

## **EAST DEVON DISTRICT COUNCIL**

## **Minutes of the meeting of Cabinet held at Knowle, Sidmouth on 11 March 2015**

### **Attendance list at end of document**

The meeting started at 5.30pm and ended at 7.52 pm.

#### **\*181 Public Speaking**

The Leader welcomed Councillors and members of the public present.

Dr Cathy Gardener questioned the calculated annual maintenance costs for a refurbished Knowle used in Grant Thornton's financial model. She asked if the managed deterioration of the buildings accounted for the apparent discrepancies between the predicted spend and that of spend to date.

Richard Cohen, Deputy Chief Executive advised that the figures had been tested through the financial modelling processes. He confirmed that maintenance work on the Knowle had been controlled whilst the outcome of the decision on its future was awaited.

Gemma Manley referred to the Council's decision to relocate, why the Knowle was not fit for purpose and the need to borrow. She asked the Leader to justify why the decision had been brought forward.

In response, the Leader advised that the decision to relocate and the work involved had been a very long process; the timing of the decision was immaterial.

#### **\*182 Minutes**

The minutes of the Cabinet meeting held on 11 February 2015 were confirmed and signed as a true record.

#### **\*183 Declarations**

Cllr Peter Sullivan – Min no. 191

Personal interest

Reason: Member of Sidmouth Town Council.

Cllr Ian Thomas – Min no. 192

Personal interest

Reason: Recent user of pest control service.

Cllr Ray Bloxham – Min nos. 194 and 195

Personal interest

Reason: Resident of Cranbrook

#### **\*184 Exclusion of the public**

##### **RESOLVED:**

that the classification given to the documents to be submitted to the Cabinet be confirmed; there was one item which officers recommended should be dealt with in Part B.

#### **\*185 Forward Plan**

Members noted the contents of the forward plan for key decisions for the period 1 March to 30 June 2015.

\*186 **Matters referred to the Cabinet**

There were no matters referred to the Cabinet by the Overview and Scrutiny Committee.

187 **Overview and Scrutiny Committee meeting – 26 February 2015**

Members received and noted the minutes of the meeting of the Overview and Scrutiny Committee held on 26 February 2015.

Councillor Tim Wood, Chairman of the Committee, referred to the recommendations of the Corporate Business Think Tank (Minute 74) and asked for the Cabinet's support in taking these forward to the new Council.

**RESOLVED (1) that the following recommendations be supported**

**Minute 72 – Application – coffee van concession**

1. that the Portfolio Holder for Environment rejects the application for a concession to operate a coffee van on Sidmouth beach based on a number of grounds of objection;
2. that procedures be amended to ensure that, on issues that have the potential to impact on a wider area, officers consult with all members in a multi-ward town; as well as ensure that all relevant services within the council are consulted;
3. that the Portfolio Holder for Corporate Business reviews, through the work of his think tank, the "call in" procedure to consider recommendations for changes to make it less restrictive.

**Minute 73 – Draft East Devon playing pitch strategy**

that the draft playing pitch strategy as agreed by Cabinet on 11 February 2015 be endorsed with the understanding that the document will evolve as feedback is received and taken into account.

**Minute 74 – Feedback from joint Think Tank (recommendation 2)**

that outstanding issues on committees, chairmanship and numbers be referred back to the think tank for further discussion and development with the agreement of the Portfolio Holder for Corporate Business.

**Minute 76 - Contractual arrangement to protect the Council's interests**

that the Deputy Chief Executive explore good practice examples of contractual arrangements utilised by funding bodies to inform future contracts established by the Council.

**RESOLVED (2) that the following decisions be noted**

**Minute 74 – Feedback from joint Think Tank**

that scoping for Task and Finish Forums be undertaken by the committee prior to the start of the Forum.

**Minute 75 – Police and Crime Panel Presentation**

Receipt of the report of the Police and Crime Panel representative.

**Minute 76 – Portfolio Holder update – Economy**

Receipt of updated Portfolio Holder report.

**Minute 79 – Performance monitoring third quarter 2014/15**

The report on performance monitoring for the third quarter for 2014/15 be deferred to the meeting of the committee on 26 March 2015.

