

Agenda for Cabinet

Wednesday 7 March 2018; 5.30pm



[Members of Cabinet](#)

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

[View directions](#)

Contact: [Amanda Coombes](#), 01395 517543

(or group number 01395 517546)

Issued 26 February 2018

East Devon District Council
Knowle
Sidmouth
Devon
EX10 8HL

DX 48705 Sidmouth

Tel: 01395 516551

Fax: 01395 517507

www.eastdevon.gov.uk

This meeting is being audio recorded by EDDC for subsequent publication on the Council's website.

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.

Members of the public exercising their right to speak during Public Question Time will be recorded.

- 1 [Public speaking](#)
- 2 Minutes of 7 February 2018 (pages 4-15), to be signed as a true record
- 3 Apologies
- 4 Declarations of interest
Guidance is available online to Councillors and co-opted members on making [declarations of interest](#)
- 5 [Matters of urgency](#)
- 6 Confidential/exempt items – there is one item which officers recommend should be dealt with in this way.

7. Forward Plan for key decisions for the period 1 April 2018 to 31 July 2018 (pages 16-18)
8. Minutes from the New Homes Bonus Panel held on 29 January 2018 (pages 20-21)
Recommendations for Cabinet consideration can be found on page 19
9. Minutes of the Overview Committee held on 30 January 2018 (pages 22-25)
10. Minutes of the Recycling and Waste Partnership Board held on 31 January 2018 (pages 27-33)
Recommendations for Cabinet consideration can be found on page 26

Part A matters for decision

11. **Seaton Beach Management Plan** (pages 34-38)
To adopt Seaton Beach Management Plan and agree the approach to progressing the next stage of works to reduce the risk of flood and erosion.
12. **Monthly Performance reports – January 2018** (pages 39-41)
Performance information for the 2017/18 financial year for January 2018 is supplied to allow the Cabinet to monitor progress with selected performance measures and identify any service areas where improvement is necessary.
Appendix A - January 2018 snapshot (pages)
13. **Exemption from Contract Standing Orders – Hemingway Design** (pages 42-47)
Exemption from Contract Standing Orders has been approved to enter into a contract with Hemingway Design for the supply of consultancy services.
14. **Response to Membury Neighbourhood Plan Submission** (pages 48-52)
To agree the response by this Council to the current consultation for the Membury Neighbourhood Plan.
15. **Response to Rockbeare Neighbourhood Plan Submission** (pages 53-58)
To agree the response by this Council to the current consultation for the Rockbeare Neighbourhood Plan.

Private meeting: Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012: Notice is given of intention to hold this part of the meeting in private as required by the Regulations. The statements of reasons for meeting to be held in private, details of any representations received why the meeting should be open to the public in response to the '28 clear days notice' already posted on the Council's website, and the Council's response to the representations, are set out against each agenda item below. Where it has been impracticable to comply with the private meeting notice procedures, the required agreement has been obtained from the relevant chairman or vice chairman that the meeting is urgent and cannot reasonably be deferred. Notice of this agreement, if relevant to this meeting, may be viewed on the council's website. [View statutory exclusion information here.](#)

16. **The Vice Chairman to move the following:**
"that under Section 100(A) (4) of the Local Government Act 1972 the public (including the press) be excluded from the meeting as exempt information, of the description set out on the agenda, is likely to be disclosed and on balance the public interest is in discussing this item in private session (Part B)".

Part B Matters for Decision

17. Office Relocation Project - choice of new access road options for Blackdown House

To advise of the identified options for the provision of a new access road for Blackdown House through the East Devon Business Centre site.

Appendix A – 1 - 5 option design drawings

Reasons for consideration in Part B:

- 1) Para 3 Schedule 12A Information relating to the finance or business affairs of any particular person
- 2) The report includes detailed particulars regarding the new access road which have not yet been advised pending Members decision.

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

EAST DEVON DISTRICT COUNCIL

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

Attendance list at end of document

The meeting started at 5.32pm and ended at 7.45pm

***151 Public Speaking**

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

One speaker spoke at the appropriate agenda item, Minute 169 - Port Royal Scoping Exercise.

Mr Ed Dolphin spoke on Minute 169, Port Royal Scoping Exercise. Mr Dolphin requested that the Council transfer their asset in Port Royal to Sidmouth Town Council, to create a unified approach to developing the area.

