

Date: 17 February 2020



District Council

Town Hall, Penrith, Cumbria CA11 7QF

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Email: cttee.admin@eden.gov.uk

Dear Sir/Madam

Executive Agenda - 25 February 2020

Notice is hereby given that a meeting of the Executive will be held at 6.00 pm on Tuesday, 25 February 2020 at the Town Hall, Penrith.

1 Apologies for Absence

2 Minutes

RECOMMENDATION that the public minutes E/76/01/20 to E/83/01/20 of the meeting of the Executive held on 21 January 2020 be confirmed and approved by the Chairman as a correct record of those proceedings (copies previously circulated).

3 Declarations of Interest

To receive declarations of the existence and nature of any private interests, both disclosable pecuniary and any other registrable interests, in any matter to be considered or being considered.

4 Questions and Representations from the Public

To receive questions and representations from the public under Rules 3 and 4 of the Executive Procedure Rules of the Constitution

5 Questions from Members

To receive questions and representations from Members under Rule 5 of the Executive Procedure Rules of the Constitution

6 Budget Scrutiny 2020-2021 - Resources Portfolio Holder (Pages 7 - 16)

To consider a report from the Chairman of the Budget Scrutiny Review Group which submits the comments, conclusions and recommendation of the Budget Scrutiny Review Group 2020/21.

RECOMMENDATIONS that:

1. the Executive recommend to Full Council the proposed increase in Council Tax, as set out in the Budget papers to Council on 27 February 2020;
2. the Executive recommend to Full Council the budget proposal for 2020/21; and
3. That Executive recommend to Full Council the acquisition of Voreda House as part of the One Eden Single Site project.

7 Approval of Revenue and Capital Budgets 2020-2021 Budget 2020-2021 and Medium Term Financial Plan - Resources Portfolio Holder (Pages 17 - 34)

To consider report F13/20 from the Chief Finance Officer which:

1. receives and considers responses to the Council's Budget Consultation, which was published on 21 January 2020; and
2. outlines the steps being taken through the One Eden Transformation Programme to deliver a balanced budget at the Council meeting on 27 February 2020.

RECOMMENDATIONS that the Executive:

1. approve Corporate Plan Growth as set out in Appendix A;
2. approve and recommend the balanced Revenue budget to Full Council as set out in Appendix B;
3. consider and recommend a Council Tax increase of £5 on a Band D property to Full Council;
4. recommend the proposed capital programme 2020/21 – 2023/24 to Full Council set out in Appendix C;
5. note the latest Medium Term Financial Plan (MTFP) for 2020/21 to 2023/24 as set out in Appendix D;
6. note the impact of the proposed budget on reserves and recommend the reserves to Full Council as set out in Appendix E;
7. subject to necessary searches, surveys, due diligence and the approval of the Capital Programme the Council acquire Voreda House plus costs of Stamp Duty Liability Tax (SDLT) and fees as set out in Appendix F;
8. recommend to Full Council the replacement of windows, internal refurbishment, IT connectivity and project costs to be funded from the Single Site capital budget included in the capital programme;

9. recommend to Full Council that the Council relocate its staff from Mansion House and Town Hall to Voreda House;
10. approve the One Eden Transformation workstreams as set out in paragraph 11.3;
11. approve the governance structure of the One Eden Transformation Programme as set out in paragraph 11.17; and
12. approve the savings targets for the four work streams as set out in paragraph 11.20.

8 Corporate Performance Report: October to December 2019 - Leader Portfolio Holder *(Pages 35 - 44)*

To consider report CE1/20 from the Chief Executive which seeks to:

1. provide a summary of progress against the corporate performance targets for the period October to December 2019; and
2. inform the Executive and Scrutiny Co-ordinating Board of any areas of concern or issues requiring attention and the remedial activity in place to deal with these.

RECOMMENDATION that the progress to date be noted, and the action being taken to address areas of concern.

9 Nomination as an Asset of Community Value – Crown Inn, Morland - Resources Portfolio Holder *(Pages 45 - 66)*

To consider report G09/20 from the Director of Corporate Services which seeks to consider the nomination of the Crown Inn, Morland as an Asset of Community Value under the Localism Act 2011.

RECOMMENDATION that the nomination of the Crown Inn, Morland as an asset of community value be accepted.

10 Fit 4 All Outreach Activity Scheme: Request for Funding - Communities Portfolio Holder *(Pages 67 - 74)*

To consider report PP3/20 from the Assistant Director Community Services which seeks to include revenue funding of £20K within the Medium Term Financial Plan to enable the continued operation of the Fit 4 All Outreach Activity Scheme in Appleby, Kirkoswald and Shap and expand to Alston, Kirkby Stephen and Penrith in 2020/21. Funding to be in place as a minimum through to 2023 in order to reflect the current Council Plan.

RECOMMENDATION that members include £20K funding within the Medium Term Financial Plan in order to allow the Fit 4 All Outreach Activity Scheme to operate in the locations identified above during 2020/21 in order to achieve the action “Support activities programmes such as Fit 4 All for older residents” under the Healthy, Safe

and Secure priority in the Corporate Plan 2019-2023.

11 Any Other Items which the Chairman decides are urgent

12 Date of Next Scheduled Meeting

The date of the next meeting be confirmed as 7 April 2020.

13 Exclusion of the Press and Public

To consider whether, in accordance with Section 100A(4) of the Local Government Act 1972, members of the public (including the press) should be excluded from the meeting during discussion of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 to Schedule 12A of the Act.

14 Approval of Revenue and Capital Budgets 2020-2021 Budget 2020-2021 and Medium Term Financial Plan - Resources Portfolio Holder (Pages 75 - 78)

This appendix sets out information supporting report F13/20 from the Chief Finance Officer which is exempt under Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Yours faithfully



R Rouse
Chief Executive

Democratic Services Contact: Claire Watters

Encs

For Attention

All members of the Council

Chairman – Councillor V Taylor (Liberal Democrat Group)

Vice Chairman – Councillor M Robinson (Independent Group)

Councillors

J Derbyshire, Liberal Democrat Group
K Greenwood, Independent Group
M Rudhall, Liberal Democrat Group

L Sharp, Labour Group
M Tonkin, Independent Group

Please Note:

- 1. Access to the internet in the Council Chamber and Committee room is available via the guest wi-fi – no password is required**
- 2. Under the Openness of Local Government Bodies Regulations 2014 this meeting has been advertised as a public meeting (unless stated otherwise) and as such could be filmed or recorded by the media or members of the public**

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Report No: G10/20

**Eden District Council
Scrutiny Co-ordinating Board**

20 February 2020

Executive

25 February 2020

Council

27 February 2020

Budget Scrutiny Review 2020/21

Report from:	Chairman of the Budget Scrutiny Review Group
Wards:	All Wards
OPEN PUBLIC ITEM	

1 Purpose

- 1.1 The purpose of this report is to submit the comments, conclusions and recommendation of the Budget Scrutiny Review Group 2020/21.

2 Recommendation

Scrutiny Co-ordinating Board

That the final report of the Budget Scrutiny Review Group 2020/21 be approved including the following recommendations:

1. That Scrutiny Co-ordinating Board endorse the proposed increase in Council Tax, as set out in the Budget Papers to Council on 27 February 2020.
2. That Scrutiny Co-ordinating Board be recommended to support the budget proposal for 2020/21.
3. That Scrutiny Co-ordinating Board be recommended to endorse the acquisition of Voreda House as part of the One Eden Single Site project.
4. That the Scrutiny Co-ordinating Board endorse the Budget Scrutiny Review Group's be set up from May 2020 onwards in order to have a more strategic oversight of the Budget throughout the year.

Executive

That the Executive considers the final report of the Budget Scrutiny Review Group for approval including the following recommendations:

1. That the Executive recommend to full Council the proposed increase in Council Tax, as set out in the Budget papers to Council on 27 February 2020.
2. That Executive recommend to full Council the budget proposal for 2020/21.

3. That Executive recommend to full Council the acquisition of Voreda House as part of the One Eden Single Site project.

Council

That Council considers the final report of the Budget Scrutiny Review Group for approval including the following recommendation:

That the Budget Scrutiny Review Group recommend that a Budget Planning Committee be set up from May 2020 onwards in order to have a more strategic oversight of the Budget which includes major projects such as One Eden and the purchase of Voreda House throughout the year.

3 Report Details

- 3.1 The following Members were nominated to the Budget Scrutiny Review Group 2020/21:

Councillor R Orchard

Councillor P Baker

Councillor W Patterson

Councillor S Lancaster

Councillor N McCall

- 3.2 Councillor R Orchard was elected Chairman of the Group.

- 3.3 The Terms of Reference agreed were:

1. To consider whether the Executive has produced an effective budget that would meet the Council's corporate priorities and strategic actions in the Council Plan.

2. To review the significant movements in the base budget, progress with savings proposals to meet the budget gap and any growth items, across all portfolios.

3. To ensure that the recommendations from last year's Budget Scrutiny Review have been implemented.

- 3.4 The Review group met on a number of occasions.

- 3.5 The full report can be found at Appendix A.

4 Policy Framework

- 4.1 The Council has four corporate priorities which are:

- Sustainable;
- Healthy, safe and secure;
- Connected; and
- Creative

- 4.2 This report meets sustainable corporate priority

5 Consultation

- 5.1 No consultations were undertaken as part of this review.

6 Implications

6.1 Financial and Resources

- 6.1.1 Any decision to reduce or increase resources or alternatively increase income must be made within the context of the Council's stated priorities, as set out in its Council Plan 2019-2023 as agreed at Council on 7 November 2019.

There are no proposals in this report that would reduce or increase resources.

6.2 Legal

- 6.2.1 There are no legal implications arising from this report.

6.3 Human Resources

- 6.3.1 There are no Human Resources implications arising from this report.

6.4 Statutory Considerations

Consideration:	Details of any implications and proposed measures to address:
Equality and Diversity	No issues
Health, Social Environmental and Economic Impact	No issues
Crime and Disorder	No issues
Children and Safeguarding	No issues

6.5 Risk Management

Risk	Consequence	Controls Required
That the budget setting process is not properly scrutinised	The budget could be incorrectly set.	It is best practice for scrutiny to investigate the draft budget to ensure the budget has been produced in accordance with the Resources Plan.

7 Other Options Considered

- 7.1 No other options were considered.

8 Reasons for the Decision/Recommendation

- 8.1 In the opinion of the Budget Review group, as far as they were able to ascertain, the budget being presented to the Executive was an effective budget that would meet the Council's corporate priorities and strategic actions in the corporate plan.

Tracking Information

Governance Check	Date Considered
Chief Finance Officer (or Deputy)	17 th February 2020
Monitoring Officer (or Deputy)	17 th February 2020
Relevant Director	

Background Papers: **G62/19 Budget Scrutiny 2020/21 – Scrutiny
Co-ordinating Board Report – 19 September 2019**

Appendices: **Appendix 1 – Report of the Budget Scrutiny Review
2020/21**

Contact Officer: **Vivien Little, Member Services Team Leader**

Scrutiny at Eden

Budget Scrutiny Review 2020/2021

February 2020

Chairman's Foreword

Unfortunately with the changes of financial leadership it has not proved possible to carry out a full detailed Scrutiny Review of the 2020-2021 Budget. Because of the decision to change the way in which the budget is formulated and the need to incorporate the One Eden Transformation Project the budget was already delayed and we were not able to begin to consider it until January and even at that stage many items were not settled. Added to that the loss of the Assistant Financial Director and their temporary replacement left the Finance Dept without a lead for a period. The interim replacements came aboard in November but inevitably needed a little time to assimilate what was required and to make meaningful contribution. A further complication was the late General Election and further delays to the issue of data on Government funding. Yet another complication was the late addition to the programme to proceed with the Single Site proposal using Voreda House. We were only advised of this final item on February 12th when we received the final Draft Budget.

None the less we have carried out a detailed strategic appraisal of the Budget, the setting process and the funding of the Council and we believe it to be robust and achievable and in the case of the Single Site Proposals offers the prospect of substantial savings going forward and we recommend acceptance as per our attached Report.

We have made an important Recommendation going forward and that is the establishment of a Budget Planning Committee made up of members to work alongside the Finance Dept throughout the Council Year monitoring the Budget and planning for the subsequent year budgets. It is our wish to see that operating from the start of the next Council Year.

I must pay great tribute to the temporary Financial Officers Paul Sutton and Tim ?????? who have gone out of their way to communicate with us and guide us through the various proposals contained in the new Budget. I must also pay tribute to my fellow Committee Members who have bent over backwards to try to make often very hastily called meetings to achieve compilation of this exercise within the very tight time parameters.

Finally as ever our thanks to Vivien Little and her team, especially Karen Wyeth for their enormous help during this process.

Councillor Rob Orchard

Chairman Budget Scrutiny Review Committee 2020-2021

1. Background

1.1 Scrutiny of the 2020/2021 budgets began later than normal, in December 2019. This was due to a number of factors. Firstly, the Assistant Director Finance, the Council's S151 officer, left the Council in October 2019. Due to the change management policy being in place, a full time replacement was not sought immediately, and an officer to fill the role on an interim basis was sought. While the post was filled, the officer selected left due to family reasons.

1.2 The current Interim Chief Financial Officer/s151 Officer and the Strategic Advisor Corporate Finance joined the Council in November 2019 on an interim basis. They immediately began work on budget setting, but required time to understand Eden District Council's systems and methodology.

1.3 The Council is undergoing a period of change, with the introduction of the One Eden Transformation programme. This programme is designed to improve the way the Council works, and will provide efficiency savings as well as a better service to the public. However, preparing the business case for this and the impact it has on the budget has taken longer than expected, therefore the whole budget setting process was delayed, and the budget setting meeting of full Council moved back two weeks until the 27 February 2020.

1.4 Initially, three Members volunteered to sit on the Review Group. The group had varying levels of experience of scrutinising the budget. This rose to five.

1.5 The key points that the Members raised in the previous year were that:

To make most efficient use of Executive Members', Officers' and Members of Budget Scrutiny Review Group's time, during the budget setting process, one single day should be set aside and all Portfolio Holder budget meetings should be held on that day, to be agreed when the Calendar of Meetings for the forthcoming year is being prepared.

That the practise of the circulation of budget papers in addition to meeting notes, allowing them to consider recommendations in greater detail should continue on a permanent basis.

That the Budget Scrutiny process should have members from all recognised political groups, and that a number of standing deputies should be recruited at the same time as volunteers are sought.

1.6 The Review Group

1.6.1 Councillor R Orchard, G Nicolson, P Baker, W Patterson. Councillor Nicolson left the group, and Councillors S Lancaster and N McCall joined the group.

