

Forde House
Newton Abbot
Telephone No: 01626 215159

E-mail: comsec@teignbridge.gov.uk

4 January 2019

OVERVIEW & SCRUTINY COMMITTEE

Dear Councillor

You are invited to a meeting of the above Committee which will take place on **Monday, 14th January, 2019** in the Council Chamber, Forde House, Brunel Road, Newton Abbot, TQ12 4XX at **10.00 am**

Yours sincerely

PHIL SHEARS
Managing Director

Distribution:

The Members of the Overview & Scrutiny Committee as named below:

Councillors Haines (Chairman), Prowse (Vice-Chairman), Clarence, Colclough, Connett, Cox, Dennis, Dewhirst, Eden, Evans, Gribble, Hockin, Hocking, G Hook, J Hook (was Brodie), Jeffery, Jones, Kerswell, Matthews, Mayne, Morgan, Nutley, Orme, Parker, Peart, Smith, Thorne, Winsor and Wrigley

A link to the agenda on the Council's website is emailed FOR INFORMATION (less reports (if any) containing Exempt Information referred to in Part II of the agenda), to:

- (1) All other Members of the Council
- (2) Representatives of the Press
- (3) Requesting Town and Parish Councils

If Councillors have any questions relating to predetermination or interests in items on this Agenda, please contact the Monitoring Officer in advance of the meeting

Local Government Act 1972 (Section 100 and Schedule 12A) - Reports in Part II of this agenda which contain exempt information are confidential.

Public Access Statement

- There is an opportunity for members of the public to ask questions at this meeting. Please submit your questions by email before 12 Noon two working days before the meeting.
- Agendas and reports are normally published on the Council's website 5 working days prior to the meeting. If you would like to receive an e-mail which contains a link to the website for all forthcoming meetings, please contact us.
- Reports in Part I of this agenda are for public information. Any reports in Part II are exempt from publication due to the information included, under the Local Government (Access to Information) Act 1985.

A G E N D A

PART I (Open to the Public)

Note:

Executive Members may observe proceedings

Executive Members may be invited to speak by the Chairman of the Committee

1. Apologies for absence
2. Minutes of Previous Meeting (Pages 1 - 14)
Confirmation of the minutes of the meeting held on 19 November 2018, previously circulated.
3. Public questions (if any)
4. Councillor questions (if any)
5. Agreement of the agenda between Parts I and II
6. Declarations of interest
7. Matters of urgency or report especially brought forward with the permission of the Chairman
8. Call-in - to consider any call-ins
9. Initial Budget Proposals 2019/20-2021/22 (Pages 15 - 46)
10. Executive Forward Plan (Pages 47 - 52)
11. Work Programme (Pages 53 - 58)
to identify any areas of work for future meetings of the Committee.

Part II

(Private)

Items which may be taken in the absence of the Public and Press on the grounds that Exempt Information may be disclosed.

This page is intentionally left blank

OVERVIEW & SCRUTINY COMMITTEE

19 NOVEMBER 2018

Present:

Councillors Haines (Chairman), Prowse (Vice-Chairman), Clarence, Connett, Cox, Dennis, Dewhirst, Eden, Evans, Gribble, Hocking, G Hook, J Hook (was Brodie), Jeffery, Kerswell, Mayne, Morgan, Nutley, Orme, Parker, Peart, Smith, Thorne, Winsor and Wrigley

Apologies: Councillors Colclough, Hockin, Jones, Matthews,

Members in Attendance: Councillors Bullivant, Christophers, Clemens, Cook, Fusco, Golder, Goodey, Lake, Russell

Officers in Attendance: Phil Shears - Managing Director; Amanda Pujol – Interim Head of Service Delivery and Improvement, Martin Flitcroft – Chief Finance Officer, Marie Downey – Solicitor, Liz Gingell – Corporate Performance Officer; Tony Mansour – Housing Needs Lead, David Eaton - Environmental Protection Manager, Neil Blaney -- Economy Manager, Donna Best – Estates Manager, Fergus Pate – Principal Delivery Officer, Trish Corns – Democratic Services Officer

240. MINUTES

The Minutes of the meeting held on 15 October were confirmed as a correct record and signed by the Chairman.

241. DECLARATIONS OF INTEREST

Councillor Nutley declared an Appendix B, paragraph 12 interest in minute 254 below, by virtue of his membership with the RSPB, and left the meeting.

Councillor Cox declared an Appendix B, paragraph 12 interest in Minutes 246 and 247 below, by virtue of his position as Trustee of Homelessness in Teignbridge support. He spoke but did not vote on the items.

Councillor Thorne declared an Appendix A interest in minutes 246 and 247 below, by virtue of his position at Exeter City Council.

242. PUBLIC QUESTIONS UNDER PROCEDURE RULE 5.8(H)

Public questions were asked of the Portfolio Holder for Health and Wellbeing. The questions and answers can be found [here](#).

Questioner 7 asked a supplementary question as to whether a Review Group could be set up to consult with representatives of dog walking businesses, so that these people feel part of the process.

Overview & Scrutiny Committee (19.11.2018)

The Portfolio Holder referred to the report circulated with the agenda and the results of the survey showing that representatives of dog walking businesses answered the survey. The Executive considered the annual dog ban should be from 1 April. All views of residents would be taken into account, including those who are not dog owners, and balancing all views.

Questioner 5 asked a supplementary question if the maximum number of dogs an individual dog owner could walk be restricted only for those that are not responsible dog walkers.

The Portfolio Holder referred to the need for some regulation because unfortunately, not all dog walkers kept their dogs under control and cleared up their dog faeces. This was unpleasant for other visitors and residents, and responsible dog walkers. Regulations would keep an eye on those not taking proper care and responsibility for their dogs.

Questioner 12 agreed that the number of dogs any one person could walk at one time should be restricted. She asked a supplementary question whether the formal process for reporting irresponsible dog walkers and the role of the Environmental Wardens in this process could be publicised.

The Portfolio Holder advised that the process would be more widely promoted. She acknowledged that some individuals are reluctant to formally report incidences. The Council was keen to work in partnership with the Council and a proper initiative would engage those members of the public keen to work with the Council.

243. COUNCILLOR QUESTIONS UNDER PROCEDURE RULE 5.8(I)

There were no Councillor questions.

244. CALL IN OF EXECUTIVE DECISION 30 OCTOBER 2018 - PUBLIC SPACES PROTECTION ORDER FOR DOG CONTROL IN TEIGNBRIDGE

Consideration was given to the call-in of an Executive decision made on 30 October 2018 relating to the Public Spaces Protection Order for Dog Control in Teignbridge. The decision seeks the implementation of a Public Space Protection Order (PSPO) for Responsible Dog Ownership under ss59 to 75 of the Anti-Social Crime and Policing Act 2014.

The decision has been called in by Councillor Cox and supported by Councillors Connett, Dewhirst, Eden, Nutley and Wrigley. Councillor Cox's reasons for call-in are:

1. To clarify the Executive's proposals to extend the dog ban on Ness Beach and Holcombe Beach as it now seems they were included in error.
2. To examine the decision to have only four as the maximum number of dogs on a lead in the light of the decision by East Devon District Council and the comments from the Kennel Club, the Dogs Trust and the Peoples Dispensary for Sick Animals.

Since the Executive meeting on 30 October 2018 there has been a large public response to the decision. Members in considering the call-in should note the number of responses to the decision balanced with the number of people who responded to the consultation. The Environmental Protection Manager gave an update of the number of correspondence received which amounted to approximately 180, and a summary of the key points.

The consultation with the public covered maintaining the existing seasonal dog exclusion areas. The Ness Beach and Holcombe Beach are not covered by the existing seasonal dog ban. It was not the intention that the PSPO restricted access to these beaches.

The Executive report detailed the outcome of the public consultation and included a number of comments from interested organisations. Overall the consultation results did not provide a consensus on the number of dogs a single individual should walk.

In support of the call-in, Councillor Cox submitted that six was an acceptable number of dogs for any one individual to walk. The support for this was that this would be consistent with East Devon District Council, public liability insurance covers six dogs, for many dog walking businesses this is their only income and limiting the number of dogs to four could result in their businesses folding. He added that a Review Group should be set up to work with responsible dog owners/walkers, to identify volunteers to assist the Council wardens in engaging with offending and irresponsible dog owners/walkers to become more responsible, keep their dogs under control, and always clear up dog faeces from the dogs for which they have responsibility.

The period of the dog ban on beaches for inclusion in the PSPO was not part of the call-in. However the Chairman agreed that this issue could be discussed.

In response to a question on the details of the PSPO at agenda page 14, the Environmental Protection Manager advised that the '*reasonable excuse*' under (i) of the heading *No more than 'x' dogs*, would be at the officer's discretion. In response to further questions, the Environmental Protection Manager advised that highways, cyclepaths, and Dawlish Warren Nature Reserve were included in the PSPO.

Resolved

That the following recommendations from this Committee be referred to Executive:-

- (a) That the number of dogs that any one individual can walk at any one time be a maximum of six.
- (b) That the annual period of restriction on beaches be reconsidered.

That a Review Group be set up to primarily work with responsible dog owners/walkers, to identify volunteers to assist the Council wardens in engaging with offending and irresponsible dog owners/walkers to become more responsible, keep their dogs under control, and always clear up dog faeces from

the dogs for which they have responsibility, and review the implementation of the PSPO in the first 12 months.

245. COUNCIL STRATEGY 2016-2025: T10 PROGRAMME OVERVIEWS

Three presentations were made on the work being carried out, as part of the overall Council Strategy for the period 2016 - 2025, in relation to two of the Teignbridge Ten super-projects. These are ten connected areas of work, which will each have a widespread impact on the economy, community wellbeing, and the environment.

Neil Blaney - Economy Manager, Donna Best – Estates Manager, and Fergus Pate – Principal Delivery Officer will present the work of three of the programmes: *Going to Town, Investing in Prosperity, and Moving up a Gear*.

Going to Town: Neil Blaney - Economy Manager

The Council Strategy identifies the important role town centres play in providing social, cultural and economic experiences and services to the residents of Teignbridge.

The Going to Town programme is focused on how the Council can support the town centres across Teignbridge, with the outcomes sought including:

- Creating new and expanded businesses, leading to more jobs;
- Improved local environment;
- Increased access to essential shopping and other services; and,
- Bring more visitors to the towns.

To deliver those outcomes 7 actions were set out, including:

- Regeneration and improvement schemes;
- Running and improving Newton Abbot market;
- Town centre health checks;
- Supporting town centre management;
- Positive application of our regulatory powers;
- Accessibility and town centre living; and,
- Supporting quality evening cultural and leisure opportunities.

While this project is focused on town centres, there is significant crossover of projects, outcomes and actions with the Investing In Prosperity programme.

The biggest progress made over the past three years has been embedding the philosophy and commitments of the Council Strategy into the way we work, ensuring decisions and actions always cross reference back to the strategy. This is an important point to make as it is not a measurable change as such, but an essential cultural shift.

There are a number of projects that have been developed over the last three years to deliver on the commitments made under the 'Going to Town' project.

Physical regeneration and other improvements

- **Newton Abbot:** Market Walk purchase and shop front improvements; Market Hall/Alexandra Theatre refurbishment; Summer Nights; Markets Code of Practice being drafted, temporary coach parking, character hunts and walkabout characters. The footfall has increased on these days; and Heritage posts as part of Coastal Communities Team bid.
- **Teignmouth:** Brunswick Street Local Development Order; Pavilions Teignmouth has been completed; and officer support has been given to the Taste of the Teign festival.
- **Bovey Tracey:** Land for Town Hall project.

Other completed District wide projects included:

- We have met with 5 Town Councils (Ashburton, Bovey Tracey, Chudleigh, Buckfastleigh and Moretonhampstead) to look at the potential for creating a shared Town Centre Manager post. Bovey Tracey and Ashburton Town Councils are interested in taking this further.
- Regular forums with the chairs of the local chambers of commerce or equivalent.
- Visit South Devon promoting town centres. Between June 2016 and May 2018 there were a total of 390k views of town centre pages.
- We have invested in the England's Coast, and England's Seafood Coast projects, aimed at the European Market they seek to work with businesses on the coast that have bookable activities, focusing them into one place which can form part of a package of activities for visitors.
- Economic Development Plan completed and being used as the working plan for the team.
- Business Charter has been completed and promoted to businesses.
- Proactive approach to Small Business Rate Relief take up.

Future projects include:

Newton Abbot, Teignmouth & Dawlish: Soft market testing for the provision of free town centre Wi-Fi.

Newton Abbot: Future stages of town centre improvements and regeneration

Teignmouth: Brunswick Street development coming forward.

