m of further savings to

close the remaining budget gap and a further £0.8m by 2022/23 to ensure that services can be maintained.

<b>Savings Target:</b>	£m
To meet projected Budget Gap	2.7
Flexibility to respond to new pressures (not yet identified)	0.8
<b>Savings Target for MTFP 2018/19 to 2022/23</b>	<b>3.5</b>
<i>Transformation Savings already included in the MTFP</i>	2.5
<i>Total Savings requirement including Transformation by 2022/23</i>	6.0

- The Financial Strategy agreed in September 2017 also set out the approach to resourcing including government grants, council tax and reserves.

### Medium Term Financial Plan

- The Medium Term Financial Plan (MTFP) summarises estimates of costs and funding, and the impact of the Council's plans for the medium to long-term. The MTFP at South Somerset spans three years with a further two years added to show the likely longer-term picture. The Plan links the resources required to deliver the Council Plan and the Council's strategies.
- Through the preparation of the 2018/19 estimates the Executive is able to propose a balanced budget for 2018/19. The updated MTFP shows a projected budget gap in subsequent years of the plan. The figures include all estimates for pay awards, pension costs, council tax, business rates, Government grant, and inflation.

### Efficiency Strategy

- Members approved an Efficiency Strategy in September 2016. This approved the use of up to £0.5 million in capital receipts to be utilised partially to fund revenue costs of the Transformation project. Progress is reported regularly to Members through capital quarterly monitoring reports. To date £0.1 million from the sale of properties has been allocated towards this three year target.
- Full Council may approve an update to the Efficiency Strategy at any time, and it is worth noting that through the Finance Settlement for 2018/19 Government have confirmed that flexible use of capital receipts has been extended by a further three years to 2021/22.

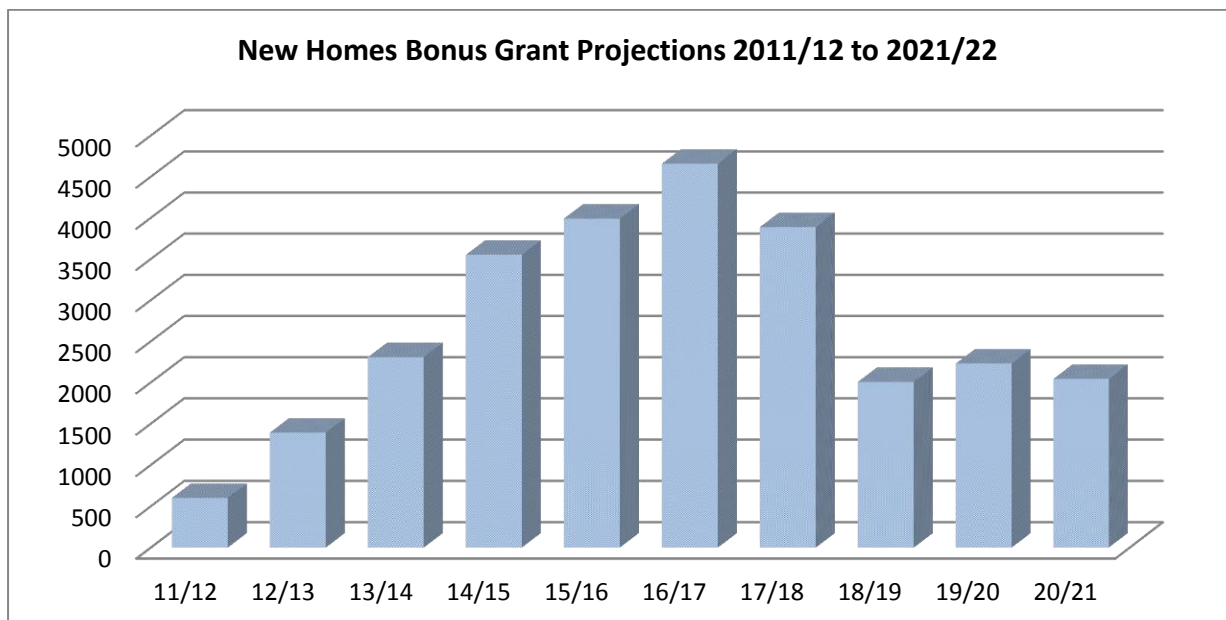
### New Homes Bonus

- The New Homes Bonus has been in place since 2011/12, and in October 2012 members agreed that New Homes Bonus would be mainstreamed as part of the overall funding package for SSDC services. This is because in effect it is top-sliced from Revenue Support Grant and then reissued as New Homes Bonus.
- Members were previously advised that the government has confirmed it does not plan to make any further changes to the grant calculations than those introduced in 2017/18, which were:
  - The introduction of national baseline for housing growth of 0.4% and NHB will only be paid for new homes built and occupied above this (so SSDC will not receive NHB for around the first c285 Band D equivalent new homes built each year).

- The government is not currently minded to implement further reductions in NHB grant based on planning appeals. This may be subject to further reviews in future.
- A reduction in 'legacy payments' from 6 years to 5 years in 2017/18, and to 4 years from 2018/19.

20. The grant amount for 2018/19 has been confirmed as £2.007m in the Provisional Settlement. This is £800 more than our previous estimate, but a significant reduction compared to 2017/18 due to the changes in methodology. The following table and graph summarises the historic allocations of NHB and the MTFP forecast up to 2021/22.

Year	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21
	£	£	£	£	£	£	£	£	£	£
2011/12	601.1	601.1	601.1	601.1	601.1	601.1				
2012/13		790.3	790.3	790.3	790.3	790.3				
2013/14			915.9	915.9	915.9	915.9	915.9			
2014/15				1243.7	1243.7	1243.7	1243.7			
2015/16					440.1	440.1	440.1	440.1		
2016/17						667.1	667.1	667.1	667.1	
2017/18							621.1	621.1	621.1	621.1
2018/19								278.9	278.9	278.9
2019/20									663.3	663.3
2020/21										479.3
Total	601.1	1391.4	2307.3	3551	3991.1	4658.2	3887.9	2007.2	2230.4	2042.6



21. SSDC previously set a limit of a maximum £3 million per annum to support the budget each year. However, with the reductions outlined above the strategy has been amended to reduce the Council's dependency by £250k per annum from 2019/20.

## The Government Settlement

22. The Provisional Settlement for 2018/19 was received on 19 December 2017 but has not yet been finalised. The implications for the draft budget were reported to the Executive on 4 January 2018. The Final Settlement is expected to be received in February, possibly close to or shortly after Council considers the final Budget for approval on 22 February. We have received an indication that the Business Rates Tariff will change from the Provisional Settlement, and there is a small chance that other figures for South Somerset will change. The figures outlined in this report reflect the provisional figures and four year settlement.

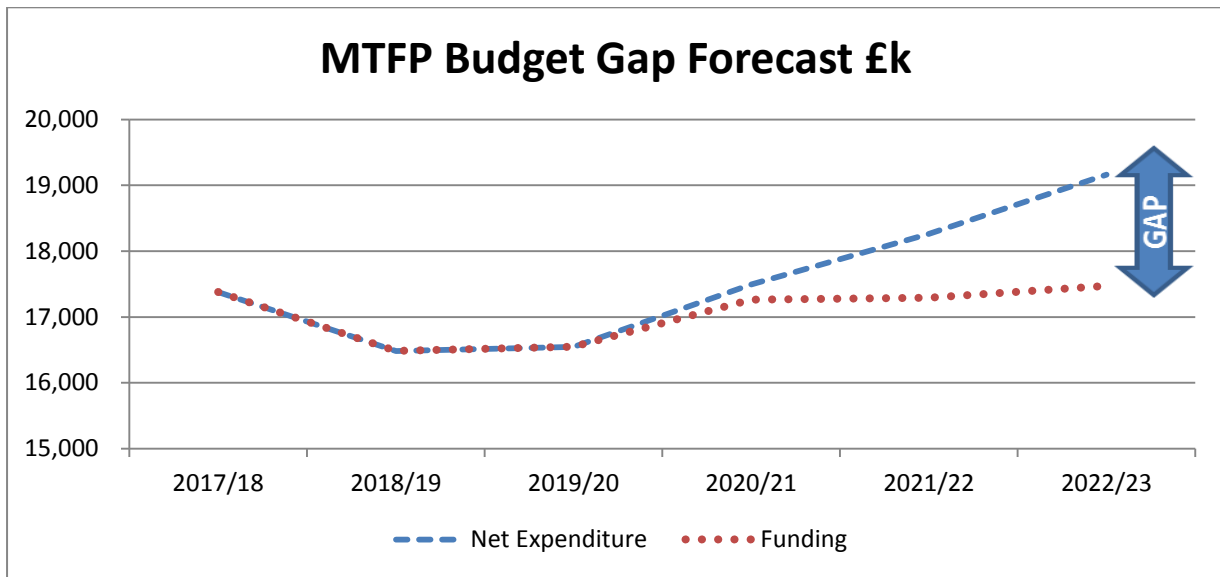
## The Medium Term Financial Plan

23. The table below summarises the Draft Budget for 2018/19 and MTFP projections for subsequent years:

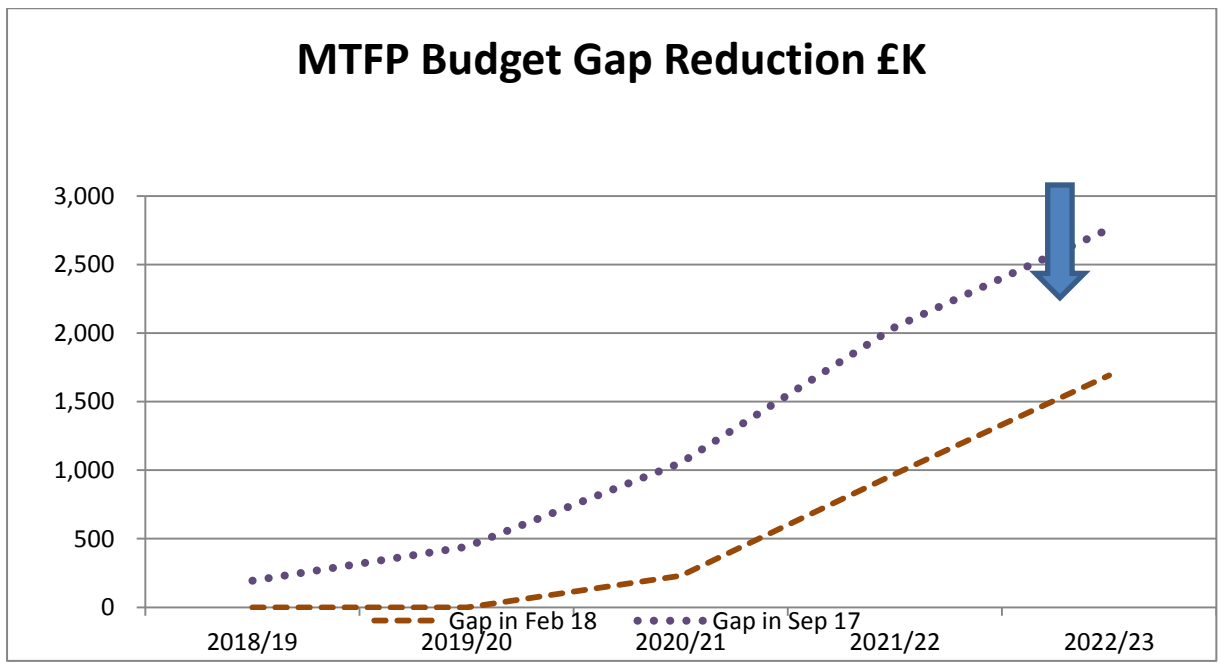
	2018/19 £k	2019/20 £k	2020/21 £k	2021/22 £k	2022/23 £k
<b>Base Budget</b>	<b>17,379.2</b>	<b>16,483.5</b>	<b>16,547.7</b>	<b>17,492.2</b>	<b>18,263.0</b>
<i>Incremental Changes:</i>					
Employment cost inflation	702.9	363.0	384.0	392.4	399.0
Inflation allowance on contracts	128.6	162.0	166.6	171.6	176.6
Unavoidable budget pressures	280.2	250.0	300.0	300.0	300.0
Planned savings	-1524.3	-712.4	-20.2	-20.2	0.0
Investment Income	-726.0	0	-1.0	0.0	-1.0
Revenue effects of Capital Programme	404.8	1.5	115.1	-11.3	24.9
Other	161.9	0.1	0.0	-61.7	0.0
<b>Total Budget Requirement</b>	<b>16,483.5</b>	<b>16,547.7</b>	<b>17,492.2</b>	<b>18,263.0</b>	<b>19,162.5</b>
<b>Funded By:</b>					
<i>Absolute Amounts Each Year:</i>					
Revenue Support Grant	-268.9	327.3	327.3	327.3	327.3
Less: CTRS Grant to Town/Parish	34.9	0	0	0	0
Rural Services Delivery Grant	-133.4	-133.4	-133.4	-133.4	-133.4
New Homes Bonus Grant	-2,007.2	-2,230.4	-2,042.6	-1,952.2	-2,280.9
Revenue Support Fund Transfer	-992.8	-519.6	-457.4	-297.8	280.9
Business Rates Retention	-4,501.4	-4,718.8	-4,808.6	-4,908.5	-5,008.3
Collection Surplus – Business Rates	958.8	0.0	0.0	0.0	0.0
BRR Volatility Reserve Transfer	0.0	300.0	300.0	400.0	400.0
Council Tax – SSDC	-9,635.9	-10,091.8	-10,435.1	-10,775.3	-11,106.6
Council Tax – SRA	-111.0	-112.7	-114.3	-115.7	-116.9
Less: Council Tax Paid to SRA	111.0	112.7	114.3	115.7	116.9
Collection Surplus - Council Tax	-63.4	0.0	0.0	0.0	0.0
<b>Sub-total: Funding</b>	<b>-16,609.3</b>	<b>-17,066.7</b>	<b>-17,249.8</b>	<b>-17,339.9</b>	<b>-17,521.0</b>
<b>Other Reserve Transfers</b>					
Other Earmarked Reserves	125.8	388.3	-11.7	50.0	50.0
General Reserves	0.0	130.7	0.0	0.0	0.0
<b>Sub-total: Net Reserve Transfers</b>	<b>125.8</b>	<b>519.0</b>	<b>-11.7</b>	<b>50.0</b>	<b>50.0</b>
<b>Total Funding</b>	<b>-16,483.5</b>	<b>-16,547.7</b>	<b>-17,261.5</b>	<b>-17,289.9</b>	<b>-17,471.0</b>
<b>Budget Gap</b>	<b>0.0</b>	<b>0.0</b>	<b>230.7</b>	<b>973.1</b>	<b>1,691.5</b>
<b>Budget Gap Increase on Prior Year</b>		<b>0.0</b>	<b>230.7</b>	<b>742.4</b>	<b>718.4</b>

(Negative figures = income / cost reductions, positive figures = cost increases / income reductions)

24. A summary of the budget gap is shown in the graph below:



25. The graph below shows the reduction in the funding gap projected in the current MTFP to that identified in the Financial Strategy & MTFP report presented to Members in September 17.



### Assumptions Made

26. Expenditure, income and funding estimates are based on a range of assumptions including:

	2018/19	2019/20	2020/21	Notes
Inflation	contractual obligations	contractual obligations	contractual obligations	Assumes average inflation 2%
Council Tax	£5.00 per Band D	£5.00 per Band D	2% per Band D	Assumes that an additional £5 is added for the next two years
Pay	2%	2%	2%	Assumes average annual pay award 2%; increments impact neutral
Pensions	16.1% plus £1.62m lump sum	16.1% plus £1.65m lump sum	16.1% plus £1.69m lump sum	Assume employers contributions increases as per actuarial valuation
Investment Income	Base 0.25%	Base 0.25%	Base 0.25%	Assume no change to interest rates; increase in treasury investment yield through more strategic investments held for long term
Revenue Support Grant	-66% £0.53m	-222% £0.59m	0	Reductions based on the accepted government multi-year settlement
New Homes Bonus	-£2.0m grant	-£2.2m grant	-£2.0m grant	Based on Government figures for 2018/19 and projected local housing development

(Negative figures = income increases / cost reductions, positive figures = increased costs / income reductions)

## Revenue Budget 2018/19

27. Appendix B provides the detailed budgets for the four Area Committees and the District Executive. Once approved by Full Council, these represent the financial plans that the Executive will manage under their delegated authority and monitor in accordance with the Financial Procedure Rules.
28. Appendix B reflects the current budget structure. However, budgets will be updated to better reflect the new operating structure for support services following transformation. Once the budget is approved by Full Council, and the work on restructuring the finance system has taken place, a reorganised budget will be provided to Executive and be used for subsequent monitoring and reporting.

## Revenue Support Grant

29. SSDC's Efficiency Statement was approved by the DCLG in 2016. This ensures that the funding for the next two years is as follows:-

Financial Year	Revenue Support Grant (RSG) £'000	Rural Services Delivery Grant (RSDG) £'000
2018/19	-268.9	-102.6
2019/20	327.3	-133.4

(negative figures = income, positive figures = cost)

## The 4-Year Settlement and 100% Business Rates Retention

30. The four year settlement agreed in 2016/17 included year on year reductions to Revenue Support Grant, and for many authorities – including SSDC – led to a “negative

RSG” through the methodology set by Government. For SSDC this leads to a negative grant – i.e. payment to Government – of £327.3k in 2019/20. It was expected when the four year settlement was agreed that this position would be addressed through the implementation of 100% business rates retention, however this is unlikely to be in place by April 2019, and consequently the Government has committed to consult with local authorities in 2018 on this matter.

## **Savings**

31. Savings plans are outlined in Appendix B. It is proposed that significant variations between planned and achieved savings are reported as part of the budget monitoring process.
32. In April 2017 Members agreed the revised business case for Transformation which outlined the savings to be found over the life of the programme, totalling £7.448m. Part of this savings target was included in 2017/18, with further savings of £1,222.7k in 2018/19 and £696.2k in 2019/20 to be delivered as the programme of change is completed.
33. A review of fees and charges has been undertaken to ensure that they are keeping pace with inflation and generate additional revenue to meet income generation targets. Additional income totalling £255.1k has been included in the 2018/19 draft budget.

## **Unavoidable Budget Pressures**

34. Unavoidable budget pressures are detailed in Appendix C. The pressures identified for 2018/19 total £277.2k, which is less than the initial provision of £300k allowed within the early draft of the MTFP.

## **Council Tax Rate**

35. The Secretary of State has confirmed within the Provisional Settlement that Shire Districts are able to increase Council Tax by the greater of 2.99% or £5 (on a Band D) in 2018/19 without the need for a referendum. This is a 1% rise on the threshold set for 17/18.
36. The 2017/18 annual basic tax rate towards the cost of South Somerset District Council services, for the average Band D property, is £157.48, and the Council also included £1.85 in respect of the Somerset Rivers Authority (SRA), making the total Band D charge of £159.33.
37. The District Executive is minded to recommend to Full Council the option to increase Council tax by 3.18% which equates to the £5 limit on a Band D property, and this is reflected in the draft budget figures for 2018/19. For the average Band D property this will set the annual tax rate at £162.48 – or £3.12p per week – for Council services.
38. The Somerset Rivers Authority (SRA) is currently unable to raise its own precept, and this is likely to remain the case in the next two years at least. In 2016/17 the government amended Somerset Council Tax levels to a notional amount to allow each of the Somerset authorities to raise 1.25% (£1.85 per band D for SSDC) interim funding for them.
39. This agreement will continue in 2018/19 with no uplift other than tax base growth and therefore the precept per Band D property will continue to be £1.85. This will raise



£111k (rounded) of funding from this Council in 2018/19, which is passed on to the SRA to contribute to the 20-Year Flood Action Plan.

## Council Tax Income

40. The tax base for 2018/19 is 59,988.28 Band D Equivalents, an increase of 675.24 (1.14%) compared to 2017/18. The draft budget estimate for Council Tax income for SSDC is therefore  $59,988.28 \times £162.48 = £9,746,896$ . This represents an increase of £406,278 compared to the previous year. The estimate is calculated as follows:

	£
Council Tax Income Budget 2017/18	9,304,618
Increased due to change in Tax Base (Band D equivalents)	106,337
Increased due to proposed 3.18% increase in Tax Base	299,941
Estimated Council Tax Income 2018/19	9,746,896

41. As billing authority, SSDC has to calculate a basic level of tax based on its own spending plans, to which is added the precepts from Somerset County Council, Devon and Somerset Fire Authority, Avon and Somerset Police Authority and any town/parish council.
42. The actual total of Council Tax for South Somerset residents will be calculated once all precepting authorities have notified SSDC of their proposals. The total Council Tax will be approved at Full Council on 22<sup>nd</sup> February 2018.

## Estimates for Future Years Band D Council Tax

43. The current estimate within the Medium Term Financial Plan is that Council Tax levels will remain in line with expected Government increases of £5.00 for 2019/20 with 2% built in for 2020/21 onwards.

## Business Rates Retention (Non-Domestic Rates)

44. In 2013 the Government introduced the Business Rates Retention (BRR) funding system that passed some of the risks and rewards from business rates growth to local authorities. Each local authority must set a budget for the net business rates income it expects to retain and in South Somerset this has been delegated to the S151 Officer because of the considerable time constraints in place. Central Government requires the budget to be set by the 31st January 2018.
45. The Draft Budget has been updated since the update report to District Executive in January 2018 to reflect the approved 2018/19 NNDR1. The total business rates income projected for 2018/19 is just over £4.5m, as summarised below:

	2018/19 £'000
40% Standard share of net business rates income	-16,640.3
100% Renewable energy schemes business rates income	-273.8
S31 grant compensation for Government-funded reliefs	-1,915.8
Tariff payment	13,350.2
Levy cost	978.2
Safety net income	0.0
Net Retained Business Rates Funding	-4,501.5

(Negative figures = income, positive figures = costs)

## **Business Rates Surplus/Deficit and Volatility Reserve**

46. Despite this positive position on business rates income in future, we are projecting a deficit within the Business Rates Collection Fund in 2017/18, and SSDC's share of 40% of this deficit – £959k – will be charged to the budget in 2018/19. The main differences within the collection fund budget are due to: mandatory reliefs awarded to rate payers higher than estimated (e.g. small business rate reliefs), net reductions in rateable values and higher than estimated refunds for appeals, increase in reliefs in line with government policy (e.g. additional transitional support for the 2017 Revaluation), and increased allowance for bad debts.
47. Although there is a deficit in the Collection Fund which, due to statutory arrangements, will 'hit' the budget in 2018/19, in practice the Council see a surplus in its Business Rates Retention (BRR) budget in 2017/18. This is because there are timing differences between financial years for certain elements of the Retention system (its complicated!). This is because we will receive a grant from Government to compensate for reliefs awarded in line with policy (e.g. additional transitional support for the 2017 Revaluation, increase in Small Business Rates Relief, etc); and with net business rates due being lower than budgeted we will pay a lower levy on growth. This will be reported clearly for Members at the end of the financial year.
48. The Business Rates Volatility Reserve is currently approximately £1.3m, and is projected to increase to between £1.8m and £2m by March 2018. As part of the financial strategy it is proposed to hold a minimum balance of approximately £2.5m in the Volatility Reserve, which would provide two years of protection to the budget in the event our business rates retention funding reduces to the Safety Net. In order to build up to this balance, a sum of £300k has been added into the MTFP for two years from 2019/20. From 2021/22 it is proposed to increase this sum to £400k per year, to provide a prudent contingency for possible impact on the business rates funding "Reset" and potential impact on the Fair Funding Review

## **Business Rates Pooling**

49. As previously reported the Government has approved the formation of a new Business Rates Pool in 2018/19, comprising the County Council and five district councils in Somerset. The budget above does not incorporate any proposed 'dividend' for additional retained funding in 2018/19, and the performance of the Pool will be monitored and reported during the year ahead.

## **Review of Earmarked Reserves**

50. Earmarked Reserves are funds that have been approved for specific costs and contingencies but not yet spent. Examples can include things such as government grants received in one year that will go towards projects or service costs in subsequent financial year(s). A periodic review of reserves is good practice. In addition, one of the recommendations from the Corporate Peer Challenge and Review, undertaken in March 2017, was to review earmarked reserves in order to identify possible "quick wins" in support of the Council's financial sustainability.
51. The total earmarked reserves balance as at December 2017 was £44m. This includes £29m of capital receipts together with an array of revenue reserves totalling £15m as detailed below.

Reserves	Balance as at 31/12/17	Anticipated Movement	Expected Balance as at 31/3/18
	£'000	£'000	£'000
Usable Capital Receipts	-29,081	8,641	-20,440
Internal Borrowing Reserve	-799		-799
Capital Reserve	-1,254		-1,254
Cremator Replacement Capital Reserve	-651		-651
Internal Borrowing Repayments	-57		-57
Election Reserve	-149		-149
Risk Management Reserve	-11	11	0
Wincanton Sports Centre Reserve	-21		-21
Local Plan Enquiry Reserve	-71		-71
Yeovil Athletic Track Repairs Fund	-137		-137
Planning Delivery Reserve	-26	10	-16
Bristol to Weymouth Rail Reserve	-11		-11
Local Authority Business Growth Initiative Reserve	-14		-14
Yeovil Vision	-120		-120
IT Replacement Reserve	-17	7	-10
Insurance Fund	-53		-53
Transformation Reserve	-635	635	0
Treasury Management Reserve	-100		-100
Local Plan Implementation Fund	-125		-125
Revenue Grants Reserve	-844	135	-709
MTFP Support Fund	-6,624		-6,624
Council Tax/Housing Benefits Reserve	-776	301	-475
Closed Churchyards Reserve	-11		-11
Health Inequalities	-31		-31
Deposit Guarantee Claims Reserve	-6	3	-3
Park Homes Replacement Reserve	-165		-165
Planning Obligations Admin Reserve	-35		-35
LSP	-24		-24
Artificial Grass Pitch Reserve	-95		-95
Business Support Scheme	-149		-149
Infrastructure Reserve	-863		-863
NNDR Volatility Reserve	-1,309		-1,309
Ticket Levy Reserve	-80		-80
Waste Reserve	-230		-230
Community Housing Fund	-221		-221
<b>Total Usable Reserves</b>	<b>-44,795</b>	<b>9,743</b>	<b>-35,052</b>

(Negative Figures = income, Positive figures = costs)

52. A review of the reserves has been carried out and involved requesting clarification from relevant budget holders of the planned use of the reserved funds and when this is likely to be needed. Understandably, the majority of responses from budget holders indicated that the reserves are still needed, however in some areas budget holders have indicated there is scope for funding to be reallocated as summarised in the following table:

Name of Reserve	What the Reserve is for	Balance to Release £	Reason for release of Reserve
Risk Management Reserve	For service risks	11,153	Services will aim to manage risks within overall budgets. General reserves mitigate general budget risks. This reserve will reduce to nil and be deleted.
Planning Delivery Reserve	For the delivery of planning services	10,000	Costs should be provided within revenue budgets, but £16K is retained as a contingency.
IT Replacement Reserve	To provide for unexpected IT replacement costs	7,160	Costs should be provided within existing revenue budgets, but £10K is retained as a contingency for urgent in-year one-off costs.
CTax/Housing Benefits Reserve	To cater for unexpected high number of claims, for previous grant income not yet required, subsidy variations, funding for additional resources to manage service demand	301,036	A recent review of a fair amount to hold has indicated that a reduction is justified. A residual balance of £450,000 will remain in this reserve.
Deposit Guarantee Claims Reserve	To minimise the risk of high claim rates against paper deposits issued Housing & Welfare	3,000	A recent review has suggested the Reserve can be reduced. A residual balance of >£3,000 will remain in this reserve as a contingency sum.
Personal Search Settlement	To provide for legal fees for a land charge settlement case	135,495	This case has been settled and so the provision is no longer required.
<b>Total</b>		<b>467,844</b>	

53. As previously reported there is currently a funding shortfall £956,000 for the existing approved transformation budget. It is recommended that the balance of £468k (rounded) shown in table above, is used to reduce this shortfall, and therefore transferred into the Transformation Reserve. This would leave a residual balance of £488k, which is anticipated to be addressed from underspends in 2017/18 and an allocation within the 2018/19 Budget.

	£'000
Transformation funding shortfall	956.0
Reallocated from other reserves – February 2018	-468.0
2018/19 Proposed Budget	-137.4
Residual Transformation funding shortfall	350.6

(Negative figures = income, positive figures = costs)

54. In addition to the funds available for the Revenue Budget, the Council has certain balances and reserves. The Financial Strategy is to retain sufficient general balances to meet its major financial risks. Risks were reviewed in January 2018 once the budget figures had been completed, and it is recommended that general balances should be retained at or above a minimum of £3.1 million at the start of the new financial year. The current estimate of revenue balances by the year-end is £3.4 million. The remaining

sum is within the range to cover key risks in 2018/19. The key risks that have been taken into consideration are:

- a. Sustainability of base budget
- b. Reduced income
- c. Civil emergencies
- d. Litigation
- e. Accuracy of budget estimates
- f. Assets and property
- g. Bad debts
- h. Additional use of capital funds
- i. Bank failure/ bail-in
- j. Redundancies
- k. National increases to pay
- l. Increased demand on the Council Tax Support Scheme
- m. Delivery of savings

### General Fund Balances

55. General Fund Balances represent accumulated revenue surpluses. Within the total, however, are amounts that have been earmarked by the District Executive for specific purposes. The table below shows the current position on the General Fund Balance compared to that previously reported:

<b>General Fund Balances</b>	<b>£'000</b>
Balance 1/4/17	-5,078
Allocations from balances 2017/18	1,638
Estimated overspend on revenue budget 2017/18	80
<b>Estimated unallocated General Fund Balance at 31 March 2018</b>	<b>3,360</b>
Use of balances for 2018/19 budget	0
<b>Estimated unallocated General Fund Balance at 1<sup>st</sup> April 2018</b>	<b>3,360</b>

### Capital Strategy

56. The Capital Strategy outlines how SSDC will utilise its capital resources to deliver the Council Plan and key strategies. SSDC held £29.053m in capital receipts at the end of the 2016/17 financial year. However, the authority has a considerable requirement for capital resources through its Commercial Investment Strategy and Transformation Agenda.

57. Each capital bid received requesting funding in 2018/19 was reviewed to assess the source of funding that may be appropriate, such as:

- The service paying for the asset - through internal loans, building up a replacement fund from revenue budgets, or similar;
- Use of the New Homes Bonus – can we reduce reliance for the revenue budget, and direct funding towards infrastructure and regeneration investment;
- Use capital reserves - for schemes that are true community benefit / social value schemes where there is no prospect of self-funding;
- Investment properties – application of the commercial strategy as already agreed.

58. The Executive has delegated authority to approve the use of up to 5% of capital receipts in any one year (approx. £900k). Approvals beyond this sum must be agreed through full Council.
59. SSDC will utilise its own internal cash wherever possible to maximise its treasury management efficiency and minimise costs in the short to medium term. However, the Treasury Management Strategy currently allows borrowing of up to £84 million, reflecting plans for commercial investments.

### Capital Programme 2018/19 to 2021/22

60. Members are requested to approve capital bids totalling £1.987m. Full details of the revised Capital Programme are shown in Appendix D; new schemes are shown in bold type, with previously approved schemes in ordinary type. A summary of recommended schemes is included at Appendix E and the scoring of all bids at Appendix F. Attached at Appendix G are the Capital Investment Appraisal forms for all new schemes.

### Funding the Capital Programme for 2018/19- 2020/21

61. The table below shows how the 2018/19 Capital Programme will be financed:-

	<b>2018/19 £'000</b>	<b>2019/20 £'000</b>
Gross Capital Programme Spend	9,035	2,646
Gross Reserve Scheme Spend	24,544	21,200
<b>Total Capital Programme to be Financed</b>	<b>33,579</b>	<b>23,846</b>
Financed by:-		
Capital Grants, Contributions & Loan Repayments as detailed on Programme	1,146	341
Grants & Other Contributions in Reserves	1,836	0
Useable Capital Receipts / Borrowing	30,597	23,500
<b>Total Financing</b>	<b>33,597</b>	<b>23,846</b>

### Robustness of the Budget and Adequacy of Reserves

62. Under Section 25 of the Local Government Act 2003 the S151 officer is required to report to Council on the robustness of the estimates made for the purpose of calculations of the budget and the adequacy of the proposed financial reserves.
63. The Draft Budget for 2018/19 has allowed for best estimates of expenditure and income including assumptions for increases and decreases due to trends and future influences such as inflation. It reflects commitments necessary to maintain service levels, and with demand-led budgets this inevitably entails a degree of judgement.
64. There has been a significant degree of scrutiny of the proposed budgets and savings by:
  - The finance team – with several staff holding professional accountancy qualifications
  - Senior Leadership Team and Leadership group
  - Portfolio Holders
  - Scrutiny Committee
65. These examinations of the budgets have led to refinements and provide considerable assurance about the robustness of the estimates.

66. There remain some key risks within the budget and medium term forecasts that will be managed by officers and/or portfolio holders as summarised below:
- a) Transformation Savings: The proposed budget for 2018/19 incorporates cumulative annual savings (compared to the 2016/17 base used for the business case) of £1.788m in 2018/19, rising to the full annual savings target of £2.484m per year by 2019/20. The actual phasing of savings from the implementation of the new operating model on its own is unlikely to reach £1.788m in 2018/19 however the financial plan assumes any shortfall is adequately covered by existing vacancies being held pending the new model being fully implemented. The General Reserves balance incorporates a contingency in respect of transformation. [Transformation Board / SLT]
  - b) Transformation Costs and Funding: The updated transformation business case approved in April 2017 identified total potential costs of implementation of £7.448m. At that stage there was a shortfall in funding of £1.1m to be found from future underspends and budget savings. Subsequent decisions and proposals within this report reduce the funding shortfall for the existing budget to £350,600. It is proposed to address this residual balance first using underspends in 2017/18, with any final requirement to be met from reserves. The General Reserves balance incorporates a contingency in respect of transformation. [S151 Officer]
  - c) Service Income: The financial strategy includes targets for increased service income. Proposed budgets for 2018/19 have been increased to reflect updated fees and charges and estimates of demand for services. Whilst the assumptions result in prudent income forecasts there is a risk of income volatility. The General Reserves balance provides some contingency in case of in year reductions in income. [Director – Commercial Services and Income Generation]
  - d) Commercial Investment: The budget and medium term financial plan has been updated to reflect property acquisitions completed up to December 2017. Future acquisitions when completed, in line with the agreed Commercial Strategy, will provide additional net income which will be added to budget estimates incrementally upon completion. As with any investment there is a risk of volatility, and the reserves strategy seeks to ensure adequate funds are held to mitigate this risk. [Director – Commercial Services and Income Generation]
  - e) Treasury Investments: In line with the treasury strategy we are increasing the proportion of cash reserves held in strategic investments that we intend to hold for the long term and increase the total investment income received each year. As with any investment there is a risk of volatility. There is also a prospective change in accounting regulations in 2019/20 which will expose the General Fund to revaluation risk for investments held. It is proposed to set aside a proportion of increased yield into a Treasury Investment Volatility contingency reserve each year to provide resilience for such impacts. [S151 Officer]
  - f) Borrowing: The capital programme for services and commercial investment will exceed capital reserves in the medium term, and thus require borrowing to support the priorities and ambitions of the council's plans. Currently the capital borrowing requirement is being supported through cash reserves without the need to take out any physical loans. As capital expenditure increases the council will need to raise funds through loans, and budget estimates incorporate the costs of borrowing based on projected PWLB interest rates. Financing will be managed in line with our treasury and capital strategies which follow the Prudential Code and good practice. [S151 Officer]

- g) Inflation: Cost estimates within the MTFP include assumptions for increases in pay, utilities, contracts and general prices for goods and service. The three largest elements are: (i) salaries, projected to increase by 2% per year, (ii) pension deficit contributions as set by the actuary with fixed annual contributions, (iii) the waste services contract. Volatility in inflation costs could impact on service costs, and will require careful monitoring to inform future budget setting and in-year monitoring. The MTFP assumes an average 2% inflation increase year on year which is considered a reasonable long term estimates, slightly below short term economic forecasts but in line the Government's long term target. Inflation at 3% rather than 2% would add around £60k to budgeted costs, and a 1% change in staff pay estimates would cost around £125k. [S151 Officer / Budget Holders]
- h) Housing Benefit Subsidy: is administered on behalf of Central Government by SSDC and a grant reimburses expenditure incurred. Approximately £43m in benefit is paid out and the grant normally accounts for 100% of this, however adjustments reducing the grant are made for local authority errors. A contingency for unfunded errors is included within earmarked reserves. [S151 Officer]
- i) Finance Settlement Funding: The Council agreed a four year settlement for certain Government Grants covering the period up to 2019/20. The current MTFP reflects the four year settlement information however there is no certainty of funding beyond this. Funding can be affected by government policy, with future settlements likely to be affected by the Fair Funding Review from April 2020. [S151 Officer]
- j) Business Rates Retention (BRR): BRR Funding is based on the estimates complete in January each year. Estimates reflect anticipated growth, mandatory and discretionary discounts/reliefs and collection rates. Financial provisions are made for potential losses for appeals and other reductions, however experience shows that business rates funding can be volatile despite prudent estimates. There are also timing differences between financial years inherent in the required accounting arrangements. The Council seeks to mitigate the budget risk of reductions in funding by holding funds in a Business Rates Volatility Reserve. [S151 Officer]
- k) Business Rates Pooling: As noted above the County and five districts in Somerset have formed a business rates pool from April 2018. This seeks to reduce the levy paid to Government on growth in business rates income above the funding baseline. The pool will distribute gains from levy savings in the form of a 'dividend' at the end of each financial year. At this stage no dividend is included in the 2018/19 Budget and MTFP. As well as potentially increasing the 'reward' for growth with lower levy costs, being in a pool also increases risk with a lower safety net for the Pool. In mitigation the Pool plans to cover individual authority safety net costs from pooling gains before any dividend is issued however there is no guarantee the gains will be sufficient to cover large scale losses. The risk is considered to be low in this respect, but will be carefully monitored. [S151 Officer]
- l) Westlands: District Executive approved an updated business plan for Westlands in December 2017. The plan and related budget estimates for 2018/19 onwards are considered prudent however the financial performance will be closely monitored to ensure financial targets are met. [Director – Commercial Services and Income Generation]
- m) Brexit: A downturn in the economy for example through Brexit would impact on our key income streams including business rates. A 5% reduction in development control,



car parking, and building control alone would result in a loss in excess of £150k per annum. [S151 Officer]

67. The Council holds resources in both revenue and capital reserves.
68. General reserves have reduced in the last two years as the Council has funded significant investment in transformation and provided short term protection for service budgets. For 2018/19 the Council has set a balanced budget, and is provisionally projecting a balanced budget for 2019/20 albeit recognising uncertainty and risk within financial forecasts. The Reserves balance is projected to remain above the recommended minimum.
69. Earmarked reserves have been reviewed, with a proportion reallocated to fund transformation. Capital reserves are sufficient to fund the general capital programme, with acquisition of investment properties likely to be fully funded from borrowing. The approach of using investment yield to cover borrowing provides means the revenue impact of capital acquisitions is affordable.