1.6.2 Councillor Orchard was elected Chairman of the Review Group on 14 November 2019.

1.6.3 The group confirmed its Terms of Reference at the first meeting, which were to:

1. To consider whether the Executive has produced an effective budget that would meet the Council's corporate priorities and strategic actions in the Council Plan.
2. To review the significant movements in the base budget, progress with savings proposals to meet the budget gap and any growth items, across all portfolios.
3. To ensure that the recommendations from last year's Budget Scrutiny Review have been implemented.

1.7 Methodology

- 1.7.1 At its first meeting the Review Group heard from the Interim Chief Finance Officer/s151 and the Strategic Advisor Corporate Finance, who had both recently started their roles at Eden District Council. They informed Members of what they had learned of the challenges facing the Council moving forward, and the work that they had been brought in to do, and their previous experience. The upcoming General Election would have an impact on the timing of the budget as it was uncertain when Councils would receive notification of the settlement figures.
- 1.7.2 At the second meeting on 8 January 2020, the Review Group went into more detail regarding the Council budget and the pressures on it. The group agreed that they needed to focus on a more strategic, long term view of the budget rather than interrogating individual Portfolio Holders, focusing on topics such as the Medium Term Financial Plan. It was mooted that a Budget Committee could be set up which would meet on a regular basis in order to have better oversight of the budget.
- 1.7.3 At the third meeting of the group on 4 February 2020, the Review Group looked at what the impact of raising the Council Tax would be on the Council Budget.
- 1.7.4 At the fourth and final meeting of the group on 12 February 2020, the Members discussed and agreed the recommendations.
- 1.7.5 The final report of the Review Group will be discussed at the extraordinary Scrutiny Co-ordinating Board on 20 February 2020.
- 1.7.6 It is proposed that the final report is considered by Executive on 25 February 2020 and full Council on 27 February 2020.

2. Findings

- 2.1 The Group agreed from the first meeting that the remit of the scrutiny group was not to comment on the specific values contained within the budget, but should take a far more strategic approach. Individual interrogation of the Portfolio Holders may have worked in previous years, but ultimately the budget needed to be looked at as a whole rather than taken in piecemeal fashion.

- 2.2 Members were concerned that the process was taking place so late, with the result that they felt there was not adequate time to scrutinise the budget. Members were reassured that the timescales were workable, and that with there no longer being a need to scrutinise individual Portfolio Holders, it was felt that there was enough time to give the budget due consideration.
- 2.3 The Members did continue to feel that the time scale was extremely tight, and they felt that perhaps there wasn't the oversight of the budget in the detail that they would prefer. While they had seen the highlights, and taken them on board, they would prefer to have a greater understanding of the budget in order to make recommendations.
- 2.4 However, this feeling led them to a discussion about the way Budget Scrutiny could be undertaken moving forward. The Interim Chief Finance Officer said that other Councils had set up Budget Planning Committees, and that perhaps there was a role for that in Eden District Council. The Review Group agreed, and it was felt it was a good recommendation to put forward.
- 2.5 The Members discussed the proposal which was being put forward regarding buying Voreda House. It was felt that as the single site was the cornerstone of the One Eden Project, that this would be a positive move forward. Council had already identified the capital of £2.3 million for Single Site at its meeting on 19 April 2018 (minute CI/135/04/18), and this purchase could be completed for under this amount. Negotiations were at an advanced stage, and a report would be being brought to Council in due course.

3. Conclusions

- 3.1 Members of the Budget Scrutiny Review Group considered any potential increase to the Council Tax carefully and given the information with which they were presented, agreed that supporting the Council Tax increase was the best way forward.
- 3.2 The Members considered the previous way that Budget Scrutiny had taken place, and compared it to how it had been done this year. They agreed that the need to undertake a line by line examination of the budget was not necessary, and therefore the decision was taken not to have meetings with each individual Portfolio Holder.
- 3.3 With the savings that the Council will have to make over the next few years, Members felt that it was important to have continual oversight of the budget, rather than just during the budget setting process, which only looks forward, and not at trends throughout the Council. Therefore they felt that there was merit in setting up a committee designed specifically to monitor the budget. The Budget Scrutiny Review Group wished to look at setting the terms of reference after the budget setting process for this year and will reconvene during March. This will feed into the constitution review process which is ongoing.

4. Recommendations

1. That the Budget Scrutiny Review Group recommend that Scrutiny Co-ordinating Board endorse the proposed increase in Council Tax, as set out in the Budget papers to Council on 27 February 2020.
2. That Scrutiny Co-ordinating Board be recommended to support the budget proposal for 2020/2021.
3. That Scrutiny Co-ordinating Board be recommended to endorse the acquisition of Voreda House as part of the One Eden Single Site project.
4. That the Budget Scrutiny Review Group recommend that a Budget Planning Committee be set up from May 2020 onwards in order to have a more strategic oversight of the Budget throughout the year.

For further information:

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Eden District Council

Executive

25 February 2020

Corporate Plan, Budgets 2020/21, One Eden Transformation & Medium Term Financial Plan

Portfolio:	Resources and Leader
Report from:	Chief Finance Officer
Wards:	All Wards
OPEN PUBLIC ITEM except for Appendix F which is not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972	

1. Purpose

- 1.1 The Council is required to produce a balanced budget for 2020/21 as the basis for calculating its level of Council Tax. The Council has to base that budget on its Corporate Plan priorities and service delivery requirements estimated for the year, recognising any changes in service demand that may arise in future years.
- 1.2 To receive and consider responses to the Council's Budget Consultation, which was published on 21 January 2020.
- 1.3 To outline the steps being taken through the One Eden Transformation Programme to deliver a balanced budget at the Council meeting on 27 February 2020.

2. Recommendations

The Executive is recommended to:

- 2.1 To approve Corporate Plan Growth as set out in Appendix A.
- 2.2 To approve the balanced Revenue budget and recommend it to Full Council as set out in Appendix B.
- 2.3 To consider a Council Tax increase of £5 on a Band D property and recommend it to Full Council.
- 2.4 To recommend the proposed capital programme 2020/21 – 2023/24 to Full Council set out in Appendix C.
- 2.5 To note the latest Medium Term Financial Plan (MTFP) for 2020/21 to 2023/24 as set out in Appendix D.
- 2.6 To note the impact of the proposed budget on reserves and recommend the reserves to Full Council as set out in Appendix E.
- 2.7 Subject to necessary searches, surveys, due diligence and the approval of the Capital Programme to recommend to Full Council that the Council acquire Voreda House plus costs of Stamp Duty Liability Tax (SDLT) and fees as set out in Appendix F.
- 2.8 To recommend to Full Council the replacement of windows, internal refurbishment, IT connectivity and project costs to be funded from the Single Site capital budget included in the capital programme.
- 2.9 Recommend to Full Council that the Council relocate its staff from Mansion House and Town Hall to Voreda House.
- 2.10 To approve the One Eden Transformation workstreams as set out in paragraph 11.3.

- 2.11 To approve the governance structure of the One Eden Transformation Programme as set out in paragraph 11.17.
- 2.12 To approve the savings targets for the four work streams as set out in paragraph 11.20.

3. Background

- 3.1 The Council adopted, on 7 November 2019, a new Corporate Plan 2019–2023, which set out the vision and strategic priorities for the Council for the next four years:

Vision

Our vision for Eden is of a place where people act together to meet the needs of all and ensure the well-being of future generations.

Strategic Priorities

Sustainable

Make our Council financially viable, customer focused and zero carbon. Co-produce economic opportunities and strategies which will protect Eden's working cultural landscapes and biodiversity, aiming to store more carbon than is produced in the District.

Healthy, Safe and Secure

Improve housing, both new build and existing, working towards self-sufficiency in energy; and co-produce healthy, connected, prosperous communities, for all, young and old, urban and rural.

Connected

Improve digital connectivity, transport and access to attract and support businesses, employees and families, connecting Eden with the global economy and knowledge industries. People connected in communities and with access to education, work, healthcare and leisure and combat isolation.

Creative

Encourage innovation in tourism, food and green industries and support businesses to respond to national and global changes. Develop arts and cultural activities to add to town centre vibrancy; support communities; and improve health and wellbeing.

- 3.2 The Council also approved, on 7 November 2019, the One Eden Case for Change report, which outlined the proposals for the One Eden Transformation Programme designed to transform Eden District Council into an organisation which is sustainable and fit for the future. A Council that delivers services to meet customer's needs - residents, businesses and partners. Additionally, the Council will have a workforce with the skills and capacity to ensure that customers' needs are met and that the organisation is both well managed and effective.
- 3.3 The 7 November 2019 report recognised the need to undertake this in line with the Council's Budget Setting timetable and proposed that a further report be presented in February 2020.
- 3.4 In order to ensure the three component parts; (the Corporate Plan, One Eden Transformation and Budget) are aligned, phase 1 of One Eden was designed to fundamentally review the Council's Medium Term Financial Plan including what reserves the Council held.

- 3.5 The review was completed and initial Budget Proposals for 2020/21 were reported to the Executive on 21 January 2020. Since this meeting, further work has been undertaken to establish how the Council can support the aspirations of the Corporate Plan and how the One Eden Transformation Programme will generate the savings required to ensure a balanced Budget and sustainable Medium Term Financial Plan.

4. Corporate Plan Commitments & Growth

- 4.1 The Corporate Plan sets out both existing and new priorities and objectives for the Council to deliver over the medium term. Whilst some of these are embedded in the existing financial plans, others will require additional financial investment if they are to be achieved in the timescales set in the Corporate Plan.
- 4.2 Work is underway on the development of the detailed milestones, which will set out clearly the key deliverables within each of the four Corporate Plan headings and the timescales over which they will be delivered. These will then be recorded and progress measured through the Council's Performance Framework to be reported on a quarterly basis starting in Quarter 1 of 2020/21.
- 4.3 The plan has been analysed to identify those area that would require additional funding to achieve the outcome stated. It is also important to capture funding that supports the plan investments that are already incorporated in the budget and forecasts. Appendix A sets out both the additional funding required and also the direct funding, which is already included within the budget.
- 4.4 At this stage the new funding included is largely for exploratory and feasibility works ahead of delivering larger projects. This work will scope the future capital requirements, however initial estimates for these have been included for context.
- 4.5 The financial commitments have been incorporated into the Budget and Medium Term Financial Plan. The following paragraphs analyse the budget and any changes from the initial proposals in January before setting out how the One Eden Transformation Programme has been designed to address the savings required to deliver a sustainable budget and MTFP.

5. Final Local Government Finance Settlement

- 5.1 The final Local Government Finance settlement was announced on 6 February 2020 although the parliamentary debate has been delayed until week commencing 24 February. The settlement may technically not be approved before our budget is set although the likelihood of changes are slight. There is one change to the initial budget proposals after the confirmation of the Section 31 Grant (under the Local Government Act 2003). This is a refund paid from the government for business rate discounts that are given to businesses that the government has directed.
- 5.2 There has however been some further intelligence around the future Fairer Funding Reforms. At this stage however there is still no detailed modelling but there is analysis of those types of authority that might fare better or worse given the expected change to the formula.
- 5.3 Whilst Inner London Boroughs are expected to lose most Rural Districts are also expected to lose rather than gain. The forecasts from 2021/22 have therefore been revisited and the MTFP updated accordingly.
- 5.4 In addition, the Government has also announced that a consultation will be held in the Spring on a replacement for the New Homes Bonus. Although it is positive that the scheme is being replaced and not removed, until the detail of the consultation is known it is unclear how this will impact future years' funding. A prudent view has therefore been taken reducing funding by 25%.

- 5.5 The table below sets out all of the Government funding streams, which beyond 2020/21 is extremely uncertain and almost impossible to predict.

Grants and Funding	Provisional 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24
	£000	£000	£000	£000
Settlement Funding Assessment	1,784	0	0	0
Cumbria Business Rates Pool	387	0	0	0
Section 31 Grants (Government Discounts)	197	0	0	0
"Fair Funding Reform" Grant	0	2,713	2,713	2,713
Rural Services Delivery Grant	678	0	0	0
New Homes Bonus	697	523	523	523
Homelessness Prevention	127	130	132	135
Total	3,870	3,365	3,368	3,371

6. Revenue Budget 2020/21

- 6.1 The revenue budget proposals are unchanged from those reported in January apart from those included as growth at Appendix A. These have been incorporated into the revenue budget and adjustments made to reserves where appropriate. The revised revenue budget is set out at Appendix B.
- 6.2 The overall effect of the corporate plan commitments in 2020/21 is £100k. The total increase is £500k and £400k is funded through earmarked reserves.

7. Capital Programme 2020/21 – 2023/24

- 7.1 The capital budget proposals are set out in Appendix C and include the Corporate Plan Growth items included at Appendix B. These result in an increase in commitments across the full term of the Programme of £1.95m. This is part funded by reserves however £1.6m is currently expected to be financed from borrowing. This will have a consequence on revenue, and the impact has been incorporated into the forecasts in the MTFP.
- 7.2 The Heart of Cumbria Loan schedule has been amended to reflect the latest schedule of completions received from Persimmon. The scheme funding in earmarked reserves has been amended accordingly and there is no other impact on funding.

8. Council Tax Increase 2020/21

- 8.1 It is proposed that the level of Council Tax for Eden District be increased by £5 per annum from £190.75 to £195.75 for a band D property.

8.2 The implications of the increase by Band are set out in the table below:

Council tax band	Valuations	Annual cost 2019/2020	Proposed cost 2020/2021	Proposed increase pence per week
Band A	Under £40,001	£127.17	£130.50	6p
Band B	£40,001-£52,000	£148.36	£152.25	7p
Band C	£52,001-£68,000	£169.56	£174.00	9p
Band D	£68,001-£88,000	£190.75	£195.75	10p
Band E	£88,001-£120,000	£233.14	£239.25	12p
Band F	£120,001-£160,000	£275.53	£282.75	14p
Band G	£160,001-£320,000	£317.92	£326.25	16p
Band H	Over £320,000	£381.50	£391.50	19p

9. Medium Term Financial Plan 2020/21 – 2023/24

- 9.1 The Medium Term Financial Plan (attached at Appendix D) has been updated to reflect the amendments to the Revenue Budget 2020/21, the Capital Programme 2020/21 – 2023/24 and the additional forecast growth from the Corporate Plan Commitments.
- 9.2 The revisions to the MTFP result in a funding gap of £411k in 2020/21 with a total of rising to £1.3m in 2023/24. The funding gap will be addressed through the implementation of the future phases of the One Eden Transformation Programme, which are set out in detail below.

10. Reserves & Balances

- 10.1 The Council's Earmarked Reserves, General Fund Balance and Capital Resources are set out at Appendix E.