Projects need time to develop, and some may not be properly realised until the end of the plan period (or later). Business cases need to be developed and this can take time. To make sure town centre projects are sustainable the Council rely increasingly on local level momentum and buy-in to push the social and cultural improvements within towns.

Investing in Prosperity: Donna Best – Estates and Development Manager

The Council Strategy highlights the importance of investing in Prosperity, to support the growth of jobs and wealth in the district. The Council's role is about good planning, promoting the benefits of our area working closely with partners and businesses and, to direct investment of Council money.

Progress highlighted over the last 3 years included the following against the actions identified in the Council Strategy:-

- 1) **Promptly grant planning applications, licences and other regulatory decisions which help create and protect jobs**

The Council works hard to meet targets for dealing with planning applications within target timescales of 8 weeks for minor planning applications and 13 weeks for major planning applications. At the end of Q2 2018/2019, performance was well ahead of government targets in this respect.

A Business Charter has been adopted, as part of the Economic Development Plan, which sets out the Council's commitment to businesses and what they can expect from this.

2) Invest our own money into new commercial and industrial estates and buildings

Ongoing discussions have been held with landowners in relation to the development of land identified for employment and where intervention by the Council may be appropriate.

Key initiatives undertaken by the Council to bring new employment opportunities and retention of business include:

- Acquisition of land, Forde Road, Newton Abbot
- Acquisition of land and buildings, Minerva Way, Newton Abbot
- Acquisition of Market Walk Shopping Centre, Newton Abbot
- Creation of LDO Framework & marketing of Brunswick Street, Teignmouth

In addition, on-going discussions with stakeholders to bring forward development of Council owned property at:

- Land adjacent Silverhills, Decoy, Newton Abbot
- Land at Forches Cross, Staplehill Road, Newton Abbot

3) Give commercial advice and support to entrepreneurs already in business or thinking of starting up

Businesses in Teignbridge are able to access free advice from the Growth Hub service run on behalf of the Heart of the South West Local Enterprise Partnership. Since the service started in March 2016, 443 Teignbridge based businesses have interacted with the Growth Hub.

The Economic Development team continues to support businesses seeking to grow, through assistance with finding new sites, accessing funding and making connections with others who can help.

Pre-application advice on planning matters is available to all and is currently provided to micro businesses for free.

4) Work with greater Exeter councils to bring businesses into the area

The Councils in the Greater Exeter area to work closely on projects and opportunities, in line with the Shared Economic Strategy. The Economic Development officers from each authority meet monthly to develop the objectives of the Strategy, including data and intelligence gathering of the local markets and economy, access to business advice and economic input into the emerging Greater Exeter Strategic Plan.

5) Work with local businesses to ensure that educators and trainers provide excellent, flexible and up to date courses which properly equip learners of all ages

The Economic Development team work to link businesses with the South Devon University Technical College, South Devon College and Exeter College. The team also meet with contacts within those organisations to discuss opportunities available, and continues to develop relations with the secondary schools within the district, to create links and identify opportunities for future projects.

In the schools, the predominant engagement is with Business Studies and Design & Technology departments. All schools have been offered the opportunity to take a market stall at Newton Abbot Market where there is an element of their projects that require selling or testing a product. We are developing new relationships with officers and academics at the University of Exeter in an effort to create 'Innovation Networks'. TDC will use these networks to sign-post businesses and academics to one another when new opportunities arise for collaboration, testing new innovations and getting new technologies to market.

6) Ensure that our Local Plan and other service reviews continue to prioritise economic development

The Economic Development officers from the Greater Exeter area are continuing to jointly feed into the Greater Exeter Strategic Plan process. East Devon are the nominated lead on behalf of the Economic Development teams and are fully engaged with the drafting of policies and appraisal of options.

At the Teignbridge level, there are on-going internal discussions between the Local Plan and Economic Development team to ensure that policies and allocations in the Local Plan enable the delivery of economic development.

7) Grasp all reasonable opportunities to improve the area's economic base, including making bids for funding service expansions and new projects

In 2017/18 around £12.2m was secured through funding bids for growth across Teignbridge. This has included through the LEADER programme (Greater Dartmoor Local Enterprise Action Fund and the South Devon Coastal Local Action Group), the Housing Infrastructure Fund, the Land Release Fund and the Local Government Association Housing Adviser Programme.

In some instances, developer contributions are now collected in lieu of the development of land allocated for employment use. In excess of £600,000 has been secured to date which can be used by the Council in due course to bring forward schemes that create jobs.

8) Scrutinise the delivery of the 'Connecting Devon and Somerset' broadband programme and its targets for coverage across

The background to this programme is that there are approximately 67,800 premises (homes or businesses) in Teignbridge, of which around 62,600 have either been delivered or planned for superfast broadband. This leaves around 5,200 premises still without access to superfast broadband.

Gigaclear, responsible for the roll out of the superfast broadband, have recently (Oct 2018) announced significant delays in delivery. Gigaclear are now

Overview & Scrutiny Committee (19.11.2018)

preparing a revised rollout programme. Matthew Barrow from DCC will be presenting an update to members in January (2019).

Moving up a Gear: Fergus Pate – Principal Delivery Officer

The Council works with partners to help deliver key transport infrastructure to improve its strategic development plans. The Council's capital programme is used to invest in transport provision which boosts economic performance, healthy transport choices and sustainable access.

Teignbridge isn't a transport body, it does not have the statutory duties of DCC, and it does not operate services. However it is a stakeholder and can influence through the following:

- Strategies and a Local Plan that closely overlap with the duties of such partners.
- Responsibility for planning decisions and associated transport outcomes.
- Capital programme funding (including CIL collected from developers) and is in a position to make decisions about allocating those resources to transport projects.

Actions

The highlights are:

Improving the A382

- A382 CPO inquiry is scheduled for 5 – 8 February
- Delivery of the first phase from Forches Cross to Newton Abbot is funded but this funding needs to have been spent by spring 2021. That programme is on course but may involve improvements to the stretch of Exeter Rd between Whitehill Cross and Churchills roundabout in the first instance, with JMII to follow as soon as possible.
- The planning application for the A382/383 link is due this winter, which will be around the same time as the planning application for housing led development at Houghton Barton.

Bus improvements and park and ride services

- An updated scheme for an A30 park and ride is not anticipated soon but examination of the Ide neighbourhood plan recognised some potential at 'Round Field'.
- Houghton Barton Park and change is expected to come forward alongside future development proposals at Forches Cross.
- Opportunities for a bus only route between Ashburton Road and Newton Abbot town centre are being investigated.

Supporting new railway stations

- Devon's bid to Network Rail's industry risk fund for support Marsh Barton Station didn't succeed.
- They are in the process identifying lower cost options and convening Network Rail and DfT to find a way forward.
- The Heath Rail Link group has agreed a lease of the Heathfield Line with Network Rail. Officers are ready to provide support where they are able.
- There is no identified budget for an Exminster Station feasibility study. However, communications were continuing with the Government, Devon County Council and Network Rail, and a funding bid was being put together.

Encourage a cycling revolution

- Progress is being made towards delivery of the Ogwell / town centre cycle route with the estates team and National Trust. This would pass by Bradley Manor and into Bakers Park before joining the existing River Lemon cycle path into town.
- The Hele Park to town centre phase of the Newton Abbot east west cycle route project is on track
- The coastal communities bid for the next stage of the Teign Estuary trail between Dawlish and Holcombe has not been successful. It was vastly oversubscribed and decisions were made, in part, based on where funding has previously been awarded. Teignbridge has benefited from quite a lot.
- There has been some Teignmouth to Kingsteignton Teign Estuary Trail progress and some encouragement from the Big Lottery fund to make a bid. There is significant support for this scheme, every time planning consultation is undertaken.

Development supported by sustainable transport

- The Council consulted on the draft masterplan for Wolborough at the end of the summer
- Some detailed work has been undertaken on the best ways to achieve sustainable connections to the town centre and other facilities.
- Comments have addressed matters like the future treatment of local roads and the importance of providing the infrastructure for early bus services through the site and to the wider area.
- Revisions to the consultation document will be reported to Planning Committee in December.

246. HOMELESS REDUCTION ACT UPDATE

The Housing Needs Lead Officer Tony Mansour updated Members on the Homelessness Reduction Act.

The Act was implemented on 3 April 2018 and has transformed the way that local housing authorities help homeless households, extending the duty. The emphasis is on preventing homelessness at an early stage rather than dealing with homelessness at the point of crisis. Many people who were not entitled to help under the previous legislation are now entitled to help and advice. Changes for the Council include: a training programme for staff members; enhancements to IT/ Digital delivery to meet the new requirements; increased staffing resources to meet the new legislation requirements and higher caseloads. The average time for each housing options interview has increased from approximately 40 minutes to 1.5 hours. The additional assessments are also subject to review in law and require scrutiny of assessment, process and decision to safeguard the service from legal challenge. There has also been a rise in approaches for housing advice compared to the two quarterly periods prior to the implementation of the new act.

The Homelessness Reduction Act has significantly extended the period for which interim accommodation must be provided to those households to whom duty is not discharged through a final offer of accommodation. As a result, there has been a significant rise in Bed and Breakfast placements.

A proposed Housing Needs Service restructure will ensure that the requisite staffing resources are in place to prevent and relieve homelessness where possible, and in so doing reduce the need to use emergency accommodation.

In response to a question, the Housing Needs Lead Officer advised that approximately 50% of homeless people also suffered some sort of mental illness. There were multidisciplinary teams to assist these people.

247. HOMELESSNESS STRATEGY AND PROJECTS - ACTION PLAN UPDATE

The Housing Needs Lead Officer Tony Mansour updated Members on the Housing Strategy and Projects Action Plan.

A Teignbridge Members Steering Group is in the process of being set up. The group is intended to keep members informed of progress against the key strategic aims and specific projects under our Homelessness Strategy. The group will also provide input on, and insight into, the development of future projects designed to prevent and relieve homelessness in Teignbridge.

In addition, the Teignbridge Homelessness Forum, consists of the Housing Needs Service and partner agencies. It will continue to meet on a quarterly basis to take forward combined projects and keep partners informed of progress against the objectives of the Homelessness Strategy. The Forum is currently looking at creating a Giving Scheme where by local people can donate to local homelessness charities, rather than give cash to street beggars.

The Single Persons Temporary Accommodation and Resettlement Project provides self-contained accommodation and bespoke support to people who have been confirmed to be rough sleeping, or are at imminent risk of rough sleeping, but to whom no full statutory housing duty is owed.

In addition to the Rough Sleeper Initiatives funding, the Council is leading on a joint bid for Teignbridge, South Hams, West Devon, East Devon and Mid Devon for a fund called the Rapid Rehousing Pathway. Finance is sought for four Rough Sleeper Navigators to operate across those district areas and work intensively with rough sleepers with complex needs to help them to access services and accommodation.

Finally, the Council is submitting a bid for a funding opportunity called the Private Rented Access Fund. Through this fund, we would seek to build on the work of the SPRINT team (Supporting People Renting in Teignbridge) to provide greater incentives and guarantees to Landlords, enabling people with historic arrears, or specific needs to access private rented tenancies. The fund would also finance a private rented prevention and resettlement role, facilitating move on into the private rented sector for those occupying, or who are at high risk of requiring temporary accommodation.

248. UNAUTHORISED TRAVELLER ENCAMPMENTS

Overview & Scrutiny Committee (19.11.2018)

The Solicitor referred to the report circulated with the agenda and updated Members on enforcement powers that the Council has to deal with unauthorised encampments. The Council has had 17 incidents of illegal encampments since 2012.

Unauthorised encampments occur where trespassers enter and occupy land belonging to the local authority. The number of traveller caravans on authorised sites has risen from 14,498 in July 2010 to 19,071 in July 2017, a 32% increase. The Equality Act 2010 makes it unlawful to treat someone less favourably because of a range of protected characteristics. The following of a nomadic lifestyle is lawful, and recognised and protected through legislation.

Existing powers included: application for a possession order in the County court, whereby a possession order may be secured quickly against trespassers; Section 77 Criminal Justice and public Order Act 194, which deals with people residing in vehicles on land forming part of a highway without the consent of the owner; Power of the police to direct unauthorised campers to leave the land where by sections 61-62 of the Criminal Justice and Public Order Act 1994 gives the police a discretionary power to direct trespassers to leave and remove any property or vehicles that they have with them should trespassers refuse to adhere to a request to leave the land; the use of certified enforcement agents, whereby all landowners have a common law right to recover land. An eviction notice giving travellers at least 24 hours' notice to move must be served. If they fail to leave the land the Local Authority may proceed to evict them; an application of an injunction. Counsel's advice to a neighbouring authority on the use of a blanket permanent injunction was that the Council "*would be in little better position than it already is.*" The Solicitor advised that Court would not consider it proportional to make either a blanket ban or an injunction for one specified area within the district, particularly when there is not a single piece of land that has seen a regular occurrence of illegal encampments.

