

## **EAST DEVON DISTRICT COUNCIL**

### **Minutes of the meeting of Cabinet held at Knowle, Sidmouth on 4 April 2018**

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

The meeting started at 5.30pm and ended at 5.59pm

#### **\*193 Public Speaking**

There were no members of the public who wished to speak.

#### **\*194 Minutes**

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

#### **\*195 Declarations**

None

#### **\*196 Matters of urgency**

The Chairman agreed to this late item for Minutes of the Budget Working Party held on 27 March 2018, requested by the Strategic Lead, Finance. The recommendations in the minutes were a matter of urgency for budget recommendations for additional resources that required Council approval at the meeting on 25 April 2018.

### **RESOLVED (1) that the following recommendations be agreed:**

#### **Minute 3 - Update on Medium Term Financial (MTFP)**

1. the actions set out in Table 2 of the update report paragraph 2.2 and that they be included in the Transformation Strategy, be endorsed;
2. £350k of New Homes Bonus be set aside to be used in 2020/21 as reserve funding to the General Fund position, with the balance of £1.080m being transferred into the Transformation Fund;
3. £700k of 100% Business Rate Pool be transferred into an Economic Growth/Safeguarding Fund to either support growth or to safeguard the existing business base in the District.

#### **Minute 5 - Business case for Digital Services Officer**

the new post of Digital Services Officer be implemented, initially funded from the Transformation Reserve for a three year period.

#### **Minute 6 - Asset Investment Strategy**

1. to make available £120k in 2018/19 from the Transformation Fund to explore commercial property income opportunities to enable recommendation (2) to come forward, along with exploring opportunities for Cranbrook Town Centre;
2. a strategy be prepared by September 2018 to detail and seek approval for:
  - a. a capital funding/borrowing stream of up to £10m (income only fund) where justified by business case and strategic considerations. This investment was to be purely for income generation,
  - b. a capital funding/borrowing stream of up to £10m (income plus fund) where justified by business case and strategic considerations, this investment was for wider District benefits and with different assessment criteria,
  - c. covers a preference for investment in the District unless there was a significant greater return in investing in property outside of the District boundary.

\*197 **Matters referred to the Cabinet**

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

\*198 **Exclusion of the public**

There were no items that officers recommended should be dealt with in this way.

\*199 **Forward Plan**

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

\*200 **Minutes of the Staff Joint Forum held on 8 February 2018**

Members received the Minutes of the Staff Joint Forum held on 8 February 2018.

\*201 **Minutes of the Capital Strategy and Allocation Group held on 7 March 2018**

Members received the Minutes of the Capital Strategy and Allocation Group held on 7 March 2018.

Councillor Susie Bond wished to thank Dave Turner, Engineering Projects Manager for all his work on the Feniton Flood Alleviation scheme especially with his patience while working with Network Rail.

\*202 **Minutes of the Asset Management Forum held on 8 March 2018**

Members received the Minutes of the Asset Management Forum held on 8 March 2018.

\*203 **Minutes of the Housing Review Board held on 8 March 2018**

Members received the Minutes of the Housing Review Board held on 8 March 2018.

**RESOLVED (1) that the following recommendations be agreed:**

**Minute 55 Review of housing policies**

**Minute 56 Credit Union consideration**

advising tenants of the City of Plymouth Credit Union if asked for a replacement service for Plough and Share.

\*204 **Minutes of the Overview Committee held on 13 March 2018**

Members received the Minutes of the Overview Committee held on 13 March 2018.

205 **Exeter and East Devon Enterprise Zone**

The Principal Projects Manager presented the report that sought approval to borrow against future ring fenced business rate income to invest in projects that would enable the delivery of new commercial space and jobs in the Enterprise Zone. The East of Exeter Projects Director stated that the initial investments were targeted at either overcoming barriers to delivery or catalysing wider investment that would bring forward enhanced business rates income.

**RESOLVED:**

1. that the progress with the operation of the Enterprise Zone designation be noted,

2. that the principle of borrowing up to £8m against ringfenced business rate income to fund the delivery of projects be agreed and this recommendation be made to Council, and
3. Cabinet received further papers setting out specific investment proposals in relation Cranbrook town centre and Exeter Airport.

**RECOMMENDED:**

4. that the initial expenditure of up to £3.4m to take forward four specific projects detailed in the report be approved and give delegated authority to the Chief Executive to make payments in respect of the projects, subject to the completion of appropriate legal documentation in consultation with the Strategic Lead Governance and Licensing.

**REASON:**

Cabinet last received a paper on the Enterprise Zone in November 2017. During the intervening period work had focused on developing projects to both overcome identified barriers to delivery and scoping catalytic investments that could increase the pace at which new commercial space and jobs were delivered.

**\*206 Monthly Performance reports – February 2018**

The report set out performance information for the 2017/18 financial year for February 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 – Two appeal decisions had been received, one dismissed and one allowed. 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 decisions.

**RESOLVED:**

that the progress and proposed improvement action for performance measures for the 2017/18 financial year for February 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.

**\*207 Feniton Neighbourhood Plan Examiner's Report**

Members were provided feedback and proposed changes following the examination of the Feniton Neighbourhood Plan.

**RESOLVED:**

1. that the Examiner's recommendations on the Feniton Neighbourhood Plan be endorsed,
2. that a 'referendum version' of the Neighbourhood Plan (incorporating the Examiner's modifications) should proceed to referendum be agreed; and a decision notice to this effect be published, and
3. that the Neighbourhood Plan group be congratulated on their hard work.

**REASON:**

The legislation required a decision notice to be produced at this stage in the process. The Neighbourhood Plan was the product of extensive local consultation and had been recommended to proceed to referendum by the Examiner subject to modifications which, in most part, are accepted by the Parish Council.

**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
Phil Skinner	Economy
Marcus Hartnell	Deputy Portfolio Holder Environment

**Cabinet Members without Portfolio:**

Geoff Pook  
Eileen Wragg

**Cabinet apologies:**

Ian Thomas Finance  
Jill Elson Sustainable Homes and Communities

**Non-Cabinet apologies:**

Ian Hall  
John O'Leary  
Brenda Taylor  
Colin Brown  
Jenny Brown  
Douglas Hull  
Rob Longhurst  
Bill Nash  
Bruce de Saram  
Simon Grundy  
Mark Williamson  
Mike Howe  
Cherry Nicholas  
Darryl Nicholas

**Also present (for some or all of the meeting)**

**Councillors:**

Mike Allen  
Alan Dent  
John Dyson  
Steve Hall  
Andrew Moulding  
Pauline Stott  
David Barratt  
Dean Barrow  
Peter Faithfull  
Graham Godbeer  
Steve Gazzard  
Maddy Chapman  
Eleanor Rylance  
Roger Giles  
Helen Parr  
Susie Bond  
John Humphreys

**Officer apologies:**

Mark Williams, Chief Executive  
Henry Gordon Lennox, Strategic Lead Governance and Licensing

**Also present:**

**Officers:**

Richard Cohen, Deputy Chief Executive  
Simon Davey, Strategic Lead – Finance  
John Golding, Strategic Lead – Housing, Health and Environment  
Anita Williams, Principal Solicitor & Deputy Monitoring Officer  
Andy Wood, East of Exeter Projects Director  
Naomi Harnett, Principal Projects Manager  
Amanda Coombes, Democratic Services Officer

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