

You are requested to attend a meeting of the Executive to be held in The John Meikle Room, The Deane House, Belvedere Road, Taunton on 10 September 2014 at 18:15.

Agenda

- 1 Apologies.
- 2 Minutes of the meeting of the Executive held on 9 July 2014 (attached).
- 3 Public Question Time.
- 4 Declaration of Interests
To receive declarations of Disclosable Pecuniary Interests or personal or prejudicial interests, in accordance with the Code of Conduct.
- 5 Jurston (Wellington) Development Brief. Report of the Policy Officer (attached).
Reporting Officer: Ann Rhodes
- 6 Financial and Performance Monitoring - Quarter 1 2014/2015. Report of the Corporate Strategy and Performance Manager (attached).
Reporting Officer: Paul Harding
- 7 Executive Forward Plan - details of forthcoming items to be considered by the Executive and the opportunity for Members to suggest further items (attached)

Bruce Lang
Assistant Chief Executive

18 July 2016

Members of the public are welcome to attend the meeting and listen to the discussions.

There is time set aside at the beginning of most meetings to allow the public to ask questions.

Speaking under “Public Question Time” is limited to 4 minutes per person in an overall period of 15 minutes. The Committee Administrator will keep a close watch on the time and the Chairman will be responsible for ensuring the time permitted does not overrun. The speaker will be allowed to address the Committee once only and will not be allowed to participate further in any debate.

Except at meetings of Full Council, where public participation will be restricted to Public Question Time only, if a member of the public wishes to address the Committee on any matter appearing on the agenda, the Chairman will normally permit this to occur when that item is reached and before the Councillors begin to debate the item.

This is more usual at meetings of the Council’s Planning Committee and details of the “rules” which apply at these meetings can be found in the leaflet “Having Your Say on Planning Applications”. A copy can be obtained free of charge from the Planning Reception Desk at The Deane House or by contacting the telephone number or e-mail address below.

If an item on the agenda is contentious, with a large number of people attending the meeting, a representative should be nominated to present the views of a group.

These arrangements do not apply to exempt (confidential) items on the agenda where any members of the press or public present will be asked to leave the Committee Room.

Full Council, Executive, Committees and Task and Finish Review agendas, reports and minutes are available on our website: www.tauntondeane.gov.uk



Lift access to the John Meikle Room and the other Committee Rooms on the first floor of The Deane House, is available from the main ground floor entrance. Toilet facilities, with wheelchair access, are also available off the landing directly outside the Committee Rooms.



An induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter.

For further information about the meeting, please contact the Corporate Support Unit on 01823 356414 or email r.bryant@tauntondeane.gov.uk

If you would like an agenda, a report or the minutes of a meeting translated into another language or into Braille, large print, audio tape or CD, please telephone us on 01823 356356 or email: enquiries@tauntondeane.gov.uk

Executive Members:-

Councillor M Edwards	(Business Development and Asset Management and Communications (Deputy Leader))
Councillor J Warmington	(Community Leadership)
Councillor J Williams - Leader of the Council	(Leader of the Council)
Councillor V Stock-Williams	(Portfolio Holder - Corporate Resources)
Councillor N Cavill	(Portfolio Holder - Economic Development, Asset Management, Arts and Tourism)
Councillor J Hunt	(Portfolio Holder - Environmental Services and Climate Change)
Councillor J Adkins	(Portfolio Holder - Housing Services)
Councillor C Herbert	(Sports, Parks and Leisure)

Executive – 9 July 2014

Present: Councillor Edwards (Vice-Chairman) (In the Chair)
Councillors Mrs Adkins, Cavill, Mrs Herbert, Hunt,
Mrs Stock-Williams and Mrs Warmington

Officers: James Barrahan (Director – Housing and Communities), Heather Tiso (Head of Revenues and Benefits), Paul Fitzgerald (Assistant Director – Resources), Jo Nacey (Finance Manager), Paul Harding (Corporate Strategy and Performance Manager), Chris Hall (Assistant Director – Operational Delivery), Tracey-Ann Biss (Growth and Development Business Support Manager) and Richard Bryant (Democratic Services Manager and Corporate Support Lead)

Also present: Councillors Coles, Horsley, T Slattery and A Wedderkopp.
Laura Stamboulieh from DTZ

(The meeting commenced at 6.15 pm.)

45. Apology

The Chairman (Councillor Williams).

46. Minutes

The minutes of the meeting of the Executive held on 11 June 2014, copies of which had been circulated, were taken as read and were signed.

47. New Burdens Funding

Considered report previously circulated, concerning the proposed use of funding provided under the New Burdens doctrine.

The Government had recognised the importance of providing funding to meet the unavoidable additional costs to a local authority in designing and administering a local Council Tax Support (CTS) scheme.

As a result, the Local Government Finance Settlement had provided New Burdens funding allocations with £78,866 being allocated to Taunton Deane for 2014/2015.

In addition, the Department for Work and Pensions had provided funding of £18,432 for 2014/2015 intended to meet new burdens the Council would incur through the continuing implementation of the following areas of Welfare Reform:-

- Changes to the Local Housing Allowance (LHA) (including the move to an annual up-rating cycle and changes to the shared accommodation rate);
- The Removal of the Spare Room Subsidy (RSRS) (including the unintended exemption for certain pre-1996 cases); and

- The benefit cap.

Therefore, the total New Burdens funding available to Taunton Deane Borough Council was £97,298. The funding was not “ring-fenced” and whilst it was important to support effective administration for both localised CTS and Housing Benefit, the Council had the opportunity to ease administrative burdens in the following key areas:-

- (1) Civica Council Tax Support Module - Civica OpenRevenues software was used to administer Council Tax. Civica had initially deferred charges for the Council Tax Support module for the localised scheme but this was due from 2014/2015. The cost of this software for 2014/2015 was £7,000 with annual support and maintenance of £1,400.
- (2) Progress Version 11 Database Upgrade - Civica OpenRevenues would be moving to Version 11 of Progress (Database) in preparation for the next release in September 2014. The cost of this upgrade would be £2,000.
- (3) Council Tax Support Scheme redesign consultancy – The aim was to completely redesign the CTS scheme for Working Age applicants from 2016/2017 to:-
 - Protect applicants on a low income and those deemed to be vulnerable;
 - Incentivise work and maintain levels of support to assist those on low levels of earned income;
 - Reduce administration costs in anticipation of changes to administrative subsidy;
 - Be delivered within existing administrative frameworks and with minimal changes to software requirements; and
 - Reduce the level of expenditure across the scheme to deliver the savings required by billing and precepting authorities.

To achieve these aims it was proposed to obtain assistance through the consultant David Airey, who had previously worked with the Council in creating the current CTS scheme. It was hoped to work in collaboration with Somerset County Council (SCC) and the other Somerset District billing authorities to design a “core” scheme for Somerset.

Any proposed scheme needed to be ready for full public consultation in July/August 2015. The cost of extracting and modelling data for a re-designed CTS scheme would be in the region of £950. The outline cost of consultancy assistance was £22,000. SCC, as the major preceptor, would be the major beneficiary of any reduction in funding for CTS and, as a result, SCC had been requested to fund 75% (£16,500) of the consultancy fee with the participating billing authorities providing the remainder.

- (4) Profiling Local Business Rates - The Local Government Finance Act 2012 had placed a new statutory requirement on all billing authorities to calculate how much Business Rate income each authority was likely to receive in the coming year. This forecast had to be submitted to the Department of

Communities and Local Government and relevant precepting authorities each January prior to the following financial year and continue to be monitored during the relevant financial year.

The Valuation Office Agency (VOA) released information on all outstanding proposals they had received on the 2005 and 2010 rating lists in the local area. Taunton Deane received data on a large number of potential appeals that had to be evaluated to enable collection estimates to be adjusted accordingly. The Council had limited expertise in this element of the process so were forced to utilise the national generic recommended percentages for these potential losses.

Reported that the Act also encouraged Councils to maximise Business Rates collection by incentivising it through a retention scheme. Maximisation could be achieved by encouraging new growth and by ensuring the existing local rating list was accurate and reflected the correct values of existing commercial property in Taunton Deane.

Whilst every Council was legally responsible for bringing matters to the attention of the VOA, in reality the local rating list had suffered from 23 years of neglect.

Reported that Inform CPI Limited had information from its existing rating database that would estimate the value of outstanding proposals and calculate the impact to assist in the preparation of sound and prudent estimates of Business Rate income for the forthcoming financial year. The purchase of its Analyse Local software for Business Rate forecasting and retention maximisation for an initial period of one year would cost £6,000. There would be an additional one-off contingency cost of 10% of the value of any new or increased Rateable Value identified that would be met from additional income generated.

- (5) Visiting/Inspection Officers - To better facilitate mobile working the Council needed to invest in mobile technology the cost of which was estimated to be £5,000.
- (6) Cheque Printer and software – A new secure printer would be required at a cost of £1,600 together with an upgrade to the existing Cheqflow software at a cost of £1,350.
- (7) Agency staffing provision - Benefits Team - As a consequence of Welfare Reform, additional capacity would be required during peak periods within the Benefits Team. It was proposed to allocate £25,000 to recruit agency staff to provide this capacity.
- (8) Agency staffing provision - Revenues Team – It was also proposed to allocate £25,000 from the New Burdens funding to allow for agency staffing provision at peak times to maintain recovery activities. This would allow collection levels to be maintained and provide adequate support to customers in agreeing realistic payment arrangements.

Resolved that the proposed purchase of goods and services set out in (1) – (8) above be approved.

48. **Financial Outturn 2013/2014**

Considered report previously circulated, concerning the Council's financial performance for the 2013/2014 financial year.

Effective financial management formed an important part of the Council's overall performance management framework. It was also vital that the Council maintained strong financial management and control in the face of continuing and unprecedented financial pressures as funding for Council services was squeezed, and our community continued to face up to effects of wider economic pressure.

The outturn figures contained in this report were provisional subject to review by the Council's External Auditor. Should the External Auditor identify any changes to the Accounts these would be reported to the Corporate Governance Committee in September.

During the last financial year, Members had been presented with regular financial monitoring information, with quarterly performance reports submitted to the Corporate Scrutiny Committee and the Executive.

There had been a number of significant challenges faced by the Council this year, and these had had an impact on the overall financial position for the authority. These included:-

- The new Business Rates Retention scheme where prudent practices had been put into place including the creation of a Business Rates Smoothing account earmarked reserve to help protect the authority from future financial fluctuations. However this was a high risk area which might impact on the Council's ability to accurately forecast the financial position; and
- Forecasting for demand-led services. It was planned to direct more focus on the higher risk / more volatile areas, with accountants supporting Budget Holders with more detailed trend analysis to further improve forecasting in the future.

Reported that a summary of the Council's Financial Performance for 2013/2014 was as follows:-

General Fund (GF) Revenue

The General Fund Revenue Outturn for 2013/2014 was a Net Expenditure position of £13,453,000, which was a £964,000 (6.7%) underspend against the Final Net Budget for the year. This had been driven largely by above forecast income levels in parking, planning, burials/cremations - as well as cost reductions in the final months of the year. The proposals contained in the following table were those the Executive Councillors were minded to present to Full Council which, if approved, would allocate £418,000 of the underspend or additional budget approvals for 2014/2015:-

Supplementary Requests of Underspend 2013/2014

Bid Description	Bid (£'000)
Development of IT Strategy For TDBC	50
Cemetery Extension – Taunton	121
Grass Cutting	50
Weed Spraying	10
Street Cleansing	42
Car Park Improvements	125
Capital Grants for Parish Play Equipment/Sports Halls/Clubs	20
TOTAL requested for approval	418

The GF reserves balance as at 31 March 2014 stood at £2,480,000. This balance would reduce to £2,062,000 if the above allocations of £418,000 were approved. This balance remained above the minimum reserves expectation within the Council's Budget Strategy (£1,500,000).

The Earmarked Reserves balance as at 31 March 2014 was £13,009,000, representing funds that had been set aside for specific purposes to fund expenditure in 2014/2015 or later years. This had grown largely in respect of funds committed to support future capital programme spending, a new Business Rates Smoothing reserve and funding set aside to support service restructuring and transformation projects. The majority of Earmarked Reserves was planned to be spent in 2014/2015.

General Fund (GF) Capital

The GF approved Capital Programme at the end of 2014/2015 was £17,973,000. This related to schemes which would be completed over the next five years. The profiled expenditure on Capital Programmes during 2014/2015 was £4,350,000, with £13,623,000 being carried forward.

Housing Revenue Account (HRA) Revenue

The HRA was a 'Self-Financing' account for the Council's Housing Landlord function, which was budgeted to 'break even' (net of approved transfers to/from HRA Reserves). The HRA Outturn for 2013/2014 was a net underspend of £861,000 (3.3% of gross income). The significant factors leading to this position were outlined in the report.

It was recommended that funding should be allocated from the underspend for the following projects:-

- Community Development Reserve – to allow one-off investments in Community Development - £500,000; and
- Administration Support for area based teams to March 2016 - £41,000.

The HRA Reserve balance as at 31 March 2014 stood at £3,059,000, which was above the minimum level (£1,800,000) set within the Council's Budget Strategy and HRA Business Plan.

The HRA Earmarked Reserves balance as at 31 March 2014 stood at £614,000. This included £404,000 related to the Social Housing Development Fund, which was earmarked to fund investment in new social housing provision within the Council's own housing stock.

Housing Revenue Account (HRA) Capital

The HRA approved Capital Programme at the end of 2014/2015 was £20,363,000. This related to schemes which would be completed over the next five years. The profiled expenditure on Capital Programmes during 2014/2015 was £8,647,000, as summarised in the report, with £11,655,000 being carried forward and a net underspend of £61,000 being reported.

Deane DLO Trading Account

The year-end financial statements had reported that the DLO had made an overall profit of £332,000 after contributing £101,000 to the General Fund.

Although this surplus had been transferred to the DLO Trading Account Reserves, approval was now sought to transfer £25,000 of this underspend to the Capital Replacement Reserve Fund to enable fuel tanks to be replaced and £240,000 into the DLO Vehicle Replacement Earmarked Reserve. Further approval was required to use the latter amount to support a managed fleet programme, thus adding this spending to the approved 2014/2015 Capital Programme.

Deane Helpline Trading Account

The Deane Helpline had made a net overspend of £47,000 against the final budget. However, once Technical Accounting adjustments of £51,000 had been reversed, this deficit reverted to a surplus against budget of £4,000. There were no funds held in the Deane Helpline Trading Account Reserve.

Taunton Unparished Area Fund (Special Expenses)

Total expenditure from the fund during 2013/2014 amounted to £75,004. Currently, £40,867 remained unallocated.

Further reported that the introduction of the Business Rates Retention system had introduced new financial risks for the Council. The Council's share of Business Rates funding was directly linked to the total amount of Business Rates due and collected in the area. A potentially significant risk existed in respect of the costs of refunds and appeals, particularly where this resulted in refunds that were back-dated to 2010.

Taking into account the inherent risks and uncertainties within the retention system, together with accounting timing differences, it was recommended to maintain a contingency balance in a Business Rates Smoothing Account Reserve. A sum of £1,265,000 had been set aside, providing some protection against differences which were larger than estimated. The requirement for this reserve would continue to be monitored as the retention system 'matured' and the Council's level of certainty improved.

Resolved that:-

- (a) The Council's (revenue and capital) performance for the year 2013/2014, for the General Fund and the Housing Revenue Account, including the pre-approved carry-forwards and transfers to earmarked reserves, be noted;
- (b) The Carry Forward of General Fund Capital Programme Budget totalling £13,623,000 be approved;
- (c) Full Council be recommended to approve the Carry Forward of Housing Revenue Account Capital Programme Budget totalling £11,655,000;
- (d) General Fund Supplementary Estimates in 2014/2015 in the following areas, utilising 2013/2014 underspends, be supported and that Full Council be recommended to approve:-
 - i. £50,000 to fund an IT Strategy for the Council in 2014/2015.
 - ii. £121,000 to be added to the General Fund Capital Programme for 2014/2015 to fund the Taunton Cemetery extension, funded by RCCO.
 - iii. £50,000 to fund additional grass cuttings in 2014/2015.
 - iv. £10,000 to fund additional weed spraying in 2014/2015.
 - v. £42,100 to fund Street Cleansing works in 2014/2015.
 - vi. £125,000 be added to the General Fund Capital Programme for 2014/2015 to fund Car Park improvements, funded by a Revenue Contribution to Capital Outlay (RCCO); and
 - vii. £20,000 be added to the General Fund Capital Programme for 2014/2015 to fund Play Equipment grants in 2014/2015, funded by RCCO.
- (e) HRA Supplementary Estimates in 2014/2015 in the following areas, utilising 2013/14 underspends, be supported and that Full Council be recommended to approve:-
 - i. £500,000 to fund Community Development in 2014/2015, with delegated authority for initiatives to be approved by the Portfolio Holder for Housing, Chairman of the Tenant Services Management Board and one of the Council's Statutory Officers; and
 - ii. £41,000 to fund Administration Support in 2014/2015 and 2015/2016.
- (f) Full Council be also recommended to approve the transfers to the DLO Trading Account Earmarked Reserves to fund vehicle replacements and fuel tank purchases and for this to be added to the General Fund Capital Programme for 2014/2015.

Considered report previously circulated, which detailed the performance of the Council for the final quarter of 2013/2014.

The monitoring of the Corporate Strategy, service delivery, performance indicators and budgets was an important part of the overall performance management framework. Analysis of the overall performance of the Council had revealed that 71% of all performance measures were on target. This was a similar position compared to the previous quarter (Quarter 3 was also 71%) but an improved position compared to Quarter 4 last year (2012/2013) which was 65%.

A summary / overview of the Quarter 4 scorecard was shown in the table below:-

Section	No. of measures	☺ Green	☹ Amber	⊗ Red	Trend (from last quarter)
Aim 1 - Quality Sustainable Growth and Development	10	5 (50%)	4 (40%)	1 (10%)	↓
Aim 2 - A Vibrant Economic Environment	8	7 (88%)		1 (12%)	↔
Aim 3 - A Vibrant Social, Cultural and Leisure Environment	10	8 (80%)	2 (20%)		↑
Aim 4 - A Transformed Council	5	3 (60%)	2 (40%)		↓
Managing Finances	14	10 (71%)	2 (14%)	2 (14%)	↔
Corporate Health	12	9 (75%)	3 (25%)		↑
TOTALS	59	42 (71%)	13 (22%)	4 (7%)	↔

KEY:

- ↑ = Improving (ie more Green, less Amber and/or Red alerts)
- ↓ = Worsening (ie less Green, more Amber and/or Red)
- ↔ = No change.

Noted that the four indicators on the scorecard allocated 'red' status were:-

- Number of affordable homes delivered;
- Business Improvement District (BID) ballot;
- General Fund Revenue; and
- Housing (HRA) Revenue

Further reported that performance scorecards were under development for each new 'Directorate'. These would be reviewed by the Joint Management Team (JMT)

as part of the overall corporate performance monitoring process, with risks and issues escalated as required to be managed at the most appropriate level.

'Exception and Highlight' reports for each Assistant Director were also submitted for the information of the Executive. These provided a high-level overview and summary from their group of services / responsibility areas of the key issues, risks, achievements and successes and priority objectives for the next quarter.

Following the decision to join up the management teams and share services between Taunton Deane and West Somerset Councils, some initial work had commenced to review and understand the respective Performance Management Frameworks (PMF). Recommendations for a single aligned framework would be introduced during 2014/2015.

The new Corporate Strategy and Performance Manager would consider the potential for aligning the processes and outputs to minimise duplication whilst continuing to fulfil the needs and expectations of the two separate democratic councils.