### **S151 Officer Conclusion:**

70. In conclusion the process for the formulation of budgets, together with the level of challenge and sensitivity analysis undertaken provides a reasonable assurance of the robustness of the budget as presented. There remains a need to focus on the outstanding financial requirement of £0.35m to fund the current business case for transformation as well as the need to deliver the key savings of £2.5 million by 2019/20. Good initial progress has been made in delivering the financial strategy, however further action is required to fully balance the budget over the medium term and provide ongoing financial resilience.
71. The level of reserves and balances have been reviewed in light of the risks outlined in this report and are currently predicted to remain at the required level.

### **Corporate Priority Implications**

72. The budget is aligned to the current Council Plan. There needs to be a clearer focus on priorities as the Council moves forward and radical reduction in dependency on central Government funding as it moves forward.

### **Carbon Emissions and Climate Change Implications**

73. The budget is aligned to the Carbon Reduction Strategy and new capital projects to deliver the strategy will be included in the Capital programme once approved.

#### Appendices:

- Appendix A – Draft Detailed Budgets 2018/19
- Appendix B – Savings for 2018/19
- Appendix C - Budget Pressures for 2018/19
- Appendix D – Revised Capital Programme
- Appendix E – Recommended Schemes
- Appendix F – Scoring of Capital Bids
- Appendix G – Capital Investment Appraisal Forms
- Appendix H – Prudential Indicators & MRP

## **Background Papers**

DX Outturn Report - July 2017

DX Financial Strategy and Initial MTFP -September 2017

DX 2018/19 Draft Budget and Medium Term Financial Plan

Update to District Executive - January 2018

**2018-19 Budget Detail**

**APPENDIX A**

Service with Elements		17/18 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off/Other	18/19 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>STRATEGIC MANAGEMENT</b>											
<b>Chief Executive : Alex Parmley</b>											
MANAGEMENT BOARD	Expenditure	1,051,040	18,540	0	10,000	0	0	0	0	0	1,079,580
	Income	0	0	0	0	0	0	0	0	0	0
<b>Portfolio Holder : Cllr Ric Pallister</b>	<b>TOTAL</b>	<b>1,051,040</b>	<b>18,540</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,079,580</b>
<b>TOTAL STRATEGIC MANAGEMENT</b>	<b>Expenditure</b>	<b>1,051,040</b>	<b>18,540</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,079,580</b>
	<b>Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL</b>	<b>1,051,040</b>	<b>18,540</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,079,580</b>
<b>TRANSFORMATION</b>											
<b>Chief Executive : Alex Parmley</b>											
TRANSFORMATION	Expenditure	-325,780	0	0	0	61,220	-1,222,700	0	0	0	-1,487,260
	Income	0	0	0	0	0	0	0	0	0	0
<b>Portfolio Holder : Cllr Ric Pallister</b>	<b>TOTAL</b>	<b>-325,780</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>61,220</b>	<b>-1,222,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,487,260</b>
<b>TOTAL TRANSFORMATION</b>	<b>Expenditure</b>	<b>-325,780</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>61,220</b>	<b>-1,222,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,487,260</b>
	<b>Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL</b>	<b>-325,780</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>61,220</b>	<b>-1,222,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,487,260</b>
<b>POLICY &amp; PERFORMANCE</b>											
<b>Service Manager : Charlotte Jones</b>											
POLICY & PERFORMANCE	Expenditure	117,080	6,580	0	0	0	0	0	0	0	123,660
	Income	0	0	0	0	0	0	0	0	0	0
<b>Portfolio Holder : Cllr Ric Pallister</b>	<b>TOTAL</b>	<b>117,080</b>	<b>6,580</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>123,660</b>
<b>TOTAL POLICY &amp; PERFORMANCE</b>	<b>Expenditure</b>	<b>117,080</b>	<b>6,580</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>123,660</b>
	<b>Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL</b>	<b>117,080</b>	<b>6,580</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>123,660</b>
<b>TOTAL CHIEF EXECUTIVE</b>	<b>Expenditure</b>	<b>842,340</b>	<b>25,120</b>	<b>0</b>	<b>10,000</b>	<b>61,220</b>	<b>-1,222,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-284,020</b>
	<b>Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL</b>	<b>842,340</b>	<b>25,120</b>	<b>0</b>	<b>10,000</b>	<b>61,220</b>	<b>-1,222,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-284,020</b>
<b>FINANCIAL SERVICES</b>											
<b>Service Manager : Nicola Hix</b>											
AUDIT	Expenditure	95,540	0	0	0	0	0	0	0	0	95,540
	Income	0	0	0	0	0	0	0	0	0	0
<b>Portfolio Holder : Cllr Peter Seib</b>	<b>TOTAL</b>	<b>95,540</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>95,540</b>
CORPORATE COSTS	Expenditure	2,029,460	370,310	120	34,800	0	-8,900	20,000	0	0	2,445,790
	Income	-646,900	0	0	0	0	0	0	0	0	-646,900
<b>Portfolio Holder : Cllr Peter Seib</b>	<b>TOTAL</b>	<b>1,382,560</b>	<b>370,310</b>	<b>120</b>	<b>34,800</b>	<b>0</b>	<b>-8,900</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>1,798,890</b>
FINANCIAL SERVICES	Expenditure	699,860	8,850	0	0	0	0	0	0	0	708,710
	Income	-20,330	0	0	0	0	0	0	0	0	-20,330
<b>Portfolio Holder : Cllr Peter Seib</b>	<b>TOTAL</b>	<b>679,530</b>	<b>8,850</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>688,380</b>
TREASURY MANAGEMENT	Expenditure	60,840	730	0	0	0	0	0	0	0	61,570
	Income	-477,820	0	0	0	0	0	24,300	-250,000	0	-703,520
<b>Portfolio Holder : Cllr Peter Seib</b>	<b>TOTAL</b>	<b>-416,980</b>	<b>730</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,300</b>	<b>-250,000</b>	<b>0</b>	<b>-641,950</b>

Service with Elements		17/18 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off/Other	18/19 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>TOTAL FINANCIAL SERVICES</b>	<b>Expenditure</b>	<b>2,885,700</b>	<b>379,890</b>	<b>120</b>	<b>34,800</b>	<b>0</b>	<b>-8,900</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>3,311,610</b>
	<b>Income</b>	<b>-1,145,050</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,300</b>	<b>-250,000</b>	<b>0</b>	<b>-1,370,750</b>
	<b>TOTAL</b>	<b>1,740,650</b>	<b>379,890</b>	<b>120</b>	<b>34,800</b>	<b>0</b>	<b>-8,900</b>	<b>44,300</b>	<b>-250,000</b>	<b>0</b>	<b>1,940,860</b>
<b>ICT SERVICES</b>											
Service Manager : David Chubb											
INFORMATION SYSTEMS	Expenditure	1,075,120	15,230	0	0	-24,040	0	0	0	0	1,066,310
	Income	-16,770	0	0	0	0	0	0	0	0	-16,770
Portfolio Holder : Cllr Henry Hobhouse	TOTAL	1,058,350	15,230	0	0	-24,040	0	0	0	0	1,049,540
<b>TOTAL INFORMATION SYSTEMS</b>	<b>Expenditure</b>	<b>1,075,120</b>	<b>15,230</b>	<b>0</b>	<b>0</b>	<b>-24,040</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,066,310</b>
	<b>Income</b>	<b>-16,770</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-16,770</b>
	<b>TOTAL</b>	<b>1,058,350</b>	<b>15,230</b>	<b>0</b>	<b>0</b>	<b>-24,040</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,049,540</b>
<b>PROCUREMENT &amp; RISK MANAGEMENT</b>											
Service Manager : Netta Meadows											
PROCUREMENT & RISK MANAGEMENT	Expenditure	157,090	-1,250	0	0	0	0	0	0	0	155,840
	Income	-19,390	0	0	0	0	0	0	0	0	-19,390
Portfolio Holder : Cllr Peter Seib	TOTAL	137,700	-1,250	0	0	0	0	0	0	0	136,450
<b>TOTAL PROCUREMENT &amp; RISK MANAGEMENT</b>	<b>Expenditure</b>	<b>157,090</b>	<b>-1,250</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>155,840</b>
	<b>Income</b>	<b>-19,390</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-19,390</b>
	<b>TOTAL</b>	<b>137,700</b>	<b>-1,250</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>136,450</b>
<b>REVENUES &amp; BENEFITS</b>											
Service Manager : Ian Potter											
REVENUES & BENEFITS	Expenditure	1,628,490	48,980	0	4,600	0	0	0	0	0	1,682,070
	Income	-254,970	0	0	0	0	0	0	0	-223,500	-478,470
Portfolio Holder : Cllr Peter Seib	TOTAL	1,373,520	48,980	0	4,600	0	0	0	0	-223,500	1,203,600
HOUSING BENEFIT SUBSIDY	Expenditure	40,928,180	0	0	0	-693,360	0	0	0	0	40,234,820
	Income	-41,575,640	0	0	73,000	693,360	0	0	0	0	-40,809,280
Portfolio Holder : Cllr Peter Seib	TOTAL	-647,460	0	0	73,000	0	0	0	0	0	-574,460
<b>TOTAL REVENUES AND BENEFITS</b>	<b>Expenditure</b>	<b>42,556,670</b>	<b>48,980</b>	<b>0</b>	<b>4,600</b>	<b>-693,360</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>41,916,890</b>
	<b>Income</b>	<b>-41,830,610</b>	<b>0</b>	<b>0</b>	<b>73,000</b>	<b>693,360</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-223,500</b>	<b>-41,287,750</b>
	<b>TOTAL</b>	<b>726,060</b>	<b>48,980</b>	<b>0</b>	<b>77,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-223,500</b>	<b>629,140</b>
<b>OPERATIONS &amp; CUSTOMER FOCUS</b>											
Service Manager : Sharon Jones											
CUSTOMER SERVICES	Expenditure	485,420	15,380	0	0	0	0	0	0	0	500,800
	Income	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Ric Pallister	TOTAL	485,420	15,380	0	0	0	0	0	0	0	500,800
RESOLUTION AND PRINTING	Expenditure	77,630	-570	0	0	0	0	0	0	0	77,060
	Income	-94,080	0	0	0	0	0	0	0	0	-94,080
Portfolio Holder : Cllr Ric Pallister	TOTAL	-16,450	-570	0	0	0	0	0	0	0	-17,020
<b>TOTAL OPERATIONS &amp; CUSTOMER FOCUS</b>	<b>Expenditure</b>	<b>563,050</b>	<b>14,810</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>577,860</b>
	<b>Income</b>	<b>-94,080</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-94,080</b>
	<b>TOTAL</b>	<b>468,970</b>	<b>14,810</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>483,780</b>
<b>DEMOCRATIC SERVICES</b>											
Service Manager : Angela Cox											
DEMOCRATIC & SUPPORT SERVICES	Expenditure	983,900	4,430	0	0	-23,270	0	0	0	0	965,060
	Income	-9,420	0	0	0	0	0	0	0	0	-9,420
Portfolio Holder : Cllr Val Keitch	TOTAL	974,480	4,430	0	0	-23,270	0	0	0	0	955,640
<b>TOTAL DEMOCRATIC &amp; SUPPORT SERVICES</b>	<b>Expenditure</b>	<b>983,900</b>	<b>4,430</b>	<b>0</b>	<b>0</b>	<b>-23,270</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>965,060</b>
	<b>Income</b>	<b>-9,420</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-9,420</b>
	<b>TOTAL</b>	<b>974,480</b>	<b>4,430</b>	<b>0</b>	<b>0</b>	<b>-23,270</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>955,640</b>

Service with Elements		17/18 Original Budget	Pay Inflation	General Inflation	Inscapables	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off/Other	18/19 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>LEGAL SERVICES</b>											
<b>Service Head : Angela Watson</b>											
LEGAL SERVICES	Expenditure	423,720	6,010	0	0	0	0	0	0	0	429,730
	Income	-73,880	0	0	0	0	0	0	0	0	-73,880
<b>Portfolio Holder : Cllr Peter Seib</b>	<b>TOTAL</b>	<b>349,840</b>	<b>6,010</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>355,850</b>
LAND CHARGES	Expenditure	105,060	-360	0	0	-13,910	0	0	0	0	90,790
	Income	-438,170	0	0	0	0	0	0	0	0	-438,170
<b>Portfolio Holder : Cllr Peter Seib</b>	<b>TOTAL</b>	<b>-333,110</b>	<b>-360</b>	<b>0</b>	<b>0</b>	<b>-13,910</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-347,380</b>
RIGHTS OF WAY	Expenditure	34,770	620	0	0	0	0	0	0	0	35,390
	Income	-16,500	0	0	0	0	0	0	0	0	-16,500
<b>Portfolio Holder : Cllr Peter Seib</b>	<b>TOTAL</b>	<b>18,270</b>	<b>620</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18,890</b>
<b>TOTAL LEGAL SERVICES</b>	<b>Expenditure</b>	<b>563,550</b>	<b>6,270</b>	<b>0</b>	<b>0</b>	<b>-13,910</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>555,910</b>
	<b>Income</b>	<b>-528,550</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-528,550</b>
	<b>TOTAL</b>	<b>35,000</b>	<b>6,270</b>	<b>0</b>	<b>0</b>	<b>-13,910</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27,360</b>
<b>FRAUD &amp; DATA MANAGEMENT</b>											
<b>Service Manager : Lynda Creek</b>											
FRAUD & DATA MANAGEMENT	Expenditure	46,050	2,460	0	0	0	0	0	0	0	48,510
	Income	0	0	0	0	0	0	0	0	0	0
<b>Portfolio Holder : Cllr Peter Seib</b>	<b>TOTAL</b>	<b>46,050</b>	<b>2,460</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48,510</b>
<b>TOTAL FRAUD &amp; DATA MANAGEMENT</b>	<b>Expenditure</b>	<b>46,050</b>	<b>2,460</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48,510</b>
	<b>Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL</b>	<b>46,050</b>	<b>2,460</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48,510</b>
<b>HUMAN RESOURCES</b>											
<b>Service Manager : Mike Holliday</b>											
HUMAN RESOURCES	Expenditure	273,100	-2,610	0	0	0	0	0	0	0	270,490
	Income	-12,870	0	0	0	0	0	0	0	0	-12,870
<b>Portfolio Holder : Cllr Ric Pallister</b>	<b>TOTAL</b>	<b>260,230</b>	<b>-2,610</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>257,620</b>
<b>TOTAL HUMAN RESOURCES</b>	<b>Expenditure</b>	<b>273,100</b>	<b>-2,610</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>270,490</b>
	<b>Income</b>	<b>-12,870</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-12,870</b>
	<b>TOTAL</b>	<b>260,230</b>	<b>-2,610</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>257,620</b>
<b>TOTAL DIRECTOR OF SUPPORT SERVICES</b>	<b>Expenditure</b>	<b>49,104,230</b>	<b>468,210</b>	<b>120</b>	<b>39,400</b>	<b>-754,580</b>	<b>-8,900</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>48,868,480</b>
	<b>Income</b>	<b>-43,656,740</b>	<b>0</b>	<b>0</b>	<b>73,000</b>	<b>693,360</b>	<b>0</b>	<b>24,300</b>	<b>-250,000</b>	<b>-223,500</b>	<b>-43,339,580</b>
	<b>TOTAL</b>	<b>5,447,490</b>	<b>468,210</b>	<b>120</b>	<b>112,400</b>	<b>-61,220</b>	<b>-8,900</b>	<b>44,300</b>	<b>-250,000</b>	<b>-223,500</b>	<b>5,528,900</b>
<b>ECONOMIC DEVELOPMENT</b>											
<b>Service Manager : David Julian</b>											
ECONOMIC DEVELOPMENT	Expenditure	533,330	2,570	0	-4,600	0	0	302,700	450,000	61,600	1,345,600
	Income	-453,420	-6,780	0	25,000	0	0	59,200	-926,000	0	-1,302,000
<b>Portfolio Holder : Cllr Jo Roundell-Greene</b>	<b>TOTAL</b>	<b>79,910</b>	<b>-4,210</b>	<b>0</b>	<b>20,400</b>	<b>0</b>	<b>0</b>	<b>361,900</b>	<b>-476,000</b>	<b>61,600</b>	<b>43,600</b>
TOURISM	Expenditure	200,990	-1,440	0	0	0	0	0	0	0	199,550
	Income	-83,550	0	0	0	0	-500	0	0	0	-84,050
<b>Portfolio Holder : Cllr Derek Yeomans</b>	<b>TOTAL</b>	<b>117,440</b>	<b>-1,440</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>115,500</b>
HERITAGE	Expenditure	59,870	-150	0	0	0	0	0	0	0	59,720
	Income	-3,120	0	0	0	0	0	0	0	0	-3,120
<b>Portfolio Holder : Cllr Nick Weeks</b>	<b>TOTAL</b>	<b>56,750</b>	<b>-150</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>56,600</b>
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>Expenditure</b>	<b>794,190</b>	<b>980</b>	<b>0</b>	<b>-4,600</b>	<b>0</b>	<b>0</b>	<b>302,700</b>	<b>450,000</b>	<b>61,600</b>	<b>1,604,870</b>
	<b>Income</b>	<b>-540,090</b>	<b>-6,780</b>	<b>0</b>	<b>25,000</b>	<b>0</b>	<b>-500</b>	<b>59,200</b>	<b>-926,000</b>	<b>0</b>	<b>-1,389,170</b>
	<b>TOTAL</b>	<b>254,100</b>	<b>-5,800</b>	<b>0</b>	<b>20,400</b>	<b>0</b>	<b>-500</b>	<b>361,900</b>	<b>-476,000</b>	<b>61,600</b>	<b>215,700</b>

Service with Elements		17/18 Original Budget	Pay Inflation	General Inflation	Inscapables	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off/Other	18/19 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>DEVELOPMENT CONTROL</b>											
<b>Service Manager : Simon Fox</b>											
DEVELOPMENT CONTROL	Expenditure	1,414,510	25,140	0	0	0	0	0	0	0	1,439,650
	Income	-1,271,950	0	0	0	0	-120,000	0	0	0	-1,391,950
<b>Portfolio Holder : Cllr Angie Singleton</b>	TOTAL	142,560	25,140	0	0	0	-120,000	0	0	0	47,700
<b>TOTAL DEVELOPMENT CONTROL</b>	<b>Expenditure</b>	<b>1,414,510</b>	<b>25,140</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,439,650</b>
	<b>Income</b>	<b>-1,271,950</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-120,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,391,950</b>
	<b>TOTAL</b>	<b>142,560</b>	<b>25,140</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-120,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>47,700</b>
<b>SPATIAL POLICY</b>											
<b>Service Manager : Jo Wilkins</b>											
PLANNING POLICY	Expenditure	284,840	-3,170	0	0	0	0	0	0	0	281,670
	Income	-2,560	0	0	0	0	0	0	0	0	-2,560
<b>Portfolio Holder : Cllr Angie Singleton</b>	TOTAL	282,280	-3,170	0	0	0	0	0	0	0	279,110
TRANSPORT	Expenditure	41,070	800	0	0	0	0	0	0	0	41,870
	Income	0	0	0	0	0	0	0	0	0	0
<b>Portfolio Holder : Cllr Henry Hobhouse</b>	TOTAL	41,070	800	0	0	0	0	0	0	0	41,870
<b>TOTAL SPACIAL POLICY</b>	<b>Expenditure</b>	<b>325,910</b>	<b>-2,370</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>323,540</b>
	<b>Income</b>	<b>-2,560</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-2,560</b>
	<b>TOTAL</b>	<b>323,350</b>	<b>-2,370</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>320,980</b>
<b>STRATEGIC HOUSING</b>											
<b>Service Manager : Colin McDonald</b>											
STRATEGIC HOUSING	Expenditure	196,190	1,780	0	0	0	0	0	0	0	197,970
	Income	0	0	0	0	0	0	0	0	0	0
<b>Portfolio Holder : Cllr Ric Pallister</b>	TOTAL	196,190	1,780	0	0	0	0	0	0	0	197,970
<b>TOTAL STRATEGIC HOUSING</b>	<b>Expenditure</b>	<b>196,190</b>	<b>1,780</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>197,970</b>
	<b>Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL</b>	<b>196,190</b>	<b>1,780</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>197,970</b>
<b>ENVIRONMENTAL HEALTH</b>											
<b>Service Manager : Alasdair Bell</b>											
HOUSING STANDARDS	Expenditure	239,090	740	0	0	0	0	0	0	0	239,830
	Income	-67,450	0	0	0	0	0	0	0	0	-67,450
<b>Portfolio Holder : Cllr Carol Goodall</b>	TOTAL	171,640	740	0	0	0	0	0	0	0	172,380
ENVIRONMENTAL HEALTH & COMMUNITY PROTECTION	Expenditure	806,860	22,250	0	0	0	0	0	0	0	829,110
	Income	-71,660	0	0	0	0	0	0	0	0	-71,660
<b>Portfolio Holder : Cllr Carol Goodall</b>	TOTAL	735,200	22,250	0	0	0	0	0	0	0	757,450
ENFORCEMENT	Expenditure	122,680	-780	0	0	0	0	0	0	0	121,900
	Income	-3,000	0	0	0	0	0	0	0	0	-3,000
<b>Portfolio Holder : Cllr Carol Goodall</b>	TOTAL	119,680	-780	0	0	0	0	0	0	0	118,900
<b>TOTAL ENVIRONMENTAL HEALTH</b>	<b>Expenditure</b>	<b>1,168,630</b>	<b>22,210</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,190,840</b>
	<b>Income</b>	<b>-142,110</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-142,110</b>
	<b>TOTAL</b>	<b>1,026,520</b>	<b>22,210</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,048,730</b>
<b>BUILDING CONTROL</b>											
<b>Service Manager : Dave Durrant</b>											
BUILDING CONTROL	Expenditure	636,970	17,510	0	0	0	0	0	0	0	654,480
	Income	-661,240	0	0	0	0	0	0	0	0	-661,240
<b>Portfolio Holder : Cllr Shane Pledger</b>	TOTAL	-24,270	17,510	0	0	0	0	0	0	0	-6,760
<b>TOTAL BUILDING CONTROL</b>	<b>Expenditure</b>	<b>636,970</b>	<b>17,510</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>654,480</b>
	<b>Income</b>	<b>-661,240</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-661,240</b>
	<b>TOTAL</b>	<b>-24,270</b>	<b>17,510</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-6,760</b>

Service with Elements		17/18 Original Budget	Pay Inflation	General Inflation	Inscapables	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off/Other	18/19 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>LICENSING</b>											
<b>Service Manager : Nigel Marston</b>											
LICENSING	Expenditure	243,120	8,670	0	0	0	0	0	0	0	251,790
	Income	-301,610	0	0	0	0	-9,000	0	0	0	-310,610
<b>Portfolio Holder : Cllr Angie Singleton</b>	TOTAL	-58,490	8,670	0	0	0	-9,000	0	0	0	-58,820
<b>TOTAL LICENSING</b>	<b>Expenditure</b>	<b>243,120</b>	<b>8,670</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>251,790</b>
	<b>Income</b>	<b>-301,610</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-9,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-310,610</b>
	<b>TOTAL</b>	<b>-58,490</b>	<b>8,670</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-9,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-58,820</b>
<b>HOUSING &amp; WELFARE</b>											
<b>Service Manager: Kirsty Larkins/Alice Knight</b>											
WELFARE	Expenditure	338,360	6,030	0	0	0	0	0	0	0	344,390
	Income	-399,500	0	0	0	0	-12,000	0	0	0	-411,500
<b>Portfolio Holder : Cllr Sylvia Seal</b>	TOTAL	-61,140	6,030	0	0	0	-12,000	0	0	0	-67,110
HOUSING	Expenditure	1,088,460	12,950	0	0	0	0	0	0	0	1,101,410
	Income	-217,820	0	0	0	0	-34,600	0	0	0	-252,420
<b>Portfolio Holder : Cllr Sylvia Seal</b>	TOTAL	870,640	12,950	0	0	0	-34,600	0	0	0	848,990
<b>TOTAL HOUSING &amp; WELFARE</b>	<b>Expenditure</b>	<b>1,426,820</b>	<b>18,980</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,445,800</b>
	<b>Income</b>	<b>-617,320</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-46,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-663,920</b>
	<b>TOTAL</b>	<b>809,500</b>	<b>18,980</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-46,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>781,880</b>
<b>TOTAL DIRECTOR OF SERVICE DELIVERY</b>	<b>Expenditure</b>	<b>6,206,340</b>	<b>92,900</b>	<b>0</b>	<b>-4,600</b>	<b>0</b>	<b>0</b>	<b>302,700</b>	<b>450,000</b>	<b>61,600</b>	<b>7,108,940</b>
	<b>Income</b>	<b>-3,536,880</b>	<b>-6,780</b>	<b>0</b>	<b>25,000</b>	<b>0</b>	<b>-176,100</b>	<b>59,200</b>	<b>-926,000</b>	<b>0</b>	<b>-4,561,560</b>
	<b>TOTAL</b>	<b>2,669,460</b>	<b>86,120</b>	<b>0</b>	<b>20,400</b>	<b>0</b>	<b>-176,100</b>	<b>361,900</b>	<b>-476,000</b>	<b>61,600</b>	<b>2,547,380</b>
<b>COMMUNITIES, THIRD SECTOR &amp; PARTNERSHIPS</b>											
<b>Service Manager : Helen Rutter</b>											
COMMUNITY ASSISTANT DIRECTOR & COHESION	Expenditure	65,890	2,160	0	0	252,300	0	0	0	0	320,350
	Income	0	0	0	0	0	0	0	0	0	0
<b>Portfolio Holder : Cllr Ric Pallister</b>	TOTAL	65,890	2,160	0	0	252,300	0	0	0	0	320,350
THIRD SECTOR & PARTNERSHIPS	Expenditure	239,120	0	0	0	-239,120	0	0	0	0	0
	Income	0	0	0	0	0	0	0	0	0	0
<b>Portfolio Holder : Cllr Ric Pallister</b>	TOTAL	239,120	0	0	0	-239,120	0	0	0	0	0
COMMUNITY SAFETY	Expenditure	53,450	-4,170	0	0	0	0	0	0	0	49,280
	Income	0	0	0	0	0	0	0	0	0	0
<b>Portfolio Holder : Cllr Peter Gubbins</b>	TOTAL	53,450	-4,170	0	0	0	0	0	0	0	49,280
<b>TOTAL COMMUNITIES, THIRD SECTOR &amp;</b>	<b>Expenditure</b>	<b>358,460</b>	<b>-2,010</b>	<b>0</b>	<b>0</b>	<b>13,180</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>369,630</b>
	<b>Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL</b>	<b>358,460</b>	<b>-2,010</b>	<b>0</b>	<b>0</b>	<b>13,180</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>369,630</b>
<b>AREA EAST</b>											
<b>Service Manager : Tim Cook</b>											
EAST AREA DEVELOPMENT	Expenditure	181,750	5,560	0	0	0	0	0	0	0	187,310
	Income	-4,510	0	0	0	0	0	0	0	0	-4,510
<b>Area Chairman : Cllr Nick weeks</b>	TOTAL	177,240	5,560	0	0	0	0	0	0	0	182,800
EAST GRANTS	Expenditure	24,320	0	0	0	0	0	0	0	0	24,320
	Income	0	0	0	0	0	0	0	0	0	0
<b>Area Chairman : Cllr Nick weeks</b>	TOTAL	24,320	0	0	0	0	0	0	0	0	24,320
<b>TOTAL AREA EAST</b>	<b>Expenditure</b>	<b>206,070</b>	<b>5,560</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>211,630</b>
	<b>Income</b>	<b>-4,510</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-4,510</b>
	<b>TOTAL</b>	<b>201,560</b>	<b>5,560</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>207,120</b>

Service with Elements		17/18 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off/Other	18/19 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>AREA NORTH</b>											
<b>Service Manager : Sara Kelly</b>											
NORTH AREA DEVELOPMENT	Expenditure	167,190	4,860	0	0	0	0	0	0	0	172,050
	Income	0	0	0	0	0	0	0	0	0	0
<b>Area Chairman : Cllr Shane Pledger</b>	TOTAL	167,190	4,860	0	0	0	0	0	0	0	172,050
NORTH GRANTS	Expenditure	10,680	0	0	0	0	0	0	0	0	10,680
	Income	0	0	0	0	0	0	0	0	0	0
<b>Area Chairman : Cllr Shane Pledger</b>	TOTAL	10,680	0	0	0	0	0	0	0	0	10,680
<b>TOTAL AREA NORTH</b>	<b>Expenditure</b>	<b>177,870</b>	<b>4,860</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>182,730</b>
	<b>Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL</b>	<b>177,870</b>	<b>4,860</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>182,730</b>
<b>AREA SOUTH</b>											
<b>Service Manager : Natalie Fortt</b>											
SOUTH AREA DEVELOPMENT	Expenditure	265,350	2,790	0	0	180	-3,000	0	0	0	265,320
	Income	-43,720	0	0	32,200	-180	0	0	0	0	-11,700
<b>Area Chairman : Cllr Peter Gubbins</b>	TOTAL	221,630	2,790	0	32,200	0	-3,000	0	0	0	253,620
EQUALITIES	Expenditure	13,180	0	0	0	-13,180	0	0	0	0	0
	Income	0	0	0	0	0	0	0	0	0	0
<b>Portfolio Holder : Cllr Jo Roundell Greene</b>	TOTAL	13,180	0	0	0	-13,180	0	0	0	0	0
SOUTH GRANTS	Expenditure	31,180	0	0	0	0	0	0	0	0	31,180
	Income	0	0	0	0	0	0	0	0	0	0
<b>Area Chairman : Cllr Peter Gubbins</b>	TOTAL	31,180	0	0	0	0	0	0	0	0	31,180
<b>TOTAL AREA SOUTH</b>	<b>Expenditure</b>	<b>309,710</b>	<b>2,790</b>	<b>0</b>	<b>0</b>	<b>-13,000</b>	<b>-3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>296,500</b>
	<b>Income</b>	<b>-43,720</b>	<b>0</b>	<b>0</b>	<b>32,200</b>	<b>-180</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-11,700</b>
	<b>TOTAL</b>	<b>265,990</b>	<b>2,790</b>	<b>0</b>	<b>32,200</b>	<b>-13,180</b>	<b>-3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>284,800</b>
<b>AREA WEST</b>											
<b>Service Manager : Zoe Harris</b>											
WEST AREA DEVELOPMENT	Expenditure	223,590	2,930	0	0	0	0	0	0	0	226,520
	Income	-3,510	0	0	0	0	0	0	0	0	-3,510
<b>Area Chairman : Cllr Carol Goodall</b>	TOTAL	220,080	2,930	0	0	0	0	0	0	0	223,010
WEST GRANTS	Expenditure	26,240	0	0	0	0	0	0	0	0	26,240
	Income	0	0	0	0	0	0	0	0	0	0
<b>Area Chairman : Cllr Carol Goodall</b>	TOTAL	26,240	0	0	0	0	0	0	0	0	26,240
WEST PROJECTS	Expenditure	22,080	0	0	0	0	0	0	0	0	22,080
	Income	-13,930	0	0	0	0	0	0	0	0	-13,930
<b>Area Chairman : Cllr Carol Goodall</b>	TOTAL	8,150	0	0	0	0	0	0	0	0	8,150
<b>TOTAL AREA WEST</b>	<b>Expenditure</b>	<b>271,910</b>	<b>2,930</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>274,840</b>
	<b>Income</b>	<b>-17,440</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-17,440</b>
	<b>TOTAL</b>	<b>254,470</b>	<b>2,930</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>257,400</b>
<b>TOTAL COMMUNITIES</b>	<b>Expenditure</b>	<b>1,324,020</b>	<b>14,130</b>	<b>0</b>	<b>0</b>	<b>180</b>	<b>-3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,335,330</b>
	<b>Income</b>	<b>-65,670</b>	<b>0</b>	<b>0</b>	<b>32,200</b>	<b>-180</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-33,650</b>
	<b>TOTAL</b>	<b>1,258,350</b>	<b>14,130</b>	<b>0</b>	<b>32,200</b>	<b>0</b>	<b>-3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,301,680</b>



Service with Elements		17/18 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off/Other	18/19 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>CIVIL CONTINGENCIES MANAGER</b>											
<b>Service Manager : Pam Harvey</b>											
CIVIL CONTINGENCIES	Expenditure	134,690	5,720	0	0	0	0	0	0	0	140,410
	Income	-6,110	0	0	0	0	0	0	0	0	-6,110
<b>Portfolio Holder : Cllr Nick Weeks</b>	TOTAL	128,580	5,720	0	0	0	0	0	0	0	134,300
<b>TOTAL CIVIL CONTINGENCIES</b>	<b>Expenditure</b>	<b>134,690</b>	<b>5,720</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140,410</b>
	<b>Income</b>	<b>-6,110</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-6,110</b>
	<b>TOTAL</b>	<b>128,580</b>	<b>5,720</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>134,300</b>
<b>ENGINEERING &amp; PROPERTY SERVICES</b>											
<b>Service Manager : Garry Green</b>											
PROPERTY MANAGEMENT	Expenditure	1,171,930	890	0	0	0	0	0	0	0	1,172,820
	Income	-679,850	0	0	0	0	0	0	0	0	-679,850
<b>Portfolio Holder : Cllr Henry Hobhouse</b>	TOTAL	492,080	890	0	0	0	0	0	0	0	492,970
CAR PARKING	Expenditure	803,790	6,640	0	0	0	0	0	0	0	810,430
	Income	-2,130,670	0	0	0	0	0	0	0	0	-2,130,670
<b>Portfolio Holder : Cllrs Henry Hobhouse &amp; Peter Seib</b>	TOTAL	-1,326,880	6,640	0	0	0	0	0	0	0	-1,320,240
ENGINEERING SERVICES	Expenditure	634,700	510	2,100	0	1,100	0	-500	0	0	637,910
	Income	-194,880	0	0	0	-1,100	0	-900	0	0	-196,880
<b>Portfolio Holder : Cllr Henry Hobhouse</b>	TOTAL	439,820	510	2,100	0	0	0	-1,400	0	0	441,030
<b>TOTAL ENGINEERING &amp; PROPERTY SERVICES</b>	<b>Expenditure</b>	<b>2,610,420</b>	<b>8,040</b>	<b>2,100</b>	<b>0</b>	<b>1,100</b>	<b>0</b>	<b>-500</b>	<b>0</b>	<b>0</b>	<b>2,621,160</b>
	<b>Income</b>	<b>-3,005,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,100</b>	<b>0</b>	<b>-900</b>	<b>0</b>	<b>0</b>	<b>-3,007,400</b>
	<b>TOTAL</b>	<b>-394,980</b>	<b>8,040</b>	<b>2,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,400</b>	<b>0</b>	<b>0</b>	<b>-386,240</b>
<b>STREETSCENE</b>											
<b>Service Manager : Chris Cooper</b>											
HORTICULTURE & GROUNDS MAINTENANCE & STREETCLEANING	Expenditure	2,970,990	59,480	1,300	0	0	0	0	0	0	3,031,770
	Income	-1,314,540	-4,460	0	0	0	-40,000	0	0	0	-1,359,000
<b>Portfolio Holder : Cllr Jo Roundell Greene</b>	TOTAL	1,656,450	55,020	1,300	0	0	-40,000	0	0	0	1,672,770
<b>TOTAL STREETSCENE</b>	<b>Expenditure</b>	<b>2,970,990</b>	<b>59,480</b>	<b>1,300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,031,770</b>
	<b>Income</b>	<b>-1,314,540</b>	<b>-4,460</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-40,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,359,000</b>
	<b>TOTAL</b>	<b>1,656,450</b>	<b>55,020</b>	<b>1,300</b>	<b>0</b>	<b>0</b>	<b>-40,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,672,770</b>
<b>WASTE &amp; RECYCLING</b>											
<b>Service Manager: Chris Cooper</b>											
WASTE & RECYCLING	Expenditure	5,906,260	-3,160	155,770	21,300	0	0	0	0	0	6,080,170
<b>Portfolio Holder : Cllr Jo Roundell Greene &amp; Cllr Derek Yeomans</b>	Income	-1,513,770	0	-33,990	0	0	-68,600	0	0	0	-1,616,360
	TOTAL	4,392,490	-3,160	121,780	21,300	0	-68,600	0	0	0	4,463,810
<b>TOTAL WASTE COLLECTION</b>	<b>Expenditure</b>	<b>5,906,260</b>	<b>-3,160</b>	<b>155,770</b>	<b>21,300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,080,170</b>
	<b>Income</b>	<b>-1,513,770</b>	<b>0</b>	<b>-33,990</b>	<b>0</b>	<b>0</b>	<b>-68,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1,616,360</b>
	<b>TOTAL</b>	<b>4,392,490</b>	<b>-3,160</b>	<b>121,780</b>	<b>21,300</b>	<b>0</b>	<b>-68,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,463,810</b>

