

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Cabinet held at Knowle, Sidmouth on 7 March 2018

Attendance list at end of document

The meeting started at 5.30pm and ended at 6.37pm

***176 Public Speaking**

There were two members of the public who wished to speak.

One speaker spoke at the appropriate agenda item, Minute 189 - Response to Membury Neighbourhood Plan Submission.

Mr Nick Hookway spoke on Minute 188, Exemption from Contract Standing Orders – Hemingway Design. Mr Hookway asked a number of questions which included:

- Would the brief with Hemingway Design be made public?
- Would there be transparency for the public to have access to Mr Hemingway's design and brief?
- What assurances did the residents of Exmouth have to being able to access consultation with Mr Hemingway's team?
- Would there be consideration for a flexible approach to funding on any future developments recommended by Mr Hemingway?

The Portfolio Holder Economy in response welcomed working with Mr Hemingway and his team and agreed that everyone working on this project were open to all ideas from everyone. He reiterated that the design had to be the best for Exmouth and its residents and. The Deputy Chief Executive stated during discussions on Minute 188 that the agreed brief would be published by the end of March 2018.

***177 Minutes**

The minutes of the Cabinet meeting held on 7 February 2018 were confirmed and signed as a true record.

***178 Declarations**

Councillor Pauline Stott, Minute 188; personal interest – Member of Exmouth Regeneration Board & Executive Group and Queen's Drive Exmouth Community Interest Company

Councillor Geoff Pook, Minute 186; personal interest – Member of Axe Sailing Club

Councillor Phil Twiss, Minute 183; personal interest – Chairman of New Homes Bonus Panel for Devon County Council

Councillor Mark Williamson, Minute 188; personal interest – Member of Queen's Drive Exmouth Community Interest Company

***179 Matters of urgency**

The Leader of the Council read the following statement:

'Cabinet, can I take this opportunity to give mine and yours heartfelt thanks to all our staff who got stuck in during the heavy snows and aftermath over the last few days. Teams across East Devon District Council worked around the clock to help residents and communities caught up in snow and ice storms.

The Council's emergency telephone service, Home Safeguard, took more than 2000 calls from last Thursday to Sunday, as residents reported issues such as loss of power, frozen pipes and boiler failures.

Officers came across a number of situations where they could help including delivering urgent medication, cooking a meal for a resident whose carers were snowed in, arranging temporary housing for council tenants with burst pipes and taking a resident to hospital.

Even though the Council's offices at Sidmouth and Exmouth were closed on safety grounds from last Thursday lunchtime, our up to date technology allows the majority of East Devon officers to work from wherever is suitable such as home and from there were able to co-ordinate emergency support.

As Councillor Moulding said in our recent press release, "Our staff played an important role in helping our residents during a very difficult few days. I am really proud of their commitment and the care they showed to all who needed assistance." I echo that sentiment wholeheartedly.

***180 Matters referred to the Cabinet**

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

***181 Exclusion of the public**

There was one item that officers recommended should be dealt with in this way.

***182 Forward Plan**

Members noted the contents of the forward plan for key decisions for the period 1 April 2018 to 31 July 2018.

***183 Minutes of the New Homes Bonus Panel held on 29 January 2018**

Members received the Minutes of the New Homes Bonus Panel held on 29 January 2018.

RESOLVED (1) that the following recommendations be agreed:

Minute 16 Options for East Devon's future Parishes Together Fund rules for 2018/19

1. a mixture of Options 1 and 3 as contained in the report be supported, carrying out a very limited form of Option 3 on a trial basis;
2. the DCC Locality Officer continue discussions with one of the East Devon towns about the possibility of a 'Dragons Den' style event as a trial scheme. Their current level of funding could then be ring fenced for that purpose. If they do not take part in this trial then discussions to be held with other East Devon towns;
3. the closing date for funding be November of each year with all the applications being considered at a meeting at the end of January;
4. the maximum limit for individual applications limited to 20% of the fund's total;
5. community groups be allowed to apply for funding, but only with the minuted support of a town/parish council; and
6. match funding of 20% be evidenced before a project could be supported.

*184 **Minutes of the Overview Committee held on 30 January 2018**
Members received the Minutes of the Overview Committee held on 30 January 2018.

*185 **Minutes of the Recycling and Waste Partnership Board held on 31 January 2018**
Members received the Minutes of the Recycling and Waste Partnership Board held on 31 January 2018.

RESOLVED (1) that the following recommendations be agreed:

Minute 51 Improvement projects/working groups: Participation project update

1. the methods set out in the low participation project report, and
2. a systems thinking exercise be undertaken on the recycling and waste service and key supporting functions, to examine options for future strategic organisation change to build an organisation fit to meet current and future demands.

*186 **Seaton Beach Management Plan**

To adopt Seaton Beach Management Plan and agree the approach to progressing the next stage of works to reduce the risk of flood and erosion. The Strategic Lead Housing, Health and Environment assured Members that once adopted the Plan would allow the project to proceed to the outline business case stage where the preferred options will be developed and tested. This stage will include further public consultation.

RESOLVED:

that the Seaton Beach Management Plan and an exemption from contract standing orders to progress the outline design and outline business case be agreed.

REASON:

To continue to work with the Environment Agency, other statutory bodies and local community to manage the risk of flood and erosion along the Seaton frontage.

*187 **Monthly Performance reports – January 2018**

The report set out performance information for the 2017/18 financial year for January 2018 was supplied to allow Cabinet to monitor progress with selected performance measures and identify any service areas where improvement was necessary.