Some key principles had been identified and endorsed by the JMT, including:-

- Members would be involved in the development of a new framework; and
- The newly established PMF would need to recognise the demands of a single organisation serving two separate democratic Councils - monitoring of the corporate priorities needed to reflect this.

A summary of the whole Taunton Deane performance reporting framework was also included in the report. This indicated where other performance information could be obtained relating to a wide variety of services, partnerships, projects and strategic aims and objectives.

Reported that the Corporate Performance Monitoring report would be considered by the Corporate Scrutiny Committee on 17 July 2014.

Resolved that the report be noted.

49. **Council Accommodation**

Considered report previously circulated, concerning the future of Taunton Deane Borough Council's Office Accommodation following an options appraisal exercise in December 2013. The two options which had been under consideration over the past six months were a new build at Firepool, Taunton and a move to County Hall.

The Deane House had been built in 1987 and had seen little refurbishment since then. It performed at EPC (Energy Performance Certificate) Level E and some of its infrastructure was coming to the end of its natural life. The building now needed significant investment.

At the same time, the Council had the challenge of meeting an unprecedented budgetary challenge and was considering all ways of cutting overhead costs in order to safeguard investment in front line services.

The review undertaken had focused on the future of the Council's main office base and had looked at options for this. However accommodation could not be considered in isolation or purely just as a financial and "bricks and mortar" issue. Whilst a detailed financial and qualitative evaluation of the two options had been undertaken, in making the key leadership decision on a preferred future solution the Council had also to be mindful of a number of key factors.

The Deane House currently offered 4,355 sqm NIA (Net Internal Area) and occupancy surveys had shown that desks were vacant for 40% of the time. The Deane House cost the Council around £650,000 per annum to occupy. Staying at The Deane House would involve significant additional cost and, in any event, the building was too large for the Council's current requirements.

A full Condition Survey had been carried out on the building with recommendations of what work was needed to make it fit for purpose. The offices required some £4,300,000 of expenditure on M&E and backlog, of which in the region of £3,000,000 would need to be spent during the course of the next 2-5 years.

Other organisations which had chosen to rationalise their office accommodation had at the same time incorporated new ways of working. The outcome of introducing these ways of working was to reduce the amount of office space provided utilising the fact that desk spaces were occupied on for example a 60% basis. The terminology that had been adopted for this was "Smart Office".

The evaluation of the Council's accommodation needs had included a range of qualitative criteria, including the importance of a flexible accommodation solution. In addition, the evaluation had focussed on a "best assessment" of the accommodation needs for the Council as currently understood. However, it was important to note that this context continued to evolve and change with increasing pace, and as such, the accommodation requirement was likely to continue to alter.

A DTZ study from as far back as 2008 had stated the following two key findings from their survey of local authorities' approach to accommodation:-

- Reductions in space per employee and improved sustainability credentials were cited as the main achievements; nearly half of the Councils believed that major change projects had significantly contributed to improvements in staff performance.
- Over 40% of respondents reported significant success in implementing new work space strategies including flexible working, improvements in space utilisation ratios and reductions in staff to desk ratios.

During the second half of 2013 an internal review and high level option appraisal had been undertaken culminating in the following resolution made by the Executive:-

- (1) The Key Principles against which the Council's future accommodation needs would be made be accepted as the correct ones;
- (2) Option 3 – Move to County Hall and Option 4 – New build at Firepool be adopted as the preferred options for the provision of the main office base of Taunton Deane Borough Council as the options which best met the Key Principles; and
- (3) Officers be requested to carry out full feasibility reports on the preferred options.

Following this and subsequent to a procurement process, the property consultancy DTZ was again appointed to undertake the detailed feasibility study of the two preferred options. The culmination of this stage of the exercise was set out in detail in the confidential appendix to the report.

The review process had now included consideration of the potential increased usage of West Somerset House in Williton to accommodate the single staff structure supporting both Councils. There was the potential for additional workstations to be provided in West Somerset House on the basis of a more efficient desk layout and the introduction of Smart Office ways of working, thereby reducing the Taunton space requirement.

An overview of the two preferred options were set out for the information of Members.

The appraisal process had brought together two areas of analysis - financial and non-financial. Once both the financial and non-financial scores were finalised, the two scores were combined to derive an Overall Value for Money Outcome and the overall weighting was financial 60% and non-financial 40% as it had been agreed that the financial aspects carried more weighting.

The following was the outcome of the Overall Value for Money assessment:-

	60%	40%	100%	VFM Ranking
	Financial Scoring	Qualitative Scoring	Total Combined Scoring	
DH SQ+	48.67	95.15	67.26	4
SCC 25- Year Lease	97.68	100.00	98.61	1
Firepool LL	73.46	98.79	83.59	2
Firepool 25 Year Lease	76.09	68.48	73.05	3

The above exercise had concluded that, when combining the Financial and Non-Financial scores, an accommodation solution at County Hall was shown the best overall Value for Money Option. A Virtual Freehold at Firepool ranked in second place.

Remaining in occupation of The Deane House and investing in the building fabric and services, ranked in last place.

Both the main options under consideration had assumed the subsequent disposal of The Deane House and the wider site.

Any agreement to move Taunton Deane Borough Council's accommodation from The Deane House to either County Hall or Firepool would involve many substantial next steps and tasks to implement. These were set out in detail in the report. These tasks in turn would require significant resource.

Some cost estimates had been acquired to support the project via external project management support and other professional services. These would be subject to further negotiation and suitable scrutiny via procurement. The anticipated third party costs to see the project through to completion in 2017 were in the region of £250,000. This figure included the costs associated with the disposal of The Deane House site.

Following the presentation of the report, it was **resolved** that the press and public be excluded from the meeting because of the likelihood that exempt information would otherwise be disclosed relating to Clause 3 of Schedule 12A to the Local Government Act, 1972 and the public interest in withholding the information outweighed the public interest in disclosing the information to the public. This was necessary to allow Ms Stamboulieh from DTZ to make a detailed presentation to the Executive on the contents of her report.

Resolved that it be recommended to Full Council that:-

- (1) The Council's preferred option for its main office accommodation, reception and Member debating space was at County Hall, Taunton subject to Somerset County Council confirming its intent to develop the site and the agreement of Heads of Terms, detailed commercial negotiations and design;
- (2) Delegated authority is provided to the Director of Housing and Communities to progress this project to completion, in consultation with the Portfolio Holder for Asset Management;
- (3) A Supplementary Estimate of £250,000 for project related costs, funded by £210,000 (84%) from General Fund (GF) Reserves and £40,000 (16%) from the Housing Revenue Account (HRA) Reserves based on the current level of usage of The Deane House by GF and HRA services;
- (4) Approval be granted to initiate steps to facilitate either the disposal of The Deane House site on the most favourable terms or entering into a regeneration project which enabled retention of the site and derives benefit to the Council; and
- (5) Subject to (4) above, a suitable investment would be made in an income deriving asset of equivalent value to the receipt derived from The Deane House site disposal.

Submitted for information the Forward Plan of the Executive over the next few months.

Resolved that the Forward Plan be noted.

(The meeting ended at 8.36 p.m.)

Taunton Deane Borough Council

Executive – 10 September 2014

Report on Jurston Development Brief

Report of the Planning Policy Officer

This matter is the responsibility of Executive Councillor Mark Edwards (Planning and Transportation)

1. Executive Summary

The purpose of this report is to present the Jurston Design Brief to Members for adoption as a Supplementary Planning Document (SPD).

TDBC's Adopted Core Strategy (CS) allocated the site as part of a mixed use urban extension. The CS stated that the development of this strategic site would be further guided by a masterplan and design code to ensure a coordinated approach to the delivery of the site.

The Jurston Development Brief encompasses a masterplan and design codes. It sets out contextual information (location, history, planning policy, consultation), constraints and opportunities presented by a site and set the principles of the type, form, layout and look of development for it.

Executive are asked to note the content of this report, the summary of consultation and the Jurston Development Brief and recommend to Full Council the adoption of the Jurston Development Brief to be used in the Development Management Process for assessing future applications of the Jurston site.

2. Full Report

- 2.1. The Taunton Deane Core Strategy 2011-2028 Development Plan Document was adopted in September 2012. This document sets the strategic framework for development across the Borough for the period to 2028. It includes a number of strategic sites including Cades/Jurston.
- 2.2. Jurston is part of the Cades/Jurston strategic development site. In the CS it is identified in Policy SS4 as a new compact urban extension east of Wellington which will include:
 - *Around 900 new homes at an overall average of 35-40 dwellings per hectare;*

- *25% of new homes to be affordable homes in line with Policy CP4: Housing;*
- *A new local centre with associated community infrastructure including a single form entry primary school, community hall, places of worship, sheltered housing and local convenience shopping;*
- *Developer contributions towards (a) studies to establish the engineering, operational and commercial feasibility of a railway station for Wellington and, (b) subject to approval by the rail industry, towards capital costs;*
- *Developer contributions for infrastructure delivery in line with Policy CP7: Infrastructure;*
- *A new north-south link road between Taunton Road and the A38. The design layout for development proposals will need to ensure that delivery of future phases of this road on land beyond the developer's control is not prejudiced;*
- *A local bus loop to provide public transport access to the residential areas and link with the town centre, railway station and inter-urban bus services between Wellington and Taunton; and*
- *A green wedge of approximately 30 hectares to the east of the new residential area and part of the green link from Wellington eastwards to the River Tone and West Deane Way.*

The development form and layout for Cades / Jurston should provide;

- *A new neighbourhood that reflects the existing landscape character and the opportunities and constraints provided by natural features to create new neighbourhoods that are distinctive and memorable places;*
- *Easy access to the town centre;*
- *A connected street network which accommodates pedestrians, cyclists and vehicles and promotes a viable public transport system;*
- *Well-designed public open spaces (including playing fields, children's play, allotments, and associated community facilities such as changing facilities) which are enclosed and overlooked by new development, create a green necklace around the town, and promote a positive relationship between new housing and existing communities.*

The Core Strategy also provides that development of strategic sites at Wellington will be further guided by a masterplan and design code to ensure a coordinated approach to the delivery of this site

- 2.3. The attached Development Brief addresses the requirements of the allocation for a Masterplan. The design codes will be used to guide development proposals. This

Brief relates solely to the Jurston parcel of the allocation as planning consent has already been granted on the Cades Farm part of the allocation.

- 2.4. The site's promoters CG Fry & Son and their consultants, WYG, have worked with the Council to prepare a Development Brief for the site to guide its development.
- 2.5. The masterplan has been shaped by community and stakeholder involvement. The Prince's Trust was commissioned to facilitate independent consultation with statutory consultees, local interest groups and societies, Councillors and Officers from the County, District and Town Councils. The first phase of this process in October 2011 identified key issues and opportunities of the site. The second phase in November 2011 produced a collaborative vision, masterplan and delivery strategy for the site.
- 2.6. The Council published a draft Development Brief for public consultation. Attached to this report is the full summary of representations and the Council's response. All the representations are available to view on the Council's Consultation Portal at <http://consultldf.tauntondeane.gov.uk/portal>. Key issues raised at consultation were:

Issue	Council's Comment / Development Brief
Principle of development: objection to allocation of site, the amount, type and location on development	The principle of the development is established through the allocation of the site in the TDBC Adopted Core Strategy.
Employment: concern over lack of provision	Wellington has a wide range of existing employment, an additional 19.67ha allocated in the CS, capacity in the town centre retail units, in addition to a school and flexible units at the Jurston local centre. There is sufficient capacity.
Flooding: concerns that development will increase flooding	Surface water runoff from developed impermeable areas would be attenuated by ponds and discharge controlled into existing water courses (Pg's.11 and 23). It is a requirement of Development to obtain a licence from the Environment Agency to release surface water from new development and to demonstrate that it will achieve the same retention rates as green fields and improve this by 30%.
Character of Wellington (including the landscape, skyline and AONB): concerns that the development would have a negative effect on these.	The urban form of Wellington, topography and landscape are studied and have shaped development. Landscape screening to the west and south screening development. Local vernacular of the historic core of the town is to be reflected in the new

	<p>development (Pg's. 7, 8, 16, 26).</p> <p>TDBC Landscape Lead has been involved in the development of the scheme and supports the proposals.</p>
<p>Ecology: concern over loss of habitat and disturbance of species.</p>	<p>The development will retain 75% of dormouse habitat, new 6.5ha woodland, public open space, allotments and tree-lined streets providing habitat. Natural England supports the principles (Pg. 11, 14, 20, 21 and 22).</p> <p>Somerset Wildlife Trust, Natural England as well as TDBC and SCC Ecologists have been involved in the development of the scheme and support the proposals</p>
<p>Services and facilities: concern over capacity.</p>	<p>Development proposals can only be asked to mitigate their direct impact. There is capacity at Mitchell Pool sewage pumping station, a new local centre providing primary school for development and adjacent area, community space, flexible office and retail space which can be adapted for a variety of uses are proposed (Pg's. 10, 13, 16 and 26).</p>
<p>Roads and junctions: concern over capacity and inadequate public transport</p>	<p>A Transport Assessment will be required to demonstrate the traffic flow and evaluate the road network and junctions. Where vehicle and people movements from the development could cause potential congestion or excessive demand measures will be implemented to mitigate this. Sustainable modes for travel – bus, walking, cycling – will be encouraged and the principal north south access will be of a width to accommodate buses (Pg. 13, 16 and 18).</p> <p>SCC have set the parameters for detailed modelling of roads and junctions which will be required at detailed application stage.</p>
<p>Vehicle access in-to/out-of Sylvan Road/Beech Road/Laburnum Road: concern over impact on local residents</p>	<p>The principal access will be north south between A38 and Cades. The vehicle use of Beech Hill and Laburnum Road must be demonstrated to be acceptable</p>

	<p>in transport capacity and highways safety terms. Where it is considered that vehicle and people movements from the development could cause potential congestion or excessive demand measures will be implemented to mitigate this. Sustainable modes for travel – bus, walking, cycling – will be encouraged (Pg. 13, 16 and 18).</p> <p>SCC have set the parameters for detailed modelling of roads and junctions which will be required at detailed application stage.</p>
Car parking: concern about capacity of parking in centre of Wellington and on Jurston	The development is within a 10-15 minute walk of the town centre; walking, cycling, bus will be encouraged to minimise vehicle use, there is a range of parking in the centre availability fluctuates but Jurston will not be asked to provide off-site parking. On-site parking standards follow the Council's emerging SADMP which are from Parsons Brinkerhoff Urban Extension Study 2012.
Sports facilities: concern over capacity and amount of provision	A playing pitch, 4 children's play areas and general public open space is being provided as part of the development (Pg's 13 and 26).
Views and amenity: concern over loss of	Amenity (but not view) is considered in the planning process. It's important that buildings are appropriately scaled, boundary and height relationships with existing houses will need to be carefully considered (Pg's. 11 and 23).
Listed Building and adjacent businesses: concern over impact on these	<p>The development shall retain as many mature trees as possible. Retained trees and hedgerows will be protected. School playing fields and woodlands to the north of Jurston Farm, landscape buffer to the south (Pg's 12, 20 and 22).</p> <p>TDBC Heritage Lead has been involved in the development of the scheme and supports the proposals.</p>
Crime and anti-social behaviour: concern these will increase	Design of development can reduce crime and fear of crime: active street frontages and well-designed legible and

	attractive spaces with natural surveillance, a range of types and tenure of housing, open spaces, allotments, children's play areas and central square (Pg's. 2, 14, 21 and 23).
Phasing of development: concern about delivery of elements of the development	The phasing plan shows the general order in which the parcels of land will be brought forward. Detailed phasing will be agreed at outline application stage, supported by legal agreements (Pg. 31).

- 2.7. The Council is also aware of views on the development being expressed through letters to local print media and an online petition.
- 2.8. The Development Brief sets out contextual information (location, history, planning policy, consultation), constraints and opportunities presented by a site and a set of principles to guide the type, form, layout and look of development for it.
- 2.9. Under the National Planning Policy Framework¹ and Town and Country Planning (Local Planning) Regulations² the Council can adopt documents such as Supplementary Planning Document (SPD) where they add value, detail and guidance to the existing policies in the Core Strategy Development Plan Document. An SPD will be an important material consideration in the determination of a future planning application for Jurston.
- 2.10. As part of the procedure for Supplementary Planning Documents a Sustainability Appraisal Screening process was undertaken. The site allocation is underpinned by the Core Strategy Sustainability Appraisal and additional ecological assessment work and the proposed mitigation has been approved by Natural England. Additional screening is therefore not required. The Sustainability Appraisal Screening Determination is attached to this report.

3. Finance Comments

- 3.1. The Jurston Development Brief will form part of the Council's suite of planning documents. It will assist the Council in delivering the new homes set out in the Core Strategy. In turn this will generate New Homes Bonus and Planning Obligations; although it should be noted no Community Infrastructure Levy will be generated from this development.

4. Legal Comments

- 4.1. Once adopted the Jurston Development Brief will be applied to the determination of future planning applications on the site. Upon adoption it will form part of the suite of documents which comprise the statutory development plan.

¹ Para 153 National Planning Policy Framework

² Regulations 11 to 16 Town and Country Planning (Local Planning) (England) Regulations 2012

- 4.2. If not adopted there may be potential legal implications and delays in the delivery of the Borough's "Growth Agenda".

5. Links to Corporate Aims

- 5.1. The draft Development Brief and proposals for the site align closely with Aim 1 - Quality and Sustainable Growth and Development and Aim 4 - A vibrant social, cultural and leisure environment of the Corporate Business Plan 2013-16.

6. Environmental Implications

- 6.1. The Development Brief considers both climate change and environmental issues including: landscape, ecology, ground conditions, drainage, walking and cycling. It is also addressing relevant policies in the Core Strategy on Use and Resources and Sustainable Design, Environment, Sustainable Development Locations, Transport and Accessibility, and Climate Change.

7. Community Safety Implications

- 7.1. The Development Brief considers access, movement and natural surveillance; which minimise crime and fear of crime. It references the Core Strategy Policy on Inclusive Communities.

8. Equalities Impact

- 8.1. Although a separate Equalities Impact Assessment is not required, as an assessment was produced for the allocation in the Core Strategy, a review was undertaken to assess new and additional detail provided through the development brief. The Development Brief makes reference to flexible and adaptable homes, a range of types and tenures of homes, a variety of publically accessible recreational and open space, a local centre with primary school, units for community and commercial uses, and also makes reference to the Core Strategy Policies on Housing, Inclusive Communities and Design.

9. Risk Management

- 9.1. If the Core Strategy allocations were to be reviewed now rather than after the adoption of the Site Allocation and Development Management Plan as currently scheduled there are significant risks. There are not the resources to concurrently run a review into the Core Strategy and progress the Site Allocation and Development Management Plan (SADMP) to adoption. This would result in a delay to adoption of SADMP and a long period of uncertainty whilst the review process was being undertaken. This would put significant pressure on the Council to grant planning permission for other development sites in less sustainable locations.
- 9.2. A Development Brief has been drafted to ensure a comprehensive approach is applied to the masterplanning of this strategic site. Without an agreed masterplan

there is a risk the form, scale, location and mix of uses within the development would not accord with principles of sustainable development or policies in the CS.

- 9.3. Financial: loss associated with New Homes Bonus, Community Infrastructure Levy, costs associated with planning appeals if the Council cannot identify the required 5 year housing land supply.
- 9.4. Reputational: risks associated with delays to, or being unable to deliver, housing and associated infrastructure, services and facilities set out in the adopted Development Plan Documents.
- 9.5. Legal: potential legal implications and delays in the delivery of the Borough's "Growth Agenda" and a site which forms part of its 5 year housing land supply.
- 9.6. Community Health: loss of open space, children's play areas, playing fields, allotments and community woodland which are an integral part of developing healthy (physically and mentally) and sustainable communities. Failure to secure the provision of a range of homes (type, tenure and adaptable dwellings) for a wide range of the population.