**Minute 80 – Overview and Scrutiny Forward Plan**

The forward plan for the Overview and Scrutiny Committee be agreed subject to the additional item of the deferred performance monitoring report.

**RECOMMENDED: that the following be referred to Council for determination:**

**Minute 74 – Feedback from joint Think Tank (recommendation 1)**

that the Constitution be amended to reflect that any Task and Finish Forum set up by the Overview and Scrutiny Committee, or Housing Review Board, consists of normally seven councillors with a quorum of 4.

**Minute 78 – Supporting new developments through investment in infrastructure**

that, on the basis that the new Council in May 2015 agrees to formulate a separate strategic development management committee, the report be considered by that committee to debate further options for securing infrastructure delivery.

**188 Recycling and Refuse Partnership Board – meeting on 26 February 2015**

Members received and noted the minutes of the meeting of the Recycling and Refuse Partnership Board held on 26 February.

The Board's Chairman and Portfolio Holder – Environment – Councillor Iain Chubb highlighted SITA's improved performance, arrangements for Cranbrook collections and asked Cabinet to support the Board's proposal to undertake a 3-weekly collection trial to cover the Colony in Exmouth and a 4-weekly trial to cover Feniton. The aim was to increase the capture of recyclable materials and further reduce the volume of waste sent to landfill.

**RECOMMENDED**

that the collection trials - 3-weekly collection to cover the Colony in Exmouth and 4-weekly to cover Feniton be supported as a way of increasing recycling rates.

**\*189 Arts and Culture Forum – meeting on 13 February 2015**

Members received the report of the meeting of the Arts and Culture Forum held on 13 February 2015. The meeting considered and supported the recommendations of the Environment (Thelma Hulbert Gallery - THG) Think Tank, which had met prior to the meeting of the Forum. Councillor John O'Leary, Chairman of the Forum and Member Champion for Culture reported on the growing success of the gallery with increased takings and footfall.

**RESOLVED**

that the following recommendations of the Environment (Thelma Hulbert Gallery - THG) Think Tank, supported for implementation by the Forum, be noted:

1. Look into a permanent local artists' exhibition with lower cost art for sale with better promotion of local art when in the gallery.
2. Consider the future use of the 'Thelma room' and how it could bring in additional income.
3. Refresh the shop regularly; consider charging artists for exhibiting their work.
4. Extend opening hours and explore the operational side of the gallery and the capacity of the team.
5. Increase the use of inside and outside space to optimise capacity and income.
6. Look into external signage from the town and car parks and make 13 spaces available for short stay visits to the THG.

7. Explore opportunities for partnership/collaboration with the Beehive Centre.
8. Promote the principle of EDDC supporting Arts and Culture.

190 **Member Development Working Party – meeting on 26 February 2015**

The Cabinet received the report of the meeting of the Working Party held on 26 February 2015. The meeting had discussed fundamental information required by Councillors when elected, the detail of the two evening welcome/refresher sessions to be held within weeks of the election, and the 3-month and 6-month welcome/refresher programmes. Members had discussed how the programmes would be delivered - to avoid information over-load, use interactive learning opportunities and harness the experience of re-elected councillors, retiring councillors and honorary aldermen.

In addition, the Working Party reviewed the elected Member Training and Development Strategy to ensure that it was still relevant and fit for purpose. Members recommended the up-dated Strategy for approval. The Strategy would be helpful in supporting the Council's bid for reaccreditation of the South West Member Development Charter. The Council had been awarded the Charter in 2010 in recognition of the standard of development and support given to elected members.

**RECOMMENDED:**

that the revised Member Training and Development Strategy be adopted.

**RESOLVED**

that the arrangements for the South West Member Development Charter inspectors' visit to assess the Council's bid for Charter reaccreditation be noted.

191 **Office Relocation – key decision**

The Deputy Chief Executive presented the report on the proposed EDDC office relocation. He also invited input from the Strategic Lead – Finance and Service Lead – Legal and Democratic Services.

The detail of the initiative had been thoroughly examined, involving testing processes and financial models. The proposals to refurbish Exmouth Town Hall and a new build office at Honiton Heathpark had been tested and supported by independent audits undertaken. These had included analysis of best value, borrowing and risk. The recommendations of Cabinet and the combined meeting of Audit and Governance and Overview and Scrutiny (12 March) would be referred to an Extra Ordinary meeting of Council on 25 March.