Service with Elements		17/18 Original Budget	Pay Inflation	General Inflation	Inescapables	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off/Other	18/19 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>ARTS &amp; ENTERTAINMENT</b>											
Service Manager : Adam Burgan											
ARTS	Expenditure	2,047,970	7,280	1,700	0	18,000	0	0	0	0	2,074,950
	Income	-1,796,380	0	0	0	-18,000	0	0	0	0	-1,814,380
Portfolio Holder : Cllr Sylvia Seal	TOTAL	251,590	7,280	1,700	0	0	0	0	0	0	260,570
WESTLANDS LEISURE COMPLEX	Expenditure	62,500	20,340	0	0	1,279,340	0	0	0	0	1,362,180
	Income	0	0	0	83,900	-1,297,160	0	0	0	0	-1,213,260
Portfolio Holder : Cllr Sylvia Seal	TOTAL	62,500	20,340	0	83,900	-17,820	0	0	0	0	148,920
<b>TOTAL ARTS AND ENTERTAINMENT</b>	<b>Expenditure</b>	<b>2,110,470</b>	<b>27,620</b>	<b>1,700</b>	<b>0</b>	<b>1,297,340</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,437,130</b>
	<b>Income</b>	<b>-1,796,380</b>	<b>0</b>	<b>0</b>	<b>83,900</b>	<b>-1,315,160</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-3,027,640</b>
	<b>TOTAL</b>	<b>314,090</b>	<b>27,620</b>	<b>1,700</b>	<b>83,900</b>	<b>-17,820</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>409,490</b>
<b>SPORT &amp; LEISURE FACILITIES</b>											
Service Manager : Lynda Pincombe											
GOLDENSTONES	Expenditure	256,430	0	0	0	0	0	0	0	0	256,430
	Income	-144,710	0	0	0	-25,000	0	0	0	0	-169,710
Portfolio Holder : Cllr Sylvia Seal	TOTAL	111,720	0	0	0	-25,000	0	0	0	0	86,720
SPORT FACILITIES	Expenditure	152,710	0	800	0	71,130	0	0	0	0	224,640
	Income	-61,000	0	0	0	-9,150	0	0	0	0	-70,150
Portfolio Holder : Cllr Sylvia Seal	TOTAL	91,710	0	800	0	61,980	0	0	0	0	154,490
<b>TOTAL SPORT &amp; LEISURE FACILITIES</b>	<b>Expenditure</b>	<b>409,140</b>	<b>0</b>	<b>800</b>	<b>0</b>	<b>71,130</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>481,070</b>
	<b>Income</b>	<b>-205,710</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-34,150</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-239,860</b>
	<b>TOTAL</b>	<b>203,430</b>	<b>0</b>	<b>800</b>	<b>0</b>	<b>36,980</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>241,210</b>
<b>COMMUNITY HEALTH &amp; LEISURE</b>											
Service Manager : Lynda Pincombe											
COMMUNITY HEALTH & LEISURE	Expenditure	789,980	10,270	200	0	-3,660	0	0	0	0	796,790
	Income	-176,060	0	0	0	-15,500	0	0	0	0	-191,560
Portfolio Holder : Cllr Sylvia Seal	TOTAL	613,920	10,270	200	0	-19,160	0	0	0	0	605,230
<b>TOTAL COMMUNITY HEALTH &amp; LEISURE</b>	<b>Expenditure</b>	<b>789,980</b>	<b>10,270</b>	<b>200</b>	<b>0</b>	<b>-3,660</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>796,790</b>
	<b>Income</b>	<b>-176,060</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-15,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-191,560</b>
	<b>TOTAL</b>	<b>613,920</b>	<b>10,270</b>	<b>200</b>	<b>0</b>	<b>-19,160</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>605,230</b>
<b>COUNTRYSIDE</b>											
Service Manager : Katy Menday											
COUNTRYSIDE	Expenditure	507,550	5,810	600	0	20,000	0	0	0	0	533,960
	Income	-259,970	0	0	0	-20,000	-5,000	0	0	0	-284,970
Portfolio Holder : Cllr Sylvia Seal	TOTAL	247,580	5,810	600	0	0	-5,000	0	0	0	248,990
<b>TOTAL COUNTRYSIDE</b>	<b>Expenditure</b>	<b>507,550</b>	<b>5,810</b>	<b>600</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>533,960</b>
	<b>Income</b>	<b>-259,970</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-20,000</b>	<b>-5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-284,970</b>
	<b>TOTAL</b>	<b>247,580</b>	<b>5,810</b>	<b>600</b>	<b>0</b>	<b>0</b>	<b>-5,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>248,990</b>
<b>TOTAL DIRECTOR OF COMMERCIAL SERVICES &amp; INCOME GENERATION</b>	<b>Expenditure</b>	<b>15,439,500</b>	<b>113,780</b>	<b>162,470</b>	<b>21,300</b>	<b>1,385,910</b>	<b>0</b>	<b>-500</b>	<b>0</b>	<b>0</b>	<b>17,122,460</b>
	<b>Income</b>	<b>-8,277,940</b>	<b>-4,460</b>	<b>-33,990</b>	<b>83,900</b>	<b>-1,385,910</b>	<b>-113,600</b>	<b>-900</b>	<b>0</b>	<b>0</b>	<b>-9,732,900</b>
	<b>TOTAL</b>	<b>7,161,560</b>	<b>109,320</b>	<b>128,480</b>	<b>105,200</b>	<b>0</b>	<b>-113,600</b>	<b>-1,400</b>	<b>0</b>	<b>0</b>	<b>7,389,560</b>
<b>TOTAL SSDC</b>	<b>Expenditure</b>	<b>72,916,430</b>	<b>714,140</b>	<b>162,590</b>	<b>66,100</b>	<b>692,730</b>	<b>-1,234,600</b>	<b>322,200</b>	<b>450,000</b>	<b>61,600</b>	<b>74,151,190</b>
	<b>Income</b>	<b>-55,537,230</b>	<b>-11,240</b>	<b>-33,990</b>	<b>214,100</b>	<b>-692,730</b>	<b>-289,700</b>	<b>82,600</b>	<b>-1,176,000</b>	<b>-223,500</b>	<b>-57,667,690</b>
	<b>TOTAL</b>	<b>17,379,200</b>	<b>702,900</b>	<b>128,600</b>	<b>280,200</b>	<b>0</b>	<b>-1,524,300</b>	<b>404,800</b>	<b>-726,000</b>	<b>-161,900</b>	<b>16,483,500</b>

**Appendix B**

**Savings**

	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000
<b>Operational Savings \ Economic Changes \ Legislation Changes</b>					
External Audit Fees	(8.9)				
<b>Transformation</b>					
Transformation-blueprint savings - Staff	(1,228.7)	(772.2)			
Transformation-blueprint savings - IT	6.0	76.0			
<b>Income</b>					
Private Sector Leasing and Letting Service	(34.6)	(16.2)	(20.2)	(20.2)	
Garden Waste income price and demand increases	(63.6)				
Bulky Waste collections income exceeding budget for last three years	(5.0)				
Sales, Fees and Charges - Tourism	(0.5)				
Sales, Fees and Charges - Planning	(120.0)				
Sales, Fees and Charges - Licensing	(9.0)				
Sales, Fees and Charges - Welfare/Careline	(12.0)				
Sales, Fees and Charges - Horticulture/Grounds/Streetscene	(40.0)				
Sales, Fees and Charges - Countryside	(5.0)				
	<u>(1,521.3)</u>	<u>(712.4)</u>	<u>(20.2)</u>	<u>(20.2)</u>	<u>0.0</u>

## Budget Pressures

	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	2022/23 £'000	Details
<b>Already Approved</b>						
Allowance for other new inescapables		378.7	303.7	278.7	278.7	allow for P4a
Waste additional properties	21.3	21.3	21.3	21.3	21.3	
Somerset Growth Board Contribution	(4.6)					
<b>New Unavoidables</b>						
Revs & Bens-Reduction in housing benefit admin grant	65.0					HB S13/2017
Revs & Bens-Reduction in council tax support admin grant	8.0					22/12/2017 LCTS Admin Subsidy Provisional Allocations
Area South- Reduction of market income	(7.0)					One-off reduction to income in 17/18, added back in 2018/19 - but removed in full in 18/19, see below
Revs & Bens-Local Discounts for Council Tax	4.6					
P4A Funding post withdrawal of funding from SCC		(160.0)				Added as two-year funding 2017/18 and 2018/19 therefore not included in 2019/20
Strategic Management Events Expenditure/Sponsorship	10.0					
Area South - Markets Budget pressure	36.2					Top sliced from allowance for other inescapables per PF (this is for sponsoring corporate events) Initially estimated £14.8k but Area South Ctte wish to remove income but retain spend for one year as new arrangements bed in
		(20.0)				
Westlands updated business plan subsidy	83.9					
YIC Income Void Rate	25.0		(25.0)			
Employee Related Insurances	13.7					
Premises Insurances	13.1					
Vehicle Insurance	8.0					
<b>Total Unavoidable Commitments</b>	<b>277.2</b>	<b>220.0</b>	<b>300.0</b>	<b>300.0</b>	<b>300.0</b>	

# Revised Capital Programme 2017/18 to 2021/22

## APPENDIX D

	2017/18	Revised	Revised	Revised	Revised	Project Officer	Project Sponsor
	Est Spend £'000	2018/19 Est Spend £'000	2019/20 Est Spend £'000	2020/21 Est Spend £'000	2021/22 Est Spend £'000		
<b>Chief Executive - Alex Parmley</b>							
<b>STRATEGIC MANAGEMENT</b>							
Transformation	1,678	413				C Starkey / D Chubb	A Parmley
<b>Total Strategic Management</b>	<b>1,678</b>	<b>413</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>FINANCE &amp; CORPORATE SERVICES</b>							
<b>S151 - Paul Fitzgerald</b>							
<b>FINANCIAL SERVICES</b>							
<b>Service Manager - Nicola Hix</b>							
<b>Portfolio Holder - Cllr Peter Seib</b>							
Capital Salaries	100					N Hix	P Fitzgerald
Loan to Somerset Waste Partnership for Vehicles	0					N Hix	P Fitzgerald
Repayment of Loan from Somerset Waste Partnership	-243	-241	-241	-241	-241	N Hix	P Fitzgerald
Loan to Somerset Waste Partnership for Vehicles	0			3,500		N Hix	P Fitzgerald
Repayment of Loan from Somerset Waste Partnership	0			-500	-545	N Hix	P Fitzgerald
Loan to Hinton St. George & Locality Rural Comm Services - Repayment	-10	-9	-9	-9	-9	N Hix	P Fitzgerald
Internal Loan for Leased Assets	54					N Hix	P Fitzgerald
<b>ICT SERVICES</b>							
<b>Service Manager - Dave Chubb</b>							
<b>Portfolio Holder - Cllr Henry Hobhouse</b>							
ICT Infrastructure Replacement	171					D Chubb	R Brown
<b>Total Finance &amp; Corporate Services</b>	<b>72</b>	<b>-250</b>	<b>-250</b>	<b>2,750</b>	<b>-795</b>		

						Project Officer	Project Sponsor
	2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Revised 2019/20 Est Spend £'000	Revised 2020/21 Est Spend £'000	Revised 2021/22 Est Spend £'000		
<b>ECONOMY</b>							
<b>STRATEGIC HOUSING</b>							
<b>Service Manager : Colin McDonald</b>							
<b>Portfolio Holder - Cllr Ric Pallister</b>							
Affordable Housing - Rural exception, Misterton (Yarlington)	0	198	199			C McDonald	M Woods
Affordable Housing - Furnham Road Phase II, Chard (Knightstone)	60	60				C McDonald	M Woods
Affordable Housing - Queensway, Yeovil (Stonewater)	173					C McDonald	M Woods
Affordable Housing - Bought not built Allocation	0	201				C McDonald	M Woods
Affordable Housing - Mortgage Rescue Contingency Fund	0	277				C McDonald	M Woods
Affordable Housing - West Hendford, Yeovil	63					C McDonald	M Woods
Affordable Housing - North Street, Crewkerne	0	520	520			C McDonald	M Woods
Affordable Housing - Purchase of 1 x 3 Bed House, Chard (Magna)	35					C McDonald	M Woods
Affordable Housing - Jarman Way, Chard (Knightstone)	0	80				C McDonald	M Woods
Affordable Housing - West End Close, South Petherton (Stonewater)	0	199	199			C McDonald	M Woods
Affordable Housing - 4 Properties Chard Working Mens Club (Stonewater)	108	108				C McDonald	M Woods
Affordable Housing - 5 Bought not Built (BCHA)	19	73				C McDonald	M Woods
Grant for Refurb of Christopher House, Yeovil (Mendip YMCA)	15					C McDonald	M Woods
<b>SPATIAL POLICY</b>							
<b>Service Manager : Jo Wilkins</b>							
<b>Portfolio Holder : Cllr Henry Hobhouse</b>							
Lyde Road Pedestrian & Cycle Way, Yeovil	0	250				N Collins	M Woods
<b>ECONOMIC DEVELOPMENT</b>							
<b>Service Manager : David Julian</b>							
<b>Portfolio Holder - Cllr Jo Roundell-Greene</b>							
Yeovil Innovation Centre Phase II	836	800				D Julian	C Pestell
Yeovil Innovation Centre Phase II - Income	-216	-217				D Julian	C Pestell
Yeovil Innovation Centre Photovoltaics	0	16				D Julian	C Pestell

						Project Officer	Project Sponsor
	2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Revised 2019/20 Est Spend £'000	Revised 2020/21 Est Spend £'000	Revised 2021/22 Est Spend £'000		
Purchase Land at Boden St, Chard	15	35				D Julian	C Pestell
Lufton 2000, Yeovil - All Phases	150						
<b>Total Economy</b>	<b>1,258</b>	<b>2,600</b>	<b>918</b>	<b>0</b>	<b>0</b>		
<b>COMMUNITIES</b>							
<b>AREA SOUTH</b>							
<b>Service Manager - Natalie Ross</b>							
<b>Area Chairman - Cllr Peter Gubbins</b>							
Reckleford Gyratory (Eastern Gateway) Yeovil	18					N Fortt	H Rutter
Yeovil to Ilchester Multi User Pathway-Feasibility	2					N Fortt	H Rutter
Westfield Academy-New Bus Parking Bay	13					N Fortt	H Rutter
Barwick and Stoford PC - New play equipment.	5					N Fortt	H Rutter
<b>Grant to Westfield Community Centre</b>		<b>95</b>				<b>N Fortt</b>	<b>H Rutter</b>
<b>AREA NORTH</b>							
<b>Service Manager - Tim Cook</b>							
<b>Area Chairman - Cllr Derek Yeomans</b>							
Access to Riverside Walks	8					S Kelly	H Rutter
Support of Economic Vitality in Area North (Signage for marketing programme)	9					S Kelly	H Rutter
<b>Community Grants</b>							
High Ham Recreation Ground - Youth Park	1					S Kelly	H Rutter
New Accessible Footpaths at Seavington Playing Field	2					S Kelly	H Rutter
Village Hall Grant Kingsbury Episcopi Church Rooms	4					S Kelly	H Rutter
Grant to Tintinhull Village Hall	31					S Kelly	H Rutter
Chilthorne Domer Recreational Trust Pavilion Alterations	2					S Kelly	H Rutter
Long Load Village Hall Mgt Committee	5					S Kelly	H Rutter
Compdon Dundon Parish Council Bus Shelter Improvements	4					S Kelly	H Rutter
Norton Sub Hamdon Village Hall	5					S Kelly	H Rutter
Stocklinch Village Hall	3					S Kelly	H Rutter

						Project Officer	Project Sponsor
	2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Revised 2019/20 Est Spend £'000	Revised 2020/21 Est Spend £'000	Revised 2021/22 Est Spend £'000		
Refurbishment of William Blake Mem Hall, South Petherton	5					S Kelly	H Rutter
<b>AREA EAST</b>							
<b>Service Manager - Tim Cook</b>							
<b>Area Chairman - Cllr Nick Weeks</b>							
Land Acquisition in Waterside Rd, Wincanton	5	6				P Williams	T Cook
Enhancements to Waterside Rd, Wincanton	0	24				P Williams	T Cook
Galhampton-New Village Hall	13					T Cook	H Rutter
Wincanton-Pedestrian/Cycle Link Common Lane	5					P Williams	T Cook
Retail Support Initiative Schemes	1					P Williams	T Cook
RSI - Alex Appleton Jewellers	1					P Williams	T Cook
Castle Cary Market House	5					P Williams	T Cook
Loan Wincanton Memorial Hall Trustees-New heating & air conditioning	5					J Divall	T Cook
Parish Infrastructure Fund	4					T Cook	H Rutter
Kingsdon Village Shop refurbishment	2					T Cook	T Cook
Castle Cary-Purchase of Moat Garden	6					T Cook	H Rutter
Carymoor Environment Centre-Going underground project	5					T Cook	H Rutter
Henstridge-Village hall furniture	2					T Cook	H Rutter
Ilchester PC-Play equipment	2					T Cook	T Cook
Milborne Port PC-Stair lift Market House	3					T Cook	T Cook
Wincanton Memorial Hall Trustees-New heating & air conditioning	2					T Cook	T Cook
Bruton TC-New MUGA	5					T Cook	T Cook
Horsington PC - Installation of new play equipment	5					T Cook	T Cook
Blackford & Compton Parish Mtg - Superfast Broadband Installation	8					T Cook	T Cook
Hadspen Village Hall - Car Park Extension	3					T Cook	T Cook
West Camel PC - Outdoor Gym Equipment	3					T Cook	T Cook
Ansford & Castle Cary TC's - Phase 3 Outdoor Gym Equipment	8					T Cook	T Cook



						Project Officer	Project Sponsor
	2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Revised 2019/20 Est Spend £'000	Revised 2020/21 Est Spend £'000	Revised 2021/22 Est Spend £'000		
<b>AREA WEST</b>							
<b>Service Manager - Tim Cook</b>							
<b>Area Chairman - Cllr Val Keitch</b>							
Market Towns Visions	55					H Rutter	H Rutter
Crewkerne Rugby/Football Club - Floodlighting	10					T Cook	Z Harris
Henhayes Centre - Extension	13					T Cook	Z Harris
Chard Business Hub Project	64					T Cook	Z Harris
Merriott PC Phase 2 Rec Ground	5					T Cook	Z Harris
Crewkerne TC Phase 2 Henhayes Play Park	8					T Cook	Z Harris
<b>Total Communities</b>	<b>362</b>	<b>125</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>ENVIRONMENT</b>							
<b>ENVIRONMENTAL HEALTH</b>							
<b>Service Manager - Alasdair Bell / Vicky Dawson</b>							
<b>Portfolio Holder - Cllr Val Keitch</b>							
Disabled Facilities Grant	802	150				A Bell	L Willis
Disabled Facilities Grants - Inc S106	-802	-288				A Bell	L Willis
Empty Property Grants	40	15				A Bell	L Willis
Home Repairs Assistance	39	10				A Bell	L Willis
HMO Grants	40	15				A Bell	L Willis
Yeovil Crematorium Refurbishment	60	2,387	1,553			A Bell	L Willis
<b>ENGINEERING AND PROPERTY SERVICES</b>							
<b>Service Manager - Garry Green / Caroline White</b>							
<b>Portfolio Holder - Cllr Henry Hobhouse</b>							
Investment in Property	14,510	1,457				C White	C Pestell
Car Park Enhancements	97					G Green / C White	L Willis
New Car Parks	100	160	8			G Green / C White	L Willis
Capital Works to Councils Portfolio	65	257				G Green / C White	L Willis

						Project Officer	Project Sponsor
	2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Revised 2019/20 Est Spend £'000	Revised 2020/21 Est Spend £'000	Revised 2021/22 Est Spend £'000		
Gas Control System - Birchfield	20	300	167			G Green / C White	L Willis
Transfer of Castle Cary Market House	23					G Green / C White	L Willis
Yeovil Crematorium	64	10			5	G Green / C White	L Willis
Yeovil Crematorium - Inc	-7	-1			-1	G Green / C White	L Willis
<b>STREETSCENE</b>							
<b>Service Manager - Chris Cooper</b>							
<b>Portfolio Holder - Cllr Jo Roundell Greene</b>							
Access all Areas Footpaths on Open Spaces	11					S Fox	C Cooper
Purchase of Road Sweeper	0	145				C Cooper	L Willis
Lufton Depot Artillery Rd - MOT Centre, Yeovil	6					C Cooper	L Willis
<b>Total Environment</b>	<b>15,068</b>	<b>4,617</b>	<b>1,728</b>	<b>0</b>	<b>4</b>		
<b>HEALTH &amp; WELL-BEING</b>							
<b>ARTS AND ENTERTAINMENT</b>							
<b>Service Manager - Adam Burgan</b>							
<b>Portfolio Holder - Cllr Sylvia Seal</b>							
Octagon Theatre Stage Dimmer Lighting, Yeovil	64					A Burgan	C Pestell
Westlands Entertainment Venue, Yeovil	152					A Burgan	C Pestell
Westland Entertainment Venue - Ticket Levy, Bar Fit Out & Insurance	-9					A Burgan	C Pestell
Westland Entertainment Venue - Loan Repayment	-62	-62	-62	-62	-62	A Burgan	C Pestell
Westlands Sports & Pavilion, Yeovil	122					J Hannis	L Pincombe
Westland Sports & Pavilion - S106 & Grant Income	-492					J Hannis	L Pincombe
Westland Sports & Pavilion - Unbanked S106 Income	-26					J Hannis	L Pincombe
<b>COMMUNITY HEALTH AND LEISURE</b>							
<b>Service Manager - Linda Pincombe</b>							
<b>Portfolio Holder - Cllr Sylvia Seal</b>							
Multi Use Games Area	46	24				R Parr	L Pincombe
Grants for Parishes with Play Area	11	15				R Parr	L Pincombe

						Project Officer	Project Sponsor
	2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Revised 2019/20 Est Spend £'000	Revised 2020/21 Est Spend £'000	Revised 2021/22 Est Spend £'000		
<b>Grants for Parishes with Play Area - SCC Playbuilder Inc</b>	0	-15				R Parr	L Pincombe
Grant to Kingston View Play Area, Yeovil	1					R Parr	L Pincombe
<b>Grant to Kingston View Play Area, Yeovil - YTC</b>	0					R Parr	L Pincombe
Grant for Stoke Sub Hamdon Recreational Ground	0	10				R Parr	L Pincombe
Grant for Youth Facilities	5					R Parr	L Pincombe
Wyndham Park Play Area Equipment, Yeovil	4					R Parr	L Pincombe
<b>Wyndham Park Play Area Equipment, Yeovil - Inc S106</b>	-1					R Parr	L Pincombe
Cuckhoo Hill Play Area Equipment, Bruton	19					R Parr	L Pincombe
<b>Cuckhoo Hill Play Area Equipment, Bruton - Inc S106</b>	-19					R Parr	L Pincombe
Jarman Way, Chard - Play Area Equipment	36					R Parr	L Pincombe
<b>Jarman Way, Chard - Play Area Equipment - Inc S106</b>	-36					R Parr	L Pincombe
Grass Royal Play Area	8					R Parr	L Pincombe
Grant to West Coker Recreation Ground Play Area	10					R Parr	L Pincombe
<b>Grant to West Coker Recreation Ground Play Area - Inc S106</b>	-10					R Parr	L Pincombe
Snowden Park Play Area Equipment, Chard	57					R Parr	L Pincombe
<b>Snowden Park Play Area Equipment, Chard - Inc S106</b>	-57					R Parr	L Pincombe
Westfield Rec Grd Play & Youth Facility, Curry Rivel	21					R Parr	L Pincombe
<b>Westfield Rec Grd Play &amp; Youth Facility, Curry Rivel - Inc S106</b>	-21					R Parr	L Pincombe
Harbin Fields, Yeovil - Play Area Equipment	61					R Parr	L Pincombe
<b>Harbin Fields, Yeovil - Play Area Equipment - Inc S016</b>	-61					R Parr	L Pincombe
Canal Way, Ilminster Play Area Equipment	96					R Parr	L Pincombe
<b>Canal Way, Ilminster Play Area Equipment - Inc S106</b>	-96					R Parr	L Pincombe
Old Kelways Play Area, Langport	54					R Parr	L Pincombe
<b>Old Kelways Play Area, Langport - Inc S106</b>	-54					R Parr	L Pincombe
<b>Flagship Play Area</b>	14	142				<b>R Parr</b>	<b>L Pincombe</b>
Grant to Henhayes Pavilion / Pitch Provision, Crewkerne	27					L Pincombe	C Pestell
Grant to Huish Episcopi Academy AGP	-27					L Pincombe	C Pestell

						Project Officer	Project Sponsor
	2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Revised 2019/20 Est Spend £'000	Revised 2020/21 Est Spend £'000	Revised 2021/22 Est Spend £'000		
Grant to Huish Episcopi Academy AGP - Inc S106	21					L Pincombe	C Pestell
Grant to Westfield AGP, Curry Rivel	0					L Pincombe	C Pestell
Grant to Westfield AGP, Curry Rivel - Inc S106	0					L Pincombe	C Pestell
Grant to Milborne Port Rec Changing Rooms	0	5				L Pincombe	C Pestell
Grant to Milborne Port Rec Changing Rooms - Inc S106	0	-5				L Pincombe	C Pestell
Upgrade Joanna France Building	20	27				L Pincombe	C Pestell
Grant to Henstridge PC - Pitches Improvements	-20					L Pincombe	C Pestell
Grant to Henstridge PC - Pitches Improvements - Inc S106	28					L Pincombe	C Pestell
Grant to Merriott PC - Play & Pitch Improvements	-28					L Pincombe	C Pestell
Grant to Merriott PC - Play & Pitch Improvements - Inc S106	0					L Pincombe	C Pestell
Dual Use Sport Centre Grants	0	5				L Pincombe	C Pestell
Winton Community Sports Centre 10 year plan	285	42				L Pincombe	C Pestell
Goldenstones 10 Yr Plan Changing Rm's Refurbishment	-79					L Pincombe	C Pestell
Goldenstones 10 Yr Plan Changing Rm's Refurbishment Repaid	0	-29	-29	-29	-29	L Pincombe	C Pestell
Huish Episcopi Swimming Pool	0	504				L Pincombe	C Pestell
Huish Episcopi Swimming Pool - Inc S106	8	-279				L Pincombe	C Pestell
Grant to Ilminster Football Club	-8					L Pincombe	C Pestell
Grant to Ilminster Football Club - Inc S106	11					L Pincombe	C Pestell
Grant to Ilminster Cricket Club	-11					L Pincombe	C Pestell
Grant to Ilminster Cricket Club - Inc S106	17					L Pincombe	C Pestell
Grant to Bruton Comm Playing Pitches	-17					L Pincombe	C Pestell
Grant to Bruton Comm Playing Pitches - Inc S106	15					L Pincombe	C Pestell
Grant to Forton Community Association - Pavilion	-15					L Pincombe	C Pestell
Grant to Forton Community Association Pavilion - Inc S106	7					L Pincombe	C Pestell
Langport Memorial Ground New Changing Facilities	-7					L Pincombe	C Pestell
Langport Memorial Ground New Changing Facilities - Inc S106						L Pincombe	C Pestell
<b>Total Health &amp; Well-being</b>	<b>64</b>	<b>384</b>	<b>-91</b>	<b>-91</b>	<b>-91</b>		

						Project Officer	Project Sponsor
	2017/18 Est Spend £'000	Revised 2018/19 Est Spend £'000	Revised 2019/20 Est Spend £'000	Revised 2020/21 Est Spend £'000	Revised 2021/22 Est Spend £'000		
<b>Total Capital Programme</b>	18,502	7,889	2,305	2,659	-882		

### Reserve Schemes Approved in Principle

Old Town Station	0	321			
Yeovil Delivery Vehicle	0	108			
Wyndham Park Community Facilities	0	400			
Market Towns Vision	0	300			
Investment in Land, Property & Renewables	0	20,000	20,000	19,033	
Affordable Housing - Unallocated	0	88			
Affordable Housing - Rural Contingency Fund	0	500			
Investment in Market Housing	0	731	1,200		
ICT Replacement	77	200			
Transformation	0	409			
Contingency for Plant Failure	0	199			
Home Farm, Somerton	0	298			
Home Farm, Somerton - Inc S106	0	-200			
Lufton 2000, Yeovil - All Phases	0	240			
Lufton 2000, Yeovil - All Phases - Inc	0	-1,406			
Yeovil Rec (Synthetic Grass Pitch and Pitch & Putt)	0	12			
Sports Zone - Inc S106	0	-50			
Gypsy & Traveller Acquisition Fund	0	133			
Gypsy & Traveller Acquisition Fund - Inc S106	0	-83			
Infrastructure & Park Homes, Ilton - £60K Grant for MUGA	0	60			
Infrastructure & Park Homes, Ilton - Grant for MUGA - Inc S106	0	-60			
Infrastructure & Park Homes Contingency	0	91			
Infrastructure & Park Homes Contingency - Inc S106	0	-37			
<b>Grants to RSL's for Affordable Housing</b>	0	1,500			

	2017/18	Revised	Revised	Revised	Revised	Project Officer	Project Sponsor
	Est Spend £'000	2018/19 Est Spend £'000	2019/20 Est Spend £'000	2020/21 Est Spend £'000	2021/22 Est Spend £'000		
	77	23,754	21,200	19,033	0		

### Area Reserve Schemes Awaiting Allocation

#### North

Local Priority Projects - enhancing facilities and services

34 130 0 0 0 S Kelly

#### **Top up to Area Capital**

25

#### South

Unallocated programme

20 176 0 0 0 N Fortee

Play area refurbishment - District allocation

0 15 0 0 0 N Fortee

#### **Top up to Area Capital**

25

#### East

Unallocated Capital Reserve

3 6 0 0 0 T Cook

Parish Infrastructure Fund

8 0 0 0 0 T Cook

Community & Leisure Grants

3 0 0 0 0 T Cook

#### **Top up to Area Capital**

25

#### West

Ilminster Community Office

0 0 0 0 0 T Cook

Area West Markets Improvement Group (Nov 2010 committee)

6 0 0 0 0 T Cook

Unallocated Programme

0 44 0 0 0 T Cook

#### **Top up to Area Capital**

25

#### **Total**

66 479 0 0 0

Capital Programme

18,502 7,889 2,305 2,659 -882

Contingent Liabilities and Reserve Schemes

142 24,233 21,200 19,033 0

#### **Total Programme to be Financed**

18,645 32,122 23,505 21,692 -882

Summary of Recommended Schemes (with Interest)

APPENDIX E

Bid No.	Scheme Name	2018/19 £'000	Lost interest at 2.0% 2018/19 £'000
<b>SSDC Assets</b>			
2018-05	Flagship Play Area	142	2.8
		<b>142</b>	<b>2.8</b>
<b>Other Schemes</b>			
2018-01	Grants to RSL's for Affordable Housing	1,500	30.0
2018-02	Grant to Westfield Community Centre	95	1.9
2018-04	Private Sector Housing Grants	150	3.0
		<b>1,745</b>	<b>31.9</b>
<b>Non-Scoring</b>			
	Top up to Area Capital	<b>100</b>	<b>2.0</b>
<b>Total of All New Capital Bids</b>			<b>36.7</b>

Scoring Assessment of 2018/19 Recommended Capital Bids

APPENDIX F

Council Plan Specific 50%	Land & Property specific 10%	Statutory 10%	Other alternatives? 10%	Partnership Funding/ Leverage 20%
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Bid No.	Funding Bid Title	Current Lead Officer	SSDC FUNDING	Secured External/ Partner Funding	Total Capital Cost	Does the scheme fit into one of the Corporate Plan Aims?	Does the scheme help to meet any of the specific corporate focuses for 17/18?	Does the scheme help the priorities in the land & property strategy?	Is it a statutory obligation?	Have you exercised all other alternatives?	Partnership Funding	Total Score
						Y/N If no cannot proceed	100 per focus Y/N Focus	100 per priority Max of 500 Y/N 100	50 if Y	Y/N 50 if Y	1-10% 50 11-25% 100 26-50% 150 > 50% 200 Y/N Max of 200	

SSDC Assets

2018-05	Flagship Play Area	Rob Parr	142,000	0	142,000	Y	Y	To build healthy, self-reliant, active communities. To keep South Somerset green and attractive.	200	N	0	0	Y	50	N	0	250
<b>Subtotal of essential schemes</b>			<b>142,000</b>	<b>0</b>	<b>142,000</b>												

Other Schemes

2018-01	Grants to RSL's for Affordable Housing	Colin McDonald	1,500,000		1,500,000	Y	Y	Work with partners to support those most in need of housing	100	N	0	0	Y	50	N	0	150
2018-02	Grant to Westfield Community Centre	James Divall	95,000	865,000	960,000	Y	Y	To build healthy, self-reliant, active communities.	100	N	0	0	Y	50	Y	200	350
2018-04	Private Sector Housing Grants	Alasdair Bell	150,000		150,000	Y	Y	Work with partners to support those most in need of housing	100	N	0	0	Y	50	N	0	150
<b>Subtotal of other schemes</b>			<b>1,745,000</b>	<b>865,000</b>	<b>2,610,000</b>			and develop local solutions.									

Non-Scoring schemes

	Top Up to Area Capital	ADMs	100,000	0	100,000
<b>Subtotal of non-scoring schemes</b>			<b>100,000</b>	<b>0</b>	<b>100,000</b>

<b>TOTAL OF ALL RECOMMENDED NEW CAPITAL BIDS</b>			<b>1,987,000</b>	<b>865,000</b>	<b>2,852,000</b>
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# South Somerset District Council Request for Capital

**Capital Request No:** 2018-01

**Capital Name:** New Westfield Community Centre

**Date Created** 19/07/2017  
**Document Version:** V.7  
**Author:** James Divall

## 1 Purpose of Request

The project is a joint project between St Peter's Church (Westfield) and the Westfield Community Association to demolish the church hall behind St. Peters' Church and build a purpose-built Community Centre in its place. The goal is to provide a much-needed community facility, strengthen the Westfield community, reduce inequality, provide increased access to education advice and services, and meet the needs of the estate and its residents.

The estimated costs from the build project (including VAT and contingency) are £959,000. This will establish a new fit for purpose community hub equipped with a new function room (main hall), pop up café and communal space, information desk and community office, meeting rooms and agency interview space.

The aim is to make the new community centre the heart of the neighbourhood, providing a home for a number of community clubs, activities, support and advice sessions and a place to meet and socialise. It is a strategic milestone in achieving the positive result we need in delivering the health inequalities regeneration plan for the area and the catalyst for change that the community need and desire.

The project is supported by paragraph 70 in Section 8 of the National Planning Policy Framework (NPPF), which requires the delivery of "the social, recreational and cultural facilities and services the community need" and by Policy EP15 of the South Somerset Local Plan which supports the provision of new community facilities.

## 2 Objectives

The key objectives of this project are:

- To provide residents with a suitable and sustainable community facility in response to a comprehensive local consultation.
- To provide agencies with a 'hub' from which they can work to improve health, social and economic inequalities and tackle the deprivation in the area.
- To reduce maintenance costs of the current community building.
- To improve the security in the area, reducing vandalism & anti-social behaviour while promote positive active community participation in youth and adult clubs and programmes.

The project helps to achieve the following key target areas of the new corporate plan:

### **Aims:**

- Enable Housing to meet all needs (signposting and information point opportunities)
- Improve health and reduce health inequalities (focus the regeneration project in Westfield)

### **Our Values:**

- Putting the customer first when delivering plans and services (locally identified plans – created and endorsed by South Somerset District Council)
- Support people and communities, enabling them to help themselves

### **Environment:**

- Promote high quality built environment in line with the local plan
- Support communities to develop local, parish and neighbourhood plans.

### **Homes:**

- Tackle Fuel Poverty (a theme within the regeneration plan)

- Enable people to live independently for as long as they are able (local access to services and support as well as a social space to meet and take part in healthy lifestyle activities)

**Health & Communities:**

- Support communities so that they can identify their needs and develop local solutions.
- Target supported areas of need.
- Help people to live well by enabling quality cultural, leisure, play, sport & healthy lifestyle facilities and activities.
- Work with partners to tackle health issues such as diabetes and hypertension.
- Help keep our communities safe.

### 3 Constraints and Decisions

It is important to highlight that a condition of the grant should be:

- That sufficient other funding must be secured before any funds are released.
- That governance arrangements for the new community centre should ensure that the community's wishes are carried out
- That it would be used to include a condition of the hall running a volunteer local information service from the centre to create a place to find information as well as sign post and promote South Somerset District Council services and programmes.

### 4 Interfaces

N/A

### 5 Measures of Success

The health Inequalities Westfield Regeneration programme multi agency steering group will evaluate the project, as a report will be produced for SSSC Area South Committee, key stakeholders and the residents' association who have been involved in designing the programme (the hall is an integral part of this programme). The report will include usage figures and information post completion as well as user feedback.

Success will be measured by seeing growth in usage, by capturing case studies of how the hall has made a difference and how partners and communities feel about the effective change it has created. **Details are given in the next section 1.4**

The quality of the build will be checked by South Somerset District Council and signed off by the Westfield Community Hall working party and eventually new governing trust.

South Somerset District Council must be recognised for the contribution it has made to the project and the completion of the new hall.

### 6 Anticipated Benefits

Westfield consists of Lower Super Output Area 12B to the East and 13C to the West.

From the 2011 census, Lower Super Output Area 13C is the most deprived ward in South Somerset, and also the most deprived on Income, and on Education, Skills & Training; it is in the top 8% most deprived areas in the UK. Area 12B is in the most deprived 20% in the UK. In 2010 Experian estimated that 49% of Westfield residents earn under £17,000 per year.

The two areas are 4th and 5th most deprived on health in South Somerset. Both areas show a marked decline since 2001. Based on NHS figures, the Westfield estate is one of the three 3 priority wards for health and well-being in South Somerset. Residents of

Westfield will, on average, die 7 years earlier than people living in the richest neighbourhoods within South Somerset.

To remedy these issues, a Regeneration Plan was launched in March 2016 (Appendix A): of the projects within the Plan the biggest and most important is the provision of a new community centre. The new Community Centre will be equipped for training and advice services, giving easier access to skills and expert help. Local training and advice is already being run from the church building on IT skills and Fuel Poverty, but limitations on facilities and availability point to the need for a better equipped facility.

Anticipated benefits include:

- Greater access to skills training and advice, through adult education, advice centres, drop-ins.
- Decrease in social isolation and associated health problems through having a community gathering space and enhanced facilities. (For example, a recently launched coffee morning in the church now has several regulars who had previously never left their homes for any other reason, with a resulting improvement in confidence, mental health, and social support networks. The new centre would greatly expand the capacity to offer this).
- Greater membership and satisfaction of user groups
- New user groups and community groups using the hall, with attendant benefits for local children, youth, families and seniors.

The project team has derived a series of high level Outcomes and developed a series of Performance Measures by which they can monitor the success in achieving them.

Project outcome	Indicator	Level	Timescale
<b>Outcome 1</b> To reduce social and economic deprivation in Westfield by improving access to services, training and advice.	More local people accessing skills and training, face to face advice (health coaches, CAB, CAP, benefits, Relate, Yarlington etc.)	At least 150 per year	By 12 months after opening, and maintained annually thereafter.
	New and existing user groups report that the new facilities are what they need and what they expected	User groups score at least 4.25 out of 5 for all categories in repeat of 2015 hall user survey	9 months after the centre opens
	More user groups and advice surgeries hosted at the new centre, and increasing visits by residents	6 new regular users, and footfall increasing from weekly average of 300 to 450	18 months after the centre opens
<b>Outcome 2</b> To make a beneficial and measurable impact on the physical and emotional well-being of Westfield residents of all ages	Majority of all residents feel that the new centre offers something for them	1500 in response to survey	12 months after the centre opens
	Expand training & advice to address poverty, education & skills deprivation	5 training and advice sessions per week with viable take-up	12 months after the centre opens
	People of all ages using the centre will report gains in health, learning, well-being	500 in response to survey	18 months after the centre opens
<b>Outcome 3</b> Fewer young people involved in	Young people get involved in all sport and leisure activities	30 in year 1, 50 in year 2	Year 1 and 2
	Bespoke youth clubs and services thrive and increase their appeal and	Attendance increases by 30% in	Year 1 and 2

Project outcome	Indicator	Level	Timescale
anti-social behaviour through participating in positive activities	membership	year 1, leading to more services	
	Crime and ASB statistics for Westfield decrease	Statistics show a 15% decrease after year 1, 30% decrease after year 2	Year 1 and 2
<b>Outcome 4</b> Being part of the project will bring the community together and provide a feeling of pride in Westfield	Many people not involved in the community before will join the fund-raising activities	15 more people not involved before	By mid-2018
	Community leaders will emerge for future activities	5 people volunteer to lead projects or act as officers	By mid-2018
	Many more people will join the Westfield Community Association, the church and other community groups	35 more members register	By the completion of the building

Efficiency saving

The project will not make a cost saving in staff time – at present the hall is run and maintained by volunteers from the church, and the new community centre will continue on this model, involving the Community Association too. The main financial benefit will be reduced running costs for the hall, and an increased number of hireable spaces. This should generate an increased surplus which can be reinvested in community work. At present the hall makes a small surplus, which helps to support a local community youth worker.

Driven by legislative requirements?

The project is not driven primarily by legislative requirements, although the current hall is not compliant to disability requirements: it is primarily driven by community needs and lack of facilities

Feasibility:

The main issue here is affordability. We know that a community centre on Westfield is a viable model because the hall already exists, and has run successfully for over 50 years. St. Peters Church has been able to run, manage and maintain it in partnership with user groups during that time, and at present with a single hireable space the hall generates around £12,000 in revenue a year. This is spent on cleaning, maintenance, insurance, utilities, and generates a small surplus (see above.)

Due to high levels of demand in the hall, St. Peters Church has recently seen extra use for community activities – coffee mornings, IT training, adult education courses, energy advice and training. There is therefore strong evidence of the need for an ongoing community space, and indeed for extra spaces to be available for hire. Thus the Design Brief for the Community Centre (Appendix C) includes a large hall, meeting room for 15-20, interview room for 2-4 and an open plan café/gathering area, creating four usable spaces in place of the current one.

