

Agenda for Overview Committee

Thursday, 5 October 2017; 6.00pm



[Members of the Committee](#)

Venue: Council Chamber, Knowle, Sidmouth, EX10 8HL

[View directions](#)

Contact: Debbie Meakin 01395 517540
(or group number 01395 517546): Issued 26 September 2017

East Devon District Council
Knowle
Sidmouth
Devon
EX10 8HL

DX 48705 Sidmouth

Tel: 01395 516551

Fax: 01395 517507

www.eastdevon.gov.uk

- 1 [Public speaking](#)
- 2 To confirm the minutes of the meeting held on 25 July 2017 (pages 3 -5)
- 3 Apologies
- 4 [Declarations of interest](#)
- 5 [Matters of urgency](#) – none identified
- 6 To agree any items to be dealt with after the public (including press) have been excluded. There are no items that officers recommend should be dealt with in this way.

Matters for Debate

- 7 **Local Economic Development Activity** (pages 6 -24)
An update on the work programme of the Economic Development Team, priority projects and activities.
- 8 **Housing Delivery Task and Finish Forum update report** (pages 25 -27)
A brief update for information on the implementation of the recommendations made by the Forum as agreed by Cabinet.
- 9 **Overview Forward Plan** (page 28)

Under the Openness of Local Government Bodies Regulations 2014, any members of the public are now allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). No prior notification is needed but it would be helpful if you could let the democratic services team know you plan to film or record so that any necessary arrangements can be made to provide reasonable facilities for you to report on meetings. This permission does not extend to private meetings or parts of meetings which are not open to the public. You should take all recording and photography equipment with you if a public meeting moves into a session which is not open to the public.

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make

an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting.

[Decision making and equalities](#)

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 Overview Committee held at Knowle, Sidmouth on 25 July 2017

Attendance list at end of document

The meeting started at 6.00pm and ended at 7.31pm.

***1 Public speaking**

There were no public speakers at the meeting.

***2 Minute confirmation**

The minutes of the Overview Committee held on the 28 March 2017, were confirmed as a true record.

***3 Declarations of interest**

Councillor Rob Longhurst; Minute 6

Personal Interest – May no longer be able to stand in 2019 due to the boundary changes, which therefore affects his ability to claim allowance/expenses;

Councillor John Dyson: Minute 5

personal interest – Trustee of Sidmouth Folk Festival.

***4 Council Plan 2016 - 2020**

The Chairman prefaced this item by outlining how he understood the Committee should be operating at a strategic level; whereby the Committee could recommend to Cabinet and Strategic Planning Committee on elements such as policy and direction of travel. Cabinet and Strategic Planning Committee would be the decision makers, with Scrutiny keeping a watch over the implementation.

The purpose of the Council Plan was to lay out the strategic direction of the Council for future years, covering both the statutory services and those discretionary services that helped provide a balance for both the environment and quality of life for the District's residents and visitors

The Committee discussed the Plan, including:

- Retaining the ability to publish hard copies for those not able to access online;
- Look to more focus on:
 - Neighbourhood plans and how they fit into the suite of plans
 - Health and Wellbeing, particularly in light of the impending changes to delivery of health care and how that might impact on other services; how the funding of leisure services helps the community;
 - Cover what areas of service have been identified for improvement and how that is going to be implemented;
- Build in a facilitating role of the Council in helping local community groups to link up and help themselves, either in terms of avoiding duplication of work, or act as mediator;
- Look to provide the plan in a format that meets the current social media appetite, so that the Council Plan becomes an easily digestible document for those using such media;
- Add in reference to the Greater Exeter Strategic Plan (GESP) and how the plans link to that;

- Add in reference to the AONB plan so that it does become part of the Council's planning process in setting service plans.
- Add in how the Council have listened to public opinion through community engagement and what has been done as a result.

RESOLVED that the comments made on the Council Plan be submitted to the Strategic Lead Organisational Development and Transformation to take into account in the Council Plan refresh in 2018.

***5 Investigating impact of introducing charges for clearing up after events**

The Committee were reminded of the original transformation saving identified in the draft 2017/18 budget process of £9K for clear up of major events such as the Tar Barrels in Ottery St Mary; and the Sidmouth Folk Festival. The amount was added back into the approved current budget but selected for a review.

The Committee discussed their own experiences with varying events around the District, whereby many stall holders and festival volunteers undertook the vast majority of the clear up immediately after the event. Some event clear up costs were already recharged by Streetscene to the local town or parish.

Such events had additional cost implication of increased bin emptying and opening hours of public toilets. Many charitable and voluntary organisations would not be able to bear additional costs for clearing up. Many Councillors felt that the saving identified was not such a sufficient amount that it should be recharged, particularly when the District as a whole benefited from the event in term of economic and social terms.

The committee concluded that a report be brought before them identifying what events the £9K saving related to; as well as a view from Streetscene operators on the impact of clearing up after events and if those costs were likely to increase in future years. Whilst the current level of saving identified might be acceptable to include in the budget now, it may increase significantly and therefore had to be sufficiently investigated.

RESOLVED that a report be brought to the committee on recovering clear up costs from major events.

6 Local Government Boundary Committee for England Electoral Review

The committee discussed options for raising awareness of boundary changes that would impact on constituents from 2019. Suggestions included:

- Clear map showing boundary overlays accessible from the Council's website;
- Investigate having an alternative application on the East Devon App that shows information on address entry on the change of boundary;
- Press release to town and parish clerks on the boundaries for both County and District.

The committee also discussed how the responsibilities of the respective councils were often not fully understood by the public, and therefore information on the Council website should be developed to provide a clear understanding of the roles of each local government level.

RECOMMENDED to Cabinet :

That the Chief Executive consider the following suggestions of the Overview Committee in raising awareness of the pending boundary changes:

1. Clear map showing boundary overlays accessible from the Council's website;

2. application on the East Devon App that shows information on address entry on the change of boundary;
3. Press release to town and parish clerks on the boundaries for both County and District in early 2019;
4. Information on the responsibilities of each level of local government in a clear and easily accessible format on the Council website.

***7 Overview Forward Plan**

Topics put forward to be scoped were:

- Neighbourhood plans and reviews
- Workforce planning
- Examination of Strata business case to see if originally forecast savings would still be delivered

The Committee also requested follow up on issues already agreed to check on progress, including the Design Guide and safeguarding issues, to ensure that the decisions were being monitored.

Attendance list

Councillors Present:

Graham Godbeer (Chairman)
Ian Hall (Vice Chairman)
Peter Faithfull
Rob Longhurst
John Humphreys
Mike Allen
Mark Evans-Martin
Jim Knight

Councillors Also Present:

John Dyson
David Barratt

Officers

Anita Williams, Principal Solicitor
Debbie Meakin, Democratic Services Officer

Councillor Apologies:

Paul Diviani
Jill Elson

Officer Apologies:

Karen Jenkins, Strategic Lead Organisational Development and Transformation

Chairman Date.....