11. One Eden Transformation Programme

- 11.1 The One Eden Transformation Programme is a financially driven, customer focussed, and transformative change programme designed to deliver both a sustainable fit for purpose future organisation and the savings outlined in the MTFP above, in order to ensure a sustainable future for the Council.
- 11.2 Phase 1 has already been delivered and included a detailed review of the Medium-Term Financial Plan, financial management and budget process.

- 11.3 Comprising six key workstreams, as outlined in figure 1 below, the programme design reflects the themes arising from the organisational analysis completed in late 2019 and the delivery of the Corporate Plan.



Figure 1 – One Eden Change Programme

- 11.4 The programme is agile and non-linear in terms of delivery milestones but all activity will be aligned to converge with the move to the new corporate headquarters in order to take full advantage of the improved IT infrastructure and capability, the customer centric reconfigured services and the intention to deliver integrated services with partners. It is envisaged that the headquarters will also provide both a physical and locality connection to services delivered by the County Council and other public service providers. This will ensure that customers in Eden have sustainable and easily accessible public services designed around their needs.
- 11.5 Each workstream includes a number of interconnected projects, some of which are already in the delivery stages and others that are in development. All projects align with the agreed programme design principles to ensure that the overarching objectives will be achieved

Single Site – Purchase, Refurbish and Relocate Corporate Headquarters.

- 11.6 The Council has been exploring a single site solution for a number of years and the delivery of this is at the heart of the proposed transformation assisting with the change in delivery and culture of the Council going forward.
- 11.7 The Council was recently made aware that Voreda House, a purpose-built office block situated on the same street as the current Town Hall, was available for sale. The current occupants are the NHS and the Council engaged a local valuer to provide advice and support in making an offer for the property.

- 11.8 An agreement has been concluded with the NHS for the acquisition of the property and the terms and value are included at (exempt) Appendix F. The acquisition and refurbishment costs can be met from within the Single Site budget that is already included within the Capital Programme set out above.
- 11.9 The acquisition transaction does require approval by Full Council and it is therefore a recommendation from Executive that the Council acquire Voreda House from the NHS on the terms set out in Appendix F and refurbish the property to make it fit for the Council's use.
- 11.10 Subject to approval by the Executive and Full Council, the technical and service requirements are proposed to commence in March 2020 in preparation for the move to the new headquarters in Q4, 2020/21. All Council, County Council and, where applicable, partnership services will be fully engaged throughout the process in line with the customer centric design principles.

HR – Strategic, Operational HR Management and Culture Change.

- 11.11 In support of the transition to the new organisational design a strategic review of the HR function has been undertaken and the suite of core HR policies are being refreshed in line with sector best practice and the perceived needs of the future organisation. These are all important steps in developing the desired customer focussed culture and will underpin the development of leadership behaviours, skills and staffing.

Constitution – Improving Legibility and Decision Making

- 11.12 The constitution sets out the rules around how the Council operates in accordance with law how to make decisions and the procedures which are followed to ensure that these decisions are lawful, efficient, transparent and accountable to local people. Some of these processes are required by law, while others are a matter for the Council to choose. The changes to the Council's operating model will need to be reflected in the constitution and it is recognised that the document needs to be clear, concise and user friendly to improve decision making and compliance. The review of the constitution is already underway and will continue throughout the remodelling phases.

Operational Delivery – Customer Triage and Resolution, Locality Working, Commissioning and Procurement

- 11.13 This is the most influential workstream when considering the design of the future organisation. It involves analysing core processes, using lean principles, and reconfiguring the organisation both in terms of skills and capacity to reflect the most efficient way to service customer demand. This also includes internal customer processes relating to governance and decision making. Work is already underway to identify and agree the initial process scope, the relevant service representatives and any additional skill requirements in relation to process re-engineering.

Digital Shared Service – A Fundamental Enabler and Key Dependency for the One Eden programme

11.14 Information technology is the foundation for all significant customer centric change programmes. The ability to reconfigure and integrate systems to deliver lean processes, flexible and mobile working methods and a system architecture that can easily and efficiently adapt to the changing needs of the customer and organisation is fundamental. Work is already underway with the Digital Shared Service to guarantee that the IT infrastructure is able to meet the existing and future demands of the One Eden Programme.

Programme Management - The most widely recognised and successful approach for the management of a range of interrelated change projects

- 11.15 The services of an experienced Programme Manager have been secured to design and develop the programme, its governance and performance management arrangements to ensure that the One Eden programme delivers the desired outcomes.
- 11.16 Corporate Leadership Team act as the Leadership Steering group and receive monthly updates from the Programme Board. The updates will be provided in the form of an exception report, using the RAG status method (Red, Amber and Green), accompanied by a narrative describing the direction of travel and any leadership team discussion items.
- 11.17 The Programme Board supports the delivery of each work stream, including each of the workstream projects, and acts as the guardian of the design principles whilst also ensuring that the project interrelationships are properly considered and coordinated.



Figure 2 – Indicative governance structure

- 11.18 Executive will be provided with detailed quarterly progress reports, commencing March 2020, that include a summarised programme RAG status, progress to date and agreed or proposed next steps. This will ensure high-level visibility and accountability.

Benefits Realisation and Savings Targets

11.19 As outlined at paragraph 11.13 the programme will lead to significant changes to the organisation and how it is configured whilst also securing the necessary savings for the Medium Term Financial Plan. The review of core processes will lead to a redistribution of resources; it is during this phase that activities no longer required will be quantified and used to achieve the efficiency target.

11.20 At this stage the savings targets are expected to be generated through 3 of the workstreams and are set out in the table below:

	2020/21 Estimate £000	2021/22 Forecast £000	2022/23 Forecast £000	2023/24 Forecast £000	Total Forecast £000
Workstream					
Single Site		75	25	50	150
Operational Delivery	211	290	50	79	630
Digital Shared Service	100	130	10	20	260
Finance - Commercial	100	150	10	20	280
Savings Target	411	645	95	169	1,320

12. Policy Framework

12.1 The Council has four corporate priorities which are:

- Sustainable;
- Healthy, Safe and Secure;
- Connected; and
- Creative.

12.2 The annual budget forms an essential part of the Council's budgetary and policy framework and is in accordance with the sustainable corporate priority.

13. Consultation

13.1 The Executive have been consulted on the report and the Budget Scrutiny group convened to consider a presentation on its content. The report forms the first part of the formal budget setting process and the budget will be consulted upon publicly once approved.

14. Implications

Financial and Resources

14.1 Any decision to reduce or increase resources or alternatively increase income must be made within the context of the Council's stated priorities, as set out in its Council Plan 2019-2023, as agreed at Council on 7 November 2019.

14.2 The nature of the report means that Financial and Resources implications are dealt with throughout the body of the report.

Legal

- 14.3 The Council is mandated to set a balanced budget, explaining how expenditure is funded and the impact upon reserves and balances.
- 14.4 The report complies with the statutory timescales for the setting of the Council's budget and the Council Tax.

Human Resources

- 14.5 There are no direct Human Resources implications.

14.6 Statutory Considerations

Consideration:	Details of any implications and proposed measures to address:
Equality and Diversity	There are no implications
Health, Social Environmental and Economic Impact	There are no implications
Crime and Disorder	There are no implications
Children and Safeguarding	There are no implications

14.7 Risk Management

Risk	Consequence	Controls Required
A funding gap remains on the Councils MTFP although the position has improved since last February. The lack of forecast information, pressure on budgets and flexibility in local tax setting continue to make maintaining a sustainable budget in the medium term difficult. Specific risks are dealt with throughout the report	Lack of fiscal control. Decline in reserves. Poor External Audit VFM Conclusion.	Budget Setting process needs to be robust and include all stakeholders. Budget monitoring must be accurate and timely and lead to proactive decision making.

15. Other Options Considered

- 15.1 No other options have been considered.

16. Reasons for the Decision/Recommendation

- 16.1 For Executive to recommend the budget proposed to full Council and the wider financial implications of the One Eden Programme including the purchase of Voreda House.

Tracking Information

Governance Check	Date Considered
Chief Finance Officer (or Deputy)	17 February 2020
Monitoring Officer (or Deputy)	17 February 2020
Relevant Director	17 February 2020

Background Papers: None

Appendices:

- Appendix A – Corporate Plan Growth**
- Appendix B – Revenue Final Budget Proposals 2020/21**
- Appendix C – Capital Programme 2020/21 – 2023/24**
- Appendix D – Medium Term Financial Plan**
- Appendix E – Reserves and Balances**
- Appendix F – (Confidential) - Voreda House Acquisition – Financial Business Case**

Contact Officer: Paul Sutton, Interim Chief Finance Officer

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Proposed Commitments to Corporate Plan Priorities

	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	Total £000
Sustainable					
Local Development Plan (Revenue)	100	100	25		225
One Eden					
Transformation Programme (Revenue)	200	150	75		425
Single Site (Capital)	2,300				2,300
Low Carbon					
Support for EDC Carbon Reduction Schemes (4 year Capital)	250				250
Prepare District Wide Strategy (Revenue)	28				28
Waste & Recycling					
Procurement of New Service 2022/23 (Revenue)	55	25			80
Healthy, Safe & Secure					
Active Eden					
Strategy, Specification & Mobilisation (Revenue)	25	25			50
Sustainable Housing					
Housing Innovation Fund (Capital)	358				358
Business Case for Housing Delivery (Revenue)	100				100
Support for Housing Delivery (Capital)		650			650
Rural Strategy					
Support for a Rural Growth Deal (Revenue)	20				20
Working Age Population					
Production of a Younger Persons Strategy (Revenue)	20				20
Connected					
Community Engagement					
Local Strategic Partners Summit (Revenue)	5	5	5	5	20
Locality Member Decision Making (Revenue)	10				10
Public Transport					
Commission Needs Survey (Revenue)	10				10
Creative					
Arts & Culture					
Participatory and Community Arts Fund (Revenue)	20				20
Feasibility study for Town Hall Redevelopment (Revenue)	30				30
Town Hall Redevelopment (Capital)			750		750
Low Carbon Business					
Green Business Advisory Service (Revenue)	30	30	30	30	120
Green Business Support Fund (Capital)	150	100	100	100	450
Town Centres					
Support Town Area Plan delivery in Alston, Appleby, Kirkby Stephen (Revenue)	50	50	50	50	200
Support Town Area Working groups in Alston, Appleby, Kirkby Stephen (Revenue)	15	15	15	15	60
New Commitments	650	1,035	1,010	185	2,880
Existing Commitments	3,126	115	40	15	3,296
Total Commitment to Corporate Priorities	3,776	1,150	1,050	200	6,176
Revenue Expenditure	718	400	200	100	1,418
Capital Expenditure	3,058	750	850	100	4,758
Total Commitment to Corporate Priorities	3,776	1,150	1,050	200	6,176

Revenue Budget 2020/21

	Original 2019/20	Current 2019/20	Original 2020/21	Movement	
	£000	£000	£000	£000	%
Chief Executive					
Executive & Support	233	253	188	(45)	-19%
Policy, Performance & HR (Note 1)	287	341	531	244	85%
Customers	417	497	512	95	23%
Total - Chief Executive	937	1,091	1,231	294	
Director of Corporate Services					
Corporate Services	189	168	169	(20)	-11%
Finance	331	216	142	(189)	-57%
ICT	641	641	633	(8)	-1%
Legal & Governance (Note 2)	1,126	1,014	1,025	(101)	-9%
Revenues & Benefits	570	571	621	51	9%
Total - Corporate Services	2,857	2,610	2,590	(267)	
Director of People & Place					
Commissioning & Tech Services (Note 3)	3,888	3,933	4,170	282	7%
Community Services (Note 4)	1,561	1,975	1,173	(388)	-25%
People & Place	116	116	97	(19)	-16%
Planning & Economic Development (Note 5)	378	539	517	139	37%
Total - People & Place	5,943	6,563	5,957	14	
NET COST OF SERVICES	9,737	10,264	9,778	41	
Budget Adjustments & Use of Reserves					
Revenue Contribution to Capital	480	963	1,990	1,510	
Transfer to / (from) General Reserves	(1,027)	(4,373)	0	1,027	
Transfer to / (from) Earmarked Reserves	(295)	2,041	(2,390)	(2,095)	
Interest on Investments - Income					
Interest / Heart of Cumbria	(396)	(180)	(207)	189	
CCLA Property Fund	0	(216)	(246)	(246)	
New Squares	(820)	(820)	(826)	(6)	
NET BUDGET REQUIREMENT	7,679	7,679	8,099	420	
FUNDING					
Settlement Funding Assessment	(2,232)	(2,232)	(1,784)	448	-20%
Section 31 Grants (Gov't Discounts)	(177)	(177)	(197)	(20)	11%
Cumbria Business Rates Pool	(394)	(394)	(387)	7	-2%
Rural Services Delivery Grant	(678)	(678)	(678)	0	0%
Collection Fund Deficit / (Surplus)	228	228	50	(178)	-78%
	(3,253)	(3,253)	(2,996)	257	
Transfer to Parish Councils - CTRS	15	15	15	0	0%
New Homes Bonus	(611)	(611)	(697)	(86)	14%
	(596)	(596)	(682)	(86)	
Council Tax Income					
Baseline	(3,932)	(3,932)	(3,932)	0	0%
Taxbase increase	0	0	(24)	(24)	100%
Council Tax Increase @ £5	0	0	(104)	(104)	100%
Collection Fund Deficit / (Surplus)	102	102	50	(52)	-51%
	(3,830)	(3,830)	(4,010)	(180)	
TOTAL INCOME	(7,679)	(7,679)	(7,688)	(9)	
FUNDING GAP	0	0	411	411	

Notes

1. Original 2020/21 Includes Growth funding for the One Eden Transformation Programme.
2. Original 2020/21 includes Growth funding for Community Engagement.
3. Original 2020/21 includes Growth funding for Active Eden and Arts & Culture.
4. Original 2020/21 includes Growth funding for Sustainable Housing & Rural Strategy.
5. Original 2020/21 includes Growth funding for Working Age Population, Low Carbon Business & Town Centres.