***152 Minutes**

The minutes of the Cabinet meeting held on 3 January 2018 were confirmed and signed as a true record.

***153 Declarations**

Councillor Ian Thomas: Minute 175; personal interest – Director of Exeter Science Park Ltd

Councillor Phil Skinner: Minute 175; personal interest – Shareholder of Exeter Science Park Ltd

Councillor Steve Hall: Minute 171; personal interest – permit holder for Camperdown Terrace car park

Councillor Rob Longhurst: Minute 171; personal interest – user and renter of Pavilion car park Exmouth

Councillor Iain Chubb: Minute 175; personal interest – DCC councillor

Councillor Phil Twiss: Minute 175; personal interest – DCC councillor

Councillor Paul Diviani: Minute 175; personal interest – member of Heart of the South West LEP

Mark Williams, Chief Executive: Minute 166; personal interest – family member has run workshops at the THG

***154 Matters of urgency**

None

***155 Matters referred to the Cabinet**

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

*156 **Exclusion of the public**

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

*157 **Forward Plan**

Members noted the contents of the forward plan for key decisions for the period 1 March 2018 to 30 June 2018.

There was one addition to the Forward Plan – Heart of the South West Productivity Strategy from the HotSW Joint Committee.

*158 **Notes of the Exmouth Regeneration Board held on 14 December 2017**

Members received the Minutes of the Exmouth Regeneration Board held on 14 December 2017.

*159 **Minutes of the STRATA Joint Executive Committee held on 5 January 2018**

Members received the Minutes of the STRATA Joint Executive Committee held on 5 January 2018.

*160 **Minutes of the Housing Review Board held on 11 January 2018**

Members received the Minutes of the Housing Review Board held on 11 January 2018.

RESOLVED (1) that the following recommendations be agreed:

Minute 36 Draft Housing Revenue Account budget 2018/19

Minute 37 Draft Housing Service Plan 2018/19

Minute 38 Responsive repairs and works to void properties contract extension and procurement process - the extension of the current responsive day to day repairs and void work to council housing stock contract for a further six months, with a revised end date of 31 January 2019.

Minute 40 Universal Credit update

2. the council should invest in supporting tenants in order to mitigate the effects of Universal Credit on their own wellbeing as well as the impact on the Housing Revenue Account.
3. that two members of staff from Housing Benefits support the Housing Service through the rollout, with staff capacity required to manage the change being reassessed later in the financial year.

Minute 41 Rental exchange scheme - entering into a new contract for the provision of free, independent credit checks for tenants.

Minute 43 Rent deposit and bond scheme - amendments to the rent deposit and bond scheme and allows bonds to become lifetime bonds rather than fixed term.

Minute 44 Hillcrest, Exmouth bungalow purchase –

2. the use of Right to Buy Receipts and Housing Revenue Account housing development fund to purchase the property.

Minute 45 Safeguarding adults leaflet - the safeguarding procedure set out in the report

RESOLVED (2) that the following recommendations be noted:

Minute 40 Universal Credit update

1. the report on the preparations for the further roll out of Universal Credit during 2018/19

RESOLVED (3) that the following recommendations be supported:

Minute 44 Hillcrest, Exmouth bungalow purchase –

1. the proposal to enter negotiations with Devon County Council to agree a value and purchase price for Hillcrest Bungalow, Exmouth, with a view to redeveloping the site in the future.

161 **Minutes of the Joint Overview and Scrutiny Committees held on 17 January 2018**

Members received the Minutes of the Joint Overview and Scrutiny Committees held on 17 January 2018.

RECOMMENDED (1) that the following be taken into account during the budget setting process (agenda item 16 refers)

Minute 4 Draft service plans, Revenue Budget and Capital Budget for 2018/19

RECOMMENDED by the Overview Committee:

1. that the Council increases the Council Tax for 2018/19 by £5 per year;
2. that the draft Revenue Budget be recommended to Council, subject to the inclusion of:
 - a. Car Parks apprentice at ongoing cost, £20, 480 in 2018/19 for reason of succession planning;
 - b. New trailer for countryside service at one-off cost of £7000;
 - c. Grant to Action East Devon at £20,000 each year for 2018/19 and 2019/2020;
3. that the bid for grant for Clyst Honiton Parish Council extending the current funding to support the employment of a Parish Clerk be referred to the Budget Working Party for consideration, in that the Overview Committee is in support of the proposal but needs further work to establish realistic costs;
4. that the remaining additional bids as set out in Appendix 2 of the report not listed above be afforded effort to seek out and obtain other funding, recognising that these items could come forward for inclusion during the year if circumstances dictated that the priority had increased to an urgent need;
5. that the draft Capital Budget be recommended to Council;
6. that the Service Plans be recommended to Council, with the Overview Committee noting the recommendation made by the Scrutiny Committee in respect of the public toilet review.