Comments from Members included concern in relation to rubbish left at a site when travellers move on, and the effect on neighbouring residents when travellers are camping illegally.

None of the above methods of enforcement allow for the Council to deal with the clear up issues in respect of any fly tipping or litter left behind, because alongside the transient nature of the travellers, the Council has little power to establish the identity and the address of an individual in order to issue a summons for the offence of fly tipping. However, the Council does act as swiftly as possible once an illegal traveller encampment is reported to them. Whilst the public would be concerned regarding the arrival of the travellers on any council owned land, they should be reassured that the Council have no choice but to act using the powers that they have and abide by the relevant legislation.

The Interim Head of Service Delivery and Improvement advised that three transient pitched were being developed in the District in addition to the fifteen at the Haldon site. This was a Devon wide strategic issue and she was happy to report more fully at a future meeting if Members wished.

In response to a question, the Solicitor advised that travellers amounted to less than 5% of the population of Devon.

Resolved

That the report be noted.

249. DRAFT TEIGNBRIDGE ASSET MANAGEMENT STRATEGY AND POLICY

Consideration was given to a draft Strategy and Policy documents in accordance with the Committee's function to assist the Council and Executive in the development of policy framework procedure rules, supporting the Council's key objectives and informing its spending decisions. The draft documents includes, a document setting out the benefits of strategic property asset management, a Land and Building Disposal Policy, and a Land and Buildings Acquisitions Policy.

A Members briefing on the draft strategy was held on 12 November when all member of the Council were invited.

The draft policy documents include the Council's:

- Land and Buildings Disposal Policy;
- Land and Buildings Acquisition Policy; and
- Town and Parish Council Service Devolution & Asset Transfer Policy

Asset management is about supporting the delivery of strategic goals and objections through the use of property assets such as: direct service delivery, leisure centres; support of service delivery, administrative offices and depots; and wider policy documents, regeneration, and delivery of SANGS sites to support growth. The strategy would be incorporated into the Capital Strategy the Council is required to produce annually under the Chartered Institute of Public Finance & Accountancy's Prudential Code. It gives the overall approach to providing property to meet the Council's needs in terms of what the corporate approach or attitude is to its property assets; what behaviours are expected; and what principles are going to be followed. It is anticipated that the Town and Parish Council Service Devolution & Asset Transfer Policy will be is shared with the Teign Association of Local Councils for consultation before adoption.

Asset management projects are already monitored within the Spar risk register, through the capital programme and service plans in terms of policy development; organisational arrangements, and property specific activities.

Resolved

Following consideration of the draft Executive report in relation to the Council's adoption of an Asset Management Strategy and supporting policy documents, the Executive be advised that the committee recommends approval of the draft strategy and supporting documents, as circulated with the agenda, without amendment.

250. PERFORMANCE MONITORING - Q2 DATA

The Chairman referred to the updated report circulated at the meeting which replaced the report circulated with the agenda. It was noted that three of the ten

Overview & Scrutiny Committee (19.11.2018)
super projects (Going to Town, Investing in Prosperity, and Moving up a Gear) had been reported by officers and discussed earlier in the meeting.

Resolved

The report and any actions being taken to rectify performance issues as detailed in the report be noted.

251. EXECUTIVE FORWARD PLAN

The Committee noted the Executive Forward Plan previously circulated.

252. WORK PROGRAMME

The Committee received and noted the Overview and Scrutiny Work Programme circulated with the agenda.

253. EXCLUSION OF THE PUBLIC AND PRESS

Resolved

That under Section 100(A)(4) of the Local Government Act 1972, the Press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

254. CALL-IN OF PORTFOLIO HOLDER DECISION 11-2018 FUNDING CONTRIBUTION FOR A CIRL BUNTING NATURE RESERVE

Councillor Nutley declared an Appendix B interest by virtue of his membership with the RSPB, and left the meeting.

At the meeting on 10 September 2018, following initial discussion of the call in of Portfolio Holder decision 11-2018, the Committee considered the decision was unnecessary and could result in an unacceptable financial risk to the Council. The RSPB subsequently submitted further information which was discussed at the Overview and Scrutiny Committee on 19 November 2018.

Following discussions the Committee was satisfied with the additional information submitted by the RSPB, and that sufficient risk mitigations are in place to protect the position of the Council.

Resolved

That the Executive is advised that Portfolio Holder decision 11-2018 is not challenged and the decision be reaffirmed.

MIKE HAINES
Chairman

This page is intentionally left blank

DRAFT**TEIGNBRIDGE DISTRICT COUNCIL****OVERVIEW & SCRUTINY COMMITTEE**

CHAIRMAN: Cllr Mike Haines

EXECUTIVE PORTFOLIO-HOLDER: Cllr Stuart Barker

DATE: 14 January 2019**REPORT OF:** Democratic Services Officer
Cllr Stuart Barker (Portfolio-holder for Corporate Resources)**SUBJECT:** INITIAL FINANCIAL PLAN PROPOSALS 2019/20 TO 2021/22**PART I****RECOMMENDATION****The Committee is recommended to resolve****That the Overview and Scrutiny Committee recommends that Council resolves to approve the council tax base of 49,219 for 2019/20 at set out in Appendix 2 attached.****1. PURPOSE**

To consider:

- The draft budget proposals as appended, to be considered by the Executive on 8 January, 2019.
- The Executive's recommendations to Council in relation to the draft budget proposals, which will be reported at the meeting of Overview and Scrutiny Committee on 14 January, 2019.

The report and appendices to be considered by the Executive on 8 January 2019 are appended for ease of reference. Members are asked to refer to these papers for all background information.

**Trish Corns, Democratic Services Officer
Cllr Stuart Barker (Portfolio-holder for Corporate Resources)**

Wards affected	All
Contact for more information	Martin Flitcroft 01626 215246 or Claire Moors 01626 215242

DRAFT

TEIGNBRIDGE DISTRICT COUNCIL

Background Papers (For Part I reports only)	Budget and settlement files The Constitution
Key Decision	Yes
In Forward Plan	Yes
In O&S Work Programme	Yes
Appendices	App - Executive Agenda Report 8 January 2019 App 1 – Budget timetable 2019/20 App 2 – Recommended council tax base 2019/20 App 3 – Council tax calculator 2019/20 App 4 – Summary revenue plan 2018/19 onwards App 5 – Fees and charges summary App 6 – Capital programme

EXECUTIVE

LEADER: Cllr Jeremy Christophers

PORTFOLIO HOLDER: Cllr Stuart Barker

DATE: 8 January 2019

REPORT OF: Chief Finance Officer

SUBJECT: INITIAL FINANCIAL PLAN PROPOSALS 2019/20 TO 2021/22

PART I

RECOMMENDATIONS

The Executive is recommended to resolve

That comments be invited on these budget proposals.

The Executive recommends that Council resolves

To approve the council tax base of 49,219 for 2019/20 at appendix 2.

1. PURPOSE

- 1.1 To consider the initial financial plan proposals 2019/20 to 2021/22 to be published for comments over the next six weeks.
- 1.2 These proposals include draft revenue and capital budgets for the three years 2019/20 to 2021/22. The main issues taken into account are:
 - The level of council tax and the proposal to increase it by £5 or 3.03%.
 - Reducing central funding and the need to make ongoing efficiencies using invest to save where possible.
 - Continuing to support housing whilst backing business and bringing people and organisations together for local neighbourhood planning.
 - Infrastructure delivery plan investment funded by community infrastructure levy (CIL) and external sources where available.
 - Town centre investment in infrastructure and employment.
 - The level of reserves necessary for the council.
- 1.3 To consider the proposed council tax base 2019/20 to recommend for Council approval on 14 January 2019 as shown at appendix 2.

TEIGNBRIDGE DISTRICT COUNCIL

2. SUMMARY

- 2.1** Recent budgets have taken account of reducing government grant over the period of the last comprehensive spending review. We now have the provisional local government finance settlement for 2019/20 which clarified the multi year settlements announced in 2016/17. No further changes were made to the calculation of the New Homes Bonus (NHB). We continue to be on the multi-year settlement covering the four years from 2016/17. Council tax thresholds remain at the higher of 3% or above £5. 100% business rates retention was promised in earlier consultations but with the transfer in of some funding obligations. The Government is now planning to introduce 75% business rates retention in 2020/21. Devon chief finance officers worked on a bid when the new invitation to pilot 100% business rates retention for 2018/19 was sent out by government. We were successful with our bid which will create additional funds for one year only. Revenue support grant and rural services delivery grant are rolled into business rates baseline funding for one year as a result. The conditions of the bid require extra business rate income generated to be reinvested in economic growth. Our bid will reinvest additional funds in the Newton Abbot town centre redevelopment proposals. We also submitted a further bid in September 2018 to continue to be a Devon pilot in 2019/20. The Government decided to allow other new pilots to be set up for one year and as a result our bid was unsuccessful however we will continue to work as a Business rates pool with the rest of Devon. Receipt of revenue support grant ends in 2018/19 and new homes bonus legacy payments were reduced. The reduction was from 6 years to 5 years in 2017/18 and then to 4 years from 2018/19. An initial baseline reduction of 0.4% was also set for 2017/18 reducing the Bonus further. No further modifications were made in 2018/19 or proposed in 2019/20 following receipt of the provisional settlement.
- 2.2** We have benefitted from previous savings plans and restructuring efficiencies are still producing cost reductions. This budget also benefits from the Strata partnership and the significant ongoing returns from Market Walk. We are in the fourth year of Business Efficiency Service Transition (BEST) 2020 review following Business Challenge in earlier years.
- 2.3** The economy continues to be generally buoyant however uncertainty continues about future demand and the outcome of the European Union negotiations. Teignbridge has seen some minor positive variations to income in the current year however planning applications, general rental income and market income are down on the original budget.
- 2.4** Car parks are continuing with the programme of relevant capital investment agreed and funded by the increase in income. A general increase in most off street parking charges is proposed to cover inflation and in particular the continuing higher rates from the revaluation which mainly falls on car parking.
- 2.5** Business rates were revalued nationally and became effective from 1 April 2017. Rates have generally gone down in the South West although Teignbridge properties have gone up. There is transitional relief so that

TEIGNBRIDGE DISTRICT COUNCIL

reductions and increases will take five years to work through. Our on-going investment in Newton Abbot will enhance its vitality and viability and improve access to and within the town centre.

- 2.6** The capital programme to 2021/22 includes infrastructure delivery plan projects funded by CIL and external sources where available. The investment in housing continues including provision of affordable homes. The main aim is to create more homes and jobs. Significant provisions have also been included for town centre investment and employment land. Prudential borrowing is a helpful funding mechanism for priority projects where a good return on capital can be demonstrated. The additional gains from the business rates pilot scheme for 2018/19 will be invested in Newton Abbot town centre.

3. BACKGROUND

- 3.1** The budget and policy framework procedure rules in the Constitution set out the process for developing annual budgets and their approval by Council. Thus there is a budget timetable in the Executive forward plan which includes Overview and Scrutiny consideration of the financial plan proposals. The detailed **timetable** is shown at **appendix 1**. The Council is responsible for the adoption of its budget including approving the appropriate level of council tax.
- 3.2** Previous budgets took account of reductions in government grant. An ambitious programme of **savings** was identified reducing costs and increasing income. **Revenue support grant** was cut by £1.0 million in 2015/16, just under an additional £0.9 million in 2016/17 and a further reduction of £0.75 million in 2017/18. In 2018/19 the reduction was just under £0.5 million leaving revenue support grant at just under £0.4 million. We will receive nothing in 2019/20 and thereafter. (The allocated funds for 2018/19 have now been rolled into business rates baseline funding following the successful pilot bid).
- 3.3** The senior management structure is under review with an interim team in place. Management costs have been significantly reduced over recent years and further significant savings are anticipated. This budget also gains from the Strata partnership and significant returns from Market Walk.
- 3.4** The fourth year of **Business Efficiency Service Transition (BEST) 2020** has built on the Business Challenge process in the last three years. Options for continuing to reduce budgets have been or are being evaluated and also the pressures or investment that might require those savings. Those savings that can be made have been built into the budgetary figures. Teignbridge is also working with nineteen partners on the Heart of the South West devolution proposals and more locally re. Innovation Exeter in the Greater Exeter/Greater Devon partnership.
- 3.5** We are in the third year of our new ten year Strategy 2016-2025. This sets the tone for contributing to civic life and ensuring public services focus on 'place and person' while remaining accountable, fair and value for money. At the heart are the Teignbridge Ten overarching projects that guide our activities,

TEIGNBRIDGE DISTRICT COUNCIL

where we focus our resources and how we shape services to deliver real progress for the district.