Members were presented with financial information giving a comparison between moving offices and remaining at the Knowle offices, Sidmouth. Paragraph 5.6 of the report gave a table showing total costs by options which identified the most cost effective option as that of the twin site – Heathpark (2,776 m<sup>2</sup> office) and refurbishment of Exmouth Town Hall (BREEAM – very good). If this option was chosen, the Council would still be required to fund the project for a 20 year term with a loan of £2.1m from the Public Works Loan Board (PWLB) or similar. Initial borrowing would be required even if the option were to remain at Knowle due to significant maintenance requirements. However, savings resulting from the move would grow annually and would more than meet the debt repayment. The independent analysis report justified the move in terms of value for money and on-going savings.

The information provided in the report included the offer price for the Knowle as between £7m and £8m – Councillors had been provided with the exact figure and access to other

financial calculations to inform their consideration whilst appreciating that this remained commercially sensitive. The preferred developer of the Knowle site was Pegasus Life Limited, which would provide retirement and extra care living facilities. Of the total parkland, 14% of open space would be included in the development boundary with the intention of transferring the remaining 3.5196ha of parkland to Sidmouth Town Council to own and manage. Other financial information provided in the report included running costs - adjusted energy costs followed consultation with South West Energy and Environment Group – and borrowing costs.

The report and its appendices detailed and considered:

- a) a list of the benefits of relocation
- b) the marketing and bidding process for the Knowle site
- c) the relocation project audit
- d) relocation financing of the option to relocate to twin-sites of Exmouth and Honiton
- e) appropriation of land – the need to change the purpose for which the land was held from a purpose under the Public Health Act 1875 to a purpose under the Housing Act 1985. The legal test was whether the land was no longer required for the purpose of ‘public walks or pleasure grounds’ – in assessing this the exercise required to be carried out was to weigh up the public interest in this loss and balance it against the wider community benefits of the sale and relocation. Appendix 6 set out the summary of responses to public notices of intention to dispose/appropriate the land.
- f) having appropriated the land to housing purposes to agree to dispose of it at market value to achieve best consideration having considered the comments received in response to the public notices.

Appendix 7 set out the gateway decision particulars of the project including forecast dates.

The Deputy Chief Executive referred to the concern of some Sidmouth residents that the sale of Knowle might have an adverse impact on the town. Local suggestions for the Council to retreat to the newer part of the Knowle building had been explored but this was not viable due to inadequate space, size and design impracticalities, the requirement for significant spend and associated liability of unfunded capital spend. In addition, redevelopment of the older parts of the Knowle buildings had been tested – there was no interest from developers in using or retaining the building.

The proposed retirement and assisted living proposals from the developers of the Knowle site offered benefits to local residents. The development could help release larger, family homes in the area. The developer was proposing a development sympathetic to its environment and the proposals would be tested through the planning process. Construction jobs would be available and local suppliers would benefit. When completed, the spend by residents of the accommodation would also support local businesses.

The Knowle would continue to be a public park and 86% of the current open space would be offered, together with the lower car park, to Sidmouth Town Council.

The move to modern offices would benefit the whole of East Devon due to improved working practices and identified savings.

The Leader invited Ward Members to speak first, then gave the opportunity to all present to comment before Cabinet debated the report and recommendations.

Debate on the proposals and supporting papers included the following:

- There would be financial implications for Sidmouth Town Council in taking over responsibility for the parkland (86% of grounds not included within the development site). This would be the subject of negotiation between the District and Town Council. If Sidmouth Town Council turned down the proposed transfer of land, it would remain the responsibility of the District Council. There might be potential to achieve a contribution from the developer through negotiation (Section 106 monies) towards the upkeep of the parkland.
- It was emphasised that most of the parkland would be retained although evidence gathered indicated that it was little used. EDDC could have achieved a higher sum for the whole site if 100% of the parkland had been included in the sale.
- There needed to be specific provision for District Council hubs/surgeries within the plans and financial models. The Deputy Chief Executive assured Members that district council services would be provided locally in ways that best met residents' needs. The final detail of this provision was yet to be determined and would be part of a future equalities impact assessment process. Funding would come from the Council's operational budget.
- The 20-year costings were based on the time between completion of the build and the anticipated time when the building would require refurbishment. Costs included calculated business rates.
- The Council Offices at Knowle represented around 400 jobs, which would be lost to Sidmouth when the Offices relocated. However less than a quarter of EDDC staff live locally and there was no reason to assume that these would be lost to the authority when the offices relocated. With more modern working practices, the number of staff working on site was reducing all the time.
- New jobs would be created on the site – initially construction. When the Knowle development was complete, there might be less inward commuting – people would instead be permanently living in homes at the Knowle – this would be to Sidmouth's advantage.
- Feedback from the staff was that they wanted the Council to 'get on with it'. The uncertainty of the future was demotivating. They wanted to work in a modern way with better technology.
- Increased mobile working meant that a better service was given to elderly and vulnerable residents.
- It was important to achieve savings in running costs – it would be irresponsible to stay.
- The proposed budget included significant contingency allowance; savings were anticipated. It would be better to reduce the budget to the 'break-even' figure as the working target.
- The market value of the new build at Honiton was much less than the build cost; the residual value of the property should be questioned. The Strategic Lead – Finance advised that the Council was not acting to build an investment property but providing an operational modern office accommodation for the effective provision of the Council's functions; its purpose was not to achieve a higher residual value than build costs.
- Had consideration been given to a third party building a new office to be leased by the Council? This had been considered as an option in early deliberations but members had been clear that they wanted to own freehold.
- If the authority became part of a unitary council, the building at Honiton might not be required – it would be better to wait until after the elections when the intentions of the

new government were known. The Leader advised that the fear of unitary was misplaced and that government supported combined authorities.

- The predicted cost of borrowing over a 20-year period relied on reasoned assumptions. The Strategic Lead – Finance advised that the figures were based on current PWLB rates but would be fixed over the period when the loan was taken out. Loan repayments would be met from anticipated operating savings against the 'Knowle - current base' option. Long-term borrowing arrangements would not be agreed until planning permissions and heads of terms had been agreed.
- Savings would be used to deliver Council services.
- The Council had a duty to the wider community of East Devon.
- It was anticipated that energy costs would increase over time.
- The proposed increased presence in Exmouth was welcomed.
- Honiton was geographically the centre of the district and Exmouth was the main population area.
- If the Council stayed at Knowle, money would have to be used to refurbish the buildings - finding the funding to do this without a capital receipt could result in the Council having to cut its services. Spending money on the Knowle was unlikely to increase its sale value. The location was not central to the district and access was difficult.
- In other towns, there was no interest in where the Council was based – there were more important issues to worry about. Residents just wanted value for money services delivered when they needed them.
- Members were reminded about the Council's excellent track-record in decision making. Latest audits of Council business showed that EDDC achieved best value and prudent governance.

Following a separate vote on each recommendation, it was

**RECOMMENDED:**

- A) that the following recommendations be agreed and submitted to Full Council for final approval:
1. Consider the findings of the audit exercises conducted by South West Audit Partnership and Grant Thornton in response to issues raised by December 2014 Full Council and to accept the conclusions set out therein.
  2. Accept the analysis and conclusions on the financial basis for relocating contained within the report.
  3. On the basis of the valuation advice and price offered agree that disposing of the Knowle site would represent 'best value' in accordance with the requirements of Section 123 of the Local Government Act 1972.
- B) that the following recommendations to be agreed and submitted to Full Council for final approval:
4. To determine that the Knowle site is no longer required for the purpose of public walks or as a pleasure ground under the Public Health Act 1875.
  5. On the basis that the land is no longer required for those purposes to appropriate the Knowle site to housing purposes pursuant to the powers contained in Section 122 of the Local Government Act 1972.