Capital Programme 2020/21-2024/25

Description	Owner	Original 2020/21	Slippage B/Fwd	Estimate 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25	Total
		£000	£000	£000	£000	£000	£000	£000	£000
IT Renewals	Ben Wright	70	0	70	70	57			197
Eden Business Park Ph1	Jane Langston		59	59					59
Castle Park Vision	Jane Langston		187	187					187
Footway Lighting	Jane Langston		482	482					482
Mansion House staff facilities	Jane Langston		32	32					32
Leisure Centre Equipment & Maintenance	Jane Langston	438	137	575	2				577
Land Assembly TH Site	Matthew Neal		2,300	2,300					2,300
Loans to Heart of Cumbria	Matthew Neal	870	0	870	1,296	546	696	290	3,698
Disc Renov grant	Robert Docherty		100	100					100
Disabled Facility Grants	Robert Docherty	440	0	440	440	440	440	440	2,200
Housing Innovation fund	Robert Docherty		358	358					358
Newton Rd Extra Care Facility	Robert Docherty		288	288					288
Green Business Support Fund				150	100	100	100	100	550
Housing Delivery					650				650
Town Hall Redevelopment						750			750
Total		1,818	3,943	5,911	2,558	1,893	1,236	830	12,428

FUNDING	Original 2020/21	Slippage B/Fwd	Estimate 2020/21	Forecast 2021/22	Forecast 2022/23	Forecast 2023/24	Forecast 2024/25	Total
	£000	£000	£000	£000	£000	£000	£000	£000
Capital Receipts	0	673	673	0	0	0	0	673
Direct Revenue/Reserves	1,378	970	2,498	1,468	703	696	290	5,655
Capital Grants	440	0	440	440	440	440	440	2,200
Borrowing	0	2,300	2,300	650	750	100	100	3,900
Total	1,818	3,943	5,911	2,558	1,893	1,236	830	12,428

Medium Term Financial Plan 2019-2024

	2019/20 Approved	2019/20 Revised	2020/21 Estimate	2021/22 Forecast	2022/23 Forecast	2023/24 Forecast
	£000	£000	£000	£000	£000	£000
EXPENDITURE						
Approved Base Budget	9,287	8,665	10,264	9,367	8,745	8,889
Unavoidable Pressures						
Salaries & Pensions			232	270	280	290
Contract Pressures		178	50	100	100	100
Total Budget Pressures	0	178	282	370	380	390
One Off Growth						
Recommissioning of Service Contracts	65	65	55	(125)		
Proposed Growth	159	159	(159)			
Approved Growth	91	91	(15)	(23)	(53)	
Appleby Heritage Action Zone	50	50	22	(19)	(53)	
Armed Forces Support Hub and Outreach	5	5	0	(5)		
Community Housing Scheme		552	(552)			
Penrith Vision Master Plan		70	(70)			
In Year Growth funded from Reserves		324	(324)			
Local Development Plan		25	75		(25)	(75)
Local Elections	80	80	(80)			80
Corporate Plan Growth			500	(215)	(55)	(75)
Interest Costs on Borrowing				40	45	3
Total Budget Changes	450	1,421	(548)	(347)	(141)	(67)
Savings Targets						
One Eden	0	0	(411)	(645)	(95)	(169)
Pension Savings	0	0	(100)	0	0	0
Additional Investment Income	0	0	(120)	0	0	0
Total One Eden Business Case Savings	0	0	(631)	(645)	(95)	(169)
NET COST OF SERVICES	9,737	10,264	9,367	8,745	8,889	9,043
Budget Adjustments & Use of Reserves						
Revenue Contribution to Capital	480	963	1,990	700	270	500
Transfer to / (from) General Reserves	(1,027)	(4,373)	0	0	0	0
Transfer to / (from) Earmarked Reserves	(295)	2,041	(2,390)	(700)	(270)	(500)
Interest on Investments - Income						
Interest / Heart of Cumbria	(396)	(180)	(207)	(237)	(225)	(225)
CCLA Property Fund	0	(216)	(246)	(246)	(246)	(246)
New Squares	(820)	(820)	(826)	(831)	(837)	(837)
NET BUDGET REQUIREMENT	7,679	7,679	7,688	7,431	7,581	7,735

	2019/20 Approved	2019/20 Revised	2020/21 Estimate	2021/22 Forecast	2022/23 Forecast	2023/24 Forecast
	£000	£000	£000	£000	£000	£000
FUNDING						
Settlement Funding Assessment	(2,232)	(2,232)	(1,784)	0	0	0
Section 31 Grants (Gov't Discounts)	(177)	(177)	(197)			
Cumbria Business Rates Pool	(394)	(394)	(387)	0	0	0
Rural Services Delivery Grant	(678)	(678)	(678)	0	0	0
"Fair Funding Reform" Grant	0	0	0	(2,713)	(2,713)	(2,713)
Collection Fund Deficit / (Surplus)	228	228	50	0	0	0
	(3,253)	(3,253)	(2,996)	(2,713)	(2,713)	(2,713)
Transfer to Parish Councils - CTRS	15	15	15	15	15	15
New Homes Bonus	(611)	(611)	(697)	(523)	(523)	(523)
	(596)	(596)	(682)	(508)	(508)	(508)
Council Tax Income						
Baseline	(3,932)	(3,932)	(3,933)	(4,080)	(4,230)	(4,383)
Taxbase increase	0	0	(24)	(24)	(24)	(24)
Council Tax Increase @ £5	0	0	(104)	(105)	(106)	(107)
Collection Fund Deficit / (Surplus)	102	102	50	0	0	0
TOTAL INCOME	(7,679)	(7,679)	(7,689)	(7,430)	(7,581)	(7,735)
FUNDING GAP	0	0	(0)	0	(0)	(0)
General Fund Balance						
Balance B/Fwd	7,574	7,574	3,201	3,201	3,201	3,201
Net Transfers In Year	(1,027)	(4,373)	0	0	0	0
Balance C/Fwd	6,547	3,201	3,201	3,201	3,201	3,201
Earmarked Reserves						
Balance B/Fwd	6,442	6,442	8,483	6,093	4,625	3,922
Net Transfers In Year	(295)	2,041	(2,390)	(1,468)	(703)	(696)
Balance C/Fwd	6,147	8,483	6,093	4,625	3,922	3,226
Total Revenue Reserves						
Balance B/Fwd	14,016	14,016	11,684	9,294	7,826	7,280
Net Transfers In Year	(1,322)	(2,332)	(2,390)	(1,468)	(703)	(696)
Balance C/Fwd	12,694	11,684	9,294	7,826	7,123	6,427

Earmarked Reserves and Capital Balances

Revenue Reserves	Balance	Budget		In Year	Balance	Budget		Balance	Budget		Balance	Budget		Balance	Budget		Balance
	31/03/2019	Out	In	Adj.	31/03/2020	Out	In	31/03/2021	Out	In	31/03/2022	Out	In	31/03/2023	Out	In	31/03/2024
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Existing Reserves																	
Renewals Fund	1,009			(327)	682	(324)		358	(172)		186	(157)		29			29
IT Renewals Fund	81			(81)	0			0			0			0			0
Capital Funding	403			(20)	383	(150)		233			233			233			233
Homelessness	111			(21)	90			90			90			90			90
Repossession	30				30			30			30			30			30
Building Regulations	121				121			121			121			121			121
Community Fund	114				114			114			114			114			114
Affordable Housing Fund	1,170		1,000	(974)	1,196	(746)		450			450			450			450
BRRS Reserve	93				93			93			93			93			93
Community Housing Fund	839	(552)			287			287			287			287			287
Penrith Vision	73	(70)			3			3			3			3			3
Appleby HAZ	14				14			14			14			14			14
Custom, Brown Field,	79			(17)	62			62			62			62			62
Neighbourhood Plans																	
Transformation Reserve	500			(50)	450	(200)		250			250			250			250
Place Shaping Reserve	250			(52)	198	(100)		98			98			98			98
Energy Efficiency Reserve	100			(74)	26			26			26			26			26
Heat Networks Reserve	136			(136)	0			0			0			0			0
Signature Fund	290				290			290			290			290			290
Others	29				29			29			29			29			29
New Reserves																	
Heart of Cumbria Loan	0			4,415	4,415	(870)		3,545	(1,296)		2,249	(546)		1,703	(696)		1,007
Total	5,442	(622)	1,000	2,663	8,483	(2,390)	0	6,093	(1,468)	0	4,625	(703)	0	3,922	(696)	0	3,226
General Fund Balance	7,574	(423)	0	(3,950)	3,201	0		3,201		0	3,201		0	3,201		0	3,201
Capital Reserves																	
Capital Receipts	1,296	(1,000)	272	(349)	219	(673)		(454)			(454)			(454)			(454)
Unapplied Capital Grants	662			(478)	184			184			184			184			184
	2,039	(1,000)	272	(827)	403	(673)	0	(270)	0	0	(270)	0	0	(270)	0	0	(270)

Eden District Council

Executive
25 February 2020

Scrutiny Co-ordinating Board
26 March 2020

Corporate Performance Report: October to December 2019

Portfolio:	Leader
Report from:	Chief Executive
Wards:	All Wards
OPEN PUBLIC ITEM	

1 Purpose

1.1 The purpose of this report is to:

1. Provide a summary of progress against the corporate performance targets for the period October to December 2019; and
2. Inform the Executive and Scrutiny Co-ordinating Board of any areas of concern or issues requiring attention and the remedial activity in place to deal with these.

2 Recommendations

It is recommended that the progress to date be noted, and the action being taken to address areas of concern.

3 Report

- 3.1 Executive has previously received reports on the corporate performance framework covering quarters 1 and 2 of 2019/20. This is the third report covering Quarter 3 - October to December 2019. It incorporates new milestones from the Corporate Plan that was adopted by the Council in November 2019. The reporting process will continue to be refined in future reports.
- 3.2 Members will note from the Corporate Plan Dashboard at Appendix A that progress against the four priorities is good, with 32 of the 39 strategic objectives being green and 7 amber. The amber objectives relate to:

Sustainable

- Meet 2030 net Zero Carbon target
- Invest in Heart of Cumbria

Connected

- Lobby for improvements to public transport
- Build resilient integrated transport networks
- Renewed working arrangements with Town and Parish Councils
- Electric vehicle charging points

Healthy, Safe & Secure

- Attract younger families to the District

The explanation for the RAG ratings is given in Appendix A.

- 3.5 The other key part of the new corporate performance framework is the series of quarterly performance clinics which are now being held with Assistant Directors and Heads of Service by the Corporate Leadership Team. This is an effective way of ensuring that all aspects of services are delivering, looking at Corporate Plan priorities, other services priorities, key performance indicators, risk management, financial management, staff turnover and sickness.
- 3.6 A summary scorecard of service performance is attached at Appendix B. It shows that performance across the services in Quarter 3 was strong with the majority of aspects being rated as green. There are no red RAG ratings, as sickness levels in Commissioning and Technical Services, which in Quarter 2 rose was 3.86% and red rated, fell to below 3% in Quarter 2 and is now rated amber.

4 Policy Framework

- 4.1 The Council has four corporate priorities which are:

- Sustainable;
- Healthy, Safe and Secure;
- Connected; and
- Creative

- 4.2 This report meets all of the above priorities.

5 Consultation

- 5.1 In terms of the Performance Management Framework, senior managers, members of the Executive and the Chairman of Scrutiny Co-ordinating Board were consulted in drafting the new framework.

6 Implications

6.1 Financial and Resources

- 6.1.1 There are no direct financial implications arising from this report.

6.2 Legal

- 6.2.1 The provision of functions set out in this report shall be provided in accordance with relevant legal requirements including those that impact on equality and diversity and taking account of the legal duties that the Council has towards staff.

6.3 Human Resources

- 6.3.1 There are no direct financial implications arising from this report.

6.4 Statutory Considerations

Consideration:	Details of any implications and proposed measures to address:
Equality and Diversity	Performance management has a positive impact on the consideration of and delivery of positive outcomes in terms of Equality and Diversity.
Health, Social Environmental and Economic Impact	Performance management has a positive impact on the consideration of and delivery of positive outcomes in terms of Health, Social, Environmental and Economic Impact.
Crime and Disorder	Performance management has a positive impact on

Consideration:	Details of any implications and proposed measures to address:
	the consideration of and delivery of positive outcomes in terms of Crime and Disorder.
Children and Safeguarding	Performance management has a positive impact on the consideration of and delivery of positive outcomes in terms of Children and Safeguarding.

6.5 Risk Management

Risk	Consequence	Controls Required
Risks to public, finance or reputation through poor monitoring of Council Performance.	Adverse impacts on the public, the Council's finances or reputation.	The new performance management framework now links risk management with priority actions, programmes and measures.

7 Other Options Considered

- 7.1 The only other option is not to report on progress against targets set. This is not recommended.

8 Reasons for the Decision/Recommendation

- 8.1 To advise Members of progress against outcomes, including any actions being taken or planned to bring performance on track.

Governance Check	Date Considered
Chief Finance Officer (or Deputy)	13 February 2020
Monitoring Officer (or Deputy)	14 February 2020
Relevant Director	

Background Papers: CE10/19 Corporate Performance Management Framework
CE12/19 Process and Timetable for the Corporate Plan 2019-23
CE13/19 Corporate Performance Report: April to June 2019
CE17/19 Corporate Performance Report: July to September 2019

Appendices: Appendix A - The Draft Corporate Plan Dashboard
Appendix B - Summary of Performance Clinics

Contact Officer: Rose Rouse, Chief Executive

The Draft Corporate Plan Dashboard



Draft Priorities as at Quarter 3 - October to December 2019 (subject to change)

Sustainable

Ecological impact of decisions and actions	G
Zero Carbon Eden Strategy	G
Zero Carbon Emissions by 2030	G
Meet 2030 net Zero Carbon target	A
Review of recycling & streetscene services	G
Review Local Development Framework	G
Business Case for One Eden	G
Develop Financial Strategy to align with Corporate Plan	G
Invest in Heart of Cumbria	A
Support local sustainable energy schemes	G

Connected

Lobby for improvements to public transport	A
Build resilient integrated transport networks	A
Cumbria Cycle Strategy	G
Business Growth Programme	G
Local Strategy Partners Summit	G
Leisure Services provision	G
Plan for Castle Park	G
Newton Rigg College	G
Renewed working arrangements with Town/Parish Councils	A
Develop superfast broadband action plan	G
Electric vehicle charging points	A

Healthy, Safe & Secure

Housing Strategy	G
Housing Supplementary Planning Document (SPD)	G
Support innovative, environmentally sustainable & affordable housing	G
Community Led Housing Schemes	G
Reduce fuel poverty	G
Enable access to grants to improve housing	G
Review of Community Grants	G
Develop Eden Economic Strategy	G
Support activities programmes for older residents	G
Attract younger families to the District	A

Creative

Carbon literacy training for businesses	G
Develop Arts and Culture Strategy	G
Support market towns	G
Review hotel provision in Eden	G
Eden Apprenticeship Scheme	G
Eden Business Support Fund	G
Support programme for businesses managing impact of Brexit	G
Review of employment land	G

Sustainable	Rating
A1 – Assess the ecological impact of all Eden District Council's decisions and actions	G
Internal meeting taken place to agree specification for shared ecological advice covering, development management, planning policy and decisions covered in reports.	
A2 – Prepare a Zero Carbon Eden Strategy to achieve zero carbon emissions by 2030 which considers all activities for which the Council is responsible	G
Draft strategy produced and shared internally for comments and feedback. Setting up members working group to provide further comments. Carbon literacy training arranged for 17 March, 21 April and 14 May for Officers and Members.	
A3 – Work with other Councils and public and private sector organisations (within Eden, Cumbria, the UK and globally) to determine best practice methods to achieve net zero carbon emissions in Eden District by 2030.	G
Officers attended Cumbria climate change meetings and Local Authority climate policy group. Zero Carbon Eden Event programmed to take place on 18 March 2020.	
A4 – Call on the UK Government to provide the powers, resources and funding to meet a 2030 net zero carbon target across Eden District	A
Ask to Government will be developed after the event on 18 March 2020 and the establishment of the Zero Carbon Eden Partnership later in the Spring.	
A5 – Begin the process of recommissioning waste, recycling and streetscene services to deliver sustainability and value for money	G
Review of waste and recycling services by consultant complete and report produced. Scrutiny task and finish group set up to review report and proposals. Due to report in April 2020.	
A6 – Agree the programme for the review of Local Development Framework (Local Plan)	G
A Local Development Scheme along with a Statement of Community Involvement was agreed by the Executive in November 2019. A Member and Officer Working Group is being established to oversee the review of the Local Plan. Funding for the Local Plan Review has been incorporated into the Medium Term Financial Plan.	
A7 – Agree the Business Case for the Council's Transformation Programme (One Eden) by March 2020	G
The business case has been incorporated into the Medium Term Financial Plan which is going to Council on 27 February 2020. Programme Manager for the design stage of the One Eden Programme recruited in January 2020.	
A8 – Develop the Financial Strategy to align to the new Corporate Plan	G
The Medium Term Financial Plan 2020/21 aligns budgets to the Corporate Plan and identifies budget growth to support the new priorities.	
A9 – Invest in Heart of Cumbria Ltd to help delivery Council priorities	A
The Executive approved the governance review in January 2020 which is expected to be in March 2020. This will determine how appropriate investment should be made.	