- 3.6 There are no proposed changes to the council tax support scheme. A budget survey is planned which will be put on the website and publicised to encourage feedback. In particular it will be brought to the attention of **businesses**, the residents' panel and Teignbridge relationship groups.
- 3.7 The current council tax for Teignbridge is £165.17 per year for an average band D property. The 2018/19 **tax base** or effective number of properties for calculating council tax income is 48,577. Thus current year council tax income for the district is estimated at £8.0 million as shown in **appendix 2 - the recommended council tax base 2019/20**. A table of values for various increases in council tax is shown at **appendix 3 - the council tax calculator**.
- 3.8 Of the current total average annual £1,834.97 council tax collected per property, Teignbridge keeps 9% or just over £3 per week for its services. 72% goes to County, 10% to the Police, 5% to the Fire Authority and 4% to parishes and towns for their local precepts.
- 3.9 Significant government funding and cost changes affecting us for current and future years are as follows:

A 4.9% increase in the statutory National Living Wage from £7.83 to £8.21 next year;

Pay increases for current and future years. A two year deal to employees as tabled by the National Employers for Local Government Services for 2018/19 and 2019/20. A flat rate increase for the majority of grades of 2% in each year and higher increases on lower pay points of up to 9.2% in 2018/19 and a further 5.9% in 2019/20. A revised pay spine has also been introduced in the deal with effect from 1 April 2019. These changes address adjustments to the National Living Wage and pay differentials across grades as a result. This deal is built into the initial financial plan proposals.

The actuarial valuation of the Devon pension fund for 31 March 2016 required increased employers contributions to 2019/20;

The continuing consultation on reforms to New Homes Bonus baseline reducing receipts and the proposal to cease New Homes Bonus after 2019/20 and replace with an alternative source of housing funding and what that level of funding will be going forward;

Cuts in funding over the next 3 years with revenue support grant reducing to NIL for 2019/20 and thereafter;

The outcome of consultation on the move to 75% business rates retention but with the transfer in of some funding responsibilities.

A full, partial or phased reset of the baselines for the business rates retention scheme in 2020/21 and the impact on the business rates retained for 2020/21 and thereafter.

Additional staffing, leasing and running costs to maintain delivery of the refuse and recycling service and for the additional dwellings being built and in occupation.

- 3.10** The Executive has had three **monitoring** reports this financial year on 17 July, 2 October, and 4 December 2018. These have updated current year budgets and also future year forecasts. The Autumn Statement 2018 was published on the 29 October and the provisional local government settlement issued on 13 December.

4. REVENUE FINANCIAL PLAN

- 4.1** **Appendix 4** to this report is the draft budget scenario for the next three years. The effects of budget variations in 2018/19 already approved by Executive are included. Future savings expected from the Strata partnership have been fed into the plan. The increasing cost reductions from the previous management restructures, recent changes and interim arrangements are included. The plan also includes the significant ongoing returns from Market Walk.
- 4.2** Proposed **fees and charges** draft income totals for each service are shown at **appendix 5**. An increase of £368,000 in income is anticipated for next year. Detailed recommended fees and charges will be available on the website early in January via the members' newsletter. There are minimal changes proposed for leisure charges with a small change in income for next year.
- 4.3** Car parking charges are proposed to increase to give extra income of £57,000 which equates to an increase of 1.6%. This will help towards inflation and in particular the rates increase arising from the revaluation that mostly affects car parks. The main changes have been to increase charges generally across the majority of car parks. This includes the permits which were not increased last year. However to support the town centres it is proposed to reduce the parking charges in these areas up to one hour.
- 4.4** The successful opt in green waste subscription has been increased by £5, the first increase since its introduction. The revised fee continues to be below the national average and the average charge within Devon.
- 4.5** The **Localism Act** introduced the power for the Secretary of State to set principles each year under which council tax increases are determined as excessive. This can apply to Teignbridge, County, Fire, Police, or towns and parishes. For the current year limits continue to be set for all but towns and parishes with a referendum being triggered if districts had an increase of 3% and above AND above £5.
- 4.6** In all such cases Teignbridge has to make the arrangements to hold a **local referendum** for residents. Costs can be recovered from the relevant precepting authority. The Government expects town and parish councils to demonstrate restraint when setting precept increases. They will be looking for clear evidence of how the sector is responding to this challenge, mitigating increases by the use of reserves where they are not earmarked for other purposes or for 'invest to save' projects which will lower ongoing costs. Any

TEIGNBRIDGE DISTRICT COUNCIL

controls for town and parish councils are deferred subject to these conditions being adhered to.

- 4.7 The extra income from any increase in **council tax** is shown at **appendix 3** and this additional amount would be recurring in future years. The proposal is to increase council tax in Teignbridge by 3.03% or £5 to £170.17. This is the annual charge for an average band D property and the increase equates to less than 10p a week. A £5 increase has also been assumed for 2020/21 and 2021/22.
- 4.8 Council tax **freeze grants** have ceased with the last one being received in 2015/16. This was equivalent to a 1% increase in council tax but assumed no council tax support reduction so amounted to £78,000.
- 4.9 **Settlement funding** of revenue support grant and business rates retention baseline to the Council from Government is £3.7 million for the current year. Teignbridge will not pay council tax support grant in 2019/20 as a general grant to towns and parishes. The grant funding to support this was withdrawn as specified in last years budget proposals.
- 4.10 With the **four year funding deal** in place, published figures for revenue support grant and business rates baseline are available to 2019/20. These have been used in the financial plan and are shown in the table below adjusted in 2018/19 for the business rates pilot:

	2016/17	2017/18	2018/19	2019/20
	£million	£million	£million	£million
Revenue support grant	1.601	0.847	0.000	0.000
Rates baseline funding	3.106	3.169	3.685	3.339
New homes bonus	3.848	3.436	2.917	2.605
Main grant	8.555	7.452	6.602	5.944
Cash reduction in year		-1.103	-0.850	-0.658
Percentage reduction in year		-12.9%	-11.4%	-10.0%

The table shows the cash reductions of £1.1 million last year, £0.9 million in 2018/19 and £0.7 million in 2019/20. Percentage reductions are up to 13% in each year. Main grant funding will have reduced by one third by 2019/20 when compared to 2013/14 when rates retention and council tax support started. Revenue support grant will also have reduced from £4.5 million to zero over the same period. Uncertainty exists for 2020/21 when a full, partial or phased reset of the baseline may occur, reducing gains established from growth and altering business rates retention to 75%.

- 4.11 The **business rates retention** 50% funding system started on 1 April 2013. Rules for charging and rateable values are still set nationally by Government and the Valuation Office respectively. The system includes top ups, tariffs, levies and safety nets. The latter is to protect income to some extent within overall reducing national funding levels. The system is more complicated as Government has introduced small and rural business rates relief. The cost of

TEIGNBRIDGE DISTRICT COUNCIL

this through loss of rates retention income to Teignbridge is generally covered by separate specific grant.

- 4.12 Within Devon it has been beneficial for authorities to form a **rates pool** to avoid any payment of levy from Devon to the Government. With historic assumptions of moderate business growth in the area significant savings have been achieved increasing over the years. The pool also spreads the risk of any business downturn in an authority over all members of the pool and encourages economic prosperity across authority boundaries. The Devon pool became a 100% business rate pilot for 2018/19 following its successful submission and reverting back to a rates pool in 2019/20 as our bid to be a pilot in that year was unsuccessful.
- 4.13 Teignbridge's position is better than the rates baseline because of estimated growth in business rates. We have also gained from pooling and this has been shown together with growth in the revenue summary as estimated rates retention and pooling gain. 100% rates retention was originally promised by 2020 but with the transfer in of some funding responsibilities and the share of the total for districts could be reduced. Levies will cease but there may still be some opportunity for pooling of risk. Negotiations to exit the European Union may delay the roll out of any eventual 100% business rates retention and a full, partial or phased reset of baselines in 2020/21 will have a negative impact on funding levels. The provisional settlement now suggests that 75% business rates retention will be introduced in 2020/21.
- 4.14 **New homes bonus** is also part of core funding and is top sliced from settlement grant. It is based on additional property brought into occupation in the previous year with a higher amount for affordable housing. Teignbridge is receiving £2.9 million this year. Estimates of NHB are based on 620 homes per annum as in the local plan with each new year giving four years of grant.
- 4.15 Government reformed the new homes bonus reducing the length of payments from 6 years to 4 years. Estimates for future years assume 4 years bonus. The Government has intimated that it will cease New Homes Bonus after 2019/20 and replace with an alternative source of Housing funding. No details are available to clarify what this will mean in terms of future funding and whether it will provide similar funding levels to that received under New Homes Bonus. The Government had suggested increasing the baseline for 2019/20 however in the provisional settlement have left this unaltered at 0.4%.
- 4.16 Council tax benefit was replaced by **council tax support** from 1 April 2013. As the support reduces the tax base there is less council tax income for county, fire, police, and towns & parishes. The cost was around 90% funded by government grant initially but then transferred into main grant and not identified separately. The 10% shortfall was covered at Teignbridge, in the first year by one minor change to benefit, technical reforms, and use of transitional grant.

TEIGNBRIDGE DISTRICT COUNCIL

- 4.17 For 2014/15 two minor changes to compensate for the loss of transitional grant were consulted on and introduced. The majority of taxpayers have adapted well to these changes, collection has been maintained and spend on council tax support itself continues to go down. There were further changes to the scheme applicable from 1 April 2017 to align as far as possible and mirror work incentives in Universal Credit and changes to housing benefit. No changes were made for 2018/19 or are proposed for 2019/20.
- 4.18 Teignbridge currently receives £348,000 for administering **housing benefit** and £140,000 for council tax support. **Universal Credit** started for Teignbridge from 9 November 2015 for new single job seekers and we went live with the full service in September 2018. There has been specific help from the department for work and pensions in connection with the transition but the current funding agreement ended in 2017. The main grant funding has been assumed to continue in future years.
- 4.19 The statutory minimum **National Living Wage** is targeted to be close to £9 for those aged 25 and over by 2020 (60% of median earnings). It increases by 4.9% to £8.21 from 1 April 2019. The impact of the increase in national living wage through the pay award which also addresses differentials in the pay spine has had significant cost implications in 2018/19 and further increases in 2019/20 and subsequent years of the financial plan.
- 4.20 The **actuarial valuation** of the **Devon pension fund** effective from 1 April 2017 set Teignbridge contributions for future years. These were made up of a basic amount of 14.6% for future service accrual plus an increasing cash sum to reduce the past service deficit. The amended cash sum payment started in 2017/18 at £1,369,000 increasing to £1,436,000 for 2019/20.
- 4.21 **Investment income** remains fairly low however the base rate rise from 0.5% to 0.75% in August 2018 has increased income slightly. Based on information from the Bank of England inflation report, which shows base rate gradually increasing to around 1.4% by 2021, £63,750 interest has been forecast for 2019-20, rising to £75,000 in 2020-21 and £112,500 in 2021-22. This is based on average daily lending of £7.5 million, which takes into account levels of mainly internal borrowing.
- 4.22 The latest professional guidance on **reserves** issued in November 2008 recommends a working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing and a contingency to cushion the impact of unexpected events or emergencies. Earmarked reserves can also be built up to meet known or predicted requirements. Teignbridge operates with a low level of reserves compared to many districts.
- 4.23 Our main contingent liability was settled six years ago and provision has been made for other smaller potential liabilities. However the current funding regime including rates retention, new homes bonus and council tax support carries a risk for us of likely more volatility in resources. This will increase as

TEIGNBRIDGE DISTRICT COUNCIL

we move towards likely 75% rates retention. We are more reliant on income generated from our own fees and charges as government funding reduces.

