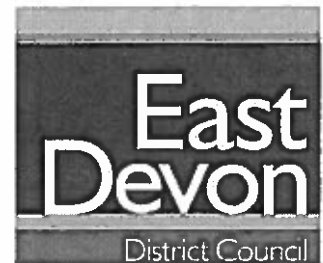


Date: 11 January 2010  
Contact name: 01395 517544/517540  
Contact number: Chris Lane  
E-mail: [clane@eastdevon.gov.uk](mailto:clane@eastdevon.gov.uk)



To: Members of the Overview/Scrutiny - Economy Committee  
(Councillors: Iain Chubb, Trevor Cope, Malcolm Florey,  
Graham Godbeer, Ben Ingham, John Jeffery, Stuart Luxton,  
Bob Peachey, Tim Wood, Steve Wragg).  
Other Members of the Council for information  
Chief Executive  
Corporate Directors  
Economic Development Manager

East Devon District Council  
Knowle  
Sidmouth  
Devon  
EX10 8HL  
DX 48705 Sidmouth  
Tel: 01395 516551  
Fax: 01395 517507

[www.eastdevon.gov.uk](http://www.eastdevon.gov.uk)

Dear Sir/Madam

**Overview/Scrutiny – Economy Committee, Wednesday 21 January 2010 at 6.30pm**

The above meeting will be held in the Council Chamber, Knowle, Sidmouth, to consider the matters detailed on the agenda below.

**Visitors please note that the doors to the civic suite (meeting rooms) will be opened ¼ hour before the start time of the meeting. Councillors are reminded to bring their key fobs if they wish to access the area prior to that time.**

Yours faithfully

MARK WILLIAMS

Chief Executive

Members of the public are welcome to attend this meeting.

- A period of 15 minutes has been provided to allow members of the public to raise questions.
- All individual contributions will be limited to a period of 3 minutes – where there is an interest group of objectors or supporters, a spokesperson should be appointed to speak on behalf of group.
- The public is advised that the Chairman has the right and discretion to control questions to avoid disruption, repetition and to make best use of the meeting time.
- In addition, the public may speak on items listed on the agenda. After a report has been introduced by the relevant Portfolio Holder and/or officer, the Chairman (Leader of the Council) will ask if any member of the public would like to speak in respect of the matter and/or ask questions.

A hearing loop system will be in operation in the Council Chamber.

**AGENDA**

1. **Public question time** – standard agenda item (15 minutes)  
Members of the public are invited to put questions to the Committee through the Chairman. The process is set out on the front of the agenda.

Councillors also have the opportunity to ask questions of the Chairman and/or Portfolio Holders during this time slot whilst giving priority at this part of the agenda to members of the public.

2. To confirm the minutes of the meeting of the Overview/Scrutiny – Economy Committee held on 8 October 2009.
3. To receive any apologies for absence.
4. To receive any declarations of interests relating to items on the agenda.
5. To consider any items, which, in the opinion of the Chairman, should be dealt with as matters of urgency because of special circumstances.

(Note: such circumstances need to be clearly identified in the minutes; Councillors please notify the Chief Executive in advance of the meeting if you wish to raise a matter under this item. The Chief Executive will then consult with the Chairman).

6. To agree any items to be dealt with after the public (including the press) have been excluded. There are no items that the officers recommend should be dealt with in this way.

7. **Results of Devon wide Rural Business Survey**

Verbal  
report

To receive an update on the results of the Devon wide Business Survey from Liz Abel from Devon Renaissance.

This will be followed by an opportunity for members of the local East Devon Chambers of Commerce, including those from Axminster, Blackdown Hills Business Association, Budleigh Salterton, Exmouth, East Devon Federation of Small Businesses, Honiton, Ottery St Mary, Seaton and Sidmouth, to address the Committee and discuss issues relevant to business and employment in their areas and for Members of the Council to ask questions.

