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West Devon
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WEST DEVON RESOURCES COMMITTEE - TUESDAY, 15TH JULY, 2014

Agenda, Reports and Minutes for the meeting

Agenda No Item

1. **Agenda Letter** (Pages 1 - 6)

2. **Reports**

Reports to Resources:

a) Item 5 - Transformation Programme 2018 (Pages 7 - 20)

b) Item 6 - Connect Strategy and Priority Action Plan Update 2014-15 (Pages 21 - 34)

c) Item 7 - Local Government Pension Scheme Discretions Policy (Pages 35 - 48)

d) Item 8 - Application to designate a Neighbourhood Plan Area for the Bere Peninsula
(Pages 49 - 58)

e) Item 9 - Banking Arrangements (Pages 59 - 64)

3. **Minutes** (Pages 65 - 68)

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Agenda Item 1

A G E N D A – RESOURCES COMMITTEE – 15th JULY 2014

PART ONE – OPEN COMMITTEE

1. **Apologies for absence**

2. **Declarations of Interest**

Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting.

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

3. **Items Requiring Urgent Attention**

To consider those items which, in the opinion of the Chairman, should be considered by the Meeting as matters of urgency (if any).

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4. Confirmation of Minutes Meeting held on 29 th April 2014 (previously circulated)	
5. Transformation Programme 2018 Report of the Head of Finance and Audit	1
NOTE: Appendices A and B contain exempt information	
6. Connect Strategy and Priority Action Plan Update 2014-15 Report of the Community Manager	14
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PART TWO ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PUBLIC AND PRESS ON THE GROUNDS THAT EXEMPT INFORMATION IS LIKELY TO BE DISCLOSED.

The Committee is recommended to pass the following resolution:

“**RESOLVED** that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting on the grounds that exempt information may be disclosed as defined in the paragraphs given in Part I of Schedule 12A to the Act”. (See below).

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STRATEGIC RISK ASSESSMENT

Reports to Members

Members will be aware of the requirement to take account of strategic risk in decision making. This note is designed to support Members consider strategic risks as part of the assessment of reports from officers.

There are an increasing number of issues that we have a statutory requirement to take into account which affect all aspects of the Council's policies and service delivery (e.g. Human Rights Act). There are also discretionary issues we choose to highlight in our reports (e.g. Financial Implications, and Impact on Council Priorities and Targets). Common Law duty requires Local Authorities to take into account all things they need to take into account! The Courts hearing Judicial Review applications make this their starting point in deciding whether any decision is reasonable.

Officers have a responsibility to assess the implications of recommendations to Members. Members should ensure that before making a decision they have undertaken a similar consideration relating to the risks associated with the report.

Examples of risk to be considered:-

Statutory Requirement :

- Equalities and Discrimination, particularly Race Equality. (Consider the impact on each of the following equality areas: Race, Religion and Belief, Gender, Sexual Orientation, Disability, Age)
- Human Rights
- Crime and Disorder
- Health and Safety
- Employment Legislation
- Data Protection
- Freedom of Information
- Corporate activity with an impact on Areas of Outstanding Natural Beauty, National Parks, Sites of Special Scientific Interest, and biodiversity

Corporate Requirement :

- Impact on Council's Reputation
- Impact on Priorities, Cross-Cutting themes, Targets and / or Commitments
- Impact on Standing Orders / Financial Regulations
- Impact on Council's Assets
- Financial Risks
- Compliance with National Policies and Guidance
- Impact on Sustainability

Members' attention is drawn to the Risk Assessment section within each report. Members are encouraged to consider whether the report has satisfactorily identified all likely negative impacts and mitigating action that will be taken. Members also need to

consider the opportunities presented by actions, noting that any change entails an element of risk. The challenge is to effectively manage that risk.

RISK SCORING MATRIX

Impact/Severity		Target impact	Stakeholder impact	Finance impact
1	Insignificant	Low impact on outcome & target achievement & service delivery	Low stakeholder concern	Low financial risk
2	Minor	Minor impact on outcome & target achievement & service delivery	Minor stakeholder concern	Minor financial risk
3	Moderate	Moderate outcome & target achievement & service delivery	Moderate stakeholder concern	Moderate financial risk
4	Serious	High impact on outcome & target achievement & service delivery	High stakeholder concern	High financial risk
5	Very serious	Very high impact on outcome & target achievement & service delivery	Very high stakeholder concern	Very high financial risk
Likelihood/Probability		Risk	Opportunity	
1	Very low	Negligible chance of occurrence; has not occurred	Possible opportunity yet to be investigated with low likelihood of success	
2	Low	Low chance of occurrence; has occurred infrequently but within internal control	Opportunity being investigated with low likelihood of success	
3	Medium	Equal chance of occurrence or non occurrence; could occur more than once and be difficult to control due to external influences	Opportunity may be achievable with careful management	
4	High	More likely to occur than not occur; has occurred more than once and difficult to control due to external influences	Good opportunity which may be realised	
5	Very high	Very high chance of occurrence but not a certainty; has occurred recently	Clear reliable opportunity with reasonable certainty of achievement	

Risk score = Impact/Severity x Likelihood/Probability

Likelihood	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
	0	1	2	3	4	5
Impact						

NOT FOR PUBLICATION

Exempt information – Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information) – applies to Appendices A and B.

AGENDA
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WEST DEVON BOROUGH COUNCIL

AGENDA
ITEM

5

NAME OF COMMITTEE	RESOURCES
DATE	15 JULY 2014
REPORT TITLE	TRANSFORMATION PROGRAMME 2018
REPORT OF	HEAD OF FINANCE AND AUDIT
WARDS AFFECTED	ALL

Summary of report: To provide a budget monitoring update report, which includes a request for the release of the funding (£1,302,200) for key programme expenditure milestones two and three.

Financial implications:

Members are requested to release the remainder of the funding for the Transformation Programme 2018. This equates to £1,302,200 as detailed in Appendix A. This is £614,600 for Key Milestone 2 and £687,600 for Key Milestone 3.

The investment costs required for the T18 programme are £1.9 million (WDBC's share of the overall budget of £4.85 million), generating annual recurring revenue savings of £1.3 million (WDBC's share of the savings of £3.8 million). The Programme will be self-financing from the end of year 2 (2015/16) onwards. The payback period for the Programme is 2 years. The business case demonstrates that T18 can deliver a major contribution to the budget gap faced by West Devon Borough Council to 2018.

RECOMMENDATIONS:

To recommend to Council:

1. To note progress to date on the Transformation Programme 2018
2. To authorise the release of the funding for key programme expenditure milestones two and three totalling £1,302,200 as shown in Appendix A.

Officer contact: Lisa Buckle – Head of Finance and Audit
Email: lisa.buckle@swdevon.gov.uk – 01822 813644

1. BACKGROUND

- 1.1 On 4 November 2013 the Council agreed to adopt the T18 Programme which aims to deliver a new operating model in partnership with South Hams District Council which will ensure that both Councils can continue to deliver quality services for its customers and communities.
- 1.2 As part of this decision, Members agreed to authorise the release of the funding for key programme expenditure milestone one (Appendix A) consisting of business process redesign, ICT procurement and accommodation up to £592,200 (WDBC's share of £1.275 million) within the total budget of £4.85 million (Appendix A).
- 1.3 It was also agreed that Full Council (Council Minute CM49) be responsible for the release of funding for key programme expenditure milestones two and three.
- 1.4 Since this time considerable work has taken place to develop the Programme in detail and to ensure its successful delivery.
- 1.5 The Programme is structured with a number of workstreams and progress on these is set out below.

2. WORKSTREAM PROGRESS

2.1 *Human Resources*

- 2.1.1 The detail of our current position is set out in the Council report of 24 June 2014. This workstream is on target to deliver the Phase 1a (Support Services) restructure on the 29 September 2014.
- 2.1.2 Work has been undertaken to ensure an appropriate selection process is in place and there has been significant engagement with Unison and staff during the past few months.

2.2 *ICT*

- 2.2.1 A five year contract was agreed with Civica which includes the following benefits:
 - The software, implementation and support costs have been successfully secured at a figure of £200,000 under the budget allocated in the business case.
 - The ongoing support and maintenance costs have been fixed for 5 years with no CPI or RPI increase.
 - A reward model has been agreed whereby we will receive a fee for any additional partners that procure Civica software through our procurement framework. The value of the reward will vary dependent upon the size of the partner but is likely to be between £35,000 to £80,000 per new partner.
 - A clause was added, which allows for us to benefit from Intellectual Property Rights at the end of the programme where we have developed the existing software.

- We will receive a reduction of £2,500 per year on our existing support and maintenance agreement for the Financials software we already use.

2.2.2 Project initiation meetings were held in May and a team of both Civica and internal resources are now fully engaged in the initial stages of software installation and development planning.

2.2.3 Workshops have started with staff across the organisation looking at how the new software will enable the new model; early feedback from staff has been very positive with regard to the functionality of this software. Wider demonstrations will be available for staff and Members in the near future which will show how customer requests will flow through the software.

2.2.4 A new version of the website will be launched this month for those using mobile devices such as Smartphones and Tablets (30% of our users). This introduces an 'app' feel to touch screen devices and provides users with a user friendly way of interacting on small screens.

2.3 ***Business Processes***

2.3.1 In order to reduce the number of staff required to deliver our services we need to review and re-engineer a large number of our existing processes. By doing this we can maximise the technology that is being procured by the ICT workstream. This Business Processes workstream is responsible for delivering over 35% of the total programme savings.

2.3.2 Preparations for Phase 1a began in April with the secondment of four additional staff into the Business Development Team. A survey of service representatives from across the two councils guided the team towards the key areas of focus. A four week period of process mapping was completed in May and the results were fed into the HR workstream in order to produce an Organisational Design and the staff resource recommendations for the Support Services Delivery Unit.

2.3.3 The next steps for Phase 1a will include developing a plan to ensure a smooth transition into the new way of working and the new team structure.

2.3.4 For Phase 1b which is due to go live in June 2015 the Business Development team will need to work closely with the ICT workstream to create the end-to-end processes, online portal and call operator scripts required to operate the New Model. The outcome of process development work will be fed into the HR workstream to inform the Organisational Design for the Customer Contact Teams.

2.4 ***Accommodation***

2.4.1 Kilworthy accommodation layouts for new T18 office space are being developed, and we are taking this opportunity to consider air handling/cooling solutions to overcome reported summer over heating issues.

2.3.5 We are currently identifying touch-down points for council staff in the community. The focus at the moment is within the West Devon area and we are seeking to use suitable public sector partner accommodation.

2.3.6 The accommodation refurbishment of Follaton is well underway and a decant plan is in place to ensure minimal disruption to staff. The Accommodation workstream is within the current budget.