- 4.24 The Audit Commission December 2012 report 'Striking a balance' stated that reserves are an essential part of good financial management. They help councils cope with unpredictable financial pressures and plan for their future spending commitments. The proposed budget recommends reserves to increase slightly to 11.7% of the net revenue budget at just over £1.9 million in 2018/19. This equates to 12.6% in later years as general reserves are maintained at just over £1.9 million. General reserves are held to accommodate continuing future uncertainties and increasing reliance on generating our own income.
- 4.25 Historically the **Executive** has **authority** to exceed the approved overall revenue budget by up to £100,000 from general reserves to meet unexpected expenditure within the year. The aim is to replenish the reserves in the same year by making compensating savings as soon as possible. It is recommended to maintain this allowance at £100,000 for future years. All other decisions with regard to budgetary change will be approved by reference to virement rules in the financial instructions.
- 4.26 In conclusion these budget proposals show how Teignbridge can prepare for the grant reductions and anticipated funding regime by continuing to make savings and generate income. The revenue budget is funded over the medium term by savings found, additional income and use of earmarked reserves built up to cover anticipated future reductions in funding. Exploration of suggestions from the BEST2020 process and service plan reviews have been incorporated into future budgets. Further suggestions will be worked up and costed to deliver savings to balance future budget years alongside the ongoing investigation into commercial investment opportunities, alternative service delivery plans and review of our existing assets and their use. These ideas together with any other income generation opportunities will also help to identify funds to increase revenue contributions to the capital programme. At the same time general reserves are increased to around 11.7% of the budget which is equivalent to just over £1.9 million. However there is much uncertainty over the move to 75% and potentially an eventual 100% business rates retention scheme with the higher risks that Teignbridge will face.
- 4.27 These proposals include a £5 increase in council tax next year and subsequent years and substantial capital investment over the next three years. They will be publicised and comments brought back to the Executive in February before making the final budget recommendation to Council for 28 February 2019.

5. CAPITAL PROGRAMME

- 5.1 The **capital programme** has been updated at **appendix 6** and continues to include significant provisions for investment in town centres and employment

TEIGNBRIDGE DISTRICT COUNCIL

land. Some of these will require prudential borrowing and each will be the subject of separate reports as the business cases are developed.

- 5.2** The programme is partly funded by sales of assets. Community Infrastructure Levy is anticipated to fund the infrastructure plan. Contributions from revenue are budgeted at £1.1 million in 2018/19, with a further £0.3 million for specific schemes. In addition an aggregate £1.4 million over the next three years are enabled by new homes bonus receipts. The ongoing contributions are set at £0.2 million in 2019/20 increasing to £0.5 million in 2020/21 and £0.7 million in 2021-22. A review of suggestions from the BEST2020 process should enable further increased contributions to be delivered as these are worked through and agreed.
- 5.3** Government subsidy for housing disabled facilities grants through better care funding via county is assumed to continue at £1 million per annum. £1.2 million has been received in 2018/19, with an additional £50,000 anticipated. Right to buy receipts are estimated at £0.7 million per annum. Housing investment continues at current levels with the majority going into the provision of, and disabled facilities grants for, private sector housing. Affordable housing provision is facilitated through identified sites with the majority of the remainder being delivered through the local plan.
- 5.4** The infrastructure delivery plan investment over the next few years contributes to:
 - A new railway station at Marsh Barton for South West Exeter and Teignbridge residents access to employment (£1.3 million by March 2021).
 - Provision for improvements to the A382 of £5.1 million over 3 years.
 - Provision for Education in SW Exeter and the wider Teignbridge area of £6 million over 3 years.
 - Provision for further green spaces of £1.7 million over 3 years.
 - Sports and leisure provision of £1.5 million over 3 years including Decoy and the Den play area refurbishments. Work is continuing to investigate the feasibility of improvements to leisure provision. This will be the subject of separate reports as business cases are developed.
 - Heart of Teignbridge, coastal and other cycle provision (£1.1 million over three years).
- 5.5** The energy and carbon reduction plan has been completed. A provision has been made for a project to investigate a major heating improvement for Forde House for 2019/20. Feasibility investigations for further solar panels at Market Walk are also being carried out.

TEIGNBRIDGE DISTRICT COUNCIL

6. COUNCIL TAX BASE 2019/20

- 6.1 The **council tax base** is the estimated number of band D equivalent properties in the district for next year less a small allowance for likely collection losses. The details are shown at section 1 of **appendix 2**. The council tax for each of District, County, Fire, Police and towns/parishes multiplied by the base gives the income or precept which the district pays to each authority. The District is responsible for collecting council tax.
- 6.2 The estimate for next year must be based on information available on the 30 November. It has to be approved by Council which is planned for 14 January 2019 and notified to the major preceptors - County, Fire and Police between 1 December 2018 and 31 January 2019. Similarly towns and parishes also need the base for their area to calculate their council tax from their precept.
- 6.3 The initial data is extracted from the council tax records. This includes the deduction for council tax support which reduces the base. Finally an estimate is made of the growth in the number of dwellings to 2019/20 based on recent history and this has been calculated at 1%. Thus a total of 49,716.2 is the estimated number of band D properties for next year.
- 6.4 As for the current year a collection rate of 99% has been assumed giving 49,219 for 2019/20. For Teignbridge this base means that at the current council tax level of £165.17 just over £8.1 million of income would be generated next year. This is 1.3% or £106,000 more than in the current year. Estimated 2019/20 income for all preceptors is shown at appendix 2, section 2 based on the current council tax.
- 6.5 All the council tax income goes into a collection account from which the precepts are paid. As the income is estimated a surplus or deficit can arise which has to be notified and shared out between the District, County, Fire and Police. The district has to pay for any deficit or take any surplus relating to the towns and parishes. The aim is to minimise balances on the account.
- 6.6 Teignbridge has to estimate the surplus or deficit on the council tax collection fund on 15 January each year for the following budget year. A surplus of £1.0 million is currently estimated which has to be shared between the major preceptors in 2019/20 per their current precepts. The District share is £126,000 towards next year's budget as shown at line 18 in appendix 4. Surpluses or deficits arise due to a number of factors including variations to previous years assumptions in relation to the number of new houses built, the banding of these properties, the number claiming council tax support, collection rates, discounts, bad debts and provisions in relation thereto.

7. GROUPS CONSULTED

- 7.1 County, Fire and Police and the public are consulted about any changes to the council tax support scheme. 20 December marks the start of the six weeks publication period which includes Overview and Scrutiny meetings on 14

TEIGNBRIDGE DISTRICT COUNCIL

January and 4 February 2019. Parishes and town councils will also be advised of these financial proposals with a presentation to the Teignbridge Association of Local Councils meeting on 31 January 2019.

- 7.2** A budget survey is planned which will be put on the website and publicised to encourage feedback. In particular it will be brought to the attention of businesses, the residents' panel and Teignbridge relationship groups. Responses will be reported to members for consideration with the final budget proposals by Executive on 7 February 2019 and by Council on 28 February 2019.

8. TIME-SCALE

The financial plan covers the years 2018/19 to 2021/22. Final consideration of the budget by Council is due on 28 February 2019. At that time the council tax resolution is also approved which covers the total council tax including County, Fire, Police and towns & parishes.

9. JUSTIFICATION

The Executive is required under the budget and policy framework procedure rules in the constitution (part 2, article 4, section 4.4b) to agree and recommend a budget to Council each year.

10. DATE OF IMPLEMENTATION (CONFIRMATION OF DECISION SUBJECT TO CALL-IN)

Call in does not apply as the final budget recommendations will be considered for approval by Council on 28 February 2019.

Martin Flitcroft
Chief Finance Officer

Wards affected	All
Contact for more information	Martin Flitcroft 01626 215246 or Claire Moors 01626 215242
Background Papers (For Part I reports only)	Budget and settlement files The Constitution
Key Decision	Yes
In Forward Plan	Yes
In O&S Work Programme	Yes
Appendices	App 1 – Budget timetable 2019/20 App 2 – Recommended council tax base 2019/20 App 3 – Council tax calculator 2019/20 App 4 – Summary revenue plan 2018/19 onwards App 5 – Fees and charges summary App 6 – Capital programme

APPENDIX

This page is intentionally left blank

Budget timetable 2019/20

	October	November	December	January	February	March
Government (Chancellor) Autumn Budget Statement	29th					
Provisional local government settlement			13th			
Executive papers sent out - initial budget proposals			20th			
Start of formal six weeks consultation period			20th			
Budget survey emailed to businesses			20th			
Executive 10am - agree initial financial plan proposals including council tax base				8th		
Overview & Scrutiny 10am - consider Executive's financial plan				14th		
Council after O & S - approve council tax support and council tax base				14th		
Teignbridge Association of Local Parishes meeting 7pm TDC Council Chamber				31st		
Final settlement expected				31st		
Deadline for business rates retention estimate to government, county and fire				31st		
Police and Crime Panel consider precept and approve					1st	
Overview & Scrutiny 10am - consider Executive's final financial proposals					4th	
Fire Authority Resources 10am budget meeting					7th	
Executive 10am - agree final financial plan proposals, including budget monitoring					7th	
County Cabinet 10.30am budget meeting					15th	
Fire Authority - set fire precept and council tax					19th	
Devon County Council 2.15pm - set county precept and council tax					21st	
Reserve county budget meeting 10am if required					25th	
Council meeting 10am - consider financial proposals and council tax resolution					28th	
Close council tax accounts and start bills print unless delayed if council tax not set						1st

This page is intentionally left blank

Section 1

Council Tax Base adjustment for Council Tax Support (CTS) and estimated growth						
	Estimated 19/20 Band D Number	18/19 Council Tax £	Estimated Income £	Estimated Collection Rate %	Estimated Net Income £	Estimated 19/20 Base
Full band D at November 2018	54,041.1	1,834.97	99,163,800			
less CTS at November 2018	-4,817.3	1,834.97	-8,839,600			
Starting point based on November 2018	49,223.8		90,324,200			
Anticipated growth at 1%	492.4	1,834.97	903,540			
Total (rounded)	49,716.2	1,834.97	91,227,740	99.0%	90,315,390	49,219

Section 2

2019/20 Expected Council Tax (CT) Income at Current Council Tax Levels compared with 2018/19				
Preceptor	Estimated CT Base Number	18/19 Council Tax £	Expected income £	
2019/20 expected income (rounded)				
Towns and parishes	49,219	66.32	3,264,200	
District	49,219	165.17	8,129,500	
County	49,219	1,331.19	65,519,840	
Fire	49,219	84.01	4,134,890	
Police	49,219	188.28	9,266,950	
Total (rounded) shows a 1.3% increase in expected income			1,834.97	90,315,380
2018/19 expected income (rounded)				
Towns and parishes	48,577	66.32	3,221,554	
District	48,577	165.17	8,023,463	
County	48,577	1,331.19	64,665,217	
Fire	48,577	84.01	4,080,954	
Police	48,577	188.28	9,146,078	
Total (rounded)			1,834.97	89,137,270

This page is intentionally left blank

To show the extra Council Tax in 2019/20 that would be collected for varying increases by percentage and value.

Teignbridge Band D Council Tax 2018/19 (excluding parish precepts)		£165.17
Approved Council Tax Base 2019/20 (at 99% collection rate)	[a]	49,219

Varying increases in Council Tax for 2019/20			Total Band D Council Tax 2019/20	Increase in Council Tax income for 2019/20	[b] Total Council Tax income 2019/20
	Per Year	Per Week	Per Year	Per Year	Per Year
%	£	£	£	£	£
0.00	0.00	0.00	165.17	0	8,129,500
			No council tax freeze grant		0
			Total income		8,129,500
0.34	0.55	0.01	165.72	27,070	8,156,570
0.61	1.00	0.02	166.17	49,220	8,178,720
1.00	1.65	0.03	166.82	81,210	8,210,710
1.21	2.00	0.04	167.17	98,440	8,227,940
1.57	2.60	0.05	167.77	127,970	8,257,470
1.82	3.00	0.06	168.17	147,660	8,277,160
2.00	3.30	0.06	168.47	162,420	8,291,920
2.42	4.00	0.08	169.17	196,880	8,326,380
2.99	4.94	0.10	170.11	243,140	8,372,640
3.03	5.00	0.10	170.17	246,100	8,375,600

Note:

- [a] Council Tax Base of 49,219 for 2019/20 approved by Council on 14 January 2019
- [b] Total Council Tax income is calculated by multiplying the Band D Council Tax by the recommended Council Tax Base of 49,219
- [c] No council tax freeze grant. Referendum limit proposed by government as higher of 3% or above £5 for Band D.