**Members remember!**

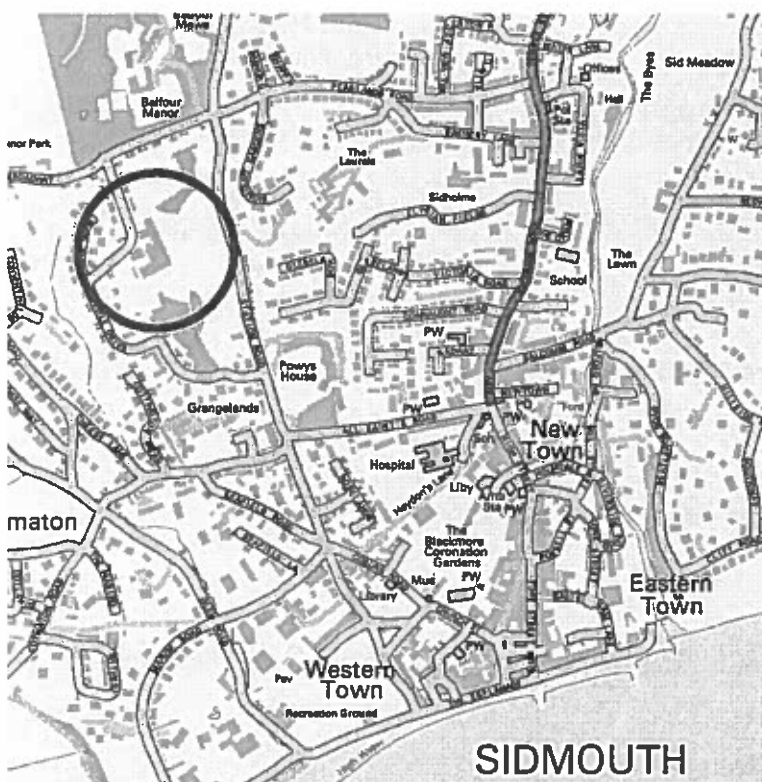
- You must declare the nature of any personal or prejudicial interests in an item whenever it becomes apparent that you have an interest in the business being considered.
- Where you have a personal interest because the business relates to or is likely to affect a body of which you are a member or manager as an EDDC nominee or appointee, then you need only disclose that interest when (and if ) you speak on the item. The same rule applies if you have a personal interest in relation to a body exercising functions of a public nature.
- Make sure you say the reason for your interest as this has to be included in the minutes.
- If your interest is prejudicial you must leave the room unless you have obtained a dispensation from the Council's Standards Committee or where Para 12(2) of the Code can be applied. Para 12(2) allows a Member with a prejudicial interest to stay for the purpose of making representations, answering questions or giving evidence relating to the business but only at meetings where the public are also allowed to make representations. If you do remain, you must not exercise decision-making functions or seek to improperly influence the decision; you must leave the meeting room once you have made your representation.
- You also need to declare when you are subject to the party whip before the matter is discussed.

## Suggestions for questioning during an Overview and Scrutiny meeting

Below are some prompts which may help you to form your own questions to ask at an Overview and Scrutiny meeting. Your questioning technique is crucial in creating an atmosphere conducive to open answers. Avoid excessive interrogation and treat those being questioned with courtesy and respect; however don't be afraid to ask supplementary questions if you feel that you haven't been given a clear answer.

- **IS IT REQUIRED?** (do we have this, does it make sense to tackle it, do we really need it).
- **IS IT SYSTEMS THINKING?** (is it evidence based and designed around the customer demands)
- **IS THE INTENTION CLEAR?** (what are we actually trying to achieve)
- **ANY REAL OUTCOMES?** (are we actually, and measurably, achieving things for our customers).
- **WHAT IS THE COST?** (both time and money)
- **DOES IT COMPLY?** (have we checked that it meets our obligations, the law, any formal guidance, and any Council policy or resolutions).
- **OTHERS DO WHAT?** (how do other organisations tackle this, best practice)
- **EFFECTIVE AND EFFICIENT?** (how do we know we're doing things well, in a timely fashion, and at "best value")
- **WHAT IS THE RISK?** (any areas of risk for the Council)
- **ANYONE LOSE OUT?** (are there sections of the community who might be disadvantaged by this approach, or be less able to take advantage, than others)
- **DOES IT LINK?** (have we linked this to other, similar, pieces of work within or outside the Council)

## Getting to the Meeting – for the benefit of visitors



The entrance to the Council Offices is located on Station Road, Sidmouth. **Parking** is limited during normal working hours but normally easily available for evening meetings.