C) that the following recommendation be agreed and submitted to Full Council for final approval:

6. To agree to dispose of the Knowle site for housing / extra care assisted living pursuant to Section 32 of the Housing Act 1985.
7. Agree that the Deputy Chief Executive – Development, Regeneration and Partnership in consultation with the Office Accommodation Executive Group is authorised to agree on behalf of EDDC appropriate Heads of Terms with Pegasus Life Ltd.
8. Having agreed the Heads of Terms to delegate to the Deputy Chief Executive – Development, Regeneration and Partnership authority to enter into contract for sale of the Knowle site conditional upon subsequent satisfactory planning approval and such other matters as the Service Lead (Legal and Democratic Services) may advise.
9. Agree to relocate EDDC operations to Honiton and Exmouth.
10. Agree that the Council will conduct consultation with relevant and interested parties to ensure Best Value outcomes are addressed within the relocation to Honiton and Exmouth.
11. Note and agree a net project budget of £2,221,445, this being the estimated cost for a new build office accommodation in Honiton (BREEAM very good option) and for the modernisation of Exmouth Town Hall as identified in the table in paragraph D5.6 less the Capital Receipt for the Knowle. In addition, a budget of £900,630 is required to meet loan interest costs relating to short term and long term funding. Short term cash flow funding will be required totalling £9.2m to meet design and build costs prior to receiving the sale proceeds of £7-8m from the Knowle (financial risks are mitigated by Gateway 7 process detailed in the report). Once the capital receipt is received, the balance of funding required is £2.1m to be funded from a long-term loan over a 20-year period.
12. Agree that officers investigate and progress the opportunity to bring forward the refurbishment of Exmouth Town Hall and take forward new offices in Honiton.
13. Agree to commence detailed discussions on the Council's intention to transfer the retained 3.5196ha of Knowle parkland and the lower car park to Sidmouth Town Council following disposal of the Knowle site and if the principle is accepted by Sidmouth Town Council to progress such transfer including compliance with the relevant statutory procedures for disposal of open space.

**REASON:**

To consider the strategic, operational and financial reasons for sale of the Knowle site and relocation to new and modernised offices in Honiton and Exmouth respectively. To agree recommendations as detailed above to Full Council toward sale of the Knowle site and actions leading to modernisation of Exmouth Town Hall and new office development on Honiton Heathpark.

\*192 **In-house pest control service – key decision**

Members considered the report of the Principal Environmental Health Officer setting out the effective work carried out by the Council's new in-house pest control service. This was generating high levels of customer satisfaction and achieving value for money. The in-house service currently provided was an agreed one-year trial and had been running successfully for over 7 months; approval was now sought for the service to become permanent.

**RESOLVED:**

that the establishment of a permanent in-house pest control service be approved.

**REASON:**

To continue providing a well-received and effective service.

\*193 **Financial monitoring report 2014/15 – month 10 – January 2015**

The Strategic Lead - Finance presented the summary of the Council's overall financial position for 2014/15 at the end of month ten (31January 2015).

- The general fund balance (predicted as £4,170k) was now above the adopted range (£2,800 - £3,600k). The Strategic Lead – Finance drew Members' attention to the summary of the predicted over and under spends to year-end at 3.1 of the report – most showed under spends. The final position would be considered at outturn - reported in June 2015.
- The housing revenue account balance (predicted as £4,863k) was above the recommended level (£2,100k - £500 per property) and would be used for further investment in housing stock, to offset any adverse effects of Welfare Reform and to ensure sufficient funds were available to service the self-financing loans. In addition, £2.9m was held in a volatility reserve.
- There was sufficient capital reserve to balance this year's capital programme. The total required from the capital reserve was estimated as £1,688k, (based on a predicted capital requirement of £25,110k), leaving £821k remaining in the reserves at year-end.

**RESOLVED:**

that the variances identified as part of the revenue and capital monitoring process up to month ten be acknowledged,

**REASON:**

To up-date Members on the overall financial position of the authority following the end of each month; the report included recommendations where corrective action is required for the remainder of the financial year.

\*194 **Cranbrook Community Questionnaire 2014**

Before Members were asked to consider this item and next in respect of Cranbrook, the New Community Projects Officer gave a helpful presentation to members on progress to date and an overview of milestones and plans.

The collated feedback from the Cranbrook Community Questionnaire gave positive indication of a thriving community. Outcomes would enable developments and trends to be monitored over time and would be used in decision-making.

**RESOLVED:**

- 1) that the outcomes of the latest community questionnaire be noted and the valuable set of metrics that this provides by which to gauge progress be recognised,
- 2) that the additional facilities that will be delivered to the benefit of the community during the course of 2015 be welcomed,
- 3) that conducting the survey on an annual basis as the new community continues to expand be supported.