This page is intentionally left blank

Revenue Budget Summary

Appendix 4

Revenue Budget	2018-19	2018-19	2019-20	2020-21	2021-22
	Budget	Latest	Forecast	Forecast	Forecast
	£	£	£	£	£
EXPENDITURE					
1 Employees	19,507,770	19,808,800	20,290,580	20,773,550	21,174,660
2 Property	4,441,670	4,468,320	4,525,970	4,591,530	4,661,650
3 Services & supplies	5,287,470	5,939,600	5,376,340	5,246,660	5,325,120
4 Grant payments	35,590,780	31,740,010	28,864,450	27,054,450	25,154,450
5 Transport	711,530	772,610	816,080	849,120	902,220
6 Leasing & capital charges	1,477,300	1,410,390	1,453,840	1,536,300	1,551,620
7 Contributions to capital	1,321,500	1,429,320	204,820	523,510	688,510
8 Total expenditure	68,338,020	65,569,050	61,532,080	60,575,120	59,458,230
INCOME					
9 Sales	-974,430	-844,460	-840,430	-857,240	-874,380
10 Fees & charges	-9,654,440	-9,619,270	-9,987,330	-10,286,950	-10,595,560
11 Grants - income	-35,503,890	-31,199,120	-29,023,730	-27,198,730	-25,273,730
12 Property income	-2,975,900	-2,974,330	-3,004,650	-3,094,790	-3,187,630
13 Other income & recharges	-2,615,880	-3,444,410	-3,017,600	-3,059,200	-3,157,880
14 Transfer from (-) / to earmarked reserves	0	-873,730	194,790	-973,190	-899,890
15 Total income	-51,724,540	-48,955,320	-45,678,950	-45,470,100	-43,989,070
16 Total net service cost	16,613,480	16,613,730	15,853,130	15,105,020	15,469,160
Funding					
17 Council tax	-8,023,460	-8,023,460	-8,375,600	-8,707,880	-9,045,980
18 Council tax/community charge surplus	-127,640	-127,640	-126,150	0	0
19 Revenue support grant	0	0	0	0	0
20 Rates baseline funding	-3,685,050	-3,685,050	-3,339,390	-4,089,320	-4,174,320
21 Estimated rates retention and pooling gain	-1,310,000	-1,310,000	-1,360,020	-50,000	-100,000
22 New homes bonus/housing funding	-2,917,460	-2,917,460	-2,604,640	-2,209,790	-2,100,620
23 Other grants	0	0	-48,200	-48,200	-48,200
24 Business rate pilot funding	-550,000	-550,000	0	0	0
25 Total funding	-16,613,610	-16,613,610	-15,854,000	-15,105,190	-15,469,120
26 -Surplus/shortfall	-130	120	-870	-170	40
27 General reserves at end of year	1,872,707	1,944,451	1,945,321	1,945,491	1,945,451
28 General reserves as % of net revenue budget	11.3%	11.7%	12.3%	12.9%	12.6%

This page is intentionally left blank

Draft Proposed Fees and Charges Income 2019/20

Appendix 5

Service	Actual 2017/18	Probable 2018/19	Proposed 2019/20	Dept total 2019/20	Department
	£	£	£	£	
Building Control	- 871,247 -	857,060 -	880,000 -	880,000	Building Control
Misc	- 80 -	10	-	-	Democratic Services
Land Charges	- 216,262 -	211,000 -	211,000		
Planning	- 825,415 -	879,300 -	879,300		
Planning Admin	- 1,733 -	400 -	100		
Street Naming	- 7,941 -	7,220 -	7,220 -	1,097,620	Development Management
Livestock Market	- 20,485 -	14,500 -	14,500		
Old Forde house	- 17,324 -	14,370 -	15,600		
Retail Market	- 181,938 -	177,660 -	177,660 -	207,760	Economy & Assets
Electoral Registration	- 2,651 -	2,160 -	2,160 -	2,160	Electoral Services
Dog Control	- 2,335 -	1,790 -	2,790		
Health & Food Safety	- 7,557 -	4,320 -	8,040		
Health Licence Fees	- 25,239 -	27,400 -	25,850		
Litter Clearance	- 4,712 -	3,950 -	3,550		
Nuisance Parking	- 50 -	50 -	50		
Private Water Supply Sampling	- 1,937 -	1,700 -	1,890 -	42,170	Environmental Health
Amenity & Conservation Sites	- 1,889 -	2,430 -	1,840		
Cemetery Fees	- 144,122 -	124,690 -	173,290		
Shaldon Golf	- 66,689 -	63,220 -	63,260		
Sports Pitches	- 11,225 -	12,420 -	12,510 -	250,900	Green Spaces & Active Leisure
Housing	- 1,975 -	6,670 -	3,220 -	3,220	Housing
Legal Fees	- 19,182 -	16,130 -	20,130 -	20,130	Legal
Broadmeadow Sports Centre	- 89,754 -	90,300 -	94,420		
Dawlish Leisure Centre	- 217,206 -	212,220 -	225,570		
Leisure Childcare	- 105,102 -	90,460 -	105,090		
Leisure Memberships	- 1,317,544 -	1,374,000 -	1,418,560		
Newton Abbot Leisure Centre	- 467,093 -	452,580 -	487,660		
Outdoor Pools	- 44,084 -	41,000 -	47,760 -	2,379,060	Leisure
Gambling Act 2005	- 24,678 -	25,560 -	25,560		
Hackney Carriage	- 53,157 -	53,820 -	57,410		
Licensing Act 2003	- 130,326 -	128,100 -	128,100 -	211,070	Licensing
Car Parks	- 3,430,099 -	3,638,880 -	3,695,900 -	3,695,900	Parking
Beach huts	- 6,240 -	9,380 -	6,460		
Boat Storage	- 8,417 -	10,870 -	17,780		
Leisure Events	- -	50 -	60 -	24,300	Resorts
Council Tax	- 168,116 -	190,430 -	190,430 -	190,430	Revenues & Benefits
Local Development Framework	- 127 -	100 -	100 -	100	Spatial Planning
Abandoned Vehicles	- 1,920 -	760 -	760		
Commercial Waste / Household Refuse	- 832,103 -	861,960 -	964,210		
Composting	- 1,744 -	1,660 -	1,920		
Toilets for Disabled	- 167 -	170 -	210		
Vehicle Workshop	- 15,523 -	8,520 -	15,410 -	982,510	Waste, Recycling & Cleansing
Grand Totals	- 9,345,386 -	9,619,270 -	9,987,330 -	9,987,330	

This page is intentionally left blank

**TEIGNBRIDGE DISTRICT COUNCIL
CAPITAL PROGRAMME 2018-19 TO 2020-21**

Appendix 6

Code /bid no.	Asset/Service Area	Description	35,142	25,356	18,353	21,137	8,550	Totals (£'000)
			ORIGINAL	LATEST	LATEST	LATEST	LATEST	Teignbridge 10
			BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
			2018-19 £'000 (Inc Fees)	2018-19 £'000 (Inc Fees)	2019-20 £'000 (Inc Fees)	2020-21 £'000 (Inc Fees)	2021-22 £'000 (Inc Fees)	
Bid 52	* Bakers Park	Provision for Bakers Park development (S106)	489		489			8. Out and about and active
KW4	Bishopsteignton	Bishops Avenue improvements (RS)	-	20				9. Strong communities
KL1	Broadband	Contribution to Superfast Broadband (RS)	-	-	250			6. Investing in prosperity
Bid 28	* Broadmeadow Sports Centre	Provision for Broadmeadow Sports Centre Asbestos (RS)	-		101			8. Out and about and active
Bid 31	* Broadmeadow Sports Centre	Provision for Broadmeadow Sports Centre central boiler installation (CR)	45		45			8. Out and about and active
Bid 4	* Broadmeadow Sports Centre	Provision for Broadmeadow Sports Centre Improvement Plan (S106/BC).	1,545		1,545			8. Out and about and active
K1	Broadmeadow Sports Centre	Broadmeadow Sports Centre Roof (CR)	68		68			8. Out and about and active
KM8	Car parks	Multi-storey office facilities (RS)	-	33				3. Going to town
KM9	Car parks	Point Car Park Machinery (RS)	-	20				3. Going to town
Bid 229e	* Carbon Management	Provision for Carbon Management Programme (CR)	340	-	340			10. Zero heroes
KY5	Carbon Management	Energy/Utility Reduction (RS)	75	308				10. Zero heroes
Bid 245	* Churchyards	Provision for Churchyards (RS)	-	-	45			4. Great places to live & work
KD4	Churchyards	Closed Churchyards (RS)			57			4. Great places to live & work
KR3	Coastal Monitoring	SW Regional Coastal Monitoring Programme. (GG,EC)	732	1,123	798	724		9. Strong communities
KR5	Coastal Monitoring	Coastal asset review: project management support (GG)	-	176				9. Strong communities
KR6	Coastal Monitoring	Coastal asset review (GG)	200	327				9. Strong communities
KW2	Collett Way	Collett Way - re-lay to adoption standard (RS)	-	52				6. Investing in prosperity
K18	Combeinteignhead	Combeinteignhead (Env.Agency)	155	-				9. Strong communities
KW3	Cricketfield	UTC Cricketfield Footpath (CR)	-	-	45			3. Going to town
Bid 211	* Cycle paths	Provision for Other cycling (CIL)	50	-	280	100		7. Moving up a gear
Bid 211	* Cycle paths	Provision for Dawlish/Teignmouth Cycle Schemes (later years) (CIL)	-			65	100	7. Moving up a gear
Bid 211	* Cycle paths	Provision for Heart of Teignbridge cycling (later years) (CIL)	-			115	100	7. Moving up a gear
KG8	Cycle paths	(Updated) Dawlish/Teignmouth Cycle Schemes (CIL)	30	60	180	140		7. Moving up a gear
KG8	Cycle paths	(Updated) Heart of Teignbridge Cycle Provision (CIL)	120	-	180	50		7. Moving up a gear
Bid 1	* Dawlish Leisure Centre	Provision for Dawlish Leisure Centre Playing Pitch Improvement Plan (S106)	175		350			8. Out and about and active
Bid 2	* Dawlish Leisure Centre	Provision for Dawlish Leisure Centre Improvement Plan (CIL).	41	-		435		8. Out and about and active

**TEIGNBRIDGE DISTRICT COUNCIL
CAPITAL PROGRAMME 2018-19 TO 2020-21**

Appendix 6

Code /bid no.	Asset/Service Area	Description	35,142	25,356	18,353	21,137	8,550	Totals (£'000)
			ORIGINAL	LATEST	LATEST	LATEST	LATEST	Teignbridge 10
			BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
			2018-19 £'000 (Inc Fees)	2018-19 £'000 (Inc Fees)	2019-20 £'000 (Inc Fees)	2020-21 £'000 (Inc Fees)	2021-22 £'000 (Inc Fees)	
Bid 7	* Dawlish Leisure Centre	Provision for Dawlish Leisure Centre Drainage Overhall & Improve (CR)	40		40			8. Out and about and active
KR7	Dawlish Warren	Contribution to Dawlish Warren Beach Management Scheme (EC)		20				9. Strong communities
KM1	Dawlish Warren	Dawlish Warren Car Park Renovations (RS,CR)	200	220				3. Going to town
KS5	Dawlish Warren	Dawlish Warren Toilets (RS)	-	12				4. Great places to live & work
Bid 78	* Dawlish Warren Visitor Centre	Provision for Dawlish Warren Visitor Centre (HRA/S106/CIL,EA,HLF,EC)	-		1,464			4. Great places to live & work
KB8	Dawlish Warren	Dawlish Warren Boardwalk (S106)		100				4. Great places to live & work
KB4	Dawlish Warren	Fencing (EC)	-	11				4. Great places to live & work
KP2	Dawlish Water	Wall Repair (RS)	-	25				4. Great places to live & work
Bid 46	* Play area equipment/refurb	Provision for Decoy refurb (S106/CIL)	-	-	150			8. Out and about and active
KL4	Employment Land	Purchase of Minerva Building (GG,Prudential Borrowing)	-	2,829	1,136			6. Investing in prosperity
KL5b	* Employment Land	Provision for other employment land purchase and infrastructure (BC: Prudential Borrowing)	-	2,000				6. Investing in prosperity
K34	Energy Company	Energy Company (CIL)	177	-	177			9. Strong communities
Bid 125a	* Forde Road Depot	Provision for Forde Road depot concrete repairs (CR)	-	46				5. Health at the heart
Bid 297	* Heart of Teignbridge	Provision for Heart of Teignbridge Employment Sites (BC: Prudential Borrowing; CR)	-		5,350			6. Investing in prosperity
Bid 297	* Heart of Teignbridge	Provision for Heart of Teignbridge Employment Sites (BC: Prudential Borrowing; CR)	-		200			6. Investing in prosperity
Bid 87	* Heart of Teignbridge	Provision for A382 Improvements (CIL) (2022-27)	-			1,000	1,500	7. Moving up a gear
KW6	Heart of Teignbridge	Kingsteignton/Kingskerswell Education Provision (CIL)	1,250	1,250				4. Great places to live & work
KW8	Heart of Teignbridge	Houghton Barton land (EC)	-	23	134			4. Great places to live & work
J1	Housing	Discretionary - Disrepair Loans & Grants (GG/CR)	105	50	50	50	50	1. A roof over our heads
JW4a	Housing	Statutory - Disabled Facilities (GG)	1,000	1,706	1,000	1,000	1,000	1. A roof over our heads
JY3	Housing	Broadhempston Community Land Trust (CR)	-	60				1. A roof over our heads
JY3	Housing	Exception site Starcross (CR)	-	65				1. A roof over our heads
JY3	Housing	Exception site Denbury (CR)	-	50				1. A roof over our heads
JY3	Housing	Downsizer initiative Shutterton Dawlish Warren (CR)	-	180				1. A roof over our heads
JY3	Housing	Surplus TDC sites in Newton Abbot (East St) (CR)	-		115			1. A roof over our heads
JY3	Housing	Longstone Cross Ashburton (CR)	-	-	100			1. A roof over our heads
JY3	Housing	Compulsory purchase/Empty Homes Projects (CR)	314	-		300		1. A roof over our heads
JY3	Housing	Shared Equity Scheme (CR)	-	105				1. A roof over our heads
JY3	Housing	Glebelands, Buckfastleigh (S106)		43				1. A roof over our heads
JY3	Housing	Affordable Housing unallocated (CR)	42	-	-	91	200	1. A roof over our heads
JY5	Housing	Additional plots Haldon (S106,CR)	-	278				1. A roof over our heads