Report to: **Overview Committee**

Date of Meeting: 05 October 2017

Public Document: Yes

Exemption: None

Review date for release None



Agenda item: 7

Subject: **Local Economic Development Activity**

Purpose of report: The purpose of this report is to provide an update on the work programme of the Economic Development Team, priority projects and activities

Recommendation:

- 1. Members note this further report as requested as an outcome of the previous report to Overview Committee in March 2017**
- 2. Members note the progress made in delivery of local economic development activity**
- 3. Members note the achievement of full occupation and cost effectiveness of the East Devon Business Centre**
- 4. Members agree that in consultation with DM officers a report is presented to a future Strategic Planning Committee (SPC) which:**
 - a) Details the enhanced economic evidence and intelligence input from the Economic Development Team including advice on planning applications**
 - b) Identifies the practical advantages of closer working between Economic Development and Development Management functions**
 - c) Explores means by which the positive economic impact of planning policy can be maximised**

Reason for recommendation: To ensure the delivery of an effective economic development service.

Officer: Robert Murray (Economic Development Manager)
rmurray@eastdevon.gov.uk (Direct Dial): 01404 41719; 01395 571741

Financial implications: The report makes no specific recommendation which has financial implications

Legal implications: There are no legal implications arising from the report

Equalities impact: Low Impact

Risk: Low Risk

There are no specific risks associated with this update report

Links to background information:

- Service Plan: Economy & Regeneration Services, Apr 2017- Mar 2018

- [Shared Economic Strategy \(2017-20\) A Collaborative Approach to Growth and Productivity. EHOD Economic Partnership, Nov 2016](#)
- [All Business Great and Small, The East Devon Economy Report, March 2017](#)
- [EDDC Business Engagement Update Report, 22 Mar 2016](#)
- Economic Development Report, 22 Sep 2015

Link to Council Plan: Developing an outstanding local economy
Continuously improving to be an outstanding council

Report in full

In March 2017 Overview Committee Members were presented with highlights from the new economic intelligence report 'All Business Great and Small, The East Devon Economy Report'. The presentation included local economy characteristics, positives and challenges; key principles for the future; Regeneration & Economic Development team achievements and ongoing work.

The discussion that followed included challenges in raising and measuring productivity, promoting the support available to small businesses including within rural areas, the need to encourage creative businesses and not just service industry jobs, and the importance of broadband provision across the district.

The recommendations encompassed an opportunity to make more explicit what local economic development activity is underway; is planned to come forward; and how rural economic development is to be included.

The purpose of this report is to provide an update on both the current and future work programme of the Economic Development Team, including early stage thinking on the development of an Investment Plan.

The Economic Development Team is focused on a clear work programme which comprises a growing number of areas. These primary areas of work will be examined in turn under the appropriate broad categories:

1. Local Economic Development Activity

Local Economic Development activity includes delivery of our specific Service Plan aims to ensure the Council Plan economic pledges are met, and extra economic projects delivered in addition to this core work.

These can be diverse in nature and are typically either i) responsive, in dealing with emerging issues (such as potential redundancies or loss of employment premises), or ii) proactive, in capturing opportunities for new employment, securing funding or inward investment. It is important for an economic development team to maintain capacity to respond effectively to both threats of downturn and opportunities for growth in our local economy.

Updates on Current ED Activity:

East Devon Business Centre: A clear Service Plan commitment is to support small and start up business through proactive management of East Devon Business Centre. This is a key area of success for the team. As a result of the positive programme of improvement implemented by the team at the Business Centre, we can report that:

- We have increased the level of tenancy in the Centre from 55% to 100% over an 18 month period. We currently have no remaining office space to rent at EDBC
- We have increased the number of FTE jobs at the Centre by 65.7% (from 33.5 to 55.5) since 2015 and the number businesses by 44.4% (from 9 to 13) over the same period
- We have increased the level of office rental income to EDDC by 36.9% since May 2015
- We have increased the income to EDDC from our conference and meeting room hire by 65.2% compared to the 2015 average
- We have consciously strived to maximise returns and reduce outgoings at East Devon Business Centre over the last 18 months following a systems thinking review implemented by the ED team
- As a result of this, and contrary to previous advice that the Centre is too small to generate profit, we are pleased to report that the Business Centre is now a successful income generator to EDDC:

2017/18

Income to date: £94,998

Estimated annual income: (inc office rental, meeting room hire etc.) £151,500

Estimated annual expenditure: (inc all costs, salaries, recharges etc.) £112,817

Estimated EDBC Net Income 2017/18 **£38,683**

- To build on this success, Economic Development have prepared a £550k bid to seek match ERDF funding to develop a third phase of office space (providing an additional 4,208 sqft) at EDBC. Alternative options for funding this capital build project are also now being examined

Business Support: The value and outputs of our EDDC funded business support provision increased significantly in 2016/17 compared to previous years.

In place of disparate services being provided by neighbouring districts – with different targets, levels of quality and eligibility criteria, the Economic Development team worked with our EHOD colleagues to secure a pooled business support budget, with each of the four authorities committing £25k. Through a robust competitive tender process, we then jointly commissioned a high quality business support service with ambitious targets and clear, open criteria.

Recognising the need to also support our rural individuals and organisations develop projects and applications to our 'Making It Local' fund, East Devon's Economic Development team ensured that this business support contract would also ensure the provision of 'Project Sponsor' support to rural LEADER applicants.

Termed 'Business Boost', this tailored business support activity was delivered over a 12 month period from April 2016-March 2017 by Business Information Point (BIP) and Cosmic IT.

The outputs from this service, were well in excess of our previous annual engagement figures, reflecting extremely good value for money in terms of jobs created and new businesses started under the programme. The economic impact of Business Boost can be summarised as follows:

- 8.5 new FTE jobs created in East Devon and a total of 31.5 FTE jobs created across the EHOD area, with additional jobs expected to be created over the coming months
- 106 East Devon based pre-start, new and existing businesses received tailored expert support

- 5 new businesses were set up in East Devon as a result of this support, all of which have delivered new employment. These are 'The Ice Cream Kiosk' in Seaton; Grazing Cow in Honiton; 'Task & Time' in Honiton; 'Your Girl Friday' in Sidmouth and; 'The Maltsters' in Clyst St Mary.

Rural Economy Support: As described, BIP were successfully contracted to act as Project Sponsors, providing our rural organisations and businesses with direct assistance in making grant applications to the Rural Development Programme for England: LEADER. Primarily in East Devon, these were to 'Making it Local'.

- Overall, 50 EHOD clients were supported with their LEADER applications, achieving a far higher than average 42% success rate
- £530,127.00 has been awarded in grant funding with £795,190.00 of private investment leveraged as match funding. See Appendix 1: LEADER Case Studies for details of the 16 East Devon projects supported by Economic Development.

Widening the current Growth Support Programme (GSP): The ED team are currently negotiating an augmented business support provision to secure specialist business assistance to our Agri-sector and other rural businesses. Specific land based businesses are currently ineligible for support via the current ERDF and Local Authority funded GSP (Second Growth Hub contract). Our work will ensure all businesses in East Devon are the focus of our funded support, regardless of location.