10. Partnership Implications

- 10.1. There are no known partnership implications.

11. Community Scrutiny Recommendations

- 11.1 The Community Scrutiny Committee met on the 2 September 2014 to consider the Jurston Development Brief and unanimously recommended the Executive to adopt the Brief as Supplementary Planning Guidance. In addition, the Committee wished to highlight for the attention of Executive continuing negotiations in respect of highways issues, school provision and sports provision.
- 11.2 With regard to the latter, further officer comments are as follows:-

- The Jurston Development Brief takes account of continuing highways negotiation and states that any junctions, including Beech Hill/Laburnum Road will need to pass the rigours of Somerset County Council's assessment.
- The Jurston Development Brief responds to the adopted Core Strategy Policy SS4 and current provision needs generated by the development by making provision for a single class entry primary school. If there is a change to this, the Section 106 legal agreement at the planning application stage would be the mechanism by which those changes are agreed with Somerset County Council as the Education Authority.
- The Jurston Development Brief takes account of current sports provision needs generated by the development. If the policy changes, the Section 106 legal agreement at the planning application stage would be the mechanism by which those changes are agreed with Taunton Deane Borough Council.

12. Recommendations

- 12.1 The Executive is asked to note the content of this report, the summary of consultation, Sustainability Appraisal Screening Determination and the Jurston Development Brief and recommend to Full Council the adoption of the Jurston Development Brief as a Supplementary Planning Document to be used in the Development Management Process for assessing future applications of the Jurston site.

Contact:

Officer Name	Ann Rhodes
Direct Dial No	01823 356 484, Ext 2222
e-mail address	a.rhodes@tauntondeane.gov.uk

Jurston Development Brief: Consultation Statement

Consultation Event: October 2011 and 15-18 November 2011 Enquiry by Design – Kings Centre

Publicity of event: letters and invitations sent to residents of nearby streets, organisations, clubs and associations active in Wellington area, Councillors and Officers of the County, Borough and Town Councils. Public notices in the County Gazette and Wellington Weekly.

Consultation Material: workshops, which included walking around the site and adjacent streets, facilitated by The Princes Foundation; to establish the physical, community and social constraints and opportunities of the site. These were tested through drawings and technical assessment input from local landscape, ecology, architecture, historical, planning experts. From this a Vision and Masterplan principles were established to be taken forward through a Design Brief.

Consultation Event: 20 May 2014 Public Exhibition – Kings Centre 2pm until 8pm.

Publicity of the event: 440 invitations to the exhibition were posted to neighbours to the site. Public notices in the County Gazette and Wellington Weekly. Taunton Deane press release to all local news outlets and publicised on TDBC website homepage. The Town Council was informed of the exhibition.

Consultation Material: copies of the Jurston Draft Development Brief, exhibition boards with large scale extracts from the Brief on:

Background to the project
Constraints and Opportunities
The Development – Design Concept
The Development – Outline Master Plan
Creating Places for People
Delivery and Next Steps

Attendees: Over 200 attendees and 80 feedback forms were received.

Consultation Event: 3 July 2014 Town Council Meeting – United Reform Church 7pm until 9:30pm.

Publicity of Event: advertised in the Wellington Weekly, and on Town Council's web-site

Consultation Material: paper copies of the Jurston Development brief and the Exhibition Board No4 – The Development – Outline Master Plan available at the meeting.

Attendees: Over 100 attendees. A Public Question and Answer session followed by Town Council Debate.

Consultation Event: 12 June to 10 July 2014 development brief published for formal representations.

Publicity of the event: Public notices in the County Gazette and Wellington Weekly. Taunton Deane press release to all local news outlets and publicised on TDBC website home page. Notification of consultation sent to all on Consultation Data Base. Letters issued to Wellington Library, Community Centre and Town Council.

Consultation Material: Jurston Draft Development Brief digital copy on the TDBC Consultation Portal, paper copies at Deane Planning Reception, Wellington Library, Community Centre and Town Council.

110 representations were received.

Issues raised in Representations

Below is a summary of the issues raised in the representations and the Councils initial response to those.

Members of the Public

Issue	Council's Initial Response	Development Brief
Object to the principle of development (including the amount and location)	The principle of the development is established. The site is allocated in the TDBC Adopted Core Strategy (CS). This was developed over a number of years, Elected Members approval, 3 rounds of consultation and independent Examination in Public (EIP) at which it was found sound by the Secretary of States appointed Planning Inspector. Issues around population growth, allocations, amount and type of development, role of Wellington; were subject to studies, technical assessment and scrutiny and found Sound.	No change to the Development Brief
Development will increase flooding	It is a requirement of Development to obtain a licence from the Environment Agency to release surface water from new development and to demonstrate that it will achieve the same retention rates as green fields and improve this by 30%. To achieve this development intends to retain a 2 metre wide managed swale boundary between the boundary with Beech Hill and Laburnum Road properties and the new development, as well as a number of managed Sustainable Urban Drainage attenuation ponds.	Surface water runoff from developed impermeable areas would be attenuated by ponds and discharge controlled into existing water courses on the site at rates of no more than the equivalent green field runoff (Pg's.11 and 23).
Lack of employment provision	Wellington and its environs have a wide range of employers; from small and medium sized enterprises to international companies. There is an additional 19,759m2 employment floor space under	The local centre at the heart of the development will provide a single entry 7 class primary school,

	<p>construction, with planning permission for a further 10,587m², 21 vacant shop units (out of 171) and the Core Strategy has allocated an additional 11 ha of employment land east of Longforth and 8.67 south of Chelston.</p> <p>The majority of jobs are generated as a result of population growth, rather than the other way round.</p>	<p>community hall and adaptable units which can be used for shops, offices, medical or community uses (Pg's.1, 13, 26)</p>
<p>Development will be detrimental to the character of Wellington (including the landscape, skyline and AONB)</p>	<p>Notwithstanding that the principles that development shouldn't be detrimental to the character, landscape and skyline are enshrined in the adopted CS (Policy CP8) and were considered as part of the allocation process, it is also a material consideration for any planning application.</p> <p>It is inevitable that the character of Wellington will change as it grows and develops, this is not a new phenomenon: a farming community in Anglo-Saxon times, trading centre in the Middle Ages, centre for cloth making in the mid 1700's.</p> <p>Landscape and Visual Impact Assessments, and Landscaping Proposals assessing impacts and mitigation are required with a planning application. A Design and Access Statement will also need to demonstrate that any such requirements set out in the Development Brief are met.</p>	<p>The urban form of Wellington, topography, landscape are studied and have shaped development. A 6.5 hectare woodland on the western edge and screening to the south of the development will benefit to the wider landscape. In addition to which the local vernacular of the historic core of the town is to be reflected in the new development (Pg's. 7, 8, 16, 26).</p>
<p>Object on grounds of loss of amenity and views</p>	<p>Planning legislation considers loss of visual amenity (but not loss of a private view) as a material consideration of any planning application.</p> <p>This development, as with any planning application,</p>	<p>It's important that buildings are appropriately scaled to ensure they respond to their context. Boundary relationships with existing</p>

	will need to demonstrate that appropriate separation distances are maintained between existing properties on the edge of the site and the new properties proposed.	houses will need to be considered. The height of proposed properties would be no more than two storey where they back on to existing properties (Pg's. 11 and 23).
Object on grounds that development will increase crime and antisocial behaviour	<p>Studies show that the design of a development to create a sense of place and ownership can reduce crime and fear of crime. Measures encouraged include: mix of housing (type, tenure and size), community spaces, attractive environment, facilities for young people, and natural surveillance. The Council will seek such measures.</p> <p>As part a planning application the Council requests comments from the Police Architectural Liaison Officer.</p>	Development should provide: active street frontages and well-designed legible and attractive spaces with natural surveillance, a range of types and tenure of housing, open spaces, allotments, children's play areas and central square (Pg's. 2, 14, 21 and 23).
Object to affordable housing	<p>Notwithstanding that the principle of Affordable Housing has been established through the Core Strategy. A range of housing in a development promotes social inclusion and reduces inequalities.</p> <p>A range of people on low incomes are eligible for affordable housing, such as; teaching assistants, nurses, carers, service industry (catering, waiting, cleaners), retail assistants, hairdressers.</p> <p>Affordable housing includes social rent (rented at a discount to those with proven link to the area, i.e. work or have family in the area) and intermediate housing (shared ownership; for people who cannot</p>	Jurston will provide around 160 affordable dwellings (c.25% of the development), in small clusters through the development (Pg. 13).

	<p>afford to buy a house on the open market but want to own a home and may not be a priority for social rent. A share is bought (usually initially 25% to 75%) and rent paid on the remaining part. Percentage owned can be increased but the house will remain an intermediate house if it is sold on). Developers also offer discounted market housing.</p>	
<p>Object on ecology grounds: transporting of species, amount of ecology mitigation, effect on other species (owls, hedgehogs, bats, newts), lack of flora/fauna in development to support species.</p>	<p>Ecology assessments have been undertaken between 2008 and 2012 for species including bats, dormice, great crested newts, badgers, birds, reptiles and invertebrates. The findings have significantly influence the form of the development, when and how it's implemented and maintenance of public spaces.</p> <p>Dormice are a European protected species and a licence has to be obtained from Natural England for the development. Natural England supports the principles of retention of exiting and provision of new habitat set out in the Development Brief and have stated they will grant a EPSM licence should planning permission be granted.</p>	<p>The development will retain many of the mature and important trees on the site. 75% of the existing habitat is being retained, a new 6.5ha woodland habitat is being created providing 350% net gain of habitat. A long-term management and maintenance plan will be put in place to preserve and enhance the habitat for the dormice. Public Open Spaces, allotments, attenuation ponds and tree-lined streets through the development provide a habitat for other wildlife species (Pg. 11, 14, 20, 21 and 22).</p>
<p>Object on grounds of lack of, and effect on, existing facilities and services (Sewerage, Police, Medical Centre, Sports, Schools and Shops) in</p>	<p>Developers are only required to mitigate the direct and negative effects of a development.</p> <p>The Council has reserved land for the expansion of the Sewerage Works at Wellington (Local Plan</p>	<p>Wessex Water advise that the existing Mitchell Pool pumping station has sufficient capacity for the development to connect into</p>

<p>Wellington and on the development.</p>	<p>Policy. Wessex Water will be responsible for improvements and expansion of this facility. Wessex Water are consulted on development proposals and as statutory consultees advise on capacity and requirements</p> <p>The Police and Health Authority haven't requested additional facilities. However; the community space and shop units provided are flexible and adaptable and can be for GP, Dentistry, drop-in PCSO session, office or convenience shopping.</p> <p>The Council can only request provision which is directly related to the impact of the development. The Council will require a primary school and a variety of public open space which is enshrined on the Core Strategy (Policies CP5 and SS4).</p> <p>The County Council are responsible for ensuring that primary and secondary school places are delivered.</p> <p>Wellington has a robust retail offering with 150 occupied and 21 vacant shop units. A wide range of goods: baker, grocer, butcher, post office, banking, insurance, newsagent, clothing, shoes, cobbler, pet shop, pub, funeral directors, restaurants, café shops, delicatessen, hairdressers, dentist, medical surgery, pharmacist, estate agency, accountant, cinema, library, community centre, are available. Uptake in retail units and variety of shops is generated as a result of</p>	<p>(Pg. 10 and 23)</p> <p>New mixed-use local centre providing services and facilities for the development and adjacent areas; and will include a primary school, community space, office and retail space (Pg's. 13, 16 and 26)</p> <p>The development includes 4 children's play areas, allotments, playing pitch and public open space (Pg's. 13, 21, 25, 31 and 32)</p>
---	--	---

	population growth, rather than the other way round.	
Consideration of 1 x 14 class school not 2 x 7 class on two sites	Developers are only required to mitigate the direct and negative effects of a development. Given the separation distances between the Longforth and Cades/Jurston CS allocations it has always been the County Council's preferred approach to provide two primary schools to serve the allocations, to have as many dwellings as possible within the ideal 400-600m travel distance. Notwithstanding this the Council will continue to discuss consideration of joint provision.	No change to the Development Brief
Consideration of 5 pitch sports hub with associated facilities elsewhere in town rather than separate provision from Cades II, Jurston and Longforth sites respectively	Wellington (with Rockwell Green) has 21.7 ha of existing outdoor sports facilities with public access (limited and full) which equates to 1.57 ha per 1000 population which is inline with the Council's standards for outdoor sports facilities. The Councils established methodology, supported by Sport England and sports governing bodies, identifies new provision arising from all new development over the CS period is in the region of 3.6 equipped pitches. Developers are only required to mitigate the direct and negative effects of a development, in the case of Jurston c.2.925ha. However, notwithstanding this the Council will continue to discuss consideration of joint provision.	A playing pitch and general public open space is being provided as part of the development (Pg's 13 and 26)
Object on grounds of capacity and state of existing road network (including Pyle's Thorne Junction, Congestion into and out off Wellington)	At a strategic level when the CS was being prepared it was considered that the highway network had the ability to adsorb the expected level of traffic from the Wellington allocations. This development (as with Cades and Longforth) will need to demonstrate through a planning application that it has assessed the impact of traffic from the	The vehicle use of Beach Hill and Laburnum Road must be demonstrated to be acceptable in transport capacity and highways safety terms. A transport Assessment will also be

	<p>site upon a number of junctions (including Pyle's Thorne, town centre, proposed site access with the A38, Chelston roundabouts and J26 of the M5) and adjacent streets (including Beach Hill and Laburnum Road). Where required, the developer will be expected to pay for any highway works required to make the development acceptable.</p>	<p>required to demonstrate the traffic flow and evaluate the road network and junctions. Where it is considered that vehicle and people movements from the development could cause potential congestion or excessive demand measures will be implemented to mitigate this. The principle access will be north south between A38 and Cades. A roundabout into the site will provide traffic calming before the Pyles Thorne Junction. Sustainable modes for travel – bus, walking, cycling – will be encouraged (Pg's. 13, 14, 16 and 17).</p>
<p>Object because of lack of parking in Wellington Town Centre</p>	<p>Notwithstanding that one-third of the development is within 10 minutes walking distance of the town centre and the remaining within 15 minutes. And whilst there is a variety of parking in Wellington the car parking data shows that there are peak demands – i.e. at school pick-up/drop-off, but capacity at other times. The Jurston development cannot be required to deliver additional off-site parking out-side the site in this instance.</p>	<p>Sustainable modes for travel – bus, walking, cycling – will be encouraged (Pg. 17).</p>
<p>Object to vehicle access in-to/out-of Sylvan Road/Beech</p>	<p>A key outcome of the Enquiry by Design process was that the development should be as permeable</p>	<p>The principle access will be north south between A38</p>

Road/Laburnum Road	<p>and as integrated as possible with the edge of the town. It would not be desirable for this development to turn its back on Wellington and become an isolated community.</p> <p>Notwithstanding this, TDBC, County Highways and the developer are well aware of the strength of feeling regarding these proposed access points. The roads and junctions which have to be modelled in detail has been agreed with the County Council and the work is ongoing</p> <p>In light of the consultation responses received the Development Brief has been amended to require the developer to demonstrate that the use of these potential access points is safe and acceptable in transport terms, as it will be required to demonstrate with all junctions sounding the development.</p>	<p>and Cades. A roundabout into the site will provide traffic calming before the Pyles Thorne Junction. Sustainable modes for travel – bus, walking, cycling – will be encouraged.</p> <p>A transport assessment must evaluate traffic flow of the road network and junctions. The vehicle use of Beach Hill and Laburnum Road must be demonstrated to be acceptable in transport capacity and highways safety terms. Where it is considered that vehicle and people movements from the development could cause potential congestion or excessive demand measures will be implemented to mitigate this (Pg's. 13, 14, 16 and 17).</p>
Object because of inadequate public transport	Part of the CS Policy SS4 allocation is a north-south link road between Taunton Road and the A38. The primary purpose of this is to provide a bus route through the heart of the whole allocation. The First Group has indicated that the number 22 bus services would be serviced via the north-south route. The applicant will be required to submit a	The principle north south access between A38 and Cades will be of a width to accommodate buses Pg's 13,16 and 18).

	Travel Plan to demonstrate that there is appropriate access to means of travel other than the car.	
Object on grounds of number of parking spaces in the development	<p>The proposed level of parking described in the Development Brief reflects the Council's emerging parking standards:</p> <ul style="list-style-type: none"> • 1 bed – 1 space • 2 bed – 1 space • 3 bed – 2 spaces • 4 bed – 3 spaces • Visitor parking at a rate of 0.2 spaces per dwelling • Cycle Space – 1 per bedroom • Motorcycle parking – 1 per 5 dwellings or 1 per 20 parking spaces; whichever is greater. <p>These standards are recommendations within the Parsons Brinkerhoff Urban Extension Study 2012.</p>	Car parking standards proposed follow the Council's emerging Site Allocation and Development Management Plan (SADMP). Spaces are broadly to be divided between on-street parallel to the kerb, courtyard parking at rear of buildings and spaces within the curtilage of each dwelling (Pg's. 24 and 26).
Question ability of development to deliver infrastructure	C G Fry is a developer with a good track record in Taunton Deane and elsewhere. It is in the developers interests to ensure that the development is properly served with appropriate infrastructure. There are a number of legal mechanisms to ensure that appropriate infrastructure is delivered with the development including a Section 106 Agreement. The developer would need to fund any upgrade to utility connections where these are required.	No change to the Development Brief
Provide onsite renewable energy	C G Fry has adopted the 'fabric first approach'. This would ensure a 10% reduction to the expected energy demand of the development through insulation and other sustainable development techniques over and above the requirements of the	No change to the Development Brief

	Building Regulations.	
Air quality impact	The site is not located in an Air Quality Management Zone and as such is not considered to have and significant impact upon air quality in the area.	No change to the Development Brief
Impact on Listed Building and adjacent businesses	<p>Statutory consultees have advised they are content landscape mitigation will provide sufficient protection to setting of listed building.</p> <p>The principle of the residential development proposed, within the vicinity of the holiday let business, has already been established through the CS allocation of the site.</p>	Development shall retain as many mature trees as possible. Retained trees and hedgerows will be protected. School playing fields and woodlands to the north of Jurston Farm, landscape buffer to the south (Pg's 12, 20 and 22)
Phasing of development	The most significant factor to the phasing of the development is ecology. Phase 1 provides up front new habitat. Phase 2 has been designed in such a way as to minimise the loss of hedgerows. It was also desirable for phase 2 to deliver the square land for the school at an early stage. Infrastructure such as drainage and sewerage connection has also been designed to facilitate each phased are of the development. The table at section 5.1 is designed to give an indicative picture of the expected build rate of the development. External influences such as changes in the housing market may influence delivery rates, however based on current expectations the delivery rates shown are broadly considered to be accurate.	The phasing plan shows the general order in which the parcels of land will be brought forward. Detailed phasing will be agreed at outline application stage (Pg. 31)