**REASON:**

The Viewpoint Surveys form a fundamental part of the commitment made in the EDDC Communications Plan. The first Cranbrook Community Questionnaire was carried out in 2013 and provided vital feedback to help in evaluation and planning.

\*195 **Delivering the vision for Cranbrook – the future provision and management of assets**

The report of the New Community Projects Officer emphasised the importance Cranbrook developing in a healthy, sustainable and vibrant way with a range of facilities and administrative support. Responsibility for the delivery of many of the community assets rested in the first instance with the new Community Partners developer consortium but decisions were needed on future ownership and their management and maintenance over time.

The report detailed facilities already in place; their programme of delivery was set out in legal agreement and linked to the occupation of homes but there were various options for ongoing management and maintenance. Services provided by EDDC would increase as the town developed, for example refuse collection. However, some non-mandatory services such as the provision of play areas would need to be supported by sustainable sources of funding, options could include developer financial contribution through future S106 legal agreements. The new Town Council would be in place after the May 2015 elections but it was not be obliged to take on ownership and/or responsibility for assets; the default position in the legal agreement was for the asset to remain the responsibility of the developers unless otherwise agreed with EDDC. For example if the Town Council did not wish to take on responsibility for the Country Park, this Council may decide to take over its management to ensure that this important 'green lung' for the town was properly maintained and managed. EDDC's Countryside Team had already drafted a management proposal.

The District Council would work with the Town Council to support and facilitate its involvement in running and delivering the services it chose to run. There were benefits in grass-roots management and maintenance of assets and local service delivery.

The report explored alternative models of asset management including community ownership.

Members asked specifically about certain assets including the school, Younghayes Centre, leisure facilities, station and community heating. Speaking as local member, Councillor Peter Bowden said that the new community was an exceptional project, which would deliver something that all of Devon should be proud. However, much work was left to do and this would take courage and commitment.

**RESOLVED**

**Overarching Principles**

1. Recognise the significant role that the delivery of assets and services will play in achieving the original vision for the new community and that defining the precise role that the District Council will need to play in this process will require further and ongoing work.
2. Acknowledge that services and facilities that are not mandatory responsibilities of East Devon District Council will require alternative sources of funding such as through developers' financial contributions secured via S106 legal agreements, or the enablement of revenue streams within the service/facility itself.

### **Working in Partnership**

3. Support the establishment of Cranbrook Town Council and once formed work with it to support and facilitate its involvement in running and delivering assets and services in the town including the play areas, open spaces, country park, allotments and Town Council offices.
4. Explore the potential for and support/enable the establishment of community and voluntary groups as asset recipients and delivery bodies for a variety of the facilities and activities that will be required by the new community.
5. Seek clarification from Devon County Council on what its intentions are with regard to the provision of Youth, Library, Extra Care and Children's Centre facilities at Cranbrook.
6. Initiate a dialogue with Devon County Council relating to the delivery of any of the above provisions by alternative bodies, including East Devon District Council, in the event of the County Council withdrawing from such provision.
7. Work with the emergency services to develop a joint proposal for a tri-service facility and to facilitate the transfer of the land for that facility to those services as soon as it is practical to do so following its transfer to this Council if, after full exploration, no business case for retention by East Devon District Council can be made.

### **Specific Actions**

8. Adopt robust asset management protocols including whole life costing, flexible covenants and recovery of legal and staffing costs where appropriate together with the identification of opportunities for the assets to be self-financing, so ensuring the delivery of facilities and services necessary to the community.
9. Establish the cost of managing and maintaining open spaces, play areas, sports pitches and other assets and explore/develop revenue opportunities, through business plan preparation, in order to enter into discussions with Cranbrook Town Council and/or the New Community Partners about the potential transfer of these assets to East Devon District Council or other bodies if required.

### **REASON**

To support the delivery of the vision for Cranbrook.

#### **\*196 Big Belly bins – exemption from Standing Orders**

Consideration was given to the report of the Streetscene Area Manager East setting out the reasons for the exemption from standing orders to lease solar compacting bins to replace the seafront litter stations in Exmouth. Big Belly Solar is the sole supplier in the UK offering this type of bin. Although expensive, the cost was justified.

### **RESOLVED**

that the exemption from Standing Orders to enable the Council to enter into lease arrangements for 16 Big Belly bins be approved based on the reasons set out in the report.