Sustainable	Rating
A10 – Support the development of local sustainable energy schemes with project management and bids for funding	G
Consultants appointed to develop an outline business case for District Heat Network schemes in Penrith and Pooley Bridge. It is expected these will completed by the end of 2020 leading to funding bids to BEIS in 2021, if financially viable.	

Healthy, Safe and Secure	Rating
B1 – Develop and deliver a Housing Strategy to meet local needs	G
Private sector stock condition survey complete. Draft Housing Strategy and action plan incorporates stakeholder input. Strategy and Action Plan will be considered by Council in April 2020.	
B2 – Publish a Housing Supplementary Planning Document (SPD)	G
A Housing Supplementary Planning Document has been drafted and sent out for consultation. The draft Housing SPD will be considered by the Executive in April 2020.	
B3 – Deliver a strategy which supports innovative, environmentally sustainable and affordable housing	G
Consultants appointed to develop an outline business case for District Heat Network schemes in Penrith and Pooley Bridge. Development of a Section 106 framework including affordable housing is underway and to be completed by December 2020.	
B4 – Support Community Led Housing schemes and self-build and custom-build housing	G
Hub Twitter account launched (@CLHHub1; CLH Hub for Cumbria and Lancaster). New projects progressed with Barton and Pooley Bridge Parish Council and Ainstable Parish Council. Pooley Bridge project to start detailed planning by the Parish Council in Quarter 3 2020/21. Outline plan for Ainstable project to be discussed with Parish Council in March 2020.	
B5 – Deliver a programme to reduce fuel poverty linked to the Zero Carbon Eden Strategy	G
Complete Private Rented Sector MEES Pilot Project in compliance with BEIS requirements and to report back to them on outcomes in March 2020.	
B6 – Conduct a feasibility study for a support service (Homes Improvement Agency) to enable access to grants to improve the condition, energy efficiency and carbon footprint of private rented and owner occupied properties	G
HIA registration completed in December 2019. Draft policies & reports drafted. Discussions with Fix It 4 Eden as potential delivery partner. Proposal expected by Quarter 1 2020/21.	
B7 - Scope a review of community grants for April 2020	G
The Community Fund application forms were reviewed and updated in Quarter 3. T & C will be reviewed by April 2020.	
B8 - Develop an Eden Economic Strategy to support growth, business development, a higher wage economy and skills gaps	G
An Eden Economic Strategy is being drafted and will cover a three year period over the term of the existing Corporate Plan. Expected to be reported to Executive in April 2020.	
B9 - Support activities programme such as fit4all for older residents	G
Continuation of Fit4all programme to be considered by Executive in February 2020.	
B10 - Work in partnership to attract younger families to the district	A
Funding contribution to Yorkshire Dales National Park project agreed in Quarter 3. Broader scoping study to be completed by March 2020.	

Connected	Rating
C1 – Identify opportunities to lobby for improvements to the network of public transport provision	A
Effective communication and influencing channels with County Council and service providers need to be developed in Quarter 1 2020/21. Attended West Coast mainline consultation event in October 2019.	
C2 – Support communities to build resilient integrated transport networks	A
Effective communication and influencing channels with communities and service providers need to be developed in Quarter 1 2020/21.	
C3 – Work in partnership to deliver the Cumbria Cycle Strategy to make Eden an even better place to cycle for those who visit and live here	G
Received positive feedback from villages supported by funding for the Tour Visit Sept 2019. Meeting with CCC to review Cycling Strategy and Action Plan to be organized in March 2020.	
C4 – Prepare a sector specific Business Growth Programme	G
This will be incorporated as part of the Eden Economic Strategy. See B8.	
C5 – Bring together a local strategic partners summit to plan for Eden's future	G
Organisation for this will begin in the Spring for delivery in Quarter 1 2020/21.	
C6 – Prepare a new model for leisure services provision	G
Consultant appointed, workshops have taken place and draft report received. Executive to consider report in April 2020.	
C7 - Initiate co-production of a plan for the future of Castle Park	G
Meetings are taking place with Penrith Town Council, Bowls Club and Tennis Club. Plan to be developed by Quarter 1 2020/21.	
C8 - Support Newton Rigg College to develop a future plan	G
The feasibility study on options to secure a sustainable future for Newton Rigg was completed in November 2019. Awaiting feedback from the operators. LEP has offered support to the operators.	
C9 - Initiate co-production of renewed working arrangements with Town and Parish Councils	A
A meeting with CALC and Cumbria County Council is in the process of being organised to be held in March 2020.	
C10 - Develop a superfast broadband action plan by March 2020, working with partners to upgrade broadband provision to communities and businesses through the Borderlands Deal	G
Action Plan is being developed and there will be links made with the emerging Voucher Scheme from the Borderlands Initiative.	
C11 – Delivering electric vehicle charging points in the district	A
Installer appointed awaiting signed lease agreement expected in March 2020.	

Creative	Rating
D1 – Identify a carbon literacy training offer for businesses	G
The Zero Carbon event has been organised for 18 March 2020. Business representatives have been invited as a start to raise awareness of carbon issues. Bespoke package for business support to be developed in Quarter 1 2020/21 supported by financial allocation in the MTFP.	
D2 – Develop an Arts and Culture Strategy working in collaboration with partners	G
Baseline research has been undertaken to help inform the development of an Arts and Culture Strategy. Funding has been identified in the MTFP for a Partnership Officer to co-ordinate activities with recruitment in Quarter 1 2020/21.	
D3 – Support the market towns in the delivery of plans for their future	G
Market towns are being supported to develop their own action plans where required. Financial support for development of town plans for Alston, Appleby and Kirkby Stephen incorporated in MTFP. Development of plans programmed for Quarter 3 2020/21. Borderlands Place Funding bid for Penrith made in Autumn 2019. Outcome expected Quarter 2 2020/21 with action plan co-produced with CCC and PTC by Quarter 4 2020/21. Penrith parking and movement study underway to be completed Quarter 3 2020/21.	
D4 – Review hotel provision to support the sustainable growth of the local and visitor economy in Eden	G
Hotel demand study for Penrith produced Quarter 3 2019/20 and technical study on Redhills received January 2020. The exit strategy for Mansion House is included in the Medium Term Financial Plan as part of the business plan for single site. Marketing of Mansion House to begin Quarter 1 2020/21.	
D5 – Deliver the Eden Apprenticeship Scheme, ensuring at least 15 apprentices a year are recruited across the district	G
The scheme is currently supporting 11 apprentices and is programmed to support at least 15 apprentices in 2020/21.	
D6 – Deliver the Eden Business Support Fund	G
The Fund is operational and is currently being accessed by 5 businesses.	
D7 - Deliver a support programme for businesses managing the impact of Brexit	G
Specialist advisors have been appointed and will commence delivery in March 2020.	
D8 - Commission a review of employment land to help ensure adequate supply to meet demands for growth	G
Review has been commissioned with results known in March 2020.	

QUARTER 1

Service	Strategic Objectives	Service Delivery (see service areas below)					Financial Resources	People	Assets	ICT	H&S	BCP	Transformation / Improvement	OVERALL RAG
		Service 1	Service 2	Service 3	Service 4	Service 5								
Commissioning and Technical	G	G	G	G	G		G	G	G	G	G	G	G	G
Planning & Economic Development	G	G	G	G	G		G	A	G	G	G	G	G	A
Community Services	G	G	G	G	G	G	G	G	G	G	G	G	G	G
Revenues and Benefits	G	G	G				G	G	G	A	G	G	A	A
Finance	G	G					G	G	G	A	G	G	A	A
Governance	Will report in Quarter 2	*	*	*	*	*	*	*	*	*	*	*	*	*
Policy, Performance & HR	Will report in Quarter 2	*	*	*	*	*	*	*	*	*	*	*	*	*
Transformation & Customer Services	Will report in Quarter 2	*	*	*	*	*	*	*	*	*	*	*	*	*
Total R		0	0	0	0	0	0	0	0	0	0	0	0	0
Total A		0	0	0	0	0	0	1	0	2	0	0	2	3
Total G		5	5	4	3	3	5	4	5	3	5	5	3	2

QUARTER 2

Service	Strategic Objectives	Service Delivery					Financial Resources	People	Assets	ICT	H&S	BCP	Transformation / Improvement	OVERALL RAG
		Service 1	Service 2	Service 3	Service 4	Service 5								
Commissioning and Technical	G	G	G	G	G		G	R	G	G	G	G	G	A
Planning & Economic Development	G	G	G	G	G		G	A	G	G	G	G	G	A
Community Services	G	G	G	G	G	G	G	G	G	G	G	G	G	G
Revenues and Benefits	G	G	G				G	G	G	A	G	G	A	A
Finance	G	G					G	G	G	A	G	G	A	A
Governance	G	G	G	G			A	A	G	A	G	G	A	A
Policy, Performance & HR	G	G	G	A	A	A	G	G	G	A	G	G	G	A
Transformation & Customer Services														
Total R		0	0	0	0	0	0	1	0	0	0	0	0	0
Total A		0	0	0	1	1	1	2	0	4	0	0	3	6
Total G		7	7	6	4	3	6	4	7	3	7	7	4	1

QUARTER 3

Service	Strategic Objectives	Service Delivery					Financial Resources	People	Assets	ICT	H&S	BCP	Transformation / Improvement	OVERALL RAG
		Service 1	Service 2	Service 3	Service 4	Service 5								
Commissioning and Technical	G	G	G	G	G		G	A	G	G	G	G	G	G
Planning & Economic Development	G	G	G	G	G		G	A	G	G	G	G	G	G
Community Services	G	A	A	G	G	G	G	G	G	G	G	G	G	A
Revenues and Benefits	G	G	G				G	G	G	A	G	G	A	A
Finance	G	G					G	G	G	A	G	G	A	A
Governance	G	G	G	G			A	A	G	A	G	G	A	A
Policy, Performance & HR	G	G	G	A	A	A	G	G	G	A	G	G	G	A
Transformation & Customer Services														
Total R		0	0	0	0	0	0	0	0	0	0	0	0	0
Total A		0	1	1	1	1	1	3	0	4	0	0	3	5
Total G		7	6	5	4	3	6	4	7	3	7	7	4	2

QUARTER 4

Service	Strategic Objectives	Service Delivery					Financial Resources	People	Assets	ICT	H&S	BCP	Transformation / Improvement	OVERALL RAG
		Service 1	Service 2	Service 3	Service 4	Service 5								
Commissioning and Technical														
Planning & Economic Development														
Community Services														
Revenues and Benefits														
Finance														
Governance														
Policy, Performance & HR														
Transformation & Customer Services														
Total R		0	0	0	0	0	0	0	0	0	0	0	0	0
Total A		0	0	0	0	0	0	0	0	0	0	0	0	0
Total G		0	0	0	0	0	0	0	0	0	0	0	0	0

SERVICE AREAS:

	1	2	3	4	5
Commissioning and Technical	Building Control	Corporate Health & Safety	Leisure	Property & Estates	
Planning & Economic Development	Economic Development	Tourism	Planning Policy	Planning Development	
Community Services	Communities	Environmental Protection	Food Safety / H&S	Housing	Licensing
Revenues and Benefits	Revenue	Benefits			
Finance	Finance				
Governance	Elections	FOI	Legal Services	Member Services	
Policy, Performance & HR	HR	Health & Wellbeing	Policy & Performance	Information Governance	Data Protection
Transformation & Customer Services	Transformation	Customer Services	Communications		

Report No: G09/20

Eden District Council

Executive

25 February 2020

Nomination as an Asset of Community Value – Crown Inn, Morland

Portfolio:	Resources
Report from:	Director of Corporate Services
Wards:	Morland
OPEN PUBLIC ITEM	

1 Purpose

- 1.1 To consider the nomination of the Crown Inn, Morland as an Asset of Community Value under the Localism Act 2011

2 Recommendation

It is recommended that the nomination of the Crown Inn, Morland as an asset of community value be accepted.

3 Report Details

- 3.1 A nomination has been received from Morland Parish Council for the Crown Inn, Morland to be listed as being of community value. The application was dated and received on 30 September 2019. Clarification on the exact boundary of the area to be nominated was sought from the Parish Council and confirmation in relation to this was received from the Parish Council on 4 December 2019. A copy of the nomination form is attached at Appendix A of this report. The matter could not be progressed until this confirmation was received.
- 3.2 The nominated land is the Crown Inn, Morland. The building is described as being located in the heritage centre of the village. A copy of the plan to which the nomination refers is attached at Appendix B.
- 3.3 Under the Localism Act 2011 ("the Act") and The Assets of Community Value (England) Regulations 2012 made thereunder, the Council has a duty to maintain a list of land in its area which is of community value, and also a list of unsuccessful nominations of such land. There is a summary of the statutory provisions setting out the procedure and criteria for the nomination of land appended to this report as Appendix C.
- 3.4 The Act goes further to state that a nomination must include certain prescribed information in order to be considered by the local authority. The nomination must include a description of the land, names of occupiers and owners of the land, the nominator's reasons for thinking that the land is of community value and evidence that the nominator is eligible to make a nomination.