2.4 **Customer**

2.4.1 The Customer Workstream relates to the engagement required with our customers to maximise the benefits of the future operating model. These benefits are both for the customer, in terms of improved customer service and greater access to on-line services and for the Authority through reduced costs.

2.4.2 This workstream is in its early planning and development phase as the current emphasis is on the internally focussed elements of the Programme.

2.5 **Finance**

2.6.1 Appendix B attached shows the predicted expenditure profile for the £4.85 million budget for the Transformation Programme 2018 between now and March 2016.

2.6.2 As of the 31st March 2014 (the year end), £129,536 of the £4.85 million budget has been spent (Appendix B). This was £28,000 for ICT workstation costs, £18,000 on accommodation costs and £83,000 on blueprinting work with iESE.

2.6.3 To date (June), £288,290 of the £4.85 million budget has been spent as shown in the Appendix. The profiled budget for Quarter 1 (April – June 2014) was £569,225 – therefore the spend of £288,290 is £280,935 lower than the profiled budget. This is merely due to the timing of payments. By the end of next quarter (Sept 2014), it is anticipated that the spend will be £1,574,850 as shown.

2.6.4 We are currently re-profiling both expenditure and savings as the decision to create an earlier Phase (Phase 1a for Support Services) was taken after the initial Business Plan was agreed. Although the earlier Phase now brings forward the timing of some staff exit costs, the financial benefit of the earlier saving being achieved will benefit the overall payback period of the Programme in a positive way.

2.6.5 The Phase 1a selection process has started and the costs associated with staff exits cannot be finalised until the completion of the recruitment process.

2.6.6 The overall Programme is currently on target.

2.6.7 In addition, both Councils have made a further joint bid to the Transformation Funding being made available. The Government are committed to transformation and if we are successful with our expression of interest, there will be somebody made available to work with us on shaping our bid for funding.

3. LEGAL IMPLICATIONS AND STATUTORY POWERS

3.1 It was agreed that Full Council (Council Minute CM49) be responsible for the release of funding for key programme expenditure milestones two and three

3.2 Since there is commercially sensitive information in this report, there are grounds for Appendices A and B of the report's publication to be restricted, and considered in exempt session. Having applied the public interest test, it is felt that the public interest lies in non-disclosure due to the commercial sensitivity of the Appendices. Accordingly this report (Appendices A and B) contains exempt information as defined in Paragraph 3 of Schedule 12A to the Local Government Act 1972.

4. FINANCIAL IMPLICATIONS

4.1 Members are requested to release the remainder of the funding for the Transformation Programme 2018. This equates to £1,302,200 as detailed in Appendix A. This is £614,600 for Key Milestone 2 and £687,600 for Key Milestone 3 (see second page of Appendix A).

4.2 The investment costs required for the T18 programme are £1.9 million (WDBC's share of the overall budget of £4.85 million), generating annual recurring revenue savings of £1.3 million (WDBC's share of the savings of £3.8 million). The Programme will be self-financing from the end of year 2 (2015/16) onwards. The payback period for the Programme is 2 years. The business case demonstrates that T18 can deliver a major contribution to the budget gap faced by West Devon Borough Council to 2018.

4.3 The Head of Finance and Audit will be responsible for providing budget monitoring reports on T18 to the Resources Committee on a quarterly basis. This will detail the expenditure and the level of savings generated to date.

5. RISK MANAGEMENT

5.1 A Programme of this size and complexity clearly brings a significant number of risks which have to be carefully managed. The Risk Management implications are shown at the end of this report in the Strategic Risks Template and the comprehensive Programme risks are reviewed every four weeks by the Transformation Programme Board.

6. OTHER CONSIDERATIONS

Corporate priorities engaged:	This report relates to the future delivery of the council's four corporate priorities during a period of increasing financial constraint.
Considerations of equality and human rights:	This report updates Members on the opportunity for developing improved access to a range of council services and meeting a wide range of

	customer needs.
Biodiversity considerations:	None.
Sustainability considerations:	The emerging model is designed to ensure that both councils are sustainable in the medium term. Greater agile working linked to better use of technology should reduce the councils' carbon footprints.
Crime and disorder implications:	None.

STRATEGIC RISKS TEMPLATE

No	Risk Title	Risk/Opportunity Description	Inherent risk status				Mitigating & Management actions	Ownership
			Impact of negative outcome	Chance of negative outcome	Risk score and direction of travel			
1.	Financial risk	Funding availability for initial investment to implement the Programme	5	2	10	↓	<ul style="list-style-type: none"> Profile investment and the availability of resources in the context of a business plan Explore external funding opportunities 	Directors and Head of Finance and Audit
2.	Financial risk	Higher than anticipated costs and/or lower than anticipated savings arising from the Programme. Key variable risk is the cost of staff redundancies.	4	3	12	↔	<ul style="list-style-type: none"> Proof of concept work has demonstrated high level business case Detailed business case in place before committing to implementation of the Programme Sensitivity analysis undertaken Ongoing monitoring of costs and savings within the Programme In recognition of uncertainty of some costs, introduce contingency sum into detailed business plan 	Directors and Head of Finance and Audit
3.	Financial risk	Unexpected events leading to a delay in delivery which could include delays in recruitment or external cost pressures which divert funding from the Programme.	3	3	9	↔	<ul style="list-style-type: none"> Use of unearmarked reserves to fund a delay in delivery of the programme. Each month of delay could cost between £50,000 at the start of the programme to £250,000 at the end (combined figure). Review the level of corporate priority of the Programme against any new cost pressure 	SMT

No	Risk Title	Risk/Opportunity Description	Inherent risk status				Mitigating & Management actions	Ownership
			Impact of negative outcome	Chance of negative outcome	Risk score and direction of travel			
4.	Management risk	Management capacity to deliver the Programme	4	2	8	↔	<ul style="list-style-type: none"> Programme identified as the key corporate priority Commission external support as required to ensure the Programme is delivered in line with the timetable 	SMT
5.	Management risk	Maintaining the shared vision for the Programme during a period of significant changes	4	3	12	↔	<ul style="list-style-type: none"> Effective communication strategy to engage with Members, staff and other stakeholders embedded within the Programme 	Directors
6.	Management risk	Managing organisational transition to the new operating model, in particular reduction in customer satisfaction and/or drop in service standards	4	2	8	↔	<ul style="list-style-type: none"> Create sufficient organisational capacity to achieve programme timeframes Managing ongoing individual service performance 	Directors Heads of Service
7.	Management risk	Loss of key staff during implementation of the Programme	4	4	16	↑	<ul style="list-style-type: none"> Ensure effective transition plan in place 	Directors and Head of Corporate Services
8.	Political risk	Early interest from potential partner organisations to join Programme	3	3	9	↔	<ul style="list-style-type: none"> New partners able to join Programme but based on SH/WD model and timelines, following assessment of risk to the Programme Create flexible model that enables new partners to join at different 'levels' of the model, provided there is no adverse impact on service delivery within SH/WD 	Directors

No	Risk Title	Risk/Opportunity Description	Inherent risk status				Mitigating & Management actions	Ownership
			Impact of negative outcome	Chance of negative outcome	Risk score and direction of travel			
9.	Staffing risk	Officer capacity and retention of staff morale during significant corporate change	4	3	12	↔	<ul style="list-style-type: none"> • Effective communication strategy embedded as part of the Programme • Maintain the pace of the change to ensure that key staff are not lost to the organisation 	Directors and Head of Corporate Services
10.	Staffing risk	Securing successful implementation of major cultural change in relation to the development of skills and approaches to working arrangements within the new operating model	4	2	8	↔	<ul style="list-style-type: none"> • Support cultural change with a comprehensive corporate training and development programme and develop recruitment, induction, appraisal and performance management frameworks • Communication strategy embedded as a key element of the Programme • Procure external skills to respond to expertise or capacity gaps • Ensure new systems and processes are resilient and sustainable 	Directors and Head of Corporate Services Directors and Head of ICT and Customer Services

No	Risk Title	Risk/Opportunity Description	Inherent risk status				Mitigating & Management actions	Ownership
			Impact of negative outcome	Chance of negative outcome	Risk score and direction of travel			
11.	Staffing risk	Potential Union/staff response to elements of the Programme	4	2	8	↔	<ul style="list-style-type: none"> • Ongoing engagement with key staff stakeholder groups and develop corporate understanding of those issues which are essential to successful implementation of the Programme and therefore must be subject to change • Communicate potential staff benefits within the model such as developing skills and achieving better work/life balance through agile working 	Directors and Head of Corporate Services

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AGENDA ITEM 6

WEST DEVON BOROUGH COUNCIL

AGENDA ITEM 6

NAME OF COMMITTEE	Resources Committee
DATE	15 July 2014
REPORT TITLE	Connect Strategy and Priority Action Plan Update 2014-15
Report of	Community Manager
WARDS AFFECTED	All

Summary of report:

To present to Members the final Connect Strategy update with actions for 2014/15 and request that they consider the update and recommend its approval to Council.

Financial implications:

The resource implications of the actions proposed are already incorporated into the Council's Budget. There are no further resource implications arising directly from the actions being proposed.

RECOMMENDATIONS:

That Members of Resources Committee recommend to Council that the Connect Strategy annual update for 2014-15 be approved and adopted.

Officer contact:

Debbie Bird, Community Manager, debbie.bird@swdevon.gov.uk 01822 813515

1. BACKGROUND

1.1 In order to ensure that it manages and targets resources where they are most needed, the Council regularly reviews its corporate priorities to ensure that they are relevant to the local area. At the Council meeting in December 2010, Members approved four high level priorities for the authority and authorised the development of detailed delivery plans for each priority.

1.2 The high level priorities approved were:

- Community Life
- Economy
- Environment
- Homes

- 1.3 The full delivery plans for each of these priorities were approved by the relevant Committees in July 2011. Annual updates for 2012-13 were produced for Community Life, Environment and Homes and approved by Members in July 2012. The Economy plan was updated following a review of the Service and an update document covering the period 2012-14 was approved in October 2012.
- 1.4 Following a review changes to the Connect Partnership and delivery arrangements were approved in May 2013 and rather than a Connect Strategy and four separate delivery plans there is now one annual strategy update, which includes actions for each priority area.
- 1.5 The current Connect Strategy runs up until April 2015 and with a requirement to also produce a new Local Plan a review of the corporate planning framework was undertaken and in April this year Members approved the principle of 'Our Plan' as the Council's single, overarching strategic plan for West Devon. The plan will include planning policies and is currently being developed with the aim to submit those policies for examination by 1st April 2015 and adopt the non-planning policy areas of the plan from that date.
- 1.6 Previously the Corporate Planning Framework was within the remit of Community Services Committee and Planning Policy within the remit of Resources Committee. As they are now to be incorporated into one plan, Resources Committee has taken on the responsibility for both, although high level strategic decisions such as adoption of the plan will continue to require final approval by Council.

