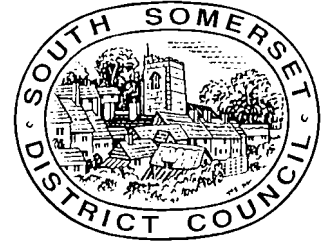


**South Somerset District Council**

*Notice of Meeting*



**District Executive**

*Making a difference where it counts*

**Wednesday 1st February 2017**

**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 Manager on 01935 462148 or [democracy@southsomerset.gov.uk](mailto:democracy@southsomerset.gov.uk)

This Agenda was issued on Tuesday 24 January 2017.

A handwritten signature in black ink, appearing to read 'Ian Clarke'.

**Ian Clarke**, Assistant Director (Legal & Corporate Services)

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  
Clare Aparicio Paul  
Carol Goodall  
Peter Gubbins  
Henry Hobhouse  
Jo Roundell Greene  
Sylvia Seal  
Peter Seib  
Angie Singleton  
Nick Weeks

## 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 (contact details on front page).

# District Executive

## Wednesday 1 February 2017

### Agenda

#### 1. Minutes of Previous Meeting

To approve as a correct record the minutes of the District Executive meeting held on 5<sup>th</sup> January 2017.

#### 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. **Somerset Waste Partnership - Draft Business Plan 2017-22** (Pages 5 - 31)
7. **Loan to Somerset Waste Partnership for Waste Vehicles** (Pages 32 - 34)
8. **Heart of the South West Devolution Update** (Pages 35 - 42)
9. **Revenue Budget 2017/18 - Medium Term Financial Plan and Capital Programme** (Pages 43 - 76)
10. **2016/17 Revenue Budget Monitoring Report for the quarter ending 31st December 2016** (Pages 77 - 102)
11. **2016/17 Capital Budget Monitoring Report for the quarter ending 31st December 2016** (Pages 103 - 120)

- 12. Public Space Protection Order for dog fouling, dogs on leads and dog exclusion area** (Pages 121 - 134)
- 13. Allowenshay Private Water Supply** (Pages 135 - 144)
- 14. Final Recommendation of the Community Governance Review of Brympton Parish Council** (Pages 145 - 148)
- 15. District Executive Forward Plan** (Pages 149 - 153)
- 16. Date of Next Meeting** (Page 154)

# Agenda Item 6

## **Somerset Waste Partnership – Draft Business Plan 2017-22**

*Executive Portfolio Holder:* Jo Roundell Green, Clare Aparicio Paul  
*Assistant Director:* Laurence Willis, Environment  
*Somerset Waste Partnership:* Steve Read, Managing Director  
*Lead Officer:* Laurence Willis, Assistant Director (Environment)  
*Contact Details:* Laurence.willis@southsomerset.gov.uk or (01935) 462428

### **Purpose of the Report**

1. To seek agreement for the Somerset Waste Partnership's Business Plan 2017-22. The Draft Business Plan (Appendix 1) is attached to this report.

### **Forward Plan**

2. This report has been included on the Executive Forward Plan for February 2017.

### **Public Interest**

3. The Draft Business Plan is the way in which Somerset Waste Partnership (SWP) describes its business, evaluates changes to the operating environment, identifies strategic risks and sets out its priorities. Although the plan has a five year horizon, it has particular focus on the next 12 months. It is the primary way that the Partnership seeks approval for its proposals and secures resources from the partner authorities to implement them.
4. Comments are invited. Any amendments suggested will be considered by the Somerset Waste Board (SWB) before the final version of the plan is agreed.

### **Recommendations**

5. That District Executive:
  - (1) Approves the Draft SWP Business Plan 2017-22 on behalf of the authority. If there are any major aspects that members cannot approve or would like to see amended it is requested that:
    - (a) Members agree to any conditions or alternative proposals which would be acceptable to propose to the Board.
    - (b) These comments be notified to all partners and taken back to the Board on 24 February 2017.
  - (2) Provides any more general comments or suggestions for the Board to consider or for inclusion in the next iteration of the Plan.

### **Background**

6. The Somerset Waste Partnership (SWP) has managed waste and recycling services on behalf of all local authorities in Somerset since October 2007. The partnership is governed through a Joint Committee known as the Somerset Waste Board (SWB). The Board is made up from two elected members from SSDC and each of the other five partners. The SWB Constitution requires the single client team to prepare a Draft Business Plan with an accompanying Action

Plan on an annual basis. The Board then approves a draft for consultation with the partners, so that each partner authority has the opportunity to comment on the plan. The Board considered the draft plan on 16 December 2016 and comments are requested by 10th February 2017 so that the Board can adopt the Plan and Budget at its meeting on 24 February 2017.

7. The Board can, by a majority vote, amend the Business Plan in order to accommodate any unforeseen circumstances and to assist the Board to achieve the Aims and Objectives. Any partner council can request such an amendment at any time.
8. The Board is almost exclusively funded from contributions from partners and, apart from one-off funding bids, has no automatic block grant from Central Government or any reserves. It is therefore dependent on agreement between partners on the level of funding provided by each of them in line with the cost sharing formula. Business Planning and Budget setting are therefore part of the same process.
9. The Board has delegated authority for decision making across all services and therefore must make proposals to the partners on how savings can be made, taking into account any savings requirements from individual partners.
10. Under the terms of the Inter Authority Agreement, the Board cannot make a decision that has an adverse financial implication on any partner. But the Board does have discretion on how any savings targets handed down can be implemented, provided all partners sign up through approval of this draft plan.

### **Key Actions for 2017–22**

11. The key actions may be seen in the Draft Action Plan which is Appendix 2 to the Draft Business Plan.
12. The Draft Business Plan is structured around a framework of three key areas, which are:

#### **(1) New Service Model – Recycle More**

Following a review of the kerbside collection services, the new model of kerbside recycling services will now be taken forward. This was agreed by District Executive on 1<sup>st</sup> December 2016 and at the Somerset Waste Board on 16 December 2016. Implementation will commence in autumn 2017.

#### **(2) Alternative refuse treatment**

This is a project to deliver a solution for residual waste disposal to reduce costs and move away from landfill for non-recyclable waste. SWP will complete negotiations, plan and implement changes resulting from the decision taken regarding recovery of energy from residual waste by Viridor at Avonmouth. This includes development of 2 Waste Transfer Stations, one at Bridgwater and the other at Dimmer Landfill site.

*Note for information in connection with permission to operate a landfill site at Dimmer:*

All planning matters regarding waste facilities are determined by Somerset County Council. Viridor's application to construct and operate a waste transfer station at Dimmer was considered by their Regulation Committee in June 2015. Permission was granted, subject to a Section 106 agreement, relating to the routing of bulk waste transfer vehicles, the closure of the landfill site, and other related matters. The permission expires in December 2030.

The District Council was a statutory consultee and objected to the proposal at the time, mainly on highway grounds, but also that it was a strategic facility in the wrong place. Other objections and concerns along similar lines were considered from Castle Cary, Cary Moor, Ansford, Keinton Mandeville, Lydford on Fosse and Babcary Town/Parish councils and a number of local residents and councillors, who also drew attention to an expectation that the landfill site only had a finite life and the impact on the local area.

The Somerset Waste Board/Partnership was not a statutory consultee, so had no particular status as far as this planning application was concerned.

### **(3) Addressing the impact of Waste**

The Business Plan contains a wide variety of initiatives to address the financial, social and environmental impacts of waste. These will include waste minimisation campaigns, initiatives to improve and develop reuse options, SWP's ability to manage problem properties, recycling facilities in schools and flats, and safety in the delivery of services.

### **(4) Recycling Centres and Community Recycling Sites (CRS)**

In 2015 the Department of Communities & Local Government (DCLG) brought in an Order which had the effect of preventing local authorities from designating some sites (known in Somerset as "Community Recycling Sites (CRSs)") as being provided under discretionary "wellbeing" powers within the Local Government Act 2003. This Order effectively removed the option to introduce charges for entry to sites (even where this option was promoted by the community as an alternative to closure). The effect of this is that the charging at Dulverton and Crewkerne CRSs will not be permitted after 1<sup>st</sup> April 2020 and so SWB will be considering how to deal with the funding gap opened up. It is proposed to do this as part of the Core Services Contract Review which will look at the way the whole Recycling Centre network is provided.

## **Health and Safety**

13. The Somerset Waste Board regularly receives reports on Health and Safety and there are no significant implications arising from the proposals in the Business Plan.

## **Consultation**

14. The broad approach and key areas of focus have been discussed with the Senior Management Group and also covered in reports to the Board at previous meetings. Pilots have been held on new collection models and consultation held with residents following the trials.

## **Financial Implications**

15. The Annual Budget, once finally approved, will become the new measure for SWP's financial performance for 2017/18. The SWP will continue to share the costs among partners in line with the Cost Sharing Agreement.
16. A summary of the Draft 2017/18 Annual Budget is included within the Business Plan.

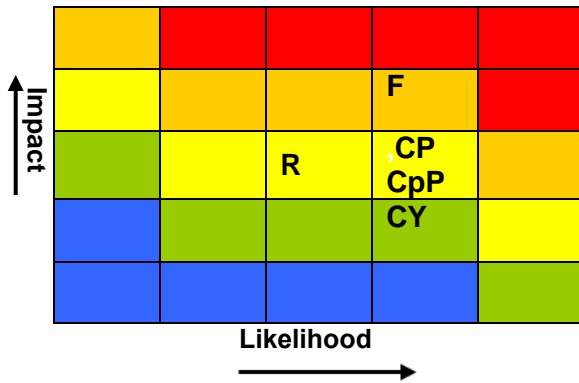
## **Risk Implications**

17. The SWP risk register is reviewed annually and taken to the Somerset Waste Board for approval. The updated risk assessment will be made to the Somerset Waste Board at their meeting on 24 February 2017.

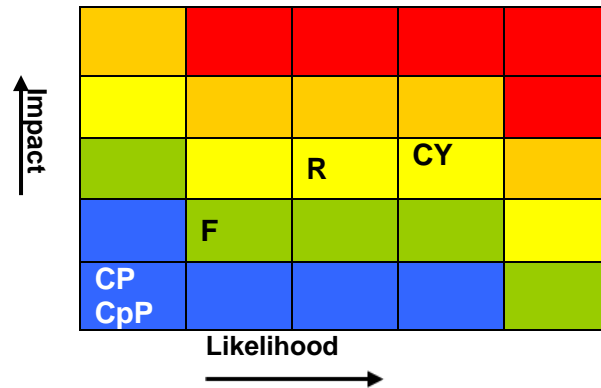
## Risk Matrix

18. This risk matrix has been developed with South Somerset District Council issues (SSDC Council Plan, SSDC Capacity, SSDC reputation, South Somerset resident priorities, SSDC finance) in mind. Please see the risk sections in both Appendix One and Appendix Two for the risks applying to the project as a whole.

### 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

## Carbon Emissions and Climate Change Implications

19. The proposed revised vision of SWP within this draft business plan is reducing carbon emissions by driving materials up to the waste hierarchy, reducing reliance on raw materials and waste disposal. To do this by avoiding waste in the first place and assisting to recycle, compost or recover energy value from what remains.

## Equality and Diversity Implications

20. Equalities and other impact assessments have been made in respect to all savings proposals, even where these do not have an immediate public impact. Individual partners will consider the Draft Plan during January and early February 2016 and a separate equality assessment will be made for the Recycle More project prior to rollout.

## Background papers

Somerset Waste Board Draft Business Plan 2017-22.  
District Executive report, 1<sup>st</sup> December 2016





# **SWP Business Plan 2017 – 2022**

*Draft approved for partner consultation by  
Somerset Waste Board 16 Dec 2016*

<b>Table of Contents</b>	
Page 3	Somerset Waste Partnership Business Plan 2017-22
Page 6	Action Table
Page 16	Draft Budget Summary
Appendix A	SWP Risk Register

<b>Change History</b>	
10 Nov 2016	Initial Draft
29 Nov 2016	SR Revision marks
06 Dec 2016	Draft for Approval
16 Dec 2016	Feedback and updates following Somerset Waste Board meeting

## 1. About Somerset Waste Partnership

Somerset Waste Partnership (SWP) was established in 2007 to manage waste services on behalf of Mendip, Sedgemoor, South Somerset and West Somerset District Councils, Taunton Deane Borough Council and Somerset County Council. This made it the first county wide waste partnership in the country.

SWP has delegated authority to deliver household waste and recycling services throughout Somerset, including management of kerbside collections, recycling sites and disposal sites. These duties are in turn contracted to Kier (collection services) and Viridor Plc (recycling sites, landfill sites and recycling or disposal of food waste, garden waste and residual waste).

SWP is accountable to the Somerset Waste Board (SWB), which consists of two members from each of the partner authorities.

For further information about Somerset Waste Partnership and the Somerset Waste Board please visit [www.somersetwaste.gov.uk](http://www.somersetwaste.gov.uk)

## 2. Key Stakeholders

- Residents of Somerset
- Members and officers of partner authorities
- Kier MG CIC
- Viridor Plc

## 3. The SWP Vision

We will:

- Drive material up the waste hierarchy and, where sustainable markets exist, into the circular economy\*.
- Avoid landfill and encourage high participation in waste avoidance, reuse, recycling and food waste collection schemes.
- Engage with local people, support economic wellbeing and use efficient, sustainable and affordable solutions at every stage of the process.
- Encourage and facilitate innovation, joined up strategy, policy and operations across the county

\*A circular economy is one where resources once used are not disposed of, but become feedstock materials or energy for making new products, thus reducing reliance on raw materials and waste disposal. A “closed loop process” is a variation of this where recovered materials are recycled into the same product. The benefits of a circular economy include reduced energy consumption, resource security and lower environmental impacts. A circular economy works most effectively where there are clear incentives for all persons on the loop (manufacturers, retailers, consumers, local authorities, reprocessors) to move the material around the loop.

## **4. Key Issues and Challenges**

### **4.1 Service Development**

This Business Plan will take forward the decisions made by the Somerset Waste Board and agreed by the partner authorities in the period December 2016 to February 2017. These decisions have the potential to result in significant changes both to the kerbside collection services and the residual waste disposal processes.

### **4.2 External Pressures**

The period of constraint on the public purse continues and SWP will need to contribute to ongoing savings, while striving to maintain the scope and quality of frontline services.

### **4.3 National Policy Drivers**

#### **Withdrawal from the EU**

The waste legislative framework may change following withdrawal from the EU. The UK government has not indicated future intentions in this area however there are no changes expected in the short term. There is now particular uncertainty about how the “Circular Economy” proposals for revisions to the EU waste Framework Directive will apply to the UK both in terms of the final detail of the ambitious recycling targets and the extent to which the UK will adopt / be affected them.

#### **Department of Communities and Local Government (DCLG) and non-household waste charging**

DCLG have (Autumn 2016) criticised some Local Authorities who are proposing to implement charges at Recycling Centres for disposal of DiY waste. This highlights a difference in interpretation between DCLG and many local authorities, including SWP, who consider that such waste is currently classified as “industrial” waste and thereby chargeable. This has not been tested in law. Should the DCLG interpretation prevail, the cost of reverting to a “free to user” service would equate to around £600k pa in Somerset. This exceeds the running costs of the eleven recycling sites that currently operate five days per week.

#### **Community Recycling Sites**

In 2015 DCLG brought in an Order to prevent local authorities from designating some sites (known in Somerset as “Community Recycling Sites (CRSs)”) as provided under discretionary “wellbeing” powers within the Local Government Act 2003. This removed the option to introduce charges for entry to sites (even where this option was promoted by the community as an alternative to closure). The effect of this is that the charging at Dulverton and Crewkerne CRSs will not be permitted after April 1<sup>st</sup> 2020 and so SWB will need to consider how to deal with the funding gap opened up. It is proposed to do this as part of the Core Services Contract Review which will look at the way the whole Recycling Centre network is provided.

#### **Producer Responsibility**

The waste Services Industry body, the Environmental Services Association (ESA), who represent major contractors, has ramped up pressure for a national debate on the role of producers of packaging and retailers of packaged goods in covering costs of recycling. The circular economy proposals call for producers to cover the “entire” costs net of

income from sale of material and provided services are “optimised” (i.e. value for money). If this was taken up in the UK it would take some pressure off local authorities. SWP will continue to lobby for changes along those lines.

#### **Department for Environment, Food and Rural Affairs (Defra) - Consistency in Collection Methodology**

Defra’s main interest, aside from improving the England recycling rate, continues to be promoting consistency in household recycling collections. WRAP published a paper in September 2016 in which Somerset is case studied. The proposed move to the “Recycle More” scheme would, by adding pots tubs and trays, further align Somerset to the list of materials WRAP and Defra advocate all local authorities collect.

#### **4.4 Primary Contract Review**

This business plan has a five year horizon. The Collection and Treatment contracts come to an end (unless extended) in 2021 and 2022 respectively. This means that it is within the horizon of this Business Plan to give consideration to future arrangements for the end to end delivery of waste services in Somerset.

In order to ensure an effective future service is in place a full review of options should commence in the financial year 2017 - 18.

It is considered a high risk that the collection contract costs may increase following re-procurement should the current contract go to term without extension.

## 5. Key Aims and Priorities for 2017/18

For the period of this business plan we will have three priority areas but recognise that significant projects are subject to a further decision making process.

### 5.1 Refuse Treatment

*This proposal has been approved by the Somerset Waste Board on 16 December 2016. The task is included in the Business Plan to recognise efforts and resource required to deliver the task during the period of this plan.*

Task	Description	Outcome/Target (completion by March 2018 unless otherwise stated)	Lead officer	Resource - Implementation Budget	Resource - People (internal)	Comment/ Risk
Refuse Treatment	Complete negotiation, plan and implement changes resulting from decisions taken regarding future processing of residual waste. Includes contract formalisation and oversight of development of Waste Transfer Stations.	New long term treatment process for Somerset's household residual waste. Timeline specified in separate SWB paper.	David Oaten	Outlined in separate SWB paper.	Outlined in separate SWB paper.	Outlined in separate SWB paper.

## 5.2 Recycle More

*This proposal has been approved by the Somerset Waste Board on 16 December 2016. The task is included in the Business Plan to recognise efforts and resource required to deliver the task during the period of this plan.*

Task	Description	Outcome/Target (completion by March 2018 unless otherwise stated)	Lead officer	Resource - Implementation Budget	Resource - People (internal)	Comment/ Risk
<b>Recycle More</b>	Planning and implementation of changes resulting from decisions taken regarding the future model of kerbside collection services. <ul style="list-style-type: none"> <li>• Detailed Planning</li> <li>• Procurement – containers, vehicles and infrastructure</li> <li>• Communication</li> <li>• Collection containers</li> <li>• Depot infrastructure</li> <li>• Reprocessing arrangements</li> </ul>	Commence implementation of any changes agreed in late summer/autumn 2017. Roll out schedule specified in separate SWB paper.	Bruce Carpenter	Outlined in separate SWB paper.	Outlined in separate SWB paper.	Outlined in separate SWB paper.

### 5.3 Other Projects, Task and Activities

These are projects which will be required to maintain the services provided by Somerset Waste Partnership

Task	Description	Outcome/Target (completion by March 2018 unless otherwise stated)	Lead officer	Resource - Implementation Budget	Resource - People (internal)	Comment/ Risk
<b>SWP Capacity Review</b>	The last significant review of SWP structure and resources took place in 2012. Following confirmation of direction of travel with the New Service model and the NWTF, or any alternative strategies, SWP staff resources will need to be aligned with the challenging key objectives over the period of change, whatever form / duration they take. In view of the partners' financial situation, the partners will require reassurance that the SWP establishment is fit for its purpose and priorities.	Resource plan in place to deliver major projects.	Steve Read	Staff time only	TBC	SWP team to be fully engaged in process.



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<p><b>Cash Free Recycling Sites – Roll Out</b></p>	<p>Following the successful cashless pilots at Chard &amp; Taunton Recycling Centres it is proposed to roll this out to all 16 Recycling Centres/Community Recycling Sites in the county. This is proposed in order to increase site security and reduce the possibility of break ins.</p>	<p>All Recycling Centres and Community Recycling Sites operating a cash free environment by end of year.</p>	<p>David Oaten</p>	<p>£2.5k</p>	<p>Liaison with site operator; project management; prepare publicity and website updates.</p>	
<p><b>Core Service Contract Review</b></p>	<p>With the current Core Services Contract due to expire at the end of March 2022 it is considered timely to formally review the worth of the ‘up to 9 year extension’ available under the current contract and what arrangements would need to be in place subsequent to that date.</p>	<p>Documented review of core services, with proposals for future arrangements presented to SWB by March 2018</p>	<p>David Oaten</p>	<p>Staff time only</p>	<p>Review current services, including benchmarking and analysis of potential cost/benefits and savings</p>	
<p><b>Collection Service Contract Review</b></p>	<p>With the current Collection Services Contract due to expire October 2021 it is considered timely to formally review the worth of the ‘up to 7 year extension’ available under the current contract and what arrangements would need to be in place</p>	<p>Review collection service contract and consider all options for future arrangements (including</p>	<p>Colin Mercer</p>	<p>Staff time only</p>	<p>Investigate options for delivery of future service arrangements , considering benefits and potential of maintaining</p>	

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	subsequent to that date.	DLO and Local Authority controlled company)			current arrangements against other options.	
<b>Recycling Centre Essential Maintenance Works</b>	Despite the current challenging financial situation faced by SWP Partner authorities, a number of the Recycling Centre network sites are in need of essential maintenance in order to prolong the sites useful life. One site requiring urgent attention is at Frome, where the skip bays are degrading to a degree that they are becoming untenable. Without such maintenance the site may become unusable.	Sites serviced to acceptable level by end of March 2018	David Oaten	Costs to be covered by planned maintenance budget.	Survey sites; identify required actions; arrange contractor; monitor and inspect works.	Risk of sites becoming unusable if no action taken.
<b>Recycling Centre Van &amp; Trailer Permit Review</b>	Following the successful roll out of the van and trailer permit scheme in October 2016, a formal 6 month review to determine whether there should be any minor amendments to the current process.	Review of current arrangements and proposed revisions to June 2017 SWB meeting	David Oaten	£10k to cover ongoing permit requests and publicity for any changes to current scheme (from disposal budget	Review feedback from residents, site staff, customer service teams etc; prepare report for SWB; publicise	Commitment given to review at September SWB meeting.

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				savings)	changes as required	
<b>Provision of COTC Management - Securing Additional Third Party Sites</b>	The SWP has a number of Certificate of Technical Competence holders to ensure its capability in managing the network of waste facilities under its current contracts. In order to extend the value of the COTCs, SWP have managed, on behalf of Somerset Highways, a number of third party sites for the past 6 years and have recently secured a further 6 year contract. With a growing reputation of providing a good level of service in this area it is proposed to try and secure additional third party sites in order to derive a larger income to the Partnership. SWP have recently secured two additional sites that we now manage on behalf of the Environment Agency.	Agreements raised for inspection of two additional sites by end of March 2018	David Oaten	Staff time only	Liaison with site “owners”; preparation of agreements; commence inspections as required	Potential revenue generation for partners.
<b>Collection Service – Depot Review</b>	Review current depot provision with a view to optimise operations in the west of the county.	Plan for future depot structures completed by	Bruce Carpenter/ Colin Mercer	Staff time only	Consider future service requirements; model optimised	

		March 2018			locations and infrastructure (cost, resilience and operation efficiency); Document findings	
<b>SWP IT Strategy</b>	<p>To develop and commence implementation of a programme of improving SWP use of IT to support improvements in efficiency and service control. To include improving oversight of quality of contractor planning and output data; increasing “self-service” opportunities; rationalising duplication and other inefficiencies.</p> <p>This will include implementation of a new SWP Customer Service System; a redesign and restructure of the SWP website; improvements to household property data; enhancements to data processing capabilities.</p>	Document produced and presented to SWB; Procurement of new systems progressed	Mark Blaker	£20k implementation budget	Identify business processes and best practice; investigate current IT market; case study other local authorities; document proposed solutions; present to SWB; commence procurement.	Improve efficiency and effectiveness of client group; ensure client group prepared to changes anticipated over next five years.

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	<b>Resource: £20k</b>					
<b>Asset Audit Risk Reduction</b>	<p>To assess ownership of assets in the collection contract and where appropriate look for SWP to secure ownership of assets currently sitting with the contractor. Also to look at where appropriate securing these assets beyond contract term to ensure greater surety and control of risk going forward.</p> <p><b>Resource: Staff time only</b></p>	<p>Ensure we have a fully documented register of service assets by October 2017; ensure procedures developed to maintain register</p>	Colin Mercer	Staff time only	<p>Work with Kier to identify assets, asset location, state of assets, assumed value of assets.</p>	
<b>SWP Offices</b>	<p>Somerset County Council's lease for Monmouth House expires in March 2018.</p> <p>At this point SWP will need to have either extended current arrangements, relocated to County Hall or have found alternative accommodation.</p> <p>It will be necessary to confirm future accommodation arrangements.</p>	<p>To have a plan for accommodation beyond March 2018, including budget for relocation if necessary and agreed by SWB by September 2017.</p>	Helen Oaten	Budget Implications to be presented to SWB separately	<p>To identify options, compare costs and benefits, present to SWB in December as part of Business Planning process</p>	

<p><b>Continuing Waste Minimisation Initiatives</b></p>	<p>To include Food Waste Champions, Compost Champions and other ongoing community engagement activities designed to encourage waste reduction.</p>	<p>To continue community engagement through Food Waste and Compost Champions and other community initiatives.</p>	<p>David Mansell</p>	<p>£3k</p>	<p>Liaison with current groups; recruiting volunteers; arranging training and events; administrating and providing support.</p>	<p>Ongoing projects</p>
<p><b>Publicity and Communication</b></p>	<p>Promotion of service changes (including Christmas and Easter changes), print and distribution of key service literature, maintenance of SWP website and support for waste minimisation promotions.</p> <p>Note: this does not include the considerable additional communications programme required to support the “Recycle More” scheme.</p>	<p>All commitments met throughout the year using the most effective and cost effective means available</p>	<p>Mark Blaker</p>	<p>£29k</p>	<p>Press releases; print adverts; website content; leaflets; etc</p>	<p>Ongoing commitments</p>

**Financial Pressures**

In all considerations Somerset Waste Partnership will recognise the current and ongoing financial pressures facing partner authorities. Cost effectiveness and identifying opportunities to reduce overall costs must be at the heart of all decisions taken.

## **7. SWP Budget 2017 - 22**

The tables on the following pages show the projected five year budget for Somerset Waste Partnership if the current service model does not change in future years, effectively a “do-nothing” scenario with estimated inflationary indices based on contractual agreements. As noted above, SWP recognises the financial pressures facing partners.

### **7.1 Revenue Not Included**

Control of income from residents for waste related services is retained by the collection authorities and is therefore not shown in this paper. The most significant portion of this is annual Garden Waste subscriptions, which will generate income for the district council of around £53.50 for each wheeled bin subscription in 2017/18. This is a significant offset of the cost of providing the service. Other income streams are Bulky Waste collection fees and sale of Garden Waste sacks.

7.2 Full Draft Budget Summary 2017/18

Summary Draft Annual Budgets 2017/2018

Rounded £000s    Total    SCC    MDC    SDC    SSSC    TDBC    WSC

Expenditure		£000s	£000s	£000s	£000s	£000s	£000s
Salaries & On-Costs	962	477	111	109	153	106	6
Other Head Office Costs	230	105	25	27	38	26	9
Support Services	125	54	14	15	22	15	5
Disposal - Landfill	10949	10949					
Disposal - HWRCs	9522	9522					
Disposal - Food waste	1447	1447					
Disposal - Hazardous waste	227	227					
Composting	1680	1680					
Kerbside Recycling	8868		1841	1824	2715	1780	708
Green Waste Collections	2374		464	588	662	557	103
Household Refuse	6001		1238	1222	1816	1240	485
Clinical Waste	116		24	25	35	24	8
Bulky Waste Collection	81		18	15	22	18	8
Container Maintenance & Delivery	220		47	42	70	49	12
Container Supply	432		92	89	140	93	18
Pension Costs	69		2	2	62	2	1
Depot Costs	186		38	40	56	39	13
Village Halls	6			6			
Transfer Station Avoided Costs	310	310					
Recycling Credits	2430	2430					
Capital Financing Costs	231		52	41	78	39	21
<b>Total Direct Expenditure</b>	<b>46466</b>	<b>27201</b>	<b>3966</b>	<b>4045</b>	<b>5869</b>	<b>3988</b>	<b>1397</b>

<b>Income</b>							
Sort It Plus Discounts	-80		-16	-17	-24	-17	-6
Transfer Station Avoided Costs	-310		-63	-67	-93	-65	-22
May Gurney Secondment Saving	-44	-20	-5	-5	-7	-5	-2
Recycling Credits	-2402		-501	-488	-743	-487	-183
<b>Total Income</b>	<b>-2836</b>	<b>-20</b>	<b>-585</b>	<b>-577</b>	<b>-867</b>	<b>-574</b>	<b>-213</b>
<b>Total Net Expenditure</b>	<b>43630</b>	<b>27181</b>	<b>3381</b>	<b>3468</b>	<b>5002</b>	<b>3414</b>	<b>1184</b>



Draft Approved by SWB for Partner Consultation

Summary Draft Annual Budgets

Rounded £000s 2017/18 2018/19 2019/20 2020/21 2021/22

<b>Expenditure</b>	£000s	£000s	£000s	£000s	£000s
Salaries & On-Costs	962	972	982	992	1002
Other Head Office Costs	230	210	210	210	210
Support Services	125	125	125	125	125
Disposal - Landfill	10949	11559	12105	12675	13271
Disposal - HWRCs	9522	9911	10308	10728	11164
Disposal - Food waste	1447	1501	1569	1641	1716
Disposal - Hazardous waste	227	240	255	271	288
Composting	1680	1813	1956	2110	2277
Kerbside Recycling	8868	9119	9378	9644	9917
Green Waste Collections	2374	2441	2511	2582	2655
Household Refuse	6001	6171	6346	6525	6710
Clinical Waste	116	119	123	126	130
Bulky Waste Collection	81	83	84	86	88
Container Maintenance & Delivery	220	226	233	240	246
Container Supply	432	445	457	470	483
Pension Costs	69	70	70	71	72
Depot Costs	186	186	186	186	186
Village Halls	6	6	6	6	6
Transfer Station Avoided Costs	310	315	320	324	329
Recycling Credits	2430	2503	2578	2655	2735
Capital Financing Costs	231	231	231	231	231
<b>Total Direct Expenditure</b>	<b>46466</b>	<b>48246</b>	<b>50033</b>	<b>51898</b>	<b>53841</b>
<b>Income</b>					
Sort It Plus Discounts	-80	-80	-80	-80	-80
Transfer Station Avoided Costs	-310	-315	-320	-324	-329
May Gurney Secondment Saving	-44	-44	-44	-44	-44
Recycling Credits	-2402	-2474	-2548	-2625	-2704
<b>Total Income</b>	<b>-2836</b>	<b>-2913</b>	<b>-2992</b>	<b>-3073</b>	<b>-3157</b>
<b>Total Net Expenditure</b>	<b>43630</b>	<b>45333</b>	<b>47041</b>	<b>48825</b>	<b>50685</b>

**Assumptions**

1% annual pay award for all years

1.39% housing growth in 2017/18, then 1% annually for years 2018/19 - 2021/22

Collection contract inflation 1.18% in 2017/18, then 2% annually for years 2018/19 - 2021/22

Disposal contract inflation between 1% & 6.3% (for different contract areas), annually in all years (2017/18 - 2021/22)

Tonnage growth 1.5% annually for all years (2017/18 - 2021/22)

## **8. Issue Log**

Two items have emerged and were presented verbally to the Somerset Waste Board on 16 Dec 2016, as follows: -

### **8.1 Broadpath Landfill Site**

Broadpath Landfill Site is located to the south of Wellington and takes some refuse collected to the south of Wellington, Taunton and Wiveliscombe. SWP are advised this site will close in April 2019. This is considered a low impact issue as alternative routes for that waste should be readily available by that time.

### **8.2 West Somerset and Taunton Deane Councils**

West Somerset Council and Taunton Deane Borough Council are currently consulting on possible future structures and arrangements. Depending on the outcome of these considerations there may be a need to review the Somerset Waste Board Inter Authority Agreement during the period of this plan.

## **Appendix A**

**Risk Register (See attached)**

**Somerset Waste Partnership - Risk Register 2017 to 2018 (draft)**  
**Primary Risks**

Ref	Area	Risk	Effect	Raw Score			Mitigation planned	Mitigated Score			Future Actions	Target		Aim
				Impact	Prob.	score		Impact	Prob.	score		Impact	Prob.	
R1	Financial	Pressure to reduce budgets places existing services under financial pressure.	Services may have to change or service providers have to save money by adjusting the service offered.	Med	Hi		Work with contractors to either reduce costs or change service offer to be more affordable.	Lo	Hi		Under guidance from the SWB , agree with contractors delivery of savings.	Lo	Hi	
R2	Financial	Waste growth per household leads to increased volumes of waste requiring collection and/or treatment/disposal	Budget pressure created by increasing waste volumes.	Med	Hi		Implement cost effective treatment and disposal methods. Continued public engagement and interventions to encourage diversion.	Lo	Hi		Meet with suppliers to discuss how to deliver efficiencies. Consider potential for waste to increase during implementation of new service model.	Lo	Hi	
R3	Political	DCLG continues challenge innovation in funding Recycling Centres	Potential to reduce services provided or lead to increased costs.	Med	Hi		Continue to base policy on performance, popularity, effectiveness and affordability. Work with members from all tiers of local government to seek flexibility to ensure continuity of services.	Med	Med		Keep members, and particularly Board Members, informed especially following changes to administration or portfolio holders.	Med	Med	
R4	Political	Political priorities can and will change over time.	Political priorities change. SWP directed to change strategic and operational priorities.	Med	Med		Ensure members are aware of the social, environmental and financial impacts of SWPs services. Keep up to date with latest thinking to ensure opportunities to innovate are	Med	Med		Keep members informed especially following changes to administration or portfolio holders.	Med	Med	
R5	Organisational	Part time Head of Service	Part time Head of Service is not ideal, especially at a time of major service review.	Med	Med		Ensure workload is planned to deliver the highest priorities and staff are empowered to work effectively and efficiently.	Med	Med		Delegate effectively to Senior Management Team.	Lo	Lo	
R6	Operational	Ability of contractors to deliver is reduced or compromised	As pressure is placed on contractors to deliver more with less service may suffer resulting in increased complaints.	Med	Hi		Ensure SWP carries out sufficient monitoring to keep the contractor focused on meeting contractual standards.	Med	Med		Regular meetings with contractors to keep service levels under review and to joint plan developments.	Med	Lo	
R7	Operational	IT Systems - obsolescence and compatability	Inefficiencies due to inadequate IT systems	Lo	Hi		Work with ICT units to improve compatability. Encourage contractors to invest in appropriate infrastructure.	Lo	Med		Keep systems under review.	Lo	Lo	
R8	Operational	Driver shortages	Impact on service delivery if not all rounds deployed. Quality of delivery suffers where inexperienced drivers employed in service delivery.	Hi	Med		Work with contractors to ensure they have policies in place for driver training and retention.	Med	Med		Seek opportunities to improve role of drivers. Work with local colleges to promote driving as a career option.	Med	Med	

R9	Environmental	Weather related	Service disruption caused by weather. Risk of extended localised disruption caused by flooding.	Med	Med		Follow procedures to ensure least disruption to services.	Med	Med		Review and update procedures in light of experience.	Med	Med	
R10	Commercial	Capacity of contractors to develop/improve services/ make new proposals	As service providers broaden their scope resources can be stretched and other areas may be prioritised; performance and commitment to service development may suffer	Med	Med		Work with service suppliers to ensure changes are managed with appropriate resources and services and delivered to expected level.	Med	Lo		Ensure that expectations are made clear and embedded in contractor meetings	Lo	Lo	
R11	Financial	National Spending Review - uncertainty over where potential cuts to DCLG budget will fall	Strategic plans based on a short horizon, resulting in short term decisions where longer term planning would be better.	Med	Med		Plan service maintenance and development with long horizon in mind but consider alternatives. Flag risks as appropriate to MD, SMG or Board	Lo	Lo		Where relevant maintain log of service changes that could be reviewed in future subject to affordability.	Lo	Lo	
R12	Political	New service model review results in differing collection service models across Somerset.	Inability to implement county wide service model, resulting in implementation delays and sub-optimal financial savings	Hi	Med		Ensure decisions are based on sound business case information, highlighting risks as appropriate, by ensuring SMG, SWP and partner authorities are clearly informed of the full facts.	Med	Med		Seek alternative implementation timescales through the planning process to allow further discussion and debate.	Med	Lo	
R13	Operational	SWP resource capacity insufficient to deliver major changes and maintain service levels	Degradation of current service support, resulting increased complaints. Sub standard planning and implementation of any significant changes.	Hi	Med		Ensure Business Case for major changes includes full outline of resource requirements to deliver the changes so budget is available for support.	Lo	Med		Ongoing review of SWP client team structure and priorities.	Lo	Lo	
R14	Operational	Future service model may have unforeseen impacts	Unforeseen issues arise when introducing a new service model to 240,000 households in Somerset resulting in costs or complaints.	Med	Med		Full risk and impact assessments of NSM proposals to ensure key risks are identified and mitigation put in place.	Med	Lo		Constant review of arising risks through roll out of any service changes	Lo	Lo	
R15	Operational	Site infrastructure ages and degrades	Infrastructure at fixed site, particularly recycling sites, degrades to the point where it is hazardous to site staff or members of the public.	Med	Med		Ensure ongoing programme of site inspection, identification of issues and prioritisation of maintenance and repair based on assessed potential impact.	Lo	Med		Review Health and Safety inspection procedures to ensure risks identified and highlighted efficiently	Lo	Lo	
R16	Operational	Collection infrastructure degrades to point of unreliability	Aging collection fleet reaching the end of its expected service life becomes prone to mechanical issues, resulting in failure to collect waste from households and transport it to disposal/bulking points. Aging balers/bulking facilities result in failure to offload materials causing bottleneck at bulking facilities.	Med	High		Ensure ongoing programme of monitoring service issues resulting from mechanical failures. Proceed with vehicle procurement programme, regardless of outcome of New Service Model decisions.	Med	Med		Procure replacement collection fleet. Ensure contractor meeting requirements to provide fit for purpose infrastructure.	Lo	Lo	

R17	Operational	Contractors fail to deliver service to expected service standards	Unspecified issues result in failure to deliver services to contractual standards resulting in increased complaints and increased cost of processing and managing complaints.	Med	Med		Ensure contractors are addressing issues of repeat failure (failure demand) and that supervisory arrangements are as required by the contract.	Lo	Med		Progress with plans to fit trackers to collection vehicles.	Lo	Lo	
R18	Operational	Contractor lacks capacity (skill/experience/resource) to deliver service change effectively	Contractor skill base inadequate to plan and implement complex service change resulting in problems with service in the aftermath of implementation.	Med	High		Ensure contractors are briefed on requirements well in advance. Ensure contractor planning is scrutinised by suitably skilled SWP staff.	Lo	Med		Review contractor's skill base at regular operational meetings and agree actions to ensure it remains adequate in all areas.	Lo	Lo	
R19	Operational	Focus on service development detracts from day to day service delivery focus.	Monitoring and management of contractors reduces to point where service delivery fails resulting in increased complaints.	Med	Med		Ensure full resource allocation plan in place for whole of SWP, optimising staff time in all areas and identifying and mitigating pressure points well in advance. Short term recruitment of adequate staff to cover requirements.	Lo	Lo		Ongoing monitoring of requirements. Ensure staff are skilled to cover certain aspects of other roles as necessary.	Lo	Lo	
R20	Social	Increase in care in the community for people with clinical needs results in significant and sudden increase in demand for household clinical waste collections.	Pressure on current service model; Contractor requests review of contracted price resulting in increased costs.	Low	High		Review structure and role of clinical waste service. Seek cost effective alternatives.	Lo	Med		Build relationships with Health and Social Care teams to predict and plan for future demand.	Lo	Lo	
R21	Hinkley C	Congestion from construction traffic may impact on collections	Alter times of collections or result in missed collections	Hi	Hi		Engagement with contractor and highways to assess risk and plan times and routes to avoid identified problems	Hi	Med	Hi	Continue to engage with appropriate bodies and respond quickly to any new or changed circumstances	Med	Med	
R22	Hinkley C	Increased demand from short term population growth during construction phases	Demand increases cost to SWP for providing the service	Hi	Hi		Engagement with appropriate bodies to identify level of growth and areas impacted	Med	Med	Hi	Engage with contractor to seek confirmation that most of the waste produced by the direct population growth as a result of the construction is dealt with by the contractor	Lo	Med	
R23	Hinkley C	Staff shortages through increased and more attractive employment opportunities through the construction phases to build the power station	Difficulty in attracting or keeping sufficient staff to provide the service	Hi	Hi		Establish pay rates and identify areas of concern	Med	Med	Med	Continue to monitor pay rates and seek to promote and improve conditions and benefits of working in our service	Med	Lo	

**Other Identified Risks (Low Impact or Low Likelihood or Already Mitigated or combination thereof)**

Ref	Cause	Risks	Effect	Ongoing Mitigation	Future Actions
	Financial Pressures on Local Authorities	Savings required impact on existing services	Kneejerk savings lead to increased whole system costs, whether financial, environmental or social; Reduced Performance; Cost Shunting; Service Degradation; Increased Complaints; Increased Health and Safety Risks; Residents lose Interest/Concern.	Ensure partner authority members are engaged in key decision making; Somerset Waste Board to continue to demonstrate forward thinking approach; Seek external funding opportunities; Use staff flexibly - project approach and continued secondments; On going monitoring of performance and infrastructure to ensure no degradation; Improve business planning and prioritisation processes; Somerset Waste Board to continue to provide effective governance based on strategic priorities; Continue to use staff flexibly	Continued clear dialogue between Board members and Cabinet/Executive Colleagues
		Focus becomes entirely on financial outcomes			Conduct full Impact Analysis of all proposals
		Lack of funds for development			Ensure critical issues are forecast and flagged
		SWP Team capacity reduced			Seek low cost options for promoting key messages
		Maintenance budgets reduced			
		Waste minimisation budgets reduced			
	Financial Pressure on Contractors	Contractor change of strategy	Pressure on SWP staff; Pressure on partnership; Deterioration in service; Necessitates contract review or new procurement; Breakdowns increase; Service disruption	Step in rights in contract already in place; Frequent engagement with Kier management; Monitoring of stability of contractor; Monitoring of contract performance	Continue to engage and monitor
		Contractor management structure reduced			Ensure Business Continuity Plans in place
		Reduced front line resources			
		Contractor default			
		Contractor does not refresh equipment at "end of life"			
		Instability on selling of contract			
		Contractors prioritise other parts of their business.			
	Other Socio-economic impacts	Economic upturn	Increase in packaging disposed of; Viability of contractor threatened; Less attention paid to recycling/prevention	SWP to conduct waste minimisation and prevention campaigns; Promote benefits of the service and transparency of outcomes	
		Value of recyclate goes down			
		People disengage from political processes			
		Austerity makes recycling a lower priority			

	Financial Pressures on Householders	Increased material at kerbside	Increase materials in bins and associated landfill costs; Loss of income from charged for services (including GW collections)	Extended Recycling centre opening; Inflation only increases where charges apply	Promotion of sustainable, cost effective alternatives to waste disposal
		Avoidance of charged for services			
	Multi partner organisation in changing political environment	National/District elections result in change of political steer and make up	Difficulty agreeing priorities and strategy; Focus on manging relationships and not delivering business requirements; Potential failure among partners to understand benefits of SWP; Less staff available to deliver customer requirements as time being spent on other things	Involve all partners in developing strategy and priorities; Offer SWP induction for all members	Maintain awareness of pressures on partners
		Misunderstood by external agencies and therefore lose out			Encourage continuity and support scrutiny committees
		Legislative changes			Ensure benefits of efficiencies are shared by all partners
					Use existing structures such as SMG to ensure partners understand and engage with SWP
	Changes in waste services	Changes implemented inefficiently	Reputational damage; Low morale; Loss of effectiveness; Service failures increase; Failure to reach targets	Ensure change approached in a planned manner; Collaborative working that directs resource effectively and shares knowledge; Follow project management structure when implementing change; Understand and mitigate impacts of changes; Ensure collaborative working in place so all options can be assessed and consensus reached	
		SWP fails to act proactively			
		Loss of senior SWP staff			
		Lack of clear decision about future disposal for residual waste			
		External pressures to deliver early results			
	Service disruption beyond our control	Extreme weather (hot, cold, wet)	Loss of service; Backlog of waste for collection/disposal; Increased Complaints	Have Business Continuity plan in place; Effective communication links in place - media, website, social media; Review effectiveness of responses to previous incidents	
		Industrial action			



# Agenda Item 7

## **Loan to Somerset Waste Partnership for Waste Vehicles**

<i>Executive Portfolio Holder:</i>	<i>Peter Seib, Finance and Legal Services</i>
<i>Chief Executive:</i>	<i>Alex Parmley, Chief Executive</i>
<i>Assistant Director:</i>	<i>Donna Parham, Finance and Corporate Services</i>
<i>Service Manager:</i>	<i>Catherine Hood, Finance Manager</i>
<i>Lead Officer:</i>	<i>Donna Parham, Finance and Corporate Services</i>
<i>Contact Details:</i>	<i>Donna.parham@southsomerset.gov.uk or (01935) 462225</i>

### **Purpose of the Report**

The purpose of this report is to seek approval for South Somerset District Council to loan Somerset Waste Partnership(SWP) of £3.5 million.