- 3.5 The nomination of land as an asset of community value can be made by numerous different parties. In this case it has been made by the Parish Council under s89(2)(b)(i) of the Act. The application is valid for the purposes of this nomination and thus the District Council must consider the application.
- 3.6 Land which is of 'community value' is defined in section 88 of the Act. Briefly, its principal use must, in the District Council's opinion, 'further the social wellbeing or social interests of the local community' and 'it must be realistic to think' that such a use 'can continue' in the future.
- 3.7 Under the Act 'Social interests' can include cultural interests, recreational interests or sporting interests.
- 3.8 The Parish Council sets out the reasons why they believe that the nominated land should be viewed as being of community value. The full statement is set out in the nomination form in Appendix A. The statement sets out that:
- the Crown Inn is the only public house in Morland;
 - it is the venue for many of the village groups; and
 - it provides opportunities for the community to come together by hosting events.
- 3.9 A number of statements in support of the nomination have been provided by the Parish Council and these are attached as Appendix D.
- 3.10 It is clear that the nominated land is used for recreational purposes. The nominated land furthers the social interests of the community, therefore it is of community value. This is the only public house within Morland and it brings a significant social benefit to the local community. It is therefore considered that the nomination should be accepted.

4 Policy Framework

- 4.1 The Council has four corporate priorities which are:
- Sustainable;
 - Healthy, safe and secure;
 - Connected; and
 - Creative
- 4.2 This report meets healthy, safe and secure corporate priority

5 Consultation

- 5.1 Consultation has been conducted in accordance with the statutory requirements of the Localism Act 2011. The Executive will be updated at the meeting in respect of any comments received as a result of the consultation process.
- 5.2 The local ward member has provided a statement in support of the nomination. This is included in Appendix D.

6 Implications

6.1 Financial and Resources

- 6.1.1 Any decision to reduce or increase resources or alternatively increase income must be made within the context of the Council's stated priorities, as set out in its Council Plan 2019-23 as agreed at Council on 7 November 2019.
- 6.1.2 There are no proposals in this report that would reduce or increase resources, save as referred to in paragraph 6.2.3 below.

6.2 Legal

- 6.2.1 The legislation provides an appeal mechanism for owners whose land is listed to a First Tier Tribunal, but contains no separate provision for disappointed applicants or nominating groups. However interested parties could seek permission for a judicial review by the High Court of the Council's decision on various grounds, such as illegality, irrationality or procedural impropriety.
- 6.2.2 The Regulations provide that an owner or former owner of listed land is entitled to compensation from the Council if, at a time when the person was the owner of the land and the land was listed, they did incur loss or expense which would likely not have been incurred if the land had not been listed. This situation may potentially arise if the nominated land were to be sold and the value of the land was affected by the moratorium period. It is the owner's responsibility to provide evidence of the extra costs incurred and must be made within 13 weeks of the costs being incurred.
- 6.2.3 The DCLG Community Right to Bid Guidance (October 2012) states that the government will meet the cost of compensation payments of over £20,000 in a financial year. This could occur through a local authority paying out over £20,000 in one financial year either on one large claim or as a combined total on a number of smaller claims. The Council would have to write to the Community Assets Team at the Ministry of Housing, Communities and Local Government with a request for financial support providing evidence of the compensation costs incurred.
- 6.2.4 The Council is generally required to determine the nomination within eight weeks of receipt. This nomination would therefore have been scheduled for determination before 29 January 2020. However, on this particular occasion, further clarification was required before the decision could be reached. The determination period therefore commenced in early December 2019 and this is the first Executive which the matter could be presented to for decision.

6.3 Human Resources

- 6.3.1 There are no Human Resources implications arising out of the proposal.

6.4 Statutory Considerations

Consideration:	Details of any implications and proposed measures to address:
Equality and Diversity	There are not considered to be any equality or diversity implications relevant to the subject matter and the Council's responsibilities nor are there any rurality implications

Health, Social Environmental and Economic Impact	The report takes into account the social interests and wellbeing of the community. There are not considered to be any adverse impacts under this heading.
Crime and Disorder	The Council is aware that adequate amenity provision and the social interests and wellbeing of the community are all matters that are likely to help reduce crime and disorder.
Children and Safeguarding	The Council is aware that adequate amenity provision and the social interests and wellbeing of the community are all matters that are likely to help promote the welfare of children.

6.5 Risk Management

Risk	Consequence	Controls Required
Members' attention has been drawn above in paragraphs 6.2 and Appendix C to the risk of its decision being challenged.	Legal challenge and compensation claims	<p>The Council cannot be sure of the likelihood of any such challenge, which will depend partly on the resources available to those aggrieved. Legal and financial risks are closely linked, as is any impact on the Council's reputation. They are largely dictated by the provisions of the legislation and the Council's duties as explained.</p> <p>Compensation claims potential is explained at paragraph 6.2.3 above.</p> <p>Regardless of the risks the Council must proceed to make a decision in accordance with its statutory duty.</p>

7 Other Options Considered

- 7.1 None as the statutory criteria are considered to be met. The Council has a statutory duty to make a decision on the nomination.

8 Reasons for the Decision/Recommendation

- 8.1 To carry out the Council's statutory duty as the determining authority under the provisions of the Localism Act 2011.
- 8.2 To carry out the Council's duties in conserving the local environment and protecting the wellbeing of the local community of all ages.

Tracking Information

Governance Check	Date Considered
Chief Finance Officer (or Deputy)	17 February 2020
Monitoring Officer (or Deputy)	5 February 2020
Relevant Director	

Background Papers:

Appendices:

Appendix A - Nomination Form
Appendix B - Plan
Appendix C - Statement of Statutory Provisions
Appendix D – Statements in support of the nomination

Contact Officer:

Mr A Strickland, Interim Assistant Director Governance

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Community Right to Bid - Nomination Form

Assistance in completing this form can be found by downloading the guidance from the website

Section 1 About the property to be nominated

Name of property	Crown Inn
Address of property	Water Street
	Morland
Postcode	CA10 3AZ
Property owner's name	Mr Kevin Savage
Address	[REDACTED]
	[REDACTED]
	[REDACTED]
Postcode	[REDACTED]
Tel	[REDACTED]
Current occupier's name	Unsure – new tenant taken over

Section 2 About your community organisation and its contact point

Name of organisation	Morland Parish Council				
Your Title	Miss	First Name	Andrea		
Surname	Runkee				
Position in organisation	Clerk and RFO				
Email address	clerk@morlandparishcouncil.org				
Address	1 Town End Barns				
	Gamblesby				
	Penrith				
Postcode	CA10 1HY	Tel	-	Mobile	[REDACTED]

Organisation type - tick all that apply

<input type="checkbox"/> Unincorporated Community/Voluntary Group	<input checked="" type="checkbox"/> Parish Council
<input type="checkbox"/> Neighbourhood Forum	<input type="checkbox"/> Community Interest Company
<input type="checkbox"/> Industrial and Provident Society	<input type="checkbox"/> Charity
<input type="checkbox"/> Company Limited by Guarantee	<input type="checkbox"/> Other

How many members do you have (this is particularly important for unincorporated community groups)?	6 councilors 1 clerk
--	-------------------------

Section 3 Supporting information for nomination

Any information entered in this section only may be copied and passed onto the owner of the property you are nominating. Definition of an asset of community value can be found in the guidance document.

Why do you feel the property is an asset of community value? Please give as much information as possible and attach any supporting evidence.

The Crown Inn is the only public house in Morland, it provides food and beverages. It is the venue for many of the village groups, including dominoes, darts and pools. The venue also provides many opportunities for the community to come together by hosting events such as live music, quizzes, bon fire night celebrations.

The building itself is located in the heritage centre of the village and it provides an ideal location for visitors to the village, including the annual choristers' camp.

It is vital that this prominent building in the heart of the village is kept alive and vibrant as the effect of a closed pub on the rest of the village centre could be devastating.

Section 4 Boundary of property

What do you consider to be the boundary of the property? Please give as much detail/be descriptive as possible. Please include a plan and if this is not possible, please provide a sketch stating the dimensions of the property to be listed, as precise information is required for registration purposes.

The front boundary of the pub is the main road through the village.

A road forms the boundary along the west side.

The rear of the pub has a outdoor area which is boarded by the village beck side.

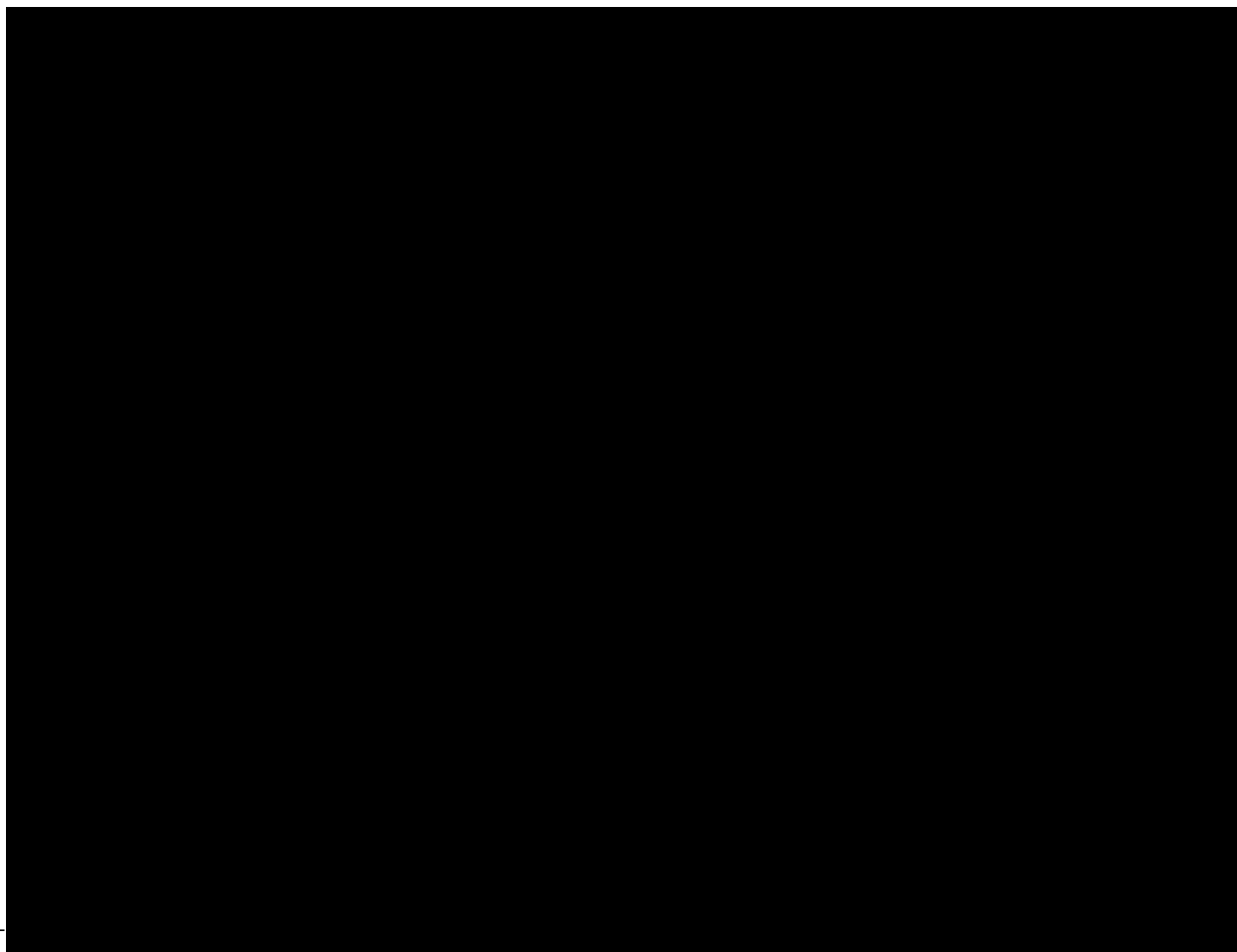
The east side of the pub has the beck as the boundary

Section 5 Attachment checklist

☒ Copy of group constitution – MPC Standing Orders

☐ Name and home addresses of 21 members registered to vote in nomination area (if group is not incorporated), plus confirmation they belong to the group and support the nomination.

☒ Site boundary plan and description



Section 6 Declaration

I can confirm that to the best of my knowledge the information contained in this nomination form is complete and accurate.

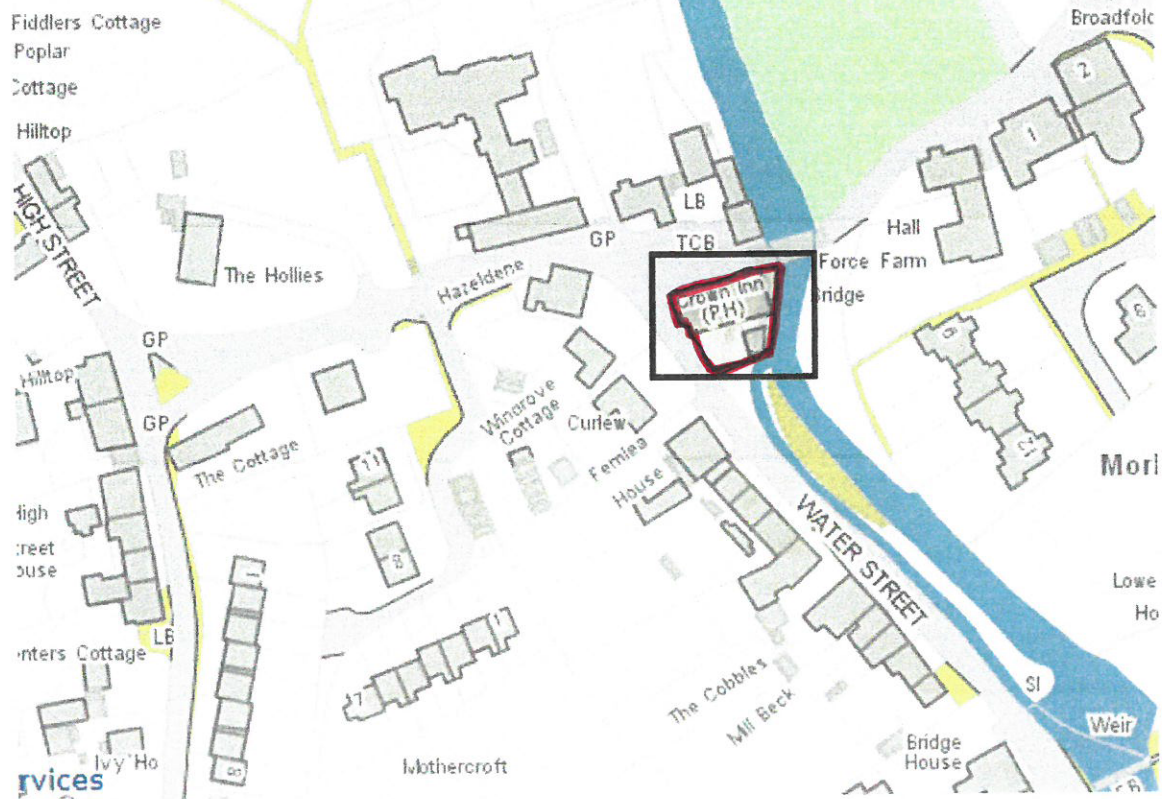
Signed:	A Runkee	Dated:	30.09.19
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Please send your completed form to:

Assistant Director Governance
Eden District Council
Town Hall
Penrith CA11 7QF

or email to: dcls@eden.gov.uk

Revised Plan - submitted 4 December 2019
nominated area shown outlined in red



Section 6 Declaration

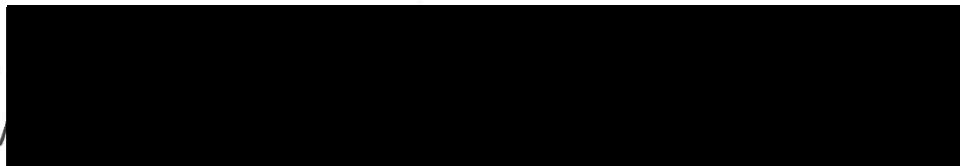
I can confirm that to the best of my knowledge the information contained in this nomination form is complete and accurate.