2 CONNECT STRATEGY UPDATE 2014-15

- 2.1 The Connect Strategy update for 2014-15 is included at Appendix A.
- 2.2 As this is the final update of the plan and work is underway to develop "Our Plan" with officer capacity directed towards its development, a light touch approach has been adopted for the update, with a small number of actions centred on work with partners towards the delivery of key strategic goals and aspirations.

3. LEGAL IMPLICATIONS

- 3.1 The Corporate Planning Framework, of which the Connect Strategy is part, sits within the remit of Resources Committee with Council responsible for approving the Connect Strategy as a key strategic document.
- 3.2 Localism Act 2011 - General Powers of Competence giving a local authority power to do anything that individuals of full legal capacity may do, giving authorities the power to take reasonable action they need 'for the benefit of the authority, its area or persons resident or present in its area'.
- 3.3 The Local Government Act 2000 gave the Council the power to work in partnership with others in the public, private and voluntary sectors to promote the economic, social and environmental wellbeing of the area.

4. FINANCIAL IMPLICATIONS

- 4.1 The resource implications of the actions proposed are already incorporated into the Council's Budget. There are no further resource implications arising directly from the actions being proposed.

5. RISK MANAGEMENT

- 5.1 The Risk Management implications are shown at the end of this report in the Strategic Risks Template.

Corporate priorities engaged:	Community Life; Economy; Environment; Homes
Statutory powers:	Localism Act 2011 Local Government Act 2000
Considerations of equality and human rights:	A 360 degree assessment was carried out on the original Connect Strategy and Delivery Plans – no further assessment is required unless the priorities change significantly.
Biodiversity considerations:	A 360 degree assessment was carried out on the original Connect Strategy and Delivery Plans – no further assessment is required unless the priorities change significantly.
Sustainability considerations:	A 360 degree assessment was carried out on the original Connect Strategy and Delivery Plans – no further assessment is required unless the priorities change significantly.
Crime and disorder implications:	A 360 degree assessment was carried out on the original Connect Strategy and Delivery Plans – no further assessment is required unless the priorities change significantly.
Background papers:	Connect Strategy 2011- 2015/ Connect Strategy Annual Update 2012/13 Community Life delivery plan 2011-2015/ Community Life Annual Update 2012/13 Homes delivery plan 2011-2015/ Homes Annual Update 2012/13 Economy delivery plan 2011-2015/Economy Annual Update 2012/14 Connect Strategy Update 2013/14
Appendices attached:	Appendix A – Connect Strategy and Priority Action Plan Update 2014/15

STRATEGIC RISKS TEMPLATE

No	Risk Title	Risk/Opportunity Description	Inherent risk status			Mitigating & Management actions	Ownership	
			Impact of negative outcome	Chance of negative outcome	Risk score and direction of travel			
1	Strategic Direction	Provide strategic direction setting out how we will improve the quality of life in West Devon and South Hams working with our partners and the community.	Action plans that don't meet local needs.	Low	6	↔	Plans and priorities reviewed annually to ensure there is clear strategic direction to meet local needs. Actions define outcomes for local communities.	SMT
2	Community Engagement	Effectively engage communities in developing plans for their locality to meet local needs.	Local People unable to influence and shape plans.	Medium	9	↔	Up to date evidence and community engagement used to develop plans. Revised Corporate Engagement Strategy approved with annual engagement timetable put in place. This will be reviewed and updated regularly.	Community Manager
3	Economic Conditions and Funding	Difficult economic conditions and reducing funding could impact on delivery.	Unable to deliver outcomes to meet local needs.	High	12	↔	Resources identified in action plans and Financial Strategies. Regular monitoring and updating to identify and address emerging issues.	SMT
4	New Government Policy	Actions need to be in conformity with Government legislation.	Actions don't deliver outcomes in line with Government policy	Low	6	↔	Maintaining understanding of Government legislation. Working closely with partners and communities to develop action plans that reflect Government policy and meet local need.	SMT

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**South Hams and West Devon
CONNECT STRATEGY
2011-2015**

**Local Priorities Annual Update
2014-2015**

INSERT PICTURES OF JOHN TUCKER AND PHILIP SANDERS

“How partners can transform and work together to meet the financial challenges and continue to deliver services for communities has been a common theme this year. We have all been moving forward on sometimes radical changes within our organisations to ensure that customers and communities are able to access the services they most need now and into the future.

Whilst this is the final update for this particular plan we are moving forward on new plans to support the communities of South Hams and West Devon, your views are important in helping us to shape these plans and we hope you will work with us over the coming months to do so”

Cllr John Tucker, Leader of South Hams District Council and Cllr Philip Sanders, Leader of West Devon Borough Council; joint chairs of the Connect Partnership

ADD IN ELECTRONIC SIGNATURES FOR BOTH LEADERS

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ABOUT THIS UPDATE

The Connect Strategy (2011-2015) was produced by the South Hams and West Devon Connect Partnership. It is the overarching strategic document which sets the priorities for the area and how partners will work together to improve the quality of life for our communities whilst safeguarding the environment for future generations. The strategy is underpinned by a set of action plans for each priority to deliver improvements for local people and businesses.

We made a commitment to review and update the strategy and supporting delivery plans on an annual basis to ensure that the needs of communities continue to be met. Following a review of the partnership and the streamlining of the priority delivery arrangements last year, this final update sets out key strategic actions for the next 12 months. Additionally with the current strategy taking us up to April 2015 we have considered how best to plan for the future of our areas and this update set out how we propose to do this.

As the financial landscape continues to be challenging all partners have been reviewing the way we work, in some cases quite radically, to ensure that priority services can continue to be delivered and in the most cost-effective and efficient way to have a positive impact on the quality of life for local people.

PRIORITIES FOR SOUTH HAMS AND WEST DEVON:

- **Community Life**
- **Economy**
- **Environment**
- **Homes**

This is not a stand alone document. It updates previous strategies and delivery plans and should be read in conjunction with these.

The strategy, plans and updates are available on our websites: www.southhams.gov.uk or www.westdevon.gov.uk

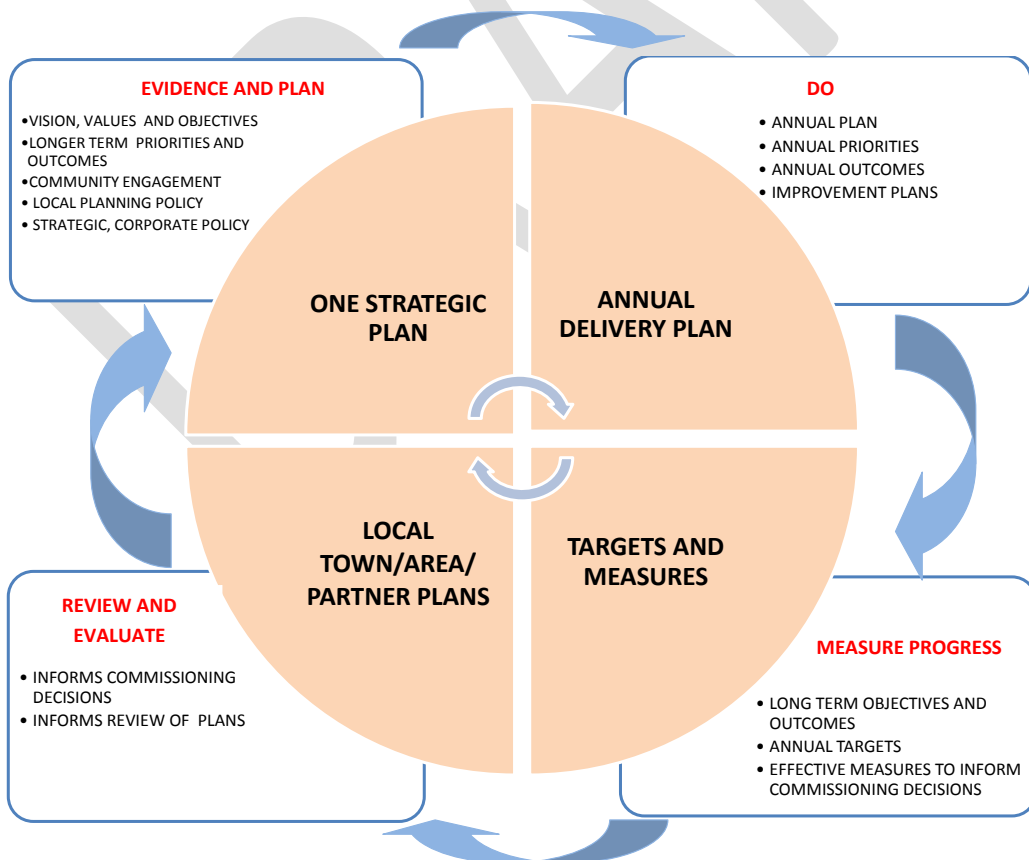
If you would like to get involved in helping to shape the priorities for the local area please contact the Community Team on 01803 861234 or 01822 813600, or email community@southhams.gov.uk or community@westdevon.gov.uk

MOVING FORWARD - OUR PLAN

With the Connect Strategy setting priorities up until 2015 it is now time to think about the way forward. Partners all have their own specific areas of service delivery with plans and strategies that set out how these will be delivered. As well as focusing on actions each partner can deliver themselves there are many areas where we need to work together to deliver and the Connect Strategy was always about this partnership working. Changes in legislation and financial challenges mean that we need to be better at working together. We are therefore moving to:

- One single cohesive strategic plan that supports communities and helps to plan better financially and commission services more effectively with partner organisations exploring opportunities for sharing assets and resources for the benefit of the community.

The District and Borough Councils are leading the way on a new plan for each local authority area: Our Plan, drawing partners, stakeholders and communities together to develop a high level strategic plan, which will be underpinned by an annual delivery plan with links to Town, Parish and partner plans. We will monitor and report on what is being achieved and use this information to review the way in which services are delivered to ensure they are meeting needs in the most effective way.



More information on “Our Plan” and how you can be involved can be found on our websites:

www.southhams.gov.uk/ourplan

www.westdevon.gov.uk/ourplan

STRATEGIC GOALS AND ASPIRATIONS

In the 2013/14 update we set out a wider set of strategic goals and aspirations for the local area. These are:

- **Local Plans – developing planning policies for the area that encourage and enable sustainable development and economic growth and also support communities to have a greater say in local planning matters through neighbourhood plans**
- **Health and Wellbeing – partners working together to improve the health and wellbeing of local communities**
- **Local Visions and Priorities – Partners supporting local communities to deliver the priorities for their area and develop community resilience**
- **Supporting Vulnerable People – ensuring the most vulnerable in our communities are supported and have access to the services they need**

The actions within this update will reflect these strategic goals and aspirations, which will also be the cornerstone of “Our Plan” going forward.