RECOMMENDED by the Scrutiny Committee:

1. that the Council increases the Council Tax for 2018/19 by £5 per year;
2. that the draft Revenue Budget be recommended to Council, subject to the inclusion of:
 - a. New trailer for countryside service at one-off cost of £7000;
 - b. Grant to Action East Devon at £20,000 each year for 2018/19 and 2019/2020
3. that the bid for grant for Clyst Honiton Parish Council extending the current funding to support the employment of a Parish Clerk be referred to the Budget

Working Party for consideration, in that the Overview Committee is in support of the proposal but needs further work to establish realistic costs;

4. that the remaining additional bids as set out in Appendix 2 of the report not listed above be afforded effort to seek out and obtain other funding, recognising that these items could come forward for inclusion during the year if circumstances dictated that the priority had increased to an urgent need;
5. that the draft Capital Budget be recommended to Council;
6. that the Service Plans be recommended to Council, with the Scrutiny Committee specifically noting the review of public toilet provision in the service plan for Streetscene. The committee wish to ensure that the importance of public toilet provision is recognised and secured.

***162 Minutes of the Community Fund Panel held on 18 January 2018**

Members received the Minutes of the Community Fund Panel held on 18 January 2018.

**RESOLVED (1) that the following recommendations be agreed:
Minute 10 Consideration of applications received**

1. Woodbury Village Hall – new disabled access, ramp and porch with electric doors and alterations to interior to provide wider doors. £5000. The Panel were concerned that the application was incomplete in that the application for £25,000 funding had not been confirmed as being successful and further information was required. They deferred the application for demonstration of match funding to give delegated authority to the Chairman in consultation with the Engagement and Funding Officer to approve, subject to other members being notified by email.
2. Newton Poppleford Pavilion – Extension and kitchen refurbishment to be housed in the extension. £5000

***163 Minutes of the Standards Committee held on 23 January 2018**

Members received the Minutes of the Standards Committee held on 23 January 2018.

***164 Minutes of the South East Devon Habitat Regulations Executive Committee held on 24 January 2018**

Members received and noted the Minutes of the South East Devon Habitat Regulations Executive Committee held on 24 January 2018.

165 Programme of meetings 2018/19

The Cabinet considered the proposed timetable of meetings for the next Council year. There was a discussion to whether the Overview Committee should meet more than four times a year. In answer to this, the Chairman of the Overview Committee stated that more meetings were planned to be programmed in.

RECOMMENDED:

that the draft meetings timetable be referred for approval to the annual meeting of the Council.

RESOLVED:

that the 2018 Annual Council meeting be held on Wednesday 16 May.

REASON:

To meet the legal requirement to hold an annual meeting and also such other meetings as necessary for the conduct of the Council's business in accordance with its constitution.

166 **Revenue and Capital Estimates 2018/19**

The Strategic Lead, Finance informed Cabinet of the adopted draft Revenue and Capital Estimates for 2018/19 at its meeting on 3 January 2018. A joint meeting of the Overview and Scrutiny Committees reviewed those budgets on 17 January and the Housing Review Board considered the Housing Revenue Account budgets on 11 January.

Proposals from those meetings were detailed in the report and the minutes of those meetings were contained on this agenda. It was for Cabinet to consider those comments and recommendations and to make final recommendations to Council.

As part of the Prudential Code for Capital Finance in Local Authorities the Council was required to set prudential indicators as part of its budget setting process, these indicators were detailed in the Treasury Management Strategy 2018/19 – Minimum Revenue Provision Policy Statement and Annual Investment Strategy.

Discussions included the following:

- The need to look at the budget for Arts and Culture as a whole, when considering other budgetary requirements within the Council.
- THG had a large outreach programme and was not just about Arts and Culture.