EHOD Employment and Skills Board (ESB): Exeter & Heart of Devon (EHOD) Economic Development teams have made a commitment within our Shared Economic Strategy (2017-2020) to work with the established EHOD ESB to align activities and promote more tangible outputs that meet the needs of business and our working residents. After a substantial request was made by the ESB for increased funding, we are currently in discussion about demonstrating that proposed projects address identified skills needs and represent the best use of resources.

Proactive Inward Investment: The Economic Development Team are maintaining a record of all inward investment, commercial land and premises enquiries received. A shared Customer Relationship Management (CRM) system has been established to disseminate this data to our EHOD partner ED teams – ensuring that a professional and consistent approach to communication and information provision to each enquiry is maintained by the appropriate case officer.

This CRM system is part of the new EHOD Commercial Premises Register which now covers the whole of East Devon, enabling every one of our 30 or so commercial agents to more effectively market employment premises and land across the district. Crucially, as more land and premises are uploaded to the CPR, the ED team are provided with more robust enquiry data with which to challenge the loss of employment land in East Devon and tailor our advice on workspace demand and provision.

Following a recent meeting with their new CEO, we are also now working with the Science Park Centre to ensure benefits of activity and engagement to rural businesses across EHOD area.

Planned ED Activity:

The Economic Development Team has welcomed a new resource in January 2017 in the form of a Project Officer to focus on funding and intelligence activities such as project pipeline development

and funding opportunities such as Coastal Communities Fund (CCF) and One Public Estate (OPE). The research and delivery of the All Business Economy Report was a first milestone and the Project Officer is now making progress on a number of new initiatives including:

- Establishing a monitoring system to identify and review external funding opportunities. This addresses concerns raised at previous Overview Committee meetings that funding opportunities are being missed in East Devon. Importantly, this work has clear synergy with the Business Liaison officer who is then able to communicate this awareness of relevant funding calls to appropriate businesses and organisations across the district.
- Developing a Business Engagement Strategy to identify and communicate with key local employers and growth businesses within our district. This will include regular economy and business bulletins for sector specific networks and groups (top 50 employers for example). The work will also establish a series of detailed Town Profiles to support Inward Investment activities. Economic Development team roles are clearly defined in respect of this work. See Appendix 2: Defined Team Roles: Business Engagement & Communication. This information is included to help highlight the direct benefits to business of the team's work.
- An active Ambassador Programme is being developed to create a network of business leads representing successful indigenous growth, inward investment and covering our priority GESP sectors (knowledge based industries; smart logistics; environmental futures and data analytics). Inward investment leads will be introduced to appropriate ambassadors to share relevant experiences, inform and encourage growth.
- Undertaking further economic research and commission data provision as needed to create a sound economic evidence base and inform funding applications.

The team is currently in the process of recruiting for a new Economic Development Officer. This post will build upon the progress made with development management in making the case for economic growth and prioritising the delivery of new, quality jobs. They will help raise the profile of East Devon as a place to do business and develop your career through inward investment promotion and engagement with the Skills agenda. Once this resource is on board they will be responsible for:

- Establishing and managing wider relationships with local businesses, start-ups, representative groups and support providers. This will include facilitating local delivery of both internally and externally funded business support programmes, ensuring engagement with our rural businesses to ensure opportunities for improvement are maximised.
- Working with partner economic development teams (as part of the Exeter and Heart of Devon Economic Partnership) to deliver the aims of our Shared Economic Strategy.
- Providing economic intelligence and input to inform the development of the Greater Exeter Strategic Plan. This will build on our closer work with planning teams to support the identification and implementation of both specific economic development policies and robust employment land allocations.
- Providing informed comment on planning applications which have implications for employment, economic development and sustained business rate income to the Council. To date we have maintained a near 100% response rate to consultations received on commercial applications.

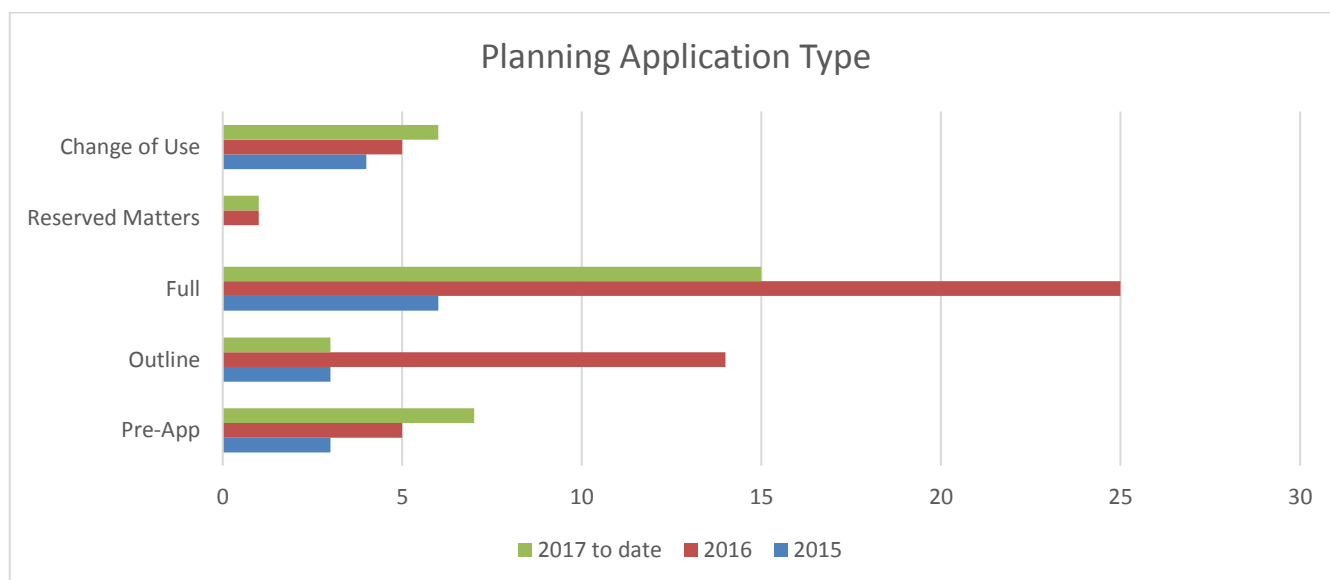
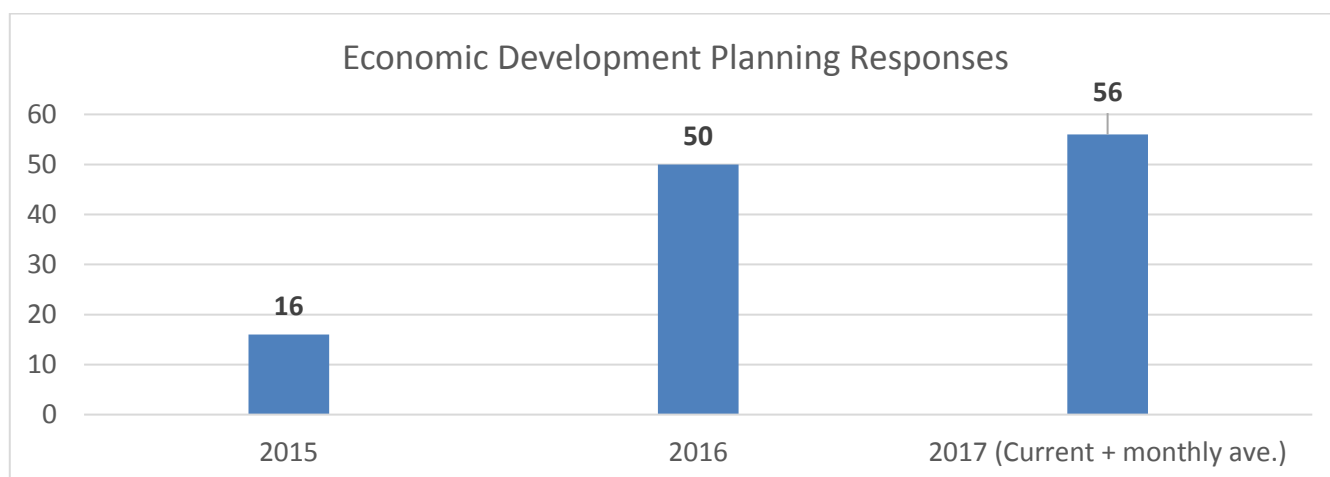
With the increased number of these received, there is a clear case to commit resource to this crucial area of work to support local economic development.