LOCAL PRIORITIES

PRIORITIES FOR DELIVERY:

- **Community Life**
- **Economy**
- **Environment**
- **Homes**

The 2014/15 action plan can be found at Appendix A. This contains a small number of short term “added value” actions towards the delivery of the longer term strategic goals and aspirations. Areas of work that are part of the normal operation of an organisation, “the day job” or “business as usual”, are not included within the action plan.

Some key recent achievements:

- **Partners contributed to the development of the South West Local Enterprise Partnership Strategic Economic Plan and EU Structural Funds submissions**
- **Agreed and signed the Plymouth and South West Peninsula City Deal, which is projected to lever in £266m of private sector investment and create 9,500 jobs in the wider City Deal area**
- **Secured Rural Development Programme for England transitional funding of £70,000 to develop new local action development strategies – focused on economic outcomes for the Greater Dartmoor LEAF and South Devon Coastal Local Action Group areas**
- **Involvement in formal pre-application to bring forward a 20 acre Business Park in Okehampton to create commercial premises and 150 new local jobs**
- **Securing £1.5m from the Department Care of Health to support the delivery of a state of the art Extra Care Housing Scheme in Totnes to provide supported living for older people, including specialist dementia care**
- **Improving engagement with Young People through ibox Devon website and facebook page and the delivery of the first Young Person’s Connect Outreach event in Totnes**
- **Production of a Locality Public Health Plan for South Hams and West Devon identifying priority areas for the local area and actions to address these. Projects developed around key areas of mental health and fuel poverty to support the most vulnerable utilising funding made available through the County Council**
- **Providing support and assistance to those people sleeping rough in the area enabling 26 rough sleepers into long term settled accommodation**

This is just a flavour of the type of Page 01
Page 01
together

CONNECT STRATEGY ACTION PLAN 2014-15

Milestones	Outcomes	Target Date	Partners
Develop "Our Plan" for South Hams and "Our Plan" for West Devon	<p>One strategic plan for each area setting out high level priorities, vision and policies, linked with plans and strategies of towns, parishes and partners, underpinned by an annual delivery plan with robust performance measures that inform and enable more effective commissioning of services.</p> <p>Planning policies that enable sustainable development and meet the requirements of the National Policy Framework</p>	April 2015	<p>South Hams District Council West Devon Borough Council Towns and Parishes Voluntary Sector partners Business sector partners Local communities Public sector and statutory partners Key stakeholders</p>
<p>Develop initiatives and agree outputs for the Delivering Differently pilots in Tavistock and Okehampton and use this work to inform and recommend the most appropriate local framework for engagement, participation and the delivery of services to the communities of South Hams and West Devon</p>	<p>Local delivery of services in a way that meets local needs as defined by communities, rather than top down delivery</p> <p>Collaborative delivery of services with resources and assets shared</p> <p>Building of trust between local communities and public service providers</p> <p>Adoption of a local framework that sets out how communities can engage and participate in the delivery of local services</p>	April 2015	<p>Devon County Council Tavistock Town Council Totnes Town Council Transition Town Totnes South Hams District Council West Devon Borough Council Voluntary Sector Local community groups</p>
Production and delivery of a range of training events and a supporting toolkit to embed knowledge and understanding of key health issues	<p>Partners provided with skills and knowledge to develop effective local health plans</p> <p>Identification of those who are vulnerable and need support and providing appropriate assistance and solutions</p> <p>Concerns and problems identified at an earlier stage allowing issues to be addressed before they reach crisis point, providing better health outcomes for clients and savings public money</p>	April 2015	<p>NHS – Clinical Commissioning Groups Devon County Council South Hams District Council West Devon Borough Council Community and Voluntary Sector</p>

Milestones	Outcomes	Target Date	Partners
Engagement with regional and sub regional partnerships to ensure effective integration of local, regional and national growth strategies	Creation of economic growth strategies which meet local business needs and maximise funding opportunities	April 2015	South Hams District Council West Devon Borough Council Heart of the South West LEP Plymouth and South West Peninsula City Deal
Horizon scan for funding streams and work with strategic partners to develop bids and secure funding for economic initiatives	Delivery of capital and revenue projects which provide added value, complement existing initiatives and address local needs	April 2015	South Hams District Council West Devon Borough Council Heart of the South West LEP DEFRA Heritage Lottery Developers
Effectively engage with the local business community to enable them to maximise opportunities for growth and development	A well informed business community able to take advantage of opportunities on offer	April 2015	South Hams District Council West Devon Borough Council Chambers of Trade Federation of Small Business Business Networks
Conduct business surveys, collate regional data and implement benchmarking initiatives	A business growth strategy informed by local needs	April 2015	South Hams District Council West Devon Borough Council Devon County Council Universities Chambers of Trade Federation of Small Business Business Networks
Deliver 195 - 235 units of affordable housing to include: <ul style="list-style-type: none"> • 130 – 150 new build affordable homes in South Hams 60 - 80 in West Devon • 5 empty homes brought back into use as affordable homes (South Hams) 	Increased supply of affordable homes including new models of affordable housing to increase housing choice for our communities.	April 2015	South Hams District Council West Devon Borough Council Registered Providers Developers
Development and launch of Energy Company Obligation Partnership	Reduction in households living in fuel poverty plus measured benefits in health and the local economy.	Scheme commences June 2014 – May 2015 (option to extend to 2017)	Major Energy Supplier , Devon Local Authorities (except Plymouth CC), Energy Savings Trust

Milestones	Outcomes	Target Date	Partners
Implementation of the Big Community Switch across West Devon and South Hams connecting consumers, community leaders and suppliers by organising collective switching schemes	Reduction in households living in fuel poverty Improving health outcomes for local people by providing energy at affordable cost	April 2015	Voluntary sector ichooser South Hams District Council West Devon Borough Council Community and Voluntary Sector Citizens Advice Bureau
Implementation of new Schedule of Rates for Bathroom adaptations through Disabled Facilities Grants	Cost of adaptations driven down through regional procurement exercise. Estimated 10-20% reduction in capital cost	Commences July 14	Devon Local Authorities Local Contractors
Develop our Private Rented Offer to include statutory accepted homeless households, single homeless and households at risk of becoming homeless	Reduction in the use of temporary accommodation Increase in number of households in high housing need who are not homeless being rehoused through Devon Home Choice	March 2015	Private Landlords Devon Local Authorities Devon County Council
Implement an Exit Strategy and legacy for Rough Sleeper Work	To retain the good work we have achieved around outcomes for rough sleepers in our areas	Funding for Service ends in September 2015	Encompass Shekinah Revival Life Ministries Devon & Cornwall Rough Sleeping Partnership

NAME OF COMMITTEE	Resources Committee
DATE	15 July 2014
REPORT TITLE	Local Government Pension Scheme Discretions Policy
Report of	Personnel Manager
WARDS AFFECTED	All

Summary of report:

The purpose of this policy is to set out how the Council will apply the discretions available to it in the application of the Local Government Pension Scheme Regulations.

Financial implications:

Any financial cost of more than £10,000 arising from a decision taken under these discretions is subject to the approval of the Resources Committee. Where the financial cost is less than £10,000, a decision under these discretions is subject to the approval of the Head of Paid Service in consultation with the Leader.

RECOMMENDATIONS:

It is recommended that Council be requested to:

1. Agree the discretions as set out in the attached Policy;
2. Agree that a decision taken under the Policy with a financial cost of more than £10,000 is delegated to the Resources Committee; and,
3. Agree that a decision taken under the Policy with a financial cost of less than £10,000 is delegated to the Head of Paid Service in consultation with the Leader.

Officer contact:

Andy Wilson
Andy.wilson@swdevon.gov.uk
 01803 861154

1. BACKGROUND

- 1.1 The Local Government Pension Scheme Regulations 2013 (LGPS), the Local Government Pension Scheme (Transitional Provisions and Savings) Regulations 2014 (LGPS TP) and the Local Government Pension Scheme (Benefits, Membership and Contributions) Regulations 2008 (LGPS B) requires all scheme employers to formulate, publish and keep under review a written policy statement on how they will apply their discretionary powers in relation to certain provisions in the LGPS. As the new LGPS came into force in April 2014, it is necessary to adopt a new policy statement.
- 1.2 Peninsula Pensions is the administering authority for the Devon Pension Fund and for the purposes of this document, West Devon Borough Council (the Council) is a scheme employer.
- 1.3 In addition, there are a number of further discretions that are available to the Council under the provisions of the LGPS. Where a scheme member makes a request to the Council to exercise such discretion, the Head of Paid Service will consider the request in accordance with the provisions in the paragraphs below.
- 1.4 Requests for the Council to make decisions under this policy which will involve financial cost to the Council will be considered and approved on an individual basis.
- 1.5 Where the total cost to the Council of a pension discretion decision will exceed £10,000, the costs must first be approved by the Resources Committee. Below £10,000, the costs must be approved by the Head of Paid Service in consultation with the Leader.
- 1.6 Factors to be taken into account when making decisions will include;
- Overall reasonableness in exercising the discretion;
 - Real and substantial future benefits to the Council and its tax payers;
 - Direct financial savings to be incurred;
 - Employee relations considerations.
- 1.7 The Head of Paid Service has overall responsibility for ensuring that Discretionary Compensation Payments are managed appropriately in accordance with this policy.

2. ISSUES FOR CONSIDERATION

2.1 Regulation 16 – Additional Pension Contributions

- 2.1.1 An employer can choose to pay for or contribute towards a member's Additional Pension Contract via a Shared Cost Additional Pension Contract (SCAPC)

It is recommended that the policy of the Council is not to fund, in whole or in part, an employee's Additional Pension Contributions.

2.2 Regulations 30(6) and B18 – Flexible Retirement

2.2.1 Employers may allow a member from age 55 onwards to draw all or part of the pension benefits they have already built up while still continuing in employment. This is provided the employer agrees to the member either reducing their hours or moving to a position on a lower grade.

2.2.2 In such cases, pension benefits will be reduced in accordance with actuarial tables unless the employer waives reduction on compassionate grounds or a member has protected rights.

It is recommended that the policy of the Council is to agree to individual applications for flexible retirement where there are no financial costs to the Council and there is no detrimental effect on service delivery and in accordance with the Council's Flexible Retirement policy.