With a much higher specification on insulation and energy costs (the current hall is basically a shed with cladding), and with a new building, maintenance and running costs will be lower per square foot. Moving from one hireable space to three, with the capacity for running a community café, will generate extra revenue streams for a centre which already has a healthy financial position. In terms of ongoing costs and revenues, the Community Centre project has a robust basis for the future.

The main feasibility issue is therefore the cost of building the new Community Centre itself. Having evaluated the various options (see below) this delivers the best solution for the estate and the best value for money. Through the project Architect we have engaged a Quantity Surveyor to keep a detailed control on costs and to monitor the tendering process for builders. Regular meetings with the Architect cover both the design and specification of the Centre, and affordability. We have also developed a funding strategy (Appendix F), and have a project team with extensive experience in fundraising for projects of this kind. We have received a conditional award of £500,000 from the National Lottery Building Communities fund, and have identified grants and fundraising sources for a further £365,000 towards the project. Given the rigorous process and standards of the Lottery funding streams, the receipt of their grant is a strong indicator of the robustness and relevance of this project. Obtaining a capital grant from SSDC forms an integral part of our fundraising strategy.

#### Impact on carbon management programme

Planning for the new centre's specification (see Design Brief Appendix C): -

- Will include insulation that meets or exceeds the latest insulation standards
- Will consider solar PV panels to generate renewable electricity
- Will consider a ground-sourced heat pump for efficient space heating

## 7 Options Discounted

A full Options Appraisal has been carried out by the Project Team with the help of the Architects (see Appendix B). A summary is included here:

### **Option 1 – Do Nothing**

This option would not solve the problems with the state of the hall, its appearance and usage from the community. It could also result in SSDC having to support funding in the future to make the hall safe when it deteriorates further.

The option would inhibit the health inequalities work (Westfield Regeneration Plan) to be undertaken by South Somerset District Council and would not address any of the concerns expressed by local residents and agencies during the local consultation. Therefore there would be no confidence from the community that agencies and SSDC act on clearly expressed community need.

### **Option 2 – Renting another premises**

The current St. Peters hall is a recognised venue for the Westfield Community at the centre of the estate, and has a long association in the minds of many. Moving community groups to another venue (especially outside of the community – as there are no alternative day time venues) would break that link with the hall and with the estate, and would require a rebuilding of community capital.

### **Option 3 – find an alternative site (new build)**

The alternative sites on Westfield are limited, and each presents a cost. The current hall is centrally situated and available 7 days a week. There are only 3 other options on the estate for an alternative site:

- Hire rooms at Westfield School: this would cut out all groups and meetings that meet during school hours, and add substantially to the costs. The hall currently pays for itself, paying out hire fees to an external provider would require an extra income stream to be identified.
- Hire rooms at Johnson Park: this is not in such a good location, and is a private sport and social club rather than a community centre. This would lose the synergy of working with the church building, and be limited by the club's own commitments and hiring. The Johnson Park building is not itself suitable for use by most of the user groups.

- Find a new land site on the estate: the only vacant land is between the Co-op store and Lockwood Court. This is shared between two land owners, and partly due to the complexities of this has remained undeveloped for many years. It is smaller than the present site, has limited access, and would compromise the link between the hall and the church, which provides many useful options at present. It is highly unlikely that the entire piece of land could be secured, and even if it was, the present site is much better.

**Option 4 – Refurbish / extend existing facilities**

The existing facilities are in such poor repair that extensive refurbishment is required to bring the building up to a building regulation standard. An investment as such is only worthwhile if the facilities that are being providing serve the needs of the community and are worth the expenditure. At present the facilities fail in terms of: storage, private meeting spaces, offices, internal flexibility, café facilities, reception and washrooms. Through refurbishment and extension, some of these issues can be tackled, however the end result would be compromised as not all the additional facilities can be accommodated with the constraints of the existing building positioned on site.

**Option 5 – rebuild the whole building**

This is the preferred option: The new hall would be bigger than the current hall to enable healthy lifestyle activities, clubs, meetings and events to take place, which have been highlighted within the community consultation and health inequalities (Westfield Regeneration Plan) action plan. This option would ensure the best layout of the facilities and allow sustainability principles to be incorporated into the whole building.

**8 Key Information Summary**

8.1	Expected Duration Of Work	
	Start Date:	24/03/2017 * official first action (discussion 6 months prior)
	Other Key Milestones with Dates:	<ul style="list-style-type: none"> <li>• Big lottery – phase 2 application (24/03/17 – 27/11/17)</li> <li>• Consultation with community &amp; partners: (24/03/17- 03/06/17)</li> <li>• Design development: (02/05/2017 – 24/07/2018) <i>(including detailed architect drawings &amp; full project plan).</i> <ul style="list-style-type: none"> <li>- Planning application / permission: 12/01/18 – 05/04/18</li> </ul> </li> <li>• Big Lottery – phase 3 application (27/11/17 – 28/09/18)</li> <li>• Construction tender: (15/01/18 – 18/10/18)</li> <li>• Construction: (08/01/18 – 30/08/19)</li> </ul> <p><b><u>See appendix G for detailed programme plan.</u></b></p>
	Expected Completion Date:	30/08/2019 * (estimated handover date)

8.2 Estimate of Officer Time Required: -				
Officer's Name		Estimate of Officer hrs	Officer available? Y/N	Agreement of Officer? Y/N
Neighbourhood Development Officer & Project Manager for Westfield Regeneration Programme		200hrs 25hrs	Y Y	Y Y
<b>Are there any impacts on property?</b>		External support for this project.		
<b>Are there any impacts on IT systems?</b>		N/A		
<b>Are there any environmental impacts?</b>		Design concept supports green travel to and from the centre as located in the heart of the neighbourhood. Parking will be available adjacent to the community building.		
<b>Have you appropriately considered all Equality issues?</b>		DDA audit and consultation completed as part of the design stage		
8.3 Risk Assessment				
Risk		Steps taken to mitigate Risk		
Risk to Project?		<p>A Comprehensive risk register has been developed with the help of the appointed Architects (Boon Brown Architects) – see Appendix H for detailed risk assessment and response plan - and it will be monitored and updated continuously by the project team to identify cost, time and quality risk associated with the project. Initial findings include:</p> <ul style="list-style-type: none"> <li>• Funding risk: Funding raised for the project is insufficient</li> <li>• Project management risk: Communication &amp; control risks</li> <li>• External risk: Public consultation events expose unforeseen issues / objectives to the new build scheme</li> <li>• Planning risk: Full planning application does not succeed or onerous planning conditions applied</li> <li>• Environment/ site condition risk: The ground conditions / soil survey shows significant contamination, made ground or other issues</li> <li>• Other environmental or ecological constraints.</li> <li>• Construction risk: Failure of main contractor</li> <li>• Under-performance of main contractor</li> <li>• Site constraints</li> <li>• Environment / weather</li> </ul> <p>The risk register will allocate ownership of all risks identified and will form a permanent agenda item for all team meetings between the client team and the consultants. The likelihood and impact of each risk with the register will be continually assessed and to identify intrinsically linked opportunities for added value on a monthly basis. Risks will be added and deleted as required throughout the project process.</p>		



	<p>Risk to SSDC?</p> <p>Funding:</p>  <p>Competency to deliver project &amp; no increased usage for the build.</p>	<p><u>Initial grant:</u> Safeguards are in place to limit risk to the initial grant provision and loss of any funds from SSDC. Within the conditions document the third party will need to prove that all other funds have been obtained and that our funds will only be released on receipt of payment receipts for the build work.</p> <p>Limiting risk to the long term investment in the facility &amp; any concerns of the future of the organisation running it will include analysis of the following documentations.</p> <ul style="list-style-type: none"> <li>- Governance &amp; past history</li> <li>- Business planning</li> <li>- Future development plans</li> </ul> <p>Established governance and evidence of operating experience, a sound business plan as well as development plans for capacity building and growth of usage are all prior to releasing funds. Local consultation has shown a demand for improved facilities and current/ new user groups are also highly supportive.</p> <p>Reputational risk to SSDC is also a factor, if the project does not succeed.</p>
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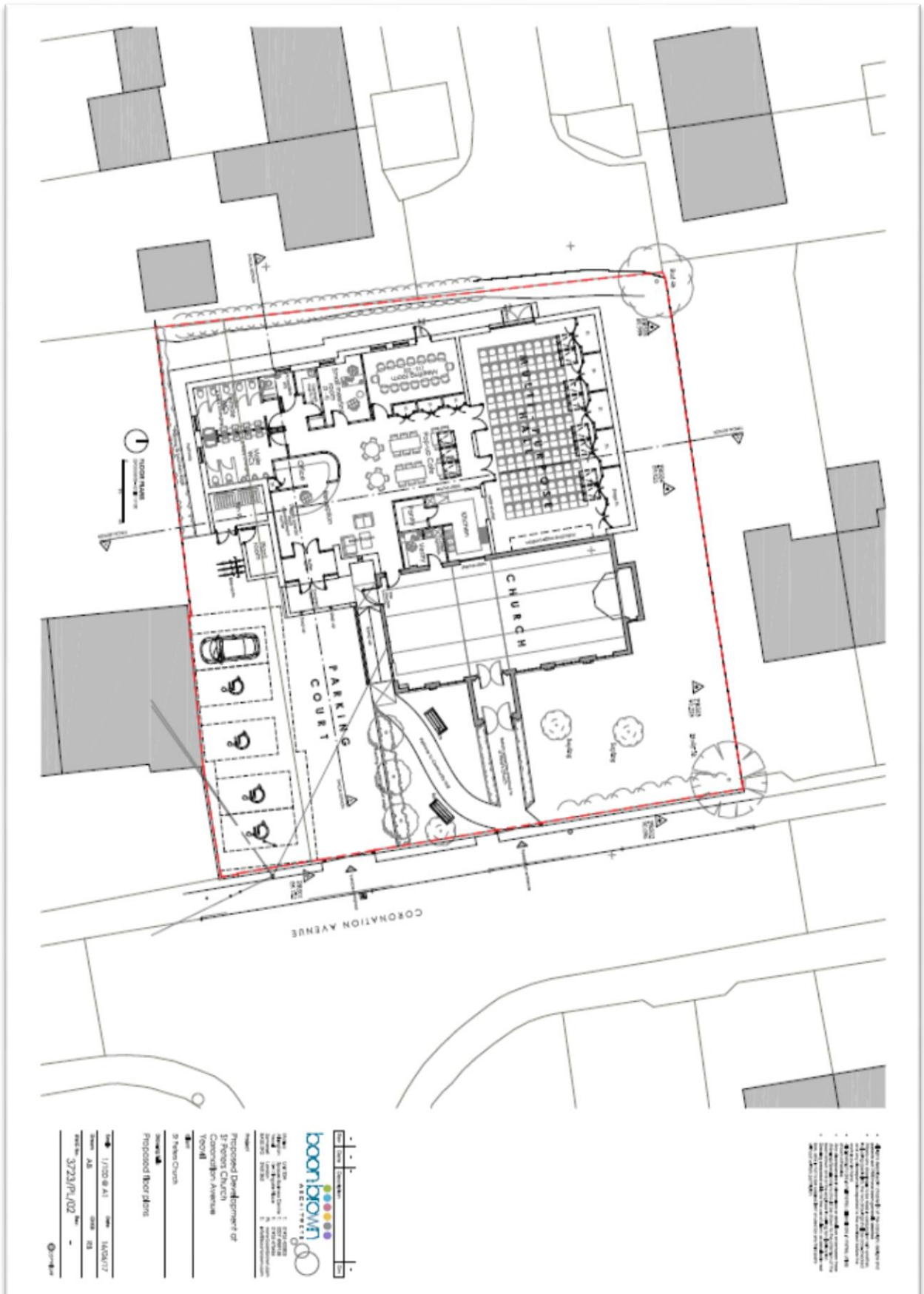
## 9 Financial Investment

9.1	Total Costs and Funding		
		Funding Body	£' 000
	SSDC Capital: -	District Executive	94
	Other Sources: - - Grants	<ul style="list-style-type: none"> <li>• Reaching Communities (Building Fund): Lottery (<i>secured</i>)</li> <li>• Yarlinton Housing Group (<i>secured</i>)</li> <li>• St.Peter's Church</li> <li>• Yeovil Town Council</li> <li>• Yeovil Without Parish</li> <li>• Viridor Grants</li> <li>• Diocese of Bath and Wells</li> <li>• Other grants</li> <li>• Community fund raising</li> </ul>	<p>500</p> <p>50</p> <p>30</p> <p>10</p> <p>20</p> <p>90</p> <p>30</p> <p>100</p> <p>35</p>
	<b>Total Capital Cost</b>		<b>959</b>

9.2		Breakdown of main areas of cost					
		2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
	<u>Demolition &amp; New Build:</u> Demolition of existing building Build of new community hall Associated landscaping Works to existing services <b>Subtotal:</b>		15 266 15 10 <b>306</b>	266 15 <b>281</b>			
	<u>Construction costs:</u> Overheads and Planning (10%): Design Risk (5%) Build Contingency (5%) <b>Net budget estimate:</b>		59 33 34 <b>432</b>				
	<u>On Costs:</u> Professional fees (12%) VAT (20%)	32	54 160				
	<b>Totals</b>	<b>32</b>	<b>646</b>	<b>281</b>			
9.3		External funds to be received					
		Secured? Y/N	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
	Reaching Communities: St.Peter's Church Yeovil Town Council Yeovil Without Parish Landfill Tax Credits Yarlington Other grants Community Fundraising Diocese of Wells	Yes Yes	20     10	500 5 10 10 90 50 50 10 30	5 10    30 10	20 5	
	<b>Totals</b>		<b>30</b>	<b>745</b>	<b>55</b>	<b>25</b>	
9.4		Revenue Implications of Capital scheme					
		Cost Centre	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
	Loss of interest @ 2.0%	FT922		1.8			
	(Savings in expenditure)						
	Revenue Costs by Individual Budget: (List)						
	Revenue Income						
	<b>Total Revenue Expenditure / (Net saving)</b>			<b>1.8</b>			
	<b>Cumulative</b>						

<b>9.5 Whole Life Costing</b>		
	Estimated useful life of asset (years)	N/A as grant
	Total Revenue Costs Year 1 to 5	
	Annual Revenue Cost after year 5	
	<b>Total cost over whole life of asset</b>	
<b>9.6 VAT Implications</b>		
	Based on the current information provided there are no VAT implications for SSDC as it is a grant and therefore a non-business activity.	







# South Somerset District Council

## Request for Capital

**Capital Request No:** 2018-02

**Capital Name:** Affordable Housing Development Programme 2018/19

**Date Created** 25/08/2017  
**Document Version:** 1.0  
**Author:** C McDonald

## 1 Purpose of Request

This application is intended to top-up the available funds within the affordable housing capital programme for the financial year 2018/19.

## 2 Objectives

Our funding is used to promote new affordable housing which has not otherwise been produced through planning obligation or through funding via the HCA. Typically this means promoting the 'harder to do' elements of the overall programme such as:

- Properties for larger households
- Bespoke properties for those whose very specific needs cannot be met elsewhere
- More expensive sites such as small rural infill.
- Schemes where outcome rents need to be brought down below the prevailing rent regime expected through HCA funding
- Specific acquisitions such as mortgage rescue (no longer funded by the HCA)
- Schemes in areas where no alternatives are coming forward through the other available routes
- Property types and tenures that the HCA will not fund

In addition our funding is often used to 'underwrite' schemes – to provide the Housing Association partner with sufficient confidence to take on potentially abortive costs prior to being able to submit a bid to the HCA. This often results in 'oven ready' schemes which can take up funding originally made available for other schemes which have since fallen through. In this way we often capture a higher level of external funding than otherwise would have been the case, often (but not always) without having to actually deploy any funds at all in the end, however we do need to establish a sufficiently large enough reserve to cover all the potential costs of such underwriting.

## 3 Constraints and Decisions

There are potential constraints on individual schemes and it would be difficult to list all potential such constraints, but this funding application is for a programme of activity which, by its very nature, should be sufficiently agile to overcome these constraints. Overall constraints include the timing of HCA bidding rounds, the general viability of private sector sites and the capacity of the industry and the Housing Association sector in particular. Having a sufficiently robust development programme in place assists towards overcoming many of (but not all) these overall constraints.

## 4 Interfaces

There may be some linkages with the Councils intention to invest in new property. Such investment does not substitute the need for affordable housing but there may be some occasions where the two objectives are complementary – for example in creating an overall plan for the development of a particular site that includes some elements of both affordable housing and investment housing.

## 5 Measures of Success

All housing produced through application of our own funds should meet our minimum expectations of quality such as internal space standards and rents that are truly affordable. On rare occasions there may be some exceptions such as where the development involves conversion of an existing building and there are limitations to the internal design as a result.

## 6 Anticipated Benefits

A sufficiently funded and well deployed affordable housing programme allows the Council to facilitate more appropriate development and lever in more funding via the HCA and other sources. The overall value of Housing Association investment achieved will be multiples of the level of funding actually offered by the council – but again, this will vary on a scheme by

scheme basis. Funding the programme means that we shall be better placed to get closer to achieving the 206 annualised figure, but also better placed to ensure that whatever proportion of the 206 is achieved, it is more likely to meet the greatest level of outstanding need.

In addition there is an economic boost to the district from encouraging a sufficient level of new investment, particularly where we are able to persuade our Housing Association partners to source materials and labour as locally as possible.

## 9 Options Discounted

It might be possible to meet the annualised 206 shortfall figure through alternative provision. One option is to increase the level of private rented sector. However the PRS does not provide the same degree of security as the Housing Association sector and, economically, is not 'affordable'. For those on low earnings who are housing benefit dependant the PRS represents a greater 'benefit trap' and may even not be covered by prevailing welfare benefits systems thanks to the freezing of LHA. Further there are greater concerns about the quality of the PRS and the ability of the sector to deal with issues such as antisocial behaviour. One further option is for the council to invest more widely in market housing for let itself – thus deriving an income stream from the capital deployed. This may reduce the level of insecurity and increase the quality compared with the 'average' PRS property – but it would remain the case that such properties are not 'affordable' and continue the hazard of the benefit trap for those on modest incomes. There is also an overall cost to the public purse of providing housing benefit which will be greater in the PRS, including any council investment properties, than if the same people are housed within the Housing Association sector.

## 10 Key Information Summary

<b>8.1</b>	<b>Expected Duration Of Work</b>			
	Start Date:	Continuous – the programme has already begun		
	Other Key Milestones with Dates:	Each allocated scheme will have it's own expected completion dates and will be reported as such annually to the District Executive and relevant Area Committee		
	Expected Completion Date:	Continuous – the programme will continue beyond 2018/19		
<b>8.2</b>	<b>Estimate of Officer Time Required: -</b>			
	<b>Officer's Name</b>	<b>Estimate of Officer hrs</b>	<b>Officer available? Y/N</b>	<b>Agreement of Officer? Y/N</b>
	Corporate Housing Strategy Manager	Est 60%	Yes	Yes
	Housing Development Officer	100%	Yes	Yes
	Rural Housing Development Officer	100%	Yes	Yes
	<b>Are there any impacts on property?</b>	Not required.		
	<b>Are there any impacts on IT systems?</b>	Not required.		
	<b>Are there any environmental impacts?</b>	<i>Comments to be added from Green Team re any possible carbon impact on projects</i>		
	<b>Have you appropriately considered all Equality issues?</b>	<i>Any possible equality and diversity impact on projects.</i>		

8.3	Risk Assessment	
	Risk	Steps taken to mitigate Risk
	Over reliance on one particular Housing Association	We have a detailed assessment process through which we have appointed four main partners and have the option to 'promote' others in the event that one of these fails.
	Collapse of development contractors leading to delays	We cannot control who Housing Associations engage with but we have encouraged them to diversify to reduce the exposure to this risk.
	Insufficient housing of a particular type	We remain prepared to fund specific schemes which require a higher rate of grant and will consider promoting cross subsidy through production of some market housing on site,
	Developers do not bring forward sites on which planning permission has been obtained – therefore the affordable housing element is not delivered.	We cannot control this but we can prepare contingencies to bring forward alternative sites – for which capital subsidy will be more necessary
	Developers bring forward viability arguments after the grant of planning permission to reduce the level of affordable housing	We cannot control this – even more so with the adoption of CIL which effectively removes our ability to sacrifice other obligations and thus ensures that any viability will fall on affordable housing – but we can plan to top up such sites where most needed by deploying our own funds.
	Government decide to no longer fund homes for rent	This has already happened – although Government have since thought better of it and decided to continue to fund homes for rent after all. However it highlights the need to ensure contingency funds of our own.

## 9 Financial Investment

9.1	Total Costs and Funding		
		Funding Body	£' 000
	SSDC Capital: -	District Executive	1,500
	Other Sources: - - Grants		
	<b>Total Capital Cost</b>		<b>1,500</b>
<p>The overall programme will be augmented by HCA funding which will be determined on a scheme by scheme basis, so not attempt has been made here to estimate the total value. In addition the true cost is even further augmented by reserves such as RCGF held by Housing Associations plus their borrowing power (based on future rental streams). In reality the overall gearing is significant and the actual proportion met by SSDC is very small, drawing in multiples.</p>			



9.2		Breakdown of main areas of cost					
		2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	
	<b>Totals</b>						
9.3		External funds to be received					
		Secured? Y/N	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
	<b>Totals</b>						
9.4		Revenue Implications of Capital scheme					
		Cost Centre	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
	Loss of interest @ 2.0%	FT922		30			
	(Savings in expenditure)						
	Revenue Costs by Individual Budget: (List)						
	Revenue Income						
	<b>Total Revenue Expenditure / (Net saving)</b>			<b>30</b>			
	<b>Cumulative</b>						
9.5		Whole Life Costing					
	Estimated useful life of asset (years)						N/A
	Total Revenue Costs Year 1 to 5						
	Annual Revenue Cost after year 5						
	<b>Total cost over whole life of asset</b>						
9.6		VAT Implications					
	Based on the current information provided, VAT is recoverable on this project.						



# South Somerset District Council Request for Capital

**Capital Request No:** 2018-04

**Capital Name:** Private Sector Housing Grants

**Date Created** 19/10.08.2017  
**Document Version:** 1.0  
**Author:** Alasdair Bell

## 1 Purpose of Request

To seek funding of £150,000 to pay for Private Sector Housing Grants in 2018/19 across the District. This helps achieve both the aims in the Somerset Strategic Housing Framework including the Council's Housing Strategy Implementation Plan and the housing priority in the current Corporate Plan which seeks to provide decent housing for all our residents that matches their income.

## 2 Objectives

To meet the aims of the Somerset Strategic Housing Framework and the Corporate Plan we have agreed to work with partners to help provide decent housing for all that matches people's income. To achieve this we have identified the following key objectives;

- To meet one of the key aims of the Somerset Health & Wellbeing Board of improving poor housing to improve the health of local reside.
- To comply with the aims of the council's Empty Homes Strategy that include bringing back at least 25 empty properties into occupation each year, securing nomination rights for local residents from the Housing Needs Register.
- To meet the aims of Private Sector Housing Strategy to improve substandard rented property, including houses in multiple occupation.
- To maximise council tax income and New Homes Bonus by bringing empty properties back in to use.
- To minimise homeless ness and rough sleeping
- To tackle fuel poverty.
- To enable people to live independently for as long as they are able.

## 3 Constraints and Decisions

## 4 Interfaces

## 5 Measures of Success

All grant aided work is regularly monitored to ensure value for money and good workmanship. All expenditure is routinely monitored by our auditors.

## 6 Anticipated Benefits

The purposes to which the type of funding described in this bid will be allocated is as follows:

- **Prevention Grants - £50,000**

Prevention grants are to be used to prevent people from becoming ill or unwell due to poor housing conditions and to prevent them from being admitted into hospital or for the need for more expensive care packages. They provide for the essential wind and weather proofing of properties and deal with significant disrepair issues in private homes. This funding is also to pay towards home insulation schemes in order to tackle fuel poverty. Prevention grants are means tested and are provided up to a maximum of £2,000. If a client needs works costing more than this then they are referred to Wessex Home Improvement Loans (WHIL) for a loan. Most of the clients who receive HRAs are elderly pensioners who typically own their own home but have little income.

The thinking behind providing Prevention grants is that by doing so, it keeps people's homes warm and weatherproof and stops them falling into disrepair and becoming unfit. If this were to happen then it is likely that the Council would have to facilitate their rehousing which would cost more to the public purse in the long term. There is also a clear and well

established link between poor housing and ill health and the availability of Prevention grants helps to address this issue and reduce costs to the NHS/Social services. Priority 3 of the Health & Wellbeing Strategy of the Somerset Health & Wellbeing Board is specifically concerned with enabling Somerset people to live independently. In addition to the £50,000 requested here there is potentially another £25,000 available for this purpose from the disabled facilities grant budget.

- **Houses in Multiple Occupation Grants (HMOs) - £50,000**

These grants are for providing amenities and upgrading the means of escape in case of fire in shared housing. This type of tenure has traditionally been the worst form of housing that requires strict regulation by the local authority. With increased housing pressure the number of HMOs is increasing year by year. These houses are normally occupied by the young and immigrant community. Many young people move from villages to our towns such as Yeovil and Chard to find cheap shared accommodation as housing costs in many of our villages has become prohibitively expensive.

The changes introduced last year by the Government to housing benefit regulations, whereby people under 35 are only be able to claim a “single room allowance” mean that a lot more HMOs will need to be formed as the people affected will not be able to afford to rent accommodation on their own.

In order to regulate HMOs we have an annual inspection programme and various categories of HMO require a licence. It is in our interest to work in partnership with landlords to ensure such accommodation is developed to meet local needs and is then kept up to standard. This is also relevant because our homelessness team place many of young people with private sector landlords. We have a Landlords Forum and regularly meet with landlords to discuss housing demand, changes to housing/benefit regulations etc.

In dealing with the enforcement of standards in HMOs we use a “carrot and stick” approach by offering small grants to encourage landlords to bring the properties up to a good standard. It can be argued that as landlords are businessmen they should pay all the costs of upgrading their HMOs themselves. However in South Somerset we have always found that by providing small HMO grants landlords are encouraged to come forward and bring their properties up to standard.

HMO grants usually only pay for a small percentage of the overall costs of works. HMO landlords can also apply for WHIL loans but take-up has been poor. If we did away with HMO grants, enforcement would be much more difficult, with the council having to serve more legal notices and undertake work in default etc. and this is costly in itself. In addition, if there are not sufficient HMOs to meet demand as the effects of the new housing benefit regulations are felt, the Housing Options team may be forced to spend more on Bed & Breakfast costs.

- **Empty Property Grants - £50,000**

The council has a well established Empty Homes Strategy and has achieved notable success in recent years in bringing empty property back into use. Our Housing Standards Team work to bring as much empty property back in to use as possible. In the last four years over 250 empty homes have been brought back into use creating affordable housing for local residents.

In order to bring empty property back into occupation it has been necessary, in certain circumstances, to provide grant aid. Grants of up to £12,000 are given to renovate houses and create flats from empty and derelict buildings. This programme has been very successful with a number of ‘eyesore’ buildings being brought back into use. As part of our empty property strategy we have been working in partnership with Somerset Care & Repair

(SC&R) who secured, with our assistance, £1.4million in funding from the Government to renovate empty property. Working with S C & R we have put together funding packages to deal with empty property. The cost of renovating some property is very high and SC&R are limited as to how much funding they can provide. In such cases we may need to provide top up funding. In other cases the property will not meet SC&R's funding criteria and we may need to fund the scheme entirely ourselves. Where grants are offered the council secures nomination rights on the property for five years and the property is let at Local Housing Allowance (LHA) rates.

By bringing empty homes back into occupation we can generate both New Homes Bonus funds and increase council tax revenue. Recent work on bringing empty homes back into occupation has generated over £900,000 in New Homes Bonus.

- **Wessex Home Improvement Loans (WHIL) Loans- (no funds applied for – budget of £300,000 in place)**

The Council currently funds the WHIL Loan scheme. Wessex CIC that manages WHIL is a not for profit company that works on behalf of the majority of councils in the South West providing low interest loans to vulnerable clients. By using WHIL the Council's funds are recycled and used over and over again to deal with poor housing.

WHIL loans can be used for a variety of purposes including dealing with disrepair, making home improvements, paying for disabled facilities, empty properties, funding improvements of HMOs and for upgrading traveller sites.

## 7 Options Discounted

To achieve the outcomes required in our Private Sector Housing Strategy will require funding of grants and the use of loans. We are making maximum use of loans and partnership working to achieve results. Without continued funding however we would struggle to meet our aims.

## 8 Key Information Summary

<b>8.1</b>	<b>Expected Duration Of Work</b>			
	Start Date:	April 2018		
	Other Key Milestones with Dates:			
	Expected Completion Date:	March 2019		
<b>8.2</b>	<b>Estimate of Officer Time Required: -</b>			
	<b>Officer's Name</b>	<b>Estimate of Officer hrs</b>	<b>Officer available? Y/N</b>	<b>Agreement of Officer? Y/N</b>
	Environmental Health Manager	Spilt between all the officers 2.0 FTE per year	Y	Y
	Housing Standards Officer		Y	Y
	Senior Technical Officer		Y	Y
	Assistant Housing Officer		Y	Y
	<b>Are there any impacts on property?</b>	N/A		
	<b>Are there any impacts on IT systems?</b>	N/A		

<b>Are there any environmental impacts?</b>	<p><u>Where possible can grant conditions specify:</u></p> <p>Need to use sustainable materials (if possible)</p> <ul style="list-style-type: none"> <li>• Paints</li> <li>• Locally sourced materials</li> <li>• Use of FSC sourced softwoods and hardwoods</li> </ul> <p>Try to use environmentally aware contractors</p> <p>Aim to reduce energy consumption by using:</p> <ul style="list-style-type: none"> <li>• Light fittings which are low energy</li> <li>• Increased levels of insulation (with sustainable materials)</li> <li>• Greater efficiency for all new plant and equipment specified if possible.</li> </ul> <p>Ensure that they keep in line with all environmental legislation, including testing for 'air tightness' when completing a new build / extension.</p>
<b>Have you appropriately considered all Equality issues?</b>	<p>Poor quality accommodation particularly in relation to shared HMO properties can significantly impact on those from protected characteristic groups.</p> <p>Improving substandard housing, will improve conditions for all, but especially for the most vulnerable.</p>

<b>8.3</b>	<b>Risk Assessment</b>	
	<b>Risk</b>	<b>Steps taken to mitigate Risk</b>
	The only real risk associated with this area of expenditure is that the building contractors fail to finish the work on time and the funding allocated is not spent as planned. This has been a problem in the past.	All schemes are closely monitored to try and ensure that this does not happen.

## 9 Financial Investment

<b>9.1</b>	<b>Total Costs and Funding</b>					
		<b>Funding Body</b>			<b>£' 000</b>	
	SSDC Capital: -	District Executive			150	
	<b>Total Capital Cost</b>				<b>150</b>	
<b>9.2</b>	<b>Breakdown of main areas of cost</b>					
		<b>2017/18 £'000</b>	<b>2018/19 £'000</b>	<b>2019/20 £'000</b>	<b>2020/21 £'000</b>	<b>2021/22 £'000</b>
	HMO Grants		50			
	Home Repair Assistance Grants		50			
	Empty Property Grants		50			

	<b>Totals</b>			<b>150</b>			
<b>9.3</b>	<b>External funds to be received</b>						
		<b>Secured? Y/N</b>	<b>2017/18 £'000</b>	<b>2018/19 £'000</b>	<b>2019/20 £'000</b>	<b>2020/21 £'000</b>	<b>2021/22 £'000</b>
	N/A			0			
	<b>Totals</b>			<b>0</b>			
<b>9.4</b>	<b>Revenue Implications of Capital scheme</b>						
		<b>Cost Centre</b>	<b>2017/18 £'000</b>	<b>2018/19 £'000</b>	<b>2019/20 £'000</b>	<b>2020/21 £'000</b>	<b>2021/22 £'000</b>
	Loss of interest @ 2.0%	FT922		3			
	(Savings in expenditure)						
	Revenue Costs by Individual Budget: (List)						
	Revenue Income						
	<b>Total Revenue Expenditure / (Net saving)</b>			<b>3</b>			
	<b>Cumulative</b>						
<b>9.5</b>	<b>Whole Life Costing</b>						
	Estimated useful life of asset (years)						N/A
	Total Revenue Costs Year 1 to 5						
	Annual Revenue Cost after year 5						
	<b>Total cost over whole life of asset</b>						
<b>9.6</b>	<b>VAT Implications</b>						
	Based on the current information provided, VAT is recoverable on this project.						



# South Somerset District Council Request for Capital

**Capital Request No:** 2018-05

**Capital Name:** Play Ship at Flagship Playspace

**Date Created** 14/09/2017  
**Document Version:** 1.0  
**Author:** Robert Parr



## 1 Purpose of Request

To obtain a project budget to replace the Play Ship at SSDC's Flagship Playspace at Yeovil Recreation Centre.

## 2 Objectives

- Supply & install a new Play Ship in keeping with the style of the wider Flagship Playspace design.
- Provide a new Play Ship that enhances the play opportunities at this site.
- Ensure the new Play Ship complies with the safety standards EN1176 & 1177.
- Open the new Play Ship for public use by the summer school holidays 2018.
- Ensure the quality of the new Play Ship ensures an anticipated lifespan of equipment of at least 20 years, with appropriate maintenance.

## 3 Constraints and Decisions

- To ensure delivery of the new Play Ship by the summer holidays 2018 orders for the supply and installation will need to be placed by mid-April 2018.
- The new Play Ship would need to broadly fit into the existing space to avoid significant re-landscaping of the site and the associated costs of doing this.
- Construction work will require closure of parts or the entire Flagship Playspace for periods to ensure public safety.

## 4 Interfaces

N/A

## 5 Measures of Success

The new Play Ship must comply with the safety standards EN1176 & 1177.

## 6 Anticipated Benefits

A new and improved Play Ship can be marketed to the public as a reason to visit this popular site and the secondary spend of visitors at the Galley Kiosk could result in increased income generation.

Increase use of the site would also support more healthy lifestyles and welling of residents and visitors to South Somerset.

## 11 Options Discounted

- Install a new Play Ship at Yeovil Recreation Centre. This is the preferred route. The exact design will need to be refined if this funding bid is successful and the Play Ship shown is only an example.
- The new Play Ship would be made of higher quality materials with steel ground fixings and a well ventilated structure to avoid the same problem occurring in the future.
- There is scope to adjust the size and quality of the new Play Ship and this would affect the project budget, but providing a small ship that is out of context with the wider design would look out of place and is not recommended.
- Do not replace the Play Ship and leave an empty space in the middle of the Flagship Playspace. This is not the preferred option.

## 12 Key Information Summary

<b>8.1</b>	<b>Expected Duration Of Work</b>			
	Start Date:	April 2018		
	Other Key Milestones with Dates:	<b>End of November 2017</b> Invite companies to submit proposals for a replacement Play Ship <b>End of January 2018</b> Select a preferred play equipment supplier <b>End of February 2018</b> Complete consultation on Play Ship design <b>End March 2018</b> Complete specification and detailed design of Play Ship <b>Mid-April 2018</b> Place orders for supply and installation of Play Ship <b>Mid-June 2018</b> Start construction of Play Ship		
	Expected Completion Date:	Mid-July 2018		
<b>8.2</b>	<b>Estimate of Officer Time Required: -</b>			
	<b>Officer's Name</b>	<b>Estimate of Officer hrs</b>	<b>Officer available? Y/N</b>	<b>Agreement of Officer? Y/N</b>
	Robert Parr	111	Yes	Yes
	<b>Are there any impacts on property?</b>	<i>If applicable obtain comment from Commercial Land &amp; Property team up front to ensure that they can resource the project. If they cannot, bid will need to be increased for external support.</i>		
	<b>Are there any impacts on IT systems?</b>	<i>Obtain comment from IT specialists if new IT system to ensure they can resource all the implementation etc. Again if they cannot resource, cost of bid will need to be altered to fund external help.</i>		
	<b>Are there any environmental impacts?</b>	<i>Are there any environmental impacts that the project could have? i.e. use of materials etc.</i>		
	<b>Have you appropriately considered all Equality issues?</b>	<i>Any possible equality and diversity impact on projects.</i>		
<b>8.3</b>	<b>Risk Assessment</b>			
	<b>Risk</b>	<b>Steps taken to mitigate Risk</b>		
	Rising capital costs due to unforeseen circumstances.	Costs estimates are based on information from suppliers and a contingency sum has been added to allow for any unforeseen costs.		

## 9 Financial Investment

9.1 Total Costs and Funding								
				Funding Body		£' 000		
SSDC Capital: -				District Executive		142		
<b>Total Capital Cost</b>						<b>142</b>		
9.2 Breakdown of main areas of cost								
				2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
Supply of Play Equipment					100			
Installation of Play Equipment					30			
Supply & Installation of Impact Absorbing Surfaces					5			
Contingency for unforeseen costs					7			
<b>Totals</b>					<b>142</b>			
9.3 External funds to be received								
			Secured? Y/N	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
<i>List here</i>								
<b>Totals</b>								
9.4 Revenue Implications of Capital scheme								
			Cost Centre	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
Loss of interest @ 2.0%			FT922		2.8			
(Savings in expenditure)								
Revenue Costs by Individual Budget: (List)								
Revenue Income								
<b>Total Revenue Expenditure / (Net saving)</b>					<b>2.8</b>			
<b>Cumulative</b>								
9.5 Whole Life Costing								
Estimated useful life of asset (years)					N/A			
Total Revenue Costs Year 1 to 5								
Annual Revenue Cost after year 5								
<b>Total cost over whole life of asset</b>								
9.6 VAT Implications								
Based on the current information provided to us there are no VAT implications								

## Capital Prudential Indicators and MRP Statement 2018/19

### Prudential Indicators 2018/19

The Local Government Act 2003 requires the Authority to have regard to the Chartered Institute of Public Finance and Accountancy's *Prudential Code for Capital Finance in Local Authorities* (the Prudential Code) when determining how much money it can afford to borrow. The objectives of the Prudential Code are to ensure, within a clear framework, that the capital investment plans of local authorities are affordable, prudent and sustainable, and that treasury management decisions are taken in accordance with good professional practice. To demonstrate that the Authority has fulfilled these objectives, the Prudential Code sets out the following indicators that must be set and monitored each year.

**Estimates of Capital Expenditure:** The Authority's planned capital expenditure and financing may be summarised as follows.

Capital Expenditure and Financing	2017/18 Revised £'000	2018/19 Estimate £'000	2019/20 Estimate £'000	2020/21 Estimate £'000
Capital Expenditure	27,039	31,204	23,707	18,753
<b>Total Expenditure</b>	<b>27,039</b>	<b>31,204</b>	<b>23,707</b>	<b>18,753</b>
Capital Receipts	7,459	8,325	2,884	(832)
Grants/Contributions	3,330	2,879	823	835
Borrowing	16,250	20,000	20,000	18,750
<b>Total Financing</b>	<b>27,039</b>	<b>31,204</b>	<b>23,707</b>	<b>18,753</b>

**Estimates of Capital Financing Requirement:** The Capital Financing Requirement (CFR) measures the Authority's underlying need to borrow for a capital purpose.