- Corporate working with licensing and other teams to promote street trading and markets to improve local producers, micro and start up business, encourage increased local spending and local economic vitality. This could include the promotion of local food and drink businesses through a large scale ‘Meet the Buyer’ event.
- Local workspace demand surveys – ensuring our development plans are evidence based.
- Promoting LEADER Success Stories in East Devon and making clear how the council supported them. See Appendix 1 – LEADER Case Studies.

2. Increased Engagement with Planning

The Economic Development team strives to protect existing employment land and ensure the provision of employment premises across the district. Planning responses, corporate support and effective collaboration with the Planning team is an area we have increased our focus on.

The team is actively engaged in the Planning process and the chart below illustrates the increasing number of Economic Development planning responses from the team since 2015.



Planning responses require an assessment of the relevant evidence in relation to the overall economic impact of each application with a commercial implication. We examine the submitted detail, review available data and relevant policy and carry out research (inc. around employment land and premises supply and demand) to identify the net economic and employment impact in each case. This enables us to either simply present the evidence and/or make a robust recommendation that the application be supported or refused. In some instances, no recommendation is required, such as a review of an applicant's marketing strategy prior to change of use.

To inform the current report, The Economic Development team carried out an initial review of the usefulness of our responses to inform commercial planning outcomes. In a random sample of 27 planning decisions since Jan 2016 where a recommendation was provided by Economic Development, the conclusion by the Planning Officer (if delegated authority), the Development Management Committee, or the Planning Inspector correlated positively in every instance with the Economic Development recommendation.

A recent addition to the planning process by the Economic Development team was the creation and publication of specific guidance in late 2016 for the [marketing of commercial premises and land](#), published on the Council's website.

The guidance provided requires that employment sites are marketed robustly and effectively prior to any consideration of potential Change of Use. Prior to this guidance, each planning officer had to make their own subjective decision as to whether a site had been marketed sufficiently.

The Economic Development team has some new practice ideas emerging which could enable even more effective working with the Planning team. These will be discussed with DM colleagues among recommendations to be developed for a future report to Strategic Planning Committee. These ideas include:

- In the light of recent changes to remove such fees from Enterprise Zone, we review the application of pre-app fees for commercial development across the district
- Provide the Economic Development team access to the Planning CAS document system to increase transparency and speed up responses
- Explore possible improvements to the generic consultation request system to enable improved methods of working with Economic Development
- Greater consistency of consultation – the team are not currently consulted on all commercial applications
- Stronger representation of the EHOD Economic Partnership in the development of a sound economic evidence base for the GESP. More meaningful input to HELAA and GESP development (inc. strategic land allocations, viability review and policy development);
- Joint approach to Delivery Team to target stalled employment allocations

3. EHOD Shared Economic Strategy (2017-2020) – Working Together

In line with the greater emphasis on cross-boundary joint working, efficiency and shrinking budgets and acknowledgement the economy does not work to local authority boundaries, East Devon has led on the production of a Shared Economic Strategy for Exeter and the Heart of Devon (EHOD) which sets out our growth ambition, priorities and approach that we will take to enable the growth of the regional economy.

This is a joint agenda across the four Councils that make up the EHOD sub-region. It takes into account the different opportunities and challenges across our local authority areas of Exeter City, East Devon, Mid Devon and Teignbridge. It is based on a collaborative approach which recognises that far more can be achieved by working in partnership than alone.

Priorities have been established around increasing high-quality jobs, attracting and retaining investment, unlocking and enabling development as well as improving productivity, skills, qualifications and employability.

Four specific common economic objectives have been identified with each local authority taking ownership for a theme fundamental to the vitality of our shared functioning economic market area (FEMA):

Strategic Planning (East Devon are the EHOD partnership lead): Employment land and infrastructure. Formal representation and input to ensure the right strategic employment sites and required infrastructure are identified through the Housing and Economic Land Availability Assessment (HELAA) and the Greater Exeter Strategic Plan (GESP).

Business Support and Transformation (Mid Devon are the EHOD partnership lead): Supporting the success and development of businesses across EHOD via a jointly contracted Growth Hub Service, now named the [Growth Support Programme](#). Each council shares a commitment to supporting the success and development of businesses in our respective districts. It makes sense to work together, pooling resource to unlock value through joint contracting which also ensures consistent, high-quality support provision across our functioning economic geography.

Employment & Skills (Teignbridge are the EHOD partnership lead): Improved engagement, working in partnership with the EHOD Employment and Skills Board is crucial to create a world-class workforce and maintain our competitive position. The labour market challenges and skills gaps we currently face in East Devon are shared by our neighbouring authority areas. By working together we will be far more successful in tackling shared objectives and tailoring skills delivery to the future needs of our businesses.

Inward Investment (Exeter City are the EHOD partnership lead): It is important to understand that most companies don't give weight to local authority boundaries and our Economic Development teams working to attract these businesses recognise this fact. There is a shared wish to see an increased number of skilled, well-paid jobs through successful inward investment. Whereas we would struggle to promote any single district as an international inward investment location, we can work together more effectively to market the benefits to investors of Exeter and the Heart of Devon to maximise the appeal to potential inward investors.

4. A Future Investment and Income Generation Plan

The Economy team in cooperation with relevant colleagues will be preparing a high level costed pipeline of projects for consideration within the 2017/18 budget setting process and/or beyond. The objective of a future project pipeline is to increase the number of premises for business across the district within the gaps in provision that the private sector does not operate. Furthermore, any investment in business space by EDDC will need to contribute to the council's transformation objectives by creating a meaningful income stream to the council.