Signed:	A Runkee	Dated:	30.09.19
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Please send your completed form to:

Assistant Director Governance
Eden District Council
Town Hall
Penrith CA11 7QF

or email to: dcls@eden.gov.uk



Eden District Council

Assets of Community Value

**A Summary of the Statutory Provisions
Procedure to Nominate Land**

1. Introduction

- 1.1 Under the Localism Act, the Council has to maintain a list of land in its area that is of community value. The obligation arises under Section 87 of the Localism Act. It is for the Council to decide the form and content of its list of assets of community value, subject to whatever regulations the Secretary of State may make.

2. Land of Community Value

- 2.1 A building or other land in the Council's area is land of community value if in the authority's opinion:
- a) an actual or current use of the building or other land furthers the social wellbeing or social interests of the local community; and
 - b) it is realistic to think that there can continue to be non-ancillary use of the building or other land which will further (whether or not in the same way) the social wellbeing or social interests of the local community.

3. The Procedure for including Land in a List

- 3.1 Land in the Council's area which is of community value may be included in the list only:
- a) in response to a community nomination; or
 - b) were permitted by regulations made by the Secretary of State.
- 3.2 A community nomination means one which nominates the land in the area for inclusion in the list of assets and is made by a Parish Council or by a person that is a voluntary or community body with a local connection.
- 3.3 Regulations may enable a nomination to be made by someone in circumstances other than where it is a community nomination.
- 3.4 Upon the community nomination being made it must be considered. The Council must accept the nomination if the land is in the Council's area and of community value. If the Council is required to accept the nomination, the authority must cause the land to be included in the list of assets. If the nomination is unsuccessful the Council must give to the person who made the nomination the authority's written reasons for its decision that the land could be included in the list.

4. Notice of Inclusion

- 4.1 The Council must give a written notice of the inclusion or removal of land in its list of assets of community value to:
- a) the owner of the land;
 - b) the occupier of the land if he is not the owner;
 - c) if the land was included in the list in response to a community nomination, the person who made the nomination; and
 - d) any person who is so specified in the regulations.
- 4.2 If appropriate where it is not reasonably practicable to give a notice, the Council may instead take reasonable alternative steps to bring the notice to the person's attention.

5. Review of a Decision

- 5.1 The owner of the land included within the authority's list of assets of community value may ask the authority to review the decision. The Council must notify the person concerned of the decision and the reasons for the decision on any review. The Council may remove the land and if it does so, must give notice to the body which made any community nomination.

6. List of Unsuccessful Community Nominations

- 6.1 The Council must maintain a list of land in its area that has been nominated by unsuccessful community nominations. This list is to be known as the list of land nominated by unsuccessful community nominations.

7. Publication

- 7.1 The Council must publish its list of assets of community value and the list of any land nominated by unsuccessful community nominations. The list must be available for inspection. The Council must provide a free copy of its list of assets to any person who asks for it.

8. Moratorium

- 8.1 The person who is the owner of land which is included within the authority's list of assets of community value must not enter into a relevant disposal of the land unless certain conditions are met. The conditions are:
- a) The particular person has notified the Council in writing of that person's wish to enter into relevant disposal of the land;
 - b) Either the interim moratorium period has ended without the Council having received from any Community Interest Group a written request for the Group to be treated as a potential bidder for the land or the full moratorium period has ended; or
 - c) That the protected period has not ended.

- 8.2 There are exclusions from the moratorium where a disposal is by way of gift or in relation to a disposal by will or intestacy, amongst others.
- 8.3 The full moratorium period means six months beginning with the date upon which the Council receives notification under Condition 8.1 a.
- 8.4 The interim moratorium period means six weeks beginning with the date upon which the Council receives notification under Condition 8.1 a.
- 8.5 The protected period means the period of eighteen months beginning with the date upon which the Council receives notification in relation to the disposal under Condition 8.1 a.
- 8.6 The meaning of the term “relevant disposal” is defined in the Act: Section 96 and includes the disposal of the freehold estate or the grant of a qualifying leasehold estate. The effect of the moratorium is that the community has to make an initial expression of interest in six months and the owner cannot sell to anyone else for six months if it does.
- 8.7 The effect of listing is to prevent a sale until there has been an adequate period to submit a bid should the owner wish to sell.
- 8.8 The Council’s list of assets must reveal that the notice has been received and indicate the date upon which the notice was received and the moratorium periods which are applicable.
- 8.9 If the Council receives from a Community Interest Group a written request to be treated as a potential bidder, the Council must pass that notification onto the owner or inform the owner of the details of the request. This obligation arises if the notice is received before the end of the interim moratorium period.
- 8.10 The Localism Act enables the Secretary of State to make regulations providing for the payment of compensation.

9. Local Land Charge

- 9.1 If land is included within the list of assets of community value, it should be included in the local land charges register. The Secretary of State may make regulations providing for enforcement and do anything to give advice and assistance in relation to land of community value. The Council has a duty to co-operate with other local authorities if different parts of any land are in different local authority areas. The District Council is the appropriate local authority for the purposes of the application of these provisions. A Parish Council is not a local authority for this purpose. A County Council is only a local authority for this purpose where there is no District Council in the area concerned.

10. The Regulations

- 10.1 The Secretary of State has made the Assets of Community Value (England) Regulations 2012. The Regulations came into force on 21 September 2012, the day after they were made. The Regulations identify land which is not of community value. The following are not land which is of community value and therefore may not be listed:

- A residence together with any land connected with that residence, however, land which is a residence falls within the exclusion may be listed if the residences of a building that is partly used as a residence and but for that residential use of the building the land would be eligible for listing.
- Land on which a site license is required under the Caravan Sites and Control of Development Act cannot be listed.
- Operational land as defined in Section 263 of the Town & Country Planning Act 1990 cannot be listed. Operational land is that which belongs to a statutory undertaker.

10.2 The Regulations define what is meant by “a local connection”. The activities that the body concerned must be wholly or partly connected with the Council’s area and there may be a requirement for it to have at least twenty-one local members if it is a Neighbourhood Forum. A voluntary or community body means:

- a Neighbourhood Forum
- Parish Council
- a non incorporated body with at least twenty-one individuals who are members and which does not distribute any surplus to its members
- a charity
- a company limited by guarantee which does not distribute any surplus to its members
- an industrial and providence society which similarly does not distribute any surplus; and
- a community interest company.

11. Content of a Community Nomination

11.1 A community nomination must include:

- A description of the nominated land including its proposed boundaries;
- A statement of all the information which the nominator has with regard to the current occupants and the owner;
- The nominator’s reasons for thinking that the Council should conclude the land is of community value and the evidence that the nominator is able to make the community nomination.

11.2 The Council has a period of eight weeks to respond to the nomination. The Council must notify a Parish Council, the owner of the land and any occupant that a nomination is under consideration.

12. Compensation

12.1 An owner is entitled to compensation from the Council of such amount as the Council may determine in the following circumstances:

- 12.2 That the person making the claim has at the time when the person was the owner of the land the land was listed incurred loss or expense in relation to the land which would be likely not to have been incurred if the land had not been listed.
- 12.3 The regulations identify that a claim arising from any period of delay in entering into a binding agreement to sell the land which is wholly caused by the prohibition upon the disposal and a claim for reasonable legal expenses incurred in any successful appeal against the Council's decision are claims which may be made.
- 12.4 A claim for compensation must be made in writing to the Council and before the end of the period of thirteen weeks after the loss or expense was incurred. The claim must state the amount of compensation which is being sought and be supported by evidence. The Council must give the claimant written reasons for its decision in relation to any request for compensation.
- 12.5 The regulations identify that a body which has its accounts audited under Section 2 of the Audit Commission Act 1998, a department or body to which Section 6 of the National Audit Act 1983 applies and a body which has its resources examinable under Section 7 of the 1983 Act may not claim compensation.
- 12.6 A person who makes a claim for compensation may ask the Council to review its decisions in relation to compensation, a written for a decision must be given. An appeal may be made to a first tier tribunal against any decision of the Council on any review.
- 12.7 The Council must notify the owners and mortgagees of any listed land as soon as practicable after the land is entered on the register.
- 12.8 The regulations set out a procedure for a listing and a compensation review and identified relevant disposals to which the Act does not apply. There are fifteen such examples.

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

10th September 2019

A Runkee
Clerk to Morland Parish Council

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Dear Andrea

Re: Listing if the Crown Inn, Morland as a Significant Community Asset

As a member of the Campaign for Real Ale (CAMRA) and a regular of the Crown for many years now, I feel that it is in the long-term interest of the pub and village community to reapply for the Crown Inn to be registered as a significant community asset.

As such should the Inn come up for sale a six-month moratorium may be invoked by any community group while they try to put together a system capable of buying and running the place. It is my belief that there are sufficient people in Morland willing and able to support a viable bid and operation should this become necessary.

It is hardly necessary to state the obvious social importance pubs have assumed in communities over hundreds of years, both directly and indirectly. Even villagers who have no interest in using the pub (or church or school) are happy to benefit from the desirability of their homes in a fully serviced community, and of course the Crown is the only pub we have now.

The Crown Inn attracts a wide range of social class and has its own successful darts and pool teams as well as a popular quiz evening. I have been instrumental in setting up the very popular Crown Inn Singers community choir which has added a new dimension to the function and social life of the village pub.

The loss of such a focus would verge on catastrophic for the village, so any measure however precautionary should be taken advantage of.

Your sincerely

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

11 September 2019

Andie Runkee
Clerk to Morland Parish Council

Dear Andie,

Re: Listing of the Crown Inn, Morland as a Asset of Community Value

I am pleased that the Parish Council have again decided to apply to list The Crown Inn as an Asset of Community Value.

The Crown Inn provides community facilities that are an essential part of life for the residents of Morland, contributing to the quality of life of the villagers.

It is now widely recognised that having a local pub is linked to improved well being due to social engagement. Frequenting a local pub can directly affect peoples social network size and how engaged they are with their local community. These networks provide us with the single most important buffer against mental and physical illness.

The Crown Inn has its own Community Choir, a thriving quiz night, a darts team, an annual fireworks display and has provided a venue for a local book club and recently a ukulele group. It is also the focal point for Village Christmas and New Year celebrations.

I am also encouraged that Eden District Council have, in their local plan, recognised the important role that local pubs play in maintaining thriving communities and I look forward to a successful reinstatement of The Crown Inn as a Significant Community Asset.

Yours sincerely,

[REDACTED]

From: [REDACTED]
Sent: 12 September 2019 17:05
To: clerk@morlandparishcouncil.org
Subject: Listing of the Crown Inn, Morland - Asset of Community Value

Dear Andie,

We are pleased that the Parish Council have again decided to apply to list the Crown Inn, Morland as an Asset of Community Value.

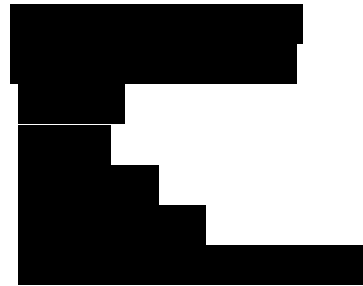
The Crown Inn not only provides community facilities that are an essential part of life for the residents of Morland, but also helps new residents to access a network within their local community.

There are many regular social events held in the pub that may cease to continue if the pub was to close.

We look forward to a successful reinstatement of the Crown Inn as an Asset of Community Value.

Yours sincerely,

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]



19th September 2019

FAO Andrea Runkee
Clerk to Morland Parish Council

Dear Andrea,

The Crown Inn, Morland - Significant Community Asset

We were very pleased to hear that Morland Parish Council have again decided to apply for Significant Community Asset status for the Crown Inn, Morland.

We cannot emphasise how important the Crown Inn is to our community. It played a large part in our decision to move here in 2015 and continues to be one of the reasons that we enjoy living here so much, as it has enabled us to socialise and make new friends with many of the residents of Morland and the surrounding areas. Friends that otherwise we probably wouldn't have met, seeing as we do not have children nor do we attend church.

The Crown Inn provides important facilities that enable the people in Morland and the surrounding areas to get together whether it is through the darts and pool teams, pub quizzes, the community choir, book clubs, ukulele group or just plain socialising. There is an annual fireworks display and the main focal point for village Christmas and New Year celebrations. It is a meeting point for all ages and backgrounds and as such is definitely an asset to the community!

We are very encouraged that Eden District Council has recognised the important role that local pubs play in maintaining thriving communities and to this end hope that the application to the District Council for reinstatement of the Crown Inn, Morland as a Significant Community Asset is successful.

Yours sincerely

A black rectangular redaction box covering the signature of the sender.

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

19th September 2019

Andrea Runkee
Clerk to Morland Parish Council

Dear Andrea,

Re: Listing of the Crown Inn, Morland as a Significant Community Asset

I was very surprised and concerned to learn that The Crown Inn, Morland, had recently lost its Significant Community Asset status. I am pleased that the Parish Council have again decided to apply for that status.

Having a pub in the village was a very important part of our decision to buy a house in Morland in 2013. Since then, the Crown Inn has enabled us to meet and befriend many other people who live in the village, through pub quizzes, choir, book clubs and general reunions.