### **Public Interest**

This report outlines the implications upon lending Somerset Waste Partnership £3.5 million for the purchase of recycling vehicles.

### **1) Recommendations**

District Executive Members are recommended :

- a) To request that Full Council approve the loan of £3.5 million to Somerset Waste Partnership;
- b) Note that this capital expenditure will be added to the Capital Programme, and that the principal payments received will be capital receipts;
- c) Note the additional interest in the region of £29,255 per annum will be added to the Medium Term Financial Plan for 2018/19;

### **2) Background**

- 2.1 SSDC has already provided a loan of £1.5 million to purchase vehicles – this commenced in August 2016.
- 2.2 Most of the Somerset Waste Partnership's recycling vehicles have reached the end of their economic working life and need to be replaced to avoid escalating maintenance costs and the impact of increasing breakdowns on customer service. They also need to be configured to deliver the Recycle More project. There is a contractual requirement that vehicles provided should be no more than 7 years old.
- 2.3 Somerset Waste Board (SWB) is a joint committee and not a legal entity in its own right and therefore cannot own vehicles. Currently, on behalf of the partners, Somerset County Council owns the vehicles.
- 2.4 Kier (the collection contractor) will undertake the procurement process, with Somerset County Council placing the orders for the vehicles on SWP's behalf. This will take advantage of Kier's purchasing power. It is anticipated that orders will be placed this or next month to start delivering the Recycle More project in September/ October this year.



**3) Loan Requirement**

- 3.1 Somerset Waste Partnership is seeking to borrow £17.5 million over a 7 year period, paying back both principal and interest on a monthly basis. The offer is to pay interest equal to PWLB rates plus 1% (currently this would be 2.49%).
- 3.2 All of the Somerset District Authorities are proposing to lend £3.5 million each at the offered rate.
- 3.3 Kier would offer an additional 0.3% discount to the SWP for us financing the vehicles, which would be shared amongst all District partners to reduce the revenue contributions required by the SWP.
- 3.4 The start date of the loan would depend on the delivery date of the vehicles. These will be ordered to meet the needs of the new waste and recycling collection model Recycle More in September/ October this year.

**4) Assurances**

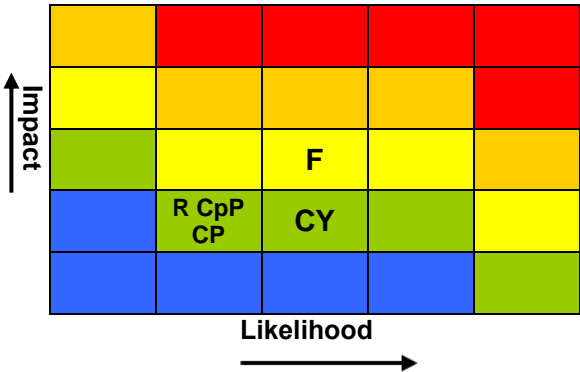
- 4.1 SSDC can gain assurance through the Cost Sharing Agreement which will give protection to SSDC for any changes to the service of partnership.

**5) Financial Implications**

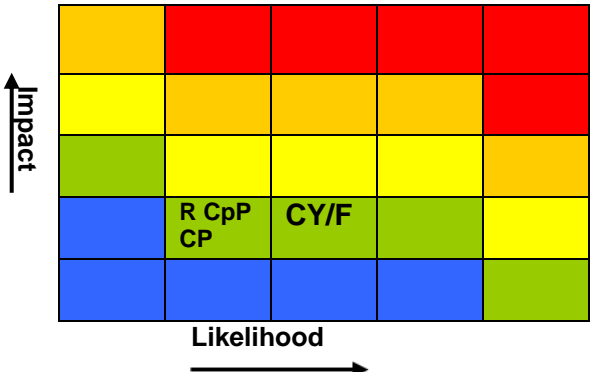
- 5.1 Providing a loan of £3.5 million to Somerset Waste Partnership alongside other capital commitments within the capital programme would leave unallocated capital of £11.5 million, but this will be returned over the seven year period.
- 5.2 Providing the loan will generate in the region of £317,502 over the 7 year period, which would support revenue budgets and equate to additional income (above current rates) of £29,255 for the each of the next 7 years.
- 5.5 Borrowing at a higher rate would result in the additional expenditure incurred by SWP to service these loans being passed on to the District Councils, thus increasing SSDC's costs.
- 5.5 This arrangement would fall outside of our Treasury Management Strategy as it is not an investment.

**Risk Matrix**

**Risk Profile before officer recommendations**



**Risk Profile after officer recommendations**



<b>Categories</b>	<b>Colours</b> <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

### **Corporate Priority Implications**

The budget is closely linked to the Corporate Plan and growth bids are scored accordingly.

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

The new vehicles will be to the latest Euro 6 specification with lower CO2 emissions than the current fleet.

### **Equality and Diversity Implications**

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

### **Background Papers**

Loan to Somerset Waste Partnership for Waste Vehicles – Report to District Executive March 2015

# Agenda Item 8

## Heart of the South West Devolution Update

<p><b>Summary:</b></p>	<p>This report provides an update following the July 2016 ‘in principle’ Council approvals to progress negotiations for a devolution deal and the establishment of a Combined Authority, both subject to further report and the approval of the 17 councils</p> <p>This report also outlines proposals for the:</p> <ul style="list-style-type: none"> <li>• Preparation and approval of a HotSW Productivity Plan to take forward the HotSW Prospectus for Productivity which was prepared in support of the partnership’s aspirations to secure a devolution deal and approved by the councils in February 2016.</li> <li>• Creation of a formal HotSW Joint Committee of the local authorities, national park authorities and partners to take forward the Productivity Plan.</li> </ul> <p>The proposals outlined above are covered by common recommendations in this report to be considered by all of the councils during February/March 2017.</p>
<p><b>Recommendations:</b></p>	<p><b>That District Executive endorses and recommends that Full Council:</b></p> <ol style="list-style-type: none"> <li>1. <b>Notes the update about the HotSW Combined Authority / devolution deal proposals (including noting that a Joint Committee, if established, will have responsibility for developing future ‘deal’ and combined authority proposals for recommendation to the constituent authorities );</b></li> <li>2. <b>Approves the proposals for the HotSW Productivity Plan preparation and consultation proposals (including noting that a Joint Committee, if established, will have responsibility for approving and overseeing the implementation of the Productivity Plan);</b></li> <li>3. <b>Agrees:</b> <ol style="list-style-type: none"> <li>(a) <b>‘In principle’ to the establishment of a HotSW Joint Committee with a Commencement Date of Friday 1<sup>st</sup> September 2017 in accordance with the summary proposals set out in this report;</b></li> <li>(b) <b>That the ‘in principle’ decision at (a) above is subject to further recommendation and report to the constituent authorities after the County Council elections in May 2017 and confirmatory decisions to: approve the establishment of the Joint Committee; a constitutional ‘Arrangements’ document; an ‘Inter-Authority Agreement’ setting out the support arrangements; appoint representatives to the Joint Committee; and appoint an Administering Authority.</b></li> </ol> </li> </ol>
<p><b>Reasons for Recommendations:</b></p>	<p>The urgent and essential need to improve productivity across the HotSW area is the driver for the recommendations in this report.</p>

	<p>The Productivity Plan will replace the Local Enterprise Partnership's Strategic Economic Plan. It will be the key strategic document for the partners to engage with Government on a range of investment opportunities and powers emerging from the Industrial Strategy and the National Infrastructure Fund.</p> <p>The recommendations also reflect the position reached with the Government on the Combined Authority / devolution deal matters. With no agreement in sight on either issue the Leaders wish to put in place an alternative formal collaboration arrangement at HotSW level to maintain and take forward the momentum achieved by the partnership.</p> <p>The HotSW Joint Committee will provide a formal strategic partnership to complement and maximise the ability of local sub-regional arrangements to deliver their aspirations. It will allow the partners to collaborate to agree and deliver the Productivity Plan as well as engage effectively with the Government, other deal areas and other LEPs on a range of policy agendas. It will allow the partnership to test and improve its ability to work together as a potential precursor to the establishment of a Combined Authority at some point in the future. It will also provide a mechanism to work alongside and influence the LEP on strategic investment decisions affecting the HotSW area and to secure improvements to LEP governance and accountability.</p> <p>Without a Joint Committee in place at this time at a strategic level, the HotSW area is likely to find itself disadvantaged in terms of taking advantage of Government policy initiatives and new funding opportunities compared to those areas that have and are establishing formal strategic partnerships. Although a Joint Committee cannot undertake the full range of functions of a Combined Authority, it would provide a mechanism towards the establishment of a Combined Authority if deemed appropriate, including the potential to operate as a shadow Combined Authority at some point in the future.</p>
<p><b>Consultations undertaken:</b></p>	<p>Throughout the development of proposals for devolution, Members and the public have been kept informed of developments. Communications include press releases, newsletters and publication of the Devolution Statement of Intent and Prospectus for Productivity. This emphasis on consultation will continue with the proposed Productivity Plan over the spring of 2017 and this will inform the final Plan to be approved in the autumn of 2017.</p>
<p><b>Financial Implications:</b></p>	<p>Costs associated with the early work on the Productivity Plan preparation largely relate to officer time which is being provided 'in kind' by the authorities and partners. Specifically some direct costs will be met by the Local Enterprise Partnership across the common agendas of the LEP and the partnership.</p> <p>The establishment of a Joint Committee provides a low cost option compared to a Combined Authority structure. It is anticipated that the Committee will receive considerable in kind support from partners and direct running costs will be limited to potentially providing direct officer support for the meetings, if there is insufficient 'in-house' capacity, and the costs of the meetings themselves. In respect of the latter, meeting costs can be minimised through the use of council premises for meetings if that is the wish of the authorities. The assumption at this stage is that the</p>

	<p>direct support costs will be kept to a minimum but could potentially rise to an estimated maximum of £40k per annum as a shared cost between all constituent authorities. The final costs figure will be dependent on the views of the leaders on the issues raised above. Clarification on these issues will be sought before the decision point is reached in the summer to establish the Joint Committee. It is anticipated at this stage that even if the costs are at the upper figure detailed above then in the first year (2017/18) of the operation of the Joint Committee the costs are likely to be covered by the residual devolution budget so requiring no further call for funding from the authorities.</p> <p>In addition to the direct costs of administering the Joint Committee there is also the issue of a budget to fund its work. At this stage it is recommended that this should be an early issue for discussion and recommendation by the Joint Committee, once established, as this will be dependent on the eventual work programme.</p> <p>In coming to their decision about a Joint Committee, Members might like to consider the potential cost/impact of not working in this way and the potential loss of investment to the area. Through recent funding initiatives and policy it is clear that Government is looking for areas to come together and articulate their vision and priorities across footprints wider than their organisational boundary or sub-regional areas. The areas that work on wider boundaries are more successful in securing funding. A recent example of this is the Growth Deal funding settlements announced in the Autumn Statement to the Northern Powerhouse and Midlands Engine authorities, who work through formal governance arrangements, when compared with the wider South West.</p> <p>The proposal put before you sets out a low risk, low cost option to work in a more formal way to capitalise on opportunities arising from future Government strategies and funding strands.</p>
<b>Legal Implications:</b>	<p>Each of the partners' legal teams and Monitoring Officers will be involved in the development of the detail of the Joint Committee.</p> <p>The Joint Committee will be instigated through a simple 'Arrangements' document setting out the functions, membership and operation of the Committee as well as an Inter-Authority Agreement setting out how the authorities will support the Committee. These documents will be recommended for approval in the summer but a summary of the principles and issues to be covered are set out in this report.</p> <p>Somerset County Council has been the lead authority for the Governance work-stream within the Partnership and the Council's Chief Executive and Monitoring Officer have developed the outline proposal for the Joint Committee in consultation with the Leaders and Chief Executives Group.</p>
<b>HR Implications:</b>	None.
<b>Risk Implications:</b>	<p>Risk implications will continue to be addressed at all stages of these proposals. The Secretary of State is yet to formally clarify his position on the HotSW devolution proposal although the overall policy direction seems to be becoming clearer. In the circumstances the Leader feel that the</p>

	<p>partnership needs to move forward with the priority development of the HotSW Productivity Plan and that this can best be achieved through the establishment of a formal Joint Committee in place of the current informal governance arrangements. This will put a formal governance structure around the Productivity Plan preparation, approval and delivery so minimising risk to the County Council and the other partner authorities. It will give partners the ability to negotiate with Government at pace, particularly on the emerging Industrial Strategy but without the statutory commitment required to establish a Combined Authority.</p> <p>Without a Productivity Plan and Joint Committee in place the Council and its partners will be at a disadvantage in negotiating and lobbying Government on a range of policy initiatives including the growth agenda and are likely to miss out on potential funding streams.</p>				
	<b>Likelihood</b>		<b>Impact</b>		<b>Risk Score</b>
<p><b>Other Implications (including due regard implications):</b></p>	<p><u>Equalities, Community Safety, Sustainability, Health and Safety, Privacy, Health and Well-being Implications</u></p> <p>The partnership will develop an Equality Impact Needs Assessment that will inform the development and adoption of the Productivity Plan.</p> <p>Any final decisions on the matters covered in this report will be subject to specific implications and impacts being considered as part of the decision making process.</p>				

## 1. Background

### 1.1. Combined Authority / Devolution Deal update

- 1.1.1** Following the in-principle agreement by Heart of the South West (HotSW) local authorities to move towards a Combined Authority model to deliver its devolution deal, the Government has changed and the EU Referendum has taken place. Both of these events have had a significant impact on Government policy and in particular the approach to devolution.
- 1.1.2** Members will recall that before the change of Government the previous Secretary of State had indicated his support for the establishment of a Combined Authority for the HotSW area and indicated that a Mayor would not be imposed or be a pre-condition of any initial devolution deal. Although it was made clear that a Mayor was required to achieve extensive funding and powers, the partnership was encouraged to push the limits of an initial deal, with the potential for further deals in the future. At that stage in the early autumn of 2016, the Autumn Statement presented the first opportunity for the announcement of an initial deal. It was also acknowledged that the HotSW LEP would not be penalised in Growth Deal 3 negotiations through not agreeing to a Mayor.
- 1.1.3** These indications were sufficient for the councils to pass resolutions in July / August 2016 to agree to the principle of creating a non-Mayoral Combined Authority for the Heart of the South West, as set out in the Prospectus for Productivity, as the basis for negotiation with Government towards a devolution deal for the area.
- 1.1.4** Following the change of Government, the new Secretary of State has given a clear indication that a Mayoral Combined Authority is required in order to achieve a significant devolution deal.

**1.1.5** Our view is that the partnership must maintain the momentum achieved to date by putting in place arrangements across the HotSW area to deliver our key ambition of raising productivity and avoid the area being disadvantaged compared to its neighbours. Pending any progress being made on 1.1.4 above, and to allow the area to capitalise on the emerging, national Industrial Strategy, the Leaders are recommending the following at this stage:

- The creation of a HotSW Productivity Plan to develop the strength of the Heart of South West's economy; and
- That consideration is given to the creation of a Joint Committee of HotSW partners to drive the development and delivery of the Productivity Plan and be the basis for identifying further public sector reform opportunities for recommendation to the partner authorities.

## **1.2 HotSW Productivity Plan**

**1.2.1** The report to Council on 21<sup>st</sup> July 2016 set out that regardless of whether the area entered into a devolution deal with Government the partnership intended to continue with the development of a Productivity Plan for the area to deliver the aspirations set out in the Prospectus for Productivity agreed by the Councils in February 2016. This remains the priority of the partnership.

**1.2.2** The Productivity Plan, which replaces the LEP's Strategic Economic Plan, will guide the long term growth aspirations for the area and will be our key strategic document for engaging with Government and our communities on future prosperity. In the absence of a combined authority / devolution deal at this stage a mechanism is required to enable the partners to collaborate formally to maximise what can be achieved within existing structures and resources through new ways of working as well as continue negotiations with Government over a range of policy agendas to help deliver the partnership's productivity ambitions.

**1.2.3** The latest research from Exeter University confirms that the area has one of the best employment rates in the country. However, too many of those jobs are part-time and low paid. The area significantly lags behind the rest of the UK in terms of its productivity and the key to our future prosperity is to address this disparity

**1.2.4** Productivity is defined as: "the amount of goods and services that a person, industry or country produces per hour." The more good and services that are produced, the more productive – and ultimately wealthy – an economy is. There are 5 drivers of productivity which must all be addressed for productivity to rise:

1. Competition
  - Which encourages business to innovate and be more efficient; and
  - Access to national and international markets through good infrastructure.
2. Enterprise
  - New business opportunities for existing firms and start-ups where competition encourages new ideas and ways of working; and
  - Support for businesses and entrepreneurs.
3. Investment in physical capital
  - Machinery, equipment, buildings and infrastructure. More capital generally means that more can be done, better and quicker; and
  - Infrastructure and somewhere to 'set up shop' are essential, and investment capital must be available.
4. Skills

- Skills are needed to take advantage of investment in new technologies and ways of running a business; and
- Skills alone can determine productivity but so do good management, creativity and investment.

5. Innovation

- The successful exploitation of new ideas: technology, products or ways of working boost productivity, for example as better equipment works faster; and
- Research and development and general support for innovators is essential.

**1.2.5** Our Prospectus for Productivity confirms our commitment to increasing productivity across the Heart of the South West to ensure a successful future economy. We know the new Secretary of State for Business, Energy and Industrial Strategy, who is developing the Industrial Strategy, is keen to hear and reflect the local narrative in his strategy. The Productivity Plan will provide the platform for the area to engage with Government on this agenda with a view to delivering our collective aspirations for growth in the Heart of the South West.

**1.2.6** The Productivity Plan will be developed through an evidence base produced by the LEP's Future Economy Group and engagement with stakeholders and the community. In developing the Plan a range of issues will be explored:

- Productivity in the public and private sector
- Understanding how the local economy works and interventions required to guide investment decisions
- Bringing together local government, business community, public, the universities and other groups
- The need to build an inclusive economy with growth for all.

**1.2.7** Work to create the Productivity Plan is intended to be a fully inclusive process involving all stakeholders and will include public consultation. It will take the form of several stages as follows:

**W/c 23 January – 10 March 2017** – a discussion paper will be shared shortly with all Councils. This 'Green Paper' will set out some of the emerging challenges for Heart of the South West productivity identified by the LEP's Future Economy Group. The results from this discussion paper will form the basis of a formal consultation paper on the vision and priorities for a Productivity Plan.

**May 2017 (post County Council elections)** – A formal consultation 'White Paper' will be released to all Councils and stakeholders. This will be a public consultation to directly inform the content of the Productivity Plan.

**September 2017** – The Productivity Plan will be considered for formal adoption.

### **1.3 HotSW Joint Committee Proposal**

**1.3.1** Members of all councils will be aware of the work on developing the Combined Authority proposal for the HotSW area. This work was suspended following the change of government focus outlined elsewhere in this report. The partnership decided that until we have clarification locally from the Secretary of State of the criteria for moving forward on devolution, it would take forward a less risky and more cost effective short term option of forming a HotSW Joint Committee to oversee and own the development and delivery of the Productivity Plan. Although the Joint Committee would not have the statutory status of a Combined Authority and cannot therefore deliver the full range of benefits that a



Combined Authority can, it has the potential to provide cohesive, coherent leadership and formal governance to agree and oversee delivery of the Productivity Plan and bring forward other pan-HotSW proposals for recommendation to the constituent authorities, as desired and necessary. Its role will focus on collaboration, negotiation and influencing with full delegated making responsibilities limited to agreeing and overseeing the implementation of the HotSW Productivity Plan. All other matters where a decision is required will be referred back to the constituent authorities for approval.

**1.3.2** Ultimately the aims of the Joint Committee through delivery of the Productivity Plan will be to:

- Improve the economy and the prospects for the region by bringing together the public, private and education sectors;
- Increase our understanding of the economy and what needs to be done to make it stronger;
- Ensure that the necessary strategic framework, including infrastructure requirements, is in place across the HotSW area to enable sub-regional arrangements to fully deliver local aspirations; and
- Improve the efficiency and productivity of the public sector.

**1.3.3** The creation of a single strategic public sector partnership covering the HotSW area will: facilitate collaborative working; help us to remove barriers to progress; and will provide the partnership with the formal structure to engage with Government at a strategic level to maximise the opportunities /benefits available to the area from current and future government policy. It will also enable the constituent authorities and partners to have discussions with neighbouring councils / combined authorities / LEP areas on South West peninsula priorities and issues as well as the ability to move swiftly towards a devolution deal and Combined Authority model in the future if the conditions are acceptable.

**1.3.4** A Joint Committee will also provide a formal mechanism for the constituent authorities to engage effectively with the LEP across common boundaries and agendas. The LEP is in the process of adopting a new assurance framework as part of new government requirements which require improvements in the LEP's transparency and accountability. The direct involvement of the LEP in the Joint Committee on many common agendas will provide a mechanism to enable the councils to have a more direct involvement in and greater influence over the activities of the LEP.

**1.3.5** The detail of the proposed functions of the Joint Committee and how it will operate will be set out in a draft 'Arrangements' document which will be presented to the constituent authorities for approval in the summer . The reason for only seeking an 'in principle' approval to the creation of a Joint Committee at this stage is because of the local County Council elections scheduled for May 2017. Therefore final decisions to establish the Joint Committee will be sought from all authorities in July / August with a view to the Committee being established on the 1<sup>st</sup> September 2017.

**1.3.6** In detail the proposed functions of the Joint Committee are as follows:

- (a) Develop, own and implement the HotSW Productivity Plan in collaboration with the LEP.
- (b) To identify and develop proposals (for recommendation to constituent authorities / partner agencies as necessary) in response to policy opportunities presented by the Government to secure functions and funding for the benefit of improving productivity. Examples include Industrial Strategy, Brexit, and Devolution.
- (c) Develop and make recommendations to the constituent authorities / partner agencies for actions emerging from the work of the Brexit Opportunities and Resilience Task Group
- (d) Continue discussions / negotiations with the Government / relevant agencies to

- secure delivery of the Government's strategic infrastructure commitments, eg, strategic road and rail transport improvements
- (e) Identify opportunities for rationalising / improving existing public sector governance arrangements and make recommendations to the constituent authorities/partners..
- (f) To work with the LEP to identify and deliver improvements to the LEP's democratic accountability and to assist the organisation to comply with the revised (November 2016) LEP Assurance Framework. This includes formally endorsing the LEP's assurance framework on behalf of the constituent authorities as and when required and before it is formally approved by the LEP's Administering Authority.
- (g) To ensure that adequate resources (including staff and funding) are allocated by HotSW partners to enable the objectives in (a) to (f) above to be delivered.

**1.3.7** In addition to the functions set out above, the Joint Committee Arrangements document will set out in detail:

- (a) Membership arrangements: based on 1 Authority (and to include the 2 National Park Authorities, 1 Member (normally the Leader of the Council / Chairman of the National Park Authority), 1 named substitute member and 1 vote. Partner organisations such as the LEP and the Clinical Commissioning Groups will also have non-voting membership of the Joint Committee
- (b) Standing Orders / Rules of Procedure: An Administering Authority will be identified to support the operation of the Committee and it will be recommended that the Standing Orders and Rules of Procedure of the Administering Authority will apply to the operation of the Committee. This will include the usual Access to Information rules which apply to local authority meetings.
- (c) Provisions to enable a Constituent Authority to formally withdraw from the Joint Committee and for the Joint Committee to be dissolved.
- (d) Appointment of a Chairman and Vice-Chairman on an annual basis.
- (e) The ability for the Joint Committee to appoint sub-committees or establish working groups as required.

**1.3.8** A draft Inter-Authority Agreement will accompany the 'Arrangements' document for approval in the summer. This will detail how the Joint Committee will be supported and set out the obligations on the constituent authorities.

In particular this document will set out the Administering Authority functions in support of the operation of the Committee including the provision of financial, legal, constitutional and administrative support to the Committee.

The Agreement will also include:

- (a) The cost sharing agreement setting out how the costs of running the Joint Committee will be met by the constituent authorities
- (b) The roles and responsibilities of the constituent authorities in support of the Joint Committee
- (c) The roles and duties of the Chief Executives' Advisory Group that will support the Joint Committee
- (d) Accounts, Audit, Insurance arrangements
- (e) Confidentiality, Equal Opportunities, Data Protection provisions
- (f) Dispute Resolution provisions.

**1.3.9** In addition to the Arrangements and Agreement documents, as part of the summer approval recommendations, the constituent authorities will also be asked to confirm nominations for Joint Committee membership; and appoint an Administering Authority to support the Committee.

# Agenda Item 9

## **Revenue Budget 2017/18 - Medium Term Financial Plan and Capital Programme**

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

1. To seek approval for the proposed 2017/18 Revenue Budget, Medium Term Financial Plan (Revenue Budgets for 2017/18 to 2021/22) that will be recommended to Full Council.

### **Forward Plan**

2. This report appeared on the District Executive Forward Plan for February 2017.

### **Public Interest**

3. This report sets out the budget for South Somerset District Council for 2017/18 and the estimated budgets for the following four years. It also asks members to note that the approval of capital schemes has been deferred until the Council Plan Annual Action Plan has been approved for 2017/18.

### **Recommendations**

4. That the District Executive recommends to Council the following:
  - (a) approval of the overall Revenue Budget for 2017/18 of **£17,379,200** and the Revenue Account Summary as shown at Appendix A and note future year projections outlined in paragraph 33;
  - (b) approval of the detailed budgets for the District Executive and four Area Committees as shown at Appendix B;
  - (c) approve the increase of £5.00 per annum in the Council Tax for 2017/18 for South Somerset District Council, which will result in a Band D charge of £157.48;
  - (d) approve the transfer of £109,729 to the Somerset Rivers Authority;
  - (e) approval of the additional expenditure for budget pressure bids and removal of 16/17 once offs as shown in Appendix C;
  - (f) approval of the savings proposals in Appendix D in conjunction with the equalities checks;
  - (g) note the current position and future estimation of reserves and balances as shown in paragraphs 59-62;
  - (h) note the deferral of new capital schemes pending the finalisation of the Council Plan 2017/18 Annual Plan;

- (i) note the Minimum Revenue Provision (MRP) Statement and Capital Prudential Indicators as attached at Appendix E

## **Background**

5. District Executive and Scrutiny Committee have received update reports on the draft 2017/18 budget, Medium Term Financial Strategy and Medium Term Financial Plan. The drafts were subject to final amendments whilst awaiting clarity around Government grants and funding.
6. This report sets out the final proposals to be agreed by District Executive prior to submission to Council on 23rd February 2017. The District Executive has delegated authority to manage and monitor the budget once it has been approved by Council.

## **The Council Plan**

7. SSDC approved a new Council Plan in March 2016. The Plan is set over 5 years but the Action Plan is approved annually as part of budget setting to ensure it is affordable. Work is still ongoing to finalise the 2017/18 Action Plan and therefore all new capital bids will be held pending that update.

## **Medium Term Financial Strategy**

8. The Medium Term Financial Strategy (MTFS) outlines how the Medium Term Financial Plan (MTFP) i.e. the budget that will be delivered over 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 Medium Term Financial Strategy links the resources required to deliver the Council Plan and the Council's strategies.
9. Currently the MTFP shows a projected budget gap for each year of the plan. The figures include all estimates for pay awards, pension costs, council tax, business rates, Government grant, and inflation.

## **Expected Outcomes from the Strategy and Plan**

10. The Council needs to deliver a balanced budget over the term of the plan. A balanced budget means that balances or reserves are not used to meet on-going expenditure commitments. SSDC will look to ensure sound plans are in place to balance the budget over the medium to longer term rather than year to year balancing.
11. The Council needs to achieve as much stability as possible for both service delivery and staff in planning the moving of resources (both money and people) to areas of agreed priority.
12. SSDC also needs to continue the drive to make services as efficient as possible.
13. In addition the authority will need to continue to add value in procuring goods and services and manage its assets effectively.

## **Efficiency Strategy**

14. 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. Members will be updated through capital quarterly monitoring reports. To date £0.1 million from the sale of properties has been allocated towards this three year target.

15. A revised strategy may be replaced by another during the year and requires the approval of Full Council.

### **Capital Strategy**

16. This Capital Strategy outlines how SSDC will utilise its capital resources to deliver the Council Plan and key strategies. SSDC held £35 million in capital receipts at the end of the 2015/16 financial year. However, once commitments are taken into account the authority has approximately £15 million unallocated to spend on new schemes. A review of possible bids for the next five years has shown a need of approximately £21.2 million.
17. The authority has a considerable requirement for capital resources through its Transformation, Regeneration, and Income Generation Boards. Some of these require considerable revenue costs to set up as well as capital. It is therefore important that SSDC is able to take up the offer of "Flexible Capital Receipts" to ensure that its ambitions can be delivered. Therefore the strategy will be as follows:-
  - Each project will be reviewed initially on a commercial basis so that schemes will be considered on the basis that both capital and interest at PWLB rates is repaid;
  - SSDC will utilise its own internal cash wherever possible to maximise its treasury management efficiency and minimise costs in the short to medium term. The Council will retain the budget to finance the capital project as outlined in paragraph 18 to minimise the financial risks of rising interest rates. The Treasury Management Strategy currently allows borrowing of up to £12 million;
  - SSDC will utilise the ability to 2019/20 to use new receipts from property, plant, and equipment for revenue expenditure as outlined in the Efficiency Strategy approved in September 2016;
  - The Minimum Revenue Provision (MRP) Statement and Prudential Indicators that apply to capital spend are attached at Appendix E for members to note;
  - The level of capital receipts will be monitored to ensure that non-commercial (essential and those with community and social value) can continue to be funded from available resources;
18. District 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.

### **Strategy for New Homes Bonus**

19. 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.
20. Previously a sum equivalent to 80% of the average annual council tax is received in grant for every new home once occupied. This sum is payable for six years with an additional bonus of £280 (80% of £350) for every affordable home occupied. The Government has laid out the following as part of the annual financial settlement:-

- 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 300 new homes built each year).
  - From 2018/19 the Government will consider “withholding New Homes Bonus payments from local authorities that are not planning effectively, by making positive decisions on planning applications and delivering housing growth”.
  - The Government will also consider withholding payments for homes that are built following an appeal although this will follow further consultation;
  - A reduction will be made in the number of years for which payments are made from 6 years to 5 years in 2017/18, and to 4 years from 2018/19.
21. SSDC has set a limit of a maximum £3 million per annum (10% of gross spend) 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.

### **Strategy for Non Domestic Rates Retention (NDR)**

22. The budget will be set based on the NDR1 or the best estimate if this cannot be completed on time. The main risks are still around economic growth, the NHS request for NDR relief, and appeals. NDR remains one of the authorities greatest financial risks therefore the NDR Volatility Reserve will need continual assessment to ensure that sufficient funds are held to ensure that the inherent volatility of business rates does not impact on service delivery.
23. The Somerset NDR Pool as was has ceased for 2017/18 because of the risks around revaluation and the NHS request for NDR Relief. The Council may wish to join a pool in 2018/19 but pools are likely to cease in 2019/20 because of the introduction of 100% retention of business rates being introduced.

### **Strategy for Balances and Reserves**

24. Reserves are set aside for specific purposes whereas balances are retained to meet unforeseen risks. A regular review of financial risks to assess the optimum levels of balances and reserves will be reported to members every quarter. This ensures that the authority has sufficient funds to meet its key financial risks. The strategy remains that balances remain at a level that covers these key risks.

### **Reviewing the Strategy**

25. This strategy will be reviewed annually to take into account changes within and external to the organisation. In more uncertain times the strategy will be reviewed more frequently.

### **The Government Settlement**

26. The Medium Term Financial Strategy and Plan was set out in September 2016. SSDC agreed to accept the four-year settlement as did 97% of all local authorities.

### **The Medium Term Financial Plan**

27. The table below summarises the MTFP projections, showing future commitments over the current year’s base budget:-

	2017/18	2018/19	2019/20	2020/21	2021/22
	£'000	£'000	£'000	£'000	£'000
<b>Base Budget</b>	<b>17,291.3</b>	<b>17,379.2</b>	<b>16,716.2</b>	<b>16,302.4</b>	<b>16,250.0</b>
Additional payroll requirement	580.2	570.8	215.9	202.2	198.9
Inflation allowance on contracts	129.8	163.5	166.8	170.1	173.5
Unavoidable budget pressures	718.8	286.9	162.8	319.8	322.8
Change in interest receivable	(89.7)	0.0	0.0	0.0	0.0
Planned savings	(950.1)	(1,046.5)	(680.1)	(72.5)	328.8
Revenue effects of Capital Programme	90.9	99.2	4.7	30.3	(5.9)
Once-off expenditure	(392.0)	0.0	0.0	0.0	0.0
<b>Total Budget Requirement</b>	<b>17,379.2</b>	<b>17,453.1</b>	<b>16,586.3</b>	<b>16,952.4</b>	<b>17,268.2</b>
<b>Financed by:</b>					
Revenue Support Grant	802.6	268.9	0.0	0.0	0.0
Council Tax Reduction Scheme Grant to Town and Parish Councils	(104.1)	(34.9)	0.0	0.0	0.0
Rural Services Delivery Grant	133.4	102.6	133.4	0.0	
Transition Grant	57.0				
Council Tax precept	9,340.3	9,770.9	10,221.9	10,493.7	10,772.2
Council Tax Funding for the Somerset Rivers Authority	(109.7)	(111.3)	(112.9)	(113.7)	(114.4)
Surplus on Collection Fund (Council Tax)	74.8				
Business Rate Income	16,860.0	17,280.0	17,680.0	17,740.0	17,740.0
Business Rate tariff	(13,140.0)	(13,560.0)	(14,040.0)	(14,040.0)	(14,040.0)
Negative Revenue Support Grant to be deducted from Business Rate income			(330.0)	(330.0)	(330.0)
Confirmed New Homes Bonus to support revenue budget	3,000.0	3,000.0	2,750.0	1,508.0	
New Homes Bonus Requirement Future Years	0.0	0.0	0.0	992.0	2,250.0

MTFP support from balances	464.9				
Deferred pension contribution from balances	324.0				
Contribution to Transformation Reserve	(324.0)				
Once-offs funded from revenue balances	0.0	0.0	0.0	0.0	0.0

	<b>17,379.2</b>	<b>16,716.2</b>	<b>16,302.4</b>	<b>16,250.0</b>	<b>16,277.8</b>
<b>Budget Shortfall</b>	<b>0.0</b>	<b>(736.9)</b>	<b>(283.9)</b>	<b>(702.3)</b>	<b>(990.4)</b>

### Assumptions Made

28. There are several assumptions in line with the MTFs as part of the overall estimates contained therein:

	2017/18	2018/19	2019/20	Notes
Inflation	contractual obligations	contractual obligations	contractual obligations	Assumes inflation remains below 2%
Council Tax	£5.00 per Band D	£5.00 per Band D	£5.00 per Band D	Assumes that an additional £5 is added each year
Pay	1%	1%	1%	
Pensions	16.1% plus £1.24m lump sum	16.1% plus £1.62m lump sum	16.1% plus £1.66m 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
Revenue Support Grant	-52.1% -£0.88m	-66.5% -£0.53m	-223.1% -£0.6m	Based on the accepted government multi-year settlement
Non-Domestic Rates	-5.3% -£208.2k	0% £0k	1.65% £60k	Estimates based on 2016/17 NDR1 and Government baselines
New Homes Bonus	£3.9m	£2.5m	£2.7m	Based on Government figures for 2017/18 and then reducing from 6 to 4 years and housing growth above 0.4%.

### Revenue Budget 2017/18

29. Appendix A shows the General Revenue Budget Summary for 2017/18, which totals £17.379 million. 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.



## Pensions

30. SSDC received provisional pension figures on the 8th December 2016. These indicated an overall increase in pension costs of £749k compared to 2016/17 and £549k more than budgeted for in the MTFP reported in September 2016. An agreement has been reached to defer £324k of the increase until 2018/19 to ease the pressure on SSDC budgets and will be recouped over a longer period of time.
31. The SCC officers managing the Pension Fund have provided the following as context to the rise in pension costs:-
- Benefits and employee contribution rates are set by central government with no discretion for the Somerset Fund or individual employers.
  - Under the regulations the actuary sets the assumptions for the valuation and the resulting employer contribution rates and there is no right of appeal.
  - Returns on assets, particularly Gilts and corporate bonds have moderated, reducing the assumed future investment returns.
  - The actuary has chosen to be more cautious/prudent in their assumptions than at the last valuation. This makes the scheme more expensive now but reduces (but not remove) the risk of further increases at future valuations.
  - Part of the reason for the additional caution by the Actuary is the introduction of a review by the Government Actuary Department of all LGPS valuations/contributions under Section 13 of the Public Sector Pensions Act (2013). In extremis the Government could compel additional contributions from funds that they deem to be under providing.
  - If employer costs continue to rise cost sharing principles agreed as part of the 2013 regulation will allow the Government to alter (increase) the level of employee contributions to maintain an approximate ratio between employees and employers, although this is a long term not short term process.

## Revenue Support Grant

32. SSDC's Efficiency Statement was approved by the DCLG. This ensures that the funding for the next three years is as follows:-

<b>Financial Year</b>	<b>Revenue Support Grant (RSG) £'m</b>	<b>Rural Services Delivery Grant £'m</b>
2017/18	0.803	133.4
2018/19	0.269	102.6
2019/20	-0.330	133.4

## Savings

33. Savings plans are outlined in Appendix D. All service savings over £25,000 will be monitored in 2017/18 and reported as part of the budget monitoring process.
34. Transformation savings have been re-profiled in line with the detailed business case, produced in October 2016, confirming that the £2 million already allocated to the MTFP is achievable. The proposed timetable for implementation has required £357k of balances to be proposed to be utilised in 2017/18 due to the timing of savings being

achieved. The detailed business case outlined that further investment in the project may be required to deliver it within the timetable set out and to maximise the customer and efficiency benefits. This is not certain at this stage and will depend on a number of factors including the outcome of the technology procurement process. An updated report will be presented to District Executive and full Council for further funding once figures for the procurement of the ICT have been obtained. There is still an allowance within the capital programme of £1.2 million if required. In the meantime the project is continuing without locking into long-term contracts as stopping the project at this point will delay savings further, with resultant pressures on the budget.