RECOMMENDED:

That Cabinet recommends to Council:

1. the Net Revenue General Fund Budget, including 3 special items listed in paragraph 2.4.2 of the report totaling £47,480 be approved. This gives a Net Budget of £14.571m requiring £0.187m to be used from the General Fund Balance,
2. a Council Tax increase is approved of £5 a year giving a Band D council tax of £136.78 a year for 2018/19,
3. the Housing Revenue Account Estimates with a net surplus of £1.413m be approved,
4. the Net Capital Budget totalling £12.204m for 2018/19 be approved.

REASON:

There was a requirement for the Council to set a balanced budget for both the General Fund and Housing Revenue Account and to levy a Council Tax for 2018/19.

167 **Treasury Management Strategy 2018/19 – Minimum Revenue Provision Policy Statement and Annual Investment Strategy**

The Strategic Lead, Finance presented the report stating the Chartered Institute of Public Finance and Accountancy (CIPFA) produce a Code of Practice for treasury management for Public Services. One of the main recommendations of this code was the requirement for an annual Treasury Management Strategy to be formally adopted by the Council. There was also a requirement to set prudential indicators relating to all treasury activities that the authority would undertake in the forthcoming financial year.

RECOMMENDED:

That Council approve and adopt:

1. the Treasury Management Strategy including the Prudential Indicators for 2018/19;
2. the Minimum Revenue Provision Policy Statement;
3. the addition to the Investment Strategy of Alternative Investment Instruments (e.g. Property Funds)
4. the updated list of counterparties.

REASON:

The Council was required to formally adopt a Treasury Management Strategy and set prudential indicators before the beginning of the financial year.

168 **Financial Monitoring Report 2017/18 - Month 9, December 2017**

The report gave a summary of the Council's overall financial position for 2017/18 at the end of month nine (31 December 2017).

Current monitoring indicated that:

- The General Fund Balance was being maintained at or above the adopted level.
- The Housing Revenue Account Balance would be maintained at or above the adopted level.

RESOLVED:

1. the variances identified as part of the Revenue and Capital Monitoring process up to Month 9 be acknowledged,

RECOMMENDED:

2. Supplementary Estimate of £21,000 for staffing resource required to facilitate roll out of the digital mailroom be agreed.

REASON:

The report updated Members on the overall financial position of the Authority following the end of each month and included recommendations where corrective action was required for the remainder of the financial year.

*169 **Port Royal Scoping Exercise**

The Deputy Chief Executive provided an update to members on the outcome of the Scoping Exercise that was undertaken in 2017 in relation to the Port Royal Site. It described the activities that were taken as part of the Scoping Exercise including the research of relevant issues undertaken by the external advisors, the public consultation exercise and the findings of their work and recommendations for the next stage. The report made recommendations to members for a way forward that would lead to a positive outcome that can realistically be delivered.

Cllr Jeff Turner from Sidmouth Town Council spoke on this item. Cllr Turner stated he had previously been the Chairman of the Port Royal Study Phase and expressed his gratitude to being allowed to work together with the Council. He said this was a good working model for future cooperation for developing Sidmouth. The Town Council's main interest was to see the Port Royal Club flourish and with joint cooperation work to improve the facilities and lease period. The Council (EDDC) should maintain the public toilets at Port Royal as well as the Port Royal Club and lifeboat station and where possible enhance the facilities. Any future developer should support the social and economic benefits to the area. They should be encouraged to take into consideration

Sidmouth's historic buildings to the sea and designs should be aspirational to encourage community, heritage and cultural benefits. A mixed-use development would be preferable.

Cllr Turner concluded that the Town Council supported the recommendations from officers. The Town Council would focus on improvements and raising standards to the fishermen sheds and fish shop area. He asked that the marketing of the Drill Hall not start until 1 March 2018 to allow for the draft Sid Valley Neighbourhood Plan be taken into consideration.

Discussions included the following:

- it would be helpful if the Council could publish clear criteria for any future purchaser
- Sid Valley Neighbourhood Planning Team would make available their summary of community feelings
- this was the best that could be done at this stage.

The Deputy Chief Executive thanked the leading community groups and assured that the Council would look at a mixed criteria when considering purchase offers. The marketing period was for six months in order for commercial and non-commercial interests to come forward.