The following bus service stops outside the Council Offices on Station Road:  
**From Exmouth, Budleigh, Otterton and Newton Pophelford – 157**

The following buses all terminate at the Triangle in Sidmouth. From the Triangle, walk up Station Road until you reach the Council Offices (approximately ½ mile).  
**From Exeter – 52A, 52B**  
**From Honiton – 52B**  
**From Seaton – 52A**  
**From Ottery St Mary – 379, 387**

Please check your local timetable for times.

The Committee Suite has a separate entrance to the main building, located at the end of the visitor and Councillor car park. The rooms are at ground level and easily accessible; there is also a toilet for disabled users.

**For a copy of this agenda in large print, please contact the Democratic Services Team on 01395 517546**

# **EAST DEVON DISTRICT COUNCIL**

## **Minutes of a Meeting of the Economy Overview and Scrutiny Committee held at East Devon Business Centre, Honiton on 8 October 2009**

**Present:**

**Councillors:**

Iain Chubb (Chairman)  
Trevor Cope (Vice Chairman)

Malcolm Florey  
Graham Godbeer

John Jeffery  
Bob Peachey

**Officers:**

Nigel Harrison – Economic Development Officer  
Chris Lane – Democratic Services Officer  
Mark Williams – Chief Executive  
Tammy Down – Facilities Manager, East Devon Business Centre  
Simon Witts, Director of Safety, Quality and Training, Flybe

**Also Present**

**Councillors:**

Ray Bloxham  
Paul Diviani  
Jill Elson  
Peter Halse

Helen Parr  
Sara Randall Johnson  
Pauline Stott

**Apologies:**

Derek Button  
Steve Hall  
Ben Ingham

Stuart Luxton  
Andrew Moulding  
Tim Wood

The meeting started at 6.30pm and ended at 9.10pm.

**\*9 Public question time**

There were no questions from the public raised at this point of the meeting.

**\*10 Minutes**

The minutes of the meeting of the Overview/Scrutiny – Economy Committee held on 3 September 2009 were confirmed and signed as a true record.

**\*11 Flybe Learning & Skills Academy**

Members welcomed Simon Witts, Director of Safety, Quality and Training, Flybe to the meeting. He gave an update on progress with the Flybe Learning and Skills Academy

Members noted that Flybe had recently completed a £2 billion investment in its aircraft fleet, which had helped reduce aircraft emissions by 40%. There were over 1000 staff employed at Exeter which made it East Devon's biggest employer, with 550 of those being engineers. It also had Europe's biggest regional aircraft maintenance facility, with 90% of this facility being used by other airlines.

**\*11 Flybe Learning & Skills Academy (Cont)**

Simon Witt's explained Flybe's training philosophy, which put customers at its heart. They aimed to provide vocational and academic training for all staff. Work should start shortly to build the Learning & Skills Academy and also a 160 bed hotel, to BRIAM standards. The overall cost would be £24 million, with £4.5 million provided by the Learning & Skills Council and £2.8 million provided by the Regional Development Agency.

It was Flybe's aim to expand its training provision, there would be capacity in the building for training other organisations and also for training tourism and hospitality organisations. The overall aim was to drive up the skills level in the South West and also to establish a centre of engineering excellence.

During discussions the following points and questions were noted:

- the Committee was excited by what was happening with this development and were pleased to see opportunities provided in East Devon for engineering excellence;
- how did Flybe link with schools and colleges to attract students? They had created the Airline Masterclass, which went out to schools and colleges to try to engage students with the aviation industry;
- Flybe needed students with good academic and practical skills and had not filled its current quota of Trainees because it could not find enough students with the right skills;
- the need to tell young people that engineering was an exciting and clean environment to be in;
- vocational training was very expensive to provide. How did Flybe fund it? Funding had been gained from the Government by providing qualifications through Exeter College and the University of Exeter;
- Flybe provide placements for work experience students? There were up to four work experience students with Flybe during the summer;
- the advertising of what Flybe had to offer could be improved within schools and colleges;
- that Flybe hoped to join together the services provided for passengers at Exeter Airport such as bus and taxi provision and check in staff;
- what is Flybe's perception of East Devon District Council and how could we improve our support? East Devon had given Flybe and the Airport a lot of support;
- in response to a question regarding Flybe's future plans for expansion. It was noted that Flybe wished to create a sustainable business. Any expansion would have to be right for the company and on its own terms.