The council recognises that delivery of development is a significant challenge. There are a number of straightforward sites coming forward in the district for housing and employment but there are others that are stalled or slow to make progress. This is true both of housing and other sites for employment generating uses. We will continue to facilitate business growth through our input to planning, but to meet our Local Plan targets and provide a sustainable mix of land uses for the continued prosperity of the district, we need to be more proactive and work with planning colleagues to focus on development and delivery. This ambition will be included within future options for members to consider around an enhanced delivery focus and function within the council. Proposals will be forthcoming on an enhanced development delivery approach within EDDC.

Planning, economic development, housing, surveying, valuation and other professional skills will need to be applied collectively and in a targeted and more concerted way if we wish to see complex sites be successfully developed. These include housing sites such as East of Axminster, Exmouth Goodmores Farm and Seaton Harepath Road. In terms of employment and commercial sites we are examining what can be delivered at Axminster Cloakham Lawns, the former Ceramtec site in Colyton and Exmouth town centre. Only where we have evidence of market failure or underperformance and capacity for a meaningful return on investment is there a case for the council to intervene in the provision of workspace. We will seek a meaningful return on our investment and any business case will be predicated on these criteria.

An early proposition to the Medium Term Financial Plan is likely to be a three year contribution in match funding for a corporate development delivery team. Further work will be carried out on the funding, functioning and income generation capacity of this resource.

Recommendation - we will prepare a report to the Strategic Planning Committee to align thinking, approve collaborative working (operational and strategic), effectiveness and efficiency and private sector business growth - working with planning to deliver sites and explore the detail of a delivery team function for the council.

This is an important area of planned work in delivering the Local Plan target of one job per new home over the planned period. Our aim is to address any potential imbalance between the provision of new homes and new, quality jobs in East Devon and inform a balanced approach to sustainable community development.

Appendix 1: LEADER Case Studies, East Devon

Understanding the benefit of specialist advice to help our rural individuals and organisations develop projects and applications to our LEADER 'Making It Local' fund, East Devon's Economic Development team commissioned Business Information Point (BIP) to provide direct Project Sponsor support as an addition to our Business Boost programme. Feedback is clear, that the support and assistance our applicant's received played a significant part in the success of the following East Devon projects:

Axminster Heritage LTD – Restoration of the 18th century Dye house (Axminster)



Awarded £90,772 (80% of the total project costs of £113,465) of LEADER funding from Making it Local to restore the 18th century Dye house and toilets which are in a very poor state. The dye house will then be used as a learning centre running courses, talks and demonstrations and exhibition space

Axminster Heritage Limited was incorporated in 2005 and became a registered charity in 2006. Axminster Heritage Limited is governed by a board of trustees all of whom are from within the wider local community.

In 2005 they established a heritage centre in a former carpet factory, displaying the rich and important history of Axminster's carpet industry.

In 2014 Axminster museum merged with AHL, the merger included their collection. The group acquired the old Whitty carpet factory, a grade II listed building which they are restoring in 3 phases:

Phase 1 of the project was enabling a temporary exhibition space to be created to enable members of the public to visit the collection which was relocated to Thomas Witty house, this was completed in 2015.

Phase 2, which is this project, will see the Dye house restored and used for learning and exhibitions.

Phase 3 will be the renovation of drill hall and a café, shop and garden created. HLF funding has been secured for these works.

This project expects to attract 7,500 visitors by 2020.

<http://axminsterheritage.org/>

B A Pyne & Son - a pasteurizer, weigh crush and EID Equipment (East Budleigh)

Awarded £4,911.13 (40% of the total project costs of £12,277.82) of LEADER funding from Making it Local to purchase of a pasteurizer, weigh crush and EID Equipment to improve animal health and welfare on the farm.

The Pyne Family have farmed Pullhayes farm since 1968, they are 4th generation tenants on the farm. James and Jeannette Pyne have been sunning the farm since 2012.

The farm became organic in 1996 and they currently have a herd of 200 dairy cows. The farm is 194 hectares; they also grow some crops, with 140 hectares of grasslands.

Johnes disease is on the farm and John looked for support to invest in a pasteuriser to eliminate this, then they could also become a closed heard. They also wanted to invest in EID equipment and mobile weigh crush, which will help them to monitor the health of the animals, whilst also reducing the time taken to undertake weighing by taking the equipment to the animals.

Bulstone Springs Farm – Organic Despatch facility (Branscombe)



Awarded £14,390.74 (40% of the total project costs of £45,199.75) of LEADER funding from Making it Local towards the refurbishment of a barn to create an organic despatch facility on the farm and the purchase of the associated equipment to run the business.

Bulstone farm was purchased in 2010 and is owned and managed by Jon Theodosiou and Laura Williams. The farm is 9.8 hectares of grassland with an additional 4 hectares of woodland, and came with a stocked carp lake.

During the first two years on the farm Jon and Laura set up an organic egg business, this has now been in operation for 5 years and is growing in demand. They currently have 180 laying hens.

At the end of 2012 there was a landslide on site which destroyed a track and the carp lake, this meant the fishing business ceased until the work could be undertaken. The track was replaced this year and the carp business will be restored over the next 18 months.

Jon and Laura wanted to invest in the refurbishment of a barn to turn it in to a despatch facility and support to purchase the equipment for the facility. They didn't have the chickens; these were purchased as a non-grant item together with some other housing facilities as these costs are not eligible for LEADER funding.

The project came about as the applicants were inspired by other organic chicken producers. Having reared laying hens they have experience of chicken management.

The proposed project is to increase turnover and productivity to create a sustainable farm business. The increase will provide a part time job for Laura and a part time job for another staff member.

<https://www.facebook.com/BulstoneSprings/>

Haye Farm - Processing Facility (Axminster)

Awarded £56,684.83 (40% of the total project costs of £146,713.07) of LEADER funding from Making it Local to build a new building to create a processing facility on the farm.

The company was established in 2014 when the farm was purchased and is owned and managed by Harry Bogleione and Emily Perry.

The farm occupies 66.7 acres and is an organic holding. There has been significant investment from the partners (over £130,000) in machinery, equipment and improvements on the farm. They farm Ruby Red Devon Cattle, sheep, rare breed pigs, ducks and 550 egg chickens. They produce 200 meat chickens each month and grow vegetables on 4 acres.

Harry requested funding to create in a new building to house a processing plant. This will enable them to add value to the products they farm. It will also enable them to process their products onsite, reducing costs of using other processor, enabling the business to grow.

Harry will bring 50 new products to the market place, including a wide selection of charcuterie products, meat, jams, chutneys and herbs.

The investment will also create 4 FTE Jobs.

Lorimer Consulting - Manor Farm Business & Education Centre (Payhembury)



Awarded £83,622 (40% of the total project costs of £209,055) of LEADER funding from Making it Local towards the refurbishment of three barns into a business centre offering office space for 4 businesses and flexible meeting space.

Lorimer Consulting Limited was established in 2014 after trading as a sole trader for 10 months, and is owned and managed by Chris Lorimer. The company has 1.5 FTEs staff.