Capital Financing Requirement	31.3.18 Estimate £'000	31.3.19 Forecast £'000	31.3.20 Forecast £'000	31.3.21 Forecast £'000
Adjustment A	9,113	9,113	9,113	9,113
Leases	136	62	30	0
Unsupported Borrowing	16,250	36,250	56,250	75,000
<b>Total CFR</b>	<b>25,499</b>	<b>45,425</b>	<b>65,393</b>	<b>84,113</b>

The CFR is forecast to rise by £75m over the next three years as capital expenditure financed by debt outweighs resources put aside for debt repayment.

**Gross Debt and the Capital Financing Requirement:** In order to ensure that over the medium term debt will only be for a capital purpose, the Authority should ensure that debt does not, except in the short term, exceed the total of capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years. This is a key indicator of prudence.

<b>Debt</b>	<b>31.03.18 Revised £'000</b>	<b>31.03.19 Estimate £'000</b>	<b>31.03.20 Estimate £'000</b>	<b>31.03.21 Estimate £'000</b>
Borrowing	16,250	36,250	56,250	75,000
Finance leases	136	62	30	0
<b>Total Debt</b>	<b>16,386</b>	<b>36,312</b>	<b>56,280</b>	<b>75,000</b>

Total debt is expected to remain below the CFR during the forecast period.

**Operational Boundary for External Debt:** The operational boundary is based on the Authority's estimate of most likely (i.e. prudent but not worst case) scenario for external debt. It links directly to the Authority's estimates of capital expenditure, the capital financing requirement and cash flow requirements, and is a key management tool for in-year monitoring. Other long-term liabilities comprise finance lease, Private Finance Initiative and other liabilities that are not borrowing but form part of the Authority's debt.

<b>Operational Boundary</b>	<b>2017/18 Revised £'000</b>	<b>2018/19 Estimate £'000</b>	<b>2019/20 Estimate £'000</b>	<b>2020/21 Estimate £'000</b>
Borrowing	26,000	46,000	66,000	84,000
Other long-term liabilities	800	800	800	800
<b>Total Debt</b>	<b>26,800</b>	<b>46,800</b>	<b>66,800</b>	<b>84,800</b>

**Authorised Limit for External Debt:** The authorised limit is the affordable borrowing limit determined in compliance with the Local Government Act 2003. It is the maximum amount of debt that the Authority can legally owe. The authorised limit provides headroom over and above the operational boundary for unusual cash movements.

<b>Authorised Limit</b>	<b>2017/18 Limit £'000</b>	<b>2018/19 Limit £'000</b>	<b>2019/20 Limit £'000</b>	<b>2020/21 Limit £'000</b>
Borrowing	84,000	84,000	84,000	84,000
Other long-term liabilities	1,000	1,000	1,000	1,000
<b>Total Debt</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>

**Ratio of Financing Costs to Net Revenue Stream:** This is an indicator of affordability and highlights the revenue implications of existing and proposed capital expenditure by identifying the proportion of the revenue budget required to meet financing costs, net of investment income.

<b>Ratio of Financing Costs to Net Revenue Stream</b>	<b>2017/18 Revised %</b>	<b>2018/19 Estimate %</b>	<b>2019/20 Estimate %</b>	<b>2020/21 Estimate %</b>
General Fund	TBC	TBC	TBC	TBC

**Incremental Impact of Capital Investment Decisions:** This is an indicator of affordability that shows the impact of capital investment decisions on Council Tax levels. The incremental impact is the difference between the total revenue budget requirement of the current approved capital programme and the revenue budget requirement arising from the capital programme proposed

<b>Incremental Impact of Capital Investment Decisions</b>	<b>2018/19 Estimate £</b>	<b>2019/20 Estimate £</b>	<b>2020/21 Estimate £</b>
General Fund - increase in annual band D Council Tax	0.36	0	0.19

**Adoption of the CIPFA Treasury Management Code:** The Authority adopted the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice* in April 2002. The 2017 Edition of the Code was published in January 2018. The Council fully complies with the Code recommendations.

### **Annual Minimum Revenue Provision Statement 2018/19**

Where the Authority finances capital expenditure by debt, it must put aside resources to repay that debt in later years. The amount charged to the revenue budget for the repayment of debt is known as Minimum Revenue Provision (MRP), although there has been no statutory minimum since 2008. The Local Government Act 2003 requires the Authority to have regard to the Department for Communities and Local Government's *Guidance on Minimum Revenue Provision* (the CLG Guidance) most recently issued in 2012.

The broad aim of the CLG Guidance is to ensure that debt is repaid over a period that is either reasonably commensurate with that over which the capital expenditure provides benefits, or, in the case of borrowing supported by Government Revenue Support Grant, reasonably commensurate with the period implicit in the determination of that grant.

The CLG Guidance requires the Authority to approve an Annual MRP Statement each year, and recommends a number of options for calculating a prudent amount of MRP. The following statement only incorporates options recommended in the Guidance.

For capital expenditure incurred before 1<sup>st</sup> April 2008, MRP will be determined in accordance with the former regulations that applied on 31<sup>st</sup> March 2008, incorporating an "Adjustment A" of £9,113k.

For unsupported capital expenditure incurred after 31<sup>st</sup> March 2008, MRP will be determined by charging the expenditure over the expected useful life of the relevant asset by either of the following methods:

- in equal instalments  
or
- as the principal repayment on an annuity with an annual interest rate equal to the average relevant PWLB rate for the year of expenditure, starting in the year after the asset becomes operational.

MRP on purchases of freehold land will be charged over 50 years. MRP on expenditure not related to fixed assets but which has been capitalised by regulation or direction will be charged over a period of up to 25 years.

For assets acquired by finance leases MRP will be determined as being equal to the element of the rent or charge that goes to write down the balance sheet liability.

Capital expenditure incurred during 2018/19 will not be subject to a MRP charge until 2019/20.

Based on the Authority's latest estimate of its Capital Financing Requirement on 31<sup>st</sup> March 2017, the budget for MRP has been set as follows:

	<b>31.03.2018 Estimated CFR £'000</b>	<b>2018/19 Estimated MRP £'000</b>
Capital expenditure before 01.04.2008	9,113	0
Supported capital expenditure after 31.03.2008	0	0
Unsupported capital expenditure after 31.03.2008	16,250	186
Finance leases and Private Finance Initiative	136	74
<b>Total</b>	<b>25,499</b>	<b>260</b>

# Agenda Item 8

## **2017/18 Revenue Budget Monitoring Report for the period ending 31st December 2017**

*Executive Portfolio Holder:* Peter Seib, Finance and Legal Services  
*Director:* Netta Meadows, Strategy and Commissioning  
*S151 Officer:* Paul Fitzgerald  
*Service Manager:* Nicola Hix, Lead Specialist - Finance  
*Lead Officer:* Catherine Hood, Finance Specialist  
*Contact Details:* Catherine.hood@southsomerset.gov.uk or (01935) 462157

### **Purpose of the Report**

1. The purpose of this report is to update Members on the current financial position of the revenue budgets of the Council and to report the reasons for variations from approved annual budgets for the period 1st April to 31st December 2017

### **Forward Plan**

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of 1<sup>st</sup> February 2018.

### **Public Interest**

3. This report gives an update on the revenue financial position and budgetary variations of the Council as at 31st December 2017.

### **Recommendations**

4. That the District Executive:
  - a. Note the current 2017/18 financial position of the Council
  - b. Note the reasons for variations to the previously approved Directorate Budgets as detailed in paragraph 7;
  - c. Note the transfers made to and from reserves outlined in paragraph 23 and the position of the Area Reserves as detailed in Appendix C and the Corporate Reserves as detailed in Appendix D;
  - d. Note the virements made under delegated authority as detailed in Appendix B.

### **Background**

5. The 2017/18 original budget was approved by Council in February 2017. This represents the financial plans that the Executive manages under their delegated authority and that they monitor in accordance with the Financial Procedure Rules. All of the Council's income and expenditure has a responsible budget holder who is managing only items within their control.

### **Summary of the Current Revenue Financial Position and Forecast Outturn**



6. Managers have been asked in 2017/18 to outline the actual expected outturn for the year and the reasons to date for under- or overspend. Appendix A to this report sets out the detail of the current position on Council spending and the forecasted outturn for 2017/18.

7. A summary by Directorate of the revenue position as at 31st December 2017 is as follows:

Directorate	Original Budget £'000	Revised Budget £'000	Y/E Forecast £'000	Variance £'000	Comments on Major Variances (+/- £50,000)
Chief Executive	842.3	866.9	866.9	0	
Director of Support Services	5,447.5	5,479.2	5,479.2	0	
Director of Service Delivery	2,669.5	2,770.8	2,338.0	-432.8	Planning income is likely to exceed the budgeted amount by at least £100k. Underspending on salaries within Environmental Health due to vacancies. £250k receivable from our commercial property investments
Communities Lead	1,258.3	1,317.1	1,317.1	0	
Director of Commercial Services and Income Generation	7,161.6	7,221.6	7,484.3	262.7	The Westlands Entertainment & Conference Centre Refurbishment Project report taken to District Executive in September 2017 detailed the reasons for the budget variance.
<b>Total Overspend</b>	<b>17,379.2</b>	<b>17,655.6</b>	<b>17,485.5</b>	<b>-170.1</b>	

(Negative figures = income, positive figures = costs)

8. There is currently an expected net over spend on currently approved budgets of £79,939 by the end of the financial year. This will result in an over spend equivalent to 0.45% of the revised budget.

9. The table below shows the movement of revenue budgets since 1st April 2017 to 31st December 2017.

	£'000
<b>Approved base budget as at April 2017</b>	<b>17,379.2</b>
2017/18 Carry forwards	246.4
Strategic Land and Property Project	30.0
<b>Revised Budget as at 31<sup>st</sup> December 2017</b>	<b>17,655.6</b>

## Budget Virements

10. Under the Financial Procedure Rules, providing that the S151 Officer has been notified in advance, Assistant Directors/Managers may authorise any virements for an individual cost centre within their responsibility. Directors and Assistant Directors can authorise virements, up to a maximum of £25,000, for an overall Directorate that is within their area of responsibility. Portfolio Holders can approve virements between services within their areas of responsibility, up to a maximum of £25,000 per virement. These virements are listed in Appendix B for District Executive to note and have been approved by the S151 Officer. There are no virements requiring approval.

## Delivery of Savings

11. As part of budget monitoring it is important to monitor that savings proposed in the 2017/18 budget setting exercise are being delivered. The table below details the major savings (savings over £25,000) that were proposed and the expected achievement of those savings at year-end.

<b>Major Savings (Savings over £25,000)</b>	<b>2017/18 Budget Saving Target £'000</b>	<b>Estimated Actual Saving at Year-End £'000</b>	<b>(Shortfall) £'000</b>
Engineering and Property Services-Reduction in premises costs	59	59	0
Transformation-Blueprint savings	625	625	0
Waste-Additional income from garden waste collections	50	50	0
<b>Total Major Savings</b>	<b>734</b>	<b>734</b>	<b>0</b>

## External Partnerships and other Organisations

12. The 3rd quarter for 2017 continues to be busy. Spark have been successful in attracting some additional funding, which will be used to increase capacity and develop our services. We still predict a surplus at the end of the financial year.

13. We have received a grant of £25k from Somerset County Council to help build the capacity of our existing services. It covers the period Dec 2017 to March 2019. We will be using the majority of this money to cover the costs of a new part time Funding Adviser who will be supporting groups across the three districts that we operate in. They will also be supporting the Manager to continue to diversify and develop our income generation.

14. We are one of the partner providers in the new Somerset Carers Service. Income of £15k per annum for the next 3 years has enabled us to fund a new Volunteer Manager post.

15. We have been commissioned by SCC and Somerset Partnership to work with Mind TWS to deliver the Somerset Mental Health Hub until the end of this financial year. We have received £5k to coordinate the website, newsletter and communications, as well as to organise user consultation events.

## Council Tax Support and Council Tax

16. The Council Tax Scheme (CTS) commenced in April 2013. The authority has set a budget for 2017/18 of £8.556 million for annual CTS discounts. Of this sum £8.424 million has been allocated

as at 31 December 2017. The cost of CTS is allocated through the Council Tax Collection Fund and is shared between the preceptors in proportion to their relative shares of council tax due for the year.

17. The Hardship Scheme is in place for extreme circumstances with a budget of £30,000 for the year. By the end of Q3 SSDC had received 99 requests for hardship relief of which 84 were successful. The amount awarded to the end of Q3 was £14,514.
18. The in-year collection rate for Council Tax is 84.50% for 2017/18 compared to 84.78% for Q3 last year. In monetary terms we have collected £3.85 million more than in the same period last year. At the end of Q3 we had reduced total outstanding debt relating to previous years of £6.34 million by £1.935 million.

### **Non Domestic Rates**

19. The in-year collection rate for Non Domestic Rates at the end of Q3 was 85.62% for 2017/18 compared to 83.28% for last year. At the end of Q3 we had reduced total outstanding debt relating to previous years of £2.15 million by £452k.
20. Non Domestic Rates income that we collect is distributed between Government, SSDC, the County Council, and Fire and Rescue Authority under the Business Rates Retention funding system.

### **Council Tax Reforms**

21. Members agreed to amend some discounts to Council Tax from 1 April 2013, one of which relates to long term empty properties (unfurnished and unoccupied for 2 years or more). There were 188 at the end of December 2017. There is a natural turnover of properties with some becoming occupied and others reaching the two year trigger for inclusion in this statistic. At the same point last year there were 205.

### **Discretionary Housing Payments**

22. The Government DHP funding allocation for 2017/18 is £287k. In addition to this the Council is permitted to spend up to £431k of its own money on DHP awards. By the end of Q3 we had processed 356 DHP applications, 295 of which were successful with a total award value £121k. A further £21k is committed up to the end of this financial year. The total sum paid and committed (£142k) represents 42% of the government DHP grant. Universal Credit recipients have their housing cost support paid directly by DWP, however they are still able to apply to SSDC for a DHP. The number of Universal Credit recipients in the district is increasing each month and as a result it is difficult to project the end of year spending on DHP's. We will continue to monitor closely this area of spend. We currently have 3 outstanding DHP applications.

### **Reserves & Balances**

23. Reserves are amounts that have been set aside from annual revenue budgets to meet specific known events that will happen in the future. Details of the reserves held within the Areas are provided in Appendix C. The complete list of specific Corporate Reserves and the current balance on each one is provided at Appendix D. The Appendix shows all movements of each one that has been actioned under the authority delegated in the Financial Procedure Rules.
24. Transfers out of specific reserves that require reporting to District Executive for noting are as follows:

<b>Reserve</b>	<b>Balance at 30/9/17 £'000</b>	<b>Transfers In/Out £'000</b>	<b>Balance at 31/12/17 £'000</b>	<b>Reason for Transfer</b>
Usable Capital Receipts	-29,084	3	-29,081	Payment to DCLG of Pooling of Housing receipts
Capital Reserve	-1,247	-7	-1,254	Repayment of Photovoltaics
Local Authority Business Growth Initiative Reserve	-18	4	-14	Funding for Yeovil Innovation Hub (HIVE)
Transformation Reserve	-637	2	-635	Funding of Transformation Project
Revenue Grants Reserve	-815	-29	-844	Transfer from reserve: Neighbourhood plan Examination Wincanton £5k, Repayment of LGA Grant £15k,Portas Funding £1k Transfer into reserve: Homelessness New Burdens Grant £50k
Council Tax/Housing Benefits Reserve	-751	-25	-776	New burdens Grant from DWP and funding staffing costs relating to the Fraud and Error Reduction Incentive Scheme (FERIS)
Ticket Levy Reserve	-39	-41	-80	Transfer of ticket levies to reserve
Community Housing Fund	-232	11	-221	Various housing needs surveys
Internal Capital Loan repayments	-23	-34	-57	Internal Lease Repayments
Yeovil Athletic Track Fund	-125	-12	-137	Contribution to athletic track reserve
Artificial Grass Pitch Reserve	-85	-10	-95	Contribution to artificial grass pitch reserve
Business Support Scheme	-158	9	149	Grant towards flooding recovery

(Negative figures = income, positive figures = costs)

25. General Fund Balance represents the accumulated revenue surpluses. Within the total, however, there are amounts that have been earmarked by the District Executive for specific purposes. The table below shows the current position on the General Fund Balance.

<b>General Fund Balances</b>	<b>£'000</b>
Balance at 1 April 2017	-5,078
Area & Economic Development Balances	124
Support for 2017/18 budget	789
2016/17 Carryforwards	246
Funding for Property Review	30
Commitments	73
Recommended 2016/17 net underspend to transformation Reserve	145
Utilisation of general fund for transformation	231
Estimated underspend	-170
<b>Unallocated General Fund Balance at 31<sup>st</sup> December 2017</b>	<b>-3,610</b>

(Negative figures = income, positive figures = costs)

26. The Latest review of risks to SSDC balances shows that balances need to remain within the range of £2.8 to £3.1 million to meet current financial risks. Current balances as at 31st December are therefore adequate to meet current risks.

### **Financial Implications**

27. As part of monitoring an assessment of risk has been made. This review of balances and reserves has shown that SSDC currently has sufficient balances to cover major areas of financial risk. The balance at the year-end is estimated to be £3.36 million.

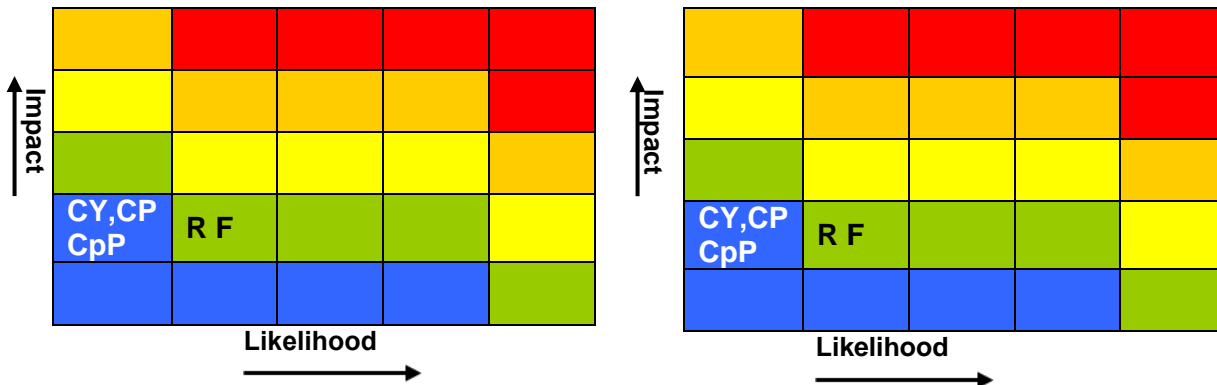
28. Details of the current key risks, as identified in the 2017/18 Budget Setting Report, are listed in the table below with an update from the responsible officer.

<b>Current Risk</b>	<b>Responsible Officer</b>	<b>Officer's Update</b>
Interest Rates	S151 Officer	Current predictions are for the Treasury Management income to achieve budget.
Business Rate income	Director-Support Services	The collection rate is up by 2.34% on the previous year's quarter 3; NDR collection can be quite volatile from quarter to quarter, especially in the first year of the new rating list. In addition some of the swing in the collection rate can be attributed to the spring budget reliefs being processed in quarter 3. There are a number of medium to longer term risks in that revaluation may affect income for 2017/18, there has also been a request made by NHS Trusts for business rate relief.
Transformation	Chief Executive	The blueprint has confirmed that the £2.5 million savings are achievable. Spend is being closely monitored.
Westland Leisure Centre	Director – Commercial Services & Income Generation	A full business plan revision was brought before District Executive in December in line with the forward plan.
The Council Tax Support Scheme	Director-Support Services	Current monitoring shows that 98.5% of the budget has been allocated by December 2017.
Housing Benefit Subsidy	Director-Support Services	Current predictions are for the housing benefit subsidy to be on budget at the year-end but the outcome will not be confirmed until the subsidy claim is externally audited.
Planning Income	Director-Service Delivery	Current predictions are for Planning income to exceed the budgeted amount by at least £100k
Building Control Income		Current predictions are that there will be a £51k shortfall in fee income.
Car parking Income		Car Park income is predicted to be down by £120k.
New Homes Bonus	S151 Officer	New Homes Bonus in 2017/18 is in line with budget. The forecasts for subsequent years have been updated within the 2018/19 budget and medium term financial plan.
The UKs Exit from the EU	S151 Officer	We do not yet know the impact in the medium to long term. If consumer confidence reduces there may be an impact on SSDC's income streams such as planning, licencing, theatre income, and car parking, although this is considered a low risk at this stage.
Land Charge Searches	Director-Support Services	The update from Land Registry is that they are currently still working on getting all authorities digitalised and then it is expected that the project will start with the South East region. So it is unlikely that there will be any change for SSDC until 2019/20.

## Risk Matrix

Risk Profile before officer recommendations

Risk Profile after officer recommendations



### Key

Categories	Colours (for further detail please refer to Risk management strategy)
R = Reputation	Red = High impact and high probability
CpP = Corporate Plan Priorities	Orange = Major impact and major probability
CP = Community Priorities	Yellow = Moderate impact and moderate probability
CY = Capacity	Green = Minor impact and minor probability
F = Financial	Blue = Insignificant impact and insignificant probability

### Council Plan Implications

29. The budget is closely linked to the Council Plan and any growth bids are scored accordingly.

### Carbon Emissions and Climate Change Implications

30. There are no implications currently in approving this report

### Equality and Diversity Implications

31. When the budget was set any growth or savings made included an assessment of the impact on equalities as part of that exercise.

### Privacy Impact Assessment

32. There is no personal information included in this report.

### Background Papers

33. Revenue Quarterly Monitoring File

**2017-18 Budget Detail**

**APPENDIX A**

Group with Elements		Year to date			Outturn Forecast			Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		Budget to 31st December	Actual to 31st December	Variance to 31st December	Annual Budget	Expected Total by Year End	Variance expected 31/03/18	
		£	£	£	£	£	£	
<b>STRATEGIC MANAGEMENT</b>								
Chief Executive : Alex Parmley								
MANAGEMENT BOARD	Expenditure	732,413	574,510	-157,903	1,013,880	1,013,880	0	<i>Savings from senior management restructure are to be transferred to the transformation reserve.</i>
Portfolio Holder : Cllr Ric Pallister	Income	0	-433	-433	0	0	0	
	TOTAL	732,413	574,077	-158,336	1,013,880	1,013,880	0	
<b>TOTAL STRATEGIC MANAGEMENT</b>	<b>Expenditure</b>	<b>732,413</b>	<b>574,510</b>	<b>-157,903</b>	<b>1,013,880</b>	<b>1,013,880</b>	<b>0</b>	
	<b>Income</b>	<b>0</b>	<b>-433</b>	<b>-433</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>TOTAL</b>	<b>732,413</b>	<b>574,077</b>	<b>-158,336</b>	<b>1,013,880</b>	<b>1,013,880</b>	<b>0</b>	
<b>TRANSFORMATION</b>								
Chief Executive : Alex Parmley								
TRANSFORMATION	Expenditure	279,295	1,198,723	919,428	182,850	182,850	0	No variance anticipated.
Portfolio Holder : Cllr Ric Pallister	Income	-447,410	-461,271	-13,861	-447,410	-447,410	0	
	TOTAL	-168,115	737,452	905,567	-264,560	-264,560	0	<i>Funding for the project will be made from the transformation reserve.</i>
<b>TOTAL TRANSFORMATION</b>	<b>Expenditure</b>	<b>279,295</b>	<b>1,198,723</b>	<b>919,428</b>	<b>182,850</b>	<b>182,850</b>	<b>0</b>	
	<b>Income</b>	<b>-447,410</b>	<b>-461,271</b>	<b>-13,861</b>	<b>-447,410</b>	<b>-447,410</b>	<b>0</b>	
	<b>TOTAL</b>	<b>-168,115</b>	<b>737,452</b>	<b>905,567</b>	<b>-264,560</b>	<b>-264,560</b>	<b>0</b>	
<b>POLICY AND PERFORMANCE</b>								
Service Manager : Charlotte Jones								
POLICY & PERFORMANCE	Expenditure	89,278	89,326	48	117,580	117,580	0	Nil variance expected by year end.
Portfolio Holder : Cllr Ric Pallister	Income	0	0	0	0	0	0	
	TOTAL	89,278	89,326	48	117,580	117,580	0	
<b>TOTAL POLICY AND PERFORMANCE</b>	<b>Expenditure</b>	<b>89,278</b>	<b>89,326</b>	<b>48</b>	<b>117,580</b>	<b>117,580</b>	<b>0</b>	
	<b>Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>TOTAL</b>	<b>89,278</b>	<b>89,326</b>	<b>48</b>	<b>117,580</b>	<b>117,580</b>	<b>0</b>	
<b>TOTAL CHIEF EXECUTIVE</b>	<b>Expenditure</b>	<b>1,100,986</b>	<b>1,862,559</b>	<b>761,573</b>	<b>1,314,310</b>	<b>1,314,310</b>	<b>0</b>	
	<b>Income</b>	<b>-447,410</b>	<b>-461,704</b>	<b>-14,294</b>	<b>-447,410</b>	<b>-447,410</b>	<b>0</b>	
	<b>TOTAL</b>	<b>653,576</b>	<b>1,400,855</b>	<b>747,279</b>	<b>866,900</b>	<b>866,900</b>	<b>0</b>	
<b>FINANCIAL SERVICES</b>								
Service Manager : Nicola Hix								
AUDIT	Expenditure	95,540	94,141	-1,399	95,540	95,540	0	Expenditure in line with budget.
Portfolio Holder : Cllr Peter Seib	Income	0	0	0	0	0	0	
	TOTAL	95,540	94,141	-1,399	95,540	95,540	0	
CORPORATE COSTS	Expenditure	1,643,237	1,558,923	-84,314	2,107,890	2,107,890	0	Budget should be on target current variance due to year end provisions and profiling. Savings in staffing costs should reduce canteen overspend.
Portfolio Holder : Cllr Peter Seib	Income	-125,285	-115,422	9,863	-673,800	-673,800	0	
	TOTAL	1,517,952	1,443,501	-74,451	1,434,090	1,434,090	0	



Group with Elements		Budget to 31st December	Actual to 31st December	Variance to 31st December	Annual Budget	Expected Total by Year End	Variance expected 31/03/18	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
FINANCIAL SERVICES Portfolio Holder : Cllr Peter Seib	Expenditure	507,194	507,837	643	702,240	702,240	0	Budget on track
	Income	-19,830	-12,264	7,566	-20,330	-20,330	0	
	TOTAL	487,364	495,573	8,209	681,910	681,910	0	
TREASURY MANAGEMENT Portfolio Holder : Cllr Peter Seib	Expenditure	52,017	49,728	-2,289	60,970	60,970	0	On target for year end.
	Income	0	-225,071	-225,071	-477,820	-477,820	0	
	TOTAL	52,017	-175,343	-227,360	-416,850	-416,850	0	
<b>TOTAL FINANCIAL SERVICES</b>	<b>Expenditure</b>	<b>2,297,988</b>	<b>2,210,629</b>	<b>-87,359</b>	<b>2,966,640</b>	<b>2,966,640</b>	<b>0</b>	
	<b>Income</b>	<b>-145,115</b>	<b>-352,757</b>	<b>-207,642</b>	<b>-1,171,950</b>	<b>-1,171,950</b>	<b>0</b>	
	<b>TOTAL</b>	<b>2,152,873</b>	<b>1,857,872</b>	<b>-295,001</b>	<b>1,794,690</b>	<b>1,794,690</b>	<b>0</b>	
<b>ICT SERVICES</b>								
Service Manager : David Chubb								
INFORMATION SYSTEMS Portfolio Holder : Cllr Henry Hobhouse	Expenditure	798,313	819,632	21,319	1,053,460	1,053,460	0	<i>Overspends on Network charges is offset by Salary Savings</i>
	Income	-13,355	-8,322	5,033	-16,770	-16,770	0	
	TOTAL	784,958	811,310	26,352	1,036,690	1,036,690	0	
<b>TOTAL INFORMATION SYSTEMS</b>	<b>Expenditure</b>	<b>798,313</b>	<b>819,632</b>	<b>21,319</b>	<b>1,053,460</b>	<b>1,053,460</b>	<b>0</b>	
	<b>Income</b>	<b>-13,355</b>	<b>-8,322</b>	<b>5,033</b>	<b>-16,770</b>	<b>-16,770</b>	<b>0</b>	
	<b>TOTAL</b>	<b>784,958</b>	<b>811,310</b>	<b>26,352</b>	<b>1,036,690</b>	<b>1,036,690</b>	<b>0</b>	
<b>PROCUREMENT AND RISK MANAGEMENT</b>								
Service Manager : Netta Meadows								
PROCUREMENT AND RISK MANAGEMENT Portfolio Holder : Cllr Peter Seib	Expenditure	119,360	118,613	-747	157,470	157,470	0	Budget will be over-spent as we have data cleansing charges for MFDs that have been terminated due to office moves <i>and</i> as we are no longer journaling internal recharges
	Income	-14,543	-930	13,613	-19,390	-19,390	0	
	TOTAL	104,817	117,683	12,866	138,080	138,080	0	
<b>TOTAL PROCUREMENT AND RISK MANAGEMENT</b>	<b>Expenditure</b>	<b>119,360</b>	<b>118,613</b>	<b>-747</b>	<b>157,470</b>	<b>157,470</b>	<b>0</b>	
	<b>Income</b>	<b>-14,543</b>	<b>-930</b>	<b>13,613</b>	<b>-19,390</b>	<b>-19,390</b>	<b>0</b>	
	<b>TOTAL</b>	<b>104,817</b>	<b>117,683</b>	<b>12,866</b>	<b>138,080</b>	<b>138,080</b>	<b>0</b>	
<b>REVENUES AND BENEFITS</b>								
Service Manager : Ian Potter								
REVENUES & BENEFITS Portfolio Holder : Cllr Peter Seib	Expenditure	1,430,757	1,368,536	-62,221	1,859,690	1,859,690	0	The income from summons and liability order costs is 10% (£25k) below budget expectation which is due to a reduction of 10.7% in the number of summons issued/liability orders granted by the courts. However, I am anticipating that we will be broadly in line with budget at end of year due to small underspends elsewhere.
	Income	-436,174	-422,277	13,897	-484,920	-484,920	0	
	TOTAL	994,583	946,259	-48,324	1,374,770	1,374,770	0	
HOUSING BENEFIT SUBSIDY Portfolio Holder : Cllr Peter Seib	Expenditure	28,697,363	26,581,495	-2,115,868	38,263,150	38,263,150	0	The rollout of Universal Credit means expenditure on Housing Benefit is falling which results in a large variance compared with the budget set at beginning of year. Our monitor shows our spend to broadly as expected against our mid-year estimate. Subsidy is monitored monthly and the subsidy claim externally audited and finally adjusted autumn 2018.
	Income	-29,322,281	-29,266,994	55,287	-38,910,610	-38,910,610	0	
	TOTAL	-624,918	-2,685,499	-2,060,581	-647,460	-647,460	0	
<b>TOTAL REVENUES AND BENEFITS</b>	<b>Expenditure</b>	<b>30,128,120</b>	<b>27,950,031</b>	<b>-2,178,089</b>	<b>40,122,840</b>	<b>40,122,840</b>	<b>0</b>	
	<b>Income</b>	<b>-29,758,455</b>	<b>-29,689,271</b>	<b>69,184</b>	<b>-39,395,530</b>	<b>-39,395,530</b>	<b>0</b>	
	<b>TOTAL</b>	<b>369,665</b>	<b>-1,739,240</b>	<b>-2,108,905</b>	<b>727,310</b>	<b>727,310</b>	<b>0</b>	

Group with Elements		Budget to 31st December	Actual to 31st December	Variance to 31st December	Annual Budget	Expected Total by Year End	Variance expected 31/03/18	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
<b>OPERATIONS AND CUSTOMER FOCUS</b>								
<b>Service Manager : Sharon Jones</b>								
CUSTOMER SERVICES <b>Portfolio Holder : Cllr Ric Pallister</b>	Expenditure	368,755	344,032	-24,723	488,550	488,550	0	The budget is on track for the end of the year. We are underspent within salaries so I have offered extra hours to some current staff to allow them to help cover the phones whilst others are on training, briefings and preparing for their assessments.
	Income	0	-9,092	-9,092	0	0	0	
	TOTAL	368,755	334,940	-33,815	488,550	488,550	0	
RESOLUTION AND PRINTING <b>Portfolio Holder : Cllr Ric Pallister</b>	Expenditure	58,320	51,427	-6,893	77,760	77,760	0	
	Income	-70,560	-36,828	33,732	-94,080	-94,080	0	
	TOTAL	-12,240	14,599	26,839	-16,320	-16,320	0	
<b>TOTAL OPERATIONS AND CUSTOMER FOCUS</b>	<b>Expenditure</b>	<b>427,075</b>	<b>395,459</b>	<b>-31,616</b>	<b>566,310</b>	<b>566,310</b>	<b>0</b>	
	<b>Income</b>	<b>-70,560</b>	<b>-45,920</b>	<b>24,640</b>	<b>-94,080</b>	<b>-94,080</b>	<b>0</b>	
	<b>TOTAL</b>	<b>356,515</b>	<b>349,539</b>	<b>-6,976</b>	<b>472,230</b>	<b>472,230</b>	<b>0</b>	
<b>DEMOCRATIC SERVICES</b>								
<b>Service Manager : Angela Cox</b>								
DEMOCRATIC & SUPPORT SERVICES <b>Portfolio Holder : Cllr Val Keitch</b>	Expenditure	705,725	754,001	48,276	977,420	977,420	0	Generally the budgets are on track. I am pleased that although the printing & stationery budget is overspent, it is not by so much as the previous financial year. Plus there should be some transfers from this budget to Hospitality, Member Travelling & Member Training.
	Income	-7,065	-66,515	-59,450	-9,420	-9,420	0	
	TOTAL	698,660	687,486	-11,174	968,000	968,000	0	
<b>TOTAL DEMOCRATIC &amp; SUPPORT SERVICES</b>	<b>Expenditure</b>	<b>705,725</b>	<b>754,001</b>	<b>48,276</b>	<b>977,420</b>	<b>977,420</b>	<b>0</b>	
	<b>Income</b>	<b>-7,065</b>	<b>-66,515</b>	<b>-59,450</b>	<b>-9,420</b>	<b>-9,420</b>	<b>0</b>	
	<b>TOTAL</b>	<b>698,660</b>	<b>687,486</b>	<b>-11,174</b>	<b>968,000</b>	<b>968,000</b>	<b>0</b>	
<b>LEGAL SERVICES</b>								
<b>Service Manager : Angela Watson</b>								
LEGAL SERVICES <b>Portfolio Holder : Cllr Peter Seib</b>	Expenditure	324,760	267,912	-56,848	425,100	425,100	0	Expenditure on nominal books and publications is over budget, due largely to the hard copy updates we need for the legal encyclopaedias and over which we have no control in terms of numbers and frequency. Expenditure on nominal consultants & professionals is under budget – we haven't needed to take external legal advice for a little while, but I do expect further expenditure before the year end. We will be hiring a locum solicitor from 12th February for a period of 6 months, so this will increase expenditure on staff costs.
	Income	-55,685	-15,859	39,826	-73,880	-73,880	0	
	TOTAL	269,075	252,053	-17,022	351,220	351,220	0	
LAND CHARGES <b>Portfolio Holder : Cllr Peter Seib</b>	Expenditure	83,490	59,825	-23,665	106,340	106,340	0	As is standard, the County Council is a little behind with their invoicing, so there is still expenditure to come under nominal 4030 (consultant & professional fees). Search numbers were down a little towards the end of the year, hence income is slightly under target (for the first time in a long time!). Hopefully this will pick up over the next couple of months
	Income	-343,568	-327,891	15,677	-453,110	-453,110	0	
	TOTAL	-260,078	-268,066	-7,988	-346,770	-346,770	0	
RIGHTS OF WAY	Expenditure	60,635	45,081	-15,554	69,360	69,360	0	Due to a retirement there is an ongoing salary saving.