**RESOLVED**

1. that the Economic Development Manager write to Flybe to thank Mr Witts for making his presentation to the Committee and to congratulate the company on the progress being made with the delivery of the Learning and Skills Academy;
2. that the Council welcomes Flybe's commitment to investment in skills training and development and expresses its willingness to play a part in ensuring that other local businesses and local educational establishments are made aware of and benefit from the opportunities that will become available.

(Councillor Sara Randall Johnson declared a personal interest in this item as an employee of Flybe)

\*12 **Devon Employment Space Strategy**

Nigel Harrison, Economic Development Manager presented an update on progress on the Devon Employment Space Strategy. Members noted that the Local Plan departure applications for employment land had sought to overcome the gap in the employment land supply in East Devon. Members received a paper presenting the additional major sites identified in East Devon for development purpose in 2009.

Members were pleased to see that the employment land supply had been increased and that the District Council could continue with Local Plan departure applications. It was a great success for the Council that this extra amount of employment land had been allocated. However, much of this land was in the Western side of the District and there was still much work to do to provide for the eastern side of the District in towns such as Axminster, Honiton and Seaton. More employment opportunities were needed in the rural areas and market towns of East Devon.

Some concern was expressed about the manner in which the final draft Devon Employment Land Strategy had been written and whether some of the figures contained in it were accurate. It was hoped that East Devon's position could be more accurately portrayed in the completed version. There was also a need to establish a partnership with the private sector to make progress to provide more employment land.

During discussions the following additional points and questions were noted:

- why had the public not been invited to propose the provision of more sites for employment land, similar to the process to find more housing sites in the District?
- the importance of completing the Local Development Framework process was emphasised;
- the development of small employment units in redundant farm buildings ought to be encouraged;
- Chambers of Commerce ought to be encouraged to identify potential employment sites within their area;
- Members also ought to be encouraged to investigate employment land sites both in their own area and in areas other than their own ward.

**RESOLVED**

that the Committee welcomes the priority accorded the development of managed workspace in Axminster, Seaton, Exmouth and Honiton by the Draft Devon Employment Space Strategy and calls upon the Council to examine how through co-operation with private and public sector partners, these facilities might be delivered for the benefit of new and emerging small businesses in East Devon.

\*13 **East Devon Business Centre**

Members discussed the role of the East Devon Business Centre's within the Council's Economic Development Service. Members were provided with a tour of the facilities by Nigel Harrison, Economic Development Manager and Tammy Down, Facilities Manager. It was recognised that staff at the Business Centre were ambassadors for East Devon District Council and the economic development service.

It was noted that the cost and income account for 2009/10 showed that the Business Centre was very close to being cost neutral and staff were congratulated on this achievement.

\*13 **East Devon Business Centre**

During discussions the following points and questions were noted:

- that but for the issue of the total internal recharge expenditure of £20,660 recharging the Business Centre would be profitable. It was questioned whether this figure could be presented further down in the accounts, below the profit line?
- that in past years the Business Centre had run at a loss;
- the possibility of Mid Devon District Council investigating building something similar, due to the success of the East Devon model;
- concerns expressed that some of the costs seemed to increase greatly in the second half of the year. The figures could be presented in a slightly different way;
- what was the turnover of businesses at the Business Centre. It was currently two and a half years;
- what outreach work does the Business Centre do? It hosts and organises East Devon Business Forum meetings, which involves contact with many of the businesses in East Devon and also helps business communicate with East Devon District Council by acting as a "middle man".

**RESOLVED**

1. that the Committee notes the support available to business through the East Devon Business Centre and congratulates the Centre's staff for their continuing commitment to the delivery of these services.
2. that the Council consider how the East Devon Business Centre might in future establish effective links with the Exeter Science Park and thereby contribute to ensuring that the opportunities available there were communicated to businesses throughout the District;
3. that a further report be made to the Committee in 6 months when the business plan for the Business Centre had been prepared, with the last three years cost and income figures provided as a comparator.

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