Currently Lorimer Consulting Limited is run from Chris' home, which provides limitations in terms of expanding business support activities. Chris has recently established the South West Growth Service business, with the specific aim of offering business support across the South West. The development of the barns into a fully serviced business centre will complement these businesses.

This project will create 5 FTEs jobs, as well as supporting local businesses to develop and grow.

<http://www.lorimerconsulting.co.uk/>

Lower Keats Farm Glamping (Axminster)



Awarded £68,585.56 (40% of the total project costs of £171,463.90) of LEADER funding from Making it Local to prepare the site and purchase and fit out of 6 large 'safari' style tents, to create a new glamping site in the Axminster area.

Gary and Linda Kellaway were looking to create a new income through his land. They saw an opportunity to use their land for tourism purposes, as it is too small to create a feasible agricultural business (just 14 acres) but does sit in a very pleasing location that lends itself to a glamping site. The glamping site will be a new venture which Gary and Linda, it will create a FTE job for Gary and they will employ another person at 0.45 FTE

Gary runs a hoof trimming service which is drop off through the invention of greater automated hoof trimming equipment, the applicant sees diversifying into a tourism business as a successor to his current business.

The glamping site will attract visitors to the area and will have a benefit to many local businesses and tourist attractions.

The luxury tents will be a high specification with stoves, kitchens and bathrooms, making them usable all year.

<http://www.lowerkeatsglamping.co.uk/>

MTD Pile - mobile livestock handling system (Dunkeswell)



Awarded £5,398 (40% of the total project costs of £13,495) of LEADER funding from Making it Local towards the purchase of a high specification mobile livestock handling system with integrated hydraulic systems gates and pens, electronic weighing system, cattle penning, race and crush. This will lead to more efficient farming practices and increased animal health and welfare.

Daniel Pile purchased the land at Higher Park Farm 40 years ago at the age of 18 and managed the family farm business in partnership with his wife, both working full time on the farm with the assistance of part time employees. The 345 acre farming business is based on a suckler herd of 225 head of cattle and 80 ewes producing approximately 1600 store lambs per year.

In June 2013 Daniel suffered a broken leg in two places caused by being crushed by a cow while in the process of de-horning a calf. This led to research into safer livestock handling systems, for both staff and animals.

The project replaced the current basic static livestock handling system with a more efficient penning, race and crush that incorporates an electronic weighing system and animal restraining system. This provided improvements in efficiency of livestock handling and a safer system that improves the standard of animal health and welfare, and provides a safer working environment for himself and his family, employees, vets and other contractors who need to attend to the livestock.

The mobile handling unit will also improve the efficiency of the farm business by facilitating improved monitoring and management of livestock weight gain and food conversion ratios with the aim of meeting the improved carcass specification required by the market. This would provide the opportunity of finishing young stock on farm at an earlier age thereby improving profit potential and reducing carbon emissions.

Nigel Priston Forestry – Forestry machinery (Exmouth)

Awarded £37,708 (40% of the total project costs of £94,270) of LEADER funding from Making it Local to purchase of three items of forestry machinery that will allow Nigel to increase business capacity of a micro forestry business and continuity of production:

- 1) Timber Forwarder
- 2) Firewood Processor
- 3) Forestry Winch

Nigel Priston Forestry was established in 1997. Nigel works with local woodland owners who have felling licences to manage their woodlands.

Nigel extracts hardwood which is then dried in a kiln that reduces the drying time from 1 year to 1 day. As this is a superior quality wood demand is high, and exceeding the availability. Soft wood is used to fuel the Kiln.

To enable Nigel to grow his business he wanted to invest in three items, a forwarder, winch and processor. These will enable Nigel to access more woodlands and increase productivity and also to meet demand.

It will also enable Nigel to access less accessible woodlands and therefore offer his forestry services to more owners.

This project will create full time employment for the current part time employee; it will also provide year round work.

Otter Farm – Kitchen Garden School and Wine Making (Honiton)



Awarded £40,241, (40% of the total project costs of £100,604) of LEADER funding from Making it local for the creation of a kitchen garden school and wine making facility at Otter Farm, through the purchase of wine making equipment and the installation of a commercial kitchen in an existing winery building. The development of a new e-commerce website will provide the ability to market the kitchen school and wine products and enable purchases to be made directly through the web portal.

Otter Farm (Diacono Ltd) is run by Mark Diacono. Otter Farm began in 2005 with a 17 acre smallholding including the Otter Farm nursery which sells plants and seeds online. The Otter Farm Vineyard is in early production they have wine maturing to sell from 2016.

The winery/kitchen garden school are new elements to the Otter Farm business and expand on the existing activities including the selling of seeds and the development of the vineyard.

The applicant Mark is a food/gardening writer and broadcaster, and he runs courses and events at a variety of locations and is well known internationally in both the food and gardening worlds and has done much to inspire a new generation of gardeners, growers and cooks. His seven award winning books - including winning Food Book of the Year twice - have been published internationally and he writes regular features in The Daily Telegraph, The Guardian, National Geographic Magazine, The Observer and many other publications. Mark runs courses, lectures, hosts and presents at shows (including Chelsea Flower Show, Malvern Spring and Autumn Shows, Grand Designs). For a number of years Mark led the garden team at River Cottage and appeared on the TV series, running courses and contributed to the sustainable development of the farm and business. The farm has been featured on many TV and radio programmes, including Sir David Attenborough's climate change documentary, BBC1's The One Show, Radio 4's The Food Programme, Today and EPR in the USA.

The proposed project has come about because the large following has led to course requests but they have not had the facilities with which to turn this following into visitors to Otter Farm and welcome them for courses, events and to buy produce.

This project marks a significant step for the business, in drawing all the existing strands together, and establishing facilities that will allow them to process, add value and sell their produce, as well as welcome people to the farm to participate in courses and other events and for them to welcome schools groups.

<https://www.otterfarm.co.uk/>

Pebblebed Vineyard – semi-automatic disgorging/dosage machine (Clyst St George)

Awarded £7,068 (40% of the total project costs of £17,670) of LEADER funding from Making it Local, towards the purchase of a disgorging /dosing machine (DD 700 M semi-automatic) to process sparkling wine. This will allow the applicant to double their production capacity and offer a disgorging contracting service to other local vineyards.



Pebblebed Vineyard was established in 1999 and is owned and managed by Geoffrey and Anna Bowen. The planting of 0.2 hectares, and has steadily grown with 12 hectares to date. The applicant first started making their own wine in 2012 with the maturity of the vines.

The support to invest in a new semi-automatic disgorging/dosage machine will allow them to make their own sparkling wine. Until now they have been using a manual machine which is time consuming, the new machine will allow them to double production, and also to complete the winemaking process with the disgorging, which they are currently unable to do. They will also be able to offer a disgorging service to local vineyards who currently send their wine all over the country.

The Project will be run by Geoffrey with support from Alex. Geoffrey is an experienced project manager, and has run multimillion pound projects in both the public and private sector. Alex is a qualified wine maker with a BSc from Sussex University.