2.3 Regulation 30(8) – Waiving of actuarial reduction

2.3.1 Where a scheme employer's policy under regulation 30(6) (flexible retirement) is to consent to the immediate release of benefits in respect of an active member who is aged 55 or over, those benefits must be adjusted by an amount shown as appropriate in actuarial guidance issued by the Secretary of State (commonly referred to as actuarial reduction or early payment reduction). Employers have the power to waive, on compassionate grounds, the actuarial reduction (in whole or part) applied to members benefits paid on the grounds of flexible retirement.

2.3.2 Employers may also waive, on compassionate grounds, the actuarial reduction (in whole or part) applied to members' benefits for deferred members and suspended tier 3 ill health pensioners who elect to draw benefits on or after age 60 and before normal pension age.

2.3.3 Employers also have the power to waive, in whole or in part, the actuarial reduction applied to active members' benefits when a member chooses to voluntarily draw benefits on or after age 55 and before age 60.

It is recommended that the policy of the Council is that a decision to waive any actuarial reduction in the case of flexible retirement will only be considered where there will be a financial or other benefit to the employer or, in very exceptional circumstances, on compassionate grounds.

It is recommended that the policy of the Council is that a decision to waive any actuarial reduction in the case of deferred members and suspended tier 3 ill health pensioners who elect to draw benefits on or after age 60 and before normal pension age will only be considered where there will be a financial or other benefit to the employer or, in very exceptional circumstances, on compassionate grounds.

It is recommended that the policy of the Council is that a decision to waive any actuarial reduction in the case of an active member who chooses to voluntarily draw benefits on or after age 55 and before age 60 will only be considered where there will be a financial or other benefit to the employer or, in very exceptional circumstances, on compassionate

grounds.

2.4 Regulation 31 – Award of additional pension

- 2.4.1 A scheme employer may resolve to award an active member or a former active member if it is within 6 months of a dismissal by reason of redundancy or business efficiency, an additional annual pension of not more than the additional pension limit. The pension limit is increased each April under the Pensions (Increase) Act 1971. The limit at 1st April 2014 is £6,500.
- 2.4.2 The Council has the option of awarding an additional pension to an employee who would otherwise be eligible for a lump sum compensation payment under the Council's Discretionary Compensation policy, as formulated in the Council's Redundancy and Interest of Efficiency policy. Where the employee agrees to forgo the lump sum payment (in excess of any statutory redundancy compensation) that would otherwise have been paid, the Council could award additional pension actuarially equivalent in value to the lump sum compensation payment, provided that the additional annual pension would not exceed the statutory limits.

It is recommended that the Council does not use the discretion to award additional pension, including in circumstances where an employee would agree to forego a lump sum payable under the Council's Discretionary Compensation policy.

2.5 Regulation B12 – Power to increase total membership of active members

- 2.5.1 An employer may agree to increase the total membership of an active member who is leaving on grounds of redundancy or in the efficiency of the service on or before 31st March 2014. The maximum award (including additional membership in respect of different employments) must not exceed 10 years.
- 2.5.2 An employer may also agree to award augmented service to a member up to 6 months after they have left employment provided that their termination of employment was on grounds of redundancy/efficiency and date of leaving was before 1st April 2014.
- 2.5.3 NB: This is a time limit discretion which expires on 30th September 2014 for those whose employment is terminated on 31st March 2014.

It is recommended that the policy of the Council is that it does not exercise its power to increase total membership of the scheme.

2.6 Regulation TP Schedule 2 – Power to 'switch on' the 85 Year Rule

- 2.6.1 Where a scheme member retires or leaves employment and elects to draw their benefits at or after the age of 55 and before the age of 60, those benefits will be actuarially reduced unless their scheme employer agrees to meet the full or part cost of those reductions by 'switching on' the 85 year rule protections thereby allowing the member to receive fully or partly unreduced benefits but subject to the Scheme employer paying a strain (capital) cost to the Pension Fund.

2.6.2 NB: Where a scheme member retires or leaves employment and is over the age of 60 and meets the 85 Year Rule, their benefits are released without actuarial reduction and there is no cost to the Council.

It is recommended that the policy of the Council is that a decision to 'switch on' the 85-year rule (for scheme members aged between 55 and 60) is only made where there would be a financial or other benefit to the Council.

2.7 Regulation B30 – Choice of early payment of pension

2.7.1 A scheme employer may allow the early payment of deferred benefits to former members of the LGPS between the ages of 55 and 59.

It is recommended that the policy of the Council is that a decision to allow the early release of deferred benefits to former members of the LGPS who are aged 55 and 59 will only be considered where there will be a financial or other benefit to the employer or, in very exceptional circumstances, on compassionate grounds.

2.8 Regulation B30A – Reinstatement of suspended tier 3 ill health pension

2.8.1 A scheme employer can grant an application for reinstatement of a suspended tier 3 ill health pension on or after age 55 and before age 60. In such cases, pension benefits will be reduced in accordance with actuarial tables unless the employer waives reduction on compassionate grounds or a member has protected rights.

It is recommended that the policy of the Council is that a decision to grant an application for reinstatement of a suspended tier 3 ill health pension on or after age 55 and before age 60 will only be considered where there will be a financial or other benefit to the employer or, in very exceptional circumstances, on compassionate grounds.

3. LEGAL IMPLICATIONS

3.1 The recommended Policy will meet the Council's obligations under the Local Government Pensions Scheme.

4. FINANCIAL IMPLICATIONS

4.1 The Policy requires any decision that has a financial implication in excess of £10,000 to be subject to the approval of the Resources Committee. A decision that has a financial implication of less than £10,000 is subject to the approval of the Head of Paid Service in consultation with the Leader.

4.2 It is a requirement that the financial implications must be considered when a decision is taken under any of the discretionary powers contained within this Policy.

5. RISK MANAGEMENT

5.1 The Risk Management implications are shown at the end of this report in the Strategic Risks Template.

6. OTHER CONSIDERATIONS

Corporate priorities engaged:	
Considerations of equality and human rights:	There are no equality or human rights considerations
Biodiversity considerations:	There are no biodiversity considerations
Sustainability considerations:	There are no sustainability considerations
Crime and disorder implications:	There are no crime and disorder considerations
Background papers:	
Appendices attached:	LGPS Discretion Policy

No	Risk Title	Risk/Opportunity Description	Inherent risk status				Mitigating & Management actions	Ownership
			Impact of negative outcome	Chance of negative outcome	Risk score and direction of travel			
1	Financial	That the cost of exercising a discretion is not in the interests of council tax payers	2	1	2	↔	A decision with a financial cost of more than £10,000 is delegated to the Resources Committee and less than £10,000 is delegated to Head of Paid Service and the Leader	Head of Paid Service

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WEST DEVON BOROUGH COUNCIL

The Local Government Pension Scheme Regulations 2013 and The Local Government Pension Scheme (Transitional Provisions & Savings) Regulations 2014

Policy effective from: 22 July 2014

Regulation R16(2)e and R16 (4)(d)

Shared Cost Additional Pension Scheme

An employer can choose to pay for or contribute towards a member's Additional Pension Contract via a Shared Cost Additional Pension Contract (SCAPC)

The policy of the Council is not to fund, in whole or in part, an employee's Additional Pension Contributions.

Regulations 30(6) and B18

Flexible Retirement

Employers may allow a member from age 55 onwards to draw all or part of the pension benefits they have already built up while still continuing in employment. This is provided the employer agrees to the member either reducing their hours or moving to a position on a lower grade.

The policy of the Council is to agree to individual applications for flexible retirement where there are no financial costs to the Council and there is no detrimental effect on service delivery and in accordance with the Council's Flexible Retirement policy.

In such cases, pension benefits will be reduced in accordance with actuarial tables unless the employer waives reduction on compassionate grounds or a member has protected rights.

Regulation 30(8)

Waiving of actuarial reduction

Where a scheme employer's policy under regulation 30(6) (flexible retirement) is to consent to the immediate release of benefits in respect of an active member who is aged 55 or over, those benefits must be adjusted by an amount shown as appropriate in actuarial guidance issued by the Secretary of State (commonly referred to as actuarial reduction or early payment reduction). Employers have the power to waive, on compassionate grounds, the actuarial reduction (in whole or part) applied to members benefits paid on the grounds of flexible retirement.

The policy of the Council is that a decision to waive any actuarial reduction in the case of flexible retirement will only be considered where there will be a financial or other benefit to the employer or, in very exceptional circumstances, on compassionate grounds.

Employers may also waive, on compassionate grounds, the actuarial reduction (in whole or part) applied to members' benefits for deferred members and suspended tier 3 ill health

The policy of the Council is that a decision to waive any actuarial reduction in the case of deferred members and suspended tier 3 ill health pensioners who elect to draw benefits on or after age 60 and before normal pension

pensioners who elect to draw benefits on or after age 60 and before normal pension age.

Employers also have the power to waive, in whole or in part, the actuarial reduction applied to active members' benefits when a member chooses to voluntarily draw benefits on or after age 55 and before age 60.

age will only be considered where there will be a financial or other benefit to the employer or, in very exceptional circumstances, on compassionate grounds.

The policy of the Council is that a decision to waive any actuarial reduction in the case of an active member who chooses to voluntarily draw benefits on or after age 55 and before age 60 will only be considered where there will be a financial or other benefit to the employer or, in very exceptional circumstances, on compassionate grounds.

Regulation 31

Award of additional pension

A scheme employer may resolve to award an active member or a former active member if it is within 6 months of a dismissal by reason of redundancy or business efficiency, an additional annual pension of not more than the additional pension limit. The pension limit is increased each April under the Pensions (Increase) Act 1971). The limit at 1st April 2014 is £6,500.

The Council has the option of awarding an additional pension to an employee who would otherwise be eligible for a lump sum compensation payment under the Council's Discretionary Compensation policy, as formulated in the Council's Redundancy and Interest of Efficiency policy. Where the employee agrees to forgo the lump sum payment (in excess of any statutory redundancy compensation) that would otherwise have been paid, the Council could award additional pension actuarially equivalent in value to the lump sum compensation payment, provided that the additional annual pension would not exceed the statutory limits.

The policy of the Council is that it does not use the discretion to award additional pension, including in circumstances where an employee would agree to forego a lump sum payable under the Council's Discretionary Compensation policy.

Regulation B12

Power to increase total membership of active members

membership of an active member who is leaving on grounds of redundancy or in the efficiency of the service on or before 31st March 2014. The maximum award (including additional membership in respect of different employments) must not exceed 10 years.

An employer may also agree to award augmented service to a member up to 6 months after they have left employment provided that their termination of employment was on grounds of redundancy/efficiency and date of leaving was before 1st April 2014.

NB This is a time limit discretion which expires on 30th September 2014 for those whose employment is terminated on 31st March 2014.

exercise its power to increase total membership of the scheme.