Statutory consultees and specialist organisation

Issue	Council's Initial Response
<p>TDBC Ecology – Pg.11 reference should be made to “substantial” new for loss of “existing” dormice habitat. Pg.13 Area will be “predominantly” set aside for dormice. Pg.19 clarify if breaks in hedgerows are existing or proposed. Pg.20 line 4 – replace biodiversity with other wildlife. Line 5 add “wildflower” grassland. 3rd para 2nd column – take out work “avoid”. Pg.21 clarify meaning of “large trees” do you mean mature specimens or species that grow large, i.e. oaks. Pg.22 clarify what is meant by “High value trees”.</p>	<p>Development brief amended to reflect comments about Pg’s 11, 13, 20, 22.</p> <p>Breaks in hedgerows have been discussed and agreed with TDBC Landscape and Arboriculture Officers.</p>
<p>TDBC Landscape – proposed changes to green wedge boundary maintain the principle of a green corridor running north to south and a substantial community woodland are acceptable. Reference should be made to the Council’s current landscape character assessment “farmed and settled high vale”</p>	<p>Noted.</p>
<p>TDBC Heritage - Provided the landscape buffer to the South West and proposed school playing field to the north west are secured long-term, the setting of the Grade II Listed Jurston Farmhouse complex will not adversely be affected.</p>	<p>Noted.</p>
<p>Wellington Town Council – object to principle of development: allocation in CS. Lack of masterplanning of 3 Wellington developments. Would like to see: review of proposed highway infrastructure, consideration of 1 14 class school not 2 7 Class, consideration of sports hub combining provision from 3 developments, existing medical facilities capacity, Secondary school capacity, provision of employment prospects in town.</p>	<p>Please see previous responses</p>
<p>Somerset County Council Education - Support allocation of new primary school and welcome its inclusion within an</p>	<p>Noted.</p>

early phase of the development. Some early capacity at Courtfields, but need additional capacity later. SCC and TDBC to discuss potentially expanding Courtfields onto adjoining land. Delivery dependent on identifying sufficient funding and discussions with C G Fry.	
Somerset County Council Ecologist – satisfied that the proposed mitigation for dormice is acceptable.	Noted.
Somerset County Council Rights of Way – Public Rights of Way WG 17/19 and WG 17/24 run through the site. Proposals must either prevent obstruction or a diversion order applied for. Request improved surfacing with associated infrastructure on existing Rights of Way. Relevant authorisations for works must be sought.	The proposal retains WG 17/24 and WG 17/19 is outside the boundary of this development. Relevant authorisations will be obtained and details of any improvements will be submitted as part of a planning application.
Natural England – support the general approach to avoid and minimise the impacts on the environment, and where possible enhance measures. We support the slight changes to the design of the transformation from the built form to the green wedge. Pleased to see inclusion of green infrastructure.	Noted.
Sport England – Strongly encourage TDBC to produce evidence base for sport facilities including playing pitches. Support provision of playing field but are concerned about lack of details: dimensions, quantity, quality, associated facilities, shared/dual usage with school, or any other sports facilities on site.	TDBC has adopted green space, playing field and sports facilities strategies as well as robust methodology for new provision which inform the masterplan requirements. Location of school and public playing fields allow for economy of maintenance. Number and specification for pitches, their delivery and maintenance are ongoing discussions. Details will be fixed as part of a planning application.
RSPB – support detailed mitigation for species identified in Ecological Surveys. Designed to acceptable methods will support different and diverse range of species. Question whether sufficient green space allocated within and adjacent to development to meet good practice guidance	Noted. As recommended in the Green Infrastructure Guide (GIG) the Enquiry by Design and Development Brief identified key habitats, accesses and rights of way to

<p>for green infrastructure and biodiversity published July 2012 by TCPA and Wildlife Trusts. Disappointed no reference to provision for species that rely on buildings for nesting or roofing. We expect wide range of flora and fauna in Public Green Spaces, imaginatively designed and managed SUD's.</p>	<p>be protected, restored and enhanced. The development provides a variety of public accessible green spaces, to follow the GIG principle of maximising their contribution to the built and historic environment.</p> <p>Details on the type of flora and fauna in the public realm would form part of a detailed planting scheme for a planning application.</p>
---	---

Taunton Deane Borough Council

**Sustainability Appraisal Screening
Determination:**

**Draft Jurston Development Brief
Supplementary Planning Document**

August 2014

Introduction:

The Borough Council has now prepared a draft Jurston Development brief Supplementary Planning Document. The SPD will hang off policy SS4 of the adopted Core Strategy.

The Sustainability Appraisal (incorporating Strategic Environmental Assessment) is a tool used to assess the sustainability impacts associated with development plan policies and proposals. An SA was undertaken on the Core Strategy which considered the implications of policy SS4.

The Planning and Compulsory Purchase Act 2004 required that all Local Development Documents, including DPDs (now local plans) and SPDs be subject to SA prior to publication. Alterations to Section 19(5) of the 2004 Act under the Planning Act 2008 removed the requirement for local authorities to produce an SA for SPDs. The rationale behind this is that SPDs do not contain new policies, but provide supplementary guidance relating to policies set out in overarching local plans that have been subject to SA.

In exceptional circumstances, an SEA may be required where it is considered that introduction of an SPD will have significant environmental effects not identified through the development plan SA/SEA.

Scope of the Jurston Development Brief SPD:

The draft Jurston Development Brief SPD provides amplification and clarification as to how policy SS4 of the Core Strategy will be implemented. The document addresses the following topics:

- Context
- Constraints
- Opportunities
- Vision
- Principles of development
- Delivery

In addition to this Natural England have stated they support the principles of retention of existing and provision of new habitat set out in the Development Brief and will grant an EPSM licence should planning permission be granted.

Screening Determination:

Since the draft SPD does not set out new policy, the Council does not consider that an SEA is required. A comprehensive SA/SEA of policy SS4 was undertaken as part of the Core Strategy's preparation. The SA/SEA included the consideration of the Jurston allocation.

On the basis that a full and comprehensive SA/SEA has been completed, the SPD does not introduce new policy, and Natural England support the proposals a further SEA is not considered necessary. The SA/SEA of policy SS4 can be found as part of the Core Strategy Sustainability Appraisal.

Jurston Equality Impact Assessment

Impact assessment for:	Jurston Development Brief Supplementary Planning Document
Section One – Aims and objectives of the policy / service	
The Development Brief builds on the Core Strategy allocation of Policy SS4 Cades/Jurston. Managing and delivering growth in a sustainable way, securing well deigned and planned development which will deliver a range of housing, services and facilities.	
Section two – Groups that the policy or service is targeted at	
Those who live, work, study and visit the Borough as well as those investing in the area such as developers, businesses, voluntary sector, public authorities and organisations.	
Section three – Groups that the policy or service is delivered by	
The policy is delivered by a broad spectrum of organisations and sectors through both individual and partnership working. These include, inter alia: TDBC departments – including but not exclusively; Planning Policy, Development Management, Housing, Community Development - Public Sector – such as; Somerset County Council, Taunton Deane Partnership, Natural England - Voluntary Groups, Charities, Private Sector – including inter alia; Developers, Investors, Business.	
Section four – Evidence and Data used for assessment	
The Core Strategy Development Plan Document and its evidence base; collected and developed since 2006 and found sound at examination. This included inter alia: Spatial Portrait, Annual Monitoring Report which includes specific equality data such as age, race and gender, Sustainable Community Strategy evidence base which included equality data, Individual Evidence Base Documents such as Strategic Housing Market Assessment, Previous Engagement and Consultation. The range of documents which form the evidence base can be found at: http://www.tauntondeane.gov.uk/irj/public/council/futureplans/futureplan?rid=/wpccontent/Sites/TDBC/Web%20Pages/Council/Future%20plans/Core%20Strategy	
Section Five - Conclusions drawn about the impact of service/policy/function on different groups highlighting negative impact or unequal outcomes	

General Comments: the Development Brief specifies that a range of type and tenure of homes, including 25% affordable units, will be provided. The development will include a local centre with primary school, units for community and commercial uses. There will be a variety of publically accessible recreational and open space.

Age:

Elderly: there is a positive impact with the provision of a range of dwellings which are flexible and adaptable to adjust to changing circumstances of their occupants. Whilst the development is within walking distance of the town centre, for those with reduced mobility who are reliant of public transport the primary north-south access route will be designed to accommodate busses.

Children: there is a positive impact with the provision of a new primary school for the new and existing population, children's play areas, woodland and public open space. These measures assist in reducing inequalities (education, health, etc) and promoting social inclusion.

Disability:

Physical: There is a positive impact for those with reduced mobility who are reliant of public transport with the primary north-south access route designed to accommodate busses. Pavements and footways will also be at least 2 metres wide to facilitate two people in wheelchairs or mobility scooters to pass each other. A range of dwellings will be flexible and adaptable to adjust to changing circumstances of their occupants. The development brief does not contain information on how the public realm will aid those with visual and hearing impairments, this is a part of the detailed planning application. The development brief does not contain information on access into buildings, this is a part of the detailed planning application and building regulations.

Mental: A number of studies have suggested there is a positive long term benefits to well designed, accessible green spaces for those with some illnesses linked to behaviour, emotion and thinking. The development will provide allotments, children's and young people play areas, woodland, playing fields and general public open space.

Gender Reassignment:

There is no specific advantage or disadvantage identified for this protected characteristic.

Pregnancy and Maternity:

There is no specific advantage or disadvantage identified for this protected characteristic. However, access to primary education, various recreational and green spaces, as well as a range of type and tenure of accommodation, may be considerations for those within this protected characteristic.

Race:

There is no specific advantage or disadvantage identified for this protected characteristic. The development is designed to be inclusive through the range of type and tenure of housing, and promote interaction through the provision of recreation and green spaces, and local centre.

Religion or belief:

There is no specific advantage or disadvantage identified for this protected characteristic. However; the units at the local centre are flexible and adaptable, and could be used by faith groups to provide services and facilities.

Gender:

There is no specific advantage or disadvantage identified for this protected characteristic.

Sexual Orientation:

There is no specific advantage or disadvantage identified for this protected characteristic.

Marriage and civil partnership:

There is no specific advantage or disadvantage identified for this protected characteristic.

Section six – Examples of best practise

Housing standards on physical accessibility, changing needs, CABI documents – such as Building for Life, Homes for our old age: independent living, Character and Identity: townscape and heritage, Community Green: using local spaces to tackle inequality, Planning for Places: Delivering Good Design through Core Strategies Creating Excellence - Planning Officers Society,

Section seven – Implementation timescale

Adoption of the document as Supplementary Planning Documentation at the end of September 2014. Planning applications for the site late 2014 to early 2015. Construction of the development over the period 2015 – 2030.

Signed:

Person completed by

Signed:

Group Manager/Director

Action Planning

The table should be completed with all actions identified to mitigate the effects concluded.

Actions table						
Service area				Date		
Identified issue drawn from your conclusions	Actions needed	Who is responsible	By when	How will this be monitored	Expected outcomes from carrying out actions	
Disables – lack of information on how those with visual and hearing impairments will be catered for.	Information on physical aids – i.e. surface materials, tactile paving, audible signals - will be submitted as part of a detailed application.		A Planning Application.	Development Management process.		
Disables – lack of information on accessibility of buildings.	Information on access into buildings – i.e. level thresholds, external ramps, will be submitted as part of a detailed and building regulations applications.		A Planning Application and Building Regulations Application.	Development Management and Building Regulations processes.		

Taunton Deane Borough Council

Executive – 10 September 2014

Financial and Performance Monitoring – Quarter 1 2014/15

Joint report of the Corporate Strategy and Performance Manager and the Finance Manager

(This matter is the responsibility of Executive Councillor Mrs Vivienne Stock-Williams)

IMPORTANT NOTE –

In order for this performance information to be debated in the most efficient manner at the Executive Committee, we would encourage Members who have queries with any aspect of the report to contact the appropriate officer(s) named (at the end of the report) before the meeting so that information can be collated in advance or relevant officers can be invited to the meeting.

1. Executive Summary

This report provides an update on the projected outturn financial position and the performance of the Council to the end of Quarter 1 of 2014/15 (as at 30 June 2014).

In order to capture the key variances we have concentrated on the more volatile areas and have taken a high level approach. In future quarters we will provide a more detailed report.

Monitoring the Corporate Strategy, performance indicators and budget is an important part of the Council's performance management framework. Regular scrutiny of its performance is an essential part of the Council's Governance framework.

The 2014/15 financial position for Quarter 1 is provided in section 2 of this report although a high level summary is also included in the Scorecard (section 3).

The overall financial position of the Council remains within 0.79% of the approved budget.

The current forecast outturn for the financial year 2014/15 is:

- General Fund Revenue is an underspend of £99k
- Housing Revenue Account (HRA) to have a surplus of £373k

Of the 55 performance measures reported this quarter, **39** are **Green** - on target (this compares to 33 in Q1 2013/14) and **1** is **Red** - significantly off target (this compares to 5 in Q1 2013/14).

2. 2014/15 Financial Position – Quarter 1 Update (to 30th June 2014)

Introduction

- 2.1 This report provides an early indication of the potential variances that could be reported at the end of the financial year 2014/15. We have focused on those areas reporting large variances in the 2013/14 outturn report that were demand-led and affected by external factors.
- 2.2 Members will be aware from previous experience that the position can change between 'in year' projections and the final outturn position, mainly due to demand-led services. The budget monitoring process involves a detailed review of all budgets. Budget Holders, with support and advice from their accountants, regularly review the position and update their forecasts based on currently available information and knowledge of service requirements for the remainder of the year. As with any forecast there is always a risk that some unforeseen changes could influence the position at the year end, and a number of risks and uncertainties are highlighted within this report. However, the current forecast is considered to be reasonable based on current information.

General Fund Revenue Account – 2014/15 Forecast Outturn

- 2.3 The overall financial position of the Council is that the General Fund outturn position is currently projected at a level 0.79% below that budgeted, i.e. a £99k underspend. However, it is feasible that this forecast could range from £50k to £100k below budget at this stage.
- 2.4 A summary of the General Fund Revenue Account budget and forecast for the year is included in **Annex A**.
- 2.5 The major underspends and overspends forecasted for year end relate predominantly to demand-led services where it is more difficult to predict income levels with certainty, and are summarised as follows:-
- 2.5.1 **Waste Collection and Recycling:** This service has a total income budget of £430k. The forecast outturn is £508k. Therefore this service is currently forecasting a net underspend against budget of approximately £78k. This is mainly due to an over-achievement of garden waste income due to an increase in demand for this service. This service is able to forecast their year end outturn with a high degree of accuracy as the majority of income is received before the start of the financial year as customers pay upfront. An element of volatility remains, however, due to the purchase of waste sacks throughout the year, the level of which is uncertain but expected to be c£30k.
- 2.5.2 **Parking:** This service has a total (controllable) net income budget of £2,511k. The forecast outturn is net income of £2,674k. Therefore this service is currently forecasting an under spend against budget of £163k. This is mainly due to an over-achievement of income received for penalties (£56k) and parking income (£89k). This service is not able to forecast their year end outturn with a high degree of accuracy as the majority of income is directly attributable to demand for public parking services within the town centre (approx. 94% of total income budget), which can be volatile. We would therefore caveat this forecast to say that the outturn position may range from a maximum underspend in the region of £200k to a position closer to budget.

2.5.3 **Planning Advice and Applications:** This service is demand-led and consequently income levels could change during the year. The budgeted income for 2014/15 is £709k. The forecasting tool used for this service is predicting that income will be approximately £715k, hence the variance of £6k being reported.

The Q1 income received of c£140k for 2014/15 is down compared to the same period in the previous two years (c£192k received in 2013/14 and c£252k received in 2012/13). The income received for 2013/14 was c£990k.

Whilst pre-application advice has been given regarding a number of major schemes that could result in planning applications being received this year, it should be noted that the Developers optimism in terms of time scale for submission of their planning application is not always precise. At the moment the information available to us suggests that the forecast outturn figure (£715k) will be met, but should be treated with caution. If an outline application were to be submitted on an Urban Extension, for instance Comeytrowe, this would significantly increase the income expected to be received.

2.5.4 **Crematorium & Cemeteries:** This service is currently forecasting a net overspend against budget of £248k, which is mainly attributable to an under-achievement of crematorium income of £302k (20.8% of the income budget). Whilst income did increase in February & March (c£160k income received per month), this has dropped again by approximately £20k per month in April (c£140k) and May (c£120k). When comparing Q1 this year to last year, we can see there has been a reduction of approximately 100 funerals. An analysis has been carried out of the referrals from funeral directors. This has shown reduced demand in Bridgwater and we surmise that this is as a result of using the new Bridgwater crematorium. We will continue to monitor this budget closely.

2.5.5 **Housing Benefits:** This service is currently forecasting a net underspend of £100k which represents less than 0.3% of the predicted spend of £33.2m in assisting claimants with their housing costs. This area is expected to report significant variances to budget at each quarter, and has done so over the past few years. This is due to this service being demand-led and experiencing continuous fluctuations in the number of people claiming benefits which is of course outside of the Council's control.

2.6 Further information regarding the above and other reported variances to budget, together with the management action that has been taken, or is planned, is included in **Annex B**.

General Fund - Risk and Uncertainty

2.7 Budgets and forecasts are based on known information and the best estimates of the Council's future spending and income. Incomes and expenditures over the financial year 2014/15 are estimated by budget holders and then reported through the budget monitoring process. During this process risks and uncertainties are identified which could impact the financial projections, but for which the likelihood, and/or amount are uncertain.

2.8 The following risks have been identified though the Q1 process:-

2.8.1 **Fluctuation in demand for services:** We operate a number of demand-led services and the levels of demand do not always follow a recognisable trend. We therefore have to caveat the forecasts in these areas to account for fluctuations.

- 2.8.1 **Bed and Breakfast:** Whilst this service is currently not reporting a variance to budget, this is a demand-led service which tends to have higher levels of demand in the second half of the financial year.
- 2.8.2 **Business Rates:** As reported last year, there is a new and complex scheme in place which is being closely monitored by Revenues and Finance Teams. The current retained business rates forecast is on budget in line with the original NNDR1 (business rates estimates) return. There is a risk that the accounting treatment in relation to our provision for appeals at the end of the financial year could result in a change to our current forecast, and there is a need to continuously review and update these figures for each quarterly report.
- 2.8.3 **Year End Adjustments:** Certain items are not determined or finalised until the financial year end. For example the final assessment of provisions required for bad debts, and final allocations of support service recharges. These can result in potentially significant differences to current forecasts.
- 2.9 The Council carries protection against risk and uncertainty in a number of ways, such as insurances and maintaining reserves. This is a prudent approach and helps to mitigate unforeseen pressures.

General Fund Reserves

- 2.10 The General Fund reserve balance at the start of the year was £2.480m. As yet, there have been no approvals for supplements or returns. If the current trend continues on all of the budgets highlighted above and the Council takes no further alternative action in the year, the potential underspend of £99k would be transferred to this reserve, increasing the projected balance to £2.579m at the end of the financial year (see **Annex C**). The projected balance for year end is above the current minimum balance of £1.5m required in the Council's financial strategy.

Forecast Outturn Summary – Housing Revenue Account

- 2.11 The current forecast outturn for the Council's Housing Revenue Account (HRA) is a surplus of £373k (1.4% of budget). A summary of the HRA revenue budget and forecast for the year is included in **Annex D**.
- 2.12 The main variance being reported is **Rental Income**. Weekly rental income is currently due to over-achieve by £373k, based on rents in Q1. However this is subject to change throughout the year as void levels vary and an ongoing high level of Right to Buy applications will impact on the rental income received.
- 2.13 Further details of these and other variances against budget can be found of the variances in **Annex E**.

HRA - Risk and Uncertainty

- 2.14 As with the General Fund, budgets and forecasts are based on known information and the

best estimates of the Council's future spending and income. Income and expenditure over the financial year 2014/15 is estimated by budget holders and then reported through the budget monitoring process. During this process risks and uncertainties are identified which could impact financial projections, but for which the likelihood and/or amount are uncertain.

2.15 The following risks have been identified through the Q1 process:-

2.15.1 **Rental Income:** As stated above, rental income fluctuates due to Voids and this may change the forecast outturn later in the year.

2.15.2 **Responsive Maintenance:** General Maintenance on dwellings is currently on target, however there is an ongoing backlog of maintenance linked to the bad weather earlier in the year, and generally higher levels of maintenance needed over winter months may put pressure on the budget.

2.15.3 **Voids:** Spend on voids continues to be monitored and although spend is currently on target, an increase in void numbers or an increase in the works needed on void properties to reach the Lettable Standard, would increase expenditure levels.