35. Income generation savings are being added but only when the project has been confirmed. Therefore the “target” of £800k is not included in the MTFP at the current time.
36. The revised waste collection and recycling model savings have been included in the MTFP as well as an allowance for an increase in costs once the service is retendered in 2021.
37. As there are a number of risks to the timing of delivery of Transformation savings and the unexpected increase pension contributions, savings should continue to be sought in year that will ease this pressure and also meet the £737k gap for 18/19. A few areas that should be explored are fees and charges to ensure that they are keeping pace with inflation such as car parking fees as well as looking at charging for services such as re-inspections and advice that is currently not charged for.

### **Unavoidable Budget Pressures**

38. Unavoidable budget pressures are detailed in Appendix C.

### **Somerset Rivers Authority and Council Tax Impact**

39. The Government amended the Somerset Council Tax Levels in 2016/17 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 the Somerset Rivers Authority. This agreement will continue in 2017/18 with no uplift other than tax base growth and therefore the precept per Band D property will continue to be £1.85.
40. The intention is that the amount will then be reduced when the SRA becomes a separate precepting body. The amount raised by South Somerset will then transfer to the SRA to ensure that taxpayers are not in effect levied twice.

### **Band D Equivalent Council Tax**

41. The MTFP has been prepared on the basis of a £5.00 increase in Council Tax for 2017/18 to £157.48. The tax base for 2017/18 is 59,313.04, an increase of 770.04 from 2016/17.
42. 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.
43. 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 23rd February 2017.

44. The Government outlined that an increase greater than £5.00 will result in a local referendum.

### **Estimates for Future Years Band D Council Tax**

45. The current estimate within the Medium Term Financial Plan and Medium Term Financial Strategy is that Council Tax levels will remain in line with expected Government increases of £5.00 for 2018/19 and 2019/20.

### **Council Tax Reduction Scheme**

46. Council approved the scheme for 2017/18 in January 2017. The Medium Term Financial Plan currently assumes the same number of recipients as at the end of November 2016 will continue into 2017/18. The budget is £8.556 million compared to £8.478 million in 2016/17.
47. The Revenue Support Grant passported to the Town and Parish Councils will reduce to zero by 2019/20.

### **Non-Domestic Rates**

48. In 2013 the Government introduced Non Domestic Rate (NDR) Retention that passed some of the risks and rewards from NDR to local authorities. Each local authority must set a budget for the NDR they expect to retain and in South Somerset this has been delegated to the S151 Officer (Assistant Director – Finance and Corporate Services) because of the considerable time constraints in place. Central Government requires the budget to be set by the 31st January 2017.
49. The current MTFP reflects an estimate of the 2016/17 NDR1 and is £300k above the baseline in 2017/18 and £200k above the baseline for 2018/19. There are a number of adjustments that the Government has introduced because of revaluation and we are still awaiting the final valuation list before work on this can be completed. The NDR1 and therefore the actual budget will be reported to members as part of the first quarter's budget monitoring.

### **New Homes Bonus**

50. SSDC had already made a prudent assessment of future payments and with 2017/18 provisional figures can fund £3 million within the MTFP up to and including 2019/20. However, it is expected that further cuts will be made and therefore the Council's dependence on this income should be reduced. The MTFP therefore reflects a reduction of £250k per annum reliance on NHB from 2019/20. This would mean that even if SSDC did not receive any further NHB the MTFP would still be supported by £1.5 million in 2020/21.

### **Public/Stakeholder Consultation**

51. Individual savings and additional income plans that were approved in principle are individually consulted upon where there is partnership, economic, or equalities issues to consider. There are no issues as part of this exercise to report to members.

### **Diversity and Equality**

52. Each saving put forward has been reviewed by the Equalities Officer to ensure that any impact the saving will have on diversity and equality has been assessed and to ensure that any issues are highlighted to members before a decision is made.

## Revenue Balances and Contingency & Reserves

53. 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 2017 once the budget figures had been completed, and general balances should be retained within the range of £2.8 to £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 2017/18. The key risks that have been taken into consideration are:
- a. Sustainability of base budget
  - b. Reduced income
  - c. Civil emergencies
  - d. Litigation
  - e. Medium Term Financial Plan
  - 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. Reduction in business rate income

54. 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>Estimated As at 31/03/17</b>
	<b>£000</b>
Balance 1/4/16	8,267
Allocations from balances 2016/17	(4,101)
Estimated underspend on Revenue Budget 2016/17	71
<b>Estimated Unallocated General Fund Balance at 31 March 2017</b>	<b>4,237</b>
Use of Balances for 2017/18 Budget once-offs including Collection Fund Surplus	(792)
<b>Estimated Unallocated General Fund Balance at 1<sup>st</sup> April 2017</b>	<b>3,445</b>

55. A review of reserves has returned £280k back to general fund balances and deferring the pension fund liability has been used to reduce the remaining requirement for funding for the current approved Transformation project. The shortfall that remains to be funded is now £657k with a further £400k requirement from capital receipts that can be used for revenue purposes.
56. Reserves are amounts that have been set aside from annual revenue budgets to meet specific known events that will happen in the future. An example of such a reserve is the amount set aside annually to meet the cost of the SSDC elections that occur every four years. The full list of specific usable reserves and the current balance on each is shown below: -

<b>Reserve</b>	<b>Expected Balance As at 31<sup>st</sup> March 2017 £'000</b>
Usable Capital Receipts (note approximately £15m remains uncommitted)	27,518
Capital Reserve	1,092
Cremator Replacement Capital Reserve	651
Elections Reserve	125
Risk Management Reserve	11
Wincanton Sports Centre Reserve	21
Local Plan Enquiry Reserve	82
Yeovil Athletic Track Repairs Fund	125
Planning Delivery Reserve	26
Bristol to Weymouth Rail Reserve	16
Local Authority Business Growth Incentive Reserves	32
Yeovil Vision Reserve	110
IT Replacement Reserve	17
Insurance Fund	53
Transformation Reserve	1,589
Treasury Management Reserve	100
Local Plan Implementation Fund	124
Revenue Grants Reserve	628
MTFP Support Fund	4,958
Council Tax/Housing Benefit Reserve	583
Closed Churchyards Reserve	11
Health Inequalities Reserve	31
Deposit Guarantee Claims Reserve	9
Park Homes Replacement Reserve	165
Planning Obligations Admin Reserve	35
LSP Reserve	95
Artificial Grass Pitch Reserve	62
Business Support Scheme	158
Infrastructure Reserve	935
NNDR Volatility Reserve	2,751
Ticket Levy Income	60
<b>Total Reserves</b>	<b>42,173</b>

57. A review of balances and reserves and the likely three-year forward prediction has been made. The levels of balances will continually be reviewed and additions from in year savings may be made to ensure they remain at the required level. The levels expected are shown below:

<b>Year</b>	<b>Non-Earmarked Balances at Year End £'000</b>	<b>Capital Reserves at Year End £'000</b>	<b>Revenue Reserves at Year End £'000</b>
<b>2016/17</b>	4,237	27,518	14,655
<b>2017/18</b>	3,445	19,081	13,564
<b>2018/19</b>	3,445	17,295	12,637
<b>2019/20</b>	3,445	17,607	12,346

## Robustness of 2017/18 Revenue Budget

58. 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.
59. The formulation of the budget has allowed for best estimates of inflation and commitments necessary to maintain service levels. With demand-led budgets this inevitably entails a degree of judgement.
60. There has been a significant degree of scrutiny of the proposed budgets and savings for 2017/18 by:
  - The Finance team
  - Management Board
  - Portfolio Holders
  - Scrutiny Committee
61. These examinations of the budgets have led to refinements and provide considerable assurance about the robustness of the estimates.
62. There remains however some key risks inherent in the 2017/18 Revenue Budget since the budget is a financial plan based on assumptions. The current key risks will be managed by the individual officers as shown in italics below:
  - (a) There remains substantial risk in the banking sector and the added risk of “bail-ins” protection of SSDC’s principal sums continue to be our primary concern. The Finance team continues to take regular advice from its treasury advisors Arlingclose and are monitoring the situation closely. Any loss of principal would need to be found from revenue balances and reserves. *(S151 Officer)*
  - (b) Business Rates has been estimated as a final valuation list has not been received for the work on NDR1 to take place – therefore the final budget and surplus or deficit will have to be reported in-year. The request from the local NHS Foundation Trusts continues its challenge for mandatory relief. The NDR Volatility Reserve will require review once the NDR1 has been finalised. *(S151 Officer)*
  - (c) SSDC are currently engaged in plans for Devolution. This may include joining some services and or joint funding. It may bring additional funding to the region as well as additional burdens. It also carries risks of possibly receiving less central government funding for example infrastructure grants if it does not go ahead. *(Chief Executive)*
  - (d) The Council Tax Reduction Scheme carries risks of additional demand and non-collection. This will continue to be monitored through budget monitoring reports in 2017/18. *(S151 Officer)*
  - (e) Housing Benefit Subsidy is administered on behalf of Central Government by SSDC and a grant reimburses for 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. *(S151 Officer)*
  - (f) 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 the loss of £152k per annum. *(S151 Officer)*

- (g) The Westlands Leisure Centre will become operational in March 2017. A net budget of £62,500 has been set for this however, it will require close monitoring in its first year of operation to monitor that spend and income remain within the business case agreed. *(Director – Commercial Services and Income Generation)*
- (h) The Transformation budget will require review once the technology solution has been assessed as to whether it is sufficient. The profile of savings have been amended in the 2017/18 budget but will need monitoring to ensure that savings are going to be delivered on time and the impact on balances of any delays. The current business case still requires funding of £0.7 million in revenue and £0.4 million in capital receipts that can be utilised as revenue to deliver the project. This should be considered a priority once the year-end position is known. *(Deputy Chief Executive)*
- (i) The 2018/19 budget requires further savings of £ 0.7 million at a time when the Council will be delivering the Transformation programme. Members and Officers will need to start addressing this gap as soon as possible *(Chief Executive)*.

63. **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. However, the budget has been balanced in 2016/17 through the use of once-off funds and deferment of pension liabilities. There remains a need to focus on the outstanding financial requirement of £1.1 million to fund the current business case for transformation as well as the need to deliver the key saving of £2 million by 2019/20. This is in addition to a further £2.7 million in savings will be required over the period of the MTFP.**

64. The level of the Council's reserves and balances have been reviewed in light of the risks outlined above and are currently predicted to remain at the required level.

### **Capital Programme 2017/18 to 2021/22**

65. Requests for capital will be presented once the Council Plan Action Plan has been completed for 2017/18. An allowance of £20k has been made within the budget to cover any revenue implications.

66. A capital sum of £2.5 million was set to one side to fund the transformation programme. £1.3 million of this has already been approved and £1.2 million remains for any further capital funding required.

67. The Prudential Indicators that apply to capital spend are attached at Appendix E.

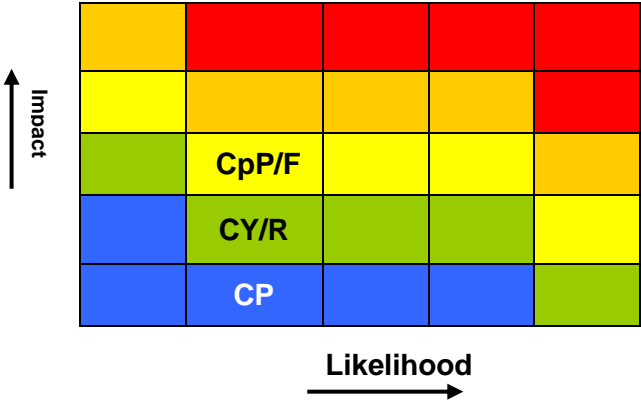
### **Corporate Priority Implications**

68. 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**

69. 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.

**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

**Appendices:**

- Appendix A - Revenue Budget Summary 2017/18
- Appendix B - Detailed Revenue Budget Summary 2017/18
- Appendix C - Budget Pressures & Once Offs
- Appendix D - Savings & Equalities Check
- Appendix E - MRP Statement & Capital Prudential Indicators

**Background Papers:**

- DX Outturn Report July 2016
- DX MTFP Report Sept 2016 & Jan 2017



**APPENDIX A**

<b>2017/18 REVENUE BUDGET SUMMARY</b>	<b>Above the Line 2016/17 Original Budget</b>	<b>Pay &amp; Price Inflation</b>	<b>Unavoidable Budget Pressures</b>	<b>Virements</b>	<b>Savings</b>	<b>Revenue Effects of Capital</b>	<b>Approved Once Off</b>	<b>Above the Line 2017/18 Original Budget</b>
	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>	<b>£000's</b>
<b>District Executive</b>								
<b>Chief Executive</b>								
Strategic Management	577.5	547.7	60.0	240.2	(627.3)		(73.0)	725.1
Financial & Corporate Services	3,704.8	156.2	206.7	6.5	(33.3)	90.9		4,131.8
Legal services & Corporate Services	1,409.2	(92.3)	26.0		(27.1)			1,315.8
<b>Strategic Director-Place &amp; Performance</b>								
Place & Performance	110.6	6.4		0.3	(0.2)			117.1
Economy	1,219.6	(40.4)		(181.0)	(68.8)			929.4
Communities	1,335.7	(55.1)	7.0	(17.6)	(24.8)			1,245.2
<b>Strategic Director-Operations &amp; Customer Focus</b>								
Environment	6,572.0	123.2	196.6	(41.8)	(123.7)			6,726.3
Health & Wellbeing	2,361.9	(25.4)	222.5	(6.6)	(44.9)		(319.0)	2,188.5
<b>Total SSDC Revenue Budgets</b>	<b>17,291.3</b>	<b>620.3</b>	<b>718.8</b>	<b>0.0</b>	<b>(950.1)</b>	<b>90.9</b>	<b>(392.0)</b>	<b>17,379.2</b>
<b>Financed By</b>								
Revenue Support Grant	1,675.5							802.6
Rural Services Delivery Grant	165.3							133.4
Transition Grant	57.2							57.0
Business Rate Income	17,993.5							16,860.0
Business Rate Tariff	(14,065.3)							(13,140.0)
Business Rates Collection Fund Deficit net of S31 Grant	(2,643.6)							
Business Rates Contribution from Volatility Fund	621.2							
Estimated Business Rates Safety Net Contribution From Somerset Pool	179.0							
New Homes Bonus to support Revenue	3,000.0							3,000.0
Surpluses on Collection Fund	189.6							74.8
Council Tax	8,926.5							9,340.3
Council Tax Reduction Scheme Grant passed to Town & Parish Councils	(314.1)							(104.1)
Council Tax Funding for Somerset Rivers Authority	(108.5)							(109.7)
Once offs funded from Revenue Balances	1,615.0							
Deferred Pension Contribution from Balances								324.0
Contribution to Transformation Reserve								(324.0)
MTFP supported from Balances								464.9
<b>Total Financing</b>	<b>17,291.3</b>							<b>17,379.2</b>

**2017-18 Budget Detail**

**APPENDIX B**

Service with Elements		16/17 Original Budget	Pay Inflation	General Inflation	Unavoidable Budget Pressures	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off	17/18 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>Chief Executive/ Strategic Director (Corporate Services)</b>											
<b>STRATEGIC MANAGEMENT</b>											
<b>Chief Executive : Alex Parmley</b>											
MANAGEMENT BOARD	Expenditure	577,570	547,820	0	0	1,050	(2,400)	0	0	(73,000)	1,051,040
	Income	0	0	0	0	0	0	0	0	0	0
<b>Portfolio Holder : Cllr Ric Pallister</b>	<b>TOTAL</b>	<b>577,570</b>	<b>547,820</b>	<b>0</b>	<b>0</b>	<b>1,050</b>	<b>(2,400)</b>	<b>0</b>	<b>0</b>	<b>(73,000)</b>	<b>1,051,040</b>
TRANSFORMATION	Expenditure	0	0	0	60,000	239,220	(625,000)	0	0	0	(325,780)
	Income	0	0	0	0	0	0	0	0	0	0
<b>Portfolio Holder : Cllr Ric Pallister</b>	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>60,000</b>	<b>239,220</b>	<b>(625,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(325,780)</b>
<b>TOTAL STRATEGIC MANAGEMENT</b>	<b>Expenditure</b>	<b>577,570</b>	<b>547,820</b>	<b>0</b>	<b>60,000</b>	<b>240,270</b>	<b>(627,400)</b>	<b>0</b>	<b>0</b>	<b>(73,000)</b>	<b>725,260</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>577,570</b>	<b>547,820</b>	<b>0</b>	<b>60,000</b>	<b>240,270</b>	<b>(627,400)</b>	<b>0</b>	<b>0</b>	<b>(73,000)</b>	<b>725,260</b>
<b>FINANCE &amp; CORPORATE SERVICES</b>											
<b>Assistant Director : Donna Parham</b>											
<b>FINANCIAL SERVICES</b>											
<b>Service Manager : Catherine Hood</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	1,769,110	246,940	180	50,000	(16,240)	(20,530)	0	0	0	2,029,460
	Income	(665,000)	0	0	0	18,100	0	0	0	0	(646,900)
<b>Portfolio Holder : Cllr Peter Seib</b>	<b>TOTAL</b>	<b>1,104,110</b>	<b>246,940</b>	<b>180</b>	<b>50,000</b>	<b>1,860</b>	<b>(20,530)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,382,560</b>
FINANCIAL SERVICES AND ASSET MANAGEMENT	Expenditure	784,700	(72,860)	0	0	(10,050)	(1,930)	0	0	0	699,860
	Income	(35,380)	0	0	0	15,050	0	0	0	0	(20,330)
<b>Portfolio Holder : Cllr Peter Seib</b>	<b>TOTAL</b>	<b>749,320</b>	<b>(72,860)</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>(1,930)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>679,530</b>
TREASURY MANAGEMENT	Expenditure	60,090	980	0	0	0	(230)	0	0	0	60,840
	Income	(496,020)	0	(89,700)	17,000	0	0	90,900	0	0	(477,820)
<b>Portfolio Holder : Cllr Peter Seib</b>	<b>TOTAL</b>	<b>(435,930)</b>	<b>980</b>	<b>(89,700)</b>	<b>17,000</b>	<b>0</b>	<b>(230)</b>	<b>90,900</b>	<b>0</b>	<b>0</b>	<b>(416,980)</b>
<b>TOTAL FINANCIAL SERVICES</b>	<b>Expenditure</b>	<b>2,709,440</b>	<b>175,060</b>	<b>180</b>	<b>50,000</b>	<b>(26,290)</b>	<b>(22,690)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,885,700</b>
	<b>Income</b>	<b>(1,196,400)</b>	<b>0</b>	<b>(89,700)</b>	<b>17,000</b>	<b>33,150</b>	<b>0</b>	<b>90,900</b>	<b>0</b>	<b>0</b>	<b>(1,145,050)</b>
	<b>TOTAL</b>	<b>1,513,040</b>	<b>175,060</b>	<b>(89,520)</b>	<b>67,000</b>	<b>6,860</b>	<b>(22,690)</b>	<b>90,900</b>	<b>0</b>	<b>0</b>	<b>1,740,650</b>

Service with Elements		16/17 Original Budget	Pay Inflation	General Inflation	Unavoidable Budget Pressures	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off	17/18 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>ICT SERVICES</b>											
Service Manager : Roger Brown											
INFORMATION SYSTEMS	Expenditure	1,011,990	18,410	0	45,000	(280)	0	0	0	0	1,075,120
	Income	(16,770)	0	0	0	0	0	0	0	0	(16,770)
Portfolio Holder : Cllr Henry Hobhouse											
	TOTAL	995,220	18,410	0	45,000	(280)	0	0	0	0	1,058,350
<b>TOTAL INFORMATION SYSTEMS</b>	<b>Expenditure</b>	1,011,990	18,410	0	45,000	(280)	0	0	0	0	1,075,120
	<b>Income</b>	(16,770)	0	0	0	0	0	0	0	0	(16,770)
	<b>TOTAL</b>	<b>995,220</b>	<b>18,410</b>	<b>0</b>	<b>45,000</b>	<b>(280)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,058,350</b>
<b>PROCUREMENT &amp; RISK MANAGEMENT</b>											
Service Manager : Gary Russ											
PROCUREMENT & RISK MANAGEMENT	Expenditure	161,600	1,880	0	0	(6,090)	(300)	0	0	0	157,090
	Income	(25,480)	0	0	0	6,090	0	0	0	0	(19,390)
Portfolio Holder : Cllr Peter Seib											
	TOTAL	136,120	1,880	0	0	0	(300)	0	0	0	137,700
<b>TOTAL PROCUREMENT &amp; RISK MANAGEMENT</b>	<b>Expenditure</b>	161,600	1,880	0	0	(6,090)	(300)	0	0	0	157,090
	<b>Income</b>	(25,480)	0	0	0	6,090	0	0	0	0	(19,390)
	<b>TOTAL</b>	<b>136,120</b>	<b>1,880</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(300)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>137,700</b>
<b>REVENUES &amp; BENEFITS</b>											
Service Manager : Ian Potter											
REVENUES & BENEFITS	Expenditure	1,602,520	36,360	0	0	(90)	(10,300)	0	0	0	1,628,490
	Income	(299,470)	0	0	44,500	0	0	0	0	0	(254,970)
Portfolio Holder : Cllr Peter Seib											
	TOTAL	1,303,050	36,360	0	44,500	(90)	(10,300)	0	0	0	1,373,520
HOUSING BENEFIT SUBSIDY	Expenditure	43,950,270	0	0	0	(3,022,090)	0	0	0	0	40,928,180
	Income	(44,646,430)	0	0	48,700	3,022,090	0	0	0	0	(41,575,640)
Portfolio Holder : Cllr Peter Seib											
	TOTAL	(696,160)	0	0	48,700	0	0	0	0	0	(647,460)
<b>TOTAL REVENUES AND BENEFITS</b>	<b>Expenditure</b>	45,552,790	36,360	0	0	(3,022,180)	(10,300)	0	0	0	42,556,670
	<b>Income</b>	(44,945,900)	0	0	93,200	3,022,090	0	0	0	0	(41,830,610)
	<b>TOTAL</b>	<b>606,890</b>	<b>36,360</b>	<b>0</b>	<b>93,200</b>	<b>(90)</b>	<b>(10,300)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>726,060</b>
<b>OPERATIONS &amp; CUSTOMER FOCUS</b>											
Service Manager : Jason Toogood											
CUSTOMER SERVICES	Expenditure	476,340	13,270	0	1,500	(5,690)	0	0	0	0	485,420
	Income	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Ric Pallister											
	TOTAL	476,340	13,270	0	1,500	(5,690)	0	0	0	0	485,420
PRINTING	Expenditure	86,910	720	0	0	(10,000)	0	0	0	0	77,630
	Income	(109,770)	0	0	0	15,690	0	0	0	0	(94,080)
Portfolio Holder : Cllr Ric Pallister											
	TOTAL	(22,860)	720	0	0	5,690	0	0	0	0	(16,450)
<b>TOTAL OPERATIONS &amp; CUSTOMER FOCUS</b>	<b>Expenditure</b>	563,250	13,990	0	1,500	(15,690)	0	0	0	0	563,050
	<b>Income</b>	(109,770)	0	0	0	15,690	0	0	0	0	(94,080)
	<b>TOTAL</b>	<b>453,480</b>	<b>13,990</b>	<b>0</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>468,970</b>
<b>TOTAL FINANCE &amp; CORPORATE SERVICES</b>	<b>Expenditure</b>	49,999,070	245,700	180	96,500	(3,070,530)	(33,290)	0	0	0	47,237,630
	<b>Income</b>	(46,294,320)	0	(89,700)	110,200	3,077,020	0	90,900	0	0	(43,105,900)
	<b>TOTAL</b>	<b>3,704,750</b>	<b>245,700</b>	<b>(89,520)</b>	<b>206,700</b>	<b>6,490</b>	<b>(33,290)</b>	<b>90,900</b>	<b>0</b>	<b>0</b>	<b>4,131,730</b>

Service with Elements		16/17 Original Budget	Pay Inflation	General Inflation	Unavoidable Budget Pressures	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off	17/18 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>LEGAL &amp; CORPORATE SERVICES</b>											
Assistant Director : Ian Clarke											
<b>DEMOCRATIC SERVICES</b>											
Service Manager : Angela Cox											
DEMOCRATIC & SUPPORT SERVICES	Expenditure	952,080	5,820	0	26,000	0	0	0	0	0	983,900
	Income	(9,420)	0	0	0	0	0	0	0	0	(9,420)
Portfolio Holder : Cllr Carol Goodall	TOTAL	942,660	5,820	0	26,000	0	0	0	0	0	974,480
<b>TOTAL DEMOCRATIC &amp; SUPPORT SERVICES</b>	<b>Expenditure</b>	952,080	5,820	0	26,000	0	0	0	0	0	983,900
	<b>Income</b>	(9,420)	0	0	0	0	0	0	0	0	(9,420)
	<b>TOTAL</b>	<b>942,660</b>	<b>5,820</b>	<b>0</b>	<b>26,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>974,480</b>
<b>LEGAL SERVICES</b>											
Service Head : Angela Watson											
LEGAL SERVICES	Expenditure	523,910	(99,890)	0	0	0	(300)	0	0	0	423,720
	Income	(73,880)	0	0	0	0	0	0	0	0	(73,880)
Portfolio Holder : Cllr Peter Seib	TOTAL	450,030	(99,890)	0	0	0	(300)	0	0	0	349,840
LAND CHARGES	Expenditure	111,530	4,030	0	0	0	(10,500)	0	0	0	105,060
	Income	(438,170)	0	0	0	0	0	0	0	0	(438,170)
Portfolio Holder : Cllr Peter Seib	TOTAL	(326,640)	4,030	0	0	0	(10,500)	0	0	0	(333,110)
RIGHTS OF WAY	Expenditure	35,430	840	0	0	0	(1,500)	0	0	0	34,770
	Income	(16,500)	0	0	0	0	0	0	0	0	(16,500)
Portfolio Holder : Cllr Peter Seib	TOTAL	18,930	840	0	0	0	(1,500)	0	0	0	18,270
<b>TOTAL LEGAL SERVICES</b>	<b>Expenditure</b>	670,870	(95,020)	0	0	0	(12,300)	0	0	0	563,550
	<b>Income</b>	(528,550)	0	0	0	0	0	0	0	0	(528,550)
	<b>TOTAL</b>	<b>142,320</b>	<b>(95,020)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(12,300)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>35,000</b>
<b>FRAUD &amp; DATA MANAGEMENT</b>											
Service Manager : Lynda Creek											
FRAUD & DATA MANAGEMENT	Expenditure	45,290	760	0	0	0	0	0	0	0	46,050
	Income	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Peter Seib	TOTAL	45,290	760	0	0	0	0	0	0	0	46,050
<b>TOTAL FRAUD &amp; DATA MANAGEMENT</b>	<b>Expenditure</b>	45,290	760	0	0	0	0	0	0	0	46,050
	<b>Income</b>	0	0	0	0	0	0	0	0	0	0
	<b>TOTAL</b>	<b>45,290</b>	<b>760</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>46,050</b>

Service with Elements		16/17 Original Budget	Pay Inflation	General Inflation	Unavoidable Budget Pressures	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off	17/18 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>HUMAN RESOURCES</b>											
<b>Service Manager : Mike Holliday</b>											
HUMAN RESOURCES	Expenditure	291,770	(3,900)	0	0	0	(14,770)	0	0	0	273,100
	Income	(12,870)	0	0	0	0	0	0	0	0	(12,870)
<b>Portfolio Holder : Cllr Ric Pallister</b>	TOTAL	278,900	(3,900)	0	0	0	(14,770)	0	0	0	260,230
<b>TOTAL HUMAN RESOURCES</b>	<b>Expenditure</b>	291,770	(3,900)	0	0	0	(14,770)	0	0	0	273,100
	<b>Income</b>	(12,870)	0	0	0	0	0	0	0	0	(12,870)
	<b>TOTAL</b>	<b>278,900</b>	<b>(3,900)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(14,770)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>260,230</b>
<b>TOTAL LEGAL &amp; CORPORATE SERVICES</b>	<b>Expenditure</b>	1,960,010	(92,340)	0	26,000	0	(27,070)	0	0	0	1,866,600
	<b>Income</b>	(550,840)	0	0	0	0	0	0	0	0	(550,840)
	<b>TOTAL</b>	<b>1,409,170</b>	<b>(92,340)</b>	<b>0</b>	<b>26,000</b>	<b>0</b>	<b>(27,070)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,315,760</b>
<b>TOTAL CHIEF EXECUTIVE</b>	<b>Expenditure</b>	52,536,650	701,180	180	182,500	(2,830,260)	(687,760)	0	0	(73,000)	49,829,490
	<b>Income</b>	(46,845,160)	0	(89,700)	110,200	3,077,020	0	90,900	0	0	(43,656,740)
	<b>TOTAL</b>	<b>5,691,490</b>	<b>701,180</b>	<b>(89,520)</b>	<b>292,700</b>	<b>246,760</b>	<b>(687,760)</b>	<b>90,900</b>	<b>0</b>	<b>(73,000)</b>	<b>6,172,750</b>
<b>Strategic Director (Place &amp; Performance) : Rina Singh</b>											
<b>PLACE &amp; PERFORMANCE</b>											
<b>Service Manager : Rina Singh</b>											
POLICY & PERFORMANCE	Expenditure	110,610	6,420	0	0	250	(200)	0	0	0	117,080
	Income	0	0	0	0	0	0	0	0	0	0
<b>Portfolio Holder : Cllr Ric Pallister</b>	TOTAL	110,610	6,420	0	0	250	(200)	0	0	0	117,080
<b>TOTAL PLACE &amp; PERFORMANCE</b>	<b>Expenditure</b>	110,610	6,420	0	0	250	(200)	0	0	0	117,080
	<b>Income</b>	0	0	0	0	0	0	0	0	0	0
	<b>TOTAL</b>	<b>110,610</b>	<b>6,420</b>	<b>0</b>	<b>0</b>	<b>250</b>	<b>(200)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>117,080</b>

Service with Elements		16/17 Original Budget	Pay Inflation	General Inflation	Unavoidable Budget Pressures	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off	17/18 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>ECONOMY</b>											
Assistant Director : Martin Woods											
<b>ECONOMIC DEVELOPMENT</b>											
Service Manager : David Julian											
ECONOMIC DEVELOPMENT	Expenditure	616,230	(7,750)	0	0	(36,950)	(38,200)	0	0	0	533,330
	Income	(449,400)	(4,020)	0	0	0	0	0	0	0	(453,420)
Portfolio Holder : Cllr Jo Roundell-Greene	TOTAL	166,830	(11,770)	0	0	(36,950)	(38,200)	0	0	0	79,910
TOURISM	Expenditure	200,070	2,210	0	0	0	(1,290)	0	0	0	200,990
	Income	(81,050)	0	0	0	0	(2,500)	0	0	0	(83,550)
Portfolio Holder : Cllr Jo Roundell-Greene	TOTAL	119,020	2,210	0	0	0	(3,790)	0	0	0	117,440
HERITAGE	Expenditure	58,620	1,250	0	0	0	0	0	0	0	59,870
	Income	(3,120)	0	0	0	0	0	0	0	0	(3,120)
Portfolio Holder : Cllr Nick Weeks	TOTAL	55,500	1,250	0	0	0	0	0	0	0	56,750
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>Expenditure</b>	874,920	(4,290)	0	0	(36,950)	(39,490)	0	0	0	794,190
	<b>Income</b>	(533,570)	(4,020)	0	0	0	(2,500)	0	0	0	(540,090)
	<b>TOTAL</b>	<b>341,350</b>	<b>(8,310)</b>	<b>0</b>	<b>0</b>	<b>(36,950)</b>	<b>(41,990)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>254,100</b>
<b>DEVELOPMENT CONTROL</b>											
Service Manager : David Norris											
DEVELOPMENT CONTROL	Expenditure	1,537,790	(46,860)	0	0	(76,420)	0	0	0	0	1,414,510
	Income	(1,246,950)	0	0	0	0	(25,000)	0	0	0	(1,271,950)
Portfolio Holder : Cllr Angie Singleton	TOTAL	290,840	(46,860)	0	0	(76,420)	(25,000)	0	0	0	142,560
<b>TOTAL DEVELOPMENT CONTROL</b>	<b>Expenditure</b>	1,537,790	(46,860)	0	0	(76,420)	0	0	0	0	1,414,510
	<b>Income</b>	(1,246,950)	0	0	0	0	(25,000)	0	0	0	(1,271,950)
	<b>TOTAL</b>	<b>290,840</b>	<b>(46,860)</b>	<b>0</b>	<b>0</b>	<b>(76,420)</b>	<b>(25,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>142,560</b>
<b>SPATIAL POLICY</b>											
Service Manager :											
PLANNING POLICY	Expenditure	302,460	9,500	0	0	(26,490)	(630)	0	0	0	284,840
	Income	(2,560)	0	0	0	0	0	0	0	0	(2,560)
Portfolio Holder : Cllr Angie Singleton	TOTAL	299,900	9,500	0	0	(26,490)	(630)	0	0	0	282,280
TRANSPORT	Expenditure	40,270	1,110	0	0	(90)	(220)	0	0	0	41,070
	Income	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Henry Hobhouse	TOTAL	40,270	1,110	0	0	(90)	(220)	0	0	0	41,070
<b>TOTAL SPACIAL POLICY</b>	<b>Expenditure</b>	342,730	10,610	0	0	(26,580)	(850)	0	0	0	325,910
	<b>Income</b>	(2,560)	0	0	0	0	0	0	0	0	(2,560)
	<b>TOTAL</b>	<b>340,170</b>	<b>10,610</b>	<b>0</b>	<b>0</b>	<b>(26,580)</b>	<b>(850)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>323,350</b>

Service with Elements		16/17 Original Budget	Pay Inflation	General Inflation	Unavoidable Budget Pressures	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off	17/18 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>STRATEGIC HOUSING</b>											
Service Manager : Martin Woods											
STRATEGIC HOUSING	Expenditure	194,140	2,990	0	0	0	(940)	0	0	0	196,190
	Income	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Ric Pallister	TOTAL	194,140	2,990	0	0	0	(940)	0	0	0	196,190
<b>TOTAL STRATEGIC HOUSING</b>	<b>Expenditure</b>	194,140	2,990	0	0	0	(940)	0	0	0	196,190
	<b>Income</b>	0	0	0	0	0	0	0	0	0	0
	<b>TOTAL</b>	<b>194,140</b>	<b>2,990</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(940)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>196,190</b>
<b>EQUALITIES</b>											
Service Manager :											
EQUALITIES	Expenditure	53,110	1,130	0	0	(41,060)	0	0	0	0	13,180
	Income	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Jo Roundell Greene	TOTAL	53,110	1,130	0	0	(41,060)	0	0	0	0	13,180
<b>TOTAL EQUALITIES</b>	<b>Expenditure</b>	53,110	1,130	0	0	(41,060)	0	0	0	0	13,180
	<b>Income</b>	0	0	0	0	0	0	0	0	0	0
	<b>TOTAL</b>	<b>53,110</b>	<b>1,130</b>	<b>0</b>	<b>0</b>	<b>(41,060)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13,180</b>
<b>TOTAL ECONOMY</b>	<b>Expenditure</b>	3,002,690	(36,420)	0	0	(181,010)	(41,280)	0	0	0	2,743,980
	<b>Income</b>	(1,783,080)	(4,020)	0	0	0	(27,500)	0	0	0	(1,814,600)
	<b>TOTAL</b>	<b>1,219,610</b>	<b>(40,440)</b>	<b>0</b>	<b>0</b>	<b>(181,010)</b>	<b>(68,780)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>929,380</b>
<b>COMMUNITIES</b>											
Assistant Director : Helen Rutter & Kim Close											
<b>COMMUNITIES, THIRD SECTOR &amp; PARTNERSHIPS</b>											
Service Manager : Helen Rutter & Kim Close											
COMMUNITY ASSISTANT DIRECTOR & COHESION	Expenditure	141,510	(75,620)	0	0	0	0	0	0	0	65,890
	Income	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Ric Pallister	TOTAL	141,510	(75,620)	0	0	0	0	0	0	0	65,890
COMMUNITY SAFETY	Expenditure	52,690	1,290	0	0	0	(530)	0	0	0	53,450
	Income	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Peter Gubbins	TOTAL	52,690	1,290	0	0	0	(530)	0	0	0	53,450
Service Manager :											
THIRD SECTOR & PARTNERSHIPS	Expenditure	238,190	1,130	0	0	0	(200)	0	0	0	239,120
	Income	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Sylvia Seal	TOTAL	238,190	1,130	0	0	0	(200)	0	0	0	239,120
<b>TOTAL COMMUNITIES, THIRD SECTOR &amp; PARTNERSHIPS</b>	<b>Expenditure</b>	432,390	(73,200)	0	0	0	(730)	0	0	0	358,460
	<b>Income</b>	0	0	0	0	0	0	0	0	0	0
	<b>TOTAL</b>	<b>432,390</b>	<b>(73,200)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(730)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>358,460</b>



Service with Elements		16/17 Original Budget	Pay Inflation	General Inflation	Unavoidable Budget Pressures	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off	17/18 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>LOCAL STRATEGIC PARTNERSHIP</b>											
<b>Service Manager: Helen Rutter</b>											
LOCAL STRATEGIC PARTNERSHIP	Expenditure	36,290	0	0	0	(24,290)	(12,000)	0	0	0	0
	Income	(24,290)	0	0	0	24,290	0	0	0	0	0
<b>Portfolio Holder : Cllr Ric Pallister</b>	TOTAL	12,000	0	0	0	0	(12,000)	0	0	0	0
<b>TOTAL SOUTH SOMERSET TOGETHER</b>	<b>Expenditure</b>	36,290	0	0	0	(24,290)	(12,000)	0	0	0	0
	<b>Income</b>	(24,290)	0	0	0	24,290	0	0	0	0	0
	<b>TOTAL</b>	<b>12,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(12,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>AREA EAST</b>											
<b>Service Manager : Tim Cook</b>											
EAST AREA DEVELOPMENT	Expenditure	180,430	5,420	0	0	0	(4,100)	0	0	0	181,750
	Income	(4,510)	0	0	0	0	0	0	0	0	(4,510)
<b>Area Chairman : Cllr Nick weeks</b>	TOTAL	175,920	5,420	0	0	0	(4,100)	0	0	0	177,240
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>	204,750	5,420	0	0	0	(4,100)	0	0	0	206,070
	<b>Income</b>	(4,510)	0	0	0	0	0	0	0	0	(4,510)
	<b>TOTAL</b>	<b>200,240</b>	<b>5,420</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(4,100)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>201,560</b>
<b>AREA NORTH</b>											
<b>Service Manager : Sara Kelly</b>											
NORTH AREA DEVELOPMENT	Expenditure	166,640	5,070	0	0	(2,520)	(2,000)	0	0	0	167,190
	Income	0	0	0	0	0	0	0	0	0	0
<b>Area Chairman : Cllr Clare Aparicio Paul</b>	TOTAL	166,640	5,070	0	0	(2,520)	(2,000)	0	0	0	167,190
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 Clare Aparicio Paul</b>	TOTAL	10,680	0	0	0	0	0	0	0	0	10,680
<b>TOTAL AREA NORTH</b>	<b>Expenditure</b>	177,320	5,070	0	0	(2,520)	(2,000)	0	0	0	177,870
	<b>Income</b>	0	0	0	0	0	0	0	0	0	0
	<b>TOTAL</b>	<b>177,320</b>	<b>5,070</b>	<b>0</b>	<b>0</b>	<b>(2,520)</b>	<b>(2,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>177,870</b>
<b>AREA SOUTH</b>											
<b>Service Manager : Natalie Fortt</b>											
SOUTH AREA DEVELOPMENT	Expenditure	275,600	4,100	0	0	(13,090)	(1,260)	0	0	0	265,350
	Income	(48,720)	0	0	7,000	0	(2,000)	0	0	0	(43,720)
<b>Area Chairman : Cllr Peter Gubbins</b>	TOTAL	226,880	4,100	0	7,000	(13,090)	(3,260)	0	0	0	221,630
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>	306,780	4,100	0	0	(13,090)	(1,260)	0	0	0	296,530
	<b>Income</b>	(48,720)	0	0	7,000	0	(2,000)	0	0	0	(43,720)
	<b>TOTAL</b>	<b>258,060</b>	<b>4,100</b>	<b>0</b>	<b>7,000</b>	<b>(13,090)</b>	<b>(3,260)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>252,810</b>