Regulation TP Schedule 2

Power to 'switch on' the 85 Year Rule

Where a scheme member retires or leaves employment and elects to draw their benefits at or after the age of 55 and before the age of 60, those benefits will be actuarially reduced unless their scheme employer agrees to meet the full or part cost of those reductions by 'switching on' the 85 year rule protections thereby allowing the member to receive fully or partly unreduced benefits but subject to the Scheme employer paying a strain (capital) cost to the Pension Fund.

Note: Where a scheme member retires or leaves employment and is over the age of 60 and meets the 85 Year Rule, their benefits are released without actuarial reduction and there is no cost to the Council.

The policy of the Council is that a decision to 'switch on' the 85-year rule (for scheme members aged between 55 and 60) is only made where there would be a financial or other benefit to the Council.

Regulation B30

Choice of early payment of pension

A scheme employer may allow the early payment of deferred benefits to former members of the LGPS between the ages of 55 and 59.

The policy of the Council is that a decision to allow the early release of deferred benefits to former members of the LGPS who are aged 55 and 59 will only be considered where there will be a financial or other benefit to the employer or, in very exceptional circumstances, on

Regulation B30A

Reinstatement of suspended tier 3 ill health pension

A scheme employer can grant an application for reinstatement of a suspended tier 3 ill health pension on or after age 55 and before age 60. In such cases, pension benefits will be reduced in accordance with actuarial tables unless the employer waives reduction on compassionate grounds or a member has protected rights.

The policy of the Council is that a decision to grant an application for reinstatement of a suspended tier 3 ill health pension on or after age 55 and before age 60 will only be considered where there will be a financial or other benefit to the employer or, in very exceptional circumstances, on compassionate grounds.

Singed on behalf of West Devon Borough Council

Date

Print name of authorised officer

Job Title

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NAME OF COMMITTEE	Resources
DATE	15 th July 2014
REPORT TITLE	Application to designate a Neighbourhood Plan Area for the Bere Peninsula
Report of	Strategic Planning Officer
WARDS AFFECTED	Bere Ferrers

Summary of report:

The Bere Peninsula submitted an application to the Council to designate a plan area in respect of preparing a neighbourhood plan.

The application was advertised for six weeks between 13th May and 23rd June 2014 during which comments were invited about whether the plan area is appropriate.

The Council has not received any objections to the designation of the plan area proposed.

Financial implications:

The financial impact of the assessment should be cost neutral due to the Council being able to claim back any associated costs as detailed in section 4 and below.

Where applications for plan areas are successful, the Council can apply for financial support from the Government to recognise the authority's costs in assisting in the preparation of neighbourhood plans. The Council intends to submit an application in this respect in July 2014. More details are provided in Section 4.

RECOMMENDATIONS:

It is recommended that

1. Members approve the designation of the Bere Peninsula Plan Area for the purposes of preparing a Neighbourhood Plan.
2. Members support an application for financial support from central government to help cover the costs of the Local Authority associated with preparing a Neighbourhood Plan.

Officer contact:

Michelle Luscombe | Strategic Planning Officer
01822 813563

1. BACKGROUND

- 1.1 The Localism Act and National Planning Policy Framework (NPPF) both came into effect in 2012. These encourage and support communities to prepare plans for their area.
- 1.2 The Council has adopted a Community-Led Planning Protocol which provides clear information on the procedures that will guide the neighbourhood planning process following the designation of a plan area at the local level.
- 1.3 The first step in the neighbourhood planning process is to designate the area which the plan will cover which requires communities to make an application to the Borough Council. The application is subject to a six week period where those who live, work or carry out business in the area are invited to comment on whether the proposed area is appropriate. There are other opportunities in the neighbourhood planning process to put forward ideas about what the plan should contain.
- 1.4 This Committee report considers one application to designate a plan area in the Bere Peninsula for the purposes of preparing a Neighbourhood Plan. They are to be assessed against the following five criteria set out in the Neighbourhood Planning Protocol:

Criteria
1. The applicant is an appropriate body with responsibility for leading the plan process (i.e. a town or parish council)
2. Terms of Reference for the group have been prepared and signed by all members of the group
3. The proposed area is suitable and reasons have been adequately demonstrated if it does not follow the boundaries of existing parishes
4. The area does not overlap any other designated neighbourhood area
5. The plan area does not prejudice other neighbourhood areas coming forward in the future

2. ISSUES FOR CONSIDERATION

Bere Peninsula Plan Area

- 2.1 The Bere Peninsula Community Plan Group previously made an application to designate the area for the purposes of preparing a Community Plan. Following initial consultation, it was felt that preparing a neighbourhood plan would be more appropriate to respond to the needs and aspirations of the community. As such, this application has been made to formalise the designation as required by the 2012 Neighbourhood Planning Regulations.
- 2.2 Bere Ferrers Parish Council submitted an application to the Borough Council in May 2014 to designate the area that they intend their neighbourhood plan to cover. This area covers the extent of the parish boundary and can be viewed in Appendix A.

- 2.3 The application is accompanied by a Terms of Reference for the group that will be responsible for leading the process on the Bere Peninsula. This group has been endorsed by Bere Ferrers Parish Council. The Terms of Reference for the group can also be viewed in Appendix A.
- 2.4 The application has been displayed throughout the parish through the use of pink site notices and the opportunity to comment on the proposed designation has been publicised on the Parish Council website, and through an article in the Bere Link parish magazine.
- 2.5 The Council received five representations during the consultation period from NHS England, Natural England, South West Water, Network Rail and Calstock Parish Council (as a neighbouring parish to Bere Ferrers). None of these bodies object to the proposed plan area.
- 2.6 As such, it is considered that the plan area is appropriate and can be designated for the purposes of preparing a neighbourhood plan for the Bere Peninsula.

3. LEGAL IMPLICATIONS

- 3.1 The Localism Act, National Planning Policy Framework and West Devon's adopted Core Strategy all make provision for communities to prepare plans that influence planning and development in their area.
- 3.2 This application is also made in accordance with the Council's adopted Community-Led Planning Protocol.
- 3.3 The "*Town and Country Planning, England, Neighbourhood Planning (General) Regulations 2012*" set out the procedures which govern the processes of neighbourhood planning.

4. FINANCIAL IMPLICATIONS

- 4.1 The financial impact of the assessment should be cost neutral due to the Council being able to claim back any associated costs as detailed below.
- 4.2 Once neighbourhood plan areas are designated, the Council can apply for financial support from the Government to recognise the authority's costs in assisting in the preparation of Neighbourhood Plans. The Council intends to submit a bid in this respect in July 2014.
- 4.3 For member's information, the government has set out a programme of financial support for neighbourhood planning for 2014/15 for local authorities. The authority is able to claim for financial support for up to 20 designations during the financial year 2014/15. There are various payment stages to reflect the work involved. These are as follows:
 - The first payment of £5,000 will be made following designation of a neighbourhood plan area.
 - A second payment of £5,000 will be made when the local planning authority publicises the neighbourhood plan prior to examination.

- The third payment of £20,000 will be made on successful completion of the examination and any other further steps that may be needed for the plan to come into legal force, including referendum.

4.4 The government has also made a separate funding stream available for communities to be able to access direct support or grant arrangements for up to £7,000 to help them produce their plan.

4.5 Whilst these are the current arrangements at the time this report was prepared, the arrangements may change in the future. The Committee will be advised at future meetings of any changes.

5. RISK MANAGEMENT

5.1 The Risk Management implications are shown at the end of this report in the Strategic Risks Template.

6. OTHER CONSIDERATIONS

Corporate priorities engaged:	All
Statutory powers:	National Planning Policy Framework (NPPF) Localism Act 2011 Town and Country Planning, England Neighbourhood Planning (General) Regulations 2012
Considerations of equality and human rights:	This report seeks to ensure that communities are enabled to prepare community-led plans for their areas and that the process undertaken is fair, transparent and inclusive for everyone.
Biodiversity considerations:	There are no direct biodiversity implications arising from the report.
Sustainability considerations:	The designation will enable the community to prepare a plan to secure a sustainable future for the area.
Crime and disorder implications:	There are no proposals contained within this report which have direct crime and disorder implications to consider.
Background papers:	Community-Led Planning Protocol
Appendices attached:	Appendix A – Bere Peninsula Neighbourhood Plan – Application form, Map and Terms of Reference

STRATEGIC RISKS TEMPLATE

No	Risk Title	Risk/Opportunity Description	Inherent risk status				Mitigating & Management actions	Ownership
			Impact of negative outcome	Chance of negative outcome	Risk score and direction of travel			
1	Lack of plan to guide local development initiatives on the Bere Peninsula.	If the plan area is not designated then the Bere Peninsula Community Plan Group cannot progress work on its plan. Without a plan in place, decisions relating to development in the Bere Peninsula will defer to national and Borough-level planning policy.	2	2	4	↑	Approve the designation of the plan area	Strategic Planning

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Designation of Plan Area Application Form



West Devon
Borough
Council

Name of Applicant - *Must be a Parish or Town Council*

Bere Ferrers Parish Council

Contact Details - *Please supply contact details of project lead*

Name:

MIKE BENSON

Address:

10 THE SQUARE
BERE ALSTON
PL20 7BH

Email:

mikebenson80@hotmail.com

Tel:

01822 - 840209

Name of proposed plan area

Bere Peninsula

Map of proposed plan area

Please supply a separate map showing the boundaries of the proposed plan area

Statement confirming why the proposed plan area is appropriate

Please explain why the plan area is an appropriate designation, continue on a separate sheet if necessary.

The Plan Area is co-extensive with the Civil Parish of Bere Ferrers. This in turn is clearly defined in terms of its natural topography, with some 17.3 miles of the total 18.7-mile Parish boundary being formed by the Rivers Tamar and Tavy. There are no through-routes by road. The Area is thus very much a real geographical Peninsula. Approximately central to the Plan Area is the large village settlement of Bere Alston, with a population already approximating that of a small town. With the demise of former industries of mining and subsequently horticulture, the economy of the community depends heavily upon areas outside the Parish - notably Tavistock and Plymouth - for employment. It remains, nonetheless, clearly separated from those larger centres; and much of the community identifies strongly with the Peninsula. Notwithstanding a substantial proportion of residents born outside Devon, roughly two-thirds of the population have resided on the Peninsula for 10 years or more.

Type of plan proposed - *Please tick*



Neighbourhood Development Plan



Community Plan



Plan-It Lite



Neighbourhood Development Order



Community Right to Build Order

Group Terms of Reference

Please supply a separate sheet detailing the Group's Terms of Reference

Group Terms of Reference



West Devon
Borough
Council

Name of Group

Bere Peninsula Community Plan Group

Purpose of the Group - What is the main aim of the Group?