2.16 The Council carries protection against risk and uncertainty in a number of ways, such as insurances and maintaining reserves.

Housing Revenue Account Reserves

2.17 The HRA reserves ("working balance"), at the start of the year were £3.059m. Following approved budget allocations during 2014/15, the budgeted balance is currently £2.171m, and is forecasted to be £2.544m at the end of the current financial year (see **Annex F**). This is above the minimum reserve level of £1.8m.

Budget Changes

2.18 There are no new requested "Supplementary Estimates and Returns" in either the General Fund or HRA included in this report (see **Annex G**).

Deane DLO Trading Account

2.19 At Q1 the DLO is forecasting a zero variance to budget and will be able to meet its target to contribute £101k to the General Fund.

2.20 The Trading Account Reserves Position balance brought forward of £470k (see **Annex H**) relates to a retained trading surplus of £205k, plus capital reserves set aside to support investment in the service: £25k for fuel tanks; and £240k to fund vehicle replacement.

2.21 As agreed within the transformation plan, continuous improvement of DLO services will enhance all aspects of operational efficiency and effectiveness. The DLO is continuing to implement the replacement IT system with a 'go-live' date scheduled for 1st September 2014, and work also continues on the Depot Relocation Project.

2.22 Due to the complexities and significant monies involved in the DLO operation, the year end

outturn forecast may change. It is anticipated that improvements to both management and financial reporting will result from the replacement of the DLO's costing system (COSY).

- 2.23 A Trading Account Summary and Reserves Position Statement for the DLO are included in **Annex H**. The trading account reserves are reported as part of the General Fund Earmarked Reserves balance.

Deane Helpline Trading Account

- 2.24 The Deane Helpline is forecasting a year end outturn net deficit of £74k which is an underspend of £12k, against a budgeted cost of £86k.
- 2.25 A considerable amount of work has been undertaken throughout 2013/14 to reduce costs and to increase income; and although operating the service within existing budgetary constraints will continue to be challenging, every effort is being made to ensure that potential difficulties and problems are managed. The Q1 forecast outturn position is forecasting an underspend due to early indications that salary costs may be less than budgeted. This forecast will be revised each month as more information is received.
- 2.26 There are no funds held in the Deane Helpline Trading Account Reserve.
- 2.27 The fundamental service review of Deane Helpline to address the costs to the General Fund of operating the service is ongoing, and various options are being explored.

Forecast Outturn Summary – General Fund Capital Programme

- 2.28 The General Fund approved Capital Programme for 2014/15 is £14,307k. This relates to schemes which will be completed over the next five years. Of this, Budget Holders have informed us that £7,018k is planned to be spent during 2014/15. The Council is supporting this investment through the use of Capital Grants and Contributions, Revenue Funding and Borrowing.
- 2.29 The major areas of capital spend planned for 2014/15 include £3.748m for the Blackbrook Pool Development; £530k of grant support for private and social sector housing, £671k related to the capital element of the JMASS project and £340k for the Orchard Multi-storey Car Park.
- 2.30 Actual spend at Q1 is £285k with a further £6,698k forecasted to be spent by the end of the year. The forecast variance at Q1 is that there will be an underspend of £35k for budgets are no longer required (£5k Brewhouse and £30k Energy Efficiency).
- 2.31 A summary of the General Fund Capital Programme budget and forecast for the year is included in **Annex I**.

Forecast Outturn Summary – Housing Revenue Account Capital Programme

- 2.32 The HRA approved Capital Programme for 2014/15 is £19,904k. This relates to schemes which will be completed over the next five years. The profiled budgeted spend for 2014/15 is £17,354k, with the remainder planned to be spent in 2015/16. The Council is supporting this

investment through the use of Capital Receipts, the Major Repairs Reserve, Social Housing Development Fund, Revenue Funding and Borrowing.

- 2.33 The major areas of capital spend planned for 2014/15 include £4.3m at Creechbarrow Road; £1.3m for HRA heating improvements; £1.2m for HRA Facias and Soffits; £1.2m for HRA kitchens; £1.0m for phase 1 at Bacon Drive and £1m for Phase 1 Vale View at West Bagborough.
- 2.34 Actual spend at Q1 is £1,204k with a further £16,150k forecast to be spent by the end of the year. The HRA Capital Programme is forecasting to come in on target.
- 2.35 A summary of the HRA Capital Programme budget and forecast for the year is included in **Annex I**.

3. The Corporate Performance Scorecard (please see Appendix A)

3.1 The TDBC Corporate Scorecard at **Appendix A** contains details of Quarter 1 2014/15 performance against the Council's key priorities, finance and corporate health indicators. In total there are **55** indicators which we report against, covering these areas.

3.2 Scorecard explanation / key:

In addition to a brief description of the indicator, each measure is given a visual RAG (Red, Amber and Green) status based upon progress at the end of the quarter. These statuses are explained below.

	Explanation
Green	Planned actions are on course
	Performance indicators are on target
Amber	Some uncertainty in meeting planned actions
	Some concern that performance indicators may not achieve target
Red	Planned actions are off course
	Performance indicators will not achieve target
Not Due	The indicator isn't due to be measured this quarter or no specific activity was required this quarter.

3.3 Q1- High Level Performance Summary

	No. of measures	Green	Amber	Red	Not Due
Total Measures Reported	55	39 (71%)	11 (20%)	1 (1.8%)	4 (7.2%)

At the corresponding point last year (Q1 2013/14), **33** (59%) of indicators were **Green** and **5** (9%) **Red**

3.4 The 1 red indicator this quarter relates to the **time taken to respond to complaints** (see 6.2.4 on the scorecard for details). There doesn't appear to be a single specific cause of this downturn in performance in respect of this measure.

3.5 Performance against these measures is reviewed by the Joint Management Team (JMT) each quarter; most recently on 23rd July 2014. Any areas requiring attention are highlighted and appropriate requests made of managers, as necessary, in order to address any performance issues.

3.6 Summary of Performance against Corporate Aims, Managing Finances and Corporate Health

The table below provides a quick means of identifying how we are performing against each corporate aim and against our finance and corporate health indicators. **Appendix A** provides the detail behind these numbers and alerts.

Section	Number of measures	Green	Amber	Red	Not Due
Corporate Aim 1 – Quality Sustainable Growth & Development	9	5	3		1
Corporate Aim 2 – A Vibrant Economic Environment	7	5	2		
Corporate Aim 3 – A Vibrant Social, Cultural and Leisure Environment	9	6	1		2
Corporate Aim 4 – A Transformed Council	4	4			
Managing Finances	14	10	3		1
Corporate Health	12	9	2	1	
TOTALS	55	39	11	1	4

- 3.7 This report is one of a number of reports which make up our corporate performance framework. A summary of the whole performance reporting framework is shown below. This indicates where other performance information is provided and reviewed relating to services, projects and key partnerships.

What	Responsible officer	Where	When
Corporate scorecard & financial monitoring	Paul Harding / Paul Fitzgerald	~ JMT ~ Corporate Scrutiny ~ Executive	Quarterly
Assistant Director 'Exception & Highlight' reports	Assistant Directors	~ JMT ~ PFH briefings	Quarterly
Corporate Programmes & major projects (Growth & Development, Transformation)	Programme & Project Managers	~ Programme & Project Boards ~ Member Steering / Advisory Groups (eg 'JPAG')	Various
Southwest One Performance / KPI monitoring	Richard Sealy	~ Corporate Scrutiny ~ Client KPI monitoring ~ Joint client board	6-monthly Monthly
Somerset Waste Partnership Performance monitoring report	Chris Hall	~ Waste Board ~ Members' Portal	Quarterly
Somerset Waste Partnership Annual business plan	Chris Hall	Corporate Scrutiny	Annual
Tone Leisure Performance report	Chris Hall	Community Scrutiny	6-monthly
Housing Services Performance indicators report	Simon Lewis	Tenant Services Management Board	Quarterly
Somerset West Private Sector Housing Partnership	Simon Lewis	~ SWPSHP Board ~ Client KPI monitoring	Quarterly Monthly
South West Audit Partnership (SWAP) - progress of audit plan	Richard Sealy	~ Corporate Governance Officer's Group ~ Corporate Governance committee	Quarterly
DLO transformation	Chris Hall	DLO Member's Steering Group	
Taunton Deane Partnership - Priority Areas Strategy	Simon Lewis	~ TDP Executive ~ TDP Board ~ Community Scrutiny	

4. Legal Comments

There are no legal implications associated with this report.

5. Links to Corporate Aims

This report highlights progress against delivery of the corporate aims.

6. Environmental and Community Safety Implications

References 3.3 and 3.31 of the Corporate Scorecard include measures relating to fly-tipping and parks and open spaces.

7. Equalities Impact

No equalities impact assessment is required in relation to this report since it makes no recommendations for changes affecting either staff or the public. It is an update only. However, reference 6.5 within the Corporate Scorecard provides details of progress in delivering the Corporate Equality Action Plan.

8. Risk Management

Ref 6.6 within the Corporate Scorecard provides details of corporate risk management progress within the Council.

9. Partnership Implications

A number of corporate aims and objectives reported within the corporate scorecard are delivered in partnership with other organisations such as Southwest One. At a service delivery level, each of the major partnerships the Council are involved with have their own governance and performance reporting mechanisms and are subject to separate scrutiny. These are described earlier in this report.

10. Recommendations

- 10.1 This report was noted by the Corporate Scrutiny Committee but no recommendations were made. It is recommended that the Executive reviews the Council's performance as at the end of Quarter 1, requesting corrective action or further information where necessary.

Contacts:

Paul Harding

Corporate Strategy and Performance Manager

p.harding@tauntondeane.gov.uk

01823 356309

Steve Plenty

Finance Manager

siplenty@westsomerset.gov.uk

01984 635217

ANNEX A

GENERAL FUND REVENUE ACCOUNT SUMMARY 2014/15

	Original Budget £000s	Forecast Outturn £000s	Forecast Variance £000s
Service Portfolios			
Community Leadership	1,048	1,048	0
Corporate Resources	1,253	1,153	(100)
Economic Development, Asset Management, Arts & Tourism	1,127	1,127	0
Environmental Services	4,313	4,483	170
General Services	1,077	1,077	0
Housing Services	2,519	2,519	0
Planning, Transportation & Communications	(1,515)	(1,684)	(169)
Sports, Parks & Leisure	2,690	2,690	0
Net Cost of Services	12,512,090	12,512	12,413
Other Operating Costs and Income			
Deane Helpline Trading Account	86	86	0
DLO Trading Account	(101)	(101)	0
Interest Payable and Debt Management Costs	0	0	0
Interest and Investment Income	(314)	(314)	0
Parish Precepts & Special Expenses	593	593	0
Capital Financing from GF Revenue (RCCO)	0	0	0
Repayment of Capital Borrowing (MRP)	529	529	0
Transfers to Capital Adjustment Account	(2,702)	(2,702)	0
Transfers To/(From) Earmarked Reserves	1,911	1,911	0
Transfers To/(From) General Reserves	(17)	(17)	0
Transfers To/(From) Pension Reserve	693	693	0
Total Other Operating Costs and Income	676,220	676	676
NET EXPENDITURE BEFORE GRANTS AND TAXATION	13,188,310	13,188	13,089
Formula Grant and Council Tax Income	(10,885)	(10,885)	0
New Homes Bonus Grant	(2,303)	(2,303)	0
PROJECT (UNDER)/OVERSPEND FOR THE YEAR	0	0	(99)

ANNEX B

GENERAL FUND REVENUE ACCOUNT FORECAST VARIANCES TO BUDGET 2014/15

	Port- folio	Cost Centre Description	Forecast Variance Updates				Variance explanation	Management Action
			Q1 £k	Q2 £k	Q3 £k	Total £k		
1	COR	Housing Benefit	(100)			(100)	As per main report.	Budget holder will review on a monthly basis.
2	ENV	Waste Collection & Recycling	(78)			(78)	As per main report.	Budget holder will review on a monthly basis.
3	ENV	Crematorium and Cemeteries	248			248	As per main report.	Budget holder will review on a monthly basis.
4	PTC	Parking	(163)			(163)	As per main report.	Budget holder will review on a monthly basis.
5	PTC	Planning Advice and Applications	(6)			(6)	As per main report.	Budget holder will review on a monthly basis.
		GRAND TOTAL	(99)			(99)		

Key: Portfolios

COM	Community Leadership
COR	Corporate Resources
ECD	Economic Development, Asset Management, Arts & Tourism
ENV	Environmental Services
GEN	General Services
HSG	Housing Services (Non-HRA)
PTC	Planning and Transportation/Communications
SPL	Sports, Parks & Leisure
OTH	Other Central Costs and Income

ANNEX C

GENERAL FUND RESERVES SUMMARY 2014/15

	£k	Current Budget & Forecast £k
Balance Brought Forward 1 April 2013		2,480
<u>Supplementary Estimates</u>		
<u>Returns</u>		
Surplus Earmarked Reserves		
Balance March 2015		2,480
Projected Outturn 2014/15		99
Projected Balance Carried Forward 31 March 2015		2,579

HOUSING REVENUE ACCOUNT SUMMARY 2014/15

	Original Budget £'000	Current Budget £'000	Forecast Outturn £'000	Forecast Variance £'000	Forecast Variance %
Income					
Dwelling Rents	(24,279)	(24,279)	(24,569)	(290)	1%
Non Dwelling Rents	(557)	(557)	(584)	(27)	5%
Charges for Services/Facilities (Service Charges, Rechargeable Repairs, Leaseholder Charges)	(958)	(958)	(1,014)	(56)	6%
Contributions Towards Expenditure	(460)	(460)	(460)	0	0%
Total Income	(26,254)	(26,254)	(26,627)	(373)	1%
Expenditure					
Repairs and Maintenance	8,265	8,265	8,265	0	0%
Supervision & Management	5,391	5,779	5,779	0	0%
Rents, Rates, Taxes and Other Charges	301	301	301	0	0%
Capital Charges – Depreciation and Impairment	6,709	6,709	6,709	0	0%
Debt Management Expenses	8	8	8	0	0%
Provision for Bad Debt	225	225	225	0	0%
Total Expenditure	20,899	21,287	21,287	0	0%
Other Costs & Income					
CDC Costs	202	202	202	0	0%
Interest Payable	2,831	2,831	2,831	0	0%
Interest and Investment Income	(53)	(53)	(53)	0	0%
Revenue Contribution to Capital	1,041	1,041	1,041	0	0%
Provision for Repayment of Debt	511	511	511	0	0%
Social Housing Development Fund	500	500	500	0	0%
Procurement Savings	323	323	323	0	0%
Transfers To/(From) Earmarked & Other Reserves	0	(388)	(388)	0	0%
Total Other Costs & Income	5,355	4,967	4,967	0	0%
NET (SUPLUS)/DEFICIT FOR THE YEAR	0	0	(373)	(373)	1%

ANNEX E**HOUSING REVENUE ACCOUNT FORECAST VARIANCES TO BUDGET 2014/15**

	Cost Centre Description	Forecast Variances Updates				Variance explanation	Management Action
		Q1 £k	Q2 £k	Q3 £k	Total £k		
1	Income	(373)			(373)	As per main report.	Budget holder will review on a monthly basis as per the HRA Business Plan.
2	Expenditure	0			0	None.	Budget holder will review on a monthly basis as per the HRA Business Plan.
	TOTALS	(373)			(373)		

ANNEX F

HOUSING REVENUE ACCOUNT RESERVES SUMMARY 2014/15

	£k	Current Budget & Forecast £k
Balance Brought Forward 1 April 2014		3,059
Supplementary Estimates		
Community Development Reserve (Approved July 2014)	(500)	
Administration Support (Approved July 2014)	(41)	
JMASS Restructure Costs (Approved July 2014)	(347)	
		(888)
Returns		
Surplus Earmarked Reserves	0	
		0
Balance March 2015		2,171
Projected Outturn 2014/15		373
Projected Balance Carried Forward 31 March 2015		2,544

ANNEX H

DEANE DLO TRADING ACCOUNT AND RESERVES SUMMARY

	2014/15		
	Income £'000	Expenditure £'000	Net £'000
(Surplus)/Deficit for the year:			
Grounds Maintenance	(3,297)	2,735	(562)
Building Maintenance	(5,390)	4,697	(693)
Trading (Surplus) / Deficit Before Adjustments	(8,687)	7,432	(1,255)
Capital Charges & Income			232
Net Recharges			721
Offset IFRS* Technical Accounting Adjustments			201
Adjusted Trading (Surplus) before Contributions			(101)
Contribution to General Fund			101
Contribution from Trading Reserve			0
Trading Surplus After Adjustments and Contributions			(0)
Surplus transferred to Trading Account Reserve			(0)
	Reserves £000s		
	Vehicle	Capital Replacement	Trading
Reserve balance brought forward 1 April	(240)	(25)	(205)
Retained Trading (Surplus) / Deficit			
Transfer to Capital Replacement Reserve Fund			
Transfer to Vehicle Replacement Reserve Fund			
Other transfers			
Reserve balance carried forward 31 March	(240)	(25)	(205)

Notes:

1. These are forecast figures provided by managers from the DLO, and may be subject to change as the year progresses.

CAPITAL BUDGET MONITORING 2014/15

ANNEX H

Cost Centre	Cost Centre Name	Approved Budget 2014-15 £	Profiled Budget 2014-15 £	Virement £	Current Budget £	Actuals £	Actuals Vs Budget %	Forecast Outturn £	Forecast Outturn Vs Budget £	Overspend £	Slippage £	Underspend £
Community Leadership		5,600	5,600	0	5,600	0	0%	5,600	0	0	0	0
	800058 Swim Pool PV Cells	5,600	5,600		5,600	0	0%	5,600	0	0	0	0
Corporate Resources		2,319,800	887,600	0	887,600	154,871	17%	887,600	0	0	0	0
	800000 PC Refresh Project	166,200	166,200		166,200	152,670	92%	166,200	0	0	0	0
	800001 Members IT Equipment	9,700			0	0		0	0	0	0	0
	800040 IT Infrastructure	25,400	25,400		25,400	2,201	9%	25,400	0	0	0	0
	800074 SCCC Loan	1,000,000			0	0		0	0	0	0	0
	800075 Gypsy Site	108,500	25,000		25,000	0	0%	25,000	0	0	0	0
	800111 Joint management	1,010,000	671,000		671,000	0	0%	671,000	0	0	0	0
Environmental Services		104,900	104,900	0	104,900	(46,401)	-44%	104,900	0	0	0	0
	800008 Canal Grant	10,000	10,000		10,000	0	0%	10,000	0	0	0	0
	800009 Waste Containers	86,000	86,000		86,000	(16,716)	-19%	86,000	0	0	0	0
	800041 Mercury Abatement	8,900	8,900		8,900	(29,685)	-334%	8,900	0	0	0	0
Housing Services		1,846,100	782,100	0	782,100	(71,960)	-9%	752,150	(29,950)	0	0	(29,950)
	800016 Energy Efficiency	29,900	29,900		29,900	0	0%	0	(29,900)	0	0	(29,900)
	800017 Landlord Acc Scheme	4,900	4,850		4,850	(6,984)	-144%	4,800	(50)	0	0	(50)
	800018 Wessex HI Loans	1,700	1,700		1,700	(8,700)	-512%	1,700	0	0	0	0
	800019 DFGs Private Sector	530,200	530,200		530,200	(62,860)	-12%	530,200	0	0	0	0
	800020 Grants to RSLs	1,257,900	193,950		193,950	0	0%	193,950	0	0	0	0
	Capital Receipts for RSL	0			0	0		0	0	0	0	0
	800101 Community Alarms	21,500	21,500		21,500	6,583	31%	21,500	0	0	0	0
								0				
Ec Dev, Asset Management, Arts & Tourism		3,777,200	972,200	0	972,200	48,990	5%	967,200	(5,000)	0	0	(5,000)
	800002 DLO Vehicles	191,800	191,800		191,800	51,450	27%	191,800	0	0	0	0
	800003 DLO Plant	26,300	26,300		26,300	0	0%	26,300	0	0	0	0
	800004 PT Longrun Meadow C	103,000	103,000		103,000	0	0%	103,000	0	0	0	0
	800007 PT High Street	20,300	20,300		20,300	41,967	207%	20,300	0	0	0	0
	800042 DLO System	186,300	186,300		186,300	0	0%	186,300	0	0	0	0
	800044 PT Firepool	47,200	47,200		47,200	(41,850)	-89%	47,200	0	0	0	0
	800045 PT Castle Green	236,500	236,500		236,500	(34,700)	-15%	236,500	0	0	0	0
	800046 PT High St Retail	18,300	18,300		18,300	0	0%	18,300	0	0	0	0
	800049 PT Urban Growth	28,000	28,000		28,000	0	0%	28,000	0	0	0	0
	800052 PT Coal Orchard	10,000	10,000		10,000	0	0%	10,000	0	0	0	0
	800054 PT Sineage	1,000	1,000		1,000	0	0%	1,000	0	0	0	0
	800103 Brewhouse	5,000	5,000		5,000	0	0%	0	(5,000)	0	0	(5,000)
	800106 Thales	800,000			0	0		0	0	0	0	0
	800105 Creech Castle Improvements	375,000	0		0	0		0	0	0	0	0
	800112 Crematorium Roof	180,000			0	0		0	0	0	0	0
	800113 Firepool Access	1,500,000	50,000		50,000	0	0%	50,000	0	0	0	0
	800114 Canon Street Carpark	48,500	48,500		48,500	32,123	66%	48,500	0	0	0	0