Service with Elements		16/17 Original Budget	Pay Inflation	General Inflation	Unavoidable Budget Pressures	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off	17/18 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>AREA WEST</b>											
<b>Service Manager : Zoe Harris</b>											
WEST AREA DEVELOPMENT	Expenditure	223,370	3,510	0	0	(1,990)	(1,300)	0	0	0	223,590
	Income	(3,510)	0	0	0	0	0	0	0	0	(3,510)
<b>Area Chairman : Cllr Carol Goodall</b>	<b>TOTAL</b>	<b>219,860</b>	<b>3,510</b>	<b>0</b>	<b>0</b>	<b>(1,990)</b>	<b>(1,300)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>220,080</b>
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>	<b>TOTAL</b>	<b>26,240</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>26,240</b>
WEST PROJECTS	Expenditure	23,470	0	0	0	0	(1,390)	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>	<b>TOTAL</b>	<b>9,540</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,390)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,150</b>
<b>TOTAL AREA WEST</b>	<b>Expenditure</b>	<b>273,080</b>	<b>3,510</b>	<b>0</b>	<b>0</b>	<b>(1,990)</b>	<b>(2,690)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>271,910</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>255,640</b>	<b>3,510</b>	<b>0</b>	<b>0</b>	<b>(1,990)</b>	<b>(2,690)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>254,470</b>
<b>TOTAL COMMUNITIES</b>	<b>Expenditure</b>	<b>1,430,610</b>	<b>(55,100)</b>	<b>0</b>	<b>0</b>	<b>(41,890)</b>	<b>(22,780)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,310,840</b>
	<b>Income</b>	<b>(94,960)</b>	<b>0</b>	<b>0</b>	<b>7,000</b>	<b>24,290</b>	<b>(2,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(65,670)</b>
	<b>TOTAL</b>	<b>1,335,650</b>	<b>(55,100)</b>	<b>0</b>	<b>7,000</b>	<b>(17,600)</b>	<b>(24,780)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,245,170</b>
<b>TOTAL STRATEGIC DIRECTOR (PLACE &amp; PERFORMANCE)</b>	<b>Expenditure</b>	<b>4,543,910</b>	<b>(85,100)</b>	<b>0</b>	<b>0</b>	<b>(222,650)</b>	<b>(64,260)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,171,900</b>
	<b>Income</b>	<b>(1,878,040)</b>	<b>(4,020)</b>	<b>0</b>	<b>7,000</b>	<b>24,290</b>	<b>(29,500)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,880,270)</b>
	<b>TOTAL</b>	<b>2,665,870</b>	<b>(89,120)</b>	<b>0</b>	<b>7,000</b>	<b>(198,360)</b>	<b>(93,760)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,291,630</b>
<b>Strategic Director - (Operations &amp; Customer Focus) :</b>											
<b>ENVIRONMENT</b>											
<b>Assistant Director : Laurence Willis</b>											
<b>ENVIRONMENTAL HEALTH</b>											
<b>Service Manager : Alasdair Bell</b>											
HOUSING STANDARDS	Expenditure	228,040	11,050	0	0	0	0	0	0	0	239,090
	Income	(67,450)	0	0	0	0	0	0	0	0	(67,450)
<b>Portfolio Holder : Cllr Carol Goodall</b>	<b>TOTAL</b>	<b>160,590</b>	<b>11,050</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>171,640</b>
ENVIRONMENTAL HEALTH & COMMUNITY PROTECTION	Expenditure	907,240	(69,420)	0	0	(27,960)	(3,000)	0	0	0	806,860
	Income	(78,660)	0	0	0	7,000	0	0	0	0	(71,660)
<b>Portfolio Holder : Cllr Carol Goodall</b>	<b>TOTAL</b>	<b>828,580</b>	<b>(69,420)</b>	<b>0</b>	<b>0</b>	<b>(20,960)</b>	<b>(3,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>735,200</b>
ENFORCEMENT	Expenditure	123,880	1,300	0	0	0	(2,500)	0	0	0	122,680
	Income	(3,000)	0	0	0	0	0	0	0	0	(3,000)
<b>Portfolio Holder : Cllr Carol Goodall</b>	<b>TOTAL</b>	<b>120,880</b>	<b>1,300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(2,500)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>119,680</b>
<b>TOTAL ENVIRONMENTAL HEALTH</b>	<b>Expenditure</b>	<b>1,259,160</b>	<b>(57,070)</b>	<b>0</b>	<b>0</b>	<b>(27,960)</b>	<b>(5,500)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,168,630</b>
	<b>Income</b>	<b>(149,110)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(142,110)</b>
	<b>TOTAL</b>	<b>1,110,050</b>	<b>(57,070)</b>	<b>0</b>	<b>0</b>	<b>(20,960)</b>	<b>(5,500)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,026,520</b>

Service with Elements		16/17 Original Budget	Pay Inflation	General Inflation	Unavoidable Budget Pressures	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off	17/18 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>CIVIL CONTINGENCIES MANAGER</b>											
Service Manager : Pam Harvey											
CIVIL CONTINGENCIES	Expenditure	134,130	560	0	0	0	0	0	0	0	134,690
	Income	(1,110)	0	0	0	0	(5,000)	0	0	0	(6,110)
Portfolio Holder : Cllr Nick Weeks											
	TOTAL	133,020	560	0	0	0	(5,000)	0	0	0	128,580
<b>TOTAL CIVIL CONTINGENCIES</b>											
	Expenditure	134,130	560	0	0	0	0	0	0	0	134,690
	Income	(1,110)	0	0	0	0	(5,000)	0	0	0	(6,110)
<b>TOTAL</b>											
<b>133,020 560 0 0 0 (5,000) 0 0 0 128,580</b>											
<b>ENGINEERING &amp; PROPERTY SERVICES</b>											
Service Manager : Garry Green											
PROPERTY MANAGEMENT	Expenditure	1,194,610	8,680	0	0	0	(31,360)	0	0	0	1,171,930
	Income	(688,250)	0	0	2,400	6,000	0	0	0	0	(679,850)
Portfolio Holder : Cllr Henry Hobhouse											
	TOTAL	506,360	8,680	0	2,400	6,000	(31,360)	0	0	0	492,080
CAR PARKING	Expenditure	1,166,070	(17,470)	80	0	(400,170)	55,280	0	0	0	803,790
	Income	(2,682,100)	0	0	150,000	401,430	0	0	0	0	(2,130,670)
Portfolio Holder : Cllrs Henry Hobhouse & Peter Seib											
	TOTAL	(1,516,030)	(17,470)	80	150,000	1,260	55,280	0	0	0	(1,326,880)
ENGINEERING SERVICES	Expenditure	685,120	(3,570)	1,970	0	(19,990)	(28,830)	0	0	0	634,700
	Income	(176,880)	0	0	0	0	(18,000)	0	0	0	(194,880)
Portfolio Holder : Cllr Henry Hobhouse											
	TOTAL	508,240	(3,570)	1,970	0	(19,990)	(46,830)	0	0	0	439,820
<b>TOTAL ENGINEERING &amp; PROPERTY SERVICES</b>											
	Expenditure	3,045,800	(12,360)	2,050	0	(420,160)	(4,910)	0	0	0	2,610,420
	Income	(3,547,230)	0	0	152,400	407,430	(18,000)	0	0	0	(3,005,400)
<b>TOTAL</b>											
<b>(501,430) (12,360) 2,050 152,400 (12,730) (22,910) 0 0 0 (394,980)</b>											
<b>BUILDING CONTROL</b>											
Service Manager : Dave Durrant											
BUILDING CONTROL	Expenditure	627,880	19,090	0	0	0	(10,000)	0	0	0	636,970
	Income	(661,240)	0	0	0	0	0	0	0	0	(661,240)
Portfolio Holder : Cllr Nick Weeks											
	TOTAL	(33,360)	19,090	0	0	0	(10,000)	0	0	0	(24,270)
<b>TOTAL BUILDING CONTROL</b>											
	Expenditure	627,880	19,090	0	0	0	(10,000)	0	0	0	636,970
	Income	(661,240)	0	0	0	0	0	0	0	0	(661,240)
<b>TOTAL</b>											
<b>(33,360) 19,090 0 0 0 (10,000) 0 0 0 (24,270)</b>											
<b>STREETSCENE</b>											
Service Manager : Chris Cooper											
HORTICULTURE & GROUNDS MAINTENANCE & STREETCLEANING	Expenditure	2,934,340	46,390	1,290	0	(11,030)	0	0	0	0	2,970,990
	Income	(1,292,670)	(2,600)	0	0	11,030	(30,300)	0	0	0	(1,314,540)
Portfolio Holder : Cllr Jo Roundell Greene											
	TOTAL	1,641,670	43,790	1,290	0	0	(30,300)	0	0	0	1,656,450
<b>TOTAL STREETSCENE</b>											
	Expenditure	2,934,340	46,390	1,290	0	(11,030)	0	0	0	0	2,970,990
	Income	(1,292,670)	(2,600)	0	0	11,030	(30,300)	0	0	0	(1,314,540)
<b>TOTAL</b>											
<b>1,641,670 43,790 1,290 0 0 (30,300) 0 0 0 1,656,450</b>											

Service with Elements		16/17 Original Budget	Pay Inflation	General Inflation	Unavoidable Budget Pressures	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off	17/18 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>WASTE &amp; RECYCLING</b>											
Assistant Director : Laurence Willis											
WASTE & RECYCLING	Expenditure	5,773,730	(3,650)	123,000	21,300	(8,120)	0	0	0	0	5,906,260
	Income	(1,463,770)	0	0	0	0	(50,000)	0	0	0	(1,513,770)
Portfolio Holder : Cllr Jo Roundell Greene & Claire Aparicio Paul	TOTAL	4,309,960	(3,650)	123,000	21,300	(8,120)	(50,000)	0	0	0	4,392,490
<b>TOTAL WASTE COLLECTION</b>	<b>Expenditure</b>	<b>5,773,730</b>	<b>(3,650)</b>	<b>123,000</b>	<b>21,300</b>	<b>(8,120)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,906,260</b>
	<b>Income</b>	<b>(1,463,770)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(50,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,513,770)</b>
	<b>TOTAL</b>	<b>4,309,960</b>	<b>(3,650)</b>	<b>123,000</b>	<b>21,300</b>	<b>(8,120)</b>	<b>(50,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,392,490</b>
<b>LICENSING</b>											
Service Manager : Nigel Marston											
LICENSING	Expenditure	236,630	6,490	0	0	0	0	0	0	0	243,120
	Income	(324,510)	0	0	22,900	0	0	0	0	0	(301,610)
Portfolio Holder : Cllr Peter Gubbins	TOTAL	(87,880)	6,490	0	22,900	0	0	0	0	0	(58,490)
<b>TOTAL LICENSING</b>	<b>Expenditure</b>	<b>236,630</b>	<b>6,490</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>243,120</b>
	<b>Income</b>	<b>(324,510)</b>	<b>0</b>	<b>0</b>	<b>22,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(301,610)</b>
	<b>TOTAL</b>	<b>(87,880)</b>	<b>6,490</b>	<b>0</b>	<b>22,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(58,490)</b>
<b>TOTAL ENVIRONMENT</b>	<b>Expenditure</b>	<b>14,011,670</b>	<b>(550)</b>	<b>126,340</b>	<b>21,300</b>	<b>(467,270)</b>	<b>(20,410)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13,671,080</b>
	<b>Income</b>	<b>(7,439,640)</b>	<b>(2,600)</b>	<b>0</b>	<b>175,300</b>	<b>425,460</b>	<b>(103,300)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(6,944,780)</b>
	<b>TOTAL</b>	<b>6,572,030</b>	<b>(3,150)</b>	<b>126,340</b>	<b>196,600</b>	<b>(41,810)</b>	<b>(123,710)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,726,300</b>
<b>HEALTH &amp; WELLBEING</b>											
Assistant Director : Steve Joel											
<b>ARTS &amp; ENTERTAINMENT</b>											
Service Manager : Adam Burgan											
ARTS	Expenditure	1,691,430	10,960	1,670	0	347,860	(3,950)	0	0	0	2,047,970
	Income	(1,438,520)	0	0	0	(347,860)	(10,000)	0	0	0	(1,796,380)
Portfolio Holder : Cllr Sylvia Seal	TOTAL	252,910	10,960	1,670	0	0	(13,950)	0	0	0	251,590
WESTLANDS LEISURE COMPLEX	Expenditure	0	0	0	62,500	0	0	0	0	0	62,500
	Income	0	0	0	0	0	0	0	0	0	0
Portfolio Holder : Cllr Sylvia Seal	TOTAL	0	0	0	62,500	0	0	0	0	0	62,500
<b>TOTAL ARTS</b>	<b>Expenditure</b>	<b>1,691,430</b>	<b>10,960</b>	<b>1,670</b>	<b>62,500</b>	<b>347,860</b>	<b>(3,950)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,110,470</b>
	<b>Income</b>	<b>(1,438,520)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(347,860)</b>	<b>(10,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(1,796,380)</b>
	<b>TOTAL</b>	<b>252,910</b>	<b>10,960</b>	<b>1,670</b>	<b>62,500</b>	<b>0</b>	<b>(13,950)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>314,090</b>

Service with Elements		16/17 Original Budget	Pay Inflation	General Inflation	Unavoidable Budget Pressures	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off	17/18 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>SPORT &amp; LEISURE FACILITIES</b>											
<b>Service Manager : Steve Joel</b>											
GOLDENSTONES	Expenditure	256,430	0	0	0	0	0	0	0	0	256,430
	Income	(124,710)	0	0	0	0	(20,000)	0	0	0	(144,710)
<b>Portfolio Holder : Cllr Sylvia Seal</b>	<b>TOTAL</b>	<b>131,720</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(20,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>111,720</b>
SPORT FACILITIES	Expenditure	151,960	0	750	0	0	0	0	0	0	152,710
	Income	(61,000)	0	0	0	0	0	0	0	0	(61,000)
<b>Portfolio Holder : Cllr Sylvia Seal</b>	<b>TOTAL</b>	<b>90,960</b>	<b>0</b>	<b>750</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>91,710</b>
<b>TOTAL SPORT &amp; LEISURE FACILITIES</b>	<b>Expenditure</b>	<b>408,390</b>	<b>0</b>	<b>750</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>409,140</b>
	<b>Income</b>	<b>(185,710)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(20,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(205,710)</b>
	<b>TOTAL</b>	<b>222,680</b>	<b>0</b>	<b>750</b>	<b>0</b>	<b>0</b>	<b>(20,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>203,430</b>
<b>COMMUNITY HEALTH &amp; LEISURE</b>											
<b>Service Manager : Lynda Pincombe</b>											
COMMUNITY HEALTH & LEISURE	Expenditure	864,520	(74,750)	210	0	0	0	0	0	0	789,980
	Income	(176,060)	0	0	0	0	0	0	0	0	(176,060)
<b>Portfolio Holder : Cllr Sylvia Seal</b>	<b>TOTAL</b>	<b>688,460</b>	<b>(74,750)</b>	<b>210</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>613,920</b>
<b>TOTAL COMMUNITY HEALTH &amp; LEISURE</b>	<b>Expenditure</b>	<b>864,520</b>	<b>(74,750)</b>	<b>210</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>789,980</b>
	<b>Income</b>	<b>(176,060)</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>(176,060)</b>
	<b>TOTAL</b>	<b>688,460</b>	<b>(74,750)</b>	<b>210</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>613,920</b>
<b>HOUSING &amp; WELFARE</b>											
<b>Service Manager: Kirsty Larkins</b>											
WELFARE	Expenditure	337,750	1,340	20	0	(550)	(200)	0	0	0	338,360
	Income	(400,050)	0	0	0	550	0	0	0	0	(399,500)
<b>Portfolio Holder : Cllr Sylvia Seal</b>	<b>TOTAL</b>	<b>(62,300)</b>	<b>1,340</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>(200)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(61,140)</b>
HOUSING	Expenditure	1,339,850	25,230	0	160,000	(117,620)	0	0	0	(319,000)	1,088,460
	Income	(317,250)	0	0	0	111,030	(11,600)	0	0	0	(217,820)
<b>Portfolio Holder : Cllr Sylvia Seal</b>	<b>TOTAL</b>	<b>1,022,600</b>	<b>25,230</b>	<b>0</b>	<b>160,000</b>	<b>(6,590)</b>	<b>(11,600)</b>	<b>0</b>	<b>0</b>	<b>(319,000)</b>	<b>870,640</b>
<b>TOTAL HOUSING &amp; WELFARE</b>	<b>Expenditure</b>	<b>1,677,600</b>	<b>26,570</b>	<b>20</b>	<b>160,000</b>	<b>(118,170)</b>	<b>(200)</b>	<b>0</b>	<b>0</b>	<b>(319,000)</b>	<b>1,426,820</b>
	<b>Income</b>	<b>(717,300)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>111,580</b>	<b>(11,600)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(617,320)</b>
	<b>TOTAL</b>	<b>960,300</b>	<b>26,570</b>	<b>20</b>	<b>160,000</b>	<b>(6,590)</b>	<b>(11,800)</b>	<b>0</b>	<b>0</b>	<b>(319,000)</b>	<b>809,500</b>

Service with Elements		16/17 Original Budget	Pay Inflation	General Inflation	Unavoidable Budget Pressures	Virements	Savings	Revenue Effects of Capital	Growth Bids	Approved One Off	17/18 Original Budget
		£	£	£	£	£	£	£	£	£	£
<b>COUNTRYSIDE</b>											
Service Manager : Katy Menday											
COUNTRYSIDE	Expenditure	479,530	8,510	630	0	18,000	880	0	0	0	507,550
	Income	(241,970)	0	0	0	(18,000)	0	0	0	0	(259,970)
Portfolio Holder : Cllr Sylvia Seal	TOTAL	237,560	8,510	630	0	0	880	0	0	0	247,580
<b>TOTAL COUNTRYSIDE</b>	<b>Expenditure</b>	<b>479,530</b>	<b>8,510</b>	<b>630</b>	<b>0</b>	<b>18,000</b>	<b>880</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>507,550</b>
	<b>Income</b>	<b>(241,970)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(18,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(259,970)</b>
	<b>TOTAL</b>	<b>237,560</b>	<b>8,510</b>	<b>630</b>	<b>0</b>	<b>0</b>	<b>880</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>247,580</b>
<b>TOTAL HEALTH &amp; WELLBEING</b>	<b>Expenditure</b>	<b>5,121,470</b>	<b>(28,710)</b>	<b>3,280</b>	<b>222,500</b>	<b>247,690</b>	<b>(3,270)</b>	<b>0</b>	<b>0</b>	<b>(319,000)</b>	<b>5,243,960</b>
	<b>Income</b>	<b>(2,759,560)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(254,280)</b>	<b>(41,600)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(3,055,440)</b>
	<b>TOTAL</b>	<b>2,361,910</b>	<b>(28,710)</b>	<b>3,280</b>	<b>222,500</b>	<b>(6,590)</b>	<b>(44,870)</b>	<b>0</b>	<b>0</b>	<b>(319,000)</b>	<b>2,188,520</b>
<b>TOTAL STRATEGIC DIRECTOR - OPERATIONS &amp; CUSTOMER FOCUS</b>	<b>Expenditure</b>	<b>19,133,140</b>	<b>(29,260)</b>	<b>129,620</b>	<b>243,800</b>	<b>(219,580)</b>	<b>(23,680)</b>	<b>0</b>	<b>0</b>	<b>(319,000)</b>	<b>18,915,040</b>
	<b>Income</b>	<b>(10,199,200)</b>	<b>(2,600)</b>	<b>0</b>	<b>175,300</b>	<b>171,180</b>	<b>(144,900)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(10,000,220)</b>
	<b>TOTAL</b>	<b>8,933,940</b>	<b>(31,860)</b>	<b>129,620</b>	<b>419,100</b>	<b>(48,400)</b>	<b>(168,580)</b>	<b>0</b>	<b>0</b>	<b>(319,000)</b>	<b>8,914,820</b>
<b>TOTAL SSDC</b>	<b>Expenditure</b>	<b>76,213,700</b>	<b>586,820</b>	<b>129,800</b>	<b>426,300</b>	<b>(3,272,490)</b>	<b>(775,700)</b>	<b>0</b>	<b>0</b>	<b>(392,000)</b>	<b>72,916,430</b>
	<b>Income</b>	<b>(58,922,400)</b>	<b>(6,620)</b>	<b>(89,700)</b>	<b>292,500</b>	<b>3,272,490</b>	<b>(174,400)</b>	<b>90,900</b>	<b>0</b>	<b>0</b>	<b>(55,537,230)</b>
	<b>TOTAL</b>	<b>17,291,300</b>	<b>580,200</b>	<b>40,100</b>	<b>718,800</b>	<b>0</b>	<b>(950,100)</b>	<b>90,900</b>	<b>0</b>	<b>(392,000)</b>	<b>17,379,200</b>

## Appendix C Unavoidable Budget Pressures & Once Offs

	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000	Details
<b>Unavoidable Budget Pressures</b>						
<b>Already Approved</b>						
Allowance for other new inescapables		278.7	300.0	300.0	300.0	
Waste additional properties	21.3	21.3	21.3	21.3	21.3	
Replacement headsets for contact centre (budget required biennial)	1.5	(1.5)	1.5	(1.5)	1.5	
Somerset Growth Board Contribution	0.0	(4.6)				DX March 15
Westlands Complex running costs	62.5					DX Oct 15
80 South Street rent reduction	2.4					DX Jan 2016
Transformation ongoing software maintenance costs	60.0					DX Mar 16
Loss of income Castle Cary Market House	7.4					DX Apr 16
Loss of interest Huish Episcopi Academy Swimming Pool	6.3					DX Apr 16
Loss of interest Westlands foyer & covered walkway	3.3					DX July 16
<b>New Unavoidables</b>						
Apprenticeship Levy	0.0					To be incorporated with Transformation
Democratic Services- Increase in members allowances in line with staff pay awards	19.0					
ICT-Increased security & licensing costs	45.0					
ICT-Maint and support for modern.gov.uk	7.0					
Revs & Bens-Reduction in housing benefit admin grant	31.2					
Revs & Bens-Reduction in council tax support admin grant	17.5					
Area South- Reduction of market income	7.0	(7.0)				
Licensing-Loss of income re taxi drivers from addressses outside of South Somerset area	22.9					
Revs & Bens-Reduction of legal fee income	44.5					
Finance-16/17 salaries vacancy savings not achieved	50.0					
Car Parking-Number plate recognition scheme	150.0					
P4A Funding post withdrawal of funding from SCC	160.0		(160.0)			
<b>Total Unavoidable Commitments</b>	<b>718.8</b>	<b>286.9</b>	<b>162.8</b>	<b>319.8</b>	<b>322.8</b>	
<b>Once Offs</b>						
<b>Remove Previous Year Allocations</b>						
Intern Funding	(48.0)					
P4A Funding post withdrawal of funding from SCC	(319.0)					
Temporary funding for external support	(25.0)					
<b>Total Once Offs</b>	<b>(392.0)</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	

## Appendix D

### Savings

Equalities Check

28/11/16

2017/18 2018/19 2019/20 2020/21 2021/22  
£'000 £'000 £'000 £'000 £'000

#### Operational Savings/ Economic Changes\Legislation Changes

Legal-Reduction in Supplies & Services costs	(12.3)					ok
HR-Reduction in Supplies & Services costs	(14.8)					ok
Env Health-Reduction in Supplies & Services costs	(5.5)					ok
Eng & Property-Reduction in Premises costs	(58.7)					ok
Finance-Reduction in Supplies & Services costs	(23.6)					ok
Rev & Benefits-Reduction in Supplies & services costs	(10.3)					ok
Area Development-Reduction in Supplies & Services costs	(9.5)					ok
LSP-contract changes for 2017/18	(12.0)					ok
Strategic Management-Reduction in Supplies & Services costs	(2.4)					ok
Econ Dev-Tourism Printing & Stationery, hospitality	(0.4)					ok
Arts-Reduction in Supplies & Services	(3.7)					ok
Policy & Performance-Reduction in budget for books	(0.2)					ok
Procurement-Reduction in budget for books	(0.3)					ok
Strategic Housing-Reduction in budget for books & hospitality	(0.9)					ok
Housing-Reduction in budget for books	(0.2)					ok
Spatial Policy-Reduction in Supplies & Services costs	(0.8)					ok
Bld Control-Reduction in Supplies & Services costs	(10.0)					ok
All Services-Business rate reduction	(4.1)					ok
Waste-Revised contract			(296.7)	(52.3)	349.0	EQA DX 1/12/16
<b>Transformation</b>						
Transformation-blueprint savings	(625.0)	(1,011.9)	(367.2)			EQA on Ten & updated by C Jones
<b>Income</b>						
Streetscene-Income from MOT's	(10.0)					ok
Private Sector Leasing and Letting Service	(11.6)	(34.6)	(16.2)	(20.2)	(20.2)	
Dev Control-Pre-application advice income	(25.0)					EQA to be completed by D Norris
Arts-Octagon additional income	(10.0)					ok
Streetscene-Income from work for the Joint Burial Committee	(20.3)					ok
Waste-Additional Income from Garden Waste Collections	(50.0)					ok
Econ Dev-Tourism increased income	(2.5)					ok
Area South-Increased fee income	(1.0)					ok
Civil Contingencies increased income	(5.0)					ok
Sport Facilities-Additional income from Goldenstones	(20.0)					ok
	(950.1)	(1,046.5)	(680.1)	(72.5)	328.8	

## 2017/18 Minimum Revenue Provision (MRP) Statement

### Background:

- 9.1 CLG's Guidance on Minimum Revenue Provision (issued in 2010) places a duty on local authorities to make a prudent provision for debt redemption. Guidance on Minimum Revenue Provision has been issued by the Secretary of State and local authorities are required to "have regard" to such Guidance under section 21(1A) of the Local Government Act 2003.
- 9.2 The broad aim of the CLG Guidance is to ensure that debt is repaid over a period that is either reasonably commensurate with the period over which the capital expenditure which gave rise to the debt 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.
- 9.3 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. Four options for prudent MRP provision are set out in the CLG Guidance. Details of each are set out below:

### Option 1 – Regulatory Method:

- 9.4 This method replicates the position that would have existed under the previous Regulatory environment. MRP is charged at 4% of the Authority's underlying need to borrow for capital purposes, however this option allows a historical adjustment to take place that is beneficial to some authorities. This method can only be used for supported expenditure.

### Option 2 – CFR Method:

- 9.5 This method simplifies the calculation of MRP by basing the charge solely on the authority's CFR but excludes the technical adjustments included in Option 1. The annual MRP charge is set at 4% of the CFR at the end of the preceding financial year. This method can only be used for supported expenditure.

### Option 3 – Asset Life Method:

- 9.6 Under this method MRP is determined by the life of the asset for which the borrowing is undertaken. This can be calculated by either of the following methods:
- (a) Equal Installments: where the principal repayment made is the same in each year, or
  - (b) Annuity: where the principal repayments increase over the life of the asset. The annuity method has the advantage of linking MRP to the benefits arising from capital expenditure, where these benefits are expected to increase over the life of the asset.
- 9.7 MRP commences in the financial year following that in which the expenditure is incurred or, in the year following that in which the relevant asset becomes operational.



This enables an MRP “holiday” to be taken in relation to assets which take more than one year to be completed before they become operational.

- 9.8 The estimated life of the asset will be determined in the year that MRP commences and cannot be revised. However, additional repayments can be made in any year which will reduce the level of payments in subsequent years.
- 9.9 If no life can be reasonably attributed to an asset, such as freehold land, the life is taken to be a maximum of 50 years. In the case of freehold land on which a building or other structure is constructed, the life of the land will be treated as equal to that of the structure, where this would exceed 50 years.
- 9.10 In instances where central government permits revenue expenditure to be capitalised, the Statutory Guidance sets out the number of years over which the charge to revenue must be made.

#### **Option 4 - Depreciation Method:**

- 9.11 The depreciation method is similar to that under Option 3 but MRP is equal to the depreciation provision required in accordance with proper accounting practices to be charged to the Income and Expenditure account

#### **MRP Policy for 2017/18:**

- 9.12 It is proposed that for 2017/18 the Council adopts Option 3 – Asset Life Method. Option 3 enables the calculation of MRP to be aligned with the life of the asset. If it is ever proposed to vary the terms of this MRP Statement during the year, a revised statement will be made to Council at that time.
- 9.13 MRP in respect of leases brought on Balance Sheet under the International Financial Reporting Standards (IFRS) based Accounting Code of Practice will match the annual principal repayment for the associated deferred liability.

### **PRUDENTIAL INDICATORS 2017/18 TO 2019/20**

#### **Background:**

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.

#### **Prudential Indicator 1 - Capital Expenditure:**

This indicator is set to ensure that the level of proposed capital expenditure remains within sustainable limits and, in particular, to consider the impact on Council Tax. The approved expenditure for 2016/17 and the estimates of capital expenditure to be incurred for 2017/18 and future years are:

	<b>2016/17 Approved £'000</b>	<b>2017/18 Estimate £'000</b>	<b>2018/19 Estimate £'000</b>	<b>2019/20 Estimate £'000</b>
Approved capital schemes	7,382	4,589	586	-312
Reserve schemes	2,298	4,023	1,200	0
<b>Total Expenditure</b>	<b>9,680</b>	<b>8,612</b>	<b>1,786</b>	<b>-312</b>

The expenditure for 2019/20 is currently negative due to the repayment of loans. This will change as anticipated capital projects are approved. Additional capital expenditure will also occur if new capital receipts are received and used to finance projects currently on the reserve list, as per the capital strategy.

### **Prudential Indicator 2 - 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. This shows how much of the revenue budget is committed to the servicing of finance.

Estimates of the ratio of financing costs to net revenue stream for the 2017/18 and future years, and the approved figures for 2016/17 are:

<b>Portfolio</b>	<b>2016/17 Approved £'000</b>	<b>2017/18 Estimate £'000</b>	<b>2018/19 Estimate £'000</b>	<b>2019/20 Estimate £'000</b>
Financing Costs*	(489)	(314)	(357)	(378)
Net Revenue Stream	16,904	17,793	17,534	16,579
%*	<b>(2.9)</b>	<b>(1.8)</b>	<b>(2.0)</b>	<b>(2.3)</b>

\*Figures in brackets denote income through receipts or reserves.

The financing costs include interest payable, notional amounts set aside to repay debt, less, interest on investment income. The figures are in brackets due to investment income outweighing financing costs significantly for SSDC. This shows the extent that the Council is dependent on investment income

### **Prudential Indicator 3 - Capital Financing Requirement:**

The Capital Financing Requirement (CFR) measures the Council's underlying need to borrow for a capital purpose. Estimates of the year-end capital financing requirement for the authority are:

	<b>2016/17 Approved £'000</b>	<b>2017/18 Estimate £'000</b>	<b>2018/19 Estimate £'000</b>	<b>2019/20 Estimate £'000</b>
Opening CFR	9,343	9,249	9,175	9,143
Capital Expenditure	8,067	4,903	898	0
Capital Receipts*	(7,382)	(4,589)	(586)	312
Grants/Contributions*	(685)	(314)	(312)	(312)
MRP	(87)	(74)	(32)	(9)
Additional Leases taken out in year	0	0	0	0
<b>Closing CFR</b>	<b>9,256</b>	<b>9,175</b>	<b>9,143</b>	<b>9,134</b>

Figures in brackets denote financing through receipts or reserves.

#### **Prudential Indicator 4 – Gross Debt and the Capital Financing Requirement:**

The Council is also required to ensure that any medium term borrowing is only used to finance capital and therefore it has to demonstrate that the gross external borrowing does not, except in the short term exceed the total of capital financing requirements over a three year period. This is a key indicator of prudence.

	<b>2016/17 Approved £'000</b>	<b>2017/18 Estimate £'000</b>	<b>2018/19 Estimate £'000</b>	<b>2019/20 Estimate £'000</b>
Borrowing	0	0	0	0
Finance leases	99	136	62	30
<b>Total Debt</b>	<b>99</b>	<b>136</b>	<b>62</b>	<b>30</b>

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

#### **Prudential Indicator 9 - Authorised Limit for External Debt:**

The Council has an integrated treasury management strategy and manages its treasury position in accordance with its approved strategy and practice. Overall borrowing will therefore arise as a consequence of all the financial transactions of the Council and not just those arising from capital spending reflected in the CFR.

This limit represents the maximum amount that SSDC may borrow at any point in time during the year. If this limit is exceeded the Council has acted ultra vires. It also gives the Council the responsibility for limiting spend over and above the agreed capital programme. A £9.1m borrowing requirement has been identified to finance the capital programme and further borrowing may be undertaken to increase our borrowing to this level if and when it is the most cost effective way of funding SSDC's requirements. A ceiling of £12 million for each of the next three years is recommended, to allow flexibility to support new capital projects over and above the identified borrowing requirement.

	<b>2016/17 Estimate £'000</b>	<b>2017/18 Estimate £'000</b>	<b>2018/19 Estimate £'000</b>	<b>2019/20 Estimate £'000</b>
Borrowing	11,000	11,000	11,000	11,000
Other Long-term Liabilities	1,000	1,000	1,000	1,000
<b>Total</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>

#### **Prudential Indicator 10 – Operational Boundary for External Debt:**

The Operational Boundary sets the limit for short term borrowing requirements for cash flow and has to be lower than the previous indicator, the authorised limit for external debt. A ceiling of £10 million is recommended for each of the next three years. The table overleaf shows that SSDC's current borrowing is well within this limit. This indicator more than covers the capital financing requirement.

The Assistant Director (Finance and Corporate Services) has delegated authority, within the total limit for any individual year, to effect movement between the separately agreed limits for borrowing and other long-term liabilities. Decisions will be based on the outcome of financial

option appraisals and best value considerations. Any movement between these separate limits will be reported to the next Council meeting.

	<b>2016/17 Estimate £'000</b>	<b>2017/18 Estimate £'000</b>	<b>2018/19 Estimate £'000</b>	<b>2019/20 Estimate £'000</b>
Borrowing	9,200	9,200	9,200	9,200
Other Long-term Liabilities	800	800	800	800
<b>Total</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

**Prudential Indicator 12 - 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 proposed capital programme.

<b>Incremental Impact of Capital Investment Decisions</b>	<b>2017/18 Estimate £</b>	<b>2018/19 Estimate £</b>	<b>2019/20 Estimate £</b>
Increase in Band D Council Tax	0.15	0.17	0.01

**Prudential Indicator 13 - Adoption of the CIPFA Treasury Management Code:**

This indicator demonstrates that the Council has adopted the principles of best practice.

Adoption of the CIPFA Code of Practice in Treasury Management
The Council approved the adoption of the CIPFA Treasury Management Code at its Council meeting on 18 <sup>th</sup> April 2002.

# Agenda Item 10

## **2016/17 Revenue Budget Monitoring Report for the Quarter Ending 31<sup>st</sup> December 2016**

*Executive Portfolio Holder:* Peter Seib, Finance and Legal Services  
*Chief Executive:* Alex Parmley, Chief Executive  
*Assistant Director:* Donna Parham, Finance and Corporate Services  
*Finance Manager:* Catherine Hood, Finance Manager  
*Lead Officer:* Jayne Beevor, Principal Accountant Revenue  
*Contact Details:* jayne.beevor@southsomerset.gov.uk or (01935) 462320

### **Purpose of the Report**

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 budgets for the period 1<sup>st</sup> April to 31<sup>st</sup> December 2016.

### **Forward Plan**

This report appeared on the District Executive Forward Plan with an anticipated Committee date of 1<sup>st</sup> February 2017.

### **Public Interest**

This report gives an update on the revenue financial position and budgetary variations of the Council as at 31<sup>st</sup> December 2016.

### **1) Recommendations**

Members are recommended to:

- a) Note the current 2016/17 financial position of the Council;
- b) Note the reasons for variations to the previously approved Directorate Budgets as detailed in paragraphs 3.2;
- c) Note the transfers made to and from reserves outlined in paragraph 11.2 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;
- e) Return the save to earn reserve of £50k to general balances;

### **2) Background**

- 2.1 The 2016/17 original budget was approved by Council in February 2016. 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 & expenditure has a responsible budget holder who is managing only items within their control.

### 3) Summary of the Current Revenue Financial Position and Forecast Outturn

3.1 Managers have been asked in 2016/17 to outline the actual expected outturn for the year and the reasons to date for under or over-spends. Appendix A to this report sets out the detail of the current position on Council spending and the forecasted outturn for 2016/17.

3.2 A summary by Directorate of the revenue position as at 31<sup>st</sup> December 2016 is as follows:

Directorate	Original Budget £'000	Revised Budget £'000	Y/E Forecast £'000	Variance £'000	Comments on Major Variances (+/- £50,000)
Strategic Management & Transformation	577.5	585.9	585.9	0.0	
Finance & Corporate Services	3,704.8	3,803.2	3,623.6	(179.6)	The under spend is mainly due to additional investment income and a vacant Finance post.
Legal & Corporate Services	1,409.2	1,425.1	1,383.1	(42.0)	
Economy	1,330.2	1,288.1	1,383.4	95.3	Compensation payments for planning appeal costs exceed budget.
Communities	1,335.7	1,420.2	1,400.2	(20.0)	
Environment	6,572.0	6,615.0	6,729.4	114.4	Number plate recognition for car parking enforcement has not commenced leading to an estimated shortfall of £200k for income. This is somewhat offset by savings in Engineering Services.
Health & Wellbeing	2,361.9	2,426.3	2,387.1	(39.2)	
<b>Total Overspend</b>	<b>17,291.3</b>	<b>17,563.8</b>	<b>17,492.7</b>	<b>(71.1)</b>	

3.3 There is an expected net under spend on currently approved budgets of £71k by the end of the financial year. This will result in an under spend equivalent to 0.4% of the revised budget.

3.4 The table below shows the movement of revenue budgets since 1<sup>st</sup> April 2016 to 31<sup>st</sup> December 2016.

<b>Approved base budget as at April 2016</b>	<b>£'000</b> <b>17,291.3</b>
Rent allowance 80 South Street	2.4
2016/17 Carryforwards	265.6
Westlands Funding	14.5
Project funding returned to balances	(10.0)
<b>Revised Budget as at 31<sup>st</sup> December 2016</b>	<b>17,563.8</b>

#### 4) Budget Virements

- 4.1 Under the Financial Procedure Rules, providing that the Assistant Director-Finance & Corporate Services has been notified in advance, Assistant Directors/Managers may authorise any virements for an individual cost centre within their responsibility. Strategic Directors & 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 Assistant Director-Finance & Corporate Services. There are no virements requiring approval.

#### 5) Delivery of Savings

- 5.1 As part of budget monitoring it is important to monitor that savings proposed in the 2016/17 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>2016/17 Budget Saving Target £'000</b>	<b>Estimated Actual Saving at Year-End £'000</b>	<b>(Shortfall) £'000</b>
Closure of Resource Centre	47	47	0
Vacant Posts removed - Agreed by Management Board	144	144	0
Further Vacant Posts	112	112	0
Reduced Corporate Training Budget	26	26	0
Savings in Housing once EDM implemented. (This project is now part of transformation & will be delivered in a different way)	25	25	0
Waste-Increase in green bin take up	40	40	0
Additional income through Crematorium fee increase	100	100	0
Increase in Careline income	26	26	0
Octagon-Increased ticket sales	30	30	0
Yeovil Innovation Centre additional income	66	33	(33)
Increased income from planning fees	50	50	0
ANPR Scheme for car parks	200	0	(200)
Property management savings	25	25	0
Cessation of CEO contract	89	89	0
<b>Total Major Savings</b>	<b>980</b>	<b>747</b>	<b>(233)</b>

#### 6) External Partnerships and other Organisations

- 6.1 All key partnerships are monitored within SSDC's overall budget – there are currently no financial issues within SSDC's key partnerships. Members have requested some additional monitoring of the following substantial partnership:
- 6.2 **SPARK (formerly South Somerset Voluntary Community Action)** – In line with the service level agreement SSVCA has provided a statement on their financial position.

- 6.3 Spark** has continued to be extremely busy this quarter. We have been working hard to promote our services to voluntary sector groups and communities across the District. The new website ([www.sparksomerset.org.uk](http://www.sparksomerset.org.uk)) has been launched and we plan to promote this widely in the coming months, once our new volunteering search database has been completed. This new database will enable people to search online for volunteering opportunities in their communities. We held an event in October, 'Let's End Loneliness in South Somerset', in partnership with SSDC and Public Health. The event, funded by SSDC and Somerset Community Foundation, was extremely well-attended, with over 100 representatives from community groups, parish and town councils and health. We plan to run follow-up meetings in the New Year. Spark was a lead partner in the development of a 'State of the Sector' report that gives a picture of the many challenges and opportunities facing the voluntary sector at the present time. The full report will be launched at the beginning of February. We will be using the findings from this survey to help inform the development of our services going forward. We launched the Spark Training Programme at the end of 2016. Sessions so far have been well-attended and have provided support for groups on a range of topics including fundraising, finance, DBS and social media.
- 6.4 Our partnership with The Symphony Programme continues to develop. The project aims put in place a preventative approach that will enable people to better manage their own health and wellbeing. Community Partnerships have now been established in Wincanton and South Petherton, with new projects being developed in Martock and Somerton. Subject to funding, we hope to roll the programme out across other areas of South Somerset throughout the next financial year,
- 6.5 During the 3<sup>rd</sup> quarter, **South Somerset Community Transport**, has concentrated their efforts on training new members of staff taken on for the new school contracts which we were awarded during the 2<sup>nd</sup> quarter. We have also had to replace 2 buses, as 2 of our old buses became uneconomical to repair. We had a busy Christmas period where we provided transport for several local care homes for them to attend the Pantomime at the Octagon Theatre and various Christmas parties. Over the coming months we will be looking at tendering for new Social Care Contracts and applying for additional funding to enable us to start replacing the older vehicles within the fleet. We are also looking for a new Administrator, Casual Drivers and Casual Passenger Assistants.

## 7) Council Tax Support and Council Tax

- 7.1 The Council Tax Support Scheme commenced in April 2013. For 2016/17 the authority set a budget of £8.478 million for annual discounts. Of this sum £8.494 million has been allocated for the year, leaving a projected overspend of £16k (was £176k overspend at Q1 and £69k at Q2). The initial overspend was a reflection that the additional premium for Adult Social Care had not been decided by SCC and funding for the SRA was announced after the tax base was set. A number of factors have subsequently reduced the overspend. We continue to undertake additional CTS reviews to identify undeclared changes of circumstance and there is a general reduction in the overall number of households receiving CTS.
- 7.2 The Hardship Scheme budget for 2016/17 is £30,000. At the end of December 2016 SSDC had processed 123 requests for hardship relief of which 105 were successful. The amount awarded by the end of December 2016 is £14,490.
- 7.3 The collection rate for Council Tax was 84.78% at the end of December 2016, a very small improvement of 0.05% on the 84.73% at the end of December 2015. This is despite an increase in the sum to be collected of £5.1 million (5.9%) compared with 2015/16. The final collection figure for the financial year 2015/16 was 97.24%. There are 10,360 households paying over 12 months compared with 8,432 at the same time last year. As a result of this and increased recovery activity, we anticipate a small improvement in the final collection rate at the end of the financial year.



## 8) Non Domestic Rates

- 8.1 The collection rate for Non Domestic Rates was 83.28% at the end of December 2016 compared to 80.50% last year. This is 2.78% higher than last year. However there is a lot of volatility in performance from month to month so we expect performance comparisons to fluctuate throughout the year.

## 9) Council Tax Reforms

- 9.1 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 205 at the end of December 2016, up from 188 at the end of Q2. There is a natural turnover of properties with some becoming occupied and others reaching the two year trigger for inclusion in this statistic. The average number of these properties during 2016/17 so far is 204.