Preparation of a documented Community Plan and Neighbourhood Development Plan for the Bere Peninsula (Plan Area co-extensive with Bere Ferrers Civil Parish)

Objectives of the Group - What is the Group hoping to achieve? – Key Outputs

1. Conduct of a community survey, based on questionnaire and consultations - substantially complete.
2. Documentation and consultation on matters other than land use and built development, to be recorded in a Community Plan - in progress
3. Research, consultation and formulation of a Neighbourhood Development Plan proposal, for eventual submission by Bere Ferrers Parish Council (as qualifying body) to WDBC (as LPA) for independent examination and referendum - resolved so to proceed and this Group ToR forms part of the Plan Area designation procedure.

Membership and Governance

Who are the Members of the Group?

What are the roles and responsibilities of individual Members?

Membership is open to residents of the Parish of Bere Ferrers, all of whom participate in a personal capacity, and not as formal representative delegates or nominees of other organisations or bodies. Current active membership includes several serving Parish Councillors.

Transactions of the Group are as determined by general meeting with a quorum of 6, with tasks delegated on an ad hoc basis. Continuity of financial control is effected by the appointment of 4-6 members to act as Financial Trustees; and the Group is barred by constitution from assuming or so acting as to incur debt.

Members may take no fee, honorarium or material share in the Group's assets.

What arrangements are in place for bringing in replacement and/or additional Members?

Membership remains open, and standing policy is to encourage active participation of community residents as new members, whether in general Group business or on specific tasks.

How will declaration of interests be managed?

Standing obligation (Constitution Art.3) for members to declare any personal or material interest - general or specific - and to refrain from voting thereon as appropriate. Permanent interests to be noted in Members' Register; issue-specific interests to be declared and minuted at meetings.

If voting is required, what voting arrangements are in place?

A quorum of 6 applies to Group general meetings. Simple majority voting/casting vote with Chair.

Which decisions will be referred to the parish/town council?

Approval of the draft Plan: a) prior to publication/consultation; b) prior to submission to the LPA.

What procedures are in place for dealing with conflict resolution?

Plan formulation will inevitably raise certain contentious and emotive local issues. These can only be resolved by extensive public debate. Final choice of proposal details rests with BFPC as Qualifying Body; but any draft Plan must have a realistic prospect of support in referendum.

Reporting and Feedback

How will the Group share information with the community?

The Group's record for communication and publicity is already well established by performance in the 2013 Community Survey. A combination of local press, "drop-in" events and presentations, poster campaigns has recently been reinforced by the establishment of a Group internet domain and website. A mailing list, running to in excess of 200 recipients, has also been assembled as part of the Community Survey campaign.

How will minutes of meetings and feedback from events/consultations be recorded and made available?

Meetings are regularly minuted and other events reported. Lead members of the Group routinely report back to Parish Council and Council sub-committee meetings. New group website includes a document archive page for posting of all minutes in .pdf format.

Resources and Finance

How will the project be funded?

Community Plan project has already received support from Tamar Valley AONB ("Cordiale Project") Devon CC Locality Budget, Bere Ferrers Parish Council and from WDBC. Modest further additions have been made by local fundraising activity. It is anticipated that the NDP will require greater financial resources, primarily for engagement of professional support in drafting, and the further production of publicity material, venue hire for consultation events etc. Application will be made (via Parish Council) for Government-funded financial support currently available for Neighbourhood Plan work.

Are any additional resources required?

Provided that a reasonable level of financial support can be secured, the Group's principal, and indispensable, resource need will be continuing commitment on the part of its volunteer members, including such new participants as can be encouraged to get involved.

Monitoring and review

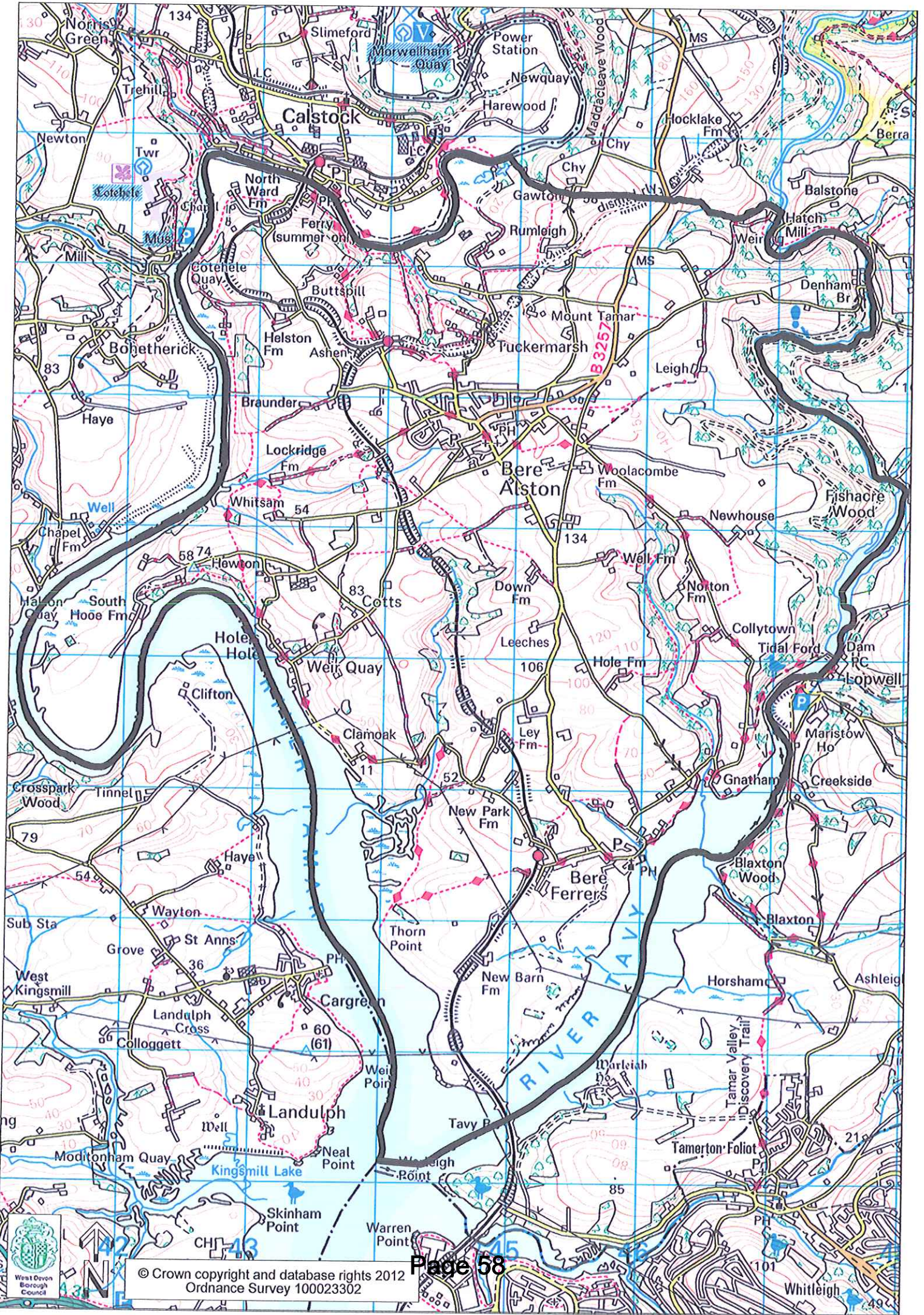
How will the plan be monitored?

The documented Plan will include provision for a periodic review procedure. Logically, primary responsibility for this will rest with Parish Council as a permanently-constituted body, but it is hoped that it will remain possible for the Parish Council to delegate the review task to a core of interested community volunteers, with a substantial representation from outside the ranks of Parish Councillors, actively to support continuing monitoring and update, so perpetuating the "arm's length", community-led approach adopted for the Plan's original formulation. It is also assumed that such monitoring and review will entail collaboration with the LPA, to take account of evolution in broader planning issues.

Andrew R. Sadleir

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NAME OF COMMITTEE	Resources Committee
DATE	15 July 2014
REPORT TITLE	Banking Arrangements
Report of	Head of Finance & Audit
WARDS AFFECTED	All

Summary of report:

To consider arrangements for the existing bank contract with Nat West which expires on 31 March 2015.

FINANCIAL IMPLICATIONS:

The Council currently pays in the region of £10,000 annually in bank charges.

RECOMMENDATIONS:

It is recommended that:

1. West Devon Borough Council participates in a joint tendering exercise with South Hams District Council and Teignbridge District Council for the procurement of banking services with a view to implementing a new contract prior to 1 April 2015.

Officer contact:

Lisa Buckle, Head of Finance
lisa.buckle@swdevon.gov.uk

Carolyn Haynes, Chief Revenue Accountant
carolyn.haynes@swdevon.gov.uk

1. BACKGROUND

- 1.1 The Council's banking contract with Nat West expires on the 31 March 2015 and South Hams District Council's contract with the Co-op expires on the 31st March 2015. The Co-op have advised South Hams District Council that they have decided to withdraw from their involvement in providing banking services to Local Authorities and that when the existing banking contract expires, they will not be seeking to renew it. Furthermore, they have indicated that they would fully

support the Council going to tender at the earliest opportunity and terminating the existing contract before 31st March 2016.

- 1.2 At the start of the year, the following Devon Councils were also banking with the Co-op; Plymouth City Council, Exeter City Council, Torridge District Council and Teignbridge District Council (TDC). West Devon Borough Council currently bank with Nat West and their contract expires in March 2015. Plymouth and Exeter have recently undertaken procurement exercises and have awarded contracts to a new provider.
- 1.3 The Head of Finance & Audit has been in discussions with Teignbridge District Council (whose contract expires on the 31 March 2015) with a view to going out to tender on a collaborative basis for banking services which would include both South Hams and West Devon Councils. The advantages of this approach include:
 - The prospect of more competitive bids from the banking sector
 - Both SHDC and WDBC would have the same banking provider which would facilitate T18
 - A more cost effective procurement process (It is proposed to use the ESPO 384 Banking Services Framework which went live on the 21 May 2014).