Cost Centre	Cost Centre Name	Approved Budget 2014-15 £	Profiled Budget 2014-15 £	Virement £	Current Budget £	Actuals £	Actuals Vs Budget	Forecast Outturn £	Forecast Outturn Vs Budget £	Overspend £	Slippage £	Underspend £
Planning, Transport & Communications		681,200	340,000	0	340,000	0	0%	340,000	0	0	0	0
	800010 Orchard Car Park	681,200	340,000		340,000	0	0%	340,000	0	0	0	0
Sports Parks and Leisure		5,571,900	3,925,600	0	3,925,600	199,933	5%	3,925,600	0	0	0	0
	800012 Grants to Clubs Play	112,600	70,800		70,800	28,454	40%	70,800	0	0	0	0
	800013 Grants to Parishes	21,300	16,800		16,800	2,075	12%	16,800	0	0	0	0
	800014 Replace Play Equip	25,800	25,800		25,800	5,180	20%	25,800	0	0	0	0
	800055 Play Equip Long Run	0			0	2,600		0	0	0	0	0
	800060 Fitzhead Tythe Barn	0			0	(182)		0	0	0	0	0
	800071 Wellington Pavilion	0			0	30		0	0	0	0	0
	800076 Station Road Swimming Pool	64,100	64,100		64,100	34,981	55%	64,100	0	0	0	0
	800073 Wellington Sports Centre	0			0	23,000		0	0	0	0	0
	800102 Blackbrook Pool	5,348,100	3,748,100		3,748,100	44,817	1%	3,748,100	0	0	0	0
	800115 Langford Budville Play		0		0	15,264		0	0	0	0	0
	800116 Taunton Athletics Club					18,674		0	0	0	0	0
	800117 Norton Fitzwarren VH					20,000		0	0	0	0	0
	800122 Farriers Green					0		0	0	0	0	0
	800123 West Monkton Cricket					5,040		0	0	0	0	0
	800124 Staplegrove Play Areas					0		0	0	0	0	0
	800129 Churchinford					0		0	0	0	0	0
Total GF		14,306,700	7,018,000	0	7,018,000	285,433	4%	6,983,050	(34,950)	0	0	(34,950)

Cost Centre	Cost Centre Name	Approved Budget 2014-15 £	Profiled Budget 2014-15 £	Virement £	Current Budget £	Actuals £	Actuals Vs Budget	Forecast Outturn £	Forecast Outturn Vs Budget £	Overspend £	Slippage £	Underspend £
HRA												
800021	Community Alarms	82,600	82,600		82,600	1,980	2%	82,600	0	0	0	0
800022	HRA Kitchens	1,209,100	1,209,100		1,209,100	84,954	7%	1,209,100	0	0	0	0
800023	HRA Bathrooms	998,500	998,500		998,500	261,836	26%	998,500	0	0	0	0
800024	HRA Roofing	341,100	341,100		341,100	50,352	15%	341,100	0	0	0	0
800025	HRA Windows	150,900	150,900		150,900	50,561	34%	150,900	0	0	0	0
800026	HRA Heating Imps	1,275,400	1,275,400		1,275,400	16,109	1%	1,275,400	0	0	0	0
800027	HRA Doors	553,500	553,500		553,500	46,406	8%	553,500	0	0	0	0
800028	HRA Fire Safety Work	318,800	318,800		318,800	21,674	7%	318,800	0	0	0	0
800030	HRA Facias Soffits	1,237,700	1,237,700		1,237,700	58,265	5%	1,237,700	0	0	0	0
800031	HRA Heat Pumps	683,300	683,300		683,300	121,111	18%	683,300	0	0	0	0
800032	HRA IT Development	241,900	241,900		241,900	5,008	2%	241,900	0	0	0	0
800033	HRA Door Entry	149,400	149,400		149,400	(15,416)	-10%	149,400	0	0	0	0
800034	HRA Aids and Adapts	120,000	120,000		120,000	14,308	12%	120,000	0	0	0	0
800035	HRA Soundproofing	0	0		0	300		0	0	0	0	0
800036	HRA DDA Work	30,000	30,000		30,000	(208)	-1%	30,000	0	0	0	0
800037	HRA Asbestos Works	259,000	259,000		259,000	64,621	25%	259,000	0	0	0	0
800038	HRA Tenants Imps	5,000	5,000		5,000	0	0%	5,000	0	0	0	0
800039	HRA DFGs	346,000	346,000		346,000	(18,690)	-5%	346,000	0	0	0	0
800077	HRA Creechbarrow Road	6,916,100	4,366,100		4,366,100	293,979	7%	4,366,100	0	0	0	0
800078	Sustainable Energy Fund	455,400	455,400		455,400	0	0%	455,400	0	0	0	0
800079	Environmental Implications	301,300	301,300		301,300	0	0%	301,300	0	0	0	0
800080	Other Ext Insulation	0	0		0	0		0	0	0	0	0
800081	Garages	30,000	30,000		30,000	0	0%	30,000	0	0	0	0
800082	Sewerage Treatment	20,000	20,000		20,000	0	0%	20,000	0	0	0	0
800083	Extensions	160,000	160,000		160,000	0	0%	160,000	0	0	0	0
800084	Revise Bathroom Location	0	0		0	0		0	0	0	0	0
800085	HRA Phase 1 Vale View West Bagborough	1,000,200	1,000,200		1,000,200	30,125	3%	1,000,200	0	0	0	0
800086	HRA Phase 1 Milton Close	332,800	332,800		332,800	0	0%	332,800	0	0	0	0
800087	HRA Phase 1 Bacon Drive	1,020,300	1,020,300		1,020,300	13,452	1%	1,020,300	0	0	0	0
800088	HRA Phase 1 Normandy Drive	982,000	982,000		982,000	29,137	3%	982,000	0	0	0	0
800108	HRA Buybacks	5,100	5,100		5,100	88,986	1745%	5,100	0	0	0	0
800110	Unadopted Areas	44,000	44,000		44,000	0	0%	44,000	0	0	0	0
800118	Lifts	135,000	135,000		135,000	0	0%	135,000	0	0	0	0
800119	Social Housing Development Programme	500,000	500,000		500,000	0	0%	500,000	0	0	0	0
800121	Aginhills Milton Hil	0	0		0	(15,281)		0	0	0	0	0
Total HRA		19,904,400	17,354,400	0	17,354,400	1,203,569	7%	17,354,400	0	0	0	0
Total GF & HRA		34,211,100	24,372,400	0	24,372,400	1,489,002	6%	24,337,450	(34,950)	0	0	(34,950)

CAPITAL BUDGET MONITORING 2014/15

ANNEX H

Cost Centre	Cost Centre Name	Approved Budget 2014-15 £	Profiled Budget 2014-15 £	Virement £	Current Budget £	Actuals £	Actuals Vs Budget %	Forecast Outturn £	Forecast Outturn Vs Budget £	Overspend £	Slippage £	Underspend £
Community Leadership		5,600	5,600	0	5,600	0	0%	5,600	0	0	0	0
	800058 Swim Pool PV Cells	5,600	5,600		5,600	0	0%	5,600	0	0	0	0
Corporate Resources		2,319,800	887,600	0	887,600	154,871	17%	887,600	0	0	0	0
	800000 PC Refresh Project	166,200	166,200		166,200	152,670	92%	166,200	0	0	0	0
	800001 Members IT Equipment	9,700			0	0		0	0	0	0	0
	800040 IT Infrastructure	25,400	25,400		25,400	2,201	9%	25,400	0	0	0	0
	800074 SCCC Loan	1,000,000			0	0		0	0	0	0	0
	800075 Gypsy Site	108,500	25,000		25,000	0	0%	25,000	0	0	0	0
	800111 Joint management	1,010,000	671,000		671,000	0	0%	671,000	0	0	0	0
Environmental Services		104,900	104,900	0	104,900	(46,401)	-44%	104,900	0	0	0	0
	800008 Canal Grant	10,000	10,000		10,000	0	0%	10,000	0	0	0	0
	800009 Waste Containers	86,000	86,000		86,000	(16,716)	-19%	86,000	0	0	0	0
	800041 Mercury Abatement	8,900	8,900		8,900	(29,685)	-334%	8,900	0	0	0	0
Housing Services		1,846,100	782,100	0	782,100	(71,960)	-9%	752,150	(29,950)	0	0	(29,950)
	800016 Energy Efficiency	29,900	29,900		29,900	0	0%	0	(29,900)	0	0	(29,900)
	800017 Landlord Acc Scheme	4,900	4,850		4,850	(6,984)	-144%	4,800	(50)	0	0	(50)
	800018 Wessex HI Loans	1,700	1,700		1,700	(8,700)	-512%	1,700	0	0	0	0
	800019 DFGs Private Sector	530,200	530,200		530,200	(62,860)	-12%	530,200	0	0	0	0
	800020 Grants to RSLs	1,257,900	193,950		193,950	0	0%	193,950	0	0	0	0
	Capital Receipts for RSL	0			0	0		0	0	0	0	0
	800101 Community Alarms	21,500	21,500		21,500	6,583	31%	21,500	0	0	0	0
								0				
Ec Dev, Asset Management, Arts & Tourism		3,777,200	972,200	0	972,200	48,990	5%	967,200	(5,000)	0	0	(5,000)
	800002 DLO Vehicles	191,800	191,800		191,800	51,450	27%	191,800	0	0	0	0
	800003 DLO Plant	26,300	26,300		26,300	0	0%	26,300	0	0	0	0
	800004 PT Longrun Meadow C	103,000	103,000		103,000	0	0%	103,000	0	0	0	0
	800007 PT High Street	20,300	20,300		20,300	41,967	207%	20,300	0	0	0	0
	800042 DLO System	186,300	186,300		186,300	0	0%	186,300	0	0	0	0
	800044 PT Firepool	47,200	47,200		47,200	(41,850)	-89%	47,200	0	0	0	0
	800045 PT Castle Green	236,500	236,500		236,500	(34,700)	-15%	236,500	0	0	0	0
	800046 PT High St Retail	18,300	18,300		18,300	0	0%	18,300	0	0	0	0
	800049 PT Urban Growth	28,000	28,000		28,000	0	0%	28,000	0	0	0	0
	800052 PT Coal Orchard	10,000	10,000		10,000	0	0%	10,000	0	0	0	0
	800054 PT Sineage	1,000	1,000		1,000	0	0%	1,000	0	0	0	0
	800103 Brewhouse	5,000	5,000		5,000	0	0%	0	(5,000)	0	0	(5,000)
	800106 Thales	800,000			0	0		0	0	0	0	0
	800105 Creech Castle Improvements	375,000	0		0	0		0	0	0	0	0
	800112 Crematorium Roof	180,000			0	0		0	0	0	0	0
	800113 Firepool Access	1,500,000	50,000		50,000	0	0%	50,000	0	0	0	0
	800114 Canon Street Carpark	48,500	48,500		48,500	32,123	66%	48,500	0	0	0	0

Cost Centre	Cost Centre Name	Approved Budget 2014-15 £	Profiled Budget 2014-15 £	Virement £	Current Budget £	Actuals £	Actuals Vs Budget	Forecast Outturn £	Forecast Outturn Vs Budget £	Overspend £	Slippage £	Underspend £
Planning, Transport & Communications		681,200	340,000	0	340,000	0	0%	340,000	0	0	0	0
	800010 Orchard Car Park	681,200	340,000		340,000	0	0%	340,000	0	0	0	0
Sports Parks and Leisure		5,571,900	3,925,600	0	3,925,600	199,933	5%	3,925,600	0	0	0	0
	800012 Grants to Clubs Play	112,600	70,800		70,800	28,454	40%	70,800	0	0	0	0
	800013 Grants to Parishes	21,300	16,800		16,800	2,075	12%	16,800	0	0	0	0
	800014 Replace Play Equip	25,800	25,800		25,800	5,180	20%	25,800	0	0	0	0
	800055 Play Equip Long Run	0			0	2,600		0	0	0	0	0
	800060 Fitzhead Tythe Barn	0			0	(182)		0	0	0	0	0
	800071 Wellington Pavilion	0			0	30		0	0	0	0	0
	800076 Station Road Swimming Pool	64,100	64,100		64,100	34,981	55%	64,100	0	0	0	0
	800073 Wellington Sports Centre	0			0	23,000		0	0	0	0	0
	800102 Blackbrook Pool	5,348,100	3,748,100		3,748,100	44,817	1%	3,748,100	0	0	0	0
	800115 Langford Budville Play		0		0	15,264		0	0	0	0	0
	800116 Taunton Athletics Club					18,674		0	0	0	0	0
	800117 Norton Fitzwarren VH					20,000		0	0	0	0	0
	800122 Farriers Green					0		0	0	0	0	0
	800123 West Monkton Cricket					5,040		0	0	0	0	0
	800124 Staplegrove Play Areas					0		0	0	0	0	0
	800129 Churchinford					0		0	0	0	0	0
Total GF		14,306,700	7,018,000	0	7,018,000	285,433	4%	6,983,050	(34,950)	0	0	(34,950)

Cost Centre	Cost Centre Name	Approved Budget 2014-15 £	Profiled Budget 2014-15 £	Virement £	Current Budget £	Actuals £	Actuals Vs Budget	Forecast Outturn £	Forecast Outturn Vs Budget £	Overspend £	Slippage £	Underspend £
HRA												
800021	Community Alarms	82,600	82,600		82,600	1,980	2%	82,600	0	0	0	0
800022	HRA Kitchens	1,209,100	1,209,100		1,209,100	84,954	7%	1,209,100	0	0	0	0
800023	HRA Bathrooms	998,500	998,500		998,500	261,836	26%	998,500	0	0	0	0
800024	HRA Roofing	341,100	341,100		341,100	50,352	15%	341,100	0	0	0	0
800025	HRA Windows	150,900	150,900		150,900	50,561	34%	150,900	0	0	0	0
800026	HRA Heating Imps	1,275,400	1,275,400		1,275,400	16,109	1%	1,275,400	0	0	0	0
800027	HRA Doors	553,500	553,500		553,500	46,406	8%	553,500	0	0	0	0
800028	HRA Fire Safety Work	318,800	318,800		318,800	21,674	7%	318,800	0	0	0	0
800030	HRA Facias Soffits	1,237,700	1,237,700		1,237,700	58,265	5%	1,237,700	0	0	0	0
800031	HRA Heat Pumps	683,300	683,300		683,300	121,111	18%	683,300	0	0	0	0
800032	HRA IT Development	241,900	241,900		241,900	5,008	2%	241,900	0	0	0	0
800033	HRA Door Entry	149,400	149,400		149,400	(15,416)	-10%	149,400	0	0	0	0
800034	HRA Aids and Adapts	120,000	120,000		120,000	14,308	12%	120,000	0	0	0	0
800035	HRA Soundproofing	0	0		0	300		0	0	0	0	0
800036	HRA DDA Work	30,000	30,000		30,000	(208)	-1%	30,000	0	0	0	0
800037	HRA Asbestos Works	259,000	259,000		259,000	64,621	25%	259,000	0	0	0	0
800038	HRA Tenants Imps	5,000	5,000		5,000	0	0%	5,000	0	0	0	0
800039	HRA DFGs	346,000	346,000		346,000	(18,690)	-5%	346,000	0	0	0	0
800077	HRA Creechbarrow Road	6,916,100	4,366,100		4,366,100	293,979	7%	4,366,100	0	0	0	0
800078	Sustainable Energy Fund	455,400	455,400		455,400	0	0%	455,400	0	0	0	0
800079	Environmental Implications	301,300	301,300		301,300	0	0%	301,300	0	0	0	0
800080	Other Ext Insulation	0	0		0	0		0	0	0	0	0
800081	Garages	30,000	30,000		30,000	0	0%	30,000	0	0	0	0
800082	Sewerage Treatment	20,000	20,000		20,000	0	0%	20,000	0	0	0	0
800083	Extensions	160,000	160,000		160,000	0	0%	160,000	0	0	0	0
800084	Revise Bathroom Location	0	0		0	0		0	0	0	0	0
800085	HRA Phase 1 Vale View West Bagborough	1,000,200	1,000,200		1,000,200	30,125	3%	1,000,200	0	0	0	0
800086	HRA Phase 1 Milton Close	332,800	332,800		332,800	0	0%	332,800	0	0	0	0
800087	HRA Phase 1 Bacon Drive	1,020,300	1,020,300		1,020,300	13,452	1%	1,020,300	0	0	0	0
800088	HRA Phase 1 Normandy Drive	982,000	982,000		982,000	29,137	3%	982,000	0	0	0	0
800108	HRA Buybacks	5,100	5,100		5,100	88,986	1745%	5,100	0	0	0	0
800110	Unadopted Areas	44,000	44,000		44,000	0	0%	44,000	0	0	0	0
800118	Lifts	135,000	135,000		135,000	0	0%	135,000	0	0	0	0
800119	Social Housing Development Programme	500,000	500,000		500,000	0	0%	500,000	0	0	0	0
800121	Aginhills Milton Hil	0	0		0	(15,281)		0	0	0	0	0
Total HRA		19,904,400	17,354,400	0	17,354,400	1,203,569	7%	17,354,400	0	0	0	0
Total GF & HRA		34,211,100	24,372,400	0	24,372,400	1,489,002	6%	24,337,450	(34,950)	0	0	(34,950)

TDBC CORPORATE PERFORMANCE UPDATE

Corporate Business Plan Strategic Aims and Objectives & Corporate Health

Ref	KEY TASK	ACTION / MEASURES	Update - Q1 2014/15 (1 Apr to 30 June)	Status Q1	JMT Owner
Aim 1. Quality Sustainable Growth & Development					
Objective 1 Increase number, quality & range of housing / affordable housing					
1.1	Creechbarrow Road redevelopment	42 units complete by 31 March 2015 40 units past foundation stage by 31 March 2015 (remaining 10 units to commence works early 15/16)	Additional asbestos found on site, however associated delays accommodated within existing program. All works progressing to target.	Green	Kene Ibezi
1.1.1	HRA house building - phase 1 sites	19 units to be handed over by 31 March 2015 - West Bagborough 7 units - Normandy Drive 8 units Bacon Drive 4 units	All works progressing to target	Green	Kene Ibezi
1.1.2	Increase supply of Affordable Homes	25% of net additional dwellings to be affordable housing. The calculation is based on the net new build housing trajectory figure (excluding small sites) of 916 homes. Current estimate 25.76%	Estimated 14/15 completion of 236 affordable homes. 57 homes have completed in Quarter 1 with the build schedules for the balance currently showing 14/15 completion	Green	Kene Ibezi