**TEIGNBRIDGE DISTRICT COUNCIL
CAPITAL PROGRAMME 2018-19 TO 2020-21**

Appendix 6

Code /bid no.	Asset/Service Area	Description	35,142	25,356	18,353	21,137	8,550	Totals (£'000)
			ORIGINAL	LATEST	LATEST	LATEST	LATEST	Teignbridge 10
			BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
			2018-19 £'000 (Inc Fees)	2018-19 £'000 (Inc Fees)	2019-20 £'000 (Inc Fees)	2020-21 £'000 (Inc Fees)	2021-22 £'000 (Inc Fees)	
Bid 80	* HRA contribution	Provision for HRA (CIL)	35		118	61	70	4. Great places to live & work
KV1	IT - Committee	Replacement IT Equipment/ Committee Mgt (RS)	-	21				What else we will do
KV3	IT - provision for Mobile Working	Mobile Working (RS,CR)	-	55	68			What else we will do
KV4	IT - Customer Services	Customer Portal (RS)	-	189				What else we will do
KV5	IT - Finance	Cash and Income Management (RS)			22			What else we will do
KV6	IT - Convergence	Strata projects: Convergence Projects (RS)	-	40				What else we will do
KV6	IT 17-18 Strata projects	Strata business plan (RS)	-	81				What else we will do
KV6	IT - Car parks	(Updated) Car Park systems upgrade (CR)	-	11				3. Going to town
KV7	IT - Planning	Strata projects: Uniform Implementation (RS)	-	58				What else we will do
KV8	IT - Capital contribution	Ongoing contributions towards Strata (RS)	41	41	41	41	41	What else we will do
KV9	IT - HR	Strata projects: Human Resources (RS)	-	31				What else we will do
KW1	IT - Customer Services	Reception Management (RS)	-	28				What else we will do
KW7	IT - Customer Services	Open channel/open access (RS)	-	11				What else we will do
KW9	IT - Customer Services	ECM (RS)			14			What else we will do
KX1	IT - Legal Services	Legal Case Management (RS)			18			What else we will do
KP3	Kenton	Kenton Watercourse (Env.Agency)	-	100				4. Great places to live & work
Bid 300	* Kingsteignton	Provision for Kingsteignton Open Space (S106)	60	60				8. Out and about and active
KG9	Leisure	CCTV (RS)	-	40				8. Out and about and active
K11	Marsh Barton	Marsh Barton Station (CIL)	-			1,300		7. Moving up a gear
Bid 43	* Michaels Field	Provision for Michaels Field Phase 2 (S106/grant)	-		136			8. Out and about and active
Bid 23	* Newton Abbot Leisure Centre	Provision for Newton Abbot Leisure Centre fire alarm control panel (CR)	30				30	8. Out and about and active
Bid 236a/b & 237	* Newton Abbot Leisure Centre	Provision for Newton Abbot Leisure Centre AC Unit , Accoustic main sports hall & sports hall cooling system. (CR)	90				90	5. Health at the heart
Bid 3	* Newton Abbot Leisure Centre	Provision for Newton Abbot Leisure Centre Improvement Plan (S106)	350				350	8. Out and about and active
KG6	Newton Abbot Leisure Centre	Newton Abbot Leisure Centre lift refurbishment (RS)	-	41				8. Out and about and active
KF1	Newton Abbot Leisure Centre	Newton Abbot Leisure Centre gym floor covering (RS)		15				8. Out and about and active
KF5	Newton Abbot Leisure Centre	Newton Abbot Leisure Centre Gym Equipment (RS)	40	109	40	40	40	8. Out and about and active
Bid 299	* Newton Abbot Town Centre	Provision for Newton Abbot Town Centre Improvements (BC: Prudential Borrowing;CR)	18,000	2,100	-	10,800	2,300	3. Going to town
KL6	Newton Abbot Town Centre	Market Walk improvement works (CR, RS)	-	1,950				3. Going to town
KL9	Newton Abbot Town Centre	Cattle Market Enabling Works (RS)	-	200				3. Going to town
KL7	Newton Abbot Town Centre	Bradley Lane Enabling Works (RS,CR)	-	153				3. Going to town
KW5	Open Spaces	Cirl bunting land (S106)	43	-	134			4. Great places to live & work
KB3	Open Spaces	Purchase of Gator (EC)		-	13			4. Great places to live & work

**TEIGNBRIDGE DISTRICT COUNCIL
CAPITAL PROGRAMME 2018-19 TO 2020-21**

Appendix 6

Code /bid no.	Asset/Service Area	Description	35,142	25,356	18,353	21,137	8,550	Totals (£'000)
			ORIGINAL	LATEST	LATEST	LATEST	LATEST	Teignbridge 10
			BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
			2018-19 £'000 (Inc Fees)	2018-19 £'000 (Inc Fees)	2019-20 £'000 (Inc Fees)	2020-21 £'000 (Inc Fees)	2021-22 £'000 (Inc Fees)	
KS4	Pavilions Teignmouth	Pavilions, Teignmouth (CR)	-	64				3. Going to town
K7	Penns Mount Park	Penns Mount Hilltop Park (CIL)	-			400		4. Great places to live & work
Bid 44	* Play area equipment/refurb	Provision for Dawlish play space flagship provision (S106)	-	-	75			8. Out and about and active
Bid 45	* Play area equipment/refurb	Provision for Powderham Newton Abbot play space equipment (S106)	30	30				8. Out and about and active
Bid 47	* Play area equipment/refurb	Provision for Darracombe Newton Abbot (S106)	74	74				8. Out and about and active
KJ1	* Play area equipment/refurb	Coombe Valley Play Area (S106)	-	50				8. Out and about and active
Bid 49	* Play area equipment/refurb	Provision for Den, Teignmouth play area overhaul (S106/CIL)	200		200			8. Out and about and active
Bid 50	* Play area equipment/refurb	Provision for Higher Woodway, Teignmouth play area refurb (S106)	30	30				8. Out and about and active
Bid 51	* Play area equipment/refurb	Provision for Meadow Centre Teignmouth play area major refurb (S106)	30	30				8. Out and about and active
Bid 58	* Play area equipment/refurb	Provision for Palace Meadow, Chudleigh play space overhaul (S106)	-			15		8. Out and about and active
Bid 67	* Play area equipment/refurb	Provision for Teignbridge-funded play area refurb/equipment (CR)	114		114			8. Out and about and active
KJ2	Play area equipment/refurb	Ogwell play area (S106)	-	43				8. Out and about and active
KS1	* Public Conveniences	Wallgate Replacements (RS)	75	82				2. Clean scene
KP1	Sandygate	Sandygate, Kingsteignton (Env.Agency 2022-27)	-	-				9. Strong communities
KB1	SANGS/Open Spaces	SANGS land purchase (GG; CIL)	700	190	475		435	4. Great places to live & work
KB1	SANGS/Open Spaces	SANGS instatement (GG; CIL)			298		95	4. Great places to live & work
KB7	SANGS/Open Spaces	SANGS: Dawlish (CIL)	-	177	-			4. Great places to live & work
Bid 95	* South West Exeter	Provision for South West Exeter Transport (2022-27) (CIL)	-					7. Moving up a gear
K13	South West Exeter	(Updated) SW Exeter Education Provision (CIL)	-	-	1,000	1,950		4. Great places to live & work
Bid 5	* Sport & Leisure	Provision for Sports Provision (CIL)	-		65	311		8. Out and about and active
Bid 72	* Sport & Leisure	Provision for Outdoor sport facility to serve Newton Abbot area (S106)	460	230	230			8. Out and about and active
K6	Sport & Leisure	Sports allocation (CIL)	358	-	358			8. Out and about and active
Bid 90	* Teignbridge	Provision for Education (CIL)	-			2,050	2,050	4. Great places to live & work
Bid 40	* Teignmouth Lido	Provision for Teignmouth Lido boiler replacement (CR)	100	100				8. Out and about and active
KM7	* Teignmouth Point	Point Upper, Teignmouth Resurface (RS)	-	62				3. Going to town
Bid 227	* Sport & Leisure	Provision for Water Users' Facility (CR)	30	-	-			8. Out and about and active
Bid 228	Teignmouth Town Centre	Provision for Teignmouth Town Centre Improvements (BC: Prudential Borrowing)	6,900	6,900				6. Investing in prosperity
KL5	Teignmouth	Beachcomber café (RS)		130				3. Going to town
Bid 77	* Teignmouth	Provision for Teignmouth open space (S106)	50		50			4. Great places to live & work
Bid 116	* Waste Management	Provision for Bulking Station - replace telehandlers (2022-27) (CR)	-					2. Clean scene
KS8	Waste Management	Bulking Station - baler (RS)	-	205				2. Clean scene
Bid 118	* Waste Management	Provision for Bulking Station - replace Sortline (2022-27) (CR)						2. Clean scene
Bid 120	* Waste Management	Provision for Waste vehicles - additional recycling (RS)	-		200			2. Clean scene

**TEIGNBRIDGE DISTRICT COUNCIL
CAPITAL PROGRAMME 2018-19 TO 2020-21**

Appendix 6

Code /bid no.	Asset/Service Area	Description	35,142	25,356	18,353	21,137	8,550	Totals (£'000)
			ORIGINAL	LATEST	LATEST	LATEST	LATEST	Teignbridge 10
			BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
			2018-19	2018-19	2019-20	2020-21	2021-22	
			£'000 (Inc Fees)	£'000 (Inc Fees)	£'000 (Inc Fees)	£'000 (Inc Fees)	£'000	
Bid 121	*	Waste Management	Provision for: Replace kerbsider (RS)	50	50	100		2. Clean scene
KS0		Waste Management	Purchase of Wheeled Bins (RS)	99	109	99	99	2. Clean scene
KT6		Waste Management	Bulking Station Expansion or Relocation & Vehicle Space (CR)	-	70			2. Clean scene
			35,142	25,356	18,353	21,137		