Group with Elements		Budget to 31st December	Actual to 31st December	Variance to 31st December	Annual Budget	Expected Total by Year End	Variance expected 31/03/18	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
Portfolio Holder : Cllr Peter Seib	Income	-46,835	-34,614	12,221	-50,960	-50,960	0	Income is significantly below target, the processing of diversion orders was taken on temporarily by one the of the lawyers. Although progress is being made, it has to be in addition to all their other work. This is an area of work that is likely to be re-assigned in due course under the new structure, which should allow better focus on the work and, consequently, more income.
	TOTAL	13,800	10,467	-3,333	18,400	18,400	0	
TOTAL LEGAL SERVICES	Expenditure	468,885	372,818	-96,067	600,800	600,800	0	
	Income	-446,088	-378,364	67,724	-577,950	-577,950	0	
	TOTAL	22,797	-5,546	-28,343	22,850	22,850	0	
<b>FRAUD AND DATA MANAGEMENT</b>								
Service Manager : Lynda Creek								
FRAUD AND DATA MANAGEMENT	Expenditure	45,170	27,094	-18,076	58,400	58,400	0	The degree of underspend depends on whether we are able to conclude a contract to undertake some fraud investigation work - at present it is not looking promising as it has been ongoing since the Spring. The hold up concerns the legal requirements with data protection which need to be met to ensure the security of the data transfer and processing. There will be some additional spending on DP training in preparation for GDPR.
	Income	0	0	0	0	0	0	
Portfolio Holder : Cllr Peter Seib	TOTAL	45,170	27,094	-18,076	58,400	58,400	0	
TOTAL FRAUD AND DATA MANAGEMENT	Expenditure	45,170	27,094	-18,076	58,400	58,400	0	
	Income	0	0	0	0	0	0	
	TOTAL	45,170	27,094	-18,076	58,400	58,400	0	
<b>HUMAN RESOURCES</b>								
Service Manager : Mike Holliday								
HUMAN RESOURCES	Expenditure	205,297	200,003	-5,294	273,730	273,730	0	
	Income	-10,375	-12,851	-2,476	-12,870	-12,870	0	
Portfolio Holder : Cllr Ric Pallister	TOTAL	194,922	187,152	-7,770	260,860	260,860	0	Across the operational areas budget remains on target though there has been additional spend in some areas that reflect increased outplacement and recruitment testing costs this year.
TOTAL HUMAN RESOURCES	Expenditure	205,297	200,003	-5,294	273,730	273,730	0	
	Income	-10,375	-12,851	-2,476	-12,870	-12,870	0	
	TOTAL	194,922	187,152	-7,770	260,860	260,860	0	
TOTAL DIRECTOR OF SUPPORT SERVICES	Expenditure	35,195,933	32,848,280	-2,347,653	46,777,070	46,777,070	0	
	Income	-30,465,556	-30,554,930	-89,374	-41,297,960	-41,297,960	0	
	TOTAL	4,730,377	2,293,350	-2,437,027	5,479,110	5,479,110	0	
<b>ECONOMIC DEVELOPMENT</b>								
Service Manager : David Julian								
ECONOMIC DEVELOPMENT	Expenditure	462,658	501,011	38,353	594,980	594,980	0	£25K variance on consultancy for Yeovil Refresh which will be covered from the Infrastructure Reserve as agreed
	Income	-463,562	-535,235	-71,673	-490,800	-740,800	-250,000	
Portfolio Holder : Cllr Jo Roundell-Greene	TOTAL	-904	-34,224	-33,320	104,180	-145,820	-250,000	

Group with Elements		Budget to 31st December	Actual to 31st December	Variance to 31st December	Annual Budget	Expected Total by Year End	Variance expected 31/03/18	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
TOURISM	Expenditure	138,670	98,200	-40,470	202,120	202,120	0	Underspend on salary budget due to vacant supervisory post being held over until outcome of transformation is known. Part of work being covered by ED team
Portfolio Holder : Cllr Derek Yeomans	Income	-62,662	-40,512	22,150	-83,550	-83,550	0	
	TOTAL	76,008	57,688	-18,320	118,570	118,570	0	There will be an underspend on this budget at year end.
HERITAGE	Expenditure	45,187	29,404	-15,783	60,250	60,250	0	underspend on salary budget due to vacant supervisory post being held over until outcome of transformation is known. Part of work being covered by ED team
Portfolio Holder : Cllr Nick Weeks	Income	-2,340	-1,239	1,101	-3,120	-3,120	0	
	TOTAL	42,847	28,165	-14,682	57,130	57,130	0	There will be an underspend on this budget at year end.
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>Expenditure</b>	<b>646,515</b>	<b>628,615</b>	<b>-17,900</b>	<b>857,350</b>	<b>857,350</b>	<b>0</b>	
	<b>Income</b>	<b>-528,564</b>	<b>-576,986</b>	<b>-48,422</b>	<b>-577,470</b>	<b>-827,470</b>	<b>-250,000</b>	
	<b>TOTAL</b>	<b>117,951</b>	<b>51,629</b>	<b>-66,322</b>	<b>279,880</b>	<b>29,880</b>	<b>-250,000</b>	
<b>DEVELOPMENT CONTROL</b>								
Service Manager : Simon Fox								
DEVELOPMENT CONTROL	Expenditure	1,061,383	1,053,741	-7,642	1,413,750	1,363,750	-50,000	Expenditure on salaries is less than forecast
Portfolio Holder : Cllr Angie Singleton	Income	-953,962	-1,150,767	-196,805	-1,271,950	-1,371,950	-100,000	Planning income is likely to exceed the budgeted amount by at least £100k
	TOTAL	107,421	-97,026	-204,447	141,800	-8,200	-150,000	
<b>TOTAL DEVELOPMENT CONTROL</b>	<b>Expenditure</b>	<b>1,061,383</b>	<b>1,053,741</b>	<b>-7,642</b>	<b>1,413,750</b>	<b>1,363,750</b>	<b>-50,000</b>	
	<b>Income</b>	<b>-953,962</b>	<b>-1,150,767</b>	<b>-196,805</b>	<b>-1,271,950</b>	<b>-1,371,950</b>	<b>-100,000</b>	
	<b>TOTAL</b>	<b>107,421</b>	<b>-97,026</b>	<b>-204,447</b>	<b>141,800</b>	<b>-8,200</b>	<b>-150,000</b>	
<b>SPATIAL POLICY</b>								
Service Manager : Jo Wilkins								
PLANNING POLICY	Expenditure	198,172	233,236	35,064	290,850	290,850	0	Recruited agency staff to cover staff vacancies and to enable continued progress on Local Plan Review. Additionally, no consultancy costs were identified (in the budget)for the year.
Portfolio Holder : Cllr Angie Singleton	Income	-7,170	-5,250	1,920	-7,810	-7,810	0	
	TOTAL	191,002	227,986	36,984	283,040	283,040	0	
TRANSPORT	Expenditure	30,900	29,904	-996	41,200	41,200	0	
Portfolio Holder : Cllr Henry Hobhouse	Income	0	0	0	0	0	0	
	TOTAL	30,900	29,904	-996	41,200	41,200	0	
<b>TOTAL SPATIAL POLICY</b>	<b>Expenditure</b>	<b>229,072</b>	<b>263,140</b>	<b>34,068</b>	<b>332,050</b>	<b>332,050</b>	<b>0</b>	
	<b>Income</b>	<b>-7,170</b>	<b>-5,250</b>	<b>1,920</b>	<b>-7,810</b>	<b>-7,810</b>	<b>0</b>	
	<b>TOTAL</b>	<b>221,902</b>	<b>257,890</b>	<b>35,988</b>	<b>324,240</b>	<b>324,240</b>	<b>0</b>	
<b>STRATEGIC HOUSING</b>								
Service Manager : Colin McDonald								
STRATEGIC HOUSING	Expenditure	223,813	169,610	-54,203	325,500	310,500	-15,000	Staffing costs down and will stay down
Portfolio Holder : Cllr Ric Pallister	Income	-85,235	-159,903	-74,668	-128,680	-128,680	0	
	TOTAL	138,578	9,707	-128,871	196,820	181,820	-15,000	Overall prediction – year end underspend £15k+
<b>TOTAL STRATEGIC HOUSING</b>	<b>Expenditure</b>	<b>223,813</b>	<b>169,610</b>	<b>-54,203</b>	<b>325,500</b>	<b>310,500</b>	<b>-15,000</b>	
	<b>Income</b>	<b>-85,235</b>	<b>-159,903</b>	<b>-74,668</b>	<b>-128,680</b>	<b>-128,680</b>	<b>0</b>	
	<b>TOTAL</b>	<b>138,578</b>	<b>9,707</b>	<b>-128,871</b>	<b>196,820</b>	<b>181,820</b>	<b>-15,000</b>	
<b>ENVIRONMENTAL HEALTH</b>								
Service Manager : Alasdair Bell								
HOUSING STANDARDS	Expenditure	171,773	139,699	-32,074	229,030	193,545	-35,485	Staff savings pending Transformation
Portfolio Holder : Cllr Val Keitch	Income	-50,587	-51,577	-990	-67,450	-67,450	0	
	TOTAL	121,186	88,122	-33,064	161,580	126,095	-35,485	Underspend expected by year end.

Group with Elements		Budget to 31st December	Actual to 31st December	Variance to 31st December	Annual Budget	Expected Total by Year End	Variance expected 31/03/18	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
ENVIRONMENTAL HEALTH & COMMUNITY PROTECTION Portfolio Holder : Cllr Val Keitch	Expenditure	591,030	559,172	-31,858	816,500	816,500	0	Expenditure is expected in the final quarter Income from Prescribed Processors is down. Overall spend on budget by year end will be on target.
	Income	-60,963	-46,121	14,842	-71,660	-71,660	0	
	TOTAL	530,067	513,051	-17,016	744,840	744,840	0	
ENFORCEMENT Portfolio Holder : Cllr Val Keitch	Expenditure	87,688	65,332	-22,356	123,060	103,060	-20,000	Underspending on salaries as one enforcement officer post is vacant Income is underachieving but this is offset against the underspend in salaries
	Income	-2,250	-1,341	909	-3,000	-3,000	0	
	TOTAL	85,438	63,991	-21,447	120,060	100,060	-20,000	
TOTAL ENVIRONMENTAL HEALTH	Expenditure	850,491	764,203	-86,288	1,168,590	1,113,105	-55,485	
	Income	-113,800	-99,039	14,761	-142,110	-142,110	0	
	TOTAL	736,691	665,164	-71,527	1,026,480	970,995	-55,485	
<b>BUILDING CONTROL</b> Service Manager : Dave Durrant								
BUILDING CONTROL Portfolio Holder : Cllr Nick Weeks	Expenditure	434,155	429,870	-4,285	631,790	618,320	-13,470	Anticipated Building Regulation charges income is around £425k for full year.
	Income	-464,707	-403,604	61,103	-661,240	-610,000	51,240	
	TOTAL	-30,552	26,266	56,818	-29,450	8,320	37,770	
TOTAL BUILDING CONTROL	Expenditure	434,155	429,870	-4,285	631,790	618,320	-13,470	
	Income	-464,707	-403,604	61,103	-661,240	-610,000	51,240	
	TOTAL	-30,552	26,266	56,818	-29,450	8,320	37,770	
<b>LICENSING</b> Service Manager : Nigel Marston								
LICENSING Portfolio Holder : Cllr Angie Singleton	Expenditure	186,840	180,168	-6,672	249,120	249,120	0	Currently well managed, expected to be on budget at year end Currently performing above budget but this is mainly due to income in advance for 3 and 5 year licences
	Income	-257,261	-289,013	-31,752	-301,610	-301,610	0	
	TOTAL	-70,421	-108,845	-38,424	-52,490	-52,490	0	
TOTAL LICENSING	Expenditure	186,840	180,168	-6,672	249,120	249,120	0	
	Income	-257,261	-289,013	-31,752	-301,610	-301,610	0	
	TOTAL	-70,421	-108,845	-38,424	-52,490	-52,490	0	
<b>HOUSING AND WELFARE</b> Service Manager : Kirsty Larkins/Alice Knight								
WELFARE Portfolio Holder : Cllr Sylvia Seal	Expenditure	260,055	236,647	-23,408	346,240	346,240	0	We are overspent on advertising as I made the decision to do more advertising - we have been carrying a vacant post for half the year so have had to spend on external advertising rather than staff time promoting the service - <i>however underspent overall</i> Very happy with the income so far this year.
	Income	-381,025	-394,539	-13,514	-401,000	-401,000	0	
	TOTAL	-120,970	-157,892	-36,922	-54,760	-54,760	0	
HOUSING Portfolio Holder : Cllr Sylvia Seal	Expenditure	1,032,027	802,740	-229,287	1,370,600	1,370,600	0	<i>Further expenditure expected during the final quarter</i>
	Income	-377,875	-245,728	132,147	-432,330	-432,330	0	
	TOTAL	654,152	557,012	-97,140	938,270	938,270	0	
TOTAL HOUSING AND WELFARE	Expenditure	1,292,082	1,039,387	-252,695	1,716,840	1,716,840	0	
	Income	-758,900	-640,267	118,633	-833,330	-833,330	0	
	TOTAL	533,182	399,120	-134,062	883,510	883,510	0	
TOTAL DIRECTOR OF SERVICE DELIVERY	Expenditure	4,924,351	4,528,734	-395,617	6,694,990	6,561,035	-133,955	
	Income	-3,169,599	-3,324,829	-155,230	-3,924,200	-4,222,960	-298,760	
	TOTAL	1,754,752	1,203,905	-550,847	2,770,790	2,338,075	-432,715	

Group with Elements		Budget to 31st December	Actual to 31st December	Variance to 31st December	Annual Budget	Expected Total by Year End	Variance expected 31/03/18	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
<b>COMMUNITIES, THIRD SECTOR AND PARTNERSHIPS</b>								
<b>Service Manager : Helen Rutter</b>								
CENTRAL COMMUNITIES TEAM <b>Portfolio Holder : Cllr Ric Pallister</b>	Expenditure	302,105	298,595	-3,510	332,750	332,750	0	
	Income	0	-300	-300	0	0	0	
	<b>TOTAL</b>	<b>302,105</b>	<b>298,295</b>	<b>-3,810</b>	<b>332,750</b>	<b>332,750</b>	<b>0</b>	
COMMUNITY SAFETY <b>Portfolio Holder : Cllr Peter Gubbins</b>	Expenditure	34,267	31,272	-2,995	45,690	45,690	0	
	Income	0	0	0	0	0	0	
	<b>TOTAL</b>	<b>34,267</b>	<b>31,272</b>	<b>-2,995</b>	<b>45,690</b>	<b>45,690</b>	<b>0</b>	
<b>TOTAL COMMUNITIES, THIRD SECTOR AND PARTNERSHIPS</b>	<b>Expenditure</b>	<b>336,372</b>	<b>329,867</b>	<b>-6,505</b>	<b>378,440</b>	<b>378,440</b>	<b>0</b>	
	<b>Income</b>	<b>0</b>	<b>-300</b>	<b>-300</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>TOTAL</b>	<b>336,372</b>	<b>329,567</b>	<b>-6,805</b>	<b>378,440</b>	<b>378,440</b>	<b>0</b>	<i>No over-spend: Budget Manager has no additional comments.</i>
<b>AREA EAST</b>								
<b>Service Manager : Tim Cook</b>								
EAST AREA DEVELOPMENT <b>Area Chairman : Cllr Nick Weeks</b>	Expenditure	137,070	135,752	-1,318	182,760	182,760	0	
	Income	-3,382	-8,608	-5,226	-4,510	-4,510	0	
	<b>TOTAL</b>	<b>133,688</b>	<b>127,144</b>	<b>-6,544</b>	<b>178,250</b>	<b>178,250</b>	<b>0</b>	
EAST GRANTS <b>Area Chairman : Cllr Nick Weeks</b>	Expenditure	38,580	25,359	-13,221	44,660	44,660	0	
	Income	0	0	0	0	0	0	
	<b>TOTAL</b>	<b>38,580</b>	<b>25,359</b>	<b>-13,221</b>	<b>44,660</b>	<b>44,660</b>	<b>0</b>	
EAST PROJECTS <b>Area Chairman : Cllr Nick Weeks</b>	Expenditure	64,860	51,227	-13,633	86,480	86,480	0	
	Income	-77,120	-79,379	-2,259	-86,480	-86,480	0	
	<b>TOTAL</b>	<b>-12,260</b>	<b>-28,152</b>	<b>-15,892</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL AREA EAST</b>	<b>Expenditure</b>	<b>240,510</b>	<b>212,338</b>	<b>-28,172</b>	<b>313,900</b>	<b>313,900</b>	<b>0</b>	The variance on staffing budgets is due to changes in personnel and new transition arrangements.
	<b>Income</b>	<b>-80,502</b>	<b>-87,987</b>	<b>-7,485</b>	<b>-90,990</b>	<b>-90,990</b>	<b>0</b>	There is an underspend in the grants budget but this will be allocated (and some spent) before year end.
	<b>TOTAL</b>	<b>160,008</b>	<b>124,351</b>	<b>-35,657</b>	<b>222,910</b>	<b>222,910</b>	<b>0</b>	
<b>AREA NORTH</b>								
<b>Service Manager : Sara Kelly</b>								
NORTH AREA DEVELOPMENT <b>Area Chairman : Cllr Derek Yeomans</b>	Expenditure	135,523	124,440	-11,083	177,570	177,570	0	The overspend we have in one budget line is more than covered by underspend elsewhere, so I am comfortable with all the Area North budgets.
	Income	-9,380	-11,717	-2,337	-9,380	-9,380	0	
	<b>TOTAL</b>	<b>126,143</b>	<b>112,723</b>	<b>-13,420</b>	<b>168,190</b>	<b>168,190</b>	<b>0</b>	
NORTH GRANTS <b>Area Chairman : Cllr Derek Yeomans</b>	Expenditure	13,360	12,398	-962	16,030	16,030	0	
	Income	0	0	0	0	0	0	
	<b>TOTAL</b>	<b>13,360</b>	<b>12,398</b>	<b>-962</b>	<b>16,030</b>	<b>16,030</b>	<b>0</b>	
<b>TOTAL AREA NORTH</b>	<b>Expenditure</b>	<b>148,883</b>	<b>136,838</b>	<b>-12,045</b>	<b>193,600</b>	<b>193,600</b>	<b>0</b>	
	<b>Income</b>	<b>-9,380</b>	<b>-11,717</b>	<b>-2,337</b>	<b>-9,380</b>	<b>-9,380</b>	<b>0</b>	
	<b>TOTAL</b>	<b>139,503</b>	<b>125,121</b>	<b>-14,382</b>	<b>184,220</b>	<b>184,220</b>	<b>0</b>	
<b>AREA SOUTH</b>								
<b>Service Manager : Natalie Fortt</b>								
SOUTH AREA DEVELOPMENT <b>Area Chairman : Cllr Peter Gubbins</b>	Expenditure	203,791	174,895	-28,896	270,445	270,445	0	
	Income	-32,790	-21,217	11,573	-43,720	-43,720	0	
	<b>TOTAL</b>	<b>171,001</b>	<b>153,678</b>	<b>-17,323</b>	<b>226,725</b>	<b>226,725</b>	<b>0</b>	
SOUTH GRANTS <b>Area Chairman : Cllr Peter Gubbins</b>	Expenditure	23,385	1,000	-22,385	31,180	31,180	0	
	Income	0	-500	-500	0	0	0	
	<b>TOTAL</b>	<b>23,385</b>	<b>500</b>	<b>-22,885</b>	<b>31,180</b>	<b>31,180</b>	<b>0</b>	

Group with Elements		Budget to 31st December	Actual to 31st December	Variance to 31st December	Annual Budget	Expected Total by Year End	Variance expected 31/03/18	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
SOUTH PROJECTS Area Chairman : Cllr Peter Gubbins	Expenditure	18,090	25,667	7,577	18,090	18,090	0	
	Income	-18,090	-27,302	-9,212	-18,090	-18,090	0	
	TOTAL	0	-1,635	-1,635	0	0	0	
<b>TOTAL AREA SOUTH</b>	<b>Expenditure</b>	<b>245,266</b>	<b>201,562</b>	<b>-43,704</b>	<b>319,715</b>	<b>319,715</b>	<b>0</b>	
	<b>Income</b>	<b>-50,880</b>	<b>-49,019</b>	<b>1,861</b>	<b>-61,810</b>	<b>-61,810</b>	<b>0</b>	
	<b>TOTAL</b>	<b>194,386</b>	<b>152,543</b>	<b>-41,843</b>	<b>257,905</b>	<b>257,905</b>	<b>0</b>	
<b>AREA WEST</b>								
<b>Service Manager : Tim Cook</b>								
WEST AREA DEVELOPMENT Area Chairman : Cllr Val Keitch	Expenditure	174,023	147,058	-26,965	232,030	232,030	0	
	Income	-2,633	-3,262	-629	-3,510	-3,510	0	
	TOTAL	171,390	143,796	-27,594	228,520	228,520	0	
WEST GRANTS Area Chairman : Cllr Val Keitch	Expenditure	30,420	12,149	-18,271	36,980	36,980	0	
	Income	0	0	0	0	0	0	
	TOTAL	30,420	12,149	-18,271	36,980	36,980	0	
WEST PROJECTS Area Chairman : Cllr Val Keitch	Expenditure	16,770	9,943	-6,827	23,400	23,400	0	
	Income	-11,767	-6,936	4,831	-15,250	-15,250	0	
	TOTAL	5,003	3,007	-1,996	8,150	8,150	0	
<b>TOTAL AREA WEST</b>	<b>Expenditure</b>	<b>221,213</b>	<b>169,150</b>	<b>-52,063</b>	<b>292,410</b>	<b>292,410</b>	<b>0</b>	
	<b>Income</b>	<b>-14,400</b>	<b>-10,198</b>	<b>4,202</b>	<b>-18,760</b>	<b>-18,760</b>	<b>0</b>	
	<b>TOTAL</b>	<b>206,813</b>	<b>158,952</b>	<b>-47,861</b>	<b>273,650</b>	<b>273,650</b>	<b>0</b>	
<b>TOTAL COMMUNITIES</b>	<b>Expenditure</b>	<b>1,192,244</b>	<b>1,049,755</b>	<b>-142,489</b>	<b>1,498,065</b>	<b>1,498,065</b>	<b>0</b>	
	<b>Income</b>	<b>-155,162</b>	<b>-159,221</b>	<b>-4,059</b>	<b>-180,940</b>	<b>-180,940</b>	<b>0</b>	
	<b>TOTAL</b>	<b>1,037,082</b>	<b>890,534</b>	<b>-146,548</b>	<b>1,317,125</b>	<b>1,317,125</b>	<b>0</b>	The area and communities budgets look to be on track for year end.
<b>CIVIL CONTINGENCIES MANAGER</b>								
<b>Service Manager : Pam Harvey</b>								
CIVIL CONTINGENCIES Portfolio Holder : Cllr Nick Weeks	Expenditure	101,115	103,285	2,170	134,820	134,820	0	Expenditure largely running as profiled. Yearend figures will depend on any response to emergency incidents throughout the rest of the year.
	Income	-4,860	-6,232	-1,372	-6,110	-6,110	0	
	TOTAL	96,255	97,053	798	128,710	128,710	0	
<b>TOTAL CIVIL CONTINGENCIES</b>	<b>Expenditure</b>	<b>101,115</b>	<b>103,285</b>	<b>2,170</b>	<b>134,820</b>	<b>134,820</b>	<b>0</b>	
	<b>Income</b>	<b>-4,860</b>	<b>-6,232</b>	<b>-1,372</b>	<b>-6,110</b>	<b>-6,110</b>	<b>0</b>	
	<b>TOTAL</b>	<b>96,255</b>	<b>97,053</b>	<b>798</b>	<b>128,710</b>	<b>128,710</b>	<b>0</b>	
<b>ENGINEERING AND PROPERTY SERVICES</b>								
<b>Service Manager : Garry Green</b>								
PROPERTY MANAGEMENT Portfolio Holder : Cllr Henry Hobhouse	Expenditure	878,071	826,748	-51,323	1,184,020	1,144,020	-40,000	General underspend across range of services particularly on public offices, but this will help possible underachievement of income on this budget as linked to service charges.
	Income	-670,319	-644,446	25,873	-797,230	-797,230	0	Income due from SCC not accounted for at qtr3 but Commercial income above annual budget by £20K at present due to full letting of properties. However this will contribute towards underachievement of income on the public offices budget.
	TOTAL	207,752	182,302	-25,450	386,790	346,790	-40,000	
CAR PARKING	Expenditure	539,577	496,918	-42,659	804,670	804,670	0	Underspend due to outstanding service charge owed to Waitrose and general underspends across the board.

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Group with Elements		Budget to 31st December	Actual to 31st December	Variance to 31st December	Annual Budget	Expected Total by Year End	Variance expected 31/03/18	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
<b>Portfolio Holder : Cllr Henry Hobhouse &amp; Cllr Peter Seib</b>	Income	-1,603,784	-1,456,449	147,335	-2,130,670	-2,010,670	120,000	Pay & Display income down £104k on budget, Season Tickets down £30k and PCN income down £13k along with other rental payments due.
	TOTAL	-1,064,207	-959,531	104,676	-1,326,000	-1,206,000	120,000	
ENGINEERING SERVICES	Expenditure	480,167	409,919	-70,248	633,950	573,950	-60,000	General underspends across all services but mainly on Technical Services salaries due to vacant hours, and R&M on land drainage, public conveniences, and Birchfield.
<b>Portfolio Holder : Cllr Henry Hobhouse</b>	Income	-65,220	-88,949	-23,729	-86,960	-101,960	-15,000	Main variance due to revenue contribution received towards CCTV improvements needed plus external contribution of £16k on land drainage budget.
	TOTAL	414,947	320,970	-93,977	546,990	471,990	-75,000	
<b>TOTAL ENGINEERING AND PROPERTY SERVICES</b>	<b>Expenditure</b>	<b>1,897,815</b>	<b>1,733,585</b>	<b>-164,230</b>	<b>2,622,640</b>	<b>2,522,640</b>	<b>-100,000</b>	
	<b>Income</b>	<b>-2,339,323</b>	<b>-2,189,844</b>	<b>149,479</b>	<b>-3,014,860</b>	<b>-2,909,860</b>	<b>105,000</b>	
	<b>TOTAL</b>	<b>-441,508</b>	<b>-456,259</b>	<b>-14,751</b>	<b>-392,220</b>	<b>-387,220</b>	<b>5,000</b>	
<b>STREETSCENE</b>								
<b>Service Manager : Chris Cooper</b>								
HORTICULTURE & GROUNDS MAINTENANCE & STREETCLEANING	Expenditure	2,289,409	2,469,678	180,269	3,020,250	3,020,250	0	<i>Overspends on Staff costs/salaries, Yeovil Greenspace Projects, Purchase of Plant, Equipment Tools &amp; Materials and Payments to Contractors.</i>
	Income	-876,886	-971,669	-94,783	-1,314,540	-1,314,540	0	<i>Favourable income against budget.</i>
<b>Portfolio Holder : Cllr Jo Roundell Greene</b>	TOTAL	1,412,523	1,498,009	85,486	1,705,710	1,705,710	0	
<b>TOTAL STREETSCENE</b>	<b>Expenditure</b>	<b>2,289,409</b>	<b>2,469,678</b>	<b>180,269</b>	<b>3,020,250</b>	<b>3,020,250</b>	<b>0</b>	
	<b>Income</b>	<b>-876,886</b>	<b>-971,669</b>	<b>-94,783</b>	<b>-1,314,540</b>	<b>-1,314,540</b>	<b>0</b>	
	<b>TOTAL</b>	<b>1,412,523</b>	<b>1,498,009</b>	<b>85,486</b>	<b>1,705,710</b>	<b>1,705,710</b>	<b>0</b>	
<b>WASTE &amp; RECYCLING</b>								
<b>Assistant Director :</b>								
WASTE COLLECTION	Expenditure	4,472,033	4,413,522	-58,511	5,928,660	5,928,660	0	
<b>Portfolio Holder : Cllr Jo Roundell Greene &amp; Cllr Derek Yeomans</b>	Income	-1,308,802	-1,297,074	11,728	-1,536,170	-1,536,170	0	
	TOTAL	3,163,231	3,116,448	-46,783	4,392,490	4,392,490	0	<i>Overall well within budget</i>
<b>TOTAL WASTE COLLECTION</b>	<b>Expenditure</b>	<b>4,472,033</b>	<b>4,413,522</b>	<b>-58,511</b>	<b>5,928,660</b>	<b>5,928,660</b>	<b>0</b>	
	<b>Income</b>	<b>-1,308,802</b>	<b>-1,297,074</b>	<b>11,728</b>	<b>-1,536,170</b>	<b>-1,536,170</b>	<b>0</b>	
	<b>TOTAL</b>	<b>3,163,231</b>	<b>3,116,448</b>	<b>-46,783</b>	<b>4,392,490</b>	<b>4,392,490</b>	<b>0</b>	
<b>ARTS AND ENTERTAINMENT</b>								
<b>Service Manager : Adam Burgan</b>								
ARTS	Expenditure	1,609,351	1,498,535	-110,816	2,128,535	2,045,530	-83,005	
<b>Portfolio Holder : Cllr Sylvia Seal</b>	Income	-1,420,785	-1,718,061	-297,276	-1,874,180	-1,792,521	81,659	
	TOTAL	188,566	-219,526	-408,092	254,355	253,009	-1,346	A solid year at The Octagon. Reduced Box Office income has been offset by reduced payments to producers. Secondary spend has remained strong.
WESTLAND LEISURE COMPLEX	Expenditure	953,635	928,206	-25,429	1,358,390	1,408,390	50,000	
<b>Portfolio Holder : Cllr Sylvia Seal</b>	Income	-919,403	-614,341	305,062	-1,311,080	-1,111,080	200,000	The Westlands Entertainment & Conference Centre Refurbishment Project report taken to District Executive in September 2017 detailed the reasons for the budget variance.
	TOTAL	34,232	313,865	279,633	47,310	297,310	250,000	
<b>TOTAL ARTS AND ENTERTAINMENT</b>	<b>Expenditure</b>	<b>2,562,986</b>	<b>2,426,741</b>	<b>-136,245</b>	<b>3,486,925</b>	<b>3,453,920</b>	<b>-33,005</b>	
	<b>Income</b>	<b>-2,340,188</b>	<b>-2,332,402</b>	<b>7,786</b>	<b>-3,185,260</b>	<b>-2,903,601</b>	<b>281,659</b>	
	<b>TOTAL</b>	<b>222,798</b>	<b>94,339</b>	<b>-128,459</b>	<b>301,665</b>	<b>550,319</b>	<b>248,654</b>	



Group with Elements		Budget to 31st December	Actual to 31st December	Variance to 31st December	Annual Budget	Expected Total by Year End	Variance expected 31/03/18	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
		£	£	£	£	£	£	
<b>SPORT AND LEISURE FACILITIES</b>								
Service Manager : Lynda Pincombe								
GOLDENSTONES	Expenditure	192,323	96,136	-96,187	256,430	256,430	0	
Portfolio Holder : Cllr Sylvia Seal	Income	-127,283	-55,392	71,891	-169,710	-169,710	0	
	TOTAL	65,040	40,744	-24,296	86,720	86,720	0	
SPORT FACILITIES	Expenditure	114,532	110,054	-4,478	152,710	152,710	0	
Portfolio Holder : Cllr Sylvia Seal	Income	-45,750	-39,128	6,622	-61,000	-61,000	0	
	TOTAL	68,782	70,926	2,144	91,710	91,710	0	
WESTLANDS	Expenditure	53,348	16,932	-36,416	71,130	71,130	0	
Portfolio Holder : Cllr Sylvia Seal	Income	-6,863	0	6,863	-9,150	-9,150	0	
	TOTAL	46,485	16,932	-29,553	61,980	61,980	0	
<b>TOTAL SPORT AND LEISURE FACILITIES</b>	<b>Expenditure</b>	<b>360,203</b>	<b>223,122</b>	<b>-137,081</b>	<b>480,270</b>	<b>480,270</b>	<b>0</b>	
	<b>Income</b>	<b>-179,896</b>	<b>-94,520</b>	<b>85,376</b>	<b>-239,860</b>	<b>-239,860</b>	<b>0</b>	
	<b>TOTAL</b>	<b>180,307</b>	<b>128,602</b>	<b>-51,705</b>	<b>240,410</b>	<b>240,410</b>	<b>0</b>	<i>Income budgets not being met but large underspend on expenditure has resulted in an overall £52K favourable variance overall.</i>
<b>COMMUNITY HEALTH AND LEISURE</b>								
Service Manager : Lynda Pincombe								
COMMUNITY HEALTH AND LEISURE	Expenditure	675,953	695,696	19,743	876,940	876,940	0	
Portfolio Holder : Cllr Sylvia Seal	Income	-207,564	-356,257	-148,693	-280,660	-280,660	0	<i>Grant funding received £125K Click into Activity.</i>
	TOTAL	468,389	339,439	-128,950	596,280	596,280	0	
<b>TOTAL COMMUNITY HEALTH AND LEISURE</b>	<b>Expenditure</b>	<b>675,953</b>	<b>695,696</b>	<b>19,743</b>	<b>876,940</b>	<b>876,940</b>	<b>0</b>	
	<b>Income</b>	<b>-207,564</b>	<b>-356,257</b>	<b>-148,693</b>	<b>-280,660</b>	<b>-280,660</b>	<b>0</b>	
	<b>TOTAL</b>	<b>468,389</b>	<b>339,439</b>	<b>-128,950</b>	<b>596,280</b>	<b>596,280</b>	<b>0</b>	
<b>COUNTRYSIDE</b>								
Service Manager : Katy Menday								
COUNTRYSIDE	Expenditure	383,010	487,792	104,782	532,500	541,500	9,000	Although much of the current variance will be rectified by year end the extra £9K on salaries was not anticipated and we have had to use staff on the wages line to cover the long term sickness absence. I anticipate a year end position of £9K over spent.
Portfolio Holder : Cllr Sylvia Seal	Income	-195,667	-257,357	-61,690	-283,910	-283,910	0	There is still £10K income outstanding from stewardship and a variety of other incomes totalling £11K. Plus a Heritage Lottery claim to cover costs of £11K. The café is performing well and can be expected to bring in a further £8K profit in the final quarter.
	TOTAL	187,343	230,435	43,092	248,590	257,590	9,000	
<b>TOTAL COUNTRYSIDE</b>	<b>Expenditure</b>	<b>383,010</b>	<b>487,792</b>	<b>104,782</b>	<b>532,500</b>	<b>541,500</b>	<b>9,000</b>	
	<b>Income</b>	<b>-195,667</b>	<b>-257,357</b>	<b>-61,690</b>	<b>-283,910</b>	<b>-283,910</b>	<b>0</b>	
	<b>TOTAL</b>	<b>187,343</b>	<b>230,435</b>	<b>43,092</b>	<b>248,590</b>	<b>257,590</b>	<b>9,000</b>	
<b>TOTAL DIRECTOR OF COMMERCIAL SERVICES &amp; INCOME GENERATION</b>	<b>Expenditure</b>	<b>12,742,524</b>	<b>12,553,421</b>	<b>-189,103</b>	<b>17,083,005</b>	<b>16,959,000</b>	<b>-124,005</b>	
	<b>Income</b>	<b>-7,453,186</b>	<b>-7,505,355</b>	<b>-52,169</b>	<b>-9,861,370</b>	<b>-9,474,711</b>	<b>386,659</b>	
	<b>TOTAL</b>	<b>5,289,338</b>	<b>5,048,066</b>	<b>-241,272</b>	<b>7,221,635</b>	<b>7,484,289</b>	<b>262,654</b>	
<b>TOTAL SSDC</b>	<b>Expenditure</b>	<b>55,156,038</b>	<b>52,842,749</b>	<b>-2,313,289</b>	<b>73,367,440</b>	<b>73,109,480</b>	<b>-257,960</b>	
	<b>Income</b>	<b>-41,690,913</b>	<b>-42,006,039</b>	<b>-315,126</b>	<b>-55,711,880</b>	<b>-55,623,981</b>	<b>87,899</b>	
	<b>TOTAL</b>	<b>13,465,125</b>	<b>10,836,710</b>	<b>-2,628,415</b>	<b>17,655,560</b>	<b>17,485,499</b>	<b>-170,061</b>	

## Appendix B

The following virements should be noted:

<b>Value £</b>	<b>To</b>	<b>From</b>	<b>Description</b>
5,000	Yeovil Recreation Centre	Leisure Communications Sports Specific Development	Re-allocation of budget
5,000	Yeovil Recreation Centre	Healthy Lifestyles	Re-allocation of budget

## Appendix C

### AREA RESERVES Quarter 3 2017/18

Allocation of Reserves	Approval Date	Approved Allocation	Balance 17/18	Transfer from Reserves during 2017/18
		£	£	£
<b>Area East</b>				
<b>Balance B/fwd 1st April 2017</b>			<b>-49,190</b>	
Community Planning - Project Spend	Apr-05	50,000	15,930	
Derelict Sites Castle Cary	Jun-05	4,000	4,000	
Rural Business Units	Nov-05	25,000	5,800	
Retail Support Initiative	May-09	10,000	10,000	
Wincanton Retail Support Initiative	Jul-14	10,000	10,000	
Totals			45,730	0
<b>E5 balance of reserve</b>				<b>-49,190</b>
<b>Unallocated Balance 31st Decemer 2017</b>			<b>-3,460</b>	
<b>Area North</b>				
<b>Balance B/fwd 1st April 2017</b>			<b>-26,600</b>	
Support towards progressing affordable rural housing schemes	Mar-09	15,000	10,000	
Langport Cycle Path	Mar-17		2,706	
Totals			12,706	0
<b>E5 balance of reserve</b>				<b>-26,600</b>
<b>Unallocated Balance 31st Decemer 2017</b>			<b>-13,894</b>	
<b>Area West</b>				
<b>Balance B/fwd 1st April 2017</b>			<b>-46,220</b>	
Chard Hub	Jun-16		46,220	
Totals			46,220	0
<b>E5 balance of reserve</b>				<b>-46,220</b>
<b>Unallocated Balance 31st Decemer 2017</b>			<b>0</b>	

(Negative Figures = income, Postive figures = costs)

(Area South has no reserve remaining)

## Appendix D

### Summary of Usable Reserves

The following table shows the current balance on each usable reserve and the movements since 1 April 2017

Reserves	Balance as at 01/04/17	Movement	Balance as at 31/12/17
	£'000	£'000	£'000
Usable Capital Receipts	-29,053	-28	-29,081
Internal Borrowing Reserve	-799		-799
Capital Reserve	-1,244	-10	-1,254
Cremator Replacement Capital Reserve	-651		-651
Internal Borrowing Repayments	-23	-34	-57
Election Reserve	-149		-149
Risk Management Reserve	-11		-11
Wincanton Sports Centre Reserve	-21		-21
Local Plan Enquiry Reserve	-71		-71
Yeovil Athletic Track Repairs Fund	-125	-12	-137
Planning Delivery Reserve	-26		-26
Bristol to Weymouth Rail Reserve	-11		-11
Local Authority Business Growth Initiative Reserve	-27	13	-14
Yeovil Vision	-120		-120
IT Replacement Reserve	-17		-17
Insurance Fund	-53		-53
Transformation Reserve	-782	147	-635
Treasury Management Reserve	-100		-100
Local Plan Implementation Fund	-125		-125
Revenue Grants Reserve	-672	-172	-844
MTFP Support Fund	-6,624		-6,624
Council Tax/Housing Benefits Reserve	-675	-101	-776
Closed Churchyards Reserve	-3	-8	-11
Health Inequalities	-31		-31
Deposit Guarantee Claims Reserve	-6		-6
Park Homes Replacement Reserve	-165		-165
Planning Obligations Admin Reserve	-35		-35
LSP	-24		-24
Artificial Grass Pitch Reserve	-85	-10	-95
Business Support Scheme	-158	9	-149
Infrastructure Reserve	-932	69	-863
NNDR Volatility Reserve	-1,309		-1,309
Ticket Levy Reserve	-7	-73	-80
Waste Reserve	-230		-230
Community Housing Fund	-263	42	-221
<b>Total Usable Reserves</b>	<b>-44,627</b>	<b>-168</b>	<b>-44,795</b>

(Negative Figures = income, Postive figures = costs)

the list above excludes the reserves which are not usable by Members. These are the Capital Adjustment Account, Revaluation Reserve, Available for Sale Reserve, Financial Instrument Adjustment Account, Pensions Reserve and Collection Fund Adjustment Account

# Agenda Item 9

## **2017/18 Capital Budget Monitoring Report for the quarter ending 31st December 2017**

*Executive Portfolio Holder:* Peter Seib, Finance and Legal Services  
*Director:* Netta Meadows, Strategy & Commissioning  
*Service Manager:* Nicola Hix, Lead Specialist  
*Lead Officer:* Ross Eaton, Management Accountant  
*Contact Details:* ross.eaton@southsomerset.gov.uk or 01935 462274

### **Purpose of the Report**

1. The purpose of this report is to update Members on the current financial position of the capital programme of the Council and to report the reasons for variations from approved budgets for the period 1st October 2017 to 31st December 2017.

### **Forward Plan**

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of February 2018.

### **Public Interest**

3. This report updates progress on capital expenditure in 2017/18.

### **Recommendations**

4. That the District Executive:
  - a. Note the content of the report;
  - b. Approve the revised capital programme spend as detailed in paragraph 6:

### **Background**

5. Full Council approved the Capital Programme in February 2017. Monitoring of the agreed programme has been delegated to District Executive.

### **Capital Programmes**

6. The revised capital programme for this financial year and beyond is attached at Appendix A. The estimated spend for 2017/18 has been revised from **£14.825 million** to **£18.497 million** for the following reasons: -

	17/18 £'000	18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000
<b>Capital Programme for 2017/18 onwards approved at DX in November</b>	<b>14,825</b>	<b>5,178</b>	<b>1,684</b>	<b>(835)</b>	<b>(337)</b>
<b>Plus: Capital projects approved</b>					
Purchase Land at Boden St, Chard (DX Dec 17)	15	35			
Internal Loan for Leased Assets	54				
<b>Plus: Allocations from reserves</b>					
Yeovil Innovation Centre Photovoltaics		16			
Investment in Property	6,861	1,457			
Affordable Housing - West End Close, South Petherton (Stonewater)		199	199		
Grant for Refurb of Christopher House, Yeovil (Mendip YMCA)	15				
Luffton 2000 - All Phases	150				
Area South - Barwick and Stoford PC - New play equipment.	5				
Area North - Norton Sub Hamdon VH	5				
Area North - Stocklinch VH	3				
Area North - Refurbishment of William Blake Mem Hall, South Petherton	5				
Area East - Horsington PC - Installation of new play equipment	5				
Area East - Blackford & Compton Parish Mtg - Superfast Broadband Installation	8				
Area East - Hadspen Village Hall - Car Park Extension	3				
Area East - West Camel PC - Outdoor Gym Equipment	3				
Area East - Ansford & Castle Cary TC's - Phase 3 Outdoor Gym Equipment	8				
<b>Plus: Slippage from 2017/18 forecast to slip into 2018/19 and beyond (re-profiling)</b>	<b>(3,467)</b>	<b>767</b>	<b>422</b>	<b>3,494</b>	<b>(545)</b>
<b>Revised Capital Programme for 2017/18 at 30<sup>th</sup> September 2017.</b>	<b>18,496</b>	<b>7,652</b>	<b>2,305</b>	<b>2,659</b>	<b>(882)</b>

(Figures shown in brackets reduce the capital spend in any particular year)

### Capital Programme & Reserves

- The current capital programme, contingent liabilities and reserves allocates £93.239 million to various schemes over the next five years. Further details are shown in Appendix A.