### **REASON**

Big Belly bins are the only solar compactor bins on the market of the necessary capacity and standard. The bins allow the Council to reduce the emptying frequency required whilst delivering the same service level. The Sidmouth trial over the summer of 2013 was successful and achieved savings in servicing.

\*197 **Monthly performance report – January 2015**

The Cabinet considered the report of the Strategic Lead - Organisational Development and Transformation setting out performance information for the 2014/15 financial year for January 2015.

Most of the performance indicators showed acceptable performance, with three continuing to show excellent performance, namely:

- percentage of planning appeal decisions where the planning inspector has disagreed with the Council's decision
- percentage of council tax collected
- percentage of invoices paid within 10 working days.

The performance indicator in respect of working days lost due to sickness absence continued to show concern. These cases were being dealt with on an individual basis.

**RESOLVED:**

that the progress and proposed improvement action for performance measures for the 2014/15 financial year for January 2015 be noted.

**REASON:**

The performance monitoring report highlights progress using a monthly snapshot report; SPAR reports on monthly indicators and systems thinking measures in key service areas including Streetscene, Housing, Development Management and Revenues and Benefits.

\*198 **Exclusion of the public**

**RESOLVED**

that under Section 100(A) (4) of the Local Government Act 1972 and in accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public (including the press) be excluded from the meeting as exempt and private information (as set out against each Part B agenda item and referenced at Minute 159 in respect of the urgent item), is likely to be disclosed and on balance the public interest is in discussing the items in private session (Part B)..

\*199 **Leisure East Devon Joint Working Group – 24 February 2015**

Members considered the report of the Leisure East Devon Joint Working Group, which included issues around the grounds maintenance costs of facilities that EDDC continued to maintain, building maintenance costs of the dual use centres and financial modelling for the 2016 Service Level Agreement.

**Attendance list**

**Present:**

Paul Diviani Leader/Chairman  
Andrew Moulding Deputy Leader/Portfolio Holder Strategic Development and Partnership

**Portfolio Holders:**

Ray Bloxham Corporate Business  
Iain Chubb Portfolio Holder - Environment  
David Cox Finance  
Jill Elson Sustainable Homes and Communities  
Ian Thomas Economy  
Phil Twiss Corporate Services

**Deputy Portfolio Holders**

Stephanie Jones Sustainable Homes and Communities  
Tom Wright Environment

**Also present:**

**Councillors:**

David Atkins  
Peter Bowden  
David Chapman  
Maddy Chapman  
Alan Dent  
Christine Drew  
Martin Gammell  
Roger Giles  
Graham Godbeer  
Pat Graham  
Steve Hall  
Tony Howard  
Douglas Hull  
John Humphreys  
Ben Ingham  
Sheila Kerridge  
Frances Newth  
John O'Leary  
Helen Parr  
Geoff Pook  
Ken Potter  
Pauline Stott  
Peter Sullivan  
Graham Troman  
Tim Wood  
Steve Wragg

**Also present:**

**Officers:**

Mark Williams, Chief Executive  
Richard Cohen, Deputy Chief Executive  
Simon Davey, Strategic Lead - Finance  
John Golding, Strategic Lead – Housing, Health and Environment  
Karen Jenkins, Strategic Lead – Organisational Development and Transformation  
Andrew Ennis, Service Lead – Environmental Health and Car Parks  
Henry Gordon Lennox – Principal Solicitor  
Andy Wood, East of Exeter Projects Director  
Amanda Coombes, Democratic Services Officer  
Alison Hayward, Economy and Regeneration Manager  
Steve Pratten, Relocation Manager  
Darren Summerfield, New Community Projects Officer  
Diana Vernon, Democratic Services Manager  
April Waterman, New Community Officer

**Representatives from South West Audit Partnership**

Andrew Ellins  
Moya Moore

**Representatives from Grant Thornton**

Guy Clifton  
Stuart Smith

**Representative from Gleeds**

Darren Crocker

**Councillor apologies**

**Non Cabinet:**

Mike Allen  
Susie Bond  
Deborah Custance Baker  
Steve Gazzard  
Brenda Taylor  
Mark Williamson  
Eileen Wragg

Chairman ..... Date.....