## 10) Discretionary Housing Payments

- 10.1 The Government DHP funding allocation for 2016/17 is £217k. The Council is permitted to spend up to £326k of its own money on DHP awards. From the monitoring December 2016 monitoring, £109k of DHP awards have been made and a further £27k is committed up to the end of this financial year. The total sum paid and committed (£136k) represents 63% of the government DHP grant. The reduced overall Welfare Benefit Cap is being implemented from November 2017 and we anticipate an increase in the number of applications as a result. Projections based on previous years outturn spend is therefore not possible. We currently have 32 outstanding applications.

## 11) Reserves & Balances

- 11.1 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.
- 11.2 The save to earn reserve has only been used twice and so members are asked to recommend that the £50k is returned to general balances.

Transfers out of specific reserves that require reporting to District Executive for noting are as follows:

Reserve	Balance at 01/10/16 £'000	Transfers In/(Out) £'000	Balance at 31/12/16 £'000	Reason for Transfer
Capital Reserve	1,067	25	1,092	Sport England contribution to Westland's Leisure Centre
Election Reserve	150	(25)	125	Trf to Electoral Registration to fund individual election registration
LABGI Reserve	36	(4)	32	Funding of Yeovil Innovation Hub

<b>Reserve</b>	<b>Balance at 01/10/16 £'000</b>	<b>Transfers In/(Out) £'000</b>	<b>Balance at 31/12/16 £'000</b>	<b>Reason for Transfer</b>
Revenues Grant Reserve	668	(37)	631	Trf from reserve to revenue-pitch strategy £4k, Yeovil One salary £6K, Sport England £25k, unused funds £3k, active B £3k. Funding received and trf to reserve- In it Together £4k.
Council Tax/Housing Benefit Reserve	572	11	583	New burdens, Ferris & universal credit grants
Closed Churchyards Reserve	0	11	11	Special levy precept trf to reserve £15k. Funding of Henstridge churchyard £4k.
Business Support Scheme	165	(7)	158	Flooding grant trf to revenue
Transformation Reserve	1,693	(104)	1,589	Funding of transformation project
Treasury Management Reserve	247	(147)	100	Reduction in TM reserve, surplus returned to general balances
Flooding Reserve	80	(80)	0	Funding returned to general balances
Infrastructure Reserve	954	(19)	935	Highway consultant funding £12k and consultant re Chard Town Centre redevelopment £7k
Waste Reserve	96	(96)	0	Waste leased vehicle income returned to revenue
Ticket Levy Reserve	13	47	60	Trf of ticket levies to reserve

11.3 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 2016	8,267
Area Balances	(139)
Support for 2016/17 budget	(1,615)
2016/17 Carryforwards	(255)
Commitments	(317)
Rent re 80 South Street	(2)
Trf to Westlands	(15)
Trf to Transformation Reserve	(1,300)

<b>General Fund Balances</b>	<b>£'000</b>
Trf to NDR Volatility Reserve	(1,292)
<b>Balance Movements for Noting</b>	
Funding of CEO post	(30)
Funds returned to Gen Bals-TM Reserve	147
-HB Reserve	591
-Flood Reserve	80
-Beacon Fund	3
Estimated under spend on Revenue Budget at out-turn for 2016/17	71
<b>Unallocated General Fund Balance at 31<sup>st</sup> December 2016</b>	<b>4,194</b>

11.4 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 31<sup>st</sup> December are therefore adequate to meet current risks.

## 12) Risk

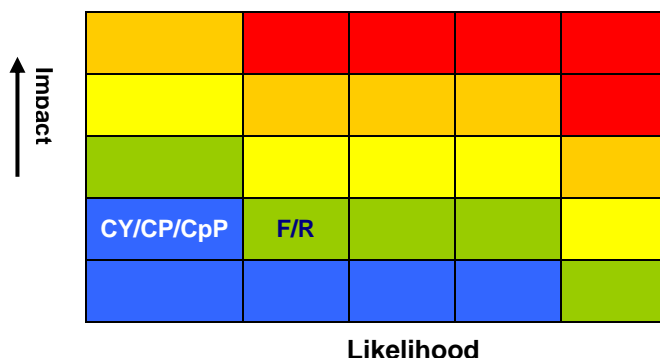
12.1 As part of monitoring an assessment of risk has been made. This review of balances and reserves has shown that SSDC currently has sufficient balances to cover major areas of financial risk. The balance at the year-end is estimated to be £4.2 million.

12.2 Details of the current key risks, as identified in the 2016/17 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	Assistant Director- Finance & Corporate Services	Current predictions are for the Treasury Management budget to be £110k over achieving on income.
Business Rate income	Assistant Director- Finance & Corporate Services	The collection rate is up by 2.78% on the previous year but volatility in performance throughout the year is expected. 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	Deputy Chief Executive	The blueprint has confirmed that the £2 million savings are achievable however, there may be additional costs of achieving this and a further report will be brought forward once the technology solution is found.
Westland Leisure Centre	Assistant Director – Health and Well-Being	There may be some further call on capital to finalise the project and this will be reported and requested as soon as the figures are finalised
The Council Tax Support Scheme	Assistant Director- Finance & Corporate Services	The current figures show an increased requirement. This can be absorbed through the Collection Fund for 2016/17 but will impact on the 2017/18 budget if the upward trend continues. It is a reflection that the additional premium for

<b>Current Risk</b>	<b>Responsible Officer</b>	<b>Officer's Update</b>
		Adult Social Care had not been decided by SCC and funding for the SRA was announced after the tax base was set.
Housing Benefit Subsidy	Assistant Director-Finance & Corporate Services	Current predictions are for the housing benefit subsidy to have a small positive variance at the year-end but the outcome will not be confirmed until the subsidy claim is externally audited in the Summer.
Planning Income	Assistant Director-Economy	Current predictions are for planning income to come in on budget.
Building Control Income	Assistant Director-Environment	Current predictions are that there will be a £43k shortfall in fee income.
Car parking Income	Assistant Director-Environment	Car Park income is predicted to be down by £200k.
New Homes Bonus	Assistant Director-Finance & Corporate Services	<p>Following the consultation there has been 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 300 new homes built each year).</p> <p>A reduction will be made in the number of years for which payments are made from 6 years to 5 years in 2017/18, and to 4 years from 2018/19.</p> <p>From 2018/19 the Government will consider "withholding New Homes Bonus payments from local authorities that are not planning effectively, by making positive decisions on planning applications and delivering housing growth".</p> <p>The Government will also consider withholding payments for homes that are built following an appeal although this will follow further consultation.</p>
Devolution	Chief Executive	SSDC are currently engaged in plans for Devolution. This may include joining some services and or joint funding. It may bring additional funding to the region as well as additional burdens.
The UKs Exit from the EU	Assistant Director-Finance & Corporate Services	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.
Land Charge Searches	Assistant Director-Legal & Corporate Services	The update from Land Registry is that any transfer of land charge searches will be phased in over 8 years. Currently they are 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 in 16/17.

## Risk Matrix



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

### Corporate Priority Implications

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

### Carbon Emissions and Climate Change Implications

There are no implications currently in approving this report.

### Equality and Diversity Implications

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

### Background Papers

Revenue Quarterly Monitoring File

**2016-17 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 31/03/17 £	
<b>CHIEF EXECUTIVE</b>								
Chief Executive : Alex Parmley								
<b>STRATEGIC MANAGEMENT</b>								
Chief Executive : Alex Parmley								
MANAGEMENT BOARD Portfolio Holder : Cllr Ric Pallister	Expenditure Income TOTAL	370,460 0 370,460	399,319 (486) 398,833	28,859 (486) 28,373	585,900 0 585,900	585,900 0 585,900	0 0 0	<i>Funding for chief exec post to be transferred from balances.</i>
<b>TOTAL STRATEGIC MANAGEMENT</b>	<b>Expenditure Income TOTAL</b>	<b>370,460 0 370,460</b>	<b>399,319 (486) 398,833</b>	<b>28,859 (486) 28,373</b>	<b>585,900 0 585,900</b>	<b>585,900 0 585,900</b>	<b>0 0 0</b>	
<b>TRANSFORMATION</b>								
Chief Executive : Alex Parmley								
TRANSFORMATION Portfolio Holder : Cllr Ric Pallister	Expenditure Income TOTAL	90,038 (104,280) (14,242)	92,332 (104,280) (11,948)	2,294 0 2,294	104,280 (104,280) 0	104,280 (104,280) 0	0 0 0	<i>No variances expected at this stage.</i>
<b>TOTAL TRANSFORMATION</b>	<b>Expenditure Income TOTAL</b>	<b>90,038 (104,280) (14,242)</b>	<b>92,332 (104,280) (11,948)</b>	<b>2,294 0 2,294</b>	<b>104,280 (104,280) 0</b>	<b>104,280 (104,280) 0</b>	<b>0 0 0</b>	
<b>TOTAL CHIEF EXECUTIVE</b>	<b>Expenditure Income TOTAL</b>	<b>460,498 (104,280) 356,218</b>	<b>491,651 (104,766) 386,885</b>	<b>31,153 (486) 30,667</b>	<b>690,180 (104,280) 585,900</b>	<b>690,180 (104,280) 585,900</b>	<b>0 0 0</b>	
<b>FINANCE AND CORPORATE SERVICES</b>								
Assistant Director : Donna Parham								
<b>FINANCIAL SERVICES</b>								
Service Manager : Catherine Hood								
AUDIT Portfolio Holder : Cllr Peter Seib	Expenditure Income TOTAL	95,540 0 95,540	94,149 0 94,149	(1,391) 0 (1,391)	95,540 0 95,540	95,540 0 95,540	0 0 0	
CORPORATE COSTS Portfolio Holder : Cllr Peter Seib	Expenditure Income TOTAL	1,450,078 (103,843) 1,346,235	1,421,834 (108,083) 1,313,751	(28,244) (4,240) (32,484)	1,838,220 (648,880) 1,189,340	1,839,220 (663,880) 1,175,340	1,000 (15,000) (14,000)	Canteen - agency staff are being used to cover long term sick which will mean salary budgets overspending. Overall a shortfall of £30k is anticipated. Insurance - there is an underspend of £19K on insurance premiums this year and the self insurance fund does not need topping up adding a further saving of £5K. Corporate costs - external audit fees are £20K under budget but advertising income will not meet its target of £15K. Additional income of £15k has been received from PWLB loan discount.

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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 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
FINANCIAL SERVICES Portfolio Holder : Cllr Peter Seib	Expenditure	563,384	530,271	(33,113)	777,160	747,160	(30,000)	Underspend due to vacant post, however some of this will be offset by the cashier system upgrade.
	Income	(19,830)	(20,498)	(668)	(20,330)	(20,330)	0	
	TOTAL	543,554	509,773	(33,781)	756,830	726,830	(30,000)	
TREASURY MANAGEMENT Portfolio Holder : Cllr Peter Seib	Expenditure	51,455	47,198	(4,257)	60,220	60,220	0	Current predictions are forecasting an overachievement of income to the value of £109.7k. This is due to: the interest on the loan to the Somerset Waste Partnership, extending the maturity profile on our investments to achieve rates above 0.25% and also assumes a dividend of 3p per unit held on the property fund is achieved.
	Income	0	(532,647)	(532,647)	(496,020)	(605,770)	(109,750)	
	TOTAL	51,455	(485,449)	(536,904)	(435,800)	(545,550)	(109,750)	
<b>TOTAL FINANCIAL SERVICES</b>	<b>Expenditure</b>	<b>2,160,457</b>	<b>2,093,452</b>	<b>(67,005)</b>	<b>2,771,140</b>	<b>2,742,140</b>	<b>(29,000)</b>	
	<b>Income</b>	<b>(123,673)</b>	<b>(661,228)</b>	<b>(537,555)</b>	<b>(1,165,230)</b>	<b>(1,289,980)</b>	<b>(124,750)</b>	
	<b>TOTAL</b>	<b>2,036,784</b>	<b>1,432,224</b>	<b>(604,560)</b>	<b>1,605,910</b>	<b>1,452,160</b>	<b>(153,750)</b>	
<b>ICT SERVICES</b>								
Service Manager : Roger Brown								
INFORMATION SYSTEMS Portfolio Holder : Cllr Henry Hobhouse	Expenditure	741,756	757,685	15,929	1,014,090	1,032,090	18,000	An overspend of £15k is expected on the network charges budget, this is partly due to the old and the new suppliers having different invoicing regimes that has caused the last and the first invoices to occur in the same monitoring period. Delays have also occurred in the recovery of savings which are distributed across service budgets. It is hoped that we will be able to start the recovery of savings in the last quarter of this financial year. IS Maintenance Hardware and Software budget has an anticipated overspend of £13k due to the changes that have had to be made to the Microsoft Enterprise Agreement as well as arranging two new contracts, for security purposes. This overspend will be reduced as negotiations have generated savings of £10K for the EDM Maintenance contract.
	Income	(13,355)	(11,215)	2,140	(16,770)	(16,770)	0	
	TOTAL	728,401	746,470	18,069	997,320	1,015,320	18,000	
<b>TOTAL INFORMATION SYSTEMS</b>	<b>Expenditure</b>	<b>741,756</b>	<b>757,685</b>	<b>15,929</b>	<b>1,014,090</b>	<b>1,032,090</b>	<b>18,000</b>	
	<b>Income</b>	<b>(13,355)</b>	<b>(11,215)</b>	<b>2,140</b>	<b>(16,770)</b>	<b>(16,770)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>728,401</b>	<b>746,470</b>	<b>18,069</b>	<b>997,320</b>	<b>1,015,320</b>	<b>18,000</b>	
<b>PROCUREMENT AND RISK MANAGEMENT</b>								
Service Manager : Gary Russ								
PROCUREMENT AND RISK MANAGEMENT Portfolio Holder : Cllr Peter Seib	Expenditure	119,705	111,446	(8,259)	155,890	153,890	(2,000)	<i>ICT Hardware and Software purchases are anticipated to be underspent by the year end.</i>
	Income	(14,543)	(7,341)	7,202	(19,390)	(19,390)	0	
	TOTAL	105,162	104,105	(1,057)	136,500	134,500	(2,000)	
<b>TOTAL PROCUREMENT AND RISK MANAGEMENT</b>	<b>Expenditure</b>	<b>119,705</b>	<b>111,446</b>	<b>(8,259)</b>	<b>155,890</b>	<b>153,890</b>	<b>(2,000)</b>	
	<b>Income</b>	<b>(14,543)</b>	<b>(7,341)</b>	<b>7,202</b>	<b>(19,390)</b>	<b>(19,390)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>105,162</b>	<b>104,105</b>	<b>(1,057)</b>	<b>136,500</b>	<b>134,500</b>	<b>(2,000)</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 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>	
<b>REVENUES AND BENEFITS</b>									
<b>Service Manager : Ian Potter</b>									
REVENUES & BENEFITS	Expenditure	1,290,367	1,297,333	6,966	1,691,230	1,691,230	0	Generally the budget is in good shape for end of year outturn. The only area of concern is income from summons and liability order costs. With costs being lower than last year and fewer summons being issued income from costs will be below budget by end of year (£60k currently). I anticipate being able to offset this shortfall from within the service budget for this year only.	
<b>Portfolio Holder : Cllr Peter Seib</b>	Income	(331,169)	(264,810)	66,359	(388,370)	(388,370)	0		
	TOTAL	959,198	1,032,523	73,325	1,302,860	1,302,860	0		
HOUSING BENEFIT SUBSIDY	Expenditure	32,009,325	29,854,491	(2,154,834)	42,679,100	42,679,100	0	The large variance in expenditure is down to timing of Housing Benefit payments which are 4-weekly while the budget monitoring data is monthly. Our latest subsidy monitor is showing a positive variance of £85k. Subsidy is monitored monthly and the subsidy claim externally audited and finally adjusted autumn 2017.	
<b>Portfolio Holder : Cllr Peter Seib</b>	Income	(32,624,670)	(32,643,295)	(18,625)	(43,375,260)	(43,375,260)	0		
	TOTAL	(615,345)	(2,788,804)	(2,173,459)	(696,160)	(696,160)	0		
<b>TOTAL REVENUES AND BENEFITS</b>	<b>Expenditure</b>	<b>33,299,692</b>	<b>31,151,824</b>	<b>(2,147,868)</b>	<b>44,370,330</b>	<b>44,370,330</b>	<b>0</b>		
	<b>Income</b>	<b>(32,955,839)</b>	<b>(32,908,105)</b>	<b>47,734</b>	<b>(43,763,630)</b>	<b>(43,763,630)</b>	<b>0</b>		
	<b>TOTAL</b>	<b>343,853</b>	<b>(1,756,281)</b>	<b>(2,100,134)</b>	<b>606,700</b>	<b>606,700</b>	<b>0</b>		
<b>OPERATIONS AND CUSTOMER FOCUS</b>									
<b>Service Manager : Jason Toogood</b>									
CUSTOMER SERVICES	Expenditure	357,677	332,873	(24,804)	473,780	431,180	(42,600)	<i>This is currently underspent due to utilising casual staff on reduced hours rather than recruiting to vacant posts.</i>	
<b>Portfolio Holder : Cllr Ric Pallister</b>	Income	0	(8,603)	(8,603)	0	(11,470)	(11,470)		<i>Income received from cover of SCC reception functions.</i>
	TOTAL	357,677	324,270	(33,407)	473,780	419,710	(54,070)		
RESOLUTION AND PRINTING	Expenditure	57,780	52,979	(4,801)	77,040	76,670	(370)	<i>Printing income has increased year to date by 17% compared with the previous year.</i>	
<b>Portfolio Holder : Cllr Ric Pallister</b>	Income	(70,560)	(47,828)	22,732	(94,080)	(81,480)	12,600		
	TOTAL	(12,780)	5,151	17,931	(17,040)	(4,810)	12,230		
<b>TOTAL OPERATIONS AND CUSTOMER FOCUS</b>	<b>Expenditure</b>	<b>415,457</b>	<b>385,852</b>	<b>(29,605)</b>	<b>550,820</b>	<b>507,850</b>	<b>(42,970)</b>		
	<b>Income</b>	<b>(70,560)</b>	<b>(56,431)</b>	<b>14,129</b>	<b>(94,080)</b>	<b>(92,950)</b>	<b>1,130</b>		
	<b>TOTAL</b>	<b>344,897</b>	<b>329,421</b>	<b>(15,476)</b>	<b>456,740</b>	<b>414,900</b>	<b>(41,840)</b>		
<b>TOTAL FINANCE AND CORPORATE SERVICES</b>	<b>Expenditure</b>	<b>36,737,067</b>	<b>34,500,259</b>	<b>(2,236,808)</b>	<b>48,862,270</b>	<b>48,806,300</b>	<b>(55,970)</b>		
	<b>Income</b>	<b>(33,177,970)</b>	<b>(33,644,320)</b>	<b>(466,350)</b>	<b>(45,059,100)</b>	<b>(45,182,720)</b>	<b>(123,620)</b>		
	<b>TOTAL</b>	<b>3,559,097</b>	<b>855,939</b>	<b>(2,703,158)</b>	<b>3,803,170</b>	<b>3,623,580</b>	<b>(179,590)</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 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
<b>LEGAL AND CORPORATE SERVICES</b>								
Assistant Director : Ian Clarke								
<b>DEMOCRATIC SERVICES</b>								
Service Manager : Angela Cox								
DEMOCRATIC & SUPPORT SERVICES	Expenditure	768,715	772,572	3,857	1,044,440	1,042,440	(2,000)	Management Corp Dem Costs and Dem Representation - I had anticipated major savings in the printing and stationery budget for agendas and minutes in 2016 as Councillors moved to paperless meetings, however, in reality only 19 of the 60 Councillors have signed up to go paperless and so the savings have not been realised and this budget will be overspent, together with the postage budget. I have submitted two inescapable bids in 2017/18 to cover: 1) the overspend on Members Allowances; due to changes in NI payments and annual allowance increases which are in line with staff salary increases. 2) the annual service charge for the Mod.Gov software which I anticipated would be covered by savings in the printing and stationery for agendas and minutes as Councillors moved to paperless meetings. Members training budget will be underspent by £16k and a carry forward by year end will be submitted for training requirements for 2017/18. Electoral Registration - this budget is likely to have a small underspend of £5K, which will compensate the overspend on Management Corp Dem Costs. District and Parish Elections - should only see a little more expenditure before the year end.
	Income	(74,105)	(88,171)	(14,066)	(76,460)	(76,460)	0	
	TOTAL	694,610	684,401	(10,209)	967,980	965,980	(2,000)	
<b>TOTAL DEMOCRATIC &amp; SUPPORT SERVICES</b>	<b>Expenditure</b>	<b>768,715</b>	<b>772,572</b>	<b>3,857</b>	<b>1,044,440</b>	<b>1,042,440</b>	<b>(2,000)</b>	
	<b>Income</b>	<b>(74,105)</b>	<b>(88,171)</b>	<b>(14,066)</b>	<b>(76,460)</b>	<b>(76,460)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>694,610</b>	<b>684,401</b>	<b>(10,209)</b>	<b>967,980</b>	<b>965,980</b>	<b>(2,000)</b>	
<b>LEGAL SERVICES</b>								
Service Manager : Angela Watson								
LEGAL SERVICES	Expenditure	381,292	404,648	23,356	478,890	483,890	5,000	On expenditure, the cost of employing a locum solicitor until mid-November and the increased price of our books, publications and other on-line resources has resulted in the negative variance of @ £23,000. As regards outturn, expenditure should even out considerably given that we no longer employ a locum and are saving on the salary budget by carrying the planning solicitor post.
	Income	(55,685)	(44,001)	11,684	(73,880)	(58,880)	15,000	On income, more s106 work has been out-sourced due to lack of capacity in house, hence the negative variance. However, income will remain a negative variance largely due to s106 work being out-sourced – I would estimate a negative outturn figure of @ £15,000, giving a negative net expenditure outturn of £15,000 - £20,000.
	TOTAL	325,607	360,647	35,040	405,010	425,010	20,000	

Group with Elements		Budget to 31st December £	Actual to 31st December £	Variance to 31st December £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
LAND CHARGES	Expenditure	83,933	55,878	(28,055)	111,910	79,410	(32,500)	No concerns. SCC have now been paid for charges up to the end of September. Just over £6000 is due to them for the period Sept to Dec, and one can assume a similar amount between Dec and March. Income remains marginally above target, though search numbers tend to fall a bit at this time of year. In terms of outturn, I would estimate expenditure being between £30,000 - £40,000 below budget and income only a little above target, say, £5,000 - £10,000. So perhaps a positive net expenditure outturn of around £40,000.
Portfolio Holder : Cllr Peter Seib	Income TOTAL	(328,628) (244,695)	(333,529) (277,651)	(4,901) (32,956)	(438,170) (326,260)	(445,670) (366,260)	(7,500) (40,000)	
RIGHTS OF WAY	Expenditure	26,670	24,511	(2,159)	35,560	32,560	(3,000)	The favourable variance on expenditure is due to fewer adverts being placed and less travelling to undertake site inspections etc. As regards income, we are aiming to issue at least one more invoice during the current financial year, which could bring in around £2000. At outturn, I would therefore estimate a positive expenditure variance of £3000 - £4000 but a negative income variance of £10,000. So perhaps a negative net expenditure outturn of around £6000 - £7000.
Portfolio Holder : Cllr Peter Seib	Income TOTAL	(12,375) 14,295	(3,918) 20,593	8,457 6,298	(16,500) 19,060	(6,500) 26,060	10,000 7,000	
<b>TOTAL LEGAL SERVICES</b>	<b>Expenditure</b>	<b>491,895</b>	<b>485,037</b>	<b>(6,858)</b>	<b>626,360</b>	<b>595,860</b>	<b>(30,500)</b>	
	<b>Income</b>	<b>(396,688)</b>	<b>(381,448)</b>	<b>15,240</b>	<b>(528,550)</b>	<b>(511,050)</b>	<b>17,500</b>	
	<b>TOTAL</b>	<b>95,207</b>	<b>103,589</b>	<b>8,382</b>	<b>97,810</b>	<b>84,810</b>	<b>(13,000)</b>	
<b>FRAUD AND DATA MANAGEMENT</b>								
Service Manager : Lynda Creek								
FRAUD AND DATA MANAGEMENT	Expenditure	66,843	63,842	(3,001)	82,540	85,540	3,000	Budget on target.
Portfolio Holder : Cllr Peter Seib	Income	0	0	0	0	0	0	
	TOTAL	66,843	63,842	(3,001)	82,540	85,540	3,000	
<b>TOTAL FRAUD AND DATA MANAGEMENT</b>	<b>Expenditure</b>	<b>66,843</b>	<b>63,842</b>	<b>(3,001)</b>	<b>82,540</b>	<b>85,540</b>	<b>3,000</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>66,843</b>	<b>63,842</b>	<b>(3,001)</b>	<b>82,540</b>	<b>85,540</b>	<b>3,000</b>	
<b>HUMAN RESOURCES</b>								
Service Manager : Mike Holliday								
HUMAN RESOURCES	Expenditure	217,965	186,608	(31,357)	289,620	259,620	(30,000)	No concerns on budget with a projected underspend of around £30,000 at year end mainly from an underspend on the Learning and Development salary and corporate training
Portfolio Holder : Cllr Ric Pallister	Income	(10,375)	(13,316)	(2,941)	(12,870)	(12,870)	0	
	TOTAL	207,590	173,292	(34,298)	276,750	246,750	(30,000)	
<b>TOTAL HUMAN RESOURCES</b>	<b>Expenditure</b>	<b>217,965</b>	<b>186,608</b>	<b>(31,357)</b>	<b>289,620</b>	<b>259,620</b>	<b>(30,000)</b>	
	<b>Income</b>	<b>(10,375)</b>	<b>(13,316)</b>	<b>(2,941)</b>	<b>(12,870)</b>	<b>(12,870)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>207,590</b>	<b>173,292</b>	<b>(34,298)</b>	<b>276,750</b>	<b>246,750</b>	<b>(30,000)</b>	
<b>TOTAL LEGAL AND CORPORATE SERVICES</b>	<b>Expenditure</b>	<b>1,545,418</b>	<b>1,508,059</b>	<b>(37,359)</b>	<b>2,042,960</b>	<b>1,983,460</b>	<b>(59,500)</b>	
	<b>Income</b>	<b>(481,168)</b>	<b>(482,935)</b>	<b>(1,767)</b>	<b>(617,880)</b>	<b>(600,380)</b>	<b>17,500</b>	
	<b>TOTAL</b>	<b>1,064,250</b>	<b>1,025,124</b>	<b>(39,126)</b>	<b>1,425,080</b>	<b>1,383,080</b>	<b>(42,000)</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 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
<b>ECONOMY</b>								
Assistant Director : Martin Woods								
<b>ECONOMIC DEVELOPMENT</b>								
Service Manager : David Julian								
ECONOMIC DEVELOPMENT	Expenditure	458,893	411,109	(47,784)	608,030	608,030	0	The ED budget is showing a £15k underspend. This is largely due to the vacant post in ED since Aug. I do have some consultants fees to pay that will take up some of this underspend.
	Income	(434,185)	(399,021)	35,164	(460,880)	(460,880)	0	YIC will not meet its budget for 2016/17. This has been largely due to the departure of South West Audit Partnership early in the financial year. It's a position we have not recovered from. There have been savings on salary in the year which has reduced the deficit. We will still turn a reasonable profit this year, but not as high as forecast. Comments to this effect have been made on each of the quarters, so it should not come as a surprise.
<b>Portfolio Holder : Cllr Jo Roundell-Greene</b>	TOTAL	24,708	12,088	(12,620)	147,150	147,150	0	
TOURISM	Expenditure	137,988	111,967	(26,021)	201,210	201,210	0	Printing costs and distribution costs yet to show against tourism budget. Discover was only printed in the last week of December.
<b>Portfolio Holder : Cllr Claire Aparicio Paul</b>	Income	(60,787)	(49,620)	11,167	(81,050)	(81,050)	0	These costs are likely to be in the region of £13 -£15k. This will take out the majority of the underspend. We still have income outstanding from the adverts so there is a potential for a slight underspend against budget. We will have a better idea by the end of this month. TICs are pretty much on budget and should remain so by year end.
	TOTAL	77,201	62,347	(14,854)	120,160	120,160	0	
HERITAGE	Expenditure	44,250	36,462	(7,788)	59,000	52,000	(7,000)	This budget will come in below budget. We have now replaced (on a secondment basis) the supervisor post, but as that was internal we are in the process of backfilling the second post. The saving is entirely on salary. The budget is likely to show a £5k to £7k underspend.
<b>Portfolio Holder : Cllr Nick Weeks</b>	Income	(2,340)	(1,264)	1,076	(3,120)	(3,120)	0	
	TOTAL	41,910	35,198	(6,712)	55,880	48,880	(7,000)	
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>Expenditure</b>	<b>641,131</b>	<b>559,538</b>	<b>(81,593)</b>	<b>868,240</b>	<b>861,240</b>	<b>(7,000)</b>	
	<b>Income</b>	<b>(497,312)</b>	<b>(449,905)</b>	<b>47,407</b>	<b>(545,050)</b>	<b>(545,050)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>143,819</b>	<b>109,633</b>	<b>(34,186)</b>	<b>323,190</b>	<b>316,190</b>	<b>(7,000)</b>	
<b>DEVELOPMENT CONTROL</b>								
Service Manager : David Norris								
DEVELOPMENT CONTROL	Expenditure	1,165,190	1,277,415	112,225	1,538,420	1,653,220	114,800	Appeal related expenditure will have an estimated overspend of £114.8k.
<b>Portfolio Holder : Cllr Angie Singleton</b>	Income	(953,605)	(883,012)	70,593	(1,266,700)	(1,266,700)	0	Income budget on track.
	TOTAL	211,585	394,403	182,818	271,720	386,520	114,800	
<b>TOTAL DEVELOPMENT CONTROL</b>	<b>Expenditure</b>	<b>1,165,190</b>	<b>1,277,415</b>	<b>112,225</b>	<b>1,538,420</b>	<b>1,653,220</b>	<b>114,800</b>	
	<b>Income</b>	<b>(953,605)</b>	<b>(883,012)</b>	<b>70,593</b>	<b>(1,266,700)</b>	<b>(1,266,700)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>211,585</b>	<b>394,403</b>	<b>182,818</b>	<b>271,720</b>	<b>386,520</b>	<b>114,800</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 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
<b>SPATIAL POLICY</b>								
<b>Service Manager : Paul Wheatley</b>								
PLANNING POLICY	Expenditure	200,775	199,649	(1,126)	296,070	296,070	0	<i>Salary savings from vacant posts are offset by consultant costs.</i>
<b>Portfolio Holder : Cllr Angie Singleton</b>	Income	(1,920)	(5,850)	(3,930)	(2,560)	(2,560)	0	
	TOTAL	198,855	193,799	(5,056)	293,510	293,510	0	
TRANSPORT	Expenditure	30,233	28,972	(1,261)	40,310	40,310	0	<i>On budget.</i>
<b>Portfolio Holder : Cllr Henry Hobhouse</b>	Income	0	0	0	0	0	0	
	TOTAL	30,233	28,972	(1,261)	40,310	40,310	0	
<b>TOTAL SPATIAL POLICY</b>	<b>Expenditure</b>	<b>231,008</b>	<b>228,621</b>	<b>(2,387)</b>	<b>336,380</b>	<b>336,380</b>	<b>0</b>	
	<b>Income</b>	<b>(1,920)</b>	<b>(5,850)</b>	<b>(3,930)</b>	<b>(2,560)</b>	<b>(2,560)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>229,088</b>	<b>222,771</b>	<b>(6,317)</b>	<b>333,820</b>	<b>333,820</b>	<b>0</b>	
<b>STRATEGIC HOUSING</b>								
<b>Service Manager : Martin Woods</b>								
STRATEGIC HOUSING	Expenditure	139,540	121,432	(18,108)	197,270	187,770	(9,500)	<i>Staffing – there is reduced expenditure arising from the agreed permanent reduction of hours of one member of staff which took effect in September. If no other action is taken to replace the lost capacity, it is anticipated that the overall underspend at year end will be circa £9,500. Postage – significant postage costs will be incurred prior to the affordable housing day, which is yet to be set.</i>
<b>Portfolio Holder : Cllr Ric Pallister</b>	Income	(2,500)	(26,828)	(24,328)	(2,500)	(2,500)	0	
	TOTAL	137,040	94,604	(42,436)	194,770	185,270	(9,500)	
<b>TOTAL STRATEGIC HOUSING</b>	<b>Expenditure</b>	<b>139,540</b>	<b>121,432</b>	<b>(18,108)</b>	<b>197,270</b>	<b>187,770</b>	<b>(9,500)</b>	
	<b>Income</b>	<b>(2,500)</b>	<b>(26,828)</b>	<b>(24,328)</b>	<b>(2,500)</b>	<b>(2,500)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>137,040</b>	<b>94,604</b>	<b>(42,436)</b>	<b>194,770</b>	<b>185,270</b>	<b>(9,500)</b>	
<b>EQUALITIES</b>								
<b>Service Manager : Jo Morgan</b>								
EQUALITIES & DIVERSITY	Expenditure	39,930	35,088	(4,842)	53,240	50,240	(3,000)	<i>Salary saving.</i>
<b>Portfolio Holder : Cllr Jo Roundell Greene</b>	Income	0	(4,130)	(4,130)	0	0	0	
	TOTAL	39,930	30,958	(8,972)	53,240	50,240	(3,000)	
<b>TOTAL EQUALITIES</b>	<b>Expenditure</b>	<b>39,930</b>	<b>35,088</b>	<b>(4,842)</b>	<b>53,240</b>	<b>50,240</b>	<b>(3,000)</b>	
	<b>Income</b>	<b>0</b>	<b>(4,130)</b>	<b>(4,130)</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>TOTAL</b>	<b>39,930</b>	<b>30,958</b>	<b>(8,972)</b>	<b>53,240</b>	<b>50,240</b>	<b>(3,000)</b>	
<b>POLICY AND PERFORMANCE</b>								
<b>Service Manager : Charlotte Jones &amp; Andrew Gillespie</b>								
POLICY & PERFORMANCE	Expenditure	84,620	81,811	(2,809)	111,370	111,370	0	
<b>Portfolio Holder : Cllr Ric Pallister</b>	Income	0	(22)	(22)	0	0	0	
	TOTAL	84,620	81,789	(2,831)	111,370	111,370	0	
<b>TOTAL POLICY AND PERFORMANCE</b>	<b>Expenditure</b>	<b>84,620</b>	<b>81,811</b>	<b>(2,809)</b>	<b>111,370</b>	<b>111,370</b>	<b>0</b>	
	<b>Income</b>	<b>0</b>	<b>(22)</b>	<b>(22)</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>TOTAL</b>	<b>84,620</b>	<b>81,789</b>	<b>(2,831)</b>	<b>111,370</b>	<b>111,370</b>	<b>0</b>	
<b>TOTAL ECONOMY</b>	<b>Expenditure</b>	<b>2,301,419</b>	<b>2,303,905</b>	<b>2,486</b>	<b>3,104,920</b>	<b>3,200,220</b>	<b>95,300</b>	
	<b>Income</b>	<b>(1,455,337)</b>	<b>(1,369,747)</b>	<b>85,590</b>	<b>(1,816,810)</b>	<b>(1,816,810)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>846,082</b>	<b>934,158</b>	<b>88,076</b>	<b>1,288,110</b>	<b>1,383,410</b>	<b>95,300</b>	