<http://www.pebblebed.co.uk/>

Peter E Hurford & Partners – Slurry management and Green bedding (Colyton)



Awarded £15,831 (40% of total project costs of £39,579) of LEADER Funding from Making it Local for the purchase and installation of a Slurry Separator. This investment will reduce waste and increase on-farm efficiency. The equipment will take the liquid portion of the cow slurry away leaving the recycled manure solids (RMS) which will be used for cow bedding. This will reduce the need for the farm to import saw dust bedding.

P E Hurford & Partners is a family run owner occupied farm in operation for 25 years. The farm is 137 ha of grass (113 ha), wheat (11 ha) and maize (13 ha), which supports 260 cows and an average of 160 followers which are all reared on the farm. The farm employs 2 FTE staff and part time labour (3.5 FTE in total).

The applicant, Andrew Hurford, is the lead partner on the farm holding and will have the responsibility of managing the project implementation and then the continued use of the new slurry management system, after the electrical engineers have overseen the fitting of the equipment.

As part of an ongoing development plan the farm has recently invested in new housing facilities and has now identified that a new slurry management system is required to facilitate this increased enterprise mix.

Powderkeg Brewery – Kegs, Fermentation equipment, and a forklift for their craft brewery (Woodbury Salterton)



Awarded £14,089.41 (40% of the total project costs of £35,223.53) of LEADER funding from Making it Local to purchase Kegs, Fermentation equipment, and a forklift for their craft brewery.

John Magill, an experienced microbiologist, started Powderkeg Brewery in 2015. John produces modern British Keg Craft beers. They are Devon's only dedicated keg micro-brewery. In October 2016 they won the 'Best Lager' award at the Beer awards.

Demand for the beers that John produces has doubled each year; he is now at the stage that he needed to expand to meet the demand. Therefore John applied to Making it Local for help to increase his fermentation equipment so that he can double production, 200 kegs, so that he can supply more customers and a fork lift so that he can increase the useable storage space in the unit. PowderKeg beers are currently distributed in South Devon, East Devon and Bristol.

The project will create 1 FTE over the next 2 years.

<http://www.powderkegbeer.co.uk/>

PVM Supplies – Embroidery machine, LED lighting and a new CRM system (Exeter Airport Business Park)



Awarded £29,588 (40% of the total project costs of £73,970) of LEADER funding from Making it Local to purchase of an embroidery machine, LED lighting and a new CRM system. These items will allow the applicant to increase productivity, improve customer ordering and enable them to improve the working environment whilst reducing energy cost.

PVM Supplies is a family business and is owned and managed by Paul Mathers the Managing Director and Nicky Mather. Trudie Way the human Resource Manager has applied on behalf of the business.

PVM have 24 Employees and they work locally and nationally. They supply embroidered garments to the work wear and uniform, janitorial, catering and health and safety sectors.

Trudie was seeking support to invest in an embroidery machine to enable them to expand their quality embroidery business. The last 12 months they have been working on plans to grow the business. The LED lighting will enable them to reduce electricity overheads by 30% and the new CRM system will enable them to better engage with their customers and bid for more contracts.

This project will create 3 FTEs jobs, and significantly grow the business.

<http://www.pvmsupplies.co.uk/>

RE & AM Pearse – Burscombe Farm Hoof Trimmer (Sidmouth)



Awarded £7,400 (40% of the total project cost of £18,500) of LEADER funding from Making it Local for the purchase and installation of a KVK 650 hoof trimmer chute. This investment will improve both animal health and workers' health and safety.

RE and AM Pearse is a family run farm. The farm is 155 hectares of Grass and 28 hectares of Maize which supports 256 dairy cows, 236 followers 3 bulls and 80 sheep/goats. The Farm employs 4 FTE, including one apprentice.

The hoof trimmer will enable the animal to be securely fastened and moved with no harm to the animal to the height needed for the staff member safely trim the hooves, improving the on-farm health and welfare of the animals. It will also increase productivity and efficiencies on the farm and create a safe working environment for both animals and staff.

<http://www.burscombefarm-devon.co.uk/>

Rebel Town Pizza - Mobile Pizza Van (Colyton)



Awarded £8,247.36 (40% of the total project costs of £20,618.40) of LEADER funding from Making it Local towards the purchase of a vehicle which will be converted into a bespoke self-contained pizza van and to include the integration of a wood fired pizza oven.

Rebel Town Pizza was established in 2015 and is owned and managed by brothers Ross and Lee Clifford who are the current employees.

Rebel Town Pizza is a mobile wood-fired pop up pizzeria serving authentic thin crust pizza. It is based in Colyford in East Devon and attends events including weddings, festivals, fetes etc.

Ross and Lee wanted to grow the business, and found that there were some events that they were unable to attend because of the size of their equipment, as many of the sites are limited. They considered how they could overcome this and decided that a vehicle adapted into a bespoke pizza kitchen with integrated wood-fired pizza oven would be a suitable option. This will allow the business to attend more events where they previously couldn't due to the size and manoeuvrability of their current vehicle and trailer. They will also be able to offer cooking workshops. The demand for the business to attend more events is growing. They will employ 6 staff a year for the events; this equates to 1 FTE. They will still use their current equipment, and can therefore attend multiple events.

<http://www.rebeltownpizza.co.uk/>

RH and MJ Hurford - Efficient Dairy Farming (Axminster)



Awarded £13,254 (40% of the total project costs of £33,135) of LEADER funding from Making it Local towards the purchase of a heat recovery unit and rumination collars to improve the health, welfare and productivity of the cows whilst also improving energy efficiency on the farm.

RH and MJ Hurford have been operating for 25 years when Andrew joined the partnership at the age of 18. Lower Westwater Farm is a dairy farm, originally starting with 224 acres and has now grown to 344 acres and the number of cows has increased from 130 to 220, increasing the milk yield from 7,000 litres to 9,500 litres per cow. They employ 3.4 FTEs.

The proposed project has come about from the desire of the applicant to improve the health, welfare and efficiency of his herd and reduce costs while increasing productivity. The applicant has attended several demonstrations of the equipment and had the opportunity to discuss the efficiencies with other users.

Appendix 2: Defined Team Roles: Business Engagement & Communication

In the development of the job descriptions for our Project Officer and Business Liaison Officer, we have ensured both roles link in to our ongoing Service Plan aims in delivering specific Council Plan pledges for an outstanding economy. Moreover, we have ensured a high degree of synergy and added value in the successful completion of clear accountabilities which complement, but not duplicate one another.

This can be seen in the distinction between the PO and BLO responsibilities in respect of high level research and information management, business engagement and direct communication.

Our PO, with a clear remit to carry out research on our economy and funding would, for example, address questions of how our manufacturing sector is performing compared to previous periods, and what opportunities for support currently exist. To add value, our BLO would know which individual businesses comprised our manufacturing sector and would communicate these opportunities for support directly to relevant business leads including via business bulletins and face to face.