**TEIGNBRIDGE DISTRICT COUNCIL
CAPITAL PROGRAMME 2018-19 TO 2020-21**

Appendix 6

			35,142	25,356	18,353	21,137	8,550	Totals (£'000)
Code /bid no.	Asset/Service Area	Description	ORIGINAL	LATEST	LATEST	LATEST	LATEST	Teignbridge 10
			BUDGET	BUDGET	BUDGET	BUDGET	BUDGET	
			2018-19	2018-19	2019-20	2020-21	2021-22	
			£'000 (Inc Fees)					
FUNDING GENERAL								
Revenue contributions applied to existing expenditure					(77)	(456)	(508)	
Revenue contribution reserve b/f				2,990	318	112	-	
Capital Receipts Unapplied - Brought forward			(3,494)	(3,275)	(3,072)	(2,802)	(2,802)	
Capital Receipts - Anticipated			(100)	(311)	(650)	-	-	
Budgeted Revenue Contribution plus additional for specific schemes			(550)	(1,429)	(128)	(67)	(180)	
Use of Revenue Contributions Reserve				(2,450)	(206)	(112)	-	
Government Grants			(987)	(2,727)	(2,880)	(725)	-	
S106			(1,780)	(781)	(1,442)	(15)	(350)	
Other External Contributions			(1,400)	(245)	(644)	-	-	
Community Infrastructure Levy			(2,909)	(1,500)	(3,461)	(7,977)	(4,350)	
Internal Borrowing			-	(445)	(596)	-	-	
Capital Receipts Unapplied - Carried forward			1,183	3,072	2,802	2,802	2,682	
Business cases: Prudential borrowing			(23,600)	(12,729)	(6,811)	(10,800)	(2,300)	
HOUSING								
Capital Receipts Unapplied - Brought forward			(758)	(1,296)	(1,526)	(2,011)	(2,320)	
Capital Receipts - Anticipated			(50)	(60)	(50)	(50)	(50)	
Capital Receipts - Right to Buy			(700)	(700)	(700)	(700)	(700)	
Better Care Funding and other government grants.			(1,000)	(1,706)	(1,000)	(1,000)	(1,000)	
Other External Contributions				(300)	-	-	-	
Internal Borrowing								
Budgeted Revenue Contribution plus additional for specific schemes.				-	-	-	-	
Capital Receipts Unapplied - Carried forward			1,003	1,526	2,011	2,320	2,820	
TOTAL FUNDING			(35,142)	(25,356)	(18,353)	(21,137)	(8,550)	
			-	-	-	-	-	
Revenue contributions applied to existing expenditure			(771)	-	(77)	(456)	(508)	
Programme Funding								
Budgeted Revenue Contribution			(550)	(1,429)	(128)	(67)	(180)	
Additional Revenue Contributions towards specific schemes.				(2,450)	(206)	(112)	-	
Revenue Contributions earmarked reserve.								
Capital Receipts			(2,916)	(1,043)	(1,185)	(441)	(370)	
Section 106			(1,780)	(1,081)	(1,442)	(15)	(350)	
Other External Contribution			(1,400)	(245)	(644)	-	-	
Grant			(1,987)	(4,434)	(3,880)	(1,725)	(1,000)	
Community Infrastructure Levy			(2,909)	(1,500)	(3,461)	(7,977)	(4,350)	
Internal borrowing				(445)	(596)	-	-	
Business cases: Prudential borrowing			(23,600)	(12,729)	(6,811)	(10,800)	(2,300)	
Total			(35,142)	(25,356)	(18,353)	(21,137)	(8,550)	
Balance of capital receipts			(2,186)	(4,598)	(4,813)	(5,122)	(5,502)	

Key:

EC - External Contributions

GG - Government Grant

CR - Capital Receipt

RS - Revenue Savings

BC - Business Case

* - Provisional scheme, pending full approval

Denotes a change in the programme

Bold



Public Notice and Annual Forward Plan

- 1 This is an Annual Forward Plan of the key decisions and other decisions the Leader of Teignbridge anticipates the Executive taking during the next 12 months. Key decisions are decisions which the Council consider significant having had regard to Government guidance. This Plan may include other decisions which are not key decisions to be taken by the Executive, including for example, where the Executive is to make a recommendation to the Council.
- 2 Details of the proposed decisions are attached.
- 3 The decisions which the Executive propose to take in private and the reasons why are detailed in the list together with a brief description of the matter to be decided. If you do not think the decisions should be taken in private please advise the Democratic Services Manager, with your reasons, at the address below or email comsec@teignbridge.gov.uk
- 4 The documents which will be taken into account when making key decisions in the part of the meeting open to the public are available for inspection. Details are listed. Other documents may become available nearer the meeting. If you would like copies please contact the author of the report. Author's names and contact details are shown in the attached list. If you would like additional documents relating to a decision as they become available please contact the author and make this request.
- 5 Where possible, the District Council will attempt to keep to the dates shown in the Plan. It is quite likely, however, that some items will need to be rescheduled and new items added as new circumstances come to light.
- 6 This Plan will be updated on a monthly basis.
- 7 You are welcome to attend the meetings. They will take place in the Council Chamber at the address below. Agendas for Executive and other Council meetings are available on the Council's website.
- 8 You can ask questions regarding any item either in person or in writing. The deadline for the submission of questions is 12 Noon two working days prior to the meeting. You are advised to contact the Committee and Members' Services Section at the address below in advance of this time where assistance is available if required.
- 9 Should you wish to make the Councillors aware of any information in advance of a meeting you can make representations in writing. These can be made up

until the commencement of the meeting. You can also lobby Members of the Executive in advance of the meeting and for information on this or if you have any further queries, please contact the Committee Section, telephone 01626 215112 or email comsec@teignbridge.gov.uk

- 10 The agendas for the meetings can be made available before the meetings. The documents listed in the right hand column of the attached plan are available for public inspection at the Council Offices between the hours of 9.00 am to 4.00 pm on Monday to Friday. The estimated dates of availability are indicated and are also available on the Council's website www.teignbridge.gov.uk

**Cllr JEREMY CHRISTOPHERS
Leader of the Council**
Council Offices, Forde House, Newton Abbot TQ12 4XX

TEIGNBRIDGE DISTRICT COUNCIL – EXECUTIVE FORWARD PLAN

Forward Plan of anticipated key decisions by the Executive for the next 12 months commencing January 2019

(R) indicates a recommendation to Council.

Matter for Consideration	Date of Decision	Private Decision	Documents to be considered in preparing report	Report Author(s) & Contact Name & Number	Agenda inc. Report Published
Initial Financial plan proposals 2019/20 to 2021/22 – to consider the initial financial plan proposals 2019/20 to 2021/22 and the council tax base 2019/20	08/01/2019	No		Report of Martin Flitcroft - Chief Finance Officer. Contact 01626 215246	21/12/2018
Final financial plan proposals 2019/20 to 2021/22 – to consider Teignbridge's final budget proposals for the next three years (R)	07/02/2019	No		Report of Martin Flitcroft - Chief Finance Officer. Contact 01626 215246	30/01/2019
Dawlish Warren Habitat Mitigation CO	07/02/2019	No		Report of Fergus Pate - Principal Delivery Officer – Contact 01626 215466	30/01/2019
Councillors Community Fund	07/02/2019	No		Report of the Portfolio Holder for Community Neighbourhoods – Contact Gary Powell 01626 215895	30/01/2019
Local Plan Review and Local Development Scheme	07/02/2019	No		Report of Michelle Luscombe Principal Policy Planner – Contact 01626 215754	30/01/2019
Council's Tenancy Strategy	05/03/2019	No		Report of James Toler – Housing Strategy Officer Contact 01626 215313	25/02/2019

Restructure Proposals	TBC	No		Report of Phil Shears – Managing Director Contact: 01626 215	TBC
Affordable Housing Supplementary Planning Document and Starter Homes	TBC	No		Report of Simon Thornley – Business Manager, Spatial Planning Contact: 01626 215706	TBC
Teignbridge Car Park Plan – draft for consultation	TBC	No		Report of Neil Blaney – Economy Manager. Contact: 01626 215233	TBC
Leisure Strategy	TBC	No		Report of Lorraine Montgomery – Interim Head of Operations James Teed Contact: 01626 215852	TBC
Teignmouth Regeneration	TBC	No		Report of Interim Head of Commercial Services Contact: 01626 215828	TBC

This page is intentionally left blank

OVERVIEW & SCRUTINY COMMITTEE WORK PROGRAMME 2018 – 2019

Standing Items
 Strata Joint Executive Minutes
 South East Devon Habitat Regulations Minutes

14 January 2019	(CL meeting afterwards)	Lead Officer / Next Steps
Overview		
Budget consultation	Report	Martin Flitcroft

28 January 2019		Lead Officer / Next Steps
Overview		
The Community Safety Partnership	Report	Rebecca Hewitt 215873
Connecting Devon and Somerset	Presentation from the CDS	Request of Cllr Bullivant
Electric and low emission vehicle policy	Report	David Eaton 215164 Request of Cllr Golder

4 February 2019	(CL meeting afterwards)	Lead Officer / Next Steps
Digital Strategy	Report	Amanda Pujol and Kay O'Flaherty
Budget	Report	Martin Flitcroft

4 March 2019		Lead Officer / Next Steps
Overview		
T10 programme overviews: -Clean scene -Zero heroes	Presentations	Chris Braines David Eaton 215164
Tenancy Strategy	Report. Recommendation to Executive 5 March	James Toler 215313
Scrutiny		
Council Strategy Performance Monitoring Reports Q3	Report	Eve Bates 215345

8 April 2019	Report	Lead Officer / Next Steps

Outstanding Items

Update on Universal Credit	of the DWP Partnership Manager, Lee Tozer (Presentation) to report on how things are progressing after the roll out?	Tracey Hooper/Lee Tozer (no date set)
----------------------------	--	---

Past Meeting items

8 May 2018	Report	Lead Officer / Next Steps
Joint Chair of the Devon Learning Disability Partnership Board and Senior Commissioning Officer Disabilities	Presentation on Citizenship	Robert Hawken and Sophie Holmes
4 June 2018	Report	Lead Officer / Next Steps
Update on the Council's Response to Single Use Plastics	Presentation	David Eaton and Elizabeth Burston
2 July 2018	Report	Lead Officer / Next Steps
T10 – Out and about and active. Health at the heart. Strong communities.	PH's in attendance: Cllrs Bullivant, Goodey and Russell	Lorraine Montgomery - Paul Nicholls and James Teed
Performance Monitoring – Year End 2017-18		Liz Gingell
10 September 2018		Lead Officer / Next Steps
Overview		
T10 programme overviews: -A roof over our heads -Great places to live and work	Presentations	Amanda Pujol Nick Davies
CAB Teignbridge	Presentation	Request from Cllr Ford Vincent Wilson from CAB
Council's Lotteries	Presentation	Aylesbury Vale District Council (Nigel Ashton) Phil and Martin's request (Gary Powell)
Teignbridge Economic Development Plan	Report Referral to Executive 2/10/18	Neil Blaney
Scrutiny		
Call in PH decision 12- 2018 - Site Inspection Procedure	Report PH Cllr Clemens in attendance	Justin Price-Jones Nick Davies Trish Corns
Call in PH decision 11-2018 - RSPB site	Confidential Report PH Cllr Clemens in attendance	Nick Davies
15 October 2018	(CL meeting beforehand)	Lead Officer / Next Steps
Overview		
Update on changes in Housing Enforcement <ul style="list-style-type: none">• Introduction of Minimum Energy Standards• Banning orders and rogue landlords database• Extension of HMO licensing	Report	Alison Dolley
Scrutiny	54	

Performance Monitoring – Q1 data (include the update on HR)	Report	Performance Monitoring – Q1 data (Tim Slater - HR)
---	--------	--

19 November 2018	(CL meeting beforehand)	Lead Officer / Next Steps
Overview		
T10 programme overviews: -Going to town -Investing in prosperity -Moving up a gear	Presentations	Neil Blaney Donna Best Fergus Pate
Travellers on unauthorised land	Report	Request from Cllr G Hook (Marie Downey (Graham Davey))
Homeless Reduction Act Update	Presentation	Tony Mansour
Homelessness Strategy – Action Plan update	Presentation	Tony Mansour
Teignbridge Asset Strategy	Report	Donna Best
Scrutiny		
Performance Monitoring – Q2 data	Report	Eve Bates
Call in PH decision 11-2018 - RSPB site	Confidential Report PH Cllr Clemens in attendance	Rosalyn Eastman
Call in Executive 30 October 2018	Executive Report	David Eaton

This page is intentionally left blank

**PROPOSAL FORM
FOR ITEMS FOR CONSIDERATION BY
OVERVIEW & SCRUTINY**

Submitted by:

Item for Consideration:

Expected outcome ie. new policy, new action, new partnership, review and/or scrutinise the performance of other public bodies or of the Council in relation to its policy objectives, performance targets and/or particular service areas:

Priority for matter to be considered:

High (up to 3 months) Medium (3-9 months) Low (over 9 months)

Basis on which priority has been set

The suggested item should be included in future programme(s) because: (please tick as appropriate)

- (a) It is a district level function over which the district has some control
- (b) It is a recently introduced policy, service area of activity which would be timely to review
- (c) It is a policy which has been running for sometime and is due for review
- (d) It is a major proposal for change
- (e) It is an issue raised via complaints received
- (f) It is an area of public concern
- (g) It is an area of poor performance
- (h) It would be of benefit to residents of the district
- (i) Which of the Council's objectives does the issue address:

(j) Is there a deadline for the Council to make a decision? (If so, when and why?) -----

Members are requested to provide information on the following:-

- (k) What do you wish to achieve from the review?

- (l) Are the desired outcomes likely to be achievable?

(m) Will it change/increase efficiency and cost effectiveness?

Additional information – an explanatory sentence or paragraph to be provided below to support each box which has been ticked.