Ref	KEY TASK	ACTION / MEASURES	Update - Q1 2014/15 (1 Apr to 30 June)	Status Q1	JMT Owner
1.1.3	Facilitate delivery of urban extensions (Monkton Heathfield, Comeytrove / Trull & Staplegrove)	Key Targets / measures / milestones and dates for 2014/15: ~ Planning permission for Western Relief Rd (WRR) granted ~ Mechanism for delivery of WRR agreed by Autumn 2014 ~ Further Masterplanning completed by end 2014 ~ Inclusion of sites at Comeytrove, Trull & Staplegrove with Site Allocation Plan - adoption Spring 2015	There continues to be a risk to delivery until the WRR issues and funding are resolved - progress has been delayed due to the need for clarity on legal and CPO issues. ~ Viability advice has been provided to the Council ~ Redrow & Persimmon have submitted a Large Site Infrastructure bid to the HCA and TDBC have submitted a further Capacity Funding bid to the DCLG ~ Traffic modelling for Comeytrove, Trull & Staplegrove is now being carried out in support of the Site Allocation Plan	Amber	Tim Burton
1.1.4	Maintain 5 year supply of ready to develop housing sites	Annual Strategic Housing Land Availability Assessment (2014) continuing to identify 5 year supply.	The Council has completed its annual Strategic Housing Land Availability Assessment (2013). The document is based upon extensive involvement from the development industry and shows in excess of a 5 year supply plus 5% buffer - 5.44 years @Dec 13. Assessed annually.	Not Due	Tim Burton
1.1.5	Major Planning applications processed in target time	Target 60% of Major Development planning applications (large and small scale) determined within 13 weeks or within agreed time period extension.	Quarter 1 2014/15 = 93% (15 decisions made, out of which 11 determined within 13 weeks and 3 within agreed time period extension). Quarter 1 2013/14 = 56% (09 out of 16 applications determined within 13 weeks).	Green	Tim Burton
Objective 2 Deliver infrastructure necessary to bring forward development opportunities.					
1.2	Firepool Project (achieve a 'development ready' regeneration scheme by April 2016)	Key Targets / measures / milestones and dates for 2014/15: ~ land necessary to carry out development assembled ~ NIDR access constructed by Spring 2015 ~ Masterplan agreed Autumn 2014 ~ Planning permission secured by mid 2015	Outstanding issues with land ownership and Planning permission - until these are resolved, this project will remain 'amber'. ~ Land assembly - negotiations with 3rd parties are on-going ~ NIDR - on track for completion Spring 2015 ~ Master planning - currently being reviewed by Somerset & Devon Design Review Panel ~ Planning permission - discussions underway with St Modwen on information required to support Planning application	Amber	Tim Burton / Tom Gillham
1.2.1	Strategic Flood protection for Taunton (completion of long-term solution by 2019)	~ Initial feasibility to be reported to Members by Sept 2014 ~ Interim Flood Guidance issued by Sept 2014 ~ appointment of consultants for 'phase 2' (to identify engineering options) by Jan 2015	Feasibility report and Flood Guidance is in the final stages (to be reported to Community Scrutiny & Executive in Sept/Oct). Funding options for next phase are being explored by TDBC & Environment Agency. The project is also now included within the Levels & Moors Flood Action Plan.	Green	Tim Burton
1.2.3	Strategic Transport Initiatives (NIDR, J25)	~ Completion of Traffic Modelling ~ submission of funding bids to LEP	~ Project teams to be established and plans / business cases under development (SCC) ~ A303/358 Feasibility study & traffic modelling underway and due Nov 2014 (also considers options, phasing & connection to J25) ~ LEP funding envelope to be confirmed July 2014	Amber	Tim Burton

Ref	KEY TASK	ACTION / MEASURES	Update - Q1 2014/15 (1 Apr to 30 June)	Status Q1	JMT Owner
Aim 2). A Vibrant Economic Environment					
Objective 3 Improving perception of Taunton, attracting new businesses & supporting existing ones					
2.1	Marketing & promotion of Taunton	New visitor website to be launched July 2014. Monthly increase in website visits after launch.	New website under construction. Due to be completed in July.	Green	Ian Timms
2.1.2	Taunton town centre shop vacancy rate	Target - maintain vacancy rate at 50% of national average (or lower).	April 2014: Overall vacancy rate in terms of floorspace is now 5.85%. Primary vacancy rate is 4.93% Secondary vacancy is 8.61% In terms of vacant units – this is running at 7.7%	Green	Ian Timms
2.1.3	Regulation	Target - 95% licensing applications processed within 14 days	271 out of 277 determined in 14 days = 98%	Green	Chris Hall
Objective 4. Increasing economic activity					
2.2	Job Clubs - employment & skills	Assist 48 clients per year to obtain paid employment. Assist 72 clients per year to obtain a learning or work experience opportunity.	8 people assisted during the three month period to obtain paid employment (against a target of 12). 8 people assisted to obtain a learning or work experience opportunity (against a target of 18)	Amber	Ian Timms
2.2.1	Employment land (delivery & take-up)	Target - Achieve 100% of employment land requirements as per Core Strategy by 2028.	Core Strategy requirement was for provision for 36.5 ha Class B1b,c, B2 and B8 plus 49,500 sq.m. Bia (office) space. At April 2014, 15.76 ha employment and 19,797 sq.m. office completed. Assessed annually.	Green	Tim Burton
2.2.2	Inward investment	Assist 40 potential investors per year	Assisted 11 investors to locate into Taunton Deane during Q1. Also positive work with range of existing investors to deliver new jobs including 42 at Henlade Batching Plant.	Amber	Ian Timms
2.2.3	Support for local businesses	Deliver 4 business events per year(attended by at least 10 businesses) Provide financial assistance to 20 start up businesses and 5 rural businesses per year. Provide active support to 20 businesses with investment proposals (incl. via support for planning applications) Establish and maintain liaison with all businesses within the Borough with 100+ employees. Provide a programme of support via the Taunton Deane Manufacturing Forum.	Sponsored Urban Greening Conference in June. Few businesses attended. 7 New Business Grants offered at end of June. Financial support given to Go Create - Taunton Creative industries network of 120 businesses - 6 business workshops. Supported 11 local businesses during Q1 with their investment proposals Management of Manufacturing forum going well. Meeting in April attended by 6 large businesses. The group has appointed a chair from the businesses.	Green	Ian Timms

Ref	KEY TASK	ACTION / MEASURES	Update - Q1 2014/15 (1 Apr to 30 June)	Status Q1	JMT Owner
Aim 3. A Vibrant Social, Cultural and Leisure Environment					
Objective 5. Work with partners to improve the lives of our most vulnerable households					
3.1	Priority Areas Strategy (PAS)	Delivey of the PAS action plan to reduce deprivation in Taunton Deane. Measures - successful achievement of the 7 outcomes.	Performance monitoring of the PAS action plan will commence in Quarter 2 (monitoring of both individual project progress and collective progress towards delivery of 7 outcomes) using a range of statistical data and narrative. This information will be available for the next quarterly report.	Not Due	Simon Lewis
3.1.1	Halcon One Team	Continue to reduce crime, ASB, Children Centre Referrals, Housing Evictions.	Police innovation bid submitted and awaiting outcome. CLG TCA innovation bid submitted and awaiting outcome. Continue to build on 2013/14 success: Recorded Crime Down 31%, ASB Down 8%, Proportion of total children centre referrals to Acorns 48%, Housing evictions down to 3p.a.	Green	Simon Lewis
3.1.2	Health & Wellbeing Strategy	Delivery of the TDBC Health and Wellbeing Strategy and action plan.	The TDBC Health and Wellbeing Strategy and Action plan were developed as planned by April 2014. The documents have been approved and commended by the Somerset Health and Wellbeing Board. The action plan will be taken to JMT for adoption during this quarter with the aim to deliver during 2014/15. Some progress has already been made including the identification and training of 154 dementia friends across TDBC, WSC and Wellington Community Office and Members, the designation of no smoking childrens play areas in Taunton, and enabling the Voluntary sector to deliver on the Health and Wellbeing agenda through the allocation of targetted small grants.	Green	Simon Lewis
3.1.3	'Family Focus' (Troubled Families) project	Government target is 262 families to be attached to project by March 2015. Project updates circulated to Members every two months and detailed scorecards reported to Family Focus Strategic Group and Taunton Deane Partnership.	More than 290 families already attached to the project.	Green	Simon Lewis
Objective 6 Facilitate and support cultural and leisure opportunities					
3.2	Blackbrook Pool	Progress against plan. (planning consent, procurement of contractor, construction commenced). Achieve planning consent by August 2014. Construction to commence Jan/Feb 2015 (subject to planning).	Programme is on track. Public pre planning consultation event completed and planning application submitted due at the August committee. NB: if this committee is missed then the programme will be delayed by 6 months due to Dormice licence implications. Site surveys are mostly completed. RIBA Stage C is signed off and the team have now moved to stage D design detail which is well in progress.	Green	Chris Hall

Ref	KEY TASK	ACTION / MEASURES	Update - Q1 2014/15 (1 Apr to 30 June)	Status Q1	JMT Owner
3.2.1	Taunton town centre events programme	Coordinate the delivery of a year round programme of cultural events via the Tauntn Events Group (including lights switch on event in Nov 2014 and enabling and encouraging regular cultural events on Castle Green). Attract additional visitors to the town centre (measured by footfall counters) - 2% year on year increase.	Somerfest delivered successfully by TDDB on 21st June saw a day and evening's cultural festivities in Taunton town centre, utilising the town's open spaces and the river. Other events supported include: Family Fun Day on 27th May Dragon Boat Festival on 8th June Markets in the town centre. Support given to TIME4, which has been set up to deliver markets and events in the town centre	Green	Ian Timms
3.2.2	Brewhouse Theatre	Target - Develop a sustainable solution for the Brewhouse Theatre.	Brewhouse now open and running a programme of fund raising events. Annual funding agreement agreed but not yet signed, final lease yet to be signed off. Lease has to be agreed before financial contributions for current year can be made. Monitoring group will be established to monitor contributions once signed off.	Amber	Ian Timms
Objective 7 Maintain clean streets, good quality parks, open spaces and leisure & cultural facilities					
3.3	Fly-tipping	Measure - Numbers of fly-tipping incidents reported in the Borough. (562 - 2013/14) Target-Respond to 80% of reported incidents within 5 days of report.	147 incidents in quarter 1. 136 repoded to within 5 days	Green	Chris Hall
3.3.1	Parks & open-spaces	Maintain parks in accordance with schedule and in response to incidents to ensure high standard of cleanliness. Target: 70% positive feedback from parks annual customer satisfaction survey - (Survey issued September - analysed December).	Not reported until Q3	Not Due	Chris Hall

Ref	KEY TASK	ACTION / MEASURES	Update - Q1 2014/15 (1 Apr to 30 June)	Status Q1	JMT Owner
Aim 4. A Transformed Council – key projects of the transformation programme: Objective 8) Achieve financial sustainability; Objective 9) Transform services; Objective 10) Transform the way we work					
Projects					
4.1	TDBC & West Somerset Joint Management & Shared Services (JMASS)	<p>Progress Against Business Case:</p> <p>Delivery of agreed level of savings.</p> <p>Expenditure is within business case budget (inc TCA award)</p> <p>1 Aug 2014 - tier 4&5 officers in post.</p> <p>1 Feb 2015 - One Team in place</p>	<p>The Full year savings of JMT are £277.8k against a target of £227.2k - £51k over the business case target.</p> <p>With tier 4/5 phases 1 & 2 nearing completion and assuming that Assistant Directors are able to meet their savings target, the current prediction is that the savings (for non JMT areas) will be £1.203k against a target of £1.162k - £41k over the business case target.</p> <p>Expenditure on redundancies for JMT were within the business case budget. Redundancy costs for tier 4/5 will not be available until the restructure is completed for these tiers and expected to be available for Qtr 2.</p> <p>There has been some delay the Tier 4/5 restructure following UNISON raising some issues regarding TUPE transfer; Despite this, the majority of tier 4/5 officers will be in post by 1st Aug.</p> <p>Any vacant posts within the new structure will be progressed through the agreed recruitment processes. The economic development/growth restructure is still planned for Sept.</p> <p>Assistant Directors, with support from their tier 4/5 staff appointed are reviewing the structures required for tier 6 and below; HR are supporting this process. The restructure remains on track for completion by 1 Feb 2015.</p> <p>Assistant Directors, with support from their tier 4/5 staff appointed are reviewing the structures required for tier 6 and below; HR are supporting this process. The restructure remains on track for completion by 1 Feb 2015.</p>	Green	Richard Sealy
4.2	Council Accommodation Project	Members to make decision by end July 2014 on preferred Accomodation solution.	Analysis completed and outcome is that County Hall is best value for money option. Committee report going through current cycle.	Green	James Barra
4.3	Asset Strategy	To bring forward the Community Asset Transfer Policy viz: (1) JMT - September. (2) Community Scrutiny - October. (3) Executive - TBD. (4) WSC Asset Management Group, Corporate PAG, Cabinet, Council - TBD. (5) TDBC Council - November.	(1) Coding work progressing well to allow ongoing valuation of assets. (2) To progress actions / measures as listed for the Community Asset Transfer Policy.	Green	Kene Ibezi
4.4	DLO depot relocation feasibility	<p>Undertake feasibility study on the two identified site options.</p> <p>Paper to scrutiny Sept 2014 and Executive Oct 2014 with recommended option.</p>	<p>Working with Procurement to create the tender document, to be signed off WC 14th July and sent to both land owners/developers.</p> <p>Tender interviews and analysis dates WC 4th August TBC.</p> <p>Corporate Scrutiny 18th September - TBC.</p> <p>Exclusive rights agreed with both parties.</p> <p>Tom Gillham now on board to assist with the project.</p>	Green	Chris Hall

Ref	KEY TASK	ACTION / MEASURES	Update - Q1 2014/15 (1 Apr to 30 June)	Status Q1	JMT Owner
Managing Finances - Budget monitoring					
To control spending within approved budget total for the year					
5.1	a) General Fund Revenue controlled within budget.	Variance within 1% = Green, 1-2% = Amber and over 2% = Red	Q1 - £99,000 underspend.	Green	Paul Fitzgerald
5.1.1	b) General Fund Capital controlled within budget	Variance within 2% = Green, 2-3.5% = Amber and over 3.5% = Red	The General Fund approved Capital Programme for 2014/15 is £14,307k. This relates to schemes which will be completed over the next five years. The profiled budgeted spend for 2014/15 is £7,018k. Actual spend at Q1 is £285k with a further £6,698k forecasted to be spent by the end of the year. The General Fund Capital Programme is forecasting an underspend of £35k (0.5%) and no slippage.	Green	Paul Fitzgerald
5.1.2	c) Housing Revenue (HRA) controlled within budget	Variance within 0.5% = Green, 0.5-2% = Amber and over 2% = Red	The HRA is forecasting that the outturn is predicted to be £373k (1.4%) below budgeted levels. The reason for this variance is outlined within the report. Regular monitoring processes are in place, and appropriate actions will be determined and implemented as required.	Amber	Paul Fitzgerald
5.1.3	d) HRA Capital controlled within budget	Variance within 2% = Green, 2-3.5% = Amber and over 3.5% = Red	The HRA approved Capital Programme for 2014/15 is £19,904k. This relates to schemes which will be completed over the next five years. The profiled budgeted spend for 2014/15 is £17,354k. Actual spend at Q1 is £1,204k with a further £16,150k forecasted to be spent by the end of the year. The HRA Capital Programme is forecasting to come in on target.	Green	Paul Fitzgerald
5.1.4	e) Council Tax Support	TDBC's portion of the budget : Within £25k of budget = Green, £25k-£50k = Amber and over £50k = Red	Information at 30 June 2014: Budget £5,938,290 Expenditure £5,793,767.77 leaving us with a variance of £144,522.23. This variance equates to just 2% of the budget and is the equivalent of 100 new recipients of CTS. It is highly possible there could be such an increase within the year. (TDBC are responsible for approximately a 10% share of the total expenditure).	Green	Paul Fitzgerald
5.1.5	f) Business Rates Net rate yield	Target: Net Rates Payable per NNDR1 = £39,533,144 (before appeals and bad debts). >£39.5m = Green, £39.0m - £39.5m = Amber, <£39.0m = Red	The target is based on the NNDR1 and is therefore a relevant measure, indicating the rates collectable after deduction of mandatory and discretionary reliefs. Officers need to review the mechanism for monitoring in light of guidance received for 2013/14 Outturn, and will report performance in Q2.	Amber	Paul Fitzgerald
Managing Finances -Reserves					
5.2	To maintain an adequate reserve (based on financial risk analysis)	General Fund reserve >£1.25m = Green £1- £1.25m = Amber <£1m = Red	The General Fund Reserve balance as at the 1 April 2014 is £2,480k. There have been no supplements or returns approved this year so far. The balance will increase by £99k if the current year predicted outturn proved to be accurate and the projected residual balance of £2,579k would still be above minimum requirement of £1,500k.	Green	Paul Fitzgerald
Managing Finances -Next Year's Budget Gap					
5.3	Next year's budget gap	Support Members to set a balanced budget for 2015/16 for approval Feb 2015	This will need to be addressed through the budget setting process with approval by Council in Feb 2015.	Not Due	Paul Fitzgerald
Debt Collection					

Ref	KEY TASK	ACTION / MEASURES	Update - Q1 2014/15 (1 Apr to 30 June)	Status Q1	JMT Owner
5.4	Council Tax Collection	Council Tax Target = 97.8% (98% achieved 2013/14)	Actual for Q1 = 34.78% The target for Q1 = 35.04% Target at this stage, not met but likely to be met by year end. Service Manager does not flag up any concern at this stage	Green	Paul Fitzgerald
5.4.1	Business Rate Collection	Target = 98.5% (98.9% achieved 2013/14)	Actual for Q1 = 33.96% The target for Q1 = 33.81% Exceeded target	Green	Paul Fitzgerald
5.4.2	Housing Rent Collection	Arrears no higher than £360k at Q4. (£351k end 2013/14)	£363k at week 13. The Housing Estates Team continue to take effective steps to manage rent accounts within the service.	Green	Simon Lewis
5.4.3	Sundry Debts (In SAP)	Value of debts over 90 days old and total outstanding to be lower than corresponding point in 2013/14.	30/6/14 debt over 90 days = £512,959.68 30/6/13 debt over 90 days = £521,989.57	Green	Paul Fitzgerald
Benefits Subsidy					
5.5	Benefits subsidy	To achieve 100% subsidy in respect of 2013/14 (confirmation due in Q3) 100% subsidy forecast for 2014/15	The lower threshold for TDBC is £159k pa. The predicted outturn is £36k leaving us with a £123k margin.	Green	Paul Fitzgerald
Procurement Transformation					
5.6	Procurement Savings	Value of savings signed off and savings delivered. RAG status based upon likelihood of realising sufficient savings to repay 'loan' for Sw One transformation projects.	£3.416m of savings initiatives have been signed-off and agreed as at 31st May 2014 (latest published figures), of which £2.2m has been delivered; the balance will be delivered in subsequent months/years. The Procurement Service has reviewed the 'pipeline' of further possible initiatives for TDBC to provide a clearer forecast of total likely savings at end of the current Sw One contract (expires 2017). Their current best estimate is £4.992m could be delivered.	Amber	Paul Fitzgerald