This separate focus on shared areas of work is clarified in the respective accountabilities:

Funding & Research Project Officer (G6)	Business Liaison Officer (G5)
<p><u>Job Description – Relevant Core Accountabilities:</u></p> <p>Lead on economic development projects as delegated. This will include the development and implementation of a pragmatic communications strategy between EDDC and our businesses especially those with growth potential and significant to the area and external profile. This is to develop our transparent and effective engagement – sharing relevant information about opportunities for growth, support and providing an opportunity for feedback.</p> <p>To identify, utilise and monitor relevant sources of information and research on the local and regional economic issues for the District and its businesses and produce a regular digest of key statistics for internal and external audiences.</p>	<p><u>Job Description – Relevant Core Accountabilities:</u></p> <p>Monitoring of our business contacts databases.</p> <p>Supporting the development and implementation of our communication strategy to relevant sectors/groups as required. This will underpin EDDC’s effective and transparent business engagement strategy.</p> <p>Communicate outcomes and opportunities emerging from our joint working to relevant sectors within our business contact database and via social media</p>
<p><u>Defined Roles:</u></p> <ul style="list-style-type: none"> • Leading the project to develop our business engagement strategy • High level development & testing of appropriate bulletin format (pilot complete) • Research to compile & update key sector profiles comprising the East Devon economy • These will include our 4 priority GESP sectors: <ul style="list-style-type: none"> - Data analytics 	<p><u>Defined Roles:</u></p> <ul style="list-style-type: none"> • Supporting Project Lead in the identification of relevant individual businesses to comprise key networks: <ul style="list-style-type: none"> - Inw. Inv. Ambassadors - Top 100 employers - Data analytics network - Environmental Futures network - Knowledge based industries - Smart Logistics network

<ul style="list-style-type: none"> - Environmental Futures - Knowledge based industries - Smart Logistics <ul style="list-style-type: none"> • Research outputs (headline economic indicators and specific funding opportunities) sent to BLO for dissemination in relevant bulletins • Town profiles - Local economic data. <p>To inform development of town profiles for Honiton; Axminster; Seaton; Exmouth; Sidmouth; Ottery St Mary; Cranbrook; Budleigh; Woodbury</p>	<ul style="list-style-type: none"> • Compiling copy, production and dissemination of business bulletins - tailoring each to relevant established networks • Implementation of outreach work, inc. street trading events • Social media development • Direct business liaison to inform development of town profiles (key employers; main sector leads; individual business profiles; available premises/employment land)
--	--

Report to: **Overview Committee**

Date of Meeting: 5 October 2017

Public Document: Yes

Exemption: None

Review date for release None

Agenda item: 9

Subject: **Housing Delivery Task and Finish Forum update**

Purpose of report: To update the Committee on progress on the recommendations of the Forum that were agreed by Cabinet on 10 May 2017

Recommendation: **To note the progress made**

Reason for recommendation: For the Overview Committee to monitor the progress and implementation of recommendations made that are subsequently agreed by Cabinet or Council

Officer: Debbie Meakin, Democratic Services Officer
dmeakin@eastdevon.gov.uk

Links to background information:

- [Overview committee agenda 28 March 2017](#)
- [Overview committee minutes 28 March 2017](#)
- [Cabinet minutes 10 May 2017](#)

Link to Council Plan: Encouraging communities to be outstanding

Report in full

The Housing Delivery Task and Finish Forum presented their final report to the Overview Committee on the 28 March 2017. The nine recommendations, formed following interviews, findings and consultation with a number of expert witnesses, were endorsed by the Committee to put forward to Cabinet.

These were agreed by Cabinet on the 10 May 2017.

Normal practice for the Overview and Scrutiny Committee would be to receive an update on progress roughly six months after agreement; in this case it was agreed that an earlier update would be welcomed by Members, as progress is being made on the Local Housing Company.

The resolutions were:

1. Overview welcomed the Cabinet decision to support the proposal for establishing a Local Housing Company for the Council, as a means of delivering more housing

A Local Housing Sub Committee has been set up and meets on the 4 October to consider draft documents such as the shareholder agreement, memorandum of association, articles of association, and the five year business plan. Their recommendations will go onto Cabinet for decision.

2. Council continue to maintain as a priority the delivery of affordable homes in its Council Plan



The Housing Strategy has undergone a recent refresh, considered by the Housing Review Board on the 15 June, which still retains a priority for affordable housing. This Strategy links in with the Council Plan. The business plan for the Housing Revenue Account will also go before the Housing Review Board in September with proposals to maximise delivery of housing through that mechanism.

3. Cabinet ask relevant officers to undertake further research into the financial model of affordability, considering new practices emerging in other local authorities, to report back to the Overview Committee

Consultancy work is underway reviewing the Community Infrastructure Levy (CIL) charging schedule, as well as other elements such as the Cranbrook Plan and the allocated areas in the Local Plan which include the delivery of affordable housing. A report on the findings of this review will go before the Strategic Planning Committee later this year.

4. Cabinet ask relevant officers to look at means of attracting other registered providers to the District in order to have a wider choice of providers than the dominant Devon and Cornwall Homes (DCH)

Work continues to make more opportunities for housing associations and community land trusts to be involved in the delivery of affordable housing; however it still remains the case that the DCH are still dominant in the sector.

5. Council explore how it could better support existing Community Land Trusts, and help bring forward new Trusts, through using partner organisations such as the Wessex Community Housing Project, and regular promotion of successful projects

Wessex Community Housing Project were appointed to work on the allocation of funding from the Community Housing Fund on the 5 April.

6. Cabinet explore investment into property as a means of better financial return on reserves

This links to the progression of the Local Housing Company, as well as work already underway through the Asset Management Forum and the Budget Working Group on exploring investment to increase income streams options.

7. The forthcoming District Design Guide (under the adopted Local Plan) was developed not only to improve the quality of new buildings, but to be innovative in seeking high quality of design, sustainability, and build, in order to drive a higher quality of planning applications submitted

Work on the Design Guide has been delayed due to resources being allocated to the priority work on plans such as the Villages Plan, Cranbrook Plan and CIL. The Cranbrook Plan will have elements of design direction within it that will go forward to the Design Guide alongside the need to seek quality as requested in the original recommendation.

8. Consideration be given to encouraging the use of off-site manufacture for both developers in the area and for those interested in self-build, and

This element is still to be developed and will have some links to the Design Guide.

9. Council ensures a robust response to the government on the Housing White Paper including a request for a more coherent national housing policy; a return to a grant

providing scheme of funding to stimulate growth; and practical solutions to deliver more diversity in the housing market.

This was agreed by Cabinet on the 10 May 2017 which included the terms set out in the recommendation.

Agenda item 9

Overview Committee



Overview Committee Forward Plan 2017/18

Date of Committee	Report
7 Nov 2017	Financial Plan 2017 – 2023 : Cllr Ian Thomas Event clear up costs : Andrew Hancock Action Plan for People Strategy 2017 – 2020 : Karen Jenkins
17 Jan 2018	Draft 2018/19 budget and service plans with Scrutiny
13 Mar 2018	

Work for scoping and allocation to the Forward Plan:

Proposed date	Topic
tbc	Review how regeneration boards operate
tbc	Public Toilet review