RESOLVED:

1. that the detailed research undertaken in the Scoping Exercise that provided a comprehensive and thorough analysis, including financial viability assessment of the complex issues related to future development within the Study Area be noted.
2. that the analysis in the report and in particular the following elements:
 - a. the risk of flood especially related to land outside of the area allocated within the Local Plan,
 - b. the lack of financial viability of development if on-site or off-sited affordable homes were included, and
 - c. the existing covenant impacting upon parts of the potential development site be noted.
3. that the following actions:
 - a. not to seek a comprehensive mixed use development of this site, and
 - b. to take to market the vacant Drill Hall site with a view to securing an appropriate development proposition and capital receipt for the benefit of taxpayers of East Devon, be agreed.
4. that the marketing exercise be carried out in such a way as to allow commercial and non-commercial bids to come forward, be agreed.

REASON:

To reflect the findings and analysis of the Scoping Exercise and seek a deliverable way forward toward the renewal of Port Royal within a meaningful timescale.

***170 Local Government Boundary Commission review outcomes**

The Chief Executive updated Members following the implementation of the Boundary Commission's review.

RESOLVED:

1. the changes that had been made to the Ward boundaries and number of Councillors which would apply to the District Council and Town and Parish elections in May 2019, and
2. that the Returning Officer would carry out a Polling Stations Review as a consequence of the amendments and in preparation for the 2019 elections, be noted.

REASON:

To ensure Members were aware of the changes which would affect and be operative for the 2019 elections.

***171 Consultation on a review of car parking charges**

The report requested members to consider changes to car park tariffs and parking permits, in advance of a public consultation exercise, to enable the car parks team to better manage supply and demand, and to align charges across the district more closely. The standard car parking tariff had remained static for eight years, and no change to this charge was being proposed.

Discussions included the following:

- increased charges from £40 to £134 were too high. Charges must cover the cost of running the car parks only
- increase costs by just a small amount for existing residents permits and as residents leave and move on new occupants could pay the new higher rates
- DCC should be in communication with the Council to find a way forward and link with improved on street parking provision
- increased charges would deter shoppers
- Sidmouth Town Council may wish to look into the Temple Street proposal to increase reserved parking as the public use these spaces when attending council meetings
- Concern about the cost and take up of the new business users proposal
- The Pavilion car park Exmouth should be included in the consultation exercise.

RESOLVED:

that consultation takes place with customers, residents and representatives of local businesses on the following:

1. revised car park tariff for Underhill car park, Lympstone,
2. revised car park tariff for Canaan Way car park, Ottery St Mary,
3. revised car park tariff for Church Street car park, Sidford,
4. revised car park tariff for Coombe Lane car park, Axminster,
5. revised car park tariff for Dolphin Street car park, Colyton,
6. discontinuing residents' parking permits for Dolphin Street car park, Colyton,
7. discontinuing residents' parking permits for Underhill car park, Lympstone,
8. discontinuing residents' parking permits for Camperdown Terrace car park, Exmouth,
9. replacing town/area permits with a separate permit for each town or village,
10. replacing economy and all East Devon permits with resident-all car parks and business permits,
11. converting eight short stay parking bays, and
12. that delegated authority be granted to the Chief Executive in consultation with relevant Portfolio Holders to look into whether the Pavilion car park Exmouth should be included in the consultation.

REASON:

Section 122 of the Road Traffic Regulation Act 1984 sets out the duties of all local authorities in respect of a range of traffic related functions including the provision of off-street parking. The Council has always been careful to balance the needs of its residents alongside the demand for parking from visitors and to consider the impact of any changes on our local businesses.

These proposals would not interfere with the security of (or access to) any other premises and it was believed that they would not be prejudicial to the amenity of the relevant localities. In all other material respects they were consistent with other relevant factors including the desire to support town centre economies.

***172 Charging for Food Hygiene Rating Scheme Revisits**

The Service Lead Environmental Health and Car Parks presented the report that asked members to consider the recent change in policy that would allow the Environmental Health Service to charge businesses the costs of carrying out revisits, for the purpose of rescoring for the Food Hygiene Rating Scheme.

RESOLVED:

that following the change in the Food Standards Agency charging policy, the Environmental Health Service introduce a cost recovery fee of £140 for a Food Hygiene Rating Scheme re-rating inspection requested by a Food Business Operator with effect from 1 April 2018.