	<b>£'000</b>
Capital Programme (as detailed in paragraph 6)	30,224
Contingent Liabilities and Reserve Scheme	63,008
<b>Total Programme to be Financed</b>	<b>93,232</b>

### Progress on various schemes

8. Progress on individual schemes is attached at Appendix A. Appendix A also incorporates responsible officer comments on slippage and performance against targets. At this stage the total projected capital investment within the programme remains on budget for all schemes.
9. The actual net position as at 31st December 2017 is net expense of £14,832,000. This is made up of actual expenditure being £16,966,000 less grants received in advance for various projects of £2,134,000.
10. The current forecast net spend by the year end is £18.139 million. Schemes which are expected to be delayed this year and are more than £50,000 and have slipped to 2018/19 include:

Project	Date Funding Approved	Slippage to 2018/19 £'000	Reason for Delay
Lyde Road Pedestrian & Cycle Way	Feb 17	250	It's anticipated that work on this project will now commence in 2018/19. However this will be dependent on SCC's Highway Improvement Schemes Programme Board (HISP) confirming when both the final design work and actual construction work can be scheduled in to their work programme. The various road works that have either recently taken place or are scheduled for the near future in both the Sherborne Road and Lyde Road areas and the resultant publicity over traffic delays have meant that the HISP are giving consideration to this project later than originally envisaged.
Capital Works to Councils Portfolio	Feb 16	257	Outcome of consultants property report and recommendations from DX in November will determine capital spend priorities.
Affordable Housing - 5 Bought not Built (BCHA)	Aug 17	54	Probability that some of the acquisitions will fall into 2018/19 and therefore some pro-rata slippage
Loan to Somerset Waste Partnership for Vehicles	Feb 17	3,231	Loan unlikely to be drawn down until April 2020, therefore budget and repayment profiled accordingly.

*(the figures shown above are included in the slippage figure at the bottom of the table in paragraph 6),*

## Projects agreed before 2015

11. As agreed in the capital monitoring Qtr 2 report, funding has been moved to the reserve element of the capital programme where appropriate as detailed in the report. A further review will be bought back to District Executive as part of the outturn report on any further movements needed in July. Funding has been moved to the reserve element of the capital programme where appropriate as detailed in the report.

## Additional Income

12. This section highlights any new S106 funding that have been received by the Council and added to the capital programme within the last quarter. It is recommended the capital programme budget is increased and funded by the amounts shown in the table below:

<b>Project</b>	<b>Additional funding received £'000</b>
Canal Way, Ilminster Play Area Equipment	96
Grant to Bruton Comm Playing Pitches	14
Grant to West Coker Recreation Ground Play Area	5
Old Kelways Play Area, Langport	54
<b>Total</b>	<b>169</b>

## Flexible Use of Capital Receipts

13. Since the efficiency strategy was agreed, capital receipts that have been received so far from the sale of property that can be utilised for the revenue costs of the transformation programme, remains at £99,000. The strategy has identified a funding requirement of £500,000 to be delivered through new capital receipts between 2016/17 and 2018/19 financial years. Without the income from asset sales, additional revenue resources will be needed to provide the necessary funding of transformation costs.

## Disposals to Housing Associations

14. Since the last quarter there have been no further disposals of surplus/non-strategic land at less than best consideration to Housing Associations as agreed under the delegated authority awarded to the appropriate portfolio holder in conjunction with the S151 Officer. The total disposals/leases of this nature agreed, since the policy began, remains at £1.573 million.

## Section 106 (S106) Deposits by Developers

15. S106 agreements are legal agreements between local authorities and developers that are linked to a planning permission. The total balance held is £4,294,765. This is purely a South Somerset District Council financial summary, more detail on S106's is given to Area Committees on an annual basis.

## Wessex Home Improvement Loans (WHIL)

16. WHIL works in partnership with the Council to provide finance to homeowners for essential maintenance and improvement works to their property. Loans are increasingly replacing grants allowing the Council to re-circulate funds.

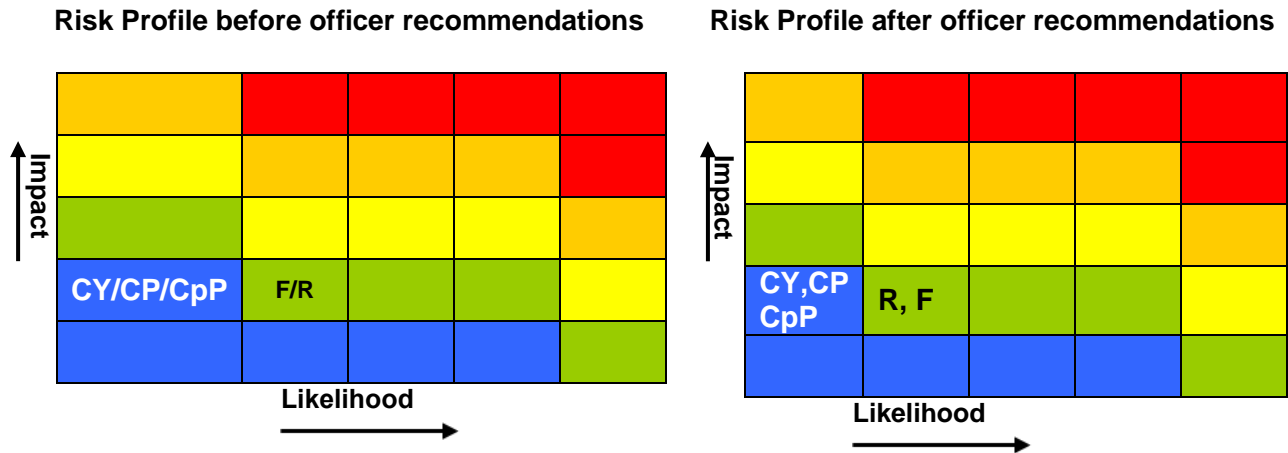


17. The Council has £672,989 of capital invested with WHIL. As at the end of December 2017 there was £328,349 on the loan book and £344,640 as available capital.

**Financial Implications**

18. These are contained in the body of the report.

**Risk Matrix**



**Key**

Categories	Colours (for further detail please refer to Risk management strategy)
R = Reputation	Red = High impact and high probability
CpP = Corporate Plan Priorities	Orange = Major impact and major probability
CP = Community Priorities	Yellow = Moderate impact and moderate probability
CY = Capacity	Green = Minor impact and minor probability
F = Financial	Blue = Insignificant impact and insignificant probability

**Council Plan Implications**

19. The budget is closely linked to the Council Plan and any capital bids are scored accordingly.

**Carbon Emissions and Climate Change Implications**

20. There are no specific implications in these proposals.

**Equality and Diversity Implications**

21. There are no specific implications in these proposals.

**Privacy Impact Assessment**

22. There is no personal information included within this report.

**Background Papers**

23. Capital Monitoring File

	Original Date of Project Approval	Previous Years Spend £'000	2017/18 Est Spend £'000	Actual Spend to 31/12/17 £'000	2017/18 Remaining Budget £'000	Revised Future Est Spend £'000	Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets	
<b>STRATEGIC MANAGEMENT</b>										
Chief Executive - Alex Parmley Service Manager - Caron Starkey										
Transformation	March 16	0	1,678	673	1,005	413	2,091	C Starkey / D Chubb	Financial Services are still working on determining the split between capital and revenue.	
<b>Total Strategic Management</b>		<b>0</b>	<b>1,678</b>	<b>673</b>	<b>1,005</b>	<b>413</b>	<b>2,091</b>			
<b>FINANCE &amp; CORPORATE SERVICES</b>										
S151 - Paul Fitzgerald										
<b>FINANCIAL SERVICES</b>										
Service Manager - Nicola Hix										
Portfolio Holder - Cllr Peter Seib										
Capital Salaries		0	2,846	100	0	100	0	2,946	N Hix	Figure to be calculated the end of the financial year as dependant on officer time on projects.
Repayment of Loan from Somerset Waste Partnership	Oct 14		1,428	(243)	(141)	(102)	(964)	221	N Hix	Loan repayments being made as agreed.
Loan to Somerset Waste Partnership for Vehicles	Feb 17		0	0	0	0	2,455	2,455	N Hix	Loan unlikely to be drawn down until April 2020, therefore budget and repayment profiled accordingly.
Loan to Hinton St. George & Locality Rural Comm Services - Repayment	Oct 15		(8)	(10)	(7)	(3)	(36)	(54)	N Hix	Loan repayments being made as agreed.
Internal Loan for Leased Assets		0	0	54	42	12	0	54	N Hix	Replacement Plant & Equipment funded from internal leases loan pot.
<b>ICT SERVICES</b>										
Service Manager - David Chubb										
Portfolio Holder - Cllr Henry Hobhouse										
ICT Infrastructure Replacement	Feb 17		0	171	111	60	0	171	D Chubb	On target for completion by end of 17/18.
<b>Total Finance &amp; Corporate Services</b>		<b>4,266</b>	<b>72</b>	<b>5</b>	<b>67</b>	<b>1,455</b>	<b>5,793</b>			
<b>ECONOMY</b>										
<b>STRATEGIC HOUSING</b>										
Service Manager - Colin McDonald										
Portfolio Holder - Cllr Ric Pallister										
Affordable Housing - Rural exception, Misterton (Yarlington)	Oct 15		0	0	0	0	397	397	C McDonald	Spend profiled to 2018/19.
Affordable Housing - Furnham Road Phase II, Chard (Knightstone)	Oct 15		0	60	0	60	60	120	C McDonald	Slippage due to a land issue at SSDC end; now resolved, but SoS may fall into 2018/19 as a result.

	Original Date of Project Approval	Previous Years Spend £'000	2017/18 Est Spend £'000	Actual Spend to 31/12/17 £'000	2017/18 Remaining Budget £'000	Revised Future Est Spend £'000	Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
Affordable Housing - Queensway, Yeovil (Stonewater)	Oct 15	0	173	24	149	0	173	C McDonald	PC tranche due by year end.
Affordable Housing - Bought not built Allocation	Sept 14	99	0	0	0	201	300	C McDonald	Spend profiled to 2018/19.
Affordable Housing - Mortgage Rescue Contingency Fund	Sept 14	0	0	0	0	277	277	C McDonald	Spend profiled to 2018/19.
Affordable Housing - West Hendford, Yeovil	April 15	0	63	63	0	0	63	C McDonald	Complete.
Affordable Housing - North Street, Crewkerne	Sept 16	0	0	0	0	1,040	1,040	C McDonald	Spend profiled to 2018/19 & 2019/20.
Affordable Housing - Purchase of 1 x 3 Bed House, Chard (Magna)	Nov 16	0	35	35	0	0	35	C McDonald	Payment to scheme fully paid over.
Affordable Housing - Jarman Way, Chard (Knightstone)	Jan 17	0	0	0	0	80	80	C McDonald	Spend profiled to 2018/19.
Affordable Housing - West End Close, South Petherton (Stonewater)	Nov 17	0	0	0	0	398	398	C McDonald	NOTE decision in principle to allocate a further 597k from 2018/19 capital allocation, if approved.
Affordable Housing - 4 Properties Chard Working Mens Club (Stonewater)	May 17	0	108	0	108	108	216	C McDonald	SoS delayed, probable slippage into 2018/19.
Affordable Housing - 5 Bought not Built (BCHA)	Jul 17	0	19	0	19	73	92	C McDonald	Probability that some of the acquisitions will fall into 2018/19 and therefore some pro-rata slippage.
Grant for Refurb of Christopher House, Yeovil (Mendip YMCA)	Nov 17	0	15	0	15	0	15	C McDonald	On target for spend in 2017/18.
<b>SPATIAL POLICY</b>									
Service Manager : Nigel Collins									
Portfolio Holder : Cllr Angie Singleton									
Lyde Road Pedestrian & Cycle Way, Yeovil	Feb 17	0	0	0	0	250	250	N Collins	It's anticipated that work on this project will now commence in 2018/19. However this will be dependent on SCC's Highway Improvement Schemes Programme Board (HISP) confirming when both the final design work and actual construction work can be scheduled in to their work programme. The various road works that have either recently taken place or are scheduled for the near future in both the Sherborne Road and Lyde Road areas and the resultant publicity over traffic delays have meant that the HISP are giving consideration to this project later than originally envisaged.
<b>ECONOMIC DEVELOPMENT</b>									
Service Manager : David Julian									
Portfolio Holder - Cllr Jo Roundell-Greene									
Yeovil Innovation Centre Phase II	Feb 16	111	620	25	595	583	1,314	D Julian	Project will complete in Aug 2018 - final invoices are expected in Q3 of 18/19 with £50k held over. £216k income will fall into Qs 1 and 2 of 18/19.
Yeovil Innovation Centre Photovoltaics	Dec 16	0	0	0	0	16	16	D Julian	Grant being obtained to fund remainder of the photovoltaic costs.

	Original Date of Project Approval	Previous Years Spend £'000	2017/18 Est Spend £'000	Actual Spend to 31/12/17 £'000	2017/18 Remaining Budget £'000	Revised Future Est Spend £'000	Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
Purchase Land at Boden St, Chard	Dec 17	0	15	0	15	35	50	D Julian	This is the remainder of the maintenance budget.
Lufton 2000, Yeovil - All Phases	Dec 18	0	150	150	0	0	150	M Woods	SSDC's share of S106 highways contribution per original agreement
<b>Total Economy</b>		<b>210</b>	<b>1,258</b>	<b>297</b>	<b>961</b>	<b>3,518</b>	<b>4,986</b>		
<b>COMMUNITIES</b>									
<b>AREA SOUTH</b>									
<b>Service Manager - Natalie Fortt</b>									
<b>Area Chairman - Cllr Peter Gubbins</b>									
Reckleford Gyratory (Eastern Gateway) Yeovil	Feb 07	1,633	18	4	14	0	1,651	N Fortt	Payment is being withheld until the outstanding licencing arrangements have been completed.
Area South Committee Allocation		0	20	0	20	0	20	N Fortt	Updates reported to Area Committee.
<b>AREA NORTH</b>									
<b>Service Manager - Sara Kelly</b>									
<b>Area Chairman - Cllr Derek Yeomans</b>									
Area North Committee Allocation		57	79	23	56	0	136	S Kelly	Updates reported to Area Committee.
<b>AREA EAST</b>									
<b>Service Manager - Tim Cook</b>									
<b>Area Chairman - Cllr Nick Weeks</b>									
Land Acquisition in Waterside Rd, Wincanton	Feb 08	0	5	0	5	6	11	P Williams	Agreement reached with landowner. Solicitors' work on transfer documents advancing.
Enhancements to Waterside Rd, Wincanton	Feb 08	0	0	0	0	24	24	P Williams	To be progressed on completion of above.
Area East Committee Allocation		7	86	11	75	0	93	T Cook	Updates reported to Area Committee.
<b>AREA WEST</b>									
<b>Service Manager - Tim Cook</b>									
<b>Area Chairman - Cllr Val Keitch</b>									
Market Towns Visions	Feb 06	377	55	0	55	0	432	H Rutter	
Area West Committee Allocation		0	99	23	77	0	99	T Cook	Updates reported to Area Committee.
<b>Total Communities</b>		<b>2,074</b>	<b>362</b>	<b>60</b>	<b>302</b>	<b>30</b>	<b>2,466</b>		
<b>ENVIRONMENT</b>									
<b>ENVIRONMENTAL HEALTH</b>									
<b>Service Manager - Alasdair Bell</b>									
<b>Portfolio Holder - Cllr Val Keitch</b>									
Disabled Facilities Grant	Feb 17	3,473	0	(285)	285	(138)	3,335	A Bell	Low demand at start of year, now picking up. Builders behind schedule.
Empty Property Grants	Feb 17	1,211	40	10	30	15	1,266	A Bell	Low demand at start of year, now picking up.
Home Repairs Assistance	Feb 17	1,300	39	27	12	10	1,349	A Bell	Low demand at start of year, now picking up.
HMO Grants	Feb 17	608	40	20	20	15	663	A Bell	On target for estimated spend in year.
Confidential Schemes	Jun 17	0	60	24	36	3,940	4,000	A Bell	

	Original Date of Project Approval	Previous Years Spend £'000	2017/18 Est Spend £'000	Actual Spend to 31/12/17 £'000	2017/18 Remaining Budget £'000	Revised Future Est Spend £'000	Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
<b>ENGINEERING AND PROPERTY SERVICES</b>									
<b>Service Manager - Garry Green</b>									
<b>Portfolio Holder - Cllr Henry Hobhouse</b>									
Investment in Property	Jul 17	0	14,510	13,917	593	1,457	15,967	C White	Updated report to DX in February
Car Park Enhancements	Feb 17	138	97	69	28	0	235	G Green / C White	Works being identified for tendering later in financial year.
New Car Parks	Feb 08	542	100	27	73	168	810	G Green / C White	Awaiting outcome of negotiations on Millers Garage site, potential stand alone scheme being progressed to facilitate adjacent development at a later stage.
Capital Works to Councils Portfolio	Various	296	65	25	40	257	618	G Green / C White	Outcome of consultants property report and recommendations from DX in November will determine capital spend priorities.
Gas Control System - Birchfield	Feb 13	128	20	2	18	467	615	G Green / C White	Options being considered and report to go to DX for re allocation of fees if necessary.
Transfer of Castle Cary Market House	Apr 16	22	23	(3)	26	0	45	G Green / C White	Complete, downy to town council.
Yeovil Crematorium	Feb 16 2012/13	542	57	16	41	13	612	G Green / C White	Orders for the Hearth replacement works to cremator to be placed Jan/Feb 2018, remainder of other works on hold due to refurbishment project approval
<b>STREETSCENE</b>									
<b>Service Manager - Chris Cooper</b>									
<b>Portfolio Holder - Cllr Jo Roundell Greene</b>									
Access all Areas Footpaths on Open Spaces	Feb 16	116	11	0	11	0	127	S Fox	
Purchase of Road Sweeper	Feb 17	0	0	0	0	145	145	C Cooper	
<b>Total Environment</b>		<b>8,376</b>	<b>15,062</b>	<b>13,855</b>	<b>1,213</b>	<b>6,349</b>	<b>29,793</b>		
<b>HEALTH &amp; WELL-BEING</b>									
<b>ARTS AND ENTERTAINMENT</b>									
<b>Service Manager - Adam Burgan</b>									
<b>Portfolio Holder - Cllr Sylvia Seal</b>									
Octagon Theatre Stage Dimmer Lighting, Yeovil	Feb 16	0	64	0	64	0	64	A Burgan	Work on the dimmers is due to be carried out before end of march – on time and on budget.
Westlands Entertainment Venue, Yeovil	Oct 15	1,968	81	555	(474)	(248)	1,801	A Burgan	A closure report has been submitted to DX.
Westlands Sports & Pavilion, Yeovil	Oct 15	546	(396)	(424)	28	0	150	J Hannis	Retention due to EBC in 2018. Retention payment of £14k is still outstanding and will be claimed for the sports hall in February 2018 and the pavilion in the Summer 2018.
<b>COMMUNITY HEALTH AND LEISURE</b>									
<b>Service Manager - Lynda Pincombe</b>									
<b>Portfolio Holder - Cllr Sylvia Seal</b>									

	Original Date of Project Approval	Previous Years Spend £'000	2017/18 Est Spend £'000	Actual Spend to 31/12/17 £'000	2017/18 Remaining Budget £'000	Revised Future Est Spend £'000	Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
Multi Use Games Area	Feb 08	310	46	46	0	24	380	R Parr	New MUGA at Bruton Complete. MUGA at Ilton ready to place orders for goods and services, subject to planning decision expected at the end of January.
Grants for Parishes with Play Area	Feb 08	458	11	11	0	0	469	R Parr	Cale Park Play Area (Rickhayes) Complete. Ilton awaiting development of wider plans for their new playing fields.
Grant to Kingston View Play Area, Yeovil	Feb 15	12	1	1	0	0	13	R Parr	Complete
Grant for Stoke Sub Hamdon Recreational Ground	Qtr 3 14/15	0	0	0	0	10	10	R Parr	The Playing Field Committee are in the process of fund raising.
Grant for Youth Facilities	Qtr 3 14/15	0	5	0	5	0	5	R Parr	
Wyndham Park Play Area Equipment, Yeovil	S106	0	3	(51)	54	0	3	R Parr	Awaiting conveyance of additional parcels of land.
Cuckhoo Hill Play Area Equipment, Bruton	S106	0	0	18	(18)	0	0	R Parr	Complete, remaining funds are retention for principle contractor.
Jarman Way, Chard - Play Area Equipment	S106	0	0	8	(8)	0	0	R Parr	Report going to Chard Town Council Amenities Committee in February to discuss how this project is taken forward
Grass Royal Play Area	Feb 16	2	8	17	(9)	0	10	R Parr	Majority of work complete, excessively wet and muddy ground conditions hampering the completion of this project with the installation of street furniture.
Grant to West Coker Recreation Ground Play Area	S106	0	0	0	0	0	0	R Parr	Complete
Snowden Park Play Area Equipment, Chard	S106	0	0	(58)	58	0	0	R Parr	Play equipment has started to be ordered and works expected to start in the spring/summer when ground dries. This site suffers from very wet winter conditions that make construction impractical
Westfield Rec Grd Play & Youth Facility, Curry Rivel	S106	0	0	20	(20)	0	0	R Parr	Complete
Harbin Fields, Yeovil - Play Area Equipment	S106	0	0	(61)	61	0	0	R Parr	Design and consultation phase complete. Play equipment started to be ordered and works expected to start in first half 2018.
Canal Way, Ilminster Play Area Equipment	S106	0	0	(96)	96	0	0	R Parr	A site survey has been completed and design work is about to start with public consultation expected in Feb/March.
Old Kelways Play Area, Langport	S106	0	0	0	0	0	0	R Parr	Design and consultation complete. Play equipment and construction work has been ordered and construction expected in spring of 2018.
Grant to Henhayes Pavilion / Pitch Provision, Crewkerne	Feb 10	252	14	14	0	0	266	L Pincombe	Crewkerne Town Council are still exploring options to deliver new pitch provision within the town. No further work planned at present.

	Original Date of Project Approval	Previous Years Spend £'000	2017/18 Est Spend £'000	Actual Spend to 31/12/17 £'000	2017/18 Remaining Budget £'000	Revised Future Est Spend £'000	Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
Grant to Huish Episcopi Academy AGP	Mar 15	1	0	0	0	0	1	L Pincombe	Awaiting final claim from the Academy and receipt of further S106 contributions.
Grant to Westfield AGP, Curry Rivel	Feb 14	35	21	0	21	0	56	L Pincombe	Shared used agreement now completed and ready to be signed prior to release of final payment.
Grant to Milborne Port Rec Changing Rooms	March 14	0	0	0	0	0	0	L Pincombe	Milborne Port Parish Council are relooking at options and feel that this remaining money would be best spent on the feasibility of new changing provision for football. A group has been established to look at this.
Upgrade Joanna France Building	Feb 16	0	0	0	0	27	27	L Pincombe	The project is in the process of being re-engineered and further report to DX will be required in the next few months to approve project changes.
Grant to Henstridge PC - Pitches Improvements	Sep 16	0	0	20	(20)	0	0	L Pincombe	Complete.
Grant to Merriott PC - Play & Pitch Improvements	Nov 16	0	0	28	(28)	0	0	L Pincombe	Work due to be completed in spring 2018 once weather has improved.
Dual Use Sport Centre Grants	Feb 05	258	0	0	0	5	263	L Pincombe	
Wincanton Community Sports Centre 10 year plan	Sept 12	136	0	0	0	42	178	L Pincombe	A review of future spending priorities is currently being undertaken with the assistance of the property team.
Goldenstones 10 Yr Plan Changing Rm's Refurbishment	Mar 17	0	206	223	(17)	(116)	90	L Pincombe	Project nearing completion. Some further works to completed on the disabled changing and toilets as agreed with Sport England who are part funding.
Huish Episcopi Swimming Pool	Apr 16 /Aug 17	0	0	0	0	225	225	L Pincombe	Works on site now underway, no claims for funding received to date.
Grant to Ilminster Football Club	Aug 16	0	0	0	0	0	0	L Pincombe	Complete.
Grant to Ilminster Cricket Club	Aug 16	0	0	0	0	0	0	L Pincombe	Complete.
Grant to Bruton Comm Playing Pitches	Aug 16	0	0	(14)	14	0	0	L Pincombe	This is Rob Parr's project, but the project is underway and more or less complete.
Grant to Forton Community Association - Pavilion	Aug 16	0	0	(2)	2	0	0	L Pincombe	Pavilion almost complete, final payment to be made upon completion. An application for a loan has been submitted to complete the internal fit out.
Langport Memorial Ground New Changing Facilities	S106	0	0	(4)	4	0	0	L Pincombe	First payment towards design fees made. Scope of project now being considered along with funding options.
<b>Total Health &amp; Well-being</b>		<b>3,978</b>	<b>64</b>	<b>251</b>	<b>(187)</b>	<b>(31)</b>	<b>4,011</b>		
<b>Total Capital Programme</b>		<b>18,904</b>	<b>18,496</b>	<b>15,141</b>	<b>3,361</b>	<b>11,734</b>	<b>49,140</b>		

	Original Date of Project Approval	Previous Years Spend £'000	2017/18 Est Spend £'000	Actual Spend to 31/12/17 £'000	2017/18 Remaining Budget £'000	Revised Future Est Spend £'000	Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
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**Reserve Schemes Approved in Principle**

		2017/18 Est Spend £'000	Revised Future Est Spend £'000
Old Town Station		0	321
Yeovil Delivery Vehicle		0	108
Wyndham Park Community Facilities	Mar 17	0	400
Market Towns Vision	Feb 06	0	300
Investment in Land, Property & Renewables		0	59,033
Affordable Housing - Unallocated	Feb 2014	0	88
Affordable Housing - Rural Contingency Fund	Sep 16	0	500
Investment in Market Housing	Feb 15	0	1,931
ICT Replacement		77	200
Transformation	Mar 16	0	409
Contingency for Plant Failure		0	199
Home Farm, Somerton		0	98
Lufton 000, Yeovil - All Phases	April 99	0	(1,166)
Yeovil Rec (Synthetic Grass Pitch and Pitch & Putt)	39,114	0	12
Sports Zone - Inc S106	Feb 08	0	(50)
Gypsy & Traveller Acquisition Fund	Feb 09	0	50
Infrastructure & Park Homes, Ilton - £60K Grant for MUGA	Sep 09	0	0
Infrastructure & Park Homes Contingency	Sep 09	0	54
		<b>77</b>	<b>62,487</b>

**Area Reserve Schemes Awaiting Allocation**

	2017/18 Est Spend £'000	Revised Future Est Spend £'000
North	34	130
South	20	191
East	5	14
West	6	44
<b>Total</b>	<b>65</b>	<b>379</b>

	2017/18 Est Spend £'000	Actual Spend to 31/12/17 £'000	2017/18 Remaining Budget £'000	Revised Future Est Spend £'000
Capital Programme	18,496	15,141	3,361	11,728
Contingent Liabilities and Reserve Schemes	142		142	62,866
<b>Total Programme to be Financed</b>	<b>18,638</b>	<b>15,141</b>	<b>3,503</b>	<b>74,594</b>



# Agenda Item 10

## **District-wide Strategic Grants – Proposal for two-year funding agreements with Access for All, CASS and SPARK 2018-2020**

*Executive Portfolio Holder:* Cllr Sylvia Seal, Leisure and Culture  
*Director:* Netta Meadows Strategy and Commissioning  
*Service Manager:* Helen Rutter, Communities Lead  
*Lead Officer:* David Crisfield, Third Sector and Equalities Co-ordinator  
*Contact Details:* helen.rutter@southsomerset.gov.uk (01935 462060)  
david.crisfield@southsomerset.gov.uk (01935 462240)

### **Purpose of the Report**

1. This report seeks the approval of District Executive on the future funding of three strategic voluntary sector partners Citizens Advice South Somerset (CASS); SPARK and Access for All, for the period 2018-2020.

### **Forward Plan**

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of February 2018.

### **Public Interest**

3. SSDC supports a range of community groups and voluntary sector organisations via its one-off community grants programme, administered via the Area Committees and through regular funding of strategic district-wide organisations that report to District Executive. This financial investment in the sector not only provides direct support to groups working in the local community but also assists the council in the delivery of the council plan.

### **Recommendations**

4. That District Executive
  - 1) Agrees to a two year funding agreement, with appropriate break clauses, for the period April 2018 to March 2020, with payment of the year two grant subject to a satisfactory performance report, for the following amounts:
    - a. Citizens Advice South Somerset at £121,730 per annum
    - b. SPARK at £74,260 per annum
    - c. Access for All at £9,000 per annum
  - 2) Receives a progress report in 2019
  - 3) Receives a further report in 2020 with a view to moving to three year funding agreements from 2020 onwards.

Please note that in addition to the core funding, CASS are in separate discussion with our Housing and Welfare team regarding the delivery of specialist debt work to meet our responsibilities under the Homelessness Reduction Act, the value of which will be approximately £20k per annum.

### **Background**

5. South Somerset District Council has maintained a long-term funding relationship with the above three organisations over many years.
6. The three organisations are considered strategic voluntary sector partners for the District Council delivering services across the whole district that support some of the most vulnerable residents and contribute to a resilient and thriving voluntary and community sector.
7. Whilst previously supported with three year contracts, CASS has been in receipt of annual funding since 2012, and Spark since 2015 whilst subject to reviews following concerns about their performance.
8. Members have received very favourable presentations from both CASS and SPARK following the reviews carried out in 2015/16, which has demonstrated that both organisations have made substantial improvements in terms of their performance and financial health.
9. Access for All has been funded annually through the Equalities budget.
10. Funding for all three organisations has been subject to District Executive approval with performance also reported annually to District Executive.

### **Access for All**

11. Access for All works to improve access for all members of the community. Their aim is to increase the social inclusion of disabled people with limited mobility and other impairments, so as to enjoy equality of opportunity.
12. In pursuit of their charitable objectives, Access for All seeks to meet the needs of the community by:
  - Improving access to public buildings, public services, education, shops, leisure facilities and the countryside.
  - Working for accessible public transport, dropped kerbs, improved road crossings, appropriate parking spaces and ShopMobility services.
  - Checking planning applications to ensure buildings are designed for inclusive living.
  - Providing Disability Awareness and Equalities training.
  - Acting as a consultee on issues of disability and access to District and Town Councils, NHS, Police, retail sector, businesses and other publicly funded charities.
  - Providing support, advice, guidance and a signposting service to individuals, groups and partner organisations in relation to welfare reform, disability and issues of access.

### **CASS**

13. CASS is an independent charity and part of the Citizens Advice network across England and Wales. They work in partnership with other agencies and groups.
14. CASS provides free, confidential, advice to help people resolve their problems and also campaign to raise awareness about the big issues that affect people's lives.
15. They provide advice on a wide range of issues including benefits, debt, employment, consumer, housing and family relationships. Their goal is to help everyone find a way forward no matter what problem they face.

16. CASS is the major provider of free, confidential, independent and impartial advice in the South Somerset area. Advice services are quality assured under the national Citizens Advice Membership Scheme
- In addition, the organisation aims to improve policies and practices that affect people's lives
  - CASS has been serving the community of South Somerset since 1961

## **SPARK**

17. Set up in 1981, SPARK is part of a national network of Councils for Voluntary Service (now commonly called Voluntary & Community Action) that traditionally have existed at a District level. These are civil society, development organisations whose main purpose is to support the work of other organisations in the VCS. This type of organisation is also known as VCS Infrastructure. It is a registered charity and company limited by guarantee.
18. Its role includes:
- Representing the views of members to statutory bodies and others
  - Helping new initiatives to develop and new organisations to form
  - Providing advice and information on all aspects of running and managing the organisations they work with, including recruiting volunteers and accessing sustainable funding or generating income
  - A leadership role within the sector, encouraging organisations to work together in collaboration and partnership

## **Rationale**

19. The rationale for seeking a two-year funding agreement in respect of the three organisations is as follows.
- a. There has been a significant improvement in the performance of CASS and SPARK, due in large part to the leadership provided by new managers. The outcome of the reviews was reported to DX in 2016 and members have also received detailed presentations on the current activities and future plans of the organisations.
  - b. A recognition that wherever possible, a minimum of three-year funding agreements - but see point d) below - are provided for strategic voluntary sector partners acknowledging that this improves confidence, stability and sustainability. Furthermore, funding for short periods makes recruitment and retention of staff difficult. With multi-year year funding agreements organisations are able to forward plan in a more robust way and other funders are more likely to give match funding.
  - c. The provision of secure core funding creates the context where organisations can add value to their activities by bidding with confidence for project funding.
  - d. A two year agreement in the first instance will act as a stepping stone towards three year agreements and will run conterminously with a review of the funding of Information and Advice services currently being undertaken by Somerset County Council.
  - e. A two year agreement will provide stability and security through the period of the next local elections in 2019.

## Procurement Implications

### Investment/Strategic Grant

20. The services provided by Access for All, CASS and SPARK are not the subject of commissioning activity but are rather treated as an Investment or strategic grant. To this end they are not subject to procurement regulations.
21. Investment/Strategic Grants are given to support the core costs or activities of organisations deemed to 'add value' to the council's aims and objectives and where there may be no natural market. These will usually be for three or possibly more years in order to provide business continuity and greater financial security, but could be for a shorter time period. In some cases these may be grants paid in pursuit of services that are additional to an existing commissioned service.
22. In the case of a proposed investment in a service where there is more than one potential provider in the market place, a competitive application process would need to be followed allowing anyone interested to apply. However, larger investment/strategic grants may, or may not, form part of service commissioning plans but as a grant they would be exempt from contract regulations and sit outside formal tendering exercises.
23. This form of grant would be to finance all or part of Voluntary, Community and Social Enterprise (VCSE) organisations and where the council believes it can operate at arm's length without imposing the same detailed controls over day-to-day expenditure as it would over procured services.
24. However, these forms of grant would still be required to deliver against some agreed outcomes, satisfy performance criteria and demonstrate impact.
25. This approach is backed up by central government guidance i.e.

"Third sector organisations may receive grants from a variety of sources, including Government departments and other public bodies, to enable them to carry out their work. The grants may be general grants, to assist with the expenses of developing and running an organisation (often grants-in-aid) or specific grants to enable it to carry out a particular project.

A grant maker *is not contracting for a service that forms part of its own business*. It is offering financial support in an area of work, designed and proposed by the third sector organisation, which it wishes to sponsor. The work to be carried out by the third sector organisation would be deemed to add value to a public body's overall aims or objectives. The grant funder will still want, however, to monitor the achievement of the proposed outcomes.

A grant is a financial transfer and may not bring any strict contractual law obligations in itself. However, the terms of the grant are likely to require the third sector organisation to use the money only for a particular project or service (i.e. are restricted), and might require the recipient to pay back the grant, or part of it, in some circumstances, particularly if the project or service is fulfilled at a lower cost. This, however, needs to be made clear at the outset. But the third sector organisation might have no other specific legal obligations to the public body that made the grant to it, and retains considerable freedom in the way in which it carries out the work."

**("Improving financial relationships with the third sector: Guidance to funders and purchasers" HM Treasury 2006)**

## **Constitutional implications**

26. Grants to Outside Bodies are covered by Financial Regulations (15.3). Relevant considerations for compliance with financial regulations include:

- District Executive or relevant Area Committee shall approve all grants greater than £1,000
- It must not form a commitment of future years' annual budget unless it matches the criteria set within the Council's Community Grants Policy
- Reports to district Executive seeking approval for grants shall provide assurance that the following are met:
  - The receiving body has been properly identified, has suitable lead parties, a defined work area/purpose, and suitable trust documents/constitution
  - Any conflicts of interest have been declared and properly managed;
  - Any risks are adequately and appropriately managed
  - Possible to confirm proper use of the funds
  - The assistance contributes to the delivery of the councils services or achievement of Council's corporate objectives
  - The extent and purpose of the assistance have been properly identified
- Arrangements to recover the value of grant are in place in the event of default by the recipient
- Any specific conditions have been identified
- Monitoring in place to ensure grant used for approved purpose
- The recipient will provide evidence of proper accounting and access to supporting information / documents / evidence
- A legally binding agreement is in place.
  - a. The Community Grants Policy refers to approval of three year agreements, however it is considered acceptable and appropriate for the Executive to approve two year agreements without the need to amend the policy – the principles remain the same regardless of shorter duration of the agreement.

## **Financial Risks**

### **Access for All**

27. Access for All is a small charity with a very modest turnover.
28. Projected income for the 2017/18 financial year is circa £11,000 and expenditure circa £13,000. With expenditure outstripping income, if this were to continue the organisation's reserves will be used up within two to three years.
29. Opportunities for earning income are limited although a small amount of income is raised through training for Taxi Drivers, and charges have now been introduced for services they provide to community hall committees subsequent to the initial Access Audits they undertake for free as part of our Service Level Agreement (SLA).
30. So far, attempts that have been made to secure funding through charitable trusts etc. have proved unsuccessful due in part to the scarcity of funding that is available to support the core running costs of organisations.
31. Whilst there are no aspirations to grow the organisation, ways to consolidate and improve their current financial position will be the subject of support that will be provided by SPARK.

32. It is requested, therefore, that members support the recommendation to award Access for All a two year contract but that a specific report relating to their finances is bought to members in January 2019 in order that an informed decision can be made whether or not to continue with the second year.

## **CASS**

33. **CASS** works to a balanced budget and currently holds reserves (in line with Charity Commission guidance) in excess of £180,000.
34. CASS have successfully diversified and increased their income streams having secured an additional £130,000 towards core costs and a further £220,000 external project funding for the 2018/19 financial year from sources as diverse as National Citizens Advice, Wessex Water, Energy Companies, Yarlinton Housing, Macmillan, Martin Lewis and Avon and Bristol Law Centre.
35. CASS is, therefore, in a secure financial position and presents a low financial risk in terms of offering a two year contact.

## **SPARK**

36. **SPARK** has been looking very carefully at the diversification of their income streams with a particular focus on income generation rather than grants. As part of this they are beginning to grow their paid-for services such as training, DBS and accountancy, whilst also looking for other funding sources elsewhere.
37. Key income secured this year includes:
- Mendip District Council grant - £25k p.a (ongoing)
  - Somerset County Council grant - £25k p.a (Jan 2018 - March 2019)
  - Frome Town Council 'Volunteer Frome' - £16k p.a. (ends March 2020)
  - NHS Symphony - £60k (ends March 2018)
  - Somerset Community Foundation - £4k grant for training
  - SCC Mental Health Hub Project - £5280 (Nov 2017 – March 2018)
  - Carers Service - £15k p.a. (for 3 years from October 2017)
  - SCC/SCF VCSE Strategic Forum Project - £6k p.a.
38. Despite significant growth in both activity and the staff team SPARK are projecting a small surplus at the end of the financial year that will be used to develop their services and increase capacity going forward.
39. SPARK is, therefore, also in a secure financial position and presents a low financial risk in terms of offering a two year contact.

