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North Devon Council
Brynsworthy Environment Centre
Barnstaple
North Devon EX31 3NP

K. Miles
Chief Executive.

POLICY DEVELOPMENT COMMITTEE

A meeting of the Policy Development Committee will be held in the Barum Room - Brynsworthy on **THURSDAY, 6TH JULY, 2023 at 6.30 pm.**

(NOTE: A location plan for the Brynsworthy Environment Centre is attached to the agenda front pages. For meetings held at Brynsworthy only, you can join the meeting virtually via Microsoft Teams. There are also limited spaces to attend the meeting in person. Please check the Council's website for the latest information regarding the arrangements that are in place and the requirement to book a place 2 working days prior to the meeting. Taking part in meetings (northdevon.gov.uk)

Members of the Policy Development Councillor L. Spear (Chair)
Committee

Councillors Patrinos, Bishop, Bulled, Bushell, Clayton, Hunt, Knight, Jones, Turton, Wilson and Worden

AGENDA

- 6 (a) Minute Extract of the Strategy and Resources Committee on 3rd July 2023
(Pages 5 - 8)

If you have any enquiries about this agenda, please contact Corporate and Community Services, telephone 01271 388253

28.06.23



North Devon Council protocol on recording/filming at Council meetings

The Council is committed to openness and transparency in its decision-making. Recording is permitted at Council meetings that are open to the public. Members of the public that attend meetings must be aware that these meetings are open to the public and so therefore both individuals and the Council itself have the right to record the meeting. The Council understands that some members of the public attending its meetings may not wish to be filmed. The Chair of the meeting will make sure any request not to be filmed is respected.

The rules that the Council will apply are:

1. The recording must be overt (clearly visible to anyone at the meeting) and must not disrupt proceedings. The Council will put signs up at any meeting where we know recording is taking place.
2. The Chair of the meeting has absolute discretion to stop or suspend recording if, in their opinion, continuing to do so would prejudice proceedings at the meeting or if the person recording is in breach of these rules.
3. We will ask for recording to stop if the meeting goes into 'part B' where the public is excluded for confidentiality reasons. In such a case, the person recording should leave the room ensuring all recording equipment is switched off.
4. Any member of the public has the right not to be filmed. We ensure that agendas for, and signage at, Council meetings make it clear that recording can take place – anyone not wishing to be filmed must advise the Chair at the earliest opportunity to allow them to be directed to an area in the room where they will not be caught on camera. Subject to paragraphs 1, 2 and 3 above, audio recordings shall be permitted at all times during public meetings.
5. The recording should not be edited in a way that could lead to misinterpretation or misrepresentation of the proceedings or in a way that ridicules or shows a lack of respect for those in the recording. The Council would expect any recording in breach of these rules to be removed from public view.

Notes for guidance:

Please contact either our Corporate and Community Services team or our Communications team in advance of the meeting you wish to record at so we can make all the necessary arrangements for you on the day.

For more information contact the Corporate and Community Services team on **01271 388253** or email memberservices@northdevon.gov.uk or the Communications Team on **01271 388278**, email communications@northdevon.gov.uk.

North Devon Council offices at Brynsworthy, the full address is:
Brynsworthy Environment Centre (BEC), Roundswell,
Barnstaple, Devon, EX31 3NP.

Sat Nav postcode is EX31 3NS.

At the Roundswell roundabout take the exit onto the B3232, after about ½ mile take the first right, BEC is about ½ a mile on the right.

Drive into the site, visitors parking is in front of the main building on the left hand side.

On arrival at the main entrance, please dial 8253 for Corporate and Community Services.

All public meetings held at Brynsworthy Environment Centre are held on the ground floor and are accessible through the main entrance to the building or via a ramp located adjacent to the main entrance



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NORTH DEVON COUNCIL

POLICY DEVELOPMENT COMMITTEE: 6TH JULY 2023

MINUTE EXTRACT OF THE STRATEGY AND RESOURCES COMMITTEE HELD ON 3RD JULY 2023 IN RESPECT OF ITEM 6 ON THE POLICY DEVELOPMENT COMMITTEE AGENDA

16 PERFORMANCE AND FINANCIAL MANAGEMENT QUARTER 4 OF 2022/23

The Committee considered a report by the Director of Resources and Deputy Chief Executive (circulated previously) regarding Performance and Financial Management Quarter 4 of 2022/23.

The Finance Manager highlighted the following:

- The revenue budget for 2022/23 was approved at Council on 23rd February 2022 at £13,721,640.
- As at 31 March 2023, it was pleasing to report that the final out turn position was a budget surplus of £693,000, which was an overall movement of £674,000 from the last forecast at Quarter 3. The breakdown showing these movements were shown Appendix A – “Variations in the Revenue Budget”.
- The movement from Quarter 3 of £674,000 can be mainly attributed to adverse and favourable variances as outlined in paragraph 4.1.4 of the report.
- The cost of living pressures with double digit inflation continuing for the whole of 2022/23, peaking at 14.2% in October 2022 and still near that peak at the end of the March 2023 at 13.5%, resulted in the Council utilising fully the £936,000 budget management reserve in 2022/23. Due to the favourable variances and a transfer in year from the Collection fund reserve the reserve had been replenished to a balance of £815,000 to provide resilience to similar inflationary pressures during 2023/24.
- Members approved in June 2021 to proceed with the acquisition of Green Lanes Shopping Centre; which the Council completed the purchase in November 2021. The purchase of Green Lanes Shopping Centre was a once in a lifetime opportunity to acquire this strategic asset and complement other significant regeneration improvements being delivered within the Barnstaple town centre through the Future High Streets project. The financial modelling demonstrated that revenue income generated from the centre would cover both the repayment of the loan and asset management costs and would return a contribution to the Council which could be used towards mitigating future risks on income volatility, investment back into the centre and the overarching council budget.
- From the revenue budget surplus of £693,000, it was proposed to set aside the amount into the following earmarked reserves:
 - Office Technology £120,000 – to fund capital business case
 - Repairs Fund £214,000 – to fund capital business cases
 - Budget Management £279,000 – mitigate 2023/24 inflationary pressures
 - Insurance Reserve £80,000 – mitigate 2023/24 higher insurance costs