REASON:

In partnership with the Food Standards Agency, the Environmental Health Service participate in the delivery of the national Food Hygiene Rating Scheme (FHRS). The scheme, which had been in place in East Devon since 2011, assisted consumers in making informed choices about where to eat and encouraged businesses to improve hygiene standards.

Businesses are rated between 0 (urgent improvement necessary) and 5 (very good). Those with a food hygiene rating of 4 or below can request a re-rating inspection. There was currently no charge for this visit but there were costs, in terms of officer and administration time which were currently absorbed by the service.

Following a trial of charging for requested FHRS re-rating inspections with some local authorities in England using existing powers in the Localism Act 2011, the Food Standards Agency had now confirmed a change in policy allowing use of these powers by local authorities in England to introduce fees on a cost recovery basis only for re-rating inspections.

***173 Monthly Performance reports – December 2017**

The report set out performance information for the 2017/18 financial year for December 2017 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 - Four appeals were decided during December; two were dismissed and two allowed. One of the dismissed appeals was in respect of an enforcement appeal which is not subject of the performance indicator.

RESOLVED:

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

174 **Exclusion of the public**

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

175 **Exeter Science Park funding request**

Cabinet considered the case for additional investment proposed by the board of ESPL and the risk involved.

RECOMMENDED:

That Cabinet recommends to Council:

1. that the request for additional funding from the Board of Directors of Exeter Science Park Limited (ESPL) of £600,114; this would raise EDDC's shareholding in ESPL, be agreed and
2. that delegated authority be given to the Chief Executive in consultation with the Strategic Leads for Finance and Governance and Licensing to take forward decisions of Council in regard to ESPL and fellow shareholders.

REASON:

For consideration to the current status regarding the Science Park and decide whether or not to further invest in ESPL and under what terms to agree further investment.

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
Ian Thomas	Finance

Cabinet Members without Portfolio:

Geoff Pook
Eileen Wragg

Cabinet apologies:

Jill Elson Sustainable Homes and Communities

Non-Cabinet apologies:

Bill Nash
Simon Grundy
Alan Dent
John Dyson
Ian Hall
Bruce de Saram
John O'Leary
Brenda Taylor
Darryl Nicholas
John O'Leary

Also present (for some or all of the meeting)

Councillors:

Mike Allen
Megan Armstrong
Brian Bailey
David Barratt
Colin Brown
Cathy Gardner
Marianne Rixson
Matt Booth
Susie Bond
Steve Hall
Pauline Stott
Geoff Jung
Peter Faithfull
Paul Carter
Rob Longhurst
Ben Ingham
Andrew Moulding
Graham Godbeer
Steve Gazzard
Mark Williamson
Maddy Chapman
Cherry Nicholas
Eleanor Rylance
Roger Giles

Also present:

Officers:

Mark Williams, Chief Executive
Richard Cohen, Deputy Chief Executive
Simon Davey, Strategic Lead – Finance
John Golding, Strategic Lead – Housing, Health and Environment
Henry Gordon Lennox, Strategic Lead – Governance and Licensing, and Monitoring Officer

Karen Jenkins, Strategic Lead – Organisational Development and Transformation
Alison Hayward, Senior Manager – Regeneration and Economic Development
Tabitha Whitcombe, Democratic Services Officer
Amanda Coombes, Democratic Services Officer

Chairman Date.....

EAST DEVON DISTRICT COUNCIL

Forward Plan of Key Decisions - For the 4 month period 1 April 2018 to 31 July 2018

This plan contains all the (i) important decisions that the Council and (ii) Key Decisions that the Council's Cabinet expects to make during the 4-month period referred to above. The plan is rolled forward every month.

Key Decisions are defined by law as “**an executive decision** which is likely:–

- (a) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the Council's area

In accordance with section 9Q of the Local Government Act 2000, in determining the meaning of “significant” in (a) and (b) above regard shall be had to any guidance for the time being issued by the Secretary of State.

A public notice period of 28 clear days is required when a Key Decision is to be taken by the Council's Cabinet even if the meeting is wholly or partly to be in private. Key Decisions and the relevant Cabinet meeting are shown in bold.