There were three indicator showing excellent performance:

- Percentage of Non-domestic Rates Collected
- Days taken to process Housing Benefit/Council Tax Benefit new claims and change events
- Working days lost due to sickness absence

There was one performance indicator showing as concern:

- Percentage of planning appeal decisions allowed against the authority's decision to refuse – The Council was constantly analysing appeal decisions to assess whether there were any particular trends or issues which could be addressed in the decision making process. A detailed assessment of the appeal decisions from 1 April 2017 to 31 March 2018 would be reported to the Strategic Planning Committee following receipt of all of those decisions.

RESOLVED:

that the progress and proposed improvement action for performance measures for the 2017/18 financial year for January 2018 be noted.

REASON:

the performance reports highlighted progress using a monthly snapshot report; SPAR report on monthly performance indicators and system thinking measures in key service areas including Development Management, Housing and Revenues and Benefits.

***188 Exemption from Contract Standing Orders – Hemingway Design**

An exemption from contract standing orders had been approved to enter into a contract with Hemingway Design for the supply of consultancy services and request support for the action taken.

The Deputy Chief Executive confirmed the brief had been through thorough consultative stages and had had good public participation already. The Council could not commit to all Mr Hemmingway's designs until the recommendations had been seen however the brief would be published by the end of March 2018.

RESOLVED:

that the use of an exemption from contract standing orders to enter into a contract with Hemingway Design be supported.

REASON:

An exemption from Contract Standing Orders had been sought and approved and Members supported this action.

***189 Response to Membury Neighbourhood Plan Submission**

Members were asked to agree the response by the Council to the current consultation for the Membury Neighbourhood Plan.

Councillor Michael Bell from Membury Parish Council asked members for their full support for the Membury Neighbourhood Plan. He stated that Membury had been a community for over 500 years, with new businesses setting up in the Parish and with better broadband facilities.

RESOLVED:

1. that the formal submission of the Membury Neighbourhood Plan be noted and that the producers of the plan be congratulated on the dedicated hard work and commitment, and
2. that the Council make the proposed representation set out at paragraph 5.2 in the report in response to the consultation.

REASON:

To ensure that the view of the District Council was recorded and informed the consideration of the neighbourhood plan by the Independent Examiner.

***190 Response to Rockbeare Neighbourhood Plan Submission**

Members were asked to agree the response by the Council to the current consultation for the Rockbeare Neighbourhood Plan.

RESOLVED:

1. that the formal submission of the Rockbeare Neighbourhood Plan be noted and that the producers of the plan be congratulated on the dedicated hard work and commitment, and
2. that the Council make the proposed representation set out at paragraph 5.2 in the report in response to the consultation.

REASON:

To ensure that the view of the District Council was recorded and informed the consideration of the neighbourhood plan by the Independent Examiner.

191 **Exclusion of the public**

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), is likely to be disclosed and on balance the public interest is in discussing the items in private session (Part B).

*192 **Office Relocation Project - choice of new access road options for Blackdown House**

The report advised of the identified options for the provision of a new access road for Blackdown House through the East Devon Business Centre site. Approval was sought regarding road access to the new HQ and the size of the car parking retained for the use of East Devon Business Centre, which exists alongside the new road access.

RESOLVED:

1. that Option 5 represented the best value for money and was estimated to be achievable within the existing approved budget,
2. that delegated authority be granted to the Deputy Chief Executive in consultation with the Executive Group to deliver the chosen Option and to progress operational matters and incur spend within agreed budget limits. To ensure that the design and build of the relevant Option and the overall project were achieved to the agreed programme be agreed, and
3. that an exemption to Contract Standing Orders to award the construction work to Interserve Construction Limited in the event of their quote being within the approved budget be agreed.

REASON:

The Council had identified the need for the provision of a new direct access road to Blackdown House. The original intent for access to the new HQ was via the existing roadway arriving at the side of the HQ building from the south. The Relocation Project Executive Group agreed that they would prefer a more direct approach to the front of the building. This could be provided by adapting the existing access road to the East Devon Business Centre. This was recommended to and agreed by Cabinet in April 2017 with a budget allocation of up to £225,000.

Attendance list

Present:

Portfolio Holders:

Paul Diviani	Leader
Phil Twiss	Deputy Leader/Strategic Planning and Developments (in the Chair)
Tom Wright	Environment
Iain Chubb	Corporate Services
Jill Elson	Sustainable Homes and Communities
Phil Skinner	Economy
Ian Thomas	Finance

Cabinet Members without Portfolio:

Geoff Pook
Eileen Wragg

Cabinet apologies:

Marcus Hartnell Deputy Portfolio Holder Environment

Non-Cabinet apologies:

Mike Allen
Ian Hall
John O'Leary
Brenda Taylor
David Barratt
Colin Brown
Jenny Brown
Rob Longhurst
Andrew Moulding

Also present (for some or all of the meeting)

Councillors:

Megan Armstrong
Bruce de Saram
Bill Nash
Alan Dent
John Dyson
Steve Hall
Pauline Stott
Geoff Jung
Peter Faithfull
Paul Carter
Graham Godbeer
Steve Gazzard
Mark Williamson
Maddy Chapman
Cherry Nicholas
Eleanor Rylance
Roger Giles
Mike Howe

Officer apologies:

Mark Williams, Chief Executive

Also present:

Officers:

Richard Cohen, Deputy Chief Executive

Simon Davey, Strategic Lead – Finance

John Golding, Strategic Lead – Housing, Health and Environment

Henry Gordon Lennox, Strategic Lead – Governance and Licensing & Monitoring Officer

Dave Turner, Engineering Projects Manager

Stephen Pratten, Relocation Manager

Amanda Coombes, Democratic Services Officer

Chairman Date.....