As I don't go to church nor have children of primary school age, it is unlikely that I would have met, socialised or made friends with as many of the residents of Morland and surrounding villages. The Crown Inn is a meeting point for people, across all ages (well, over 18), backgrounds and walks of life. As such, the Crown Inn provides community, and a sense of place now rare in our increasingly fragmented world; it is all the more precious for it.

I feel very strongly that the presence of the Crown Inn, and the sociability that it enables, has over the years significantly contributed to my well-being, and that of many other local residents.

I very much hope and expect that the application to Eden District Council for the reinstatement of the Crown Inn, Morland as a Significant Community Asset will be successful.

Yours sincerely,

[REDACTED]

From: Mike Tonkin <Mike.Tonkin@eden.gov.uk>
Sent: 24 September 2019 10:41
To: 'clerk@morlandparishcouncil.org'
Subject: Crown Inn

Hello,
I would like to give my support to the Morland Parish Council in applying for the Crown Inn, Morland to be registered as a community asset. This public house is a valued central point in the village and is well used by locals and many clubs and groups of residents.
Regards
Co. Mike Tonkin (EDC ward councillor for Morland)

Eden District Council

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Report No: PP3/20

Eden District Council

Executive

25 February 2020

Fit 4 All Outreach Activity Scheme: Request for Funding

Portfolio:	Communities
Report from:	Assistant Director Community Services
Wards:	All Wards
OPEN PUBLIC ITEM	

1 Purpose

- 1.1 To include revenue funding of £20K within the Medium Term Financial Plan to enable the continued operation of the Fit 4 All Outreach Activity Scheme in Appleby, Kirkoswald and Shap and expand to Alston, Kirkby Stephen and Penrith in 2020/21. Funding to be in place as a minimum through to 2023 in order to reflect the current Council Plan.

2 Recommendation

- 2.1 It is recommended that members include £20K funding within the Medium Term Financial Plan in order to allow the Fit 4 All Outreach Activity Scheme to operate in the locations identified above during 2020/21 in order to achieve the action "Support activities programmes such as Fit 4 All for older residents" under the Healthy, Safe and Secure priority in the Corporate Plan 2019-2023.

3 Report Details**3.1 Background**

- 3.1.1 The Council has been operating the Fit 4 All Outreach Activity Scheme on a "pilot" basis since February 2018. The pilot was introduced as the 50+ activities at Penrith Leisure Centre were proving to be so beneficial to those attending, it was decided that it would be good to provide a level of activity for those perhaps unable to access Penrith Leisure Centre. Following a consultation exercise with interested local communities and parishes, supported by Action with Communities in Cumbria (ACT), the locations of Dufton and Shap were chosen in which to set up weekly Fit 4 All pilot sessions.
- 3.1.2 The Dufton session ran up until the end of September 2019 when it was moved to the Hub at Appleby at the request of participants. In June 2019, a need was identified and a further Fit 4 All session was started in Kirkoswald. A Fit 4 All session is due to start in early 2020 in Alston and it is also hoped to extend the scheme to include Kirkby Stephen and Penrith in 2020.
- 3.1.3 The Fit 4 All scheme has the aim of encouraging people in their older years to become more active in a friendly, sociable setting in their own community, especially where people do not have access to transport or may never want to access a Leisure Centre. The supervised two hour weekly sessions offer a

range of activities including movement and gentle exercise, sports and games.

- 3.1.4 The social element of the sessions is as important as the exercise element and the Fit 4 All sessions are helping to reduce social and rural isolation as well as improving the physical and mental health and wellbeing of the participants. The following quotes from participants help to demonstrate this:

‘At 85 years of age, this is keeping me alive!....When I started I couldn’t get out of the chair, so I did the exercises from the chair, now I can do them standing.’

‘When I suffer ill health I can feel trapped in the home.... I suffer from depression in the winter months – these sessions’ help.’

‘The best part of this is that I can bring my husband (who has dementia) and he can do the activities alongside me. The social aspect is as important as the physical aspect.’

- 3.1.5 The Fit 4 All sessions are staffed by qualified and experienced activators employed through the Council’s Leisure contractor, GLL. Currently there are 25 people registered with the Shap scheme, 15 with the Appleby Scheme and 14 with the Kirkoswald scheme and these numbers are continuing to grow. In terms of average weekly attendance figures the numbers are as follows:

- Appleby 10
- Kirkoswald 9
- Shap 16

- 3.1.6 The Fit 4 All scheme has been funded from existing Council Leisure and Communities budgets supplemented by a £10,000 grant from Sport England’s LACEUP fund. However this was a one off fund and it is not sustainable to continue to fund or develop/extend the scheme from internal budgets. The operating costs for the Fit 4 All Scheme in 2020/21 are shown in Appendix 1. This shows the weekly costs of running the scheme, but excludes refreshment costs (often provided by participants), one off equipment costs or promotional flyer production costs.

- 3.1.7 In September 2019, the Council was approached by the Advanced Practitioner and Community Team Clinical Lead (Physiotherapy) from the Eden Integrated Care Community (ICC) to look at joint working possibilities between the Council’s Fit 4 All Programme and their Falls Prevention programme which had been recently renamed Forever Fit. The ICC team felt that their programme was very narrow and prescribed and that the Fit4 all programme included many of the same desired outcomes.

Following several meetings, it has been agreed that the ICC programme will be incorporated into the existing Fit 4 All Sessions in 2020. In addition, there is a joint wish to establish a Fit 4 All session in Kirkby Stephen during 2020.

- 3.1.8 Operationally, this partnership working between the Council and the ICC means that members of ICC Staff (rehabilitation assistants, physiotherapists and occupational therapists) will help to staff the Fit 4 All sessions, not only helping to make the staffing more resilient but also providing specialist expert

advice and links into other specialist areas, for example, diabetes for existing Fit 4 All participants. The core values of Fit 4 All as a sociable community exercise programme and the name will be retained as the ICC also want to retain the “Community” feel of the programme - therefore it will not be rebranded as an NHS programme.

However the programme will incorporate the ICC’s six week referral programme for people who are or would be accessing the Falls Prevention Programme. It is hoped that the bringing together of the two programmes will have reciprocal benefits. Existing and new Fit 4 All participants will get access to specialist medical help with links to a range of specialist areas if needed and at the end of the six week Falls Prevention referral scheme, those participants will be encouraged to transfer to the regular Fit 4 All sessions as an ongoing source of support for keeping fit and well. Links have also been made with Health and Wellbeing and Living Well Coaches who are now referring people to the Fit 4 All scheme as part of social prescribing.

The six week referral scheme will be free of charge to those referred, after this period they will become part of the Community Fit 4 all programme which is currently charged at £3.00 per person per session, rising to £3.50 on 1 April 2020.

3.1.9 It is hoped that by working in partnership with the ICC, widening the offer and allowing more people to exercise and socialise that it may also increase the opportunities for attracting external funding in order to make the programme more sustainable.

3.1.10 Now that the Fit 4 All Scheme is established, it will be regularly reviewed both in operational terms and to make staffing arrangements more formal.

4 Policy Framework

4.1 The Council has four corporate priorities which are:

- Sustainable;
- Healthy, safe and secure;
- Connected; and
- Creative

4.2 This report meets the Healthy, Safe and Secure corporate priority.

5 Consultation

5.1 Local communities and parishes who expressed an interest were consulted when choosing and setting up the Fit 4 All locations. The Communities Portfolio Holder has been involved in discussions and meetings regarding the development of the scheme and the joint working with the Eden ICC.

6 Implications

6.1 Financial and Resources

6.1.1 Any decision to reduce or increase resources or alternatively increase income must be made within the context of the Council's stated priorities, as set out in its Council Plan 2019-2023 as agreed at Council on 7 November 2019.

6.1.2 The current cost of operating the programme has been met from existing budgets from within Leisure and Communities and an additional one off grant support as outlined in 3.1.6 above.

6.1.3 In order to maintain and expand the programme as outlined above in year 20/21 and subsequent years a revenue figure of £20K per year will need to be included within the Medium Term Financial Plan. The balance of the funding can be provided from fees and charges generated and existing budgets within Leisure & Communities service.

6.2 Legal

6.2.1 There are no legal considerations arising from this report.

6.3 Human Resources

6.3.1 There are no human resources considerations arising from this report.

6.4 Statutory Considerations

Consideration:	Details of any implications and proposed measures to address:
Equality and Diversity	The Fit 4 All scheme is an accessible scheme and is open to all even though it is aimed primarily at older residents. All venues are checked to ensure they are fully accessible.
Health, Social Environmental and Economic Impact	The Fit 4 All scheme has proven health and social benefits for those taking part. Travel is reduced by offering sessions locally.
Crime and Disorder	There are no crime and disorder considerations arising from this report.
Children and Safeguarding	Activators are trained in safeguarding issues.

6.5 Risk Management

Risk	Consequence	Controls Required
Risk of injury to participants (slips, trips, falls) at venue	Participants could suffer trips, slips or falls at the venue	Risk assessments are in place at each venue
Participants could suffer a health episode	Participants could fall ill during the session	Activators have First Aid Training and there are defibrillators within the vicinity of each venue. A Health Check/registration form is completed by each participant which details health conditions. Exercises are tailored to the group's abilities by

Risk	Consequence	Controls Required
		experienced activators.
Reputational risk to the Council	There could be negative publicity for the Council should the Fit 4 All Sessions cease to operate, especially as this activity is an action in the Corporate Plan.	The Council agrees to continue funding of the Fit 4 All programme.

7 Other Options Considered

7.1 No other options have been considered.

8 Reasons for the Decision/Recommendation

8.1 It is recommended that members include annual funding of £20K within the Medium Term Financial Plan to allow the Fit 4 All Outreach Activity Scheme to operate in the locations identified above during 2020/21 in order to achieve the action "Support activities programmes such as Fit 4 All for older residents" under the Healthy, Safe and Secure priority in the Corporate Plan 2019-2023.

Tracking Information

Governance Check	Date Considered
Chief Finance Officer (or Deputy)	5 February 2020
Monitoring Officer (or Deputy)	
Relevant Director	12 February 2020

Background Papers: None

Appendix 1: Fit 4 All Operating Costs 2020/21

Contact Officer: Doug Huggon, Leisure and Community Services Manager
Tel: 01768 212323

Appendix 1: Fit 4 All: Operating Costs 1 April 2020 – 31 March 2021

Shap (Memorial Hall) : 1 April 2020 - 31 March 2021 (50 weeks excluding 2 weeks for Christmas Break)			
Hall Hire	£18 per week x 50 weeks		£900
Staffing*			
Activator 1	3.25 hrs @ £17.58 per hour	£57.14 per week x 50 wks	£2,857
Activator 2	3.25 hrs @ £10.91 per hour	£35.46 per week x 50 wks	£1,773
Mileage			
Activator 1	20 miles @ 0.45p mile	£9.00 per week x 50	£450
Activator 2	20 miles @ 0.45p mile	£9.00 per week x 50	£450
TOTAL			£6,430

Appleby (Hub) : 1 April 2020 – 31 March 2021 (50 weeks excluding 2 week Christmas Break)			
Room Hire	£30 per week x 50 weeks		£1,500
Staffing*			
Activator 1	3.25 hrs @ £17.58 per hour	£57.14 per week x 50 wks	£2,857
Activator 2	3.25 hrs @ £10.91 per hour	£35.46 per week x 50 wks	£1,773
Mileage			
Activator 1	30 miles @ 0.45p mile	£13.50 per week x 50 wks	£675
Activator 2	30 miles @ 0.45p mile	£13.50 per week x 50 wks	£675
TOTAL			£7,480

Kirkoswald (Church Institute) : 1 April 2020 – 31 March 2021 (50 weeks excluding 2 weeks for Christmas Break)			
Hall Hire	£24 per week x 50 weeks		£1,200
Staffing*			
Activator 1	3.25 hrs @ £17.58 per hour	£57.14 per week x 50 wks	£2,857
Activator 2	3.25 hrs @ £10.91 per hour	£35.46 per week x 50 wks	£1,773
Mileage			
Activator 1	10 miles @ 0.45p mile	£4.50 per week x 50	£225
Activator 2	10 miles @ 0.45p mile	£4.50 per week x 50	£225
TOTAL			£6,280

Alston (Masonic Hall) : 1 April 2020 – 31 March 2021 (50 weeks excluding 2 weeks for Christmas Break)			
Hall Hire	£16 per week x 50 weeks		£800
Staffing*			
Activator 1	3.25 hrs @ £17.58 per hour	£57.14 per week x 50 wks	£2,857
Activator 2	3.25 hrs @ £10.91 per hour	£35.46 per week x 50 wks	£1,773
Mileage			
Activator 1	20 miles @ 0.45p mile	£9.00 per week x 50	£450
Activator 2	20 miles @ 0.45p mile	£9.00 per week x 50	£450
TOTAL			£6,330

Kirkby Stephen (Venue TBC) : 1 April 2020 – 31 March 2021 (50 weeks excluding 2 weeks for Christmas Break)			
Hall Hire**	£24 per week x 50 weeks		£1,200
Staffing*			
Activator 1	3.25 hrs @ £17.58 per hour	£57.14 per week x 50 wks	£2,857
Activator 2	3.25 hrs @ £10.91 per hour	£35.46 per week x 50 wks	£1,773
Mileage***			
Activator 1	52 miles @ 0.45p mile	£23.40 per week x 50	£1,170
Activator 2	52 miles @ 0.45p mile	£23.40 per week x 50	£1,170
TOTAL			£8,170

Penrith (Leisure Centre) : 1 April 2020 – 31 March 2021 (50 weeks excluding 2 weeks for Christmas Break)			
Hall Hire	No significant additional operating costs incurred for operating Fit 4 All at Penrith Leisure Centre		
Staffing			
Activator 1 Activator 2			
Mileage (zero as PLC is place of work)			
Activator 1 Activator 2			£0.00
TOTAL			

***Staffing Costs NB Hourly rates include an additional 12.07% holiday pay**

**** Estimated costs based on other venue hire costs**

***** Estimated mileage costs**

Total Expenditure April 2020 – March 2021	£34,690
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NB Figures above exclude any future equipment purchase costs or promotional flyer costs as these are not weekly recurring costs. Activators/participants currently sort out refreshments so these costs are not included.

Fit 4 All Projected Income from participants 1 April 2020 – 31 March (based on average number attending sessions in 2019/20)

Venue	Average number of attendees per week	Number of weeks	Income based on £3.50 per person per session
Shap	16	50	£2,800
Appleby	10	50	£1,750
Kirkoswald	9	50	£1,575
Alston	12	50	£2,100
Kirkby Stephen	12	50	£2,100
Total	59		£6,125

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