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<b>COMMUNITIES</b>								
Assistant Director : Helen Rutter & Kim Close								
<b>COMMUNITIES, THIRD SECTOR AND PARTNERSHIPS</b>								
Service Manager : Helen Rutter & Kim Close								
CENTRAL COMMUNITIES TEAM	Expenditure	106,508	129,654	23,146	142,010	142,010	0	There is an overspend on this budget due to the AD cover arrangements but this will be covered by savings in the Area East & Area South budgets.
Portfolio Holder : Cllr Ric Pallister	Income	0	0	0	0	0	0	
	TOTAL	106,508	129,654	23,146	142,010	142,010	0	
COMMUNITY SAFETY	Expenditure	44,115	39,401	(4,714)	58,820	58,820	0	
Portfolio Holder : Cllr Peter Gubbins	Income	0	(10,000)	(10,000)	0	0	0	
	TOTAL	44,115	29,401	(14,714)	58,820	58,820	0	
Service Manager : David Crisfield								
THIRD SECTOR AND PARTNERSHIPS	Expenditure	208,907	197,096	(11,811)	253,790	253,790	0	Underspend due to carry forward for Digital Inclusion project, which has now commenced.
Portfolio Holder : Cllr Sylvia Seal	Income	0	0	0	0	0	0	
	TOTAL	208,907	197,096	(11,811)	253,790	253,790	0	
<b>TOTAL COMMUNITIES, THIRD SECTOR AND PARTNERSHIPS</b>	Expenditure	<b>359,530</b>	<b>366,151</b>	<b>6,621</b>	<b>454,620</b>	<b>454,620</b>	<b>0</b>	
	Income	<b>0</b>	<b>(10,000)</b>	<b>(10,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	TOTAL	<b>359,530</b>	<b>356,151</b>	<b>(3,379)</b>	<b>454,620</b>	<b>454,620</b>	<b>0</b>	
<b>LOCAL STRATEGIC PARTNERSHIP</b>								
Service Manager : Helen Rutter								
LOCAL STRATEGIC PARTNERSHIP	Expenditure	9,288	7,717	(1,571)	7,600	7,600	0	<i>No further spend anticipated on this budget.</i>
Portfolio Holder : Cllr Ric Pallister	Income	(7,600)	(7,595)	5	(7,600)	(7,600)	0	
	TOTAL	1,688	122	(1,566)	0	0	0	
<b>TOTAL LOCAL STRATEGIC PARTNERSHIP</b>	<b>Expenditure</b>	<b>9,288</b>	<b>7,717</b>	<b>(1,571)</b>	<b>7,600</b>	<b>7,600</b>	<b>0</b>	
	<b>Income</b>	<b>(7,600)</b>	<b>(7,595)</b>	<b>5</b>	<b>(7,600)</b>	<b>(7,600)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>1,688</b>	<b>122</b>	<b>(1,566)</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>AREA EAST</b>								
Service Manager : Tim Cook								
EAST AREA DEVELOPMENT	Expenditure	145,080	135,606	(9,474)	193,440	193,440	0	Underspend will meet staff cover costs in Communities.
Area Chairman : Cllr Nick Weeks	Income	(3,382)	(1,046)	2,336	(4,510)	(4,510)	0	
	TOTAL	141,698	134,560	(7,138)	188,930	188,930	0	
EAST GRANTS	Expenditure	32,558	16,987	(15,571)	43,410	43,410	0	
Area Chairman : Cllr Nick Weeks	Income	0	0	0	0	0	0	
	TOTAL	32,558	16,987	(15,571)	43,410	43,410	0	
EAST PROJECTS	Expenditure	51,953	53,793	1,840	69,270	69,270	0	
Area Chairman : Cllr Nick Weeks	Income	(63,580)	(63,580)	0	(69,270)	(69,270)	0	
	TOTAL	(11,627)	(9,787)	1,840	0	0	0	
<b>TOTAL AREA EAST</b>	<b>Expenditure</b>	<b>229,591</b>	<b>206,386</b>	<b>(23,205)</b>	<b>306,120</b>	<b>306,120</b>	<b>0</b>	
	<b>Income</b>	<b>(66,962)</b>	<b>(64,626)</b>	<b>2,336</b>	<b>(73,780)</b>	<b>(73,780)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>162,629</b>	<b>141,760</b>	<b>(20,869)</b>	<b>232,340</b>	<b>232,340</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 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
<b>AREA NORTH</b>								
<b>Service Manager : Sara Kelly</b>								
NORTH AREA DEVELOPMENT	Expenditure	138,328	119,330	(18,998)	181,550	161,550	(20,000)	Underspend relates largely to salaries and is a result of staffing changes due to the transformation programme. Another member of staff will be transferring to transformation which will increase the underspend further. Some backfilling arrangements to take place but will still be approx £20k u/s.
<b>Area Chairman : Cllr Clare Aparicio Paul</b>	Income	(8,660)	(8,760)	(100)	(8,660)	(8,660)	0	
	TOTAL	129,668	110,570	(19,098)	172,890	152,890	(20,000)	
NORTH GRANTS	Expenditure	12,173	8,555	(3,618)	16,230	16,230	0	Several grants now at 'offer stage' so predict nil variance at year end.
<b>Area Chairman : Cllr Clare Aparicio Paul</b>	Income	0	0	0	0	0	0	
	TOTAL	12,173	8,555	(3,618)	16,230	16,230	0	
<b>TOTAL AREA NORTH</b>	<b>Expenditure</b>	<b>150,501</b>	<b>127,885</b>	<b>(22,616)</b>	<b>197,780</b>	<b>177,780</b>	<b>(20,000)</b>	
	<b>Income</b>	<b>(8,660)</b>	<b>(8,760)</b>	<b>(100)</b>	<b>(8,660)</b>	<b>(8,660)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>141,841</b>	<b>119,125</b>	<b>(22,716)</b>	<b>189,120</b>	<b>169,120</b>	<b>(20,000)</b>	
<b>AREA SOUTH</b>								
<b>Service Manager : Natalie Fortt</b>								
SOUTH AREA DEVELOPMENT	Expenditure	211,018	208,768	(2,250)	281,220	281,220	0	Underspends will cover staff costs in Communities.
<b>Area Chairman : Cllr Peter Gubbins</b>	Income	(36,540)	(36,831)	(291)	(48,720)	(48,720)	0	
	TOTAL	174,478	171,937	(2,541)	232,500	232,500	0	
SOUTH GRANTS	Expenditure	36,498	20,599	(15,899)	45,730	45,730	0	Overspend in Markets will be covered from other Area South budgets.
<b>Area Chairman : Cllr Peter Gubbins</b>	Income	0	0	0	0	0	0	
	TOTAL	36,498	20,599	(15,899)	45,730	45,730	0	
SOUTH PROJECTS	Expenditure	16,720	20,229	3,509	22,370	22,370	0	
<b>Area Chairman : Cllr Peter Gubbins</b>	Income	(22,370)	(38,327)	(15,957)	(22,370)	(22,370)	0	
	TOTAL	(5,650)	(18,098)	(12,448)	0	0	0	
<b>TOTAL AREA SOUTH</b>	<b>Expenditure</b>	<b>264,236</b>	<b>249,596</b>	<b>(14,640)</b>	<b>349,320</b>	<b>349,320</b>	<b>0</b>	
	<b>Income</b>	<b>(58,910)</b>	<b>(75,158)</b>	<b>(16,248)</b>	<b>(71,090)</b>	<b>(71,090)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>205,326</b>	<b>174,438</b>	<b>(30,888)</b>	<b>278,230</b>	<b>278,230</b>	<b>0</b>	
<b>AREA WEST</b>								
<b>Service Manager : Zoe Harris</b>								
WEST AREA DEVELOPMENT	Expenditure	194,775	152,048	(42,727)	259,700	259,700	0	Underspend due to continuing salary implications.
<b>Area Chairman : Cllr Carol Goodall</b>	Income	(36,952)	(1,823)	35,129	(38,710)	(38,710)	0	
	TOTAL	157,823	150,225	(7,598)	220,990	220,990	0	
WEST GRANTS	Expenditure	26,535	21,506	(5,029)	35,380	35,380	0	Will be spent at year end.
<b>Area Chairman : Cllr Carol Goodall</b>	Income	0	0	0	0	0	0	
	TOTAL	26,535	21,506	(5,029)	35,380	35,380	0	
WEST PROJECTS	Expenditure	16,492	18,198	1,706	23,470	23,470	0	Due to unexpected maintenance slight overspend expected.
<b>Area Chairman : Cllr Carol Goodall</b>	Income	(10,447)	(6,278)	4,169	(13,930)	(13,930)	0	
	TOTAL	6,045	11,920	5,875	9,540	9,540	0	
<b>TOTAL AREA WEST</b>	<b>Expenditure</b>	<b>237,802</b>	<b>191,752</b>	<b>(46,050)</b>	<b>318,550</b>	<b>318,550</b>	<b>0</b>	
	<b>Income</b>	<b>(47,399)</b>	<b>(8,101)</b>	<b>39,298</b>	<b>(52,640)</b>	<b>(52,640)</b>	<b>0</b>	<i>Overall budgets should break even at year end.</i>
	<b>TOTAL</b>	<b>190,403</b>	<b>183,651</b>	<b>(6,752)</b>	<b>265,910</b>	<b>265,910</b>	<b>0</b>	
<b>TOTAL COMMUNITIES</b>	<b>Expenditure</b>	<b>1,250,948</b>	<b>1,149,487</b>	<b>(101,461)</b>	<b>1,633,990</b>	<b>1,613,990</b>	<b>(20,000)</b>	
	<b>Income</b>	<b>(189,531)</b>	<b>(174,240)</b>	<b>15,291</b>	<b>(213,770)</b>	<b>(213,770)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>1,061,417</b>	<b>975,247</b>	<b>(86,170)</b>	<b>1,420,220</b>	<b>1,400,220</b>	<b>(20,000)</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 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
<b>ENVIRONMENT</b>								
Assistant Director : Laurence Willis								
<b>ENVIRONMENTAL HEALTH</b>								
Service Manager : Alasdair Bell								
HOUSING STANDARDS Portfolio Holder : Cllr Carol Goodall	Expenditure Income TOTAL	176,690 (50,587) 126,103	171,518 (49,473) 122,045	(5,172) 1,114 (4,058)	233,920 (67,450) 166,470	227,920 (67,450) 160,470	(6,000) 0 (6,000)	Savings being made on travel, books & publications and grants. Income down in Home Aid but this is being offset by additional income received in Housing Standards.
ENVIRONMENTAL HEALTH & COMMUNITY PROTECTION  Portfolio Holder : Cllr Carol Goodall	Expenditure  Income  TOTAL	663,685  (67,963)  595,722	607,715  (59,209)  548,506	(55,970)  8,754  (47,216)	912,630  (78,660)  833,970	861,780  (65,130)  796,650	(50,850)  13,530  (37,320)	Variance relates to a vacant technical post and a small number of vacant hours in the budget. Savings are being made on equipment, tools and materials, travel, IS purchases and consultants fees.  Variance relates to underachieving income in Pollution Prevention (PPC) and Control and Pest Control. Several PPC processes such as waste oil burners have ceased operation due to recent legislative changes. This will be a permanent change and reduction in income (£7k)
ENFORCEMENT  Portfolio Holder : Cllr Carol Goodall	Expenditure  Income  TOTAL	88,588  (2,250)  86,338	87,636  (7,040)  80,596	(952)  (4,790)  (5,742)	124,260  (3,000)  121,260	118,910  (8,000)  110,910	(5,350)  (5,000)  (10,350)	Under spending on derv, phones and consultancy fees. The current variance is smaller due to profiling which is rectified in January. Additional income from covering the dog warden service in East Devon.
<b>TOTAL ENVIRONMENTAL HEALTH</b>	<b>Expenditure Income TOTAL</b>	<b>928,963 (120,800) 808,163</b>	<b>866,869 (115,722) 751,147</b>	<b>(62,094) 5,078 (57,016)</b>	<b>1,270,810 (149,110) 1,121,700</b>	<b>1,208,610 (140,580) 1,068,030</b>	<b>(62,200) 8,530 (53,670)</b>	
<b>CIVIL CONTINGENCIES MANAGER</b>								
Service Manager : Pam Harvey								
CIVIL CONTINGENCIES Portfolio Holder : Cllr Nick Weeks	Expenditure Income TOTAL	104,445 (4,860) 99,585	98,476 (5,176) 93,300	(5,969) (316) (6,285)	139,260 (6,110) 133,150	139,260 (6,110) 133,150	0 0 0	
<b>TOTAL CIVIL CONTINGENCIES</b>	<b>Expenditure Income TOTAL</b>	<b>104,445 (4,860) 99,585</b>	<b>98,476 (5,176) 93,300</b>	<b>(5,969) (316) (6,285)</b>	<b>139,260 (6,110) 133,150</b>	<b>139,260 (6,110) 133,150</b>	<b>0 0 0</b>	
<b>ENGINEERING AND PROPERTY SERVICES</b>								
Service Manager : Garry Green								
PROPERTY MANAGEMENT  Portfolio Holder : Cllr Henry Hobhouse	Expenditure  Income  TOTAL	914,358  (674,409)  239,949	856,254  (591,158)  265,096	(58,104)  83,251  25,147	1,237,360  (797,110)  440,250	1,212,360  (747,110)  465,250	(25,000)  50,000  25,000	Across the board underspend particularly on public offices but likelihood this will change and be utilised as year progresses, therefore not all will compensate for all of the reduced income. £10K of variance relates to electricity at B'way in dispute with 3 months arrears to resolve. Commercial and property income under profiled budget, largely due to The Stables being vacant for most of the year, and although now occupied, rent free period in place. Remainder of variance mainly linked to moving profile of budgets.

Group with Elements		Budget to 31st December £	Actual to 31st December £	Variance to 31st December £	Annual Budget £	Expected Total by Year End £	Variance expected 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
CAR PARKING	Expenditure	495,822	502,873	7,051	746,330	746,330	0	NNDR over budget but it is hoped this can be covered from other underspends within the budget. Pay & display income down approx £193K, season ticket income down £25K, PCN income down £8K and general rentals down £9k on budget. Budget 'uplift' on income from enforcement contract offer not in place due to ongoing contract discussions, so variance always expected on pay and display income over and above those seen last financial year excluding this 'uplift'. VAT refund for overpayments on P&D of £35K has helped reduce variance.
<b>Portfolio Holder : Cllr Henry Hobhouse &amp;</b>	Income	(1,717,484)	(1,521,293)	196,191	(2,280,670)	(2,080,670)	200,000	
<b>Cllr Peter Seib</b>	TOTAL	(1,221,662)	(1,018,420)	203,242	(1,534,340)	(1,334,340)	200,000	
ENGINEERING SERVICES	Expenditure	507,685	432,209	(75,476)	667,640	607,640	(60,000)	Savings on salaries and vacant hours, as well as reduced costs of cleaning of public conveniences. Underspends on land drainage and Birchfield may remain at year end but some dependant on the weather during the winter period in terms of flooding and gritting. Street Naming & Numbering' income slightly up on profiled budget which will remain at year end, and a cumulative other small favourable increases elsewhere.
<b>Portfolio Holder : Cllr Henry Hobhouse</b>	Income	(50,040)	(64,303)	(14,263)	(66,720)	(86,720)	(20,000)	
	TOTAL	457,645	367,906	(89,739)	600,920	520,920	(80,000)	
<b>TOTAL ENGINEERING AND PROPERTY SERVICES</b>	<b>Expenditure</b>	<b>1,917,865</b>	<b>1,791,336</b>	<b>(126,529)</b>	<b>2,651,330</b>	<b>2,566,330</b>	<b>(85,000)</b>	
	<b>Income</b>	<b>(2,441,933)</b>	<b>(2,176,754)</b>	<b>265,179</b>	<b>(3,144,500)</b>	<b>(2,914,500)</b>	<b>230,000</b>	
	<b>TOTAL</b>	<b>(524,068)</b>	<b>(385,418)</b>	<b>138,650</b>	<b>(493,170)</b>	<b>(348,170)</b>	<b>145,000</b>	
<b>BUILDING CONTROL</b>								
<b>Service Manager : Dave Durrant</b>								
BUILDING CONTROL	Expenditure	429,738	326,201	(103,537)	624,900	615,000	(9,900)	Expected B.Reg fee income of around £440k is estimated.
<b>Portfolio Holder : Cllr Nick Weeks</b>	Income	(464,707)	(338,901)	125,806	(661,240)	(618,240)	43,000	
	TOTAL	(34,969)	(12,700)	22,269	(36,340)	(3,240)	33,100	
<b>TOTAL BUILDING CONTROL</b>	<b>Expenditure</b>	<b>429,738</b>	<b>326,201</b>	<b>(103,537)</b>	<b>624,900</b>	<b>615,000</b>	<b>(9,900)</b>	
	<b>Income</b>	<b>(464,707)</b>	<b>(338,901)</b>	<b>125,806</b>	<b>(661,240)</b>	<b>(618,240)</b>	<b>43,000</b>	
	<b>TOTAL</b>	<b>(34,969)</b>	<b>(12,700)</b>	<b>22,269</b>	<b>(36,340)</b>	<b>(3,240)</b>	<b>33,100</b>	
<b>STREETSCENE</b>								
<b>Service Manager : Chris Cooper</b>								
HORTICULTURE & GROUNDS MAINTENANCE & STREETCLEANING	Expenditure	2,257,982	2,359,086	101,104	2,974,940	2,974,940	0	Expenditure is being controlled. Income is over budget and has been used to offset areas of over expenditure. Additional streams of income are currently being actively pursued. The budget is expected to break even this year with close monitoring.
<b>Portfolio Holder : Cllr Jo Roundell Greene</b>	Income	(865,579)	(1,008,053)	(142,474)	(1,303,760)	(1,303,760)	0	
	TOTAL	1,392,403	1,351,033	(41,370)	1,671,180	1,671,180	0	
<b>TOTAL STREETSCENE</b>	<b>Expenditure</b>	<b>2,257,982</b>	<b>2,359,086</b>	<b>101,104</b>	<b>2,974,940</b>	<b>2,974,940</b>	<b>0</b>	
	<b>Income</b>	<b>(865,579)</b>	<b>(1,008,053)</b>	<b>(142,474)</b>	<b>(1,303,760)</b>	<b>(1,303,760)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>1,392,403</b>	<b>1,351,033</b>	<b>(41,370)</b>	<b>1,671,180</b>	<b>1,671,180</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 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
<b>WASTE &amp; RECYCLING</b>								
Assistant Director : Laurence Willis								
WASTE COLLECTION Portfolio Holder : Cllr Jo Roundell Greene & Claire Aparicio Paul	Expenditure	4,321,181	4,317,236	(3,945)	5,769,100	5,769,100	0	On target for year end. Small underspend at year end predicted at this stage.
	Income	(1,242,003)	(1,328,479)	(86,476)	(1,463,770)	(1,473,770)	(10,000)	
	TOTAL	3,079,178	2,988,757	(90,421)	4,305,330	4,295,330	(10,000)	
<b>TOTAL WASTE COLLECTION</b>	<b>Expenditure</b>	<b>4,321,181</b>	<b>4,317,236</b>	<b>(3,945)</b>	<b>5,769,100</b>	<b>5,769,100</b>	<b>0</b>	
	<b>Income</b>	<b>(1,242,003)</b>	<b>(1,328,479)</b>	<b>(86,476)</b>	<b>(1,463,770)</b>	<b>(1,473,770)</b>	<b>(10,000)</b>	
	<b>TOTAL</b>	<b>3,079,178</b>	<b>2,988,757</b>	<b>(90,421)</b>	<b>4,305,330</b>	<b>4,295,330</b>	<b>(10,000)</b>	
<b>LICENSING</b>								
Service Manager : Nigel Marston								
LICENSING Portfolio Holder : Cllr Peter Gubbins	Expenditure	190,010	181,187	(8,823)	253,130	253,130	0	Being tightly managed and small saving expected at end of year.
	Income	(289,936)	(298,571)	(8,635)	(340,010)	(340,010)	0	Expected to show a surplus at year end due to an increase in fees, which were set to allow an increase in enforcement capabilities. The increased enforcement is resulting in more applications being submitted to the authority and hence the additional increase in income.
	TOTAL	(99,926)	(117,384)	(17,458)	(86,880)	(86,880)	0	
<b>TOTAL LICENSING</b>	<b>Expenditure</b>	<b>190,010</b>	<b>181,187</b>	<b>(8,823)</b>	<b>253,130</b>	<b>253,130</b>	<b>0</b>	
	<b>Income</b>	<b>(289,936)</b>	<b>(298,571)</b>	<b>(8,635)</b>	<b>(340,010)</b>	<b>(340,010)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>(99,926)</b>	<b>(117,384)</b>	<b>(17,458)</b>	<b>(86,880)</b>	<b>(86,880)</b>	<b>0</b>	
<b>TOTAL ENVIRONMENT</b>	<b>Expenditure</b>	<b>10,150,184</b>	<b>9,940,391</b>	<b>(209,793)</b>	<b>13,683,470</b>	<b>13,526,370</b>	<b>(157,100)</b>	
	<b>Income</b>	<b>(5,429,818)</b>	<b>(5,271,656)</b>	<b>158,162</b>	<b>(7,068,500)</b>	<b>(6,796,970)</b>	<b>271,530</b>	
	<b>TOTAL</b>	<b>4,720,366</b>	<b>4,668,735</b>	<b>(51,631)</b>	<b>6,614,970</b>	<b>6,729,400</b>	<b>114,430</b>	
<b>HEALTH AND WELL-BEING</b>								
Assistant Director : Steve Joel								
<b>ARTS AND ENTERTAINMENT</b>								
Service Manager : Adam Burgan								
ARTS Portfolio Holder : Cllr Sylvia Seal	Expenditure	1,582,055	1,685,708	103,653	2,094,850	2,340,270	245,420	A busy year in the Arts & Entertainment Service with record breaking panto sales boosting ticket sales and income across the service. Wages budget are high due to technically complex panto, busy season of shows leading to a higher need for casual teams.
	Income	(1,393,655)	(2,048,738)	(655,083)	(1,840,050)	(2,095,700)	(255,650)	
	TOTAL	188,400	(363,030)	(551,430)	254,800	244,570	(10,230)	
WESTLAND LEISURE COMPLEX Portfolio Holder : Cllr Sylvia Seal	Expenditure	41,270	53,793	12,523	41,270	41,270	0	
	Income	(26,730)	(62,718)	(35,988)	(26,730)	(26,730)	0	
	TOTAL	14,540	(8,925)	(23,465)	14,540	14,540	0	
<b>TOTAL ARTS</b>	<b>Expenditure</b>	<b>1,623,325</b>	<b>1,739,501</b>	<b>116,176</b>	<b>2,136,120</b>	<b>2,381,540</b>	<b>245,420</b>	
	<b>Income</b>	<b>(1,420,385)</b>	<b>(2,111,456)</b>	<b>(691,071)</b>	<b>(1,866,780)</b>	<b>(2,122,430)</b>	<b>(255,650)</b>	
	<b>TOTAL</b>	<b>202,940</b>	<b>(371,955)</b>	<b>(574,895)</b>	<b>269,340</b>	<b>259,110</b>	<b>(10,230)</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 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
<b>SPORT AND LEISURE FACILITIES</b>								
<b>Service Manager : Steve Joel</b>								
GOLDENSTONES	Expenditure	192,323	107,419	(84,904)	256,430	256,430	0	<i>Underspent on ten year plan.</i>
<b>Portfolio Holder : Cllr Sylvia Seal</b>	Income	(93,533)	(72,312)	21,221	(124,710)	(124,710)	0	
	TOTAL	98,790	35,107	(63,683)	131,720	131,720	0	
SPORT FACILITIES	Expenditure	113,970	116,141	2,171	151,960	151,960	0	<i>LED contract payment made to year end.</i>
<b>Portfolio Holder : Cllr Sylvia Seal</b>	Income	(45,750)	(35,121)	10,629	(61,000)	(61,000)	0	
	TOTAL	68,220	81,020	12,800	90,960	90,960	0	
WESTLANDS	Expenditure	0	3,293	3,293	0	0	0	
<b>Portfolio Holder : Cllr Sylvia Seal</b>	Income	0	(9,150)	(9,150)	0	0	0	
	TOTAL	0	(5,857)	(5,857)	0	0	0	
<b>TOTAL SPORT AND LEISURE FACILITIES</b>	<b>Expenditure</b>	<b>306,293</b>	<b>226,853</b>	<b>(79,440)</b>	<b>408,390</b>	<b>408,390</b>	<b>0</b>	
	<b>Income</b>	<b>(139,283)</b>	<b>(116,583)</b>	<b>22,700</b>	<b>(185,710)</b>	<b>(185,710)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>167,010</b>	<b>110,270</b>	<b>(56,740)</b>	<b>222,680</b>	<b>222,680</b>	<b>0</b>	
<b>COMMUNITY HEALTH AND LEISURE</b>								
<b>Service Manager : Lynda Pincombe</b>								
COMMUNITY HEALTH & LEISURE	Expenditure	820,383	763,012	(57,371)	1,040,200	1,075,630	35,430	<i>Service currently operating within budget.</i>
<b>Portfolio Holder : Cllr Sylvia Seal</b>	Income	(288,979)	(244,382)	44,597	(350,180)	(389,620)	(39,440)	
	TOTAL	531,404	518,630	(12,774)	690,020	686,010	(4,010)	
<b>TOTAL COMMUNITY HEALTH AND LEISURE</b>	<b>Expenditure</b>	<b>820,383</b>	<b>763,012</b>	<b>(57,371)</b>	<b>1,040,200</b>	<b>1,075,630</b>	<b>35,430</b>	
	<b>Income</b>	<b>(288,979)</b>	<b>(244,382)</b>	<b>44,597</b>	<b>(350,180)</b>	<b>(389,620)</b>	<b>(39,440)</b>	
	<b>TOTAL</b>	<b>531,404</b>	<b>518,630</b>	<b>(12,774)</b>	<b>690,020</b>	<b>686,010</b>	<b>(4,010)</b>	
<b>HOUSING AND WELFARE</b>								
<b>Service Manager : Kirsty Larkins</b>								
WELFARE	Expenditure	257,625	215,678	(41,947)	343,500	318,500	(25,000)	<i>Salary savings have been made in Careline, as the manager has been covering maternity leave in Housing, there has also been a vacancy in Welfare Benefits.</i>
<b>Portfolio Holder : Cllr Sylvia Seal</b>	Income	(383,655)	(384,903)	(1,248)	(404,420)	(404,420)	0	
	TOTAL	(126,030)	(169,225)	(43,195)	(60,920)	(85,920)	(25,000)	
HOUSING	Expenditure	938,953	791,749	(147,204)	1,262,870	1,262,870	0	<i>Underspend due to the additional funding built into the budget for P4A. Unplanned site costs of £39k have been incurred at a traveller's site. This will be funded from the Park Home reserve. A carryforward will be requested for the Yeovil4Family support work. Underspend on B&amp;B is reflected in reduce income from housing benefit.</i>
<b>Portfolio Holder : Cllr Sylvia Seal</b>	Income	(154,665)	(96,536)	58,129	(206,220)	(206,220)	0	
	TOTAL	784,288	695,213	(89,075)	1,056,650	1,056,650	0	
<b>TOTAL HOUSING AND WELFARE</b>	<b>Expenditure</b>	<b>1,196,578</b>	<b>1,007,427</b>	<b>(189,151)</b>	<b>1,606,370</b>	<b>1,581,370</b>	<b>(25,000)</b>	
	<b>Income</b>	<b>(538,320)</b>	<b>(481,439)</b>	<b>56,881</b>	<b>(610,640)</b>	<b>(610,640)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>658,258</b>	<b>525,988</b>	<b>(132,270)</b>	<b>995,730</b>	<b>970,730</b>	<b>(25,000)</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 31/03/17 £	Budget Holders' Comments on Variances to Profiled Budgets & Outturn <i>Accountants' Comments in Italics</i>
<b>FAMILY SUPPORT PROGRAMME</b>								
Service Manager : Steve Joel								
FAMILY SUPPORT PROGRAMME	Expenditure	30,560	30,500	(60)	30,560	30,560	0	
Portfolio Holder : Cllr Ric Pallister	Income	(30,560)	(30,560)	0	(30,560)	(30,560)	0	
	TOTAL	0	(60)	(60)	0	0	0	
<b>TOTAL FAMILY SUPPORT PROGRAMME</b>	<b>Expenditure</b>	<b>30,560</b>	<b>30,500</b>	<b>(60)</b>	<b>30,560</b>	<b>30,560</b>	<b>0</b>	
	<b>Income</b>	<b>(30,560)</b>	<b>(30,560)</b>	<b>0</b>	<b>(30,560)</b>	<b>(30,560)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>0</b>	<b>(60)</b>	<b>(60)</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>COUNTRYSIDE</b>								
Service Manager : Katy Menday								
COUNTRYSIDE	Expenditure	398,447	425,891	27,444	526,950	526,950	0	Higher than profiled expenditure which is on-going due to the Heritage Lottery Grant on Yeovil Country Park with payments for the community ranger salary, events and activities to all be reclaimed in Feb 2017 so budget line balances for year end. Fuel costs, climbing tree work contractor costs with Lufton and vehicle repairs are always higher for this final quarter due to the seasonality of the work.
	Income	(196,112)	(235,789)	(39,677)	(278,370)	(278,370)	0	Income continues to exceed the profiled budget at the Ninesprings Café; dry bright weather for the Christmas period increased taking. A slower period is anticipated for January. <i>Provisions will be made at year end to reflect the lottery claims to counteract the expenditure, which has been made during the year.</i>
	TOTAL	202,335	190,102	(12,233)	248,580	248,580	0	On track by year end.
<b>TOTAL COUNTRYSIDE</b>	<b>Expenditure</b>	<b>398,447</b>	<b>425,891</b>	<b>27,444</b>	<b>526,950</b>	<b>526,950</b>	<b>0</b>	
	<b>Income</b>	<b>(196,112)</b>	<b>(235,789)</b>	<b>(39,677)</b>	<b>(278,370)</b>	<b>(278,370)</b>	<b>0</b>	
	<b>TOTAL</b>	<b>202,335</b>	<b>190,102</b>	<b>(12,233)</b>	<b>248,580</b>	<b>248,580</b>	<b>0</b>	
<b>TOTAL HEALTH AND WELL-BEING</b>	<b>Expenditure</b>	<b>4,375,586</b>	<b>4,193,184</b>	<b>(182,402)</b>	<b>5,748,590</b>	<b>6,004,440</b>	<b>255,850</b>	
	<b>Income</b>	<b>(2,613,639)</b>	<b>(3,220,209)</b>	<b>(606,570)</b>	<b>(3,322,240)</b>	<b>(3,617,330)</b>	<b>(295,090)</b>	
	<b>TOTAL</b>	<b>1,761,947</b>	<b>972,975</b>	<b>-788,972</b>	<b>2,426,350</b>	<b>2,387,110</b>	<b>(39,240)</b>	
<b>TOTAL SSDC</b>	<b>Expenditure</b>	<b>56,821,120</b>	<b>54,086,936</b>	<b>(2,734,184)</b>	<b>75,766,380</b>	<b>75,824,960</b>	<b>58,580</b>	
	<b>Income</b>	<b>(43,451,743)</b>	<b>(44,267,873)</b>	<b>(816,130)</b>	<b>(58,202,580)</b>	<b>(58,332,260)</b>	<b>(129,680)</b>	
	<b>TOTAL</b>	<b>13,369,377</b>	<b>9,819,063</b>	<b>(3,550,314)</b>	<b>17,563,800</b>	<b>17,492,700</b>	<b>(71,100)</b>	

## Appendix B

The following virements should be noted:

<b>Value £</b>	<b>To</b>	<b>From</b>	<b>Description</b>
4,540	Cashiers	System Support	Re-allocation of budget
4,480	Payroll Adjustments	Building Control	Salary saving
8,060	Personnel Services	Workplace Nursery	Transfer of budget
5,000	Yeovil Recreation Centre	Healthy Lifestyles	Re-alignment of budget
9,530	Healthy Lifestyles	In It Together	Re-alignment of budget
6,720	Yeovil Recreation Centre Yeovil AGP	Recreational Development Fund	Transfer of budget
7,280	Payroll Adjustments	Planning Policy	Staff turnover savings
2,890	Payroll Adjustments	Development Control	Staff turnover savings
3,870	Careline	Welfare Benefits	Re-alignment of budget
10,000	Non Earmarked Reserves	Strategic Management	Carry forward funding no longer required

## Appendix C

### AREA RESERVES Quarter 3 2016/17

Allocation of Reserves	Approval Date	Approved Allocation	Balance 16/17	Transfer from Reserves during 2016/17
		£	£	£
<b>Area East</b>				
<b>Balance B/fwd 1st April 2016</b>			<b>60,190</b>	
Community Planning - Project Spend	Apr-05	50,000	26,930	
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			56,730	0
<b>QSP balance of Reserve</b>				<b>60,190</b>
<b>Unallocated Balance 31st December 2016</b>			<b>3,460</b>	
<b>Area North</b>				
<b>Balance B/fwd 1st April 2016</b>			<b>26,600</b>	
Support towards progressing affordable rural housing schemes	Mar-09	15,000	10,000	
Totals			10,000	0
<b>QSP balance of Reserve</b>				<b>26,600</b>
<b>Unallocated Balance 31st December 2016</b>			<b>16,600</b>	
<b>Area West</b>				
<b>Balance B/fwd 1st April 2016</b>			<b>49,640</b>	
Chard Hub	Jun-16		49,640	
Totals			49,640	0
<b>QSP balance of Reserve</b>				<b>49,640</b>
<b>Unallocated Balance 31st December 2016</b>			<b>0</b>	

(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 2016:

<b>Reserves</b>	<b>Balance as at 01/04/16 £'000</b>	<b>Movement £'000</b>	<b>Balance as at 31/12/16 £'000</b>
Usable Capital Receipts	34,984	134	35,118
Capital Reserve	1,055	37	1,092
Cremator Replacement Capital Reserve	663	(12)	651
Election Reserve	125		125
Risk Management Reserve	11		11
Wincanton Sports Centre Reserve	21		21
Local Plan Enquiry Reserve	82		82
Yeovil Athletic Track Repairs Fund	118	7	125
Planning Delivery Reserve	26		26
Bristol to Weymouth Rail Reserve	16		16
Save to Earn Schemes Reserve	50		50
Local Authority Business Growth Initiative Reserve	37	(5)	32
Yeovil Vision	110		110
IT Replacement Reserve	0	17	17
Insurance Fund	53		53
Transformation Reserve	411	1,178	1,589
Treasury Management Reserve	247	(147)	100
Local Plan Implementation Fund	125		125
Revenue Grants Reserve	682	(51)	631
MTFP Support Fund	4,958		4,958
Council Tax/Housing Benefits Reserve	1,105	(522)	583
Closed Churchyards Reserve	10	1	11
Health Inequalities	31		31
Deposit Guarantee Claims Reserve	9		9
Park Homes Replacement Reserve	165		165
Planning Obligations Admin Reserve	35		35
LSP	91	(8)	83
Artificial Grass Pitch Reserve	62		62
Business Support Scheme	165	(7)	158
Flooding Reserve	80	(80)	0
Infrastructure Reserve	962	(27)	935
NNDR Volatility Reserve	1,459	1,292	2,751
Ticket Levy Reserve	4	56	60
Waste Reserve	96	(96)	0
<b>Total Usable Reserves</b>	<b>48,048</b>	<b>1,767</b>	<b>49,815</b>

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 11

## **2016/2017 Capital Budget Monitoring Report for the quarter ending 31<sup>st</sup> December 2016**

*Executive Portfolio Holder:* Cllr Peter Seib, Finance and Legal Services  
*Assistant Director:* Donna Parham, Finance and Corporate Services  
*Finance Manager:* Catherine Hood, Finance Manager  
*Lead Officer:* Nicola Hix, Corporate / Management Accountant  
*Contact Details:* nicola.hix@southsomerset.gov.uk or 01935 462642

### **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 1<sup>st</sup> October 2016 to 31<sup>st</sup> December 2016.

### **Forward Plan**

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of February 2016.

### **Public Interest**

3. This report updates progress on capital expenditure in 2016/17.

### **Recommendation(s)**

4. That the District Executive: -
  - a) approve the revised capital programme spend as detailed in paragraph 6;
  - b) note the slippage over £50,000 in the capital programme as detailed in paragraph 8;
  - c) approve the virements of £30,000 outline in paragraph 9;
  - d) note the allocation of additional funding to be used within the capital programme as detailed in paragraph 11;
  - e) note the balance of capital receipts received for utilisation on the transformation programme in paragraph 12;
  - f) note the total land disposals to registered social landlords as detailed in paragraph 13;
  - g) note the balance of S106 deposits by developers held in paragraph 14;
  - h) note the current position with regard to funds held by the Wessex Home Improvement Loans as detailed in paragraph 15;
  - i) note the progress of individual capital schemes as detailed in Appendix A;
  - j) note the schemes that were approved prior to 2012, as detailed in Appendix B, and confirm approval for those projects that they wish to remain in the programme.

## Background

5. Full Council approved the Capital Programme in February 2016. 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 2016/17 has been revised from **£7.343 million** to **£5.721 million** for the following reasons: -

	16/17 £'000	17/18 £'000	18/19 £'000	19/20 £'000	20/21 £'000
<b>Capital Programme for 2016/17 onwards approved at DX in November</b>	<b>7,343</b>	<b>4,589</b>	<b>586</b>	<b>(312)</b>	<b>(312)</b>
Plus Area Reserve allocations to:					
Area East – Sutton Montis Village Hall Refurbishment	7				
Area East – Castle Cary - Purchase of Moat Garden	6				
Area East - Carymoor Environment Centre - Going underground project	5				
Area North - Equipment at Edgar Hall, Somerton	3				
Area East – Henstridge Village Hall Furniture	2				
Plus repayment of affordable housing grant	(175)				
Plus allocations from affordable housing reserve (PH Reports Nov 16)	60				
Less allocations returned to reserves	(8)				
Less slippage from 2016/17 forecast to slip into 2017/18 and beyond (re-profiling)	(1,522)	1,529	(7)		
<b>Revised Capital Programme for 2016/17 at 30<sup>th</sup> December 2016.</b>	<b>5,721</b>	<b>6,118</b>	<b>579</b>	<b>(312)</b>	<b>(312)</b>

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

## Capital Programme & Reserves

7. The current capital programme, contingent liabilities and reserves allocates £16.598 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)	11,793
Contingent Liabilities and Reserve Scheme	4,805
<b>Total Programme to be Financed</b>	<b>16,598</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.

The actual net position as at 30<sup>th</sup> December 2016 is net expenditure of £2,951,000. This is made up of actual expenditure being £5,084,000 less grants received in advance for various projects of £2,133,000.

The current forecast net spend by the year end is £5.721 million. Schemes which are expected to be delayed this year and are more than £50,000 and have slipped to 2017/18 include:

Project	Date Funding Originally Approved	Slippage to 2017/18 £'000	Reason for Delay
Affordable Housing - North Street, Crewkerne	Sep 16	520	Planning permission no yet obtained for site, and even if managed to be resolved and obtained they may not achieve enough to claim start on site tranche from us before financial year end.
Wyndham Park Community Facilities	Nov 14	400	Negotiations taking place with landowner adjacent to Wyndham Park.
Transformation	Mar 16	329	Initial spending projections have been revised during the development of the Transformation Programme Blueprint to allow for further market engagement.
Disabled Facilities Grants	Feb 15	100	Budget fully committed but progress on some jobs slow.

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

## Virements between Capital Projects

9. The table below shows the requested budget virements between projects within the capital programme.

Amount £'000	From	To	Reason
30	Capital works to council portfolio	Car Park Enhancements	Reallocation of funds to support car parking enhancements needed.
<b>30</b>	<b>Total Virement</b>		

## Projects agreed before 2012

10. There are number of schemes still in the capital programme where funding was agreed before 2012. Appendix B provides a reason for the delay in their progression. Members need to confirm their approval for the project to stay in the capital programme.

## Additional income

11. This section highlights any new funding or changes to external funding that have been received by the Council within the last quarter. All the income listed in the table below is S106 funding and the projects have been added to the capital programme.

Project	Additional funding received £'000
Octagon Theatre Lighting & Hearing	64
Grant to Merriott PC - Play & Pitch Improvements	28
Grant to Kingston View Play Area	13

## Flexible Use of Capital Receipts

12. Since the efficiency strategy was agreed, capital receipts of £99,000 have been received so far from the sale of property, that can be utilised for the revenue costs of the transformation programme.

## Disposals to Housing Associations

13. 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 Assistant Director – Finance and Corporate Services. The total disposals/leases of this nature agreed, since the policy began, now stands at £1.573 million.

## Section 106 (S106) Deposits by Developers

14. S106 agreements are legal agreements between Local Authorities and developers that are linked to a planning permission. The total balance held is £2,831,330. This is purely a South Somerset District Council financial summary, more detail on S106's is given to Area Committees on a quarterly basis.

## Wessex Home Improvement Loans (WHIL)

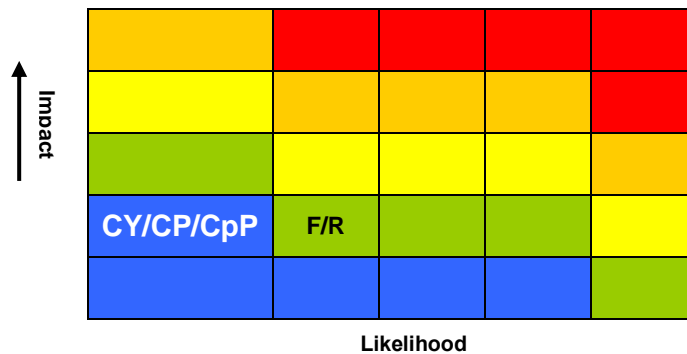
15. WHIL works in partnership with the Council to provide finance to homeowners for essential maintenance and improvement works to their property. Loans are increasingly replacing grants allowing the Council to re-circulate funds.
16. The Council has £672,989 of capital invested with WHIL. As at the end of December 2016 there was £374,784 on the loan book and £298,205 as available capital.

## Financial Implications

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

## Risk Matrix

18. This matrix only identifies the risk associated with taking the decision as set out in the report as the recommendations. Should there be any proposal to amend the recommendations by either members or officers at the meeting then the impact on the matrix and the risks it identifies must be considered prior to the vote on the recommendations taking place.



### 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

## Corporate Priority Implications

19. There are no specific implications in these proposals.

## 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.

## Background Papers

Revenue Quarterly Monitoring File  
Capital Monitoring File

	Original Date of Project Approval	Previous Years Spend £'000	In Year Monitoring				Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
			2016/17 Est Spend £'000	Actual Spend to 30/09/16 £'000	2016/17 Remaining Balance £'000	Revised Future Est Spend £'000			
<b>Chief Executive - Alex Parmley</b>									
<b>STRATEGIC MANAGEMENT</b>									
<b>Service Managers - Charlotte Jones / Andrew Gillespie</b>									
Transformation	March 16	0	0	0	0	1,315	1,315	A Gillespie / C Jones	Initial spending projections have been revised during the development of the Transformation Programme Blueprint to allow for further market engagement.
<b>Total Strategic Management</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,315</b>	<b>1,315</b>		
<b>FINANCE &amp; CORPORATE SERVICES</b>									
<b>Assistant Director - Donna Parham</b>									
<b>FINANCIAL SERVICES</b>									
<b>Service Manager - Catherine Hood</b>									
<b>Portfolio Holder - Cllr Peter Seib</b>									
Capital Salaries	Feb 13	2,715	50	0	50	0	2,765	D Parham	Figure to be calculated the end of the financial year as dependant on officer time on projects.
Loan to Somerset Waste Partnership for Vehicles	Oct 14	0	1,426	1,495	-69	-964	462	D Parham	Loan drawn upon during Qtr 2 and repayments have commenced.
Loan to Kingsdon Parish Council	April 15	0	0	0	0	0	0	D Parham	Loan no longer required - allocation of funding returned to capital balances.
Loan to Hinton St. George & Locality Rural Comm Services - Repayment	Oct 15	-1	-8	-6	-2	-36	-45	D Parham	Loan repayments being made as agreed.
<b>Total Finance &amp; Corporate Services</b>		<b>2,714</b>	<b>1,468</b>	<b>1,489</b>	<b>-21</b>	<b>-1,000</b>	<b>3,182</b>		

	Original Date of Project Approval	Previous Years Spend £'000	In Year Monitoring				Original Budget Allocation £'000	Project Officer	Responsible Officers comments on action on slippage and performance against targets
			2016/17 Est Spend £'000	Actual Spend to 30/09/16 £'000	2016/17 Remaining Balance £'000	Revised Future Est Spend £'000			
<b>ECONOMY</b>									
Assistant Director - Martin Woods									
<b>STRATEGIC HOUSING</b>									
Service Manager - Colin McDonald									
Portfolio Holder - Cllr Ric Pallister									
Affordable Housing - Millfield, Chard	April 13	0	98	98	0	0	98	C McDonald	Site completed and all funds paid over.
Affordable Housing - Rural exception, Misterton (Yarlington)	Oct 15	0	0	0	0	397	397	C McDonald	Still expected to be claimed in 2017/18.
Affordable Housing - Furnham Road Phase II, Chard (Knightstone)	Oct 15	0	0	0	0	120	120	C McDonald	Still expected to be claimed in 2017/18.
Affordable Housing - Westfield Academy 3 Bed Bung (Yarlington)	Oct 15	0	315	157	158	0	315	C McDonald	Scheme nearly completed therefore anticipated remainder will be claimed in this financial year.
Affordable Housing - Queensway, Yeovil (Stonewater)	Oct 15	0	162	0	162	0	162	C McDonald	Site expected to complete in 2016/17 and remaining funds claimed.
Affordable Housing - Bought not built Allocation	Sept 14	99	0	0	0	201	300	C McDonald	Still expected to be claimed in 2017/18.
Affordable Housing - Mortgage Rescue Contingency Fund	Sept 14	0	0	0	0	277	277	C McDonald	Still expected to be claimed in 2017/18.
Affordable Housing - West Hendford, Yeovil	April 15	0	1	0	1	374	375	C McDonald	Allocation reduced by DX to cover underwriting of Learning Disabilities element only as detailed in report to DX last month.
Affordable Housing - North Street, Crewkerne	Sept 16	0	0	0	0	1,040	1,040	C McDonald	Planning permission no yet obtained for site, and even if managed to be resolved and obtained they may not achieve enough to claim SoS tranche from us before financial year end so unlikely any claim will be in this financial year, therefore re-profiled to 17/18.
Affordable Housing - Repayment of Grant for Newton Rd (Signpost)	Dec 15	0	-175	-175	0	0	-175	C McDonald	Repayment of grant originally paid to Signpost for the flats within the Creamery building in Newton Road.
Affordable Housing - Purchase of 1 x 3 Bed House, Chard (Magna)	Nov 16	0	37	0	37	0	37	C McDonald	Still anticipated that purchase will be made this financial year once legal work completed.