Ref	KEY TASK	ACTION / MEASURES	Update - Q1 2014/15 (1 Apr to 30 June)	Status Q1	JMT Owner
CORPORATE HEALTH (People, Customer Service, & Corporate Governance)					
People					
6.1	Staff Sickness	Staff sickness - Target 8.2 days or lower per FT employee. (Actual for 2013/14 8.2 days)	Q1 results for TDBC are 1.64 days absence per employee, giving a current annual prediction of 6.58 days absence per employee Below is the breakdown of the absence figures, based on long-term absence being defined as a continuous period of 28 calendar days or more. April – June 2014 Short-term absence – 380 days / 41% Long-term absence – 550 days/ 59%	Green	Richard Sealy
6.1.1	Staff Turnover	Leavers - Ill Health. Leavers - Dismissed	Q1. TDBC - Ill Health = 0% Dismissals= 0.2%	Green	Richard Sealy
Delivering customer driven services achieving high levels of satisfaction					
6.2	Telephone enquiries (contact centre)	a) Enquiries resolved at 1 st point of contact - Target 92% (actual 95.8% 2013/14)	Target - for Contact Centre 92 %. Quarter 1 actual = 98.3% Total for Year = 98.3% (Qtr 1 last Year = 97.24%)	Green	Jill Sillifant
6.2.1	Telephone calls (contact centre)	b) Calls answered within 20 seconds - Target 80% (81.49% actual 2013/14)	Target - for Contact Centre 80 %. Quarter 1 actual = 85.79% Total for Year = 85.79% (Qtr 1 last Year = 77.95%) 4743 out of 33374 answered waited longer than 20 seconds during quarter.	Green	Jill Sillifant
6.2.3	Telephone calls (contact centre)	c) Calls abandoned -target below 5% (actual 2013/14 3.10%)	Target for Contact Centre <5%. Quarter 1 actual = 1.13% Total for Year = 1.13% (Qtr 1 last Year = 3.88%) 381 calls out of a total of 33755 offered abandoned during quarter	Green	Jill Sillifant
6.2.4	Customer Feedback (Complaints & Compliments)	Target - 100% complaints responded to within 10 days. (2013/14 actual 77%)	Q1 - 65% responded to within 10 days (48 complaints recorded. 17 dealt with outside of 10 days - 8 property services, 1 Parks , 2 Estates, 4 Housing options, 1 Development Control, 1 Waste). 14 Compliments also received in same period. Matter highlighted at JMT Performance Review Session 23rd July and action taken to highlight importance of prompt response to complaints.	Red	Richard Sealy
6.2.5	Freedom of Information (FOI) requests	Measure: - Number of FOI enquiries received. Target 75% answered witin 20 working days. (actual 2013/14 = 82%)	170 FOI Requests with 83 % responded with 20 days	Green	Richard Sealy

Ref	KEY TASK	ACTION / MEASURES	Update - Q1 2014/15 (1 Apr to 30 June)	Status Q1	JMT Owner
Corporate Governance Action Plan					
6.3	Deliver the action plan, focussing on high priority areas	Complete 95% of High priority Actions, and 80% of Medium priority actions by target dates	As at the previous review point (Dec 2013) the Corporate Governance Action Plan included 8 'open' actions (3 actions carried over from previous years plus 5 new external audit recommendations (Grant Thornton audit findings 2012/13). The latest position is: <ul style="list-style-type: none"> • 4 of these actions are now considered 'closed' • Of the remaining 4 'open' actions, 2 are 'Green' (on track), and 2 are 'Amber' (some concern). 	Amber	Richard Sealy
Audit and Inspection					
6.4	Internal audit findings	Ensure that statutory Audit & Inspection obligations are met	2013-14 Internal Audit Work: Indicative opinion based on 29 reviews as draft or final (further 8 in progress / drafting). The following audit assessments were reported in respect of these audits were complete or draft (draft reports could be subject to change): Green - Substantial assurance = 1 Green - Reasonable assurance = 10	Green	Richard Sealy
Equalities & Diversity					
6.5	Ensure compliance with general & specific duties of Equalities Act 2010	Number of actions within the Corporate Equality Action Plan delivered	The Corporate Equality Action Plan is on track to be delivered during 2014/2015. 23 of the 28 Actions within the plan are 'Green' and either ontrack or completed. New Assistant Directors are yet to develop equality action plans to reflect their new areas of work, these will address the delivery of the remaining 5 actions.	Amber	Simon Lewis
Risk Management					
6.6	Delivery of Risk Management Strategy & action plan	Joint WSC/TDBC Corporate risk register to be reviewed quarterly by JMT and progress against action plan tracked. Joint WSC/TDBC risk management strategy and policy to be developed and approved by Corporate Governance / Audit Committees in Sept 2014.	First draft of joint WSC/TDBC Risk Management strategy produced. Further refinement needed but on track. Corporate Risks last reviewed by JMT on 23rd July.	Green	Richard Sealy
Corporate Health & Safety					
6.7	To raise the standard of Health & Safety knowledge & performance within the organisation.	Targets 1. increase accident reporting by 10% on previous year. 2. Carry out accident investigations within 2 weeks. 3. Carry out 5 audits per quarter. 4. Ensure 100% of audit reports completed within 2 weeks.	1. 10 accidents reported this year, up from 3 in same period last year = 233% increase. 2. Actual average 3 days - longest 6 days 3. 2 audits carried out to date 4. 100% completion to date	Green	Chris Hall

08/10/2014, Report:Smoke Free Zone Pilot

05/02/2015, Report:Capital Programme 2015/2016

Reporting Officers:Steve Plenty

05/02/2015, Report:General Fund Revenue Budget 2015/2016

Reporting Officers:Steve Plenty

05/02/2015, Report:Housing Revenue Account Estimates 2015/2016

Reporting Officers:Steve Plenty

05/02/2015, Report:Relocation of TIC to the Market House – request for funding

Reporting Officers:Ian Timms

05/02/2015, Report:Somerset Waste Board Business Plan

Reporting Officers:Chris Hall

05/02/2015, Report:Support and Funding for the Arts and Creative Industries - CICCIC

Reporting Officers:Ian Timms

11/02/2015, Report:Creation of the Somerset Building Control Partnership

Reporting Officers:Chris Hall

11/03/2015, Report:Discretionary Reduction in Council Tax Liability Policy and Discretionary Housing Payment Policy

Reporting Officers:Dean Emery

11/03/2015, Report:Establishment of the Somerset Growth Board

Reporting Officers:Dan Webb

11/03/2015, Report:Creation of the Somerset Building Control Partnership

Reporting Officers:Chris Hall

11/03/2015, Report:Funding request from Creative Innovation Centre Community Interest Company (CICCIC)

Reporting Officers:Ian Timms

22/04/2015, Report:Universal Credit and Local Support

Reporting Officers:Mark Antonelli

10/06/2015, Report:Deane DLO Relocation

Reporting Officers:Chris Hall

Contains exempt information requiring private consideration: Yes

Exempt reason:Some of the information contained in the report is likely to be of a confidential nature.

08/07/2015, Report:Q4 Performance Report

Reporting Officers:Paul Harding

08/07/2015, Report:Proposed Compulsory Purchase Action - Land at Monkton Heathfield

Reporting Officers:Julie Moore

Contains exempt information requiring private consideration: Yes

Exempt reason:The report is likely to contain confidential information.

08/07/2015, Report:Financial Outturn Report

Reporting Officers:Paul Fitzgerald

09/09/2015, Report:Write Off Report

Reporting Officers:Steve Read

09/09/2015, Report:Firepool Land Assembly - Confidential

Reporting Officers:Tom Gillham

Contains exempt information requiring private consideration: Yes

Exempt reason:The report will contain confidential information relating to land-holdings and other related material.

09/09/2015, Report:Citizens Advice Bureau Constructions Skills

Reporting Officers:Matt Parr

09/09/2015, Report:Proposed Apprentice Post in Housing and Communities

Reporting Officers:Martin Price

03/12/2015, Report:Council Tax Support Scheme 2016/17

Reporting Officers:Heather Tiso

03/12/2015, Report:Proposed Sheltered Housing Service Model Report

Reporting Officers:Gary Kingman,Stephen Boland

03/12/2015, Report:Fees and Charges 2016/2017

Reporting Officers:Steve Plenty

03/12/2015, Report:Local Development Orders – Progress Report

Reporting Officers:Tim Burton

03/12/2015, Report:Q2 Financial Monitoring 2015/2016

Reporting Officers:Steve Plenty

03/12/2015, Report:New Homes Bonus Report

Reporting Officers:Dan Webb

04/02/2016, Report:Treasury Management Strategy Statement, Annual Investment Strategy and MRP Policy 2016/17

Reporting Officers:Paul Fitzgerald

04/02/2016, Report:Earmarked Reserves Review

Reporting Officers:Steve Plenty

04/02/2016, Report:Capital Programme 2016/2017

Reporting Officers:Steve Plenty

04/02/2016, Report:General Fund Revenue Budget 2016/2017

Reporting Officers:Steve Plenty

04/02/2016, Report:Housing Revenue Account Budget 2016/2017

Reporting Officers:Steve Plenty

04/02/2016, Report:Corporate Strategy 2016/2020

Reporting Officers:Paul Harding

04/02/2016, Report:Somerset Waste Partnership Business Plan

Reporting Officers:Chris Hall

09/03/2016, Report:Community Asset Transfer Policy – Taunton Deane Borough Council and West Somerset Council

Reporting Officers:Tim Child

Contains exempt information requiring private consideration: Yes

Exempt reason:Yes. The report may contain some commercially sensitive information.

09/03/2016, Report:Q3 Performance Report

Reporting Officers:Paul Harding

09/03/2016, Report:Corporate Equality Objectives

Reporting Officers:Christine Gale

09/03/2016, Report:Q3 - Financial Performance report

Reporting Officers:Steve Plenty

09/03/2016, Report:Housing Revenue Account Business Plan Review

Reporting Officers:James Barra

24/03/2016, Report:Creedwell Orchard, Milverton Option Agreement – Proposed Extension of the Trigger Date

Reporting Officers:Adrian Priest

Contains exempt information requiring private consideration: Yes

Exempt reason:The report may contain a confidential appendix.

21/04/2016, Report:Empty Homes Strategy and review of Empty Property Coordinator

Reporting Officers:Mark Leeman

21/04/2016, Report:Superfast Broadband Phase 2 report

Reporting Officers:Ian Timms

09/06/2016, Report:Car park variable message signage and pay on foot – Request for budget allocation

Reporting Officers:Ian Timms

09/06/2016, Report:TDBC revised Corporate Debt Policy

Reporting Officers:Dean Emery

07/07/2016, Report:Housing Revenue Account Business Plan Review

Reporting Officers:James Barra

07/07/2016, Report:Q4 - Financial Outturn report

Reporting Officers:Steve Plenty

07/07/2016, Report:Q4 Performance Report

Reporting Officers:Paul Harding

04/08/2016, Report:Housing Company

Reporting Officers:James Barra

04/08/2016, Report:Report on Grants Policy

Reporting Officers:Christian Trevelyan,Mark Leeman

08/09/2016, Report:Review of Deane Helpline

Reporting Officers:Chris Hall

Contains exempt information requiring private consideration: Yes

Exempt reason:The report may contain some commercially sensitive information.

08/09/2016, Report:Update on Coal Orchard Consultation

Reporting Officers:Ian Timms

09/11/2016, Report:Review of Council Tax Support Scheme

Reporting Officers:Heather Tiso

09/11/2016, Report:Deane Lottery

Reporting Officers:Angela Summers

Executive – 10 September 2014

Present: Councillor Williams (Chairman)
Councillors Mrs Adkins, Mrs Herbert, Hunt, Mrs Stock-Williams and Mrs Warmington

Officers: Ann Rhodes (Planning Policy Officer), Nick Bryant (Policy Lead), Paul Harding (Corporate Strategy and Performance Manager), Steve Plenty (Finance Manager), Paul Fitzgerald (Assistant Director – Resources) and Richard Bryant (Democratic Services Manager and Corporate Support Lead)

Also present: Councillors Coles, Henley, Morrell and A Wedderkopp
Robin Upton, White Young Green (WYG)

(The meeting commenced at 6.15 pm.)

51. Apology

Councillor Cavill.

52. Minutes

The minutes of the meeting of the Executive held on 9 July 2014, copies of which had been circulated, were taken as read and were signed.

53. Jurston (Wellington) Development Brief

Considered report previously circulated, which proposed the adoption of the Jurston Development Brief as a Supplementary Planning Document.

The Taunton Deane Core Strategy 2011-2028 Development Plan Document which had been adopted in September 2012 set the strategic framework for development across the district for the period to 2028. It included a number of strategic sites including Cades/Jurston in Wellington.

In the Core Strategy Jurston was identified in Policy SS4 as a new compact urban extension east of Wellington which would include around 900 new homes at an overall average of 35-40 dwellings per hectare; 25% of new homes to be affordable homes in line with Policy CP4: Housing; A new local centre with associated community infrastructure; A new north-south link road between Taunton Road and the A38; A local bus loop to provide public transport access to and from the new residential areas; and a green wedge of approximately 30 hectares.

The Core Strategy also provided that development of strategic sites at Wellington would be further guided by a Masterplan and design code to ensure a coordinated approach to the delivery of these sites.

Reported that a draft Development Brief had been prepared which addressed the requirements of the allocation for a Masterplan. This set out contextual information (location, history, planning policy, consultation), constraints and opportunities presented by a site and a set of principles to guide the type, form, layout and look of development for it. A copy of the Brief had been circulated to Members of the Executive.

The design codes would be used to guide development proposals. The Brief – which had been prepared in conjunction with the site's promoters C G Fry and Son and their consultants, WYG - related solely to the Jurston parcel of the allocation as planning consent had already been granted on the Cades Farm part of the allocation.

The Masterplan has been shaped by community and stakeholder involvement. The Prince's Trust had been commissioned to facilitate independent consultation with statutory consultees, local interest groups and societies, Councillors and officers from the County, District and Town Councils.

The Council had published the draft Development Brief for public consultation and a full summary of representations received together with the Council's responses thereto were detailed in the report.

Under the National Planning Policy Framework and Town and Country Planning (Local Planning) Regulations, the Council could adopt documents such as Supplementary Planning Documents (SPD) where they added value, detail and guidance to the existing policies in the Core Strategy Development Plan Document. A SPD would be an important material consideration in the determination of a future planning application for Jurston.

Further reported that as part of the procedure for SPD's a Sustainability Appraisal Screening process was usually undertaken. However, as the site allocation was underpinned by the Core Strategy Sustainability Appraisal and additional ecological assessment work, additional screening was not required. A copy of the Sustainability Appraisal Screening Determination was also submitted for the information of Members.

The Community Scrutiny Committee met on the 2 September 2014 to consider the Jurston Development Brief and had unanimously recommended the Executive to adopt the Brief as Supplementary Planning Document. In addition, the Committee had highlighted the need for negotiations to continue in respect of highways issues, school provision and sports provision.

Resolved that:-

- (1) The content of the report, the summary of consultation, Sustainability Appraisal Screening Determination and the Jurston Development Brief all be noted; and
- (2) Full Council be recommended to adopt the Jurston Development Brief as a Supplementary Planning Document to be used in the Development Management Process for assessing future applications of the Jurston site.

54. **Financial and Performance Monitoring – Quarter 1 2014/2015**

Considered report previously circulated, which provided an update on the projected outturn financial position and performance of the Council to the end of Quarter 1 of 2014/2015 (as at 30 June 2014).

Monitoring the Corporate Strategy, performance indicators and budget was an important part of the Council's performance management framework. Regular scrutiny of its performance was an essential part of the Council's Governance framework.

Reported that a summary of the Council's Financial Performance at the end of Quarter 1 was as follows:-

General Fund (GF) Revenue

The overall financial position of the Council was that the GF outturn position was currently projected at a level 0.79% below that budgeted - a £99,000 underspend. However, it was feasible that this forecast could range from £50,000 to £100,000 below budget at this stage.

The major underspends and overspends forecasted for year-end related predominantly to demand-led services where it is more difficult to predict income levels with certainty. The current position relating to the following services was reported:-

- Waste Collection and Recycling;
- Parking;
- Planning Advice and Applications;
- Crematorium and Cemeteries; and
- Housing Benefits.

Budgets and forecasts were based on known information and the best estimates of the Council's future spending and income through the budget monitoring process. During this process risks and uncertainties were identified which could impact the financial projections, but for which the likelihood, and/or amount were uncertain.

Reported that the risks identified through the Quarter 1 process were Fluctuation in demand for services; Bed and Breakfast; Business Rates and year-end adjustments.

General Fund (GF) Reserves

The GF reserve balance at the start of the year was £2,537,000 but this had been reduced to £2,092,000 as a result of the decisions taken at the special meeting of Full Council on 19 August 2014 relating to the use of the 2013/2014 underspend. If the current trend continued and the Council took no further alternative action in the year, the potential underspend of £99,000 would be transferred to this reserve, increasing the projected balance to £2,191,000 at the end of the financial year.

Housing Revenue Account (HRA)

The current forecast outturn for the Council's Housing Revenue Account (HRA) was a surplus of £373,000 (1.4% of budget). The main variance being reported was

Rental Income.

Noted that the risks identified to date were Rental Income; Responsive Maintenance; and Voids.

Housing Revenue Account (HRA) Reserves

The HRA reserves at the start of the year were £3,059,000. Following approved budget allocations during 2014/2015, the budgeted balance was currently £2,171,000 and was forecasted to be £2,544,000 at the end of the current financial year.

Deane DLO Trading Account

At Quarter 1 the DLO was forecasting a zero variance to budget and would be able to meet its target to contribute £101,000 to the General Fund.

Deane Helpline Trading Account

The Deane Helpline was forecasting a year end outturn net deficit of £74,000 which was an underspend of £12,000, against a budgeted cost of £86,000.

General Fund (GF) Capital Programme

The GF approved Capital Programme for 2014/2015 was £14,307,000. This related to schemes which would be completed over the next five years. Of this, £7,018,000 was planned to be spent during the current financial year.

Housing Revenue Account (HRA) Capital Programme

The HRA approved Capital Programme for 2014/2015 was £19,904,000. This related to schemes which would be completed over the next five years. The profiled budgeted spend for 2014/2015 was £17,354,000, with the remainder planned to be spent in 2015/2016.

Further reported that with regard to the Council's performance, the Corporate Scorecard (which had been submitted for the information of Members) contained details of Quarter 1 2014/2015 performance against the Council's key priorities, finance and corporate health indicators. In total there were 55 indicators which were reported against, covering these areas.

The following table detailed the High Level Performance Summary for Quarter 1:-

	No. of measures	Green	Amber	Red	Not Due
Total Measures Reported	55	39 (71%)	11 (20%)	1 (1.8%)	4 (7.2%)

At the corresponding point last year, 33 (59%) of indicators were Green and 5 (9%) Red.

The one red indicator this quarter related to the time taken to respond to complaints. There did not appear to be a single specific cause of this downturn in performance in respect of this measure although the indicator would continue to be closely monitored.

A further table was submitted which provided a quick means of identifying how the Council was performing against each Corporate Aim and against our Finance and Corporate Health indicators.

Resolved that the report be noted.

(The Chairman left the meeting at 7.04 p.m. during the discussion of the above item. Councillor Mrs Stock-Williams took the Chair for the remainder of the meeting.)

55. **Executive Forward Plan**

Submitted for information the Forward Plan of the Executive over the next few months.

Resolved that the Forward Plan be noted.

(The meeting ended at 7.08 p.m.)