## **Performance headlines for the 9 months April to December 2017**

### **Access for All**

- **20** detailed access reports, with recommendations, produced for a range of community buildings and spaces.

- Provided ongoing assistance and advice on disabled access compliance to five organisations/groups. (Support can include the provision of drawings illustrating potential access improvements, specialist advice e.g. on the installation of accessible toilets, and sourcing technical literature e.g. hearing loops).
- Reviewed approximately **5** planning applications per week for public building compliance with BS8300. Where required, feedback is provided directly through the planning portal on the SSDC website.
- Conducted **20** Disability Awareness training sessions for taxi drivers.
- Ongoing work with SSDC Tourism on the Guide for visitors with disabilities.
- Worked with Brympton Parish Council to achieve improved access to their public meetings. Met with Abbey Manor Community Centre committee with possible access improvements. Full survey of exterior pathways to community parking areas.
- Review of SSDC recommended health walks, with the outcome that the walks will be produced in a guide provided by SSDC for the general public.
- Survey of the Westlands Entertainment Centre with constructive marketing advice and subsequent amendments to promotional website.
- Ongoing work with the Octagon regarding their hearing loop system.
- Ongoing training with CASS to offer people with disabilities help with benefit form filling. Working with one disabled client per week.

## **CASS**

- **4,081** clients helped covering **12,151** issues, requiring a total of **20,015** actions generating **4,414** cases. Of the above;
  - **2,159** clients presented with benefit/Universal Credit related issues
    - Of these **731** issues **were** concerned with Personal Independence Payment (PIP).
  - **637** clients presented with debt issues
    - Of these **384** issues were council tax debt.
  - **447** clients presented with Housing issues.
  - **440** clients presented with employment related issues.
- 'In person' is the primary channel for delivering services (**1,722 clients**)
- **663** clients have already used the Outreach Services in the first 9 months of 2017.
  - Of these **235** have used the Chard outreach and **119** Wincanton.
- Use of webchat has risen from **1** client in 2016 to **41** in 2017.
- **50%** of clients had a long-term health condition or were disabled.
- Volunteer numbers peaked at **51** (September)

- **8,429** hours of volunteer time (a **35%** increase on the same period last year)
- **£63,217** of volunteer time (based on the minimum wage of £7.50 p.h.)
- **£1.9 million** of income realised for clients
- **£281,000** of debts written off
- **£92,000** of payments rescheduled
- Funding was secured to offer **12** twelve-month Advice Volunteer internships where interns will undertake a NVQ Level 3 in Providing Initial Legal Advice (Skills for Justice) and the National Citizens Advice Adviser training programme.

## SPARK

### Learning opportunities

- **4** Voluntary sector Forum meetings with **82** participants
- **13** training courses involving **150** participants (topics included Safeguarding, Social Media, First Aid, Funding, DBS)

*“Clear, precise instruction with valuable participation to make the information stick. Any anxiety of possibly doing the wrong thing is now gone.”*

### Information

- **45 e-bulletins circulated including:**
  - **8** General newsletters
  - **7** Funding newsletter
  - **20** Training newsletters

### Group Advice and Support

- **41** groups received one-to one advice, of which
  - **10** received funding support
  - **7** received advice on governance/setting up
  - **10** received advice on volunteering
  - Supported Yeovil ADHD with a funding bid
- Provided support around marketing and strategy to Promiseworks, a mentoring charity (resulting in being commissioned to run a marketing and strategy workshop for staff and trustees).
- Met with an artist in Wincanton about setting up a social enterprise art hub.
- Provided start up support to The Geranium Trust, a local gay bereavement organisation.



- Significant support was provided to Henhayes Community Centre throughout this period, including assistance to develop a new Men's Shed project, help with a successful funding bid, business planning advice and training sessions for trustees.
- Bespoke work with ABCD Crewkerne in conjunction with the SSDC Area Development (West) team.

*"Our Village held a public meeting to consider updating our community plan, and I gave a presentation based on the training I had received to highlight the importance of an active and connected community for health and wellbeing and how this can be incorporated in a community plan....."*

## **Volunteering**

- New volunteering database launched
- **178** new volunteers registered
- **28** volunteers placed (based on feedback received)
- **26** new organisations registered
- **86** new opportunities registered

*"I started volunteering for YOG as my daughter came here many years ago. I have always been a stay at home mum and I wanted to get out and do something for myself. I saw that YOG was looking for volunteers and thought it would be perfect for me. I started volunteering here just over 2 years ago and from the minute I came in I felt part of the team. Because it is a special needs pre-school, every little thing you or the children achieve feels massive and gives a real boost. As a result of my volunteering I am now going on to do a level 3 qualification in childcare. I felt it was what I wanted to do. I am also going to be involved with mentoring other volunteers to support them as sometimes it can be daunting when you first start. I wouldn't want to be anywhere else. It has given me just as much as I have given them!"*

## **Loneliness**

- Loneliness has been identified as one of the key themes by the South Petherton Community Partnership (funded by Symphony) facilitated by SPARK. A Loneliness sub-group now meets regularly to make practical plans in the community including a recent village Christmas dinner for over 40 people.
- Working with the CCG and Symphony to develop a South Somerset Wellbeing Directory that will contain information about community groups and support available.
- Piloting a 'Talking Café' in Yeovil, a monthly 'meet-up' for those individuals who are socially isolated.

## **Financial Implications**

Current and proposed payments to these organisations are summarised in the following table:

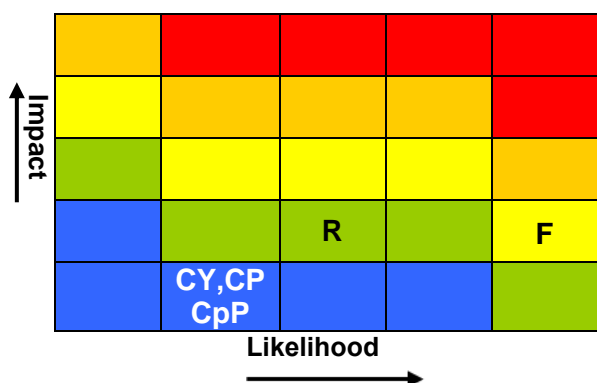
	<b>Current</b>	<b>Proposed Two Year Agreement</b>	
	2017/18 £	2018/19 £	2019/20 £
Access for All	9,000	9,000	9,000
CASS	121,730	121,730	121,730
SPARK	74,260	74,260	74,260
<b>Totals</b>	<b>204,990</b>	<b>204,990</b>	<b>204,990</b>

The total budget for voluntary and community sector grants in 2017/18 is £206,190. This amount is the same within the draft 2018/19 budget, subject to approval by Full Council on 22 February 2018. Therefore the above grants are affordable within this overall total, and would represent around 1.2% of the Council's Net Budget next year.

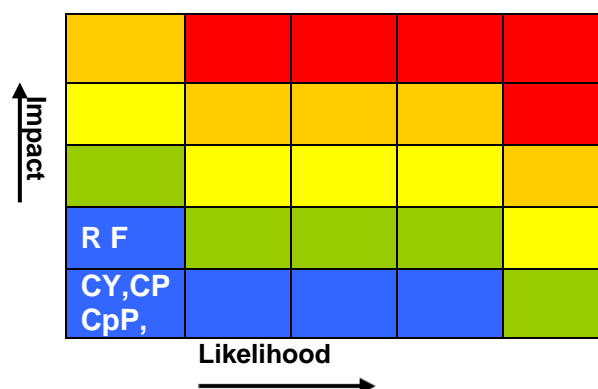
The approval of the two year agreement will effectively commit the Council to costs against future year budgets. Through the inclusion of the usual contractual break clauses the council would minimise risks through being able to terminate the arrangement (with an appropriate notice period) in circumstances where the terms of the contract are not being met or where either the council or provider's financial situation experiences a detrimental change. The payment of the grants each year will be in instalments and will be set out within the grant agreements.

## Risk Matrix

Risk Profile before officer recommendations



Risk Profile after officer recommendations



## Key

Categories	Colours (for further detail please refer to Risk management strategy)
R = Reputation	Red = High impact and high probability
CpP = Corporate Plan Priorities	Orange = Major impact and major probability
CP = Community Priorities	Yellow = Moderate impact and moderate probability
CY = Capacity	Green = Minor impact and minor probability
F = Financial	Blue = Insignificant impact and insignificant probability

## Council Plan Implications

The funding of the district-wide organisations detailed in this report helps the Council deliver on the following values and priorities in the 2016/21 Council Plan:

### Values:

Supporting people and communities, enabling them to help themselves

Working with partners to improve services, efficiencies, resilience and influence

**Priorities:**

- High Quality Cost Effective Services
  - Work with partners to achieve economies, resilience and influence
- Economy
  - Capitalise on our high quality culture, leisure and tourism opportunities to bring people to South Somerset
- Health and Communities
  - Target support to areas of need
  - Help people to live well by enabling quality cultural, leisure, play, sport & healthy lifestyle facilities & activities
  - Help keep our communities safe

The work of Access for All also contributes to the Council's Equality Objectives and Action Plan.

**Carbon Emissions and Climate Change Implications**

None

**Equality and Diversity Implications**

Working with the voluntary sector is one of the Council's means of providing services to hard to reach groups and engaging with communities and individuals who otherwise find it hard to access public services. CASS and Access for All deliver services to some of the most vulnerable people in the district whilst SPARK contributes to a thriving and resilient voluntary and community sector. Supporting the VCS increases community engagement and participation.

If members support the recommendation then there will be no negative impacts in respect of the Protected Characteristics covered by the Equality Act.

If members are minded to recommend either a reduction in the value, or to not support any of the recommended levels of funding, an Equality Analysis will need to be carried out and reported to DX before recommendations are implemented.

**Privacy Impact Assessment**

None

**Background Papers**

District-wide Voluntary Grants 2017-18; District-wide Voluntary Grants 2016-17; District-wide Voluntary Grants 2015-16.

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# Agenda Item 11

## **Loan to Somerset Care & Repair Ltd**

*Executive Portfolio Holder:* Ric Pallister, Leader, Strategy and Policy  
*Director:* Martin Woods, Director, Service Delivery  
*Lead Officer:* Alasdair Bell, Environmental Health Manager  
*Contact Details:* Alasdair.bell@southsomerset.gov.uk or (01935) 462056

### **Purpose of the Report**

1. For the District Executive to agree for Wessex Home Loans (Wessex Resolutions CIC) to provide a loan of £200,000 to Somerset Care and Repair towards completing the conversion of the Milford Inn, Yeovil into six flats and to enable the building of three housing units in the grounds. This is a one off departure from existing policy.

### **Public Interest**

2. SSDC has a Policy for awarding Private Sector Housing Grants and Loans and other financial assistance which was adopted in January 2017. Somerset Care and Repair has asked for a loan of £200,000 from Wessex Home Loans that is well above the current loan limit. Due to the size of the loan, it has been agreed that this request should be determined by the District Executive Committee.

### **Recommendations**

3. That the District Executive
  - a) agree for Wessex Home Loans (Wessex Resolutions CIC) to provide a loan of £200,000 to Somerset Care and Repair Ltd at a 4.5% fixed interest rate with capital and interest being repayable over 15 years.
  - b) Note that this represents a departure from current policy which limits loans to £15,000
  - c) Note that the Loan would be conditional upon all necessary steps being put in place to ensure the security and repayment of the loan.

### **Background**

4. SSDC has worked closely for a number of years with Somerset Care & Repair (SC&R) Ltd. Over the years SSDC has provided grants to a number of empty properties acquired by SC&R for which in return SSDC has obtained nomination rights to rehouse tenants from the Housing Needs Register for which we SSDC has responsibility. Somerset Care & Repair is an industrial and provident society which is a limited company with charitable status (it is registered with the FCA as a charity). Wessex Home Loans can only provide loans to organisations/residents of South Somerset if nominated by SSDC. Most of the money held in the loan pot for South Somerset was provided by the Government for the purpose of improving or creating affordable housing in the district. Current Council Policy gives the Environmental Health Manager delegated authority to approve loans of up to £15,000. However, in this instance alone, it is recommended to increase the limit to £200,000. The loan would be secured against the Milford Inn site Yeovil.

### **Report**

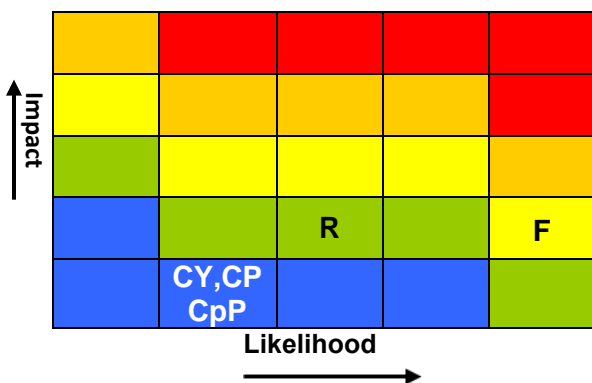
5. Approximately two years ago SC&R bought the Milford Inn, an old empty pub in Yeovil with the view to converting it into residential accommodation. Planning permission was obtained to turn it into six flat and to build three small houses in the grounds of the pub. Work started and the two upper flats were converted and are now occupied by SSDC nominated tenants. Late last year however the managing director of SC&R tragically died and for this and other reasons, work ground to a halt.
6. The new director of SC&R is now keen to get this project finished to derive a rental income. In order to do so it will be necessary to spend £200,000 to finish off the project. SSDC has been granted nomination rights for five years at LHA rates on all nine finished units of accommodation. Our Housing Options Team is keen to make use of this property in anticipation of impending changes to Homeless legislation coming in later this year. It is therefore recommended to grant the loan in order for works to proceed.

### Financial Implications

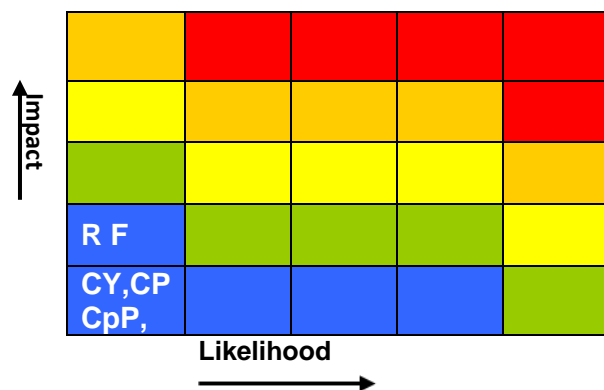
7. WHIL works in partnership with the Council to provide finance to homeowners for essential maintenance and improvement works to their property. Loans are increasingly replacing grants allowing the Council to re-circulate funds.
8. Wessex Home Loans can only agree loans if they are approved by SSDC. The money held by Wessex Home Loans is loaned out at a fixed rate of 4.5%. As the interest and capital is repaid it is re-loaned out again to other residents/organisations.
9. The Council has £672,989 of capital invested with WHIL. As at the end of December 2017 there was £328,349 on the loan book and £344,640 as available capital. The funding for Somerset Care & Repair of £200,000 will be taken from the available capital balance. Therefore, this loan will have no additional effect on the council's current capital programme.

### Risk Matrix

Risk Profile before officer recommendations



Risk Profile after officer recommendations



### Key

Categories	Colours (for further detail please refer to Risk management strategy)
R = Reputation	Red = High impact and high probability
CpP = Corporate Plan Priorities	Orange = Major impact and major probability
CP = Community Priorities	Yellow = Moderate impact and moderate probability
CY = Capacity	Green = Minor impact and minor probability
F = Financial	Blue = Insignificant impact and insignificant probability

### **Implications for Corporate Plan**

10. Meets Corporate Focus Five – well managed, cost effective services.

### **Carbon Emissions and Climate Change Implications**

11. None

### **Equality and Diversity Implications**

12. SSDC has been granted nomination rights on all nine finished units of accommodation and this will be carried out under the Homefinder Somerset policy.

### **Privacy Impact Assessment**

13. None

### **Background Papers**

14. Policy for Awarding Private Sector Housing Grants/Loans and other Financial Assistance – District Executive – January 2017

# Agenda Item 12

## **Food Hygiene Rating Scheme – Cost Recovery for Requested Re-inspections**

*Executive Portfolio Holder:* Val Keitch, Strategic Responsibility for Environmental Health  
*Director:* Martin Woods, Director - Service Delivery  
*Service Manager:* Alasdair Bell, Environmental Health Manager  
*Lead Officer:* Nigel O'Grady, Principal Food and Safety Officer  
*Contact Details:* nigel.ogrady@southsomerset.gov.uk or 01935 462436

### **Purpose of the Report**

1.0 To propose the introduction of a fee to recover the costs associated with undertaking non-statutory visits to food businesses requesting a re-score of their food hygiene rating.

### **Forward Plan**

2.0 This report appeared on the District Executive Forward Plan with an anticipated Committee date of 1<sup>st</sup> February 2018.

### **Public Interest**

3.0 The Food Safety unit, as part of the Environmental Health Service, has a statutory duty to enforce legislation relating to food. This duty includes inspecting food businesses to ensure they are meeting their obligations with regards to food hygiene.

3.1 Since January 2011 the Service has contractually joined the Food Standard Agency's (FSA) Food Hygiene Rating Scheme (FHRS). This is a scheme providing customers with at-a-glance information about hygiene standards in food businesses. Businesses in South Somerset are rated following planned inspections by food safety officers, and this helps customers make informed choices about where they buy and eat food. The scores issued will range from 5 (very good) to zero (urgent improvement necessary).

3.2 The FHRS permits a food business to apply for a re-visit for the purposes of re-rating if they have taken action to rectify the issues that had been identified at the time of the planned inspection. We cannot charge for the planned inspection as this is part of our statutory responsibility, but following a review by the FSA a charge can now be made for the work involved in handling a business's re-rating application.

### **Recommendations**

4. That the District Executive:
  - a. Note the introduction of the Food Standard Agency's guidance to cost recovery for requested re-inspections in England;
  - b. Consider and approve the proposal to introduce a cost recovery fee for Food Hygiene Rating Scheme re-rating requests;
  - c. Approve the proposal to charge a fee of £115 for a Food Hygiene Rating Scheme re-rating inspection on the basis of full cost recovery.

## Background

- 5.0 The purpose of the National Food Hygiene Rating Scheme (FHRS) is to allow consumers to make informed choices about the places they eat or shop for food and, through these choices, encourage businesses to improve their hygiene standards. The overarching aim is to reduce the incidence of food-borne illness and the associated costs to the economy.
- 5.1 A Food Hygiene Rating score is considered by a food officer at the close of a scheduled food hygiene inspection. Those food businesses who fail to achieve the highest rating “5” may be disappointed and so often carry out any works required immediately so that they can improve their score and regain their commercial advantage (or minimise their disadvantage). Any application made to request a revisit will require an officer to return to re-assess the food hygiene conditions and management of the whole premises prior to re-score.
- 5.2 The Food Standards Agency has reviewed its guidance on charging a fee for requested re-inspections to re-assess food hygiene ratings, in consideration of the general power provided under the Localism Act (2011). The Agency considers that providing a re-inspection upon request by a food business operator, in circumstances where there is no statutory requirement to provide that re-inspection, falls within the general power that allows for the recovery of costs.
- 5.3 The Somerset Health, Safety and Food Group (Lead Food Officers from the other Somerset District Council’s) have worked together to identify a charging model with the aim of charging a uniform cost across Somerset. South Somerset is confident that the figure of £115 recovers full costs and the finance lead has provided the necessary data to reach this figure. This figure will be reviewed annually.
- 5.4 Under the proposed charging regime:-
- a) There will be no limit on the number of requests that can be made by individual businesses; and
  - b) the “stand-still” period will not be applied and the re-rating inspection must be carried out within three months of the receipt of the request and payment of the fee.  
The business would need to provide evidence as to the current position, however, if the work is not carried out there will be no change to the rating. It is entirely in the interest of the business to demonstrate an increase in their published rating, as it gives the public greater confidence that their food is prepared safely in accordance with the food hygiene legislation.
- 5.5 During 2016-17 South Somerset DC carried out 70 re-score revisits at a cost to the Council. During the months’ April – September 2017 a total of 64 re-score revisits have taken place. A fee as proposed would have generated £8,050 recovered costs during 2016-17. This yearly figure may increase should mandatory rating display of the rating come into force.
- 5.6 It is proposed the charge will be introduced from the 1st April 2018.

## Options Considered

- 6.0 The Council continues to cover the cost of requests to re-inspect where a food business believes they are suffering a commercial disadvantage by not holding a top rating of 5 by not being in full compliance with hygiene legislation at the time of the statutory inspection.
- 6.1 The Council introduces a fee of £115, reviewable annually, to recover those costs associated with any request to undertake a non-statutory re-visit to re-rate a food business’s food hygiene score.

## Financial Implications

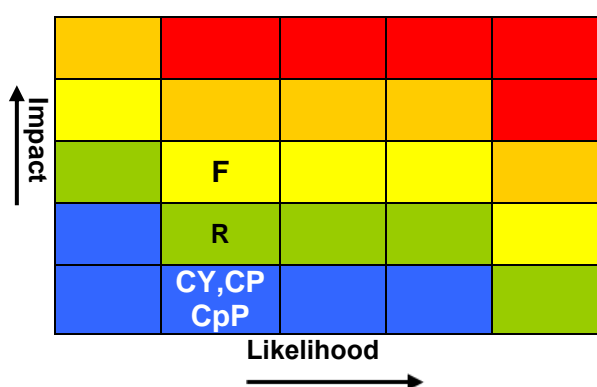


7.0 There will be a net saving to the Council for this service as it is currently delivered free of charge.

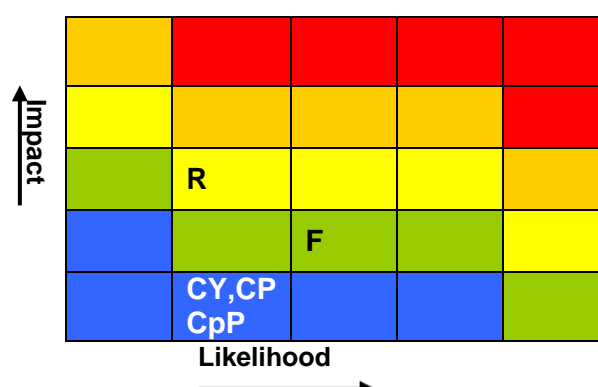
7.1 There is no means of accurately predicting the number of requests to re-inspect as this will be led by business demand. During 2016-17 we received 70 requests. During the first six months of this financial year 64 requests have already been made. It would be reasonable to assume that this number would likely reduce should a charge be introduced, but this would largely depend upon how each business views the impact of the scheme on potential customers and their willingness to remain with a score of less than 5 until their next planned inspection. This could be any time between 6 months and 3 years.

## Risk Matrix

**Risk Profile before officer recommendations**



**Risk Profile after officer recommendations**



### Key

Categories	Colours (for further detail please refer to Risk management strategy)
R = Reputation	Red = High impact and high probability
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## Council Plan Implications

8.0 The work of the unit helps contribute towards the delivery of a range of our Council Plan aims including particular focus on both Economy and Health and Communities.

## Carbon Emissions and Climate Change Implications

9.0 None directly arising from this report.

## Equality and Diversity Implications

10.0 This report has been instigated following a change in national policy by the Food Standards Agency. The proposal to introduce a cost recovery fee has been piloted by the Agency and due consideration has been made to its national introduction. Its scope will extend to all food establishments supplying food direct to consumers.

10.1 Stage 1 Equality Impact Assessment carried out, outcome was low impact therefore a full Equality Impact Assessment not required.

### **Privacy Impact Assessment**

11.0 No immediate impacts on privacy identified. Review to be maintained.

### **Background Papers**

The Food Standard Agency's (FSA) Food Hygiene Rating Scheme (FHRS).

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# Agenda Item 13

## **Commercial Property, Land and Development - Performance Management Indicators (PMI) Report**

*Executive Portfolio Holder:* Cllr Henry Hobhouse: Property, Climate Change & Income Generation  
*Director:* Clare Pestell, Director of Commercial Services and Income Generation  
*Service Manager:* Caroline White, Commercial Property, Land and Development Manger  
*Contact Details:* caroline.white@southsomerset.gov.uk or 01935 462538

### **Purpose of the Report**

1. To provide the Council with a robust process for measuring the performance of its property portfolio in order to inform strategic decision making and to drive improvement over time.
2. To devise a comprehensive set of Performance Management Indicators (hereafter referred to as PMI's) that can be applied across the Council's whole portfolio. This was a recommendation of the approved SSDC Commercial Strategy which was brought before the District Executive in August 2017.
3. To agree the parameters of the PMI process including timescales for monitoring and reporting PMI outcomes to the District Executive.

### **Forward Plan**

4. This report did not appear on the District Executive Forward Plan; however reporting is required as part of the Commercial Strategy which was approved by the District Executive in August 2017.

### **Public Interest**

5. This report is in the public interest because it outlines a process by which the Council will be able to monitor the efficiency and performance of the properties it owns or leases over time. By doing this the Council can make more efficient use of its services, assets and finances in order to reduce costs and generate income and this is an important part of delivering its agreed Commercial Strategy.

### **Recommendations**

6. That the District Executive agrees:
  - a. To implement the Performance Management Indicator (PMI) monitoring framework as outlined in this report as the basis for measuring the performance of the Council's property assets and informing future Council decisions;
  - b. Over the next twelve months to undertake further work to create a reliable set of baseline figures upon which the new Performance Management Indicators (PMI's) will be predicated;
  - c. To report the PMI's quarterly via SSDC's quarterly performance reporting process.

### **Background**

7. The approved South Somerset District Council Property Strategy identifies a requirement for the performance of its property portfolio to be measured to inform decision making and drive improvement over time.
8. By establishing a comprehensive set of PMI's, against which properties are regularly monitored and scored, the Council will be able to assess the relative performance of assets within each property type and category within the portfolio.
9. It is suggested that the results of the PMI assessment exercise are reported to the District Executive quarterly with SSDC's Performance Reporting report.

### Property Management Indicators Assessment: what it is and how it works

10. It is important for performance measurement to be readily achievable and meaningful, and to inform action. The indicative measures identified are targeted at highlighting both overall poor performance and specific areas of poor performance so that further detailed investigation can be prioritised where improvement will make the most difference.
11. As for any measure of performance, the initial set of PMI's should be kept under review to ensure that they are driving performance, and as part of the quarterly reporting process should be to assess the extent to which they are performing a useful function, and revised to improve their value if required.
12. The full set of PMI's is set out in the following table, along with a summary of how each one operates.

<b>PMI1a</b>	<b>Measure of Operational and Community Property</b> These are properties used for the delivery of direct or indirect Council services.	This measures and compares the Opportunity Cost of the asset by area. The Opportunity Cost is the amount of capital tied up in the asset, and can be based on its current Asset Value as used for accounting purposes.
<b>PMI1b</b>	<b>Measure of Operational and Community Property</b> Measure of investment need per M2/hectare/space (adjusted as above)	This measure looks at what needs to be spent on the property going forward, so a high figure above the average indicates a significant expense compared to other properties within the portfolio.
<b>PMI1c</b>	<b>Measure of Operational and Community Property</b> Measure of revenue opportunity cost per M2/ha/space.	This looks at the market rental that could be secured, if the property were let, against the current income, to identify any hidden cost in terms of revenue foregone, so that this hidden cost can be compared between assets.
<b>PMI1d</b>	<b>Measure of Operational and Community Property</b> Measure of running cost per M2/ha/space.	This provides an indication of the efficiency of the building from an operational point of view. If a building displays high running costs, but is otherwise effective, then this can inform investment decisions to seek to improve its overall efficiency, such as investment in better windows, new boilers etc.

Together PMI's 1 a-d provide an overview of the financial performance of the operational and community asset portfolios, with poor performers identified against each measure. This will enable those performing poorly across all measures to be identified, and for an informed view to be taken where performance is only poor, say, against one of the 4 indicators.

<b>PMI1e</b>	<b>Measure of Operational and Community Property</b> Measure of occupancy of operational and community property.	This aims to look at whether the property is a suitable size for its current use, and to identify property that is underutilised. To develop a comprehensive baseline will require resources to undertake an assessment of use appropriate to the individual sub-categories of property within the wider operational and community portfolios. This will then enable measurement and comparison to take place.
<b>PMI2a</b>	<b>Measure of investment property</b> Net revenue as a return on investment.	This looks at the % return on investment secured from a property held primarily for investment purposes, and aligns performance with the criteria applied for acquisition and investment.
<b>PMI2b</b>	<b>Measure of investment property</b> Change in capital value over previous year.	This looks at the capital value of the investment year on year against market conditions to see if this is going up or down. The baseline asset values and purchase prices are known, but the assessment cannot be made against the baseline until the next asset valuation is carried out.
<b>PMI3a</b>	<b>Measure of strategically held property</b> Years held, and anticipated time until strategic objectives are achieved	Strategic property is held for a purpose, usually associated with enabling regeneration or wider policy objectives. If nothing is happening, its benefit is not being delivered, therefore the time to achieving the benefit is a reasonable measure of performance. Clearly this may be influenced by wider matters, but will help to highlight areas of activity so interventions can be made, or strategies reconsidered to secure the desired outcomes.
<b>PMI3b</b>	<b>Measure of strategically held property</b> Net holding cost per annum per M2/ha/space.	This can be assessed by dividing the annual revenue costs of the asset by the M2/ha/space as appropriate. This identifies those strategic properties which are costing the most to continue to hold on a comparative basis and coupled with the timescale for delivery of objectives will inform which strategic properties should be prioritised or reconsidered to improve financial efficiency.

## Conclusions

- There is some further baseline work to be done to enable the proposed suite of performance management indicators to be refined and to provide a comprehensive tool for performance measurement of the estate as a whole.

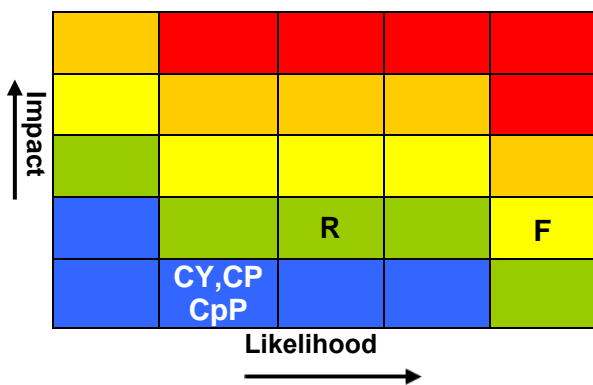
14. There is however enough basic information available to assess an initial baseline position and initial overview of performance for the majority of measures for the Operational and Community portfolios, particularly car parking, and for the Investment portfolio.
15. The more in-depth review of the Council's primary office portfolio has assessed relative performance to a greater level of detail, and is now being further refined to explore in more detail the main options for the future of the Council's Area and Head Quarters accommodation.

### Financial Implications

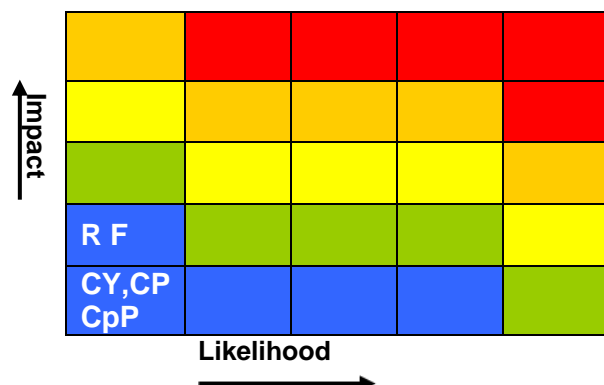
16. External resources are likely to be required to support the gathering of accurate, up to date information for the baseline exercise e.g. valuation and building surveying/QS support. This cost will be met under the approved Commercial Strategy budget.

### Risk Matrix

**Risk Profile before officer recommendations**



**Risk Profile after officer recommendations**



### Key

Categories	Colours (for further detail please refer to Risk management strategy)
R = Reputation	Red = High impact and high probability
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### Council Plan Implications

Our Focus - Making a difference where it counts

Economy – work with businesses and work with assets to grow our economy

High quality cost effective services – actively manage assets and resources to ensure best financial or community return

### Carbon Emissions and Climate Change Implications

Not applicable

## **Equality and Diversity Implications**

There are no direct equality and diversity implications resulting from this report.

## **Privacy Impact Assessment**

There are no adverse personal data implications to this report.

## **Background Papers**

Commercial Strategy 2017-2021

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# Agenda Item 14

## **District Executive Forward Plan**

*Executive Portfolio Holder:* Ric Pallister, Leader, Strategy and Policy

*Lead Officer:* Angela Cox, Democratic Services Specialist

*Contact Details:* angela.cox@southsomerset.gov.uk or (01935) 462148

### **1. Purpose of the Report**

1.1 This report informs Members of the current Executive Forward Plan, provides information on Portfolio Holder decisions and on consultation documents received by the Council that have been logged on the consultation database.

### **2. Public Interest**

2.1 The District Executive Forward Plan lists the reports due to be discussed and decisions due to be made by the Committee within the next few months. The Consultation Database is a list of topics which the Council's view is currently being consulted upon by various outside organisations.

### **3. Recommendations**

3.1 The District Executive is asked to:-

- I. approve the updated Executive Forward Plan for publication as attached at Appendix A;
- II. note the contents of the Consultation Database as shown at Appendix B.

### **4. Executive Forward Plan**

4.1 The latest Forward Plan is attached at Appendix A. The timings given for reports to come forward are indicative only, and occasionally may be re scheduled and new items added as new circumstances arise.

### **5. Consultation Database**

5.1 The Council has agreed a protocol for processing consultation documents received by the Council. This requires consultation documents received to be logged and the current consultation documents are attached at Appendix B.

### **6. Background Papers**

6.1 None.



## Appendix A - SSDC Executive Forward Plan

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
March 2018	SSDC Operational Office Accommodation Review (Headquarters Feasibility Report)	Portfolio Holder for Property & Climate Change and Income Generation	Director Commercial Services & Income Generation	Clare Pestell, Director (Commercial Services & Income Generation)	District Executive
March 2018	Changes to Business Rate Relief	Portfolio Holder for Finance and Legal Services	Director Support Services	Ian Potter, Lead Specialist (Vulnerable Customers)	District Executive
March 2018	SSDC Operational Office Accommodation Review (Areas and Locality Working)	Portfolio Holder for Property & Climate Change and Income Generation	Director Commercial Services & Income Generation	Clare Pestell, Director (Commercial Services & Income Generation)	District Executive
March 2018	Quarterly Performance and Complaints Monitoring Report	Portfolio Holder for Strategy and Policy	Director Service Delivery	Anna-Maria Lenz, Performance Officer	District Executive
March 2018	Council Tax and Housing Benefit fraud report	Portfolio Holder for Finance and Legal Services	Director Support Services	Ian Potter, Lead Specialist (Vulnerable Customers)	District Executive
March 2018	District Wide Voluntary Sector Grants	Portfolio Holder Leisure & Culture	Assistant Directors (Communities)	David Crisfield, Third Sector and Equalities Co-ordinator	District Executive
April 2018	Transformation Project Progress Report	Portfolio Holder for Strategy and Policy	Chief Executive	Alex Parmley, Chief Executive	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
May 2018	County Wide Homeless Strategy	Portfolio Holder for Strategy and Policy	Director Strategy and Commissioning	Alice Knight, Welfare & Careline Manager	District Executive
June 2018	SSDC Annual Performance a Report	Portfolio Holder for Strategy and Policy	Director Service Delivery	Anna-Maria Lenz, Performance Officer	District Executive
June 2018	Capital & Revenue Budget out-turn reports 2017/18	Portfolio Holder for Finance and Legal Services	Director Support Services	Paul Fitzgerald, Section 151 Officer	District Executive
July 2018	Transformation Project Progress Report	Portfolio Holder for Strategy and Policy	Chief Executive	Alex Parmley, Chief Executive	District Executive
October 2018	South Somerset Local Plan Review, approval of Preferred Options for consultation	Portfolio Holder for Strategic Planning (Place Making)	Director Service Delivery	Jo Wilkins, Acting Principal Spatial Planner	District Executive
October 2018					South Somerset District Council

## APPENDIX B - Current Consultations – February 2018

Purpose of Document	Portfolio	Director	Response to be agreed by	Contact	Deadline for response
<p><b>Business rates in multi-occupied properties</b></p> <p>Consultation on reinstating the practice of the Valuation Office Agency prior to the decision of the Supreme Court in Woolway (VO) v Mazars.</p> <p><a href="https://www.gov.uk/government/consultations/business-rates-in-multi-occupied-properties">https://www.gov.uk/government/consultations/business-rates-in-multi-occupied-properties</a></p>	Financial and Legal Services	Director – Support Services	Officers in consultation with Portfolio Holder	Ian Potter	23 February 2018
<p><b>Fair funding review: a review of relative needs and resources</b></p> <p>The fair funding review will set new baseline funding allocations for local authorities by delivering an up-to-date assessment of their relative needs and resources, using the best available evidence.</p> <p>We are considering a wide range of options for developing an updated funding formula by looking again at the factors that drive costs for local authorities.</p> <p>This consultation focuses specifically on potential approaches that have been identified to measure the relative needs of local authorities.</p> <p><a href="https://www.gov.uk/government/consultations/fair-funding-review-a-review-of-relative-needs-and-resources">https://www.gov.uk/government/consultations/fair-funding-review-a-review-of-relative-needs-and-resources</a></p>	Strategy and Policy	Chief Executive	Officers in consultation with Portfolio Holder	Paul Fitzgerald	12 March 2018
<p><b>SCC Library Services Consultation</b></p> <p>In summary, under the proposals, 15 of our 34 library buildings would be seeking community involvement to remain open. Where this is not possible, services would instead be provided either through outreach in community venues or through additional mobile library stops.</p>	Leisure and Culture	Service Manager – Communications SSC	No official SSDC response	Councillors to make their own individual responses	22 April 2018

Purpose of Document	Portfolio	Director	Response to be agreed by	Contact	Deadline for response
<p>For 7 of our libraries, the County Council is consulting on two alternative options – either to seek community involvement to maintain library buildings or to keep existing library services as they currently are.</p> <p><a href="http://www.somerset.gov.uk/librariesconsultation">www.somerset.gov.uk/librariesconsultation</a>.</p>					

# Agenda Item 15

## **Date of Next Meeting**

Members are asked to note that the next scheduled meeting of the District Executive will take place on **Thursday, 1<sup>st</sup> March 2018** in the Council Chamber, Council Offices, Brympton Way, Yeovil commencing at 9.30 a.m.

# Agenda Item 16

## **Exclusion of Press and Public**

The Committee is asked to agree that the following item (agenda item 17) be considered in Closed Session by virtue of the Local Government Act 1972, Schedule 12A under paragraph 3:

“Information relating to the financial or business affairs of any particular person (including the authority holding that information).”

It is considered that the public interest in maintaining the exemption from the Access to Information Rules outweighs the public interest in disclosing the information.

# Agenda Item 17

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

Document is Restricted