The Cabinet may only take Key Decisions in accordance with the requirements of the Executive Procedure Rules set out in Part 4 of the Constitution and the Local Authorities (Executive Arrangements)(Meetings and Access to information)(England) Regulations 2012. A minute of each key decision is published within 2 days of it having been made. This is available for public inspection on the Council's website <http://www.eastdevon.gov.uk>, and at the Council Offices, Knowle, Sidmouth, Devon. The law and the Council's constitution provide for urgent key decisions to be made without 28 clear days' notice of the proposed decisions having been published. A decision notice will be published for these in exactly the same way.

This document includes notice of any matter the Council considers to be Key Decisions which, at this stage, should be considered in the private part of the meeting and the reason why. Any written representations that a particular decision should be moved to the public part of the meeting should be sent to the Democratic Services Team (address as above) as soon as possible. **Members of the public have the opportunity to speak on the relevant decision at meetings (in accordance with public speaking rules) unless shown in italics.**

Obtaining documents

Committee reports made available on the Council's website including those in respect of Key Decisions include links to the relevant background documents. If a printed copy of all or part of any report or document included with the report or background document is required please contact Democratic Services (address as above).

Decision		List of documents.	Lead/reporting Officer	Decision maker and proposed date for decision	Other meeting dates where the matter is to be debated / considered	Operative Date for decision (assuming, where applicable, no call-in)	Part A = Public meeting Part B = private meeting [and reasons]
1.	Enterprise Zone Investments		East Of Exeter Projects Director	Council 25 April 2018	Cabinet 4 April 2018	26 April 2018	Part A
2.	Science Park update		Deputy Chief Executive	Cabinet 2 May 2018	Council 25 July 2018	26 July 2018	
2.	Queen's Drive update		Deputy Chief Executive	Cabinet 5 September 2018		13 September 2018	Part A
3.	Port Royal update		Deputy Chief Executive	Cabinet 28 November 2018	Council 12 December 2018	13 December 2018	Part A

Table showing potential future important / key decisions which are yet to be included in the current Forward Plan

Future Decisions		Lead / reporting Officer	Consultation and meeting dates (Committees, principal groups and organisations) To be confirmed	Operative Date for decision To be confirmed
1	East Devon Local Economy	Deputy Chief Executive	Cabinet tbc; Council	

Future Decisions		Lead / reporting Officer	Consultation and meeting dates (Committees, principal groups and organisations) To be confirmed	Operative Date for decision To be confirmed
2	HotSW Joint Committee		Heart of the South West Productivity Strategy	

The members of the Cabinet are as follows: Cllr Paul Diviani (Leader of the Council and Chairman of the Cabinet), Cllr Phil Twiss (Strategic Development and Partnerships Portfolio Holder), Cllr Iain Chubb (Corporate Services Portfolio Holder), Cllr Philip Skinner (Economy Portfolio Holder), Cllr Tom Wright (Environment Portfolio Holder), Cllr Marcus Hartnell (Deputy Environment Portfolio Holder) Cllr Ian Thomas (Finance Portfolio Holder), Cllr Jill Elson (Sustainable Homes and Communities Portfolio Holder), and Cabinet Members without Portfolio - Cllr Geoff Pook and Cllr Eileen Wragg. Members of the public who wish to make any representations or comments concerning any of the key decisions referred to in this Forward Plan may do so by writing to the identified Lead Member of the Cabinet (Leader of the Council) c/o the Democratic Services Team, Council Offices, Knowle, Sidmouth, Devon, EX10 8HL. Telephone 01395 517546.

March 2018

Recommendations for Cabinet that will resolve in an action being taken:

New Homes Bonus Panel on 29 January 2018

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

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

EAST DEVON DISTRICT COUNCIL

Notes of a Meeting of the New Homes Bonus Panel held at Knowle, Sidmouth on ~Monday 29 January 2018

Present: Councillors:
Phil Twiss (Chairman)
David Barratt
Iain Chubb
Simon Grundy
Geoff Jung
Christopher Pepper

Apologies: Councillors:
Mike Allen
Douglas Hull

Officers: Ali Eastland, Locality Development Officer, DCC
Jamie Buckley, Community Engagement and Funding Officer
Chris Lane, Democratic Services Officer

The meeting started at 11:00am and finished at 12.25pm.

***13 Minutes**

The notes of the previous meeting of the New Homes Bonus Panel held on 13 December 2017 were confirmed as a true record.