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Purchase of 45-50 Lavers Oak, Martock	April 15	413	16	8	8	26	455	C McDonald	Remaining balance used for enhancement works needed to properties which have now started.
Purchase of 2 x 5 Bed House for Leasing	Sept 16	0	487	0	487	0	487	C McDonald	Portfolio holder report approved September 16.
<b>ECONOMIC DEVELOPMENT</b> <b>Service Manager : David Julian</b> <b>Portfolio Holder - Cllr Jo Roundell-Greene</b>									
Yeovil Innovation Centre Phase II	Feb 16	0	-233	15	-248	1,525	1,292	D Julian	Some invoices now going through for the Design & Project Mangement team. There will be also be fees for Planning, Building regs, Environmental survey, Travel Plan in January. The Travel Plan is likely to result in some remedial work needed to the pavements and roadways around YIC but this is likely to be in the latter part of the financial year. All being well, construction will begin in May 2017 and should be completed by March 2018. The whole project is still within timeframe and within budget.
Yeovil Innovation Centre Car Park Facilities	Feb 16	0	120	88	32	0	120	D Julian	Car parking spaces formed and in use, although there are some works still outstanding on landscaping & invoices for lighting. Anticipate completed in March / April.
<b>Total Economy</b>		<b>512</b>	<b>828</b>	<b>191</b>	<b>637</b>	<b>3,960</b>	<b>5,300</b>		

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<b>COMMUNITIES</b>									
Assistant Directors - Helen Rutter & Kim Close									
<b>AREA SOUTH</b>									
Service Manager - Natalie Ross									
Area Chairman - Cllr Peter Gubbins									
Reckleford Gyratory (Eastern Gateway)	Feb 07	1,633	88	0	88	0	1,721	N Ross	Report to Yeovil Vision Board in January to discuss way forward with respect to the remaining budget.
Local Delivery Vehicle (linked to Yeovil Vision)	Feb 09	66	0	0	0	34	100	N Ross	Remaining budget moved to 17/18 is to be allocated to Yeovil Vision projects. £5k has been allocated by the Yeovil Vision Board towards improvements to the signage from National Tyres by County Council.
Foundry House	April 99	879	0	0	0	4	883	N Ross	Project to be identified to spend remaining money in line with DCLG grant. Budget reprofiled to 17/18.
5 Additional CCTV Cameras in Yeovil	Aug 14	18	11	15	-4	0	29	S Brewer	Scheme completed and final invoices paid out in October 16.
Wyndham Park Community Facilities	Nov 14	0	0	0	0	400	400	N Ross	Negotiations taking place with landowner adjacent to Wyndham Park. Reprofiled to 17/18.
Area South Committee Allocation		0	0	0	0	15	15	K Close	Updates reported to Area Committee.
<b>AREA NORTH</b>									
Service Manager - Sara Kelly									
Area Chairman - Cllr Clare Aparicio Paul									
Grant to Curry Rivel VH - Hearing Loop & Toilets	Sep16	0	0	0	0	0	0	S Kelly	S106 grant paid over for £9,540.
Area North Committee Allocation		22	145	30	115	0	167	N Ross	Updates reported to Area Committee.

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<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	0	0	0	11	11	P Williams	Settlement negotiated with landowner - solicitor instructed and legal work underway. At present it is still hoped this can be completed this financial year.
Enhancements to Waterside Rd, Wincanton	Feb 08	0	0	0	0	24	24	P Williams	Programming to be revised following above.
Area East Committee Allocation		2	81	23	58	0	83	T Cook	Updates reported to Area Committee.
<b>AREA WEST</b>									
<b>Service Manager - Zoe Harris</b>									
<b>Area Chairman - Cllr Carol Goodall</b>									
Market Towns Visions	Feb 06	368	64	1	63	0	432	H Rutter	
Grant to Ilminster Sports Club	Apr 16	0	0	0	0	0	0	Z Harris	£5K grant fully paid over for project.
Grant to Merriott Village Hall	Apr 16	0	0	0	0	0	0	Z Harris	£10K grant fully paid over for project.
Area West Committee Allocation		5	141	29	111	0	146	Z Harris	Updates reported to Area Committee.
<b>Total Communities</b>		<b>2,993</b>	<b>530</b>	<b>98</b>	<b>431</b>	<b>488</b>	<b>4,010</b>		
<b>ENVIRONMENT</b>									
<b>Assistant Director - Laurence Willis</b>									
<b>ENVIRONMENTAL HEALTH</b>									
<b>Service Manager - Alasdair Bell</b>									
<b>Portfolio Holder - Cllr Ric Pallister</b>									
Disabled Facilities Grants (Expenditure)	Feb 13	3,473	-238	-493	255	100	3,335	A Bell	Approx £984K external funding received from Better Care Fund. Spend of £491K so far this year. Budget fully committed but progress on some jobs slow-slight underspend of £100K anticipated and reprofiled into 17/18.
Empty Property Grants	Feb 15	1,118	123	66	57	0	1,241	A Bell	Budget fully committed and full spend anticipated.



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Home Repairs Assistance	Feb 15	1,246	60	45	15	18	1,324	A Bell	Budget not fully committed and small underspend of £18K predicted reprofiled into 17/18.
HMO Grants	Feb 15	554	46	16	30	13	613	A Bell	Budget not fully committed and same underspend of £13K predicted and reprofiled into 17/18.
Loan Scheme for Somerset	Feb 13	385	0	0	0	0	385	A Bell	Funding reallocated to other budgets last quarter.
Upgrade link of Civica, Indigo, ESG System	June 15	27	0	0	0	0	27	V Dawson	Project complete - £6K underspend returned to balances.
Remediation of Whatley Gasworks	June 16	0	0	0	0	0	0	V Dawson	Budget of £66k externally funded. Works complete and budget fully utilised.
<b>ENGINEERING AND PROPERTY SERVICES</b>									
<b>Service Manager - Garry Green</b>									
<b>Portfolio Holder - Cllr Henry Hobhouse</b>									
Car Park Enhancements	Feb 14	97	37	0	37	0	134	G Green	Enhancement works to be scheduled for later in financial year.
Intelligent Enforcement Car Park Adaptions	May 16	0	20	0	20	0	20	G Green	Delay in agreeing contract terms for project to proceed.
New Car Parks	Feb 08	368	100	123	-23	342	810	G Green	Delay in progressing Milers Garage site due to potential larger scale project with adjacent landowners
Capital Works to Councils Portfolio	Various	216	267	50	217	166	649	G Green	Projects identified for 16/17 from approved capital programme. Largest project for 16/17 is the replacement of the Fire & Intruder Alarm across many sites - this has now started to progress.
Adaptions for lease of floor at Churchfields	Sept 14	38	0	0	0	0	38	G Green	Project completed.
Gas Control System - Birchfield	Feb 13	121	25	5	20	469	615	G Green	Investigation on dissolved lechate and gas extraction requirements is ongoing and to consider now report received detailing short/medium term gas control options.

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Transfer of Castle Cary Market House	Apr 16	0	45	3	42	0	45	G Green	Ongoing works to complete and remainder used as dowry payment to Town Council.
Tolbury Mill Roof		0	0	-4	4	0	0	G Green	Works completed, final assessment of costs to be checked through.
Bus Shelters in South Somerset	Jun 16	0	40	30	10	0	40	G Green	Purchase made.
Yeovil Crematorium	Feb 16 2012/13	542	59	0	59	23	624	G Green	Individual items under review before works undertaken, ongoing monitoring and placing of orders where work necessary.
<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	0	127	117	10	0	127	S Fox	Expenditure is on target to complete works within this financial year.
<b>Total Environment</b>		<b>8,185</b>	<b>711</b>	<b>-42</b>	<b>753</b>	<b>1,131</b>	<b>10,027</b>		
<b>HEALTH &amp; WELL-BEING</b>									
<b>Assistant Director - Steve Joel</b>									
<b>ARTS AND ENTERTAINMENT</b>									
<b>Service Manager - Adam Burgan</b>									
<b>Portfolio Holder - Cllr Sylvia Seal</b>									
Octagon Theatre - Upgrade to Toilets (Gents & Backstage)	June 15	59	4	1	3	0	63	A Burgan	Project on schedule - will be completed by end of financial year.
Octagon Theatre Stage Dimmer Lighting	Feb 16	0	0	0	0	64	64	A Burgan	Work will take place over summer period due to need for extended period with no performances to be carried out.
Octagon Theatre Lighting & Hearing	Dec 16	0	0	-64	64	0	0	A Burgan	Project on schedule - will be completed by end of financial year.
Westland Leisure Complex	Oct 15	0	1,816	885	931	-248	1,568	S Joel	Works on sports complex complete with just some minor snagging, but site is operational. Complex progressing, with any unforeseen issues being reviewed as they arise. There may be some further call on capital to finalise the project and this will be reported and requested as soon as the figures are finalised. Full update to be taken to committee in March.
Westlands Sports & Pavilion	Oct 15	0	93	307	-214	0	93	S Joel	

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<b>COMMUNITY HEALTH AND LEISURE</b>									
Service Manager - Linda Pincombe									
Portfolio Holder - Cllr Sylvia Seal									
Community Play Schemes (Lavers Oak)	Feb 07	477	3	3	0	0	480	R Parr	Schemes completed.
Multi Use Games Area	Feb 08	310	0	0	0	70	380	R Parr	Quotation documents and pre application advice being sought for scheme at Bruton. Not going to be completed this financial year therefore re-profiled budget of £35K into 17/18.
Grants for Parishes with Play Area	Feb 08	453	16	-12	28	0	469	R Parr	Rickhayes, Wincanton is largely complete, awaiting final castle feature construction dependent on new ground settlement to ensure good foundation, likely to be in the spring. Decisions about final spend at Ilton cannot be made until conveyance of new recreational ground concluded.
Grant to Kingston View Play Area	Feb 15	2	11	10	1	0	13	R Parr	Mainly completed, just small balance trail to be completed in the spring once the mounding is settled.
Grant for Stoke Sub Hamdon Recreational Ground	Qtr 3 14/15	0	0	0	0	10	10	R Parr	No progress at this stage. Re-profile to 17/18.
Grant for Skate Park at Horton	Qtr 3 14/15	0	0	0	0	5	5	R Parr	The Parish Council have decided not to progress this project. Funding will be reemployed to new youth facilities project for 17/18.
Wyndham Park Play Area Equipment	S106	0	3	12	-9	0	3	R Parr	Complete.
Eastfields, Cuckhoo Hill Play Area Equipment	S106	0	0	0	0	0	0	R Parr	S106 funding of £55K. Spend so far £12K. Awaiting quotes in January, with orders to be placed and start on site expected spring.
Jarman Way, Chard - Play Area Equipment	S106	0	0	0	0	0	0	R Parr	S106 funding of £36K. Awaiting tree preservation application. Going to be in 17/18.

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Grass Royal Play Area	Feb 16	0	0	0	0	10	10	R Parr	Scheduled for completion in 17/18.
Cavalier Way Play Area	S106	0	0	0	0	0	0	R Parr	S106 funding of £5K. All complete and funding paid over.
Grant to Winterhay Lane Play Area Equipment	May 16	0	0	0	0	0	0	R Parr	S106 funding of £7K. All complete and funding paid over.
Monksdale Play Area - Equipment	Sept 16	0	0	-7	7	0	0	R Parr	S106 funding of £15K. Project underway with £7K spend so far. Will be completed by year end.
Grant to Castle Street Playing Fields, Keinton Mandeville	Nov 16	0	0	-7	7	0	0	R Parr	S106 funding of £7K. Scheduled for completion in 17/18.
Minchington Play Area Equipment	Nov 16	0	0	-8	8	0	0	R Parr	S106 funding of £9K. Scheduled for completion in 17/18.
Synthetic Grass Pitch	Feb 07	812	0	0	0	5	817	L Pincombe	Delayed due to contractor availability, therefore remaining budget re-profiled to next financial year so can be used early spring.
Year Rec - Phase 2 Works (Pitch & Putt Fencing)	Feb 05	31	0	0	0	7	38	L Pincombe	This money is earmarked for the replacement of the pitch and putt carpets, however due to a good maintenance regime, the carpets have lasted longer than expected. Budget for future years.
Grant to Henhayes Sports & Community Centre	Feb 10	252	0	0	0	14	266	L Pincombe	Delayed due to other urgent Town Council projects taking priority. Profiled for 17/18.
Grant to Huish Episcopi Academy AGP	Mar 15	0	0	1	-1	0	0	L Pincombe	All capital paid and only £490 of S106 received is available to the applicant at the present until more S106 is received.
Grant to Westfield AGP	Feb 14	35	21	0	21	0	56	L Pincombe	Final payment withheld pending completion of community use agreement.
Grant to Milborne Port Rec Changing Rooms	March 14	0	0	0	0	0	0	L Pincombe	Still awaiting final claim from Parish Council. Paperwork required was clarified via email in June 2016.
Grant to Ilminster Football Club	Feb 15	0	50	36	14	0	50	L Pincombe	Further claim from Ilminster Town Council received January 2017 and further payment is therefore pending subject to the normal checks.
Grant to Ilminster Football Club Cricket Square	June 15	0	0	0	0	0	0	L Pincombe	S106 grant of £15K now paid over therefore all complete.

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Upgrade Joanna France Building	Feb 16	0	0	0	0	27	27	L Pincombe	Initial external funding bid unsuccessful due to number of applications. New Sport England funding streams become available January 2017 and it is anticipated that a new application will be lodged as the project is still necessary. Budget re-
Grant for Chard Town Council Jocelyn Park	S106	0	0	0	0	0	0	L Pincombe	£6K S106 grant fully paid over for scheme therefore completed.
Grant to Donald Pither Memorial Ground, Castle Cary	June 16	0	0	0	0	0	0	L Pincombe	S106 funding of £16K paid over for scheme therefore completed.
Grant to Bab Cary Playing Field Committee	June 16	0	0	0	0	0	0	L Pincombe	Small £1K S106 grant fully paid over for scheme therefore completed.
Grant to Henstridge PC - Pitches Improvements	Sep 16	0	0	-20	20	0	0	L Pincombe	S106 funding of £20K. Acceptance of funding offer received and work due to start shortly.
Grant to Merriott PC - Play & Pitch Improvements	Nov 16	0	0	0	0	0	0	L Pincombe	Final funding offer to be finalised and agreed with Parish Council January 2017.
Hard Hill Road Improvements	Feb 16	0	20	15	5	0	20	K Munday	Main tarmac improvements completed in April 2016 with associated linemarking and traffic calming completed later in 2016. Final repairs to car park surfaces and delimitation to be made in March 2017 using balance.
Dual Use Sport Centre Grants	Feb 05	213	40	35	5	0	253	S Joel	Holyrood AGP have been paid £45k out of £50k (90%) awarded. Awaiting compliance on all aspects of the funding award before final payment.
Wincanton Community Sports Centre 10 year plan	Sept 12	108	35	28	7	35	178	S Joel	Enhancements have been made to the air conditioning units on site. Remaining spend may fall into 17/18 but unsure at present.
Goldenstones 10 Year Plan	Mar 16	0	45	0	45	0	45	S Joel	Spend profiled for second half of the year.
Huish Episcopi Swimming Pool	Apr 16	0	27	0	27	180	207	S Joel	S106 allocated of £153K, means total budget of £180K for 2016/17. Likely to be claimed in later part of financial year once works commenced.
<b>Total Health &amp; Well-being</b>		<b>2,752</b>	<b>2,184</b>	<b>1,215</b>	<b>969</b>	<b>179</b>	<b>5,115</b>		
<b>Total Capital Programme</b>		<b>17,156</b>	<b>5,721</b>	<b>2,951</b>	<b>2,769</b>	<b>6,073</b>	<b>28,949</b>		

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**Reserve Schemes Awaiting new Appraisal but Approved in Principle**

Old Town Station Reserve	0	0	0	321
Market Towns Vision	0	0	0	300
ICT Reserve	77	0	77	200
Affordable Housing - Unallocated	0	0	0	571
Affordable Housing - Rural Contingency Fund	0	0	0	500
Investment in Market Housing	0	0	0	1,882
Transformation	0	0	0	1,185
Feasibility Fund - Unallocated	0	0	0	0
Contingency for Plant Failure	0	0	0	199
Home Farm, Somerton	0	0	0	98
Lufton 2000 - All Phases	0	0	0	-1,016
Sports Zone- Inc	0	0	0	-50
Gypsy & Traveller Acquisition Fund	0	0	0	50
Infrastructure & Park Homes, Ilton - £60K Grant for MUGA	0	0	0	0
Infrastructure & Park Homes Contingency	0	0	0	54
<b>Total</b>	<b>77</b>	<b>0</b>	<b>77</b>	<b>3,094</b>

**Area Reserve Schemes Awaiting Allocation But Approved in Principle**

North	22	0	22	155
South	0	0	0	191
East	15	0	15	14
West	6	0	6	32
<b>Total</b>	<b>42</b>	<b>0</b>	<b>42</b>	<b>392</b>

Capital Programme	5,721	2,951	2,769	6,073
Contingent Liabilities and Reserve Schemes	119	0	119	4,686
<b>Total Programme to be Financed</b>	<b>5,840</b>	<b>2,951</b>	<b>2,889</b>	<b>10,758</b>

### Projects agreed before 2012

The table below highlights the schemes agreed before 2012, and provides a reason for the delay in their progression. Members need to confirm their approval for the project to stay in the capital programme.

Project	Date Funding Agreed	Original Budget £'000	Remaining Budget £'000	Reason for Delay (Update from Officer)	Risks of not retaining funding (Update from Officer)
New Car Parks	Feb 08	818	442	<p>Delays in progressing Millers Garage site.</p> <p>The purchase of Somerton Surgery has now been made and adaptations nearly finished on turning this into a car park.</p>	The Council would not be able to meet its requirements under the car parking strategy.
Land Acquisition & Enhancement at Waterside Road	Feb 08	35	35	<p>Settlement negotiated with landowner - solicitor instructed and legal work underway. At present it is still hoped this can be completed this financial year.</p> <p>Really good progress made on this.</p>	These works and our ability to exercise the option to acquire a car parking area would not happen if the capital allocation is withdrawn. The consequence would be long term decline of this amenity area and increased risk from the unmaintained area. Portfolio view is that we negotiate with the owner on a value of the car park area and proceed with this asap.
Market Towns Vision	Feb 06	438	63	<p>MTIG was modelled on the concept of a local brokering table. Specific Capital Investment Programmes emerge through opportunity and negotiation. The total amount made available through MTIG is more like the capital programme managed in each of the Areas and will contain unallocated balances. It is not one scheme and does not have an end date as such and so has not been delayed in any formal sense.</p> <p>Delivery is dependent on local capacity to champion schemes and public sector capacity to engage with delivery issues – e.g Coach Parking – both of which can be limited at times.</p>	The budget remains central to the continuation of this collaborative work. If the capital funds were withdrawn, the raison d'être for the MTIG would disappear. The rate of spending is mostly determined by the capacity of SSDC, town councils and local regeneration groups to organise and deliver sound schemes together. This is limited by a variety of local and district wide circumstances. Measures to increase that capacity are possible but would require either increased revenue spend or a further review and re focussing of Area Development Work in North, West and East to invest more in the specific development of MTIG.

Project	Date Funding Agreed	Original Budget £'000	Remaining Budget £'000	Reason for Delay (Update from Officer)	Risks of not retaining funding (Update from Officer)
Reckleford Gyratory	Feb 07	1,721	88	Report to Yeovil Vision Board in January to discuss way forward with respect to the remaining budget.	The Council would not be able to meet its requirements to develop this area of Yeovil.
Local Delivery Vehicle (Yeovil Vision)	Feb 09	100	34	£5k has been allocated by the Yeovil Vision Board towards improvements to the signage from National Tyres by County Council but this is yet to be paid out.	Remaining budget to be allocated to Yeovil Vision projects.
Foundry House	Apr 99 *	883	4	* Subsequent reports to DX since this date.	New project to be identified to spend remaining money in line with DCLG grant.
Dual Use Sports Grants	Feb 05	260	5	Holyrood AGP have been paid £45k out of £50k (90%) awarded. Awaiting compliance on all aspects of the funding award before final payment made but will be 2016/17.	The reputational damage would be extremely detrimental to the future dual use provision at this site. SSDC has made them a definite offer of funding which we need to honour providing they meet the necessary conditions.
Multi Use Games Area's	Feb 08	370	70	Quotation documents and pre application advice being sought for scheme at Bruton. Not going to be completed this financial year therefore re-profiled budget of £35K into 17/18.  Assessment of allocation of remainder of funding still to be carried out.	The Council would be unable to provide financial support MUGA projects it has promoted. The reputational damage would be high in both communities.
Grants for Parishes with play	Feb 08	718	28	Rickhayes, Wincanton is largely complete, awaiting final castle feature construction dependent on new ground settlement to ensure good foundation, likely to be in the spring.  Decisions about final spend at Ilton cannot be made until conveyance of new recreational ground concluded.	The Council would be unable to financial support parish play area projects it has promoted and where local expectations have been raised.  Non-payment of contracts would place Parish Councils in breach of contract. Children may be put at risk. The reputational damage would be high.



# Agenda Item 12

## **Public Space Protection Order for dog fouling, dogs on leads and dog exclusion area**

*Executive Portfolio Holder:* Carol Goodall, Environmental Health, Health and Safety  
*Assistant Director:* Laurence Willis, Assistant director (Environment)  
*Service Manager:* Alasdair Bell, Environmental Health manager  
*Lead Officer:* Vicki Dawson, Principal Environmental Protection Officer  
*Contact Details:* Vicki.dawson@southsomerset.gov.uk or 01935 262546

### **Purpose of the Report**

1. For members to agree to the approval of two Public Space Protection Orders; one for dog fouling and dogs on leads across the district and one for dog exclusion at the fenced area at Yeovil Country Park.

### **Forward Plan**

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of 2<sup>nd</sup> February 2017.

### **Public Interest**

3. In May 2011 the Council introduced a Dog Control Order to allow it to deal with dog fouling. The order made it an offence to not pick up dog foul on designated land across the district. A second Order created an offence if a person did not comply with a request from an authorised officer to put and keep their dog on a lead. A third Order excluded dogs from designated land around the play area at Yeovil Country Park. Without these orders in place Council officers would not be able to take action against persons not clearing up after their dogs.
4. In March 2014 a new piece of legislation came into force called the Anti-Social Behaviour Crime and Policing Act 2014. Under this Act Councils are required to replace any Dog Control Orders with a new order called a Public Space Protection Order if they still want the control to continue. As it is still believed there is a need for the controls to remain in place, this report is seeking the authority to make the change.

### **Recommendations**

- a. That the District Executive agree to introduce the two new Public Space Protection Orders as set out in Annex 1
- b. That the District Executive agree to setting the level of fixed penalty notices for contravening the Public Space Protection Orders at £80, reduced to £50 if paid within 10 days.

### **Background**

5. In November 2010 Full Council considered a report on the introduction of three Dog Control Orders (DCO) under part six of The Clean Neighbourhoods and Environment Act 2005 (CNEA). The DCOs were modelled on (but extended) the provisions of the Dogs (Fouling of Land) Act 1996. The CNEA gave powers to the Council to deal with dog fouling and other dog control matters across the District. The Dog Control Orders were agreed and introduced in May 2011.

6. The DCOs allow Council Officers to take action against persons who do not clear up after their dogs if they have fouled on any designated land. This is usually done by way of a fixed penalty notice. Officers will patrol known hot spots to help prevent problems arising and most people are now aware that allowing dogs to foul is an offence. In addition the DCOs allow our enforcement officers to require dog owners to put their dog on a lead if they feel it is necessary for keeping the dog under control. The area around Yeovil Country Park is also designated as a dog exclusion area.
7. In March 2014, the Anti-Social Behaviour Crime and Policing Act 2014 (The Act) was introduced. This Act introduced a range of new powers to deal with anti-social behaviour. One of the new provisions introduced was the ability to use Public Space Protection Orders (PSPO). These are intended to deal with a particular problem in a particular area and to ensure that the majority of the public can use and enjoy public spaces safe from anti-social behaviour.
8. The Act also repealed the ability to make Dog Control Orders and required that where any existed, and were still required, that they be replaced by a PSPO.

### **PSPO process**

9. In order to introduce a PSPO the Council must be satisfied that three tests are met, namely;
  - a) the behaviour to be restricted is having, or is likely to have, a detrimental effect on the quality of life of those in the locality
  - b) the behaviour is continuing or persistent, and
  - c) the behaviour is unreasonable
10. The existence of dog foul in an area is commonly regarded as being detrimental, both in terms of the unpleasantness of its visual appearance, its odour and the disgust if one is unfortunate enough to step in it, but more importantly its health impacts and the transmission of disease. Despite the current controls, the Council continues to receive regular complaints regarding dog fouling. Last year (2015/16) there were over 300 complaints received across the district, and there have been over 160 since April 2016. Whilst the vast majority of dog owners are responsible and clear up after their dogs, but there remain a minority who disregard the law. Whilst it is acknowledged that enforcement of the provisions is increasingly difficult, if the Control orders did not exist at all we believe it would send out the wrong message that we do not take this kind of irresponsible and anti-social behaviour seriously, and the situation would gradually deteriorate. The criteria for introducing a PSPO for dog fouling are therefore met.
11. It is recognised that allowing people and dogs to socialise together can be rewarding for all, however, it is also known that where dogs are not under proper control this can be alarming and intimidating for both adults and children. We receive 50 to 100 complaint a year regarding dog behaviour that has caused such alarm or distress, again providing evidence that this order is still required. The ability to require dogs to be put on a leads allows a targeted approach to tackle individuals who allow their dogs to run out of control, without impacting on the vast majority of responsible dog owners.
12. With regard to the exclusion area at Yeovil Country Park this has allowed safe management of a particularly sensitive area of the site. Wildfowl on the lake area have been able to flourish, with greatly reduced numbers of dog attacks. With dogs excluded the issue of fouling is almost removed, and definitely greatly reduced, thus enabling safe and clean access for people with young children, and those visitors using wheeled mobility vehicles and wheel

chairs that visit this particular area of site. There are alternative routes around the exclusion area and it is believed a continued exclusion area is justified.

## **Consultation**

13. As part of the formal process to designate a PSPO there is a requirement to undertake consultation with appropriate interested parties and stakeholders. This consultation took place during November, December and January, including Avon and Somerset Constabulary, Kennel Club and Town and Parish Councils. The consultation was also on the Council website. As a result comments were received from 22 parties, 18 of these from Town and Parish Councils. All comments were positive and supported the proposed PSPOs.
14. Of note were comments from the Kennel Club who did raise a concern regarding the lack of exemption for assistance dogs for the dog exclusion PSPO, as there had been an exclusion in the DCO. This was an oversight in drafting the PSPO and the proposed PSPO attached includes an exemption for assistance dogs. The Kennel Club also advocate the use of other measures for tackling dog issues alongside the PSPO, including Acceptable Behaviour Contracts, Community Protection Notices and advice and guidance on training. All these measures are available to and used by the relevant officers as appropriate.
15. Also comments from the Countryside Manager strongly support the dog fouling and dogs on lead by direction PSPO on public land owned and managed by the service. In addition to the concerns outlined above there have been issues with dog attacks on sheep resulting in 5 to 15 ewes killed each year. It is noted that '...a new PSPO would enable the ranger team and enforcement officers to better manage the few irresponsible owners utilising the sites, and ensure that the sites are safe and pleasant for everyone to access'.
16. A question was also raised by West Camel Parish Council regarding the possibility of requiring dog walkers to produce a dog-poo bag on request as part of the PSPO requirements and it becoming an offence not to do so. Officers have considered this proposal and do not wish to include it as a formal requirement at this time, however, such requests can be made informally as a part of their normal patrolling duties.

## **Offences**

17. Non-compliance with the requirements of a PSPO is an offence, as it is with non-compliance of the requirements of the DCOs. The penalty, on conviction in a Magistrates Court, for committing an offence is a maximum fine of level 3 on the standard scale (currently £1000). As with the DCOs, the opportunity to pay a fixed penalty notice can be offered as an alternative to prosecution. The fixed penalty notice for DCO offences is currently set at £80, reduced to £50 if paid within 10 days. The statutory maximum amount that a fixed penalty can be set at, for an offence of contravening the PSPOs, is £100. It is proposed to leave the penalty at £80 reduced to £50 for early payment, as this is believed to be proportionate and reasonable.

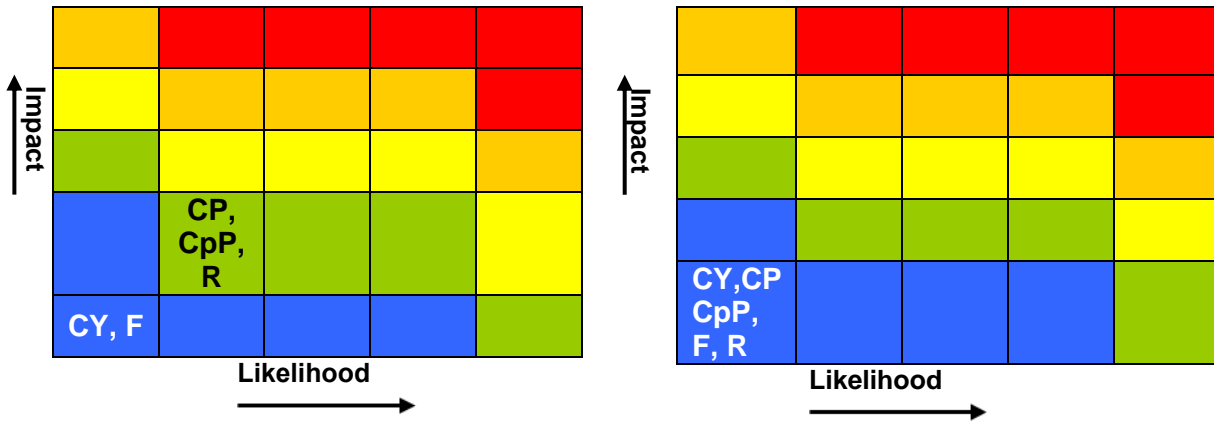
## **Financial Implications**

18. As the enforcement of the PSPOs would be the same as enforcement of the existing DCOs, there are no financial implications to the Council.

## **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 proposals in this report support the Councils Aims :

- To protect and enhance the quality of our environment

It also supports the Councils priorities to:

- Maintain Country parks and open spaces to promote good mental and physical health
- Keep streets and neighbourhoods clean and attractive

**Carbon Emissions and Climate Change Implications**

No implications for carbon emissions or climate change have been identified

**Equality and Diversity Implications**

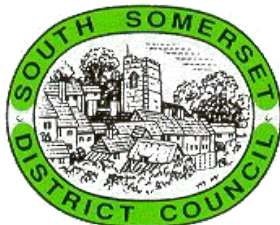
An equality impact assessment has been completed. This is attached at Annex 1.

**Privacy Impact Assessment**

No privacy implications have been identified.

**Background Papers**

- The Fouling of Land by Dogs (Specified land within the administrative area of South Somerset) Order 2011
- The Dogs on Leads by Direction (Specified land within the administrative area of South Somerset) Order 2011
- The Dogs Exclusion (Land at the fenced lower lake area at Nine Springs in Yeovil Country Park) Order 2011



## **The Anti-social Behaviour, Crime and Policing Act 2014**

### **Public Spaces Protection Order**

South Somerset District Council – The Dogs Exclusion (Land at the fenced lower lake area at Ninesprings in Yeovil Country Park) Public Spaces Protection Order 2015

South Somerset District Council in exercise of its powers under Section 59 and 72 of the Anti-social Behaviour, Crime and Policing Act 2014 (“the Act”) hereby make the following order:-

**THIS ORDER** is made by South Somerset District Council (“the Council) because the Council is satisfied on reasonable grounds that;

- activities carried on or likely to be carried on in a public place have had or are likely to have a detrimental effect on the quality of life of those in the locality
- the effect or likely effect of the activities is or is likely to be, of a persistent or continuing nature,
- the effect or likely effect of the activities is or is likely to be, such as to make the activities unreasonable, and
- justifies the restrictions imposed by the notice

**The Public Open Space** to which this order applies is the fenced lower lake area at Nine Springs, in Yeovil Country Park in the administrative area of South Somerset and is referred to as (“the restricted area”) as shown edged green on the attached plan.

**This Order** comes into force on (DATE TO BE CONFIRMED FOLLOWING CONSULTATION) 2016

### **The Requirement**

#### **1. No Dogs in the restricted area**

A person in charge of a dog shall not take it onto or permit it to enter or to remain on, any land to which this Order applies – unless

- a) He has a reasonable excuse for doing so; or
- b) The owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his doing so.

Nothing in this requirement applies to a person who –

- a) Is registered as a blind person in a register compiled under section 29 of the National Assistance Act 1948; or
- b) Is deaf, in respect of a dog trained by Hearing Dogs for Deaf People (registered charity number 293358) and upon which he relies for assistance; or

- c) Has a disability which affects his mobility, manual dexterity, physical co-ordination or ability to lift, carry or otherwise move everyday objects, in respect of a dog trained by a prescribed charity and upon which he relies for assistance. In this requirement 'Prescribed Charity' means a charity listed as a member to Assistance Dogs UK (registered charity no 1119538)

For the purposes of this requirement

- a) A person who habitually has a dog in his possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dog;

### **Reasons for requirement 1**

To protect the public, any other animal or the wildlife from any nuisance, disturbing or harassing behaviour from the dog

## **2. Dogs on Leads by order**

A person in charge of a dog shall at any time within the restricted area comply with a direction given to him by an authorised officer of the council, a police officer or police community support officer (PCSO) to put and keep the dog on a lead unless;

- a) he has reasonable excuse to fail to do so; or
- b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so;

An authorised officer (an employee of the authority who is authorised in writing by the Authority for the purposes of giving directions under this order), police officer or PCSO may only give a direction under this order if such restraint is reasonably necessary to prevent a nuisance or behaviour by the dog that is likely to cause annoyance or disturbance to any other person, or to a bird or any other animal.

### **Reason for requirement 2**

To protect the public, any other animal or the wildlife from any nuisance, disturbing or harassing behaviour from the dog.

### **Duration of Order**

This order shall remain in force for a period of three years unless extended under section 60 of the Act 2014

## **Appeal**

An interested person may apply to the High Court to question the validity of this order on the ground that the local authority did not have power to make the order or that it has not complied with a requirement of the Act. An Appeal must be made within 6 weeks of the date on which the order is made.

Dated .....

The Common Seal of etc

.....  
Solicitor to the Council

## **For Information**

Offences – s67 of the Act

- 1) It is an offence for a person without reasonable excuse-
  - a) to do anything that the person is prohibited from doing by a public spaces protection order, or
  - b) to fail to comply with a requirement to which the person is subject under a public spaces protection order.
- 2) A person guilty of an offence under this section is liable on summary conviction to a fine not exceeding level 3 on the standard scale.
- 3) A person does not commit an offence under this section by failing to comply with a prohibition or requirement that the local authority did not have power to include in the public spaces protection order.

Fixed Penalty – s68 of the Act

A constable or authorised person may issue a fixed penalty notice to anyone he or she believes has committed an offence by not compiling with a requirement of this order. You will have 14 days to pay the fixed penalty of £XXX. If you pay the fixed penalty within the 14 days you will not be prosecuted.



## **The Anti-social Behaviour, Crime and Policing Act 2014**

### **Public Spaces Protection Order**

South Somerset District Council – The Fouling of Land by Dogs, and Dogs on Leads by Direction  
Public Spaces Protection Order 2015

South Somerset District Council in exercise of its powers under Section 59 and 72 of the Anti-social Behaviour, Crime and Policing Act 2014 (“the Act”) hereby make the following order:-

**THIS ORDER** is made by South Somerset District Council (“the Council) because the Council is satisfied on reasonable grounds that;

- activities carried on or likely to be carried on in a public place have had or are likely to have a detrimental effect on the quality of life of those in the locality
- the effect or likely effect of the activities is or is likely to be, of a persistent or continuing nature,
- the effect or likely effect of the activities is or is likely to be, such as to make the activities unreasonable, and
- justifies the restrictions imposed by the notice

**The Public Open Space** to which this order applies is all public places (areas the public or any section of the public on payment or otherwise, have access to as of right or by virtue of express or implied permission) in the administrative area of South Somerset and is referred to as (“the restricted area”) as shown edged red on the attached plan, but does not include private Land (to which the public may have access).

**This Order** comes into force on (DATE TO BE CONFIRMED FOLLOWING CONSULTATION) 2016

### **The Requirement**

#### **1. Dog Fouling**

If a dog defecates at any time in the restricted area the person who is in charge of the dog at that time shall remove the faeces from the restricted area forthwith, unless he has reasonable excuse for failing to do so or the owner, occupier or other person or authority having control of the restricted area has consented (generally or specifically) to his failing to do so.

Nothing in this requirement applies to a person who –

- a) Is registered as a blind person in a register compiled under section 29 of the National Assistance Act 1948; or
- b) Has a disability which affects his mobility, manual dexterity, physical co-ordination or ability to lift, carry or otherwise move everyday objects. In respect of a dog trained by a prescribed charity and upon which he relies for assistance.



For the purposes of this requirement –

- a) A person who habitually has a dog in his possession shall be taken to be in charge of the dog at any time unless at that time some other person is in charge of the dogs;
- b) Placing the faeces in a receptacle on the land which is provided for the purposes, or for the disposal of waste, shall be a sufficient removal from the land;
- c) Being unaware of the defecation (whether by reason of not being in the vicinity or otherwise), or not having a device for or other suitable means of removing the faeces shall not be a reasonable excuse for failing to remove the faeces;
- d) 'Prescribed Charity' means a charity listed as a member to Assistance Dogs UK (registered charity no 1119538)

### **Reasons for requirement 1**

To protect the general public from the health risks dog fouling poses and the detrimental affect the proliferation of excessive dog fouling has on the restricted area.

### **2. Dogs on Leads by order**

A person in charge of a dog shall at any time within the restricted area comply with a direction given to him by an authorised officer of the council, a police officer or police community support officer (PCSO) to put and keep the dog on a lead unless;

- a) he has reasonable excuse to fail to do so; or
- b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his failing to do so;

An authorised officer (an employee of the authority who is authorised in writing by the Authority for the purposes of giving directions under this order), police officer or PCSO may only give a direction under this order if such restraint is reasonably necessary to prevent a nuisance or behaviour by the dog that is likely to cause annoyance or disturbance to any other person, or to a bird or any other animal.

### **Reason for requirement 2**

To protect the public, any other animal or the wildlife from any nuisance, disturbing or harassing behaviour from the dog.

### **Duration of Order**

This order shall remain in force for a period of three years unless extended under section 60 of the Act 2014

### **Appeal**

An interested person may apply to the High Court to question the validity of this order on the ground that the local authority did not have power to make the order or that it has not complied with a requirement of the Act. An Appeal must be made within 6 weeks of the date on which the order is made.

Dated .....

The Common Seal of etc

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Solicitor to the Council

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Fixed Penalty – s68 of the Act

A constable or authorised person may issue a fixed penalty notice to anyone he or she believes has committed an offence by not complying with a requirement of this order. You will have 14 days to pay the fixed penalty of £XXX. If you pay the fixed penalty within the 14 days you will not be prosecuted.

### Equality Analysis (EqA) - Public Space Protection Order (PSPO) for dog fouling and dogs on leads

<b>Impact</b>	Low Impact	<b>Lead Officer</b>	Vicki Dawson
<b>Date of EqA</b>	05/01/17	<b>EqA Review Date</b>	01/07/17
<b>Why are you completing the equality analysis?</b>			
Change to policy or service			
<b>What are the main purposes of the policy, strategy or service area?</b>			
<p>In May 2011, the Council introduced a Dog Control Order to allow it to deal with dog fouling. The order made it an offence to not pick up dog foul on designated land across the district. A second Order excluded dogs from designated land around the play area at Yeovil Country Park.</p> <p>Without these orders in place Council officers would not be able to take action against persons not clearing up after their dogs.</p> <p>In March 2014, a new piece of legislation came into force called the Anti-Social Behaviour Crime and Policing Act 2014. Under this Act Councils are required to replace any Dog Control Orders with a new order called a Public Space Protection Order if they still want the control to continue.</p> <p>As it is still believed there is a need for the controls to remain in place, this report is seeking the authority to make the change.</p>			
<b>Evidence</b>			
<p>The existence of dog foul in an area is commonly regarded as being detrimental, both in terms of the unpleasantness of its visual appearance, its odour and the disgust if one is unfortunate to step in it; but more importantly its health impacts and the transmission of disease.</p> <p>Despite the current controls, the Council continues to receive regular complaints regarding dog fouling. Last year there were over 300 complaints received across the district, and there have been over 150 so far this year. Whilst the vast majority of dog owners are responsible and clear up after their dogs, there remain a minority who disregard the law.</p> <p>It is acknowledged that enforcement of the provisions is increasingly difficult. However, if the Control Orders did not exist at all, we believe it would send out the wrong message that the council does not take this kind of irresponsible and anti-social behaviour seriously, and the situation potentially, would gradually deteriorate.</p> <p>We also receive 50 to 100 complaints a year regarding dog behaviour that has caused alarm or distress. It is for this reason that the ability to require dogs to be put on a lead is necessary.</p>			

'Keep Britain Tidy', say on their website that dog mess is 'the most unacceptable and offensive type of litter on our streets'. Their research tells us that dog fouling is the issue that the public are most concerned about. In fact in 2010, 37% of people told them it was the item that most bothered them.

A consultation was carried out on this proposal for an eight week period between November 2016 and January 2017. All comments received were in support of the proposal.

The Kennel club responded to the consultation. The Kennel Club strongly promotes responsible dog ownership, and believes that dog owners should always pick up after their dogs wherever they are. They welcomed the exemptions for users of certain Assistance Dogs and registered Blind people from the dog fouling order, but did raise concerns about the lack of similar exemptions for the Exclusion Order. This was an oversight and has now been amended.