2. CURRENT RISKS

- 2.1 There are risks associated with South Hams District Council's on-going banking contract with the Co-op as they recently announced losses of £2.5bn for 2013, marking the worst results in the group's 150-year history. The group said that most of the losses stemmed from the Co-operative Bank, which amounted to £2.1bn.
- 2.2 Due to the risks highlighted above, South Hams District Council has operated a policy of keeping the daily balances at zero with the Co-op for many months. However, should the bank fail, the Council faces the risk of its account being frozen. Nevertheless, it is the view of Capita Asset Services (the Council's treasury management advisors) that in the event of failure, the Bank of England would have to intervene to "process" the transactions within their accounts, because the Co-op is part of the national Clearing Bank System. However, there is the possibility that the Co-op accounts would be closed to new transactions and therefore any affected Council would face the issue of maintaining "business as usual" with regarding its suppliers or customers who wish to make payments.
- 2.3 In order to mitigate this risk, South Hams District Council is intending to set up and use a substitute account as an alternative bank to receive all income flows. They are also looking to start their banking services contract earlier than the expiry date of 31st March 2016.
- 2.4 The Eastern Shires Purchasing Organisation (ESPO) has just issued a new framework agreement for Banking Services (Contract 384). This offers customers a quick simple and competitive route to Banking Services. The framework offers access to pre-approved suppliers that have been assessed highly on their quality

of services provided. These suppliers can be appointed using an efficient and streamlined procurement process; therefore ensuring customers obtain value-for-money services whilst enabling their requirements to be met.

The framework comprises three lots, including:

- General Banking Services
- Merchant Acquiring Services
- Bill Payment Systems

2.5 There are three suppliers listed on the framework agreement, all of whom are on the treasury management counterparty list for both councils. The suppliers are Lloyds Bank PLC, Barclays Bank PLC and the Royal Bank of Scotland Group PLC.

2.6 There are hidden costs and timing issues associated with the movement of banking services and these will have to be factored into any decision making.

3 SUGGESTED APPROACH

3.1 West Devon Borough Council, South Hams District Council and Teignbridge District Council intend to use the ESPO Framework Agreement (Contract 384) collaboratively to procure their banking services with a view to the contract for banking services starting prior to the end of the current financial year (31st March 2015).

3.2 Once the banking services supplier has been selected a detailed project plan will need to be prepared to look at all of the various income streams (direct debit, BACS, direct payment etc) within each Council and it is intended that the Councils will work with the successful bank to mitigate the risks associated with transferring customers from one bank account to another.

3.3 The Head of Finance and Audit will make exploratory enquiries with Torridge District Council also with regards to their banking contract and investigate any opportunities with regards to the joint tendering exercise. A verbal update will be provided at the meeting.

4. LEGAL IMPLICATIONS

4.1 It is proposed to use a cost effective procurement process (the ESPO 384 Banking Services Framework) which went live on the 21 May 2014.

5. FINANCIAL IMPLICATIONS

5.1 The Council currently pays in the region of £10,000 annually in bank charges. By tendering on a collaborative basis there is the prospect of more competitive bids from the banking sector.

6. RISK MANAGEMENT

6.1 The Risk Management implications are shown at the end of this report in the Strategic Risks Template.

7. OTHER CONSIDERATIONS

Corporate priorities engaged:	All
Statutory powers:	Local Government Act 1972, Section 151
Considerations of equality and human rights:	.None directly related to this report
Biodiversity considerations:	None directly related to this report.
Sustainability considerations:	None directly related to this report.
Crime and disorder implications:	None directly related to this report.
Background papers:	None
Appendices attached:	None

STRATEGIC RISKS TEMPLATE

No	Risk Title	Risk/Opportunity Description	Inherent risk status			Mitigating & Management actions	Ownership
			Impact of negative outcome	Chance of negative outcome	Risk score and direction of travel		
1	Movement of bank accounts	If the bank account transition isn't managed properly, there is a danger that the Councils cashflow may be compromised and customers may be affected if money paid in good faith is not credited properly to the Council.	5	2	10 ↔	Have a project plan which is agreed by staff and the new supplier to reduce the impact of the bank account change.	Head of Finance and Audit

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Agenda Item 3

At a Meeting of the **RESOURCES COMMITTEE** held at the Council Chamber, Council Offices, Kilworthy Park, Drake Road, **TAVISTOCK** on **TUESDAY** the **15th** day of **JULY 2014** at **2.00pm**

Present:

Cllr P R Sanders – Chairman	
Cllr R E Baldwin – Vice-Chairman	
Cllr S C Bailey	Cllr W G Cann OBE
Cllr T J Hill	Cllr A F Leech
Cllr J R McInnes	Cllr T G Pearce
Cllr P J Ridgers	Cllr E H Sherrell

In attendance: Cllr M J R Benson Cllr J Sheldon

Executive Director (Resources)
Head of Finance and Audit
Economic Development Manager
Personnel Manager
Strategic Planning Officer
Member Services Manager

***RC 1 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr C R Musgrave.

***RC 2 DECLARATIONS OF INTEREST**

Members were invited to declare any interests in the items of business to be discussed but none were made.

***RC 3 CONFIRMATION OF MINUTES**

The Minutes of the Resources Committee Meeting held on 29 April 2014 were confirmed as a correct record.

RC 4 TRANSFORMATION PROGRAMME 2018

The Chairman introduced a report that provided a budget monitoring update which included a request for the release of funding for key programme expenditure milestones two and three.

During discussion the following points were made:

- One Member queried where the decision was made that the underspend of £170,000 on the Final Accounts for 2013-14 was being used to invest in the Transformation Programme. In response, the Head of Finance and Audit advised that Members had previously agreed to use £200,000 of Unearmarked Reserves as part of the financing solution for the Transformation Programme (Council Minute CM 49). At the time that decision was taken, Members were expecting an underspend on the budget for 2013-14 as this had been predicted in the revenue budget monitoring reports.

Any underspend on the closure of the Final Accounts automatically goes into Unearmarked Reserves;

- The budget for Transformation Programme T18 had not been increased and currently would be achieved within budget;
- One Member stated that he had heard concerns from staff in respect of the interview and assessment process currently being undertaken for Phase 1(a). The Chairman had heard that the process was challenging but was concerned at the comments made and advised that the Executive Director (Resources) would look into this;
- One Member asked if the benefits of the ICT contract meant that quality of the system had been sacrificed. He also asked if the system was compatible with other local authorities. The Executive Director (Resources) responded that the benefits detailed in the report were secured during the 'open dialogue' phase of the procurement and were not on offer at the start of the process. In terms of compatibility, there were two major suppliers of similar systems and the Council had chosen one of them. It would be impossible to align compatibility to all authorities within Devon but many councils in the south west did use the chosen supplier;
- One Member asked if safeguards were in place in respect of penalty clauses if the supplier did not deliver what was expected, and if the Leader was confident that the authority was in a strong position. In response, the Leader advised that he was as confident as possible bearing in mind that no contract was watertight and he was also confident in respect of the external consultants that the Council was working with to deliver the Transformation Programme.
- Another Member who had taken part in the procurement exercise stated that he was satisfied that proper process had been followed. He also stated that if any issues did arise they would happen within the next six to nine months (unlike a building contract where there could be problems that did not surface for a number of years).

It was then **RESOLVED** that Council be **RECOMMENDED** to:

- (i) note the progress to date on the Transformation Programme 2018; and,
- (ii) authorise the release of the funding for key programme expenditure milestones two and three totalling £1,302,200 as shown in presented Appendix A.

RC 5 CONNECT STRATEGY AND PRIORITY ACTION PLAN UPDATE 2014-15

The Chairman presented a report of the Community Manager that set out the final Connect Strategy update with actions for 2014/15 and requested that the update be considered and approval recommended to Council.

One Member noted that there was little emphasis on income generation. He felt this was a matter that should be in the minds of Members and officers when developing policies and strategies. In response, the Economy Manager advised that the report was light touch as the focus was now on Our Plan, which would include income generation as part of the annual financial and improvement plans. The Executive Director (Resources) added that income generation relied on innovation and this would require a change of culture within the organisation. A Member added that whilst West Devon Borough Council had been innovative in terms of local government, a shift was now needed to achieve innovation in a commercial sense.

Finally, a Member was pleased that the need to widen strategic goals to work with the most vulnerable people had been recognised.

It was then **RESOLVED** that Council be **RECOMMENDED** that the Connect Strategy annual update for 2014-15 be approved and adopted.

RC 6 LOCAL GOVERNMENT PENSION SCHEME DISCRETIONS POLICY

The Personnel Manager presented a report that set out how the Council would apply the discretions available to it in the application of the Local Government Pension Scheme Regulations.

During discussion, he advised Members that the policy had been crafted to give the maximum discretion to the Council. He then took Members through each recommendation and provided clarity.

In response to a question in relation to why this policy was necessary, the Chairman advised that local authorities were now required to make such decisions and this was not moving away from national terms and conditions. The Personnel Manager added that the recommendations included were those suggested by Peninsula Pensions who were the administering authority for the Devon Pension Fund.

One Member queried the number of times that discretions were likely to be used and was pleased to hear that it was few, as a number of discretion awards could add up to a significant sum.

Finally, the Personnel Manager confirmed that normal retirement age now mirrored the State Pension Age.

It was then **RESOLVED** that Council be **RECOMMENDED** to:

- (i) agree the discretions as set out in the presented Policy (appendix A to the report refers);
- (ii) agree that a decision taken under the Policy with a financial cost of more than £10,000 is delegated to the Resources Committee; and
- (iii) agree that a decision taken under the Policy with a financial cost of less than £10,000 is delegated to the Head of Paid Service in consultation with the Leader.

***RC 7 APPLICATION TO DESIGNATE A NEIGHBOURHOOD PLAN AREA FOR THE BERE PENINSULA**

The Strategic Planning Officer introduced a report that outlined how the Bere Ferrers Parish Council submitted an application to the Council to designate a plan area in respect of preparing a neighbourhood plan for the Bere Peninsula.

The Strategic Planning Officer provided clarity in respect of Parish Plans and Neighbourhood Plans. The Chairman confirmed that any application for financial support would be to central government and would not result in a cost to the Council.

It was then **RESOLVED** that:

- (i) Members approve the designation of the Bere Peninsula Plan Area for the purposes of preparing a Neighbourhood Plan; and,
- (ii) Members support an application for financial support from central government to help cover the costs of the Local Authority associated with preparing a Neighbourhood Plan.

***RC 8 BANKING ARRANGEMENTS**

The Chairman presented a report of the Head of Finance and Audit which asked Members to consider arrangements for the existing bank contract with Nat West that expired on 31 March 2015.

During discussion, the Chairman noted that no mention had been made in respect of Torridge District Council being a member of the joint tendering exercise. The Head of Finance and Audit confirmed that since publication, discussions with Torridge had confirmed that they used Co-operative Bank and would like to be part of the joint tendering exercise. An amendment was made to the recommendation as follows:

It was **RESOLVED** that West Devon Borough Council participate in a joint tendering exercise with South Hams District Council, Teignbridge District Council and Torridge District Council for the procurement of banking services with a view to implementing a new contract prior to 1 April 2015.

(The Meeting terminated at 3.05 pm)