***14 Declarations of interest**

Councillors Phil Twiss and Councillor Iain Chubb declared personal interests in minute 16 as Devon County Councillors.

***15 Documentation**

Changes to Devon County Councils Parishes Together Fund guidance principles for 2018/19 were noted. Members were particularly supportive of paragraph 7, which emphasised the need to help identify new ideas to benefit communities and stopped bids for activities such as grass cutting, ditch and drainage work and any other associated 'lengthsman' duties. This should also encourage parishes to work together on projects.

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

The Community and Engagement Officer reported that Devon County Council as the main funder had changed the guidance rules for the Parishes Together Fund from 2018/19 onwards. Councillors wanted to take this opportunity to look at other options for the process of the Fund and considered possible options for the Panel to discuss.

During discussions the following points were noted:

- The scheme was a very good way to get parishes working together;
- Parishes working together across District Council boundaries was possible and should be encouraged, where appropriate;
- There was £124,000 available in this year's fund together with roughly £20,000 underspent from previous years and £15,000 predicted unallocated from this financial year. This was the last year that underspent funding could be rolled over in to subsequent years. In future year's underspend will be

returned to Devon County Council. This meant that there would be around £160,000 in total to spend in 2018/19;

- 8 February 2018 was the deadline for receipt of application for funding in 2018/19;
- Possibility of trialling a 'Dragons Den' style event in one of the larger towns;
- Small parishes did not have the resources to make application for funding for larger projects;
- All town/parish councils should be asked what they wanted;
- The Panel expressed a unanimous view in favour of change to the way the scheme was managed.

RECOMMENDED:

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

*17 **Date of Next Meeting**

Tuesday 27 March 2018 10am.

EAST DEVON DISTRICT COUNCIL

Minutes of a Meeting of the Overview Committee held at Knowle, Sidmouth on 30 January 2018

Attendance list at end of document

The meeting started at 6.00pm and ended at 8.26pm.

***21 Public speaking**

There were no public speakers at the meeting.

***22 Minute confirmation**

The minutes of the Overview Committee held on the 7 November 2017, were confirmed as a true record.

***23 Transformation Strategy update**

The Chief Executive reminded the committee of the challenges faced in the coming years, and the plan for dealing with those – the Transformation Strategy.

The strategy covers five themes, with some of the examples of that listed below:

- Deliver our Worksmart Strategy and transforming our culture through new ways of working underpinned by the right technology at the right time – as evidenced at the newly refurbished offices in Exmouth;
- Deliver improved online services through our Open for Business project – with 200 services available online and more to add;
- Implement systems thinking reviews across all services – evidenced with improvements in council tax collection and delivery of benefits;
- Maximise the value of our assets through commercial thinking with a focus on income generation, sustainability and developing local economies – most recently the pending introduction of a green waste service;
- Actively pursue alternative service delivery methods and models – evidenced by the corporate fraud and compliance team, the only in-house team in the County, through whom money was being identified by intelligent data.

The Chairman welcomed the reminder of the transformation concept and felt that the Council had now realised and accepted the need to be part of this process in order to deliver services in future years. He commended the work of officers for their hard work in improving services in the face of reducing budgets over his years as an elected Member.

Debate and questions on the transformation strategy included:

- Tours of Blackdown House construction would be available once the scaffolding was removed, to help enable Members and others to visualise how the building would be used;
- Concern about stability of the newly formed Housing Company in light of recent liquidation of Carillion – Members were reassured that the purpose of the newly formed company, with its modest first year target of acquiring and renting out ten properties, was not comparable to Carillion;
- It was possible that in future years the Housing Company would build their own properties. There was a risk that, if using HRA funding to build housing for letting to Council tenants, the property would fall under the Right to Buy legislation and the Council could end losing that asset;
- If limits in investment existed for local authorities that may prevent ambitious schemes – a pending announcement from the Secretary of State may dictate a limit;

- The Council did not show any appetite at present for investment outside of the district, which may yield better return on commercial property than on property inside the district;
- The Chairman of the Council voiced his wish to see the Council broaden their aspect and be ambitious in projects, taking advice from other Councils who had already done so, in order to protect the services of the authority for future years;
- Take a pragmatic view of what local businesses want in the form of the size and scale of business units;
- Consider a much longer term view in investment