### Supporting Documentation/Links

Enacted, Dog fouling order May 2011.pdf, Dogs on leads order May 2011.pdf, Dog exclusion order May 2011.pdf, PSPO - dog fouling and on lead by direct in whole area DRAFT 13.6.16docx.docx, PSPO - dog exclusions (land fenced at lower lake Ninesprings) DRAFT 13.6.16docx.docx

Conclusion	Date	Comments
Continue with the policy/ service with no change	5/1/17	Exclusions regarding assistance dogs and disability groups already in existence. No further impacts identified. Signage following order will be accessible to all

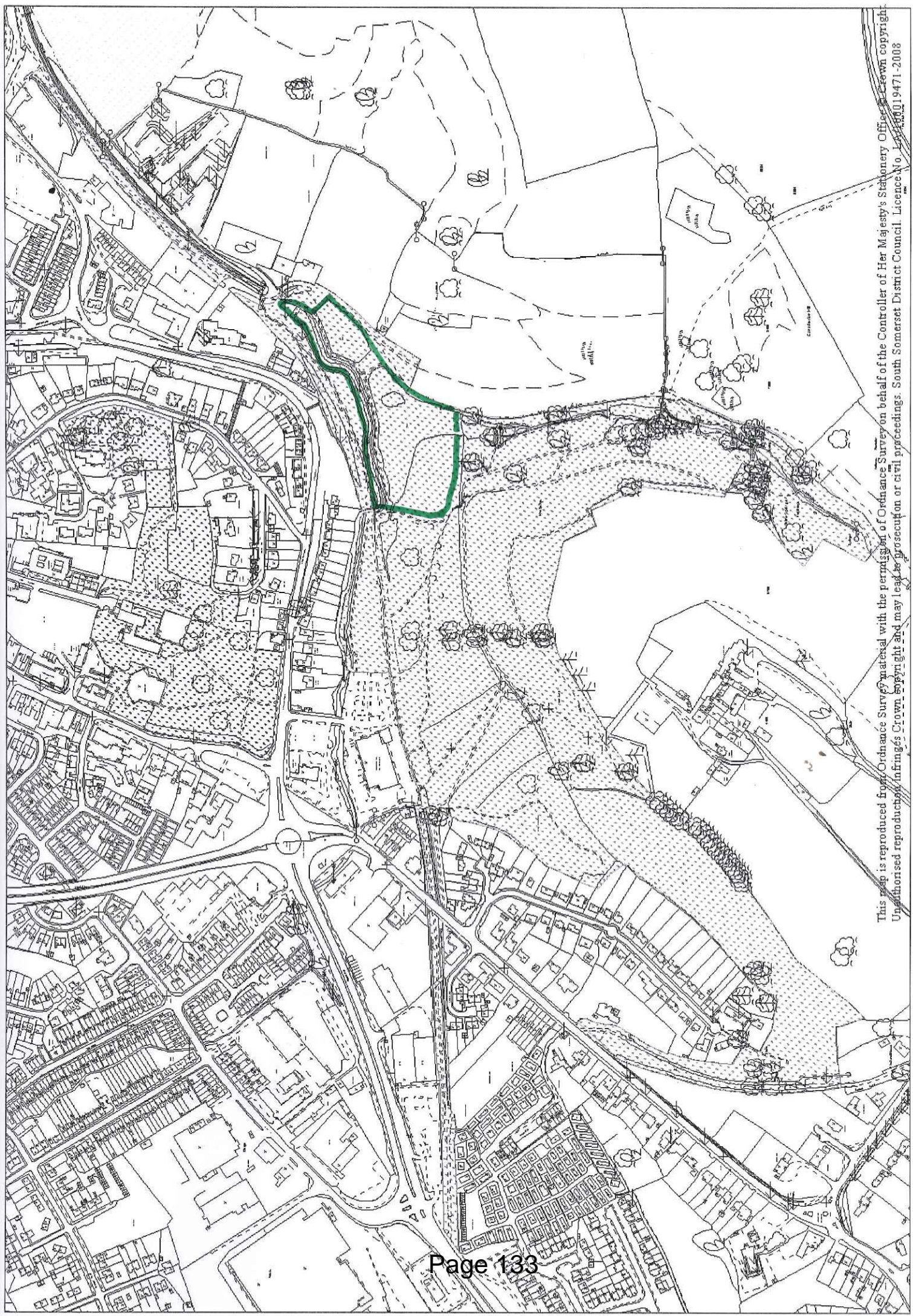
### Please comment/explain how you will meet the General Equality Duty (GED)?

Consultation carried out in accordance with requirements of PSPO

<b>Lead Officer Sign Off</b>	Vicki Dawson	<b>Date</b>	05/01/17		
<b>Equalities Officer Approval Comments</b>	Jo Morgan	<b>Status</b>	Approved	<b>Date</b>	05/01/17

	Protected Characteristic	Impacts/ Issues	Action Required	By When?	Lead	Resource	Outcome	Performance Measure	Status
1	Various Characteristics	Communication of requirements	Ensure any signs are accessible to all, in plain English with visual image. Requirements of PSPO will be on website (translation available via ROK Talk, text to speech)	Sat-1-Jul-17	Vicki Dawson	Officer time	All groups will understand requirements	Monitoring of complaints. Information published on website	In progress - on target

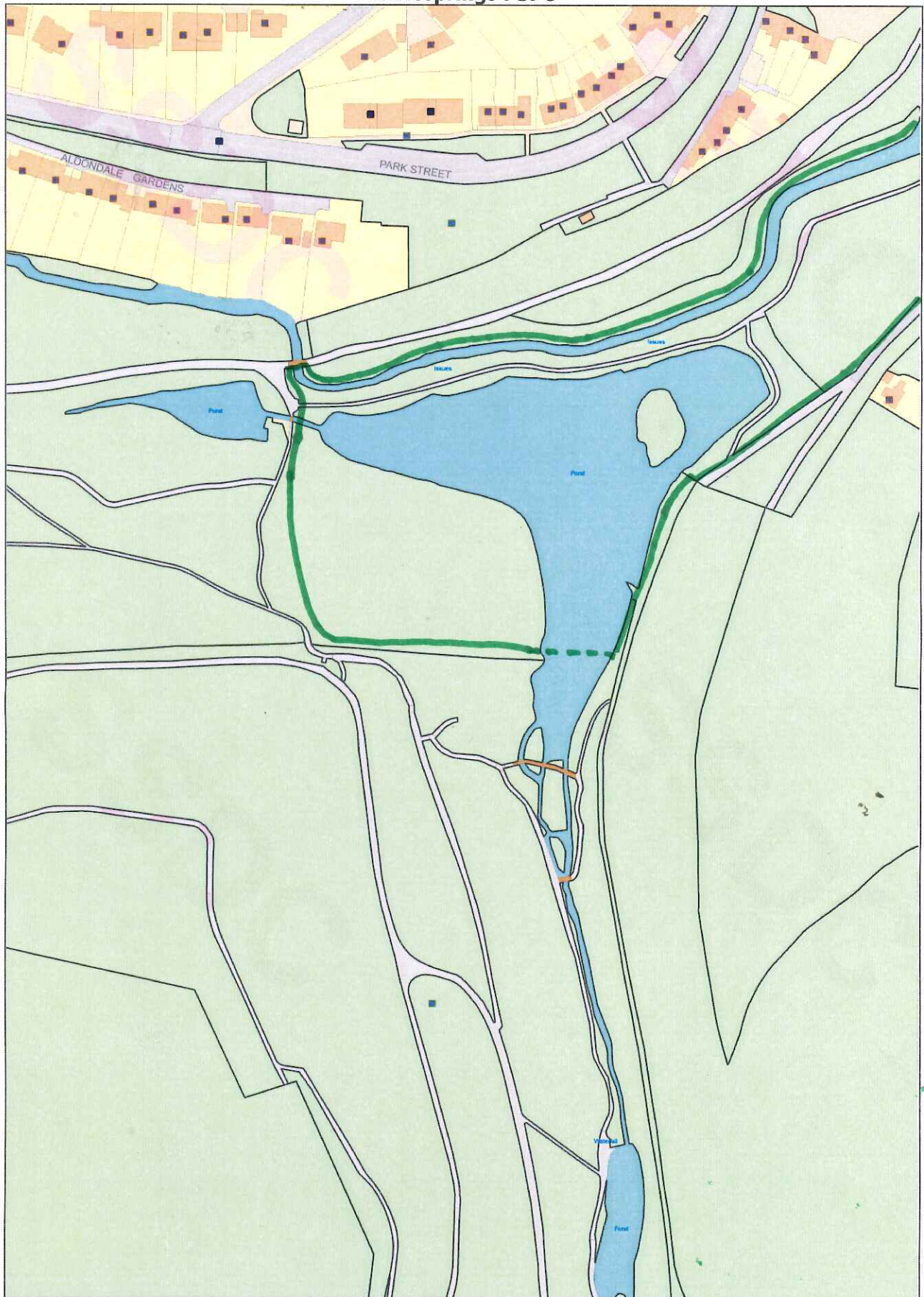




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### NINesprings PSPO



Scale  
Preserved

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# Agenda Item 13

## **Allowenshay Private Water Supply**

*Executive Portfolio Holder:* Carol Goodall, Environmental Health, Health and Safety  
*Ward Member(s)* Sue Osborne  
*Assistant Director:* Laurence Willis, Assistant Director (Environment)  
*Service Manager:* Alasdair Bell, Environmental Health manager  
*Lead Officer:* Vicki Dawson, Principal Environmental Protection Officer  
*Contact Details:* Vicki.dawson@southsomerset.gov.uk or 01935 262546

### **Purpose of the Report**

1. For Members to consider the options available following partial non-compliance with a notice served under Section 80 of the Water Industry Act 1991 regarding improvements to the private water supply in the village of Allowenshay.

### **Forward Plan**

2. This report appeared on the District Executive Forward Plan with an anticipated Committee date of 1<sup>st</sup> February 2017

### **Public Interest**

3. One of the functions of the Environmental Health Service is to regulate private water supplies within the district. A private water supply may come from a spring, well or borehole and will be under the control of private individuals or companies. Where such a supply provides water to more than one dwelling, or commercial premises, the Council has duties and powers to ensure it is wholesome, sufficient and safe for use.
4. To achieve this Environmental Health staff routinely sample water from such supplies and carry out risk assessments of such supplies. Where problems are identified, notices can be served on the persons responsible for the provision of the water requiring them to carry out work needed to improve the supply.
5. This report concerns the private water supply in Allowenshay where a notice was served requiring works to improve the supply. Some of the work in question has not been completed and the Council now needs to consider what, if any, further action it should take. This could include continued informal negotiations with the relevant persons concerned or carrying out the works in default.

### **Recommendations**

- a. For members to approve option 3 which is for the Council to agree to offer the opportunity to all residents of Allowenshay to apply for low cost loans from Wessex Home Loans to assist with the cost of connecting to the private water supply owned by the Allowenshay Water Company.
- b. For members to approve a change to the Council's Home Loans Policy to allow, in this specific situation only, for all the residents of Allowenshay to apply for a Wessex Home Loan irrespective of their income.

### **Background**

6. The properties in the village of Allowenshay are provided with water from a private water supply. The supply consists of 5 wells in Halcombe Copse on Windwhistle Hill from which water is piped 3km to Allowenshay via Hill Farm. At Hill Farm the water is held in a reservoir tank with the overflow filling a second reservoir that feeds Allowenshay. In Allowenshay a borehole, on land owned by the company Rutter Brothers, supplements the spring supply. The water is distributed onwards around the village via pipework that has been managed and maintained by Rutter Bros for at least the last twenty years.
7. The Council are the regulatory authority responsible for ensuring that private water supplies are wholesome and sufficient in accordance with the Private Water Supply (England) Regulations 2016, previously the Private Water Supplies Regulations 2009. The authority carries out routine sampling of the supply at Allowenshay to test the water quality and has undertaken a risk assessment in accordance with the Regulations. The water quality has generally been satisfactory, although there have been some aesthetic issues mainly to do with the borehole water.
8. In early 2012 the council was made aware of concerns that started to arise relating to the integrity of the pipework and infrastructure which supplies the water to the residents. Due to its age, it was believed that the pipework was deteriorating and there were increasing risks of breaks and leaks. Some villagers were experiencing issues with poor pressure and discoloration of the water.
9. In 2013 there were discussions between Rutter Bros and the villagers regarding the possibility of connecting the village to mains water. Rutter Bros had obtained an estimate for the work to do this from Wessex Water (£261,442 (plus VAT)) and had suggested that the villagers all pay a share of this cost. At this point concerns were raised with the Council, by the villagers, about who should pay for any works to be carried out to the existing supply, and the position regarding the condition of the pipework.
10. Over the course of the next eighteen months various discussions were held between the villagers, Rutter Bros, the Council and respective legal representatives. The Council and residents also sought advice from the Drinking Water Inspectorate (DWI) who advise on matters regarding private water supply and regulation. The main point of disagreement was to do with who was responsible for paying for whatever work was required. Many of the residents believed Rutter Bros were responsible, but this was disputed by the company. The legal position is complicated and differs from property to property. Historic agreements and covenants between property owners and the water supplier are set out in individual property deeds. The exact agreement does vary between properties.
11. In an attempt to provide a solution to the problem, discussions were held between Rutter Bros and the village regarding the setting up of the Allowenshay Water Company (AWC). This was a new company set up to be jointly owned and run by those participating, for the provision of new pipework around the village and ongoing maintenance of a new supply. Residents were asked to join the company at equal cost (around £8k per property) and be connected to this 'new' water supply. An annual maintenance charge would also be payable. The company was initially formed by the farm and four properties owned by Rutter Brothers and three privately owned properties. However, other villagers were reluctant to join the new AWC, largely due to their belief that the cost of connection should be borne by Rutter Brothers not individual residents. The option of connecting to the main supply was also rejected due to cost and other considerations.

## **Enforcement position**



12. The supply of water and payment for such is a private matter between supplier and user, and so the Council's initial role was to facilitate discussions between the relevant parties in the hope that a way forward could be agreed.
13. The Council do, however, have enforcement powers under the Water Industry Act 1991, to deal with a private water supply which is failing or unwholesome. A notice can be served on the 'relevant person(s)' to require works to remedy any defect. The relevant person(s) can include the owners and occupiers on whose land the supply arises, the owners and occupiers of the premises supplied by the water and any other person who exercises powers of management and control over the source. Exactly who is responsible can vary from case to case and will be dependent on the various legal agreements in place.
14. The Council sought advice from DWI regarding this responsibility and as a result served a notice on all parties requiring provision of any legal documents relating to the water supply. It subsequently also sought additional evidence from several residents. As a result a decision was made that Rutter Brothers were the relevant persons on whom a notice should be served, based on their being the only ones who had ever exercised any management and maintenance of the supply and the ones being in receipt of payments from villagers in relation to the supply of water. A notice under section 80 of the Water Industry Act 1991 was therefore served on Rutter Brothers on 19<sup>th</sup> January 2015 requiring improvement works to the private water supply. The notice required Rutter Brothers to undertake the works set out in the notice, but did not stipulate anything regarding who pays for any work or any recovery of costs. In the view of the Council, if Rutter Brothers were correct in their assertion that residents should be jointly liable for the cost of the works, this would be a private matter for them to separately pursue.
15. Any person served with a notice under section 80 of the Water Industry Act 1991 has the right to make representations and objections regarding the Notice. If this is done the local authority serving the notice must submit the notice to the DWI for confirmation. Such a representation was made by Rutter Brothers on 27<sup>th</sup> February 2015. The grounds for this were varied but centered around the case that whilst they had undertaken maintenance to the supply over the years they were not obliged by any legal agreement for wholesale replacement of the pipework, and that the cost of doing so should not fall solely on themselves. Whilst they have received 'water rates' over the years, they stated that the amount received is not sufficient to cover the costs of renewal of the system. In addition they argued that they had made endeavors to provide alternative options and to seek co-operation of the community to share the cost.
16. As a result of the representation a meeting was held by DWI. This meeting included Rutter Brothers and their solicitors, officers from the Council's Environmental Health and Legal Services, representatives from the Allowenshay Water Company and representatives on behalf of the residents. Further information was provided by all parties regarding issues including land ownership, history of the supply and works thereto.
17. The DWI made a decision on 4<sup>th</sup> September 2015 that confirmed the Notice as served by the Council subject to a modification requiring an asset condition survey to be undertaken of the existing water supply. Specifically, the DWI concluded that the notice had been served on the appropriate relevant person and the matter of whether any costs or contribution to any works could be sought by Rutter Bros from the villagers was left as a matter for them to resolve privately.

## **Compliance with the Notice**

18. Following the confirmation of the Notice, Rutter Bros made further contact with the villagers to invite them to discussions regarding the cost of the works and made an offer to put proceeds from the sale of a plot of land towards the cost of the works.
19. In January 2016 a Director of Rutter Bros sadly passed away, and because of the circumstances an extension of time was granted to the company to carry out the asset condition survey. The survey report was received in June 2016 and confirmed the poor condition of the pipework and infrastructure of the spring fed water supply. By this time new water pipes had been laid around the village for those who were part of the Allowenshay Water Company. New treatment plant was provided on this water supply and those properties involved with the new company were connected to it.
20. In July 2016 further legal representations were made on behalf of Rutter Bros that they had complied with the notice as far as it was reasonable to do so. These representations were considered carefully by the Council's Legal Services and Environmental Health Services and the decision was reached that the Council was not persuaded that it should change its position in relation to the Notice.
21. The deadline for the works required by the Notice and identified by the asset condition survey expired on 9th December 2016. The work has not been completed. The residents who have not signed up to the Allowenshay Water Company are still being served by the old pipework which is deteriorating. The most recent incident was a leak in November 2016 which caused low pressure at a number of properties and one property had no water for a short period of time.

### **Further action**

22. The exercise of powers under s80 of the Private Water Industry Act 1991 is discretionary, and even where issue of a notice is justified due to unwholesomeness or sufficiency issues, it is clear that the intention of the legislation is not to impose significant costs on local authorities to resolve problems based in private civil law issues. The Council has taken steps by the service of a Notice to try and secure improvements to the private water supply at Allowenshay by identifying the most appropriate persons to undertake the works but without adjudicating on the question of who should pay for those works. It has been made clear throughout, both to Rutter Brothers and the residents, that the notice did not deal with the issue of liability for the cost of the works.
23. The Rutter Brothers have made efforts to resolve the issue, up to and including the establishment of the AWC, who have offered to connect all residents to the system upon payment of connection and on-going maintenance fees.
24. It is also the case that residents have purchased their properties in the knowledge that they would be reliant on a private water supply and the potential implications associated with that.
25. However, the Notice has not been fully complied with and the Council must decide whether to take any further action in relation to this matter. New pipework and associated equipment has been installed around the village by the Allowenshay Water Company but the company is not liable for the works required by the Notice served on Rutter Bros. The new supply would however meet the needs of the village if the remaining properties were connected to it.
26. The options now available to the Council are believed to be:

### **Option 1**

27. All parties agree that work to the infrastructure of the existing private water supply is required. The main point of disagreement is regarding who should pay for the work. This is not a matter for the Council to resolve. The service of the Notice does not preclude Rutter Brothers from recovering costs from other parties, or apportioning them elsewhere.
28. Rutter Bros legal representatives have contacted residents setting out their understanding of the legal position and their responsibilities. Essentially they are inviting residents to become part of the Allowenshay Water Company and to contribute towards the costs and agree to requirements regarding the future provision and maintenance of that supply.
29. The Council could therefore consider that it has made all reasonable efforts to resolve the matter and that it need take no further action. If the residents are correct in their belief that they benefit from rights granted by their conveyances, and that Rutter Brothers alone are responsible for the cost of maintaining the system, they can seek to enforce those rights to ensure the repair and continued maintenance of the existing supply.
30. If residents choose to remain on the existing supply, the Council has further statutory powers in the event the water supply becomes a danger to life or health.
31. If this option is followed the Notice will not be fully complied with and will remain in abeyance until such time as the work is completed by some other means or the notice is formally modified or revoked.

## **Option 2**

32. Under section 82 of the Water Industry Act 1991 the Council may themselves carry out the work required by the Notice. Any costs incurred can be recovered from the relevant person who failed to do the work, in this case Rutter Bros. The Notice requires that the works identified in the asset condition survey are carried out. This confirmed that the pipework from the spring supply required replacement. The options presenting themselves therefore were to either replace the pipework from the spring, or to provide new pipework from the borehole and discontinue use of the spring supply. The pipework installed by the Allowenshay Water Company has gone a long way to fulfilling the requirements of the latter option. Clearly though, only properties who have contributed to and joined this scheme have been connected to the supply.
33. The Council is currently of the opinion that it is unable to legally connect villagers to the supply owned and provided by AWC without overcoming considerable legal difficulties. It may be necessary to serve further legal notices and/or to compulsory purchase land and/or property which, along with legal costs, would be a significant expense.
34. The only other option for works to be carried out by the Council would be for the replacement of the original pipework from the spring or provision of further distribution pipework from the borehole around the village, possibly requiring provision of a new borehole. It is estimated that the cost of doing this would be well in excess of £200,000 based on the works that have been carried out so far by AWC.
35. Once the works were completed the expectation would be that the Council would seek to recover its costs and all expenditure incurred from all relevant persons concerned. Given the circumstances outlined above, this option is likely to be extremely problematic and expensive in itself and could take years to conclude. It would result in the duplication of distribution networks and there can be no absolute guarantee that the Council would be able to recoup its costs. It may also be viewed as privately benefitting a small group of residents, at considerable public cost, whose property values may also increase as a result.

36. If the works are carried out by the Council the Notice requirements will be fulfilled and the Notice will no longer be in force.

**Option 3**

37. If members consider that the Rutter Brothers/AWC offer of connection to the new system is fair and reasonable in all the circumstances, the Council could nonetheless offer a subsidised low interest loan (of up to £8,000 repayable over 5 years unless otherwise agreed) via Wessex Home Loans to all Allowenshay householders to help them meet the cost of connecting to AWC’s supply. This could be made available to those who have already connected as well. The cost of connection is believed to be approximately £3,800 per household. There may be legal costs for householders regarding changes to property deeds and private agreements between the parties involved. Householders may also need to agree to ongoing maintenance payments. From the letter that has been sent out to residents by Rutter Bros legal representatives it is also understood that they would be required to make a payment towards the cost of work already undertaken. The amount of this payment is not currently known.

38. To make the offer of loans possible it will be necessary to agree an amendment to the Council’s current loan policy whereby all residents of Allowenshay, irrespective of income, are allowed to apply for a Wessex Home Loan. Individuals may only apply for a Wessex Home Loan if referred by the Council. The loans are offered at a fixed rate of 4.2 % APR Representative and are only available if the client meets the Wessex Home Loan criteria.

39. If the loans are taken up and all properties connected to the AWC supply then the requirements of the Notice would be met. If some properties remain unconnected then the Notice will remain as outstanding unless formally modified or revoked.

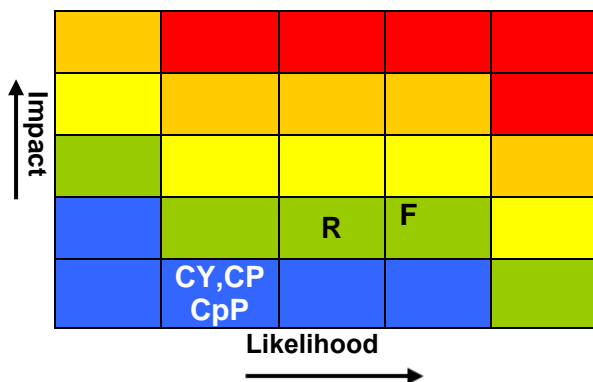
**Financial Implications**

40. If Members agree the recommended option of offering low interest loans to the villagers via Wessex Home Loans there are no direct financial implications to the Council.

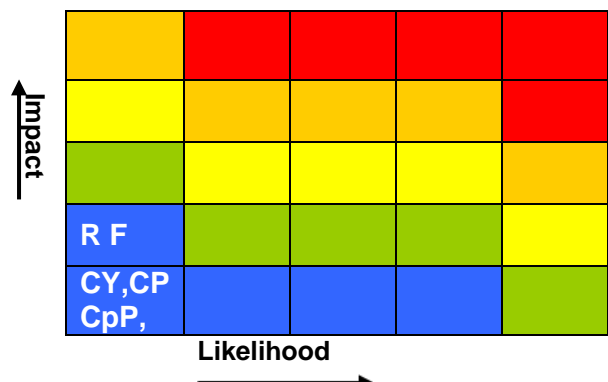
**Risk Matrix**

41. The risk matrix shows risk relating to the Corporate Plan headings.

**Risk Profile before officer recommendations**



**Risk Profile after officer recommendations**



Key

<b>Categories</b>	<b>Colours</b> <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**

42. There are no specific implications of this report for the Council Plan. The Council Plan aim to 'Improve health and reduce health inequalities' and the priority to 'Help keep our communities safe' are relevant.

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

43. No implications for carbon emissions or climate change have been identified

### **Equality and Diversity Implications**

44. An equality impact assessment has been completed. This is attached at Appendix 1.

### **Privacy Impact Assessment**

45. No privacy implications have been identified.

### **Background Papers**

46. Policy for Awarding Private Sector Grants/Loans and Other Financial Assistance January 2017

## Equality Analysis - Enforcement following non-compliance with notice

Date of EqA	05/01/17	EqA Lead Officer	Vicki Dawson
Is this a change to service delivery?			Yes
Does the policy/strategy/service affect our workforce or employment practices?			No
Is this a financial or budget decision that may affect any of the protected groups differently?			No
Could this policy or service and the way we deliver it affect some groups in society differently?			No
Does this policy/strategy/service affect service users or the wider community?			Yes
Low Impact			
Summary Statement	<p><b>Background</b></p> <p>One of the functions of the Environmental Health Service is to regulate private water supplies within the district. A private supply of water may be from a spring, well or borehole and is under the control of private individuals or companies. Where such water supplies more than one dwelling, or a commercial premises, then the Council has duties and powers to make sure it is wholesome, sufficient and safe to use. To do this Environmental Health Officers sample the water and carry out risk assessments of supplies. Where problems are identified, notices can be served on the persons responsible for the provision of the water, requiring them to carry out work needed to improve the supply.</p> <p>This report concerns the private water supply in Allowenshay where a notice was served requiring works to improve the supply. That work has not been completed and the Council now needs to consider what, if any, further action it should take. This could include informal negotiations with the relevant persons or carrying out the works itself.</p> <p><b>Options identified:</b></p> <p><b>Option 1</b></p> <p>All parties agree that work to the infrastructure of the private water supply is required. The main point of disagreement is regarding who should pay for the work. This is not a matter for the Council to resolve. The service of the Notice does not</p>		

preclude Rutter Bros from recovering costs from other parties, or apportioning them elsewhere.

Rutter Bros legal representatives have contacted residents setting out their understanding of the legal position and their responsibilities. Essentially they are inviting residents to become part of the Allowenshay Water Company project, and to contribute to the costs and agree to requirements regarding the future of that supply.

The Council could therefore consider that it has made all reasonable efforts to resolve the matter and it should now be left as a private matter between the residents and Rutter Bros.

### **Option 2**

Under section 82 of the Water Industry Act 1991, the Council may carry out the work required by the Notice themselves. Any costs incurred can be recovered from the person who failed to do the work, in this case Rutter Bros.

The Notice requires that the works identified in the asset condition are carried out. This confirmed that the pipework on the spring supply required replacement. The options presenting themselves therefore were, to either replace the pipework from the spring, or to provide new pipework from the borehole and discontinue use of the spring supply. The pipework installed by the Allowenshay Water Company has gone a long way to fulfilling the requirements of the latter option. Clearly though, only properties who have contributed to, and joined this scheme have been connected to the supply.

The Council is currently of the opinion that we are unable to legally connect villagers to the supply owned and provided by AWC without further research and formal processes to allow that to happen. The formal processes may be service of further notices and/or compulsory purchase of land and/or property which would be at significant expense.

The only option for works to be carried out by the Council would therefore be replacement of the original pipework to the spring or provision of further distribution pipework from the borehole around the village, possibly requiring provision of a new borehole. It is estimated that the cost doing this would be in excess of £200,000 based on the works that have been carried out. If this option is pursued a detailed specification and accurate quote would be required.

### **Option 3**

The Council could offer a subsidised low interest loan (up to £15,000), via Wessex Home Loans, to householders for

them to use towards the cost of connecting to AWC supply. The cost of connection is believed to be approximately £3,800 per household. There may be legal costs for householders regarding changes to property deeds and private agreements between the parties involved. Householders may also need to agree to ongoing maintenance payments.

From the letter that has been sent out to residents by Rutter Bros legal representatives it is also understood that they would be required to make a payment towards the cost of work already undertaken. The amount of this payment is not currently known.

#### **Option 4**

There is a possible further enforcement action available to the Council, given the findings of the asset condition survey regarding coal tar lining of the pipework. Given this, and the general condition of the pipework, a further Notice under regulation 18 of the Private Water Supply (England) Regulations 2016 could be served. This is used where water intended for human consumption constitutes a potential danger to health. The notice would be served on one or all relevant persons in the same way as the S80 Notice referred to above, and it would require prohibition or restriction of the use of the supply and appropriate works to improve the supply. Non-compliance with such a notice would be an offence and the person served with the Notice would be liable to prosecution.

Whilst this option would provide the Council with the possibility to pursue a legal case for non-compliance with a notice, if that situation arose, it would otherwise seem to be repeating what has already been done, and would potentially just serve to cause further delay to any resolution.

#### **Conclusion**

Option 3 is recommended. The provision of a sufficient and wholesome water supply is needed by all groups and no individual or group of individuals would be unfairly impacted by this decision. To ensure all groups receive the same level of support, loans will be made available to all parties, including those who have already contributed to the Allowenshay Water Company.

**Equalities Officer  
Approval  
Comments**

Jo Morgan

**Status**

Approved



# Agenda Item 14

## **Final Recommendation of the Community Governance Review of Brympton Parish Council**

*Executive Portfolio Holder:* Carol Goodall, Environmental Health, Health & Safety, Democratic Services, Member Development

*Director:* Ian Clarke, Director (Support Services)

*Lead Officer:* Angela Cox, Democratic Services Manager

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

### **Purpose of the Report**

1. To report the outcome of the final public consultation (Community Governance Review) which has taken place in the parish of Brympton on the proposal to increase the number of Parish Councillors from eleven to twelve (under the provisions of Part 4 of the Local Government and Public Involvement in Health Act 2007).

### **Public Interest**

2. A Community Governance Review is a review of the whole or part of a district to consider one or more of the following:
  - creating, merging, altering or abolishing parishes;
  - the naming of parishes and the style (i.e. whether to call it a town council or village council etc) of new parishes;
  - the electoral arrangements for parishes – the ordinary year of election, the size of the council, the number of councillors to be elected and parish warding;
  - grouping parishes under a common parish council, or de-grouping parishes.
3. The Local Government and Public Involvement in Health Act, 2007, sets down the principal legal framework within which councils must undertake these reviews.
4. A valid request was received from Brympton Parish Council in April 2016, requesting that the District Council conduct a consultation (Community Governance Review) of all the electors and local interested groups to ask if they would be agreeable to increase the number of Parish Councillors from eleven to twelve. Consultation within the parish has now taken place and this report details the outcome of that consultation.

### **Recommendations**

5. That District Executive recommend that Council:
  - I. note the results of the consultation and agree to publish them
  - II. agree that the final recommendation be: "To accept the vote from the people of Brympton to agree to increase the number of Parish Councillors to twelve"
  - III. agree to draw up a Reorganisation Order to give effect to this recommendation.

### **Background**

6. Council, at its meeting held on 21st July 2016 (Minute 29 refers) approved the commencement of a Community Governance Review for the parish of Brympton following the receipt of a valid request from the Parish Council.

## **Proposal**

7. In their request, the Parish Council gave the following reasons to support their request to increase the size of the Parish Council to 12 members:-
  - The Parish Council request that the number of Councillors on the Parish Council be increased from 11 to 12.
  - The last boundary review for Brympton Parish Council was carried out in 2003, when the number of Councillors was increased from 9 to 11. However, since that review, the electorate within the parish has increased.
  - Derived populations, post 2000, are based on factors of 1.7 electors per property (a recognised ratio) with 2.375 persons per property (again a fairly reasonable factor).
  - Due to the Lufton Key Site, which will deliver approximately a further 620 houses, it is believed that the total electorate in the year 2020 will be about 6,200 and we believe that this is the number to be used in determining the numbers of Councillors.
  - Research carried out in 1992 showed that the typical Parish Council with a population between 2,501 and 10,000 has 9 – 16 Councillors. The Parish Council therefore feels that an increase in the number of Councillors can be justified.

## **Consultation**

8. The initial consultation period was held from 1st September 2016 to 31st October 2016. Posters were distributed by the Parish Council and adverts on the SSDC and Brympton Parish Council websites. Public comments were also invited by e-mail.
9. All the responses received were in favour of the proposal, including one from the County Executive Officer of the Somerset Association of Local Councils (SALC) who was very supportive of the Parish Council request. Although there were few responses, they do reflect the fact that the consultation was only on-line and the outcome would have no material effect on the majority of electors in the Parish.
10. Having taken into account the consultation responses made during the first stage of consultation, and having regard to the need to ensure that Community Governance within the area reflects the identities and interests of the Community, and is effective and convenient, the draft recommendation of officers was: "To accept the vote from the people of Brympton and to agree to increase the number of Parish Councillors to twelve".

## **Further Consultation**

11. A second short consultation on this recommendation was undertaken in the parish from 1<sup>st</sup> to 30<sup>th</sup> December 2016 (4 weeks). As before, this further consultation was conducted through the SSDC and Brympton Parish Council website and posters on various noticeboards within the Parish. Two further responses were received in support of the proposal.

## **Conclusion**

12. When confirmed by Council, South Somerset District Council will draw up a Reorganisation Order to give effect to these decisions. The following organisations will also be informed that the order has been made:
  - a) the Secretary of State for Communities and Local Government
  - b) the Electoral Commission

- c) the Office of National Statistics
- d) the Director General of the Ordnance Survey
- e) Somerset County Council.

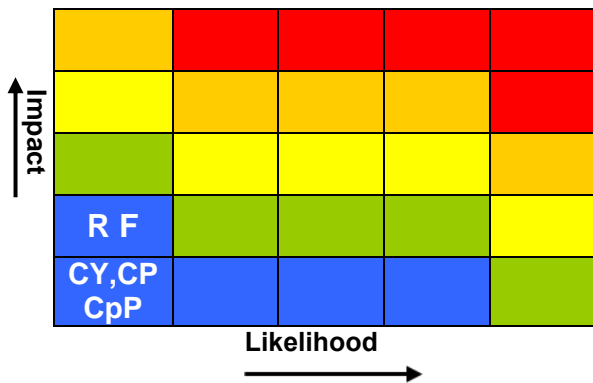
13. New or revised parish electoral arrangements come into force at ordinary parish elections and so this Reorganisation Order will take effect from May 2019. Should Brympton Parish Council consider effecting the increase at an earlier date by resigning and so creating an early election, the cost of any such election will be borne by the Parish Council.

**Financial Implications**

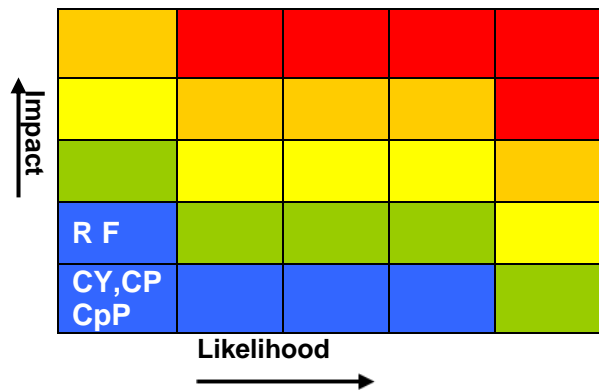
- 14. Because the cost of producing and delivering a consultation leaflet to every elector within the parish was estimated to be in the region of £4,400, it was agreed to conduct a ‘light touch’ review as the request had been made by the Parish Council and the proposal would incur no direct cost to the electorate.
- 15. Posters were distributed by the Parish Council and adverts on the SSDC and Brympton Parish Council websites ensured that the cost of the review has been below £50. There has been a cost in staff time in the production of the poster however, this has been minimal.
- 16. There is no specific budget for Community Governance Reviews and all costs have been absorbed within the existing Democratic Services budget for 2016/17. Additionally, there is no power to re-charge the cost of the review to any other Council, except by agreement. This is because the statutory power to conduct the review rests with this Council.

**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

### **Corporate Priority Implications**

17. None at the current time.

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

18. None at the current time.

### **Equality and Diversity Implications**

19. The local government electors within the parish of Brympton have been consulted on the proposal and their views considered as part of the consultation process. The council must have regard to the need to secure that the community governance arrangements for the area reflects the identities and interests of the community in the area and are effective and convenient.

### **Background Papers**

Local Government and Public Involvement in Health Act 2007

The Electoral Commission Guidance on Community Governance Reviews, April 2008

Terms of Reference of the Community Governance Review of the Parish Arrangements for Brympton as agreed by Council on 21<sup>st</sup> July 2016

Consultation responses provided by local residents

Reports to District Executive and Council – July and November 2016

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# Agenda Item 15

## **District Executive Forward Plan**

*Executive Portfolio Holder:* Ric Pallister, Leader, Strategy and Policy  
*Assistant Director:* Ian Clarke, Legal and Corporate Services  
*Lead Officer:* Ian Clarke, Legal and Corporate Services  
*Contact Details:* [ian.clarke@southsomerset.gov.uk](mailto:ian.clarke@southsomerset.gov.uk) or (01935) 462184

### **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 – February 2017**

<b>Date of Decision</b>	<b>Decision</b>	<b>Portfolio</b>	<b>Service Director</b>	<b>Contact</b>	<b>Committee(s)</b>
March 2017	Civil Penalties - Council Tax and Council Tax Support	Portfolio Holder for Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Ian Potter, Revenues and Benefits Manager	District Executive
March 2017	SSDC Data Protection Policy	Portfolio Holder for Finance and Legal Services	Assistant Director (Legal and Corporate Services)	Lynda Creek, Fraud and Data Manager	District Executive
March 2017	Quarterly Performance and Complaints Monitoring Report	Portfolio Holder for Strategy and Policy	Strategic Director (Place & Performance)	Anna-Maria Lenz, Performance Officer	District Executive
March 2017	2017/18 funding for Citizens Advice South Somerset and SPARK (SSVCA)	Portfolio Holder Leisure & Culture	Assistant Directors (Communities)	David Crisfield, Third Sector & Partnerships Co-ordinator	District Executive
March 2017	District Wide Voluntary Sector Grants	Portfolio Holder Leisure & Culture	Assistant Directors (Communities)	David Crisfield, Third Sector & Partnerships Co-ordinator	District Executive
March 2017	Prevention Charter for Somerset (from the Director of Public Health, SCC)	Portfolio Holder Leisure & Culture	Assistant Director (Health and Well-Being)	Angela Cox, Democratic Services Manager	District Executive
March 2017	Scrutiny Task & Finish Review of Discretionary Housing Payments	Councillor Cathy Bakewell	Assistant Director (Finance and Corporate Services)	Ian Potter, Revenues and Benefits Manager	District Executive
March 2017	Proposed redevelopment of Yeovil Crematorium (Confidential)	Portfolio Holder for Area South	Assistant Director (Environment)	Alasdair Bell, Environmental Health Manager	District Executive

Date of Decision	Decision	Portfolio	Service Director	Contact	Committee(s)
April 2017	Community Right to Bid - 6 monthly update	Portfolio Holder for Strategic Planning (Place Making)	Assistant Directors (Communities)	David Crisfield, Third Sector & Partnerships Co-ordinator	District Executive
May 2017	Charging for Mobile Home Sites	Portfolio Holder for Strategy and Policy	Assistant Director (Environment)	Alasdair Bell, Environmental Health Manager	District Executive
May 2017	Update report on Intelligent Enforcement Proposal for Council car parks	Portfolio Holder for Property & Climate Change	Assistant Director (Environment)	Garry Green, Engineering & Property Services Manager	District Executive
May 2017	Capital & Revenue Budget monitoring reports for quarter 4 - Outturn Reports	Portfolio Holder for Finance and Legal Services	Assistant Director (Finance and Corporate Services)	Donna Parham, Assistant Director (Finance & Corporate Services)	District Executive
June 2017	Quarterly Performance and Complaints Monitoring Report	Portfolio Holder for Strategy and Policy	Strategic Director (Place & Performance)	Anna-Maria Lenz, Performance Officer	District Executive
July 2017	Adoption of the new Commercial Land and Property Strategy	Portfolio Holder for Property & Climate Change	Chief Executive Officer	Clare Pestell, Director (Commercial Services & Income Generation)	District Executive
Sept 2017	CIL Governance - Policy to decide how funds are allocated	Portfolio Holder for Strategic Planning (Place Making)	Director Service Delivery	Martin Woods, Director (Service Delivery)	District Executive

## APPENDIX B - Current Consultations – February 2017

Purpose of Document	Portfolio	Director	Response to be agreed by	Contact	Deadline for response
<p><b>Funding for supported housing</b></p> <p>This consultation seeks views on the government's plans for a new housing costs funding model for supported housing as well as views on how funding for emergency and short term placements should work. It covers the following areas:</p> <ul style="list-style-type: none"> <li>• devolved top-up funding to local authorities in England</li> <li>• funding for emergency and short term supported housing placements across Great Britain.</li> </ul> <p><a href="https://www.gov.uk/government/consultations/funding-for-supported-housing">https://www.gov.uk/government/consultations/funding-for-supported-housing</a></p>	Strategy and Policy	Assistant Director (Economy)	Officers in consultation with Portfolio Holder	Colin McDonald	13 <sup>th</sup> February 2017
<p><b>Consultation on proposed 'banning order offences' under the Housing and Planning Act 2016</b></p> <p>The Housing and Planning Act 2016 introduces a power for the first-tier tribunal to serve a banning order on a landlord or property agent. The purpose of this consultation paper is to invite views and comments on which offences should constitute 'banning order offences' as defined by section 14 of the Act.</p> <p>Through the Act, we have introduced a package of measures which will enable local authorities to effectively tackle these rogue or criminal landlords and property agents. The package comprises a national database of rogue landlords/property agents convicted of certain offences (or who have received multiple civil penalties as an alternative to prosecution in relation to certain offences).</p>	Environmental Health, Health and Safety	Assistant Director (Environment)	Officers in consultation with Portfolio Holder	Alasdair Bell	10 <sup>th</sup> February 2017



Purpose of Document	Portfolio	Director	Response to be agreed by	Contact	Deadline for response
<p>We are also introducing civil penalties of up to £30,000 as an alternative to prosecution and extending Rent Repayment Orders to cover illegal eviction, breach of a banning order or failure to comply with certain statutory notices.</p> <p><a href="https://www.gov.uk/government/consultations/consultation-on-proposed-banning-order-offences-under-the-housing-and-planning-act-2016">https://www.gov.uk/government/consultations/consultation-on-proposed-banning-order-offences-under-the-housing-and-planning-act-2016</a></p>					

# Agenda Item 16

## **Date of Next Meeting**

Members are asked to note that the next scheduled meeting of the District Executive will take place on **Thursday, 2<sup>nd</sup> March 2017** in the Council Chamber, Council Offices, Brympton Way, Yeovil commencing at 9.30 a.m.