- At the 31 March 2023 total external borrowing was £3,000,000. The timing of any future borrowing was dependent on how the authority managed its treasury activity and due to previously unprecedented low interest rates and reduced returns on investments it was prudent for the Council to ‘internally borrow’ and use these monies to fund the Capital Programme. This had resulted in a £275,000 reduction in loan interest payments and an increase in interest receivable of £266,000 in 2022/23. £275,000 has been placed into a new Treasury Management reserve to mitigate against higher interest rates as we move into the 2023/24 financial year.
- Appendix B detailed the “Movement in reserves and Balances” to and from earmarked reserves in 2022/23.
- Appendix C detailed the “Strategic Contingency Reserve movements and commitments”.
- Appendix D detailed the “Capital Programme for 2022/23”.
- Actual spend on the Capital Programme for 2022/23 financial year was £7,577,736. The variance against the budget of £9,505,513 was (£1,927,777); the carry forward to 2023/24 is £1,930,171 (the difference being £2,394, relating to a £3,260 over spend on Vehicles and £866 not required on DVI licences), to fund on-going projects.
- Further variations of £4,990,983 were proposed to the 2023/24 and £399,000 to the 2025/26 Capital Programme as detailed in paragraph 4.4.8 of the report.
- The overall revised Capital Programme for 2023/24 to 2025/26 taking into account the budget variations above was £33,986,596 and was broken down as follows:

2023/24 £28,168,252
2024/25 £5,723,344
2025/26 £95,000

- The 2023/24 to 2025/26 Capital Programme was detailed in “Appendix E – Capital Programme 2023/24 to 2025/26”.
- The Capital Programme release of funds were detailed in paragraph 4.4.13.
- Debt management as detailed in paragraph 4.5 of the report.
- General Debtors as detailed in paragraph 4.6 of the report.

In response to questions, the Director of Resources and Deputy Chief Executive advised the following:

- £151,000 in relation to the Yelland Appeal costs award and a provision had been made based on the claim that had been received. The Council was still challenging the value of claim for costs and was also in informal discussions with Devon County Council regarding seeking a contribution in relation to the highways element. Provision had been made within the 2022/23 revenue outturn and included within last year’s financial statements. This was based upon the worst case scenario and if the final agreed costs award was more favourable, there would be a credit against the revenue provision made.

In response to a question, the Chief Executive advised the following:

- The contribution from Devon County Council in relation to the Yelland Appeal was not definite and North Devon Council were in informal discussions regarding the highway element of the appeal. North Devon Council had been ordered to pay costs.

The Head of Programme Management and Performance outlined Appendix F “Corporate Plan Delivery Highlight report with key results and performance indicators” to the Committee and highlighted the following:

- A Corporate Plan Delivery highlight report was presented to Strategy and resources Committee in January 2023 to provide an overview of the five programmes and associated projects put in place to support the delivery of the corporate plan priorities.
- Those five programmes emerged with their assigned Senior Responsible Officer as outlined within Appendix F.
- Members requested that a similar report be amalgamated with the Financial Performance reporting to give a wider picture of organisational health and delivery.
- Appendix F aims to provide Members with a high level overview of all projects sitting under those five programme umbrellas; an assurance that progress was being made across all areas and in turn, delivering against the corporate plan priorities.
- The pyramid sets out how the activities were driven from the vision and corporate plan, followed by developed strategies and then programmes and projects to deliver against Member priorities and decisions taken during the lifecycle of those programmes.
- The Performance Management Framework had been included with the Members information pack following the Elections.
- The suite of performance indicators were flexible and challenge was welcomed.
- The performance indicators were put in place in April 2023 and progress made against the performance indicators would be included within the next quarterly performance and financial management report. The next report would also include capital and external funding set out under those projects.
- Risks were where appropriate escalated back to the Senior Management and onto the Governance Committee if incorporated into the Corporate Risk Register. If greater detail or further decisions were required on individual projects, separate reports would be presented to the Committee as they have been today.

In response to a question, the Head of Programme Management and Performance advised the following:

- The bailer located in waste and recycling was currently on lease. The procurement of a new bailer was part of a wider infrastructure project, which also included the provision of a new office building and other infrastructure works.

RESOLVED:

Agenda Item 6a

- (a) That the actions being taken to ensure that performance was at the desired level be noted;
- (b) That the contributions to/from earmarked reserves be approved as detailed in section 4.2 of the report;
- (c) That the movement on the Strategic Contingency Reserve (section 4.3 of the report) be noted;
- (d) That funds be released for the capital schemes listed in section 4.4.13 of the report;
- (e) That the sections dealing with Debt Management and General Debtors (sections 4.5 and 4.6 of the report) be noted.

RECOMMENDED:

- (f) That the Council approve the variations to the Capital Programme 2023/24 to 2025/26 as detailed in section 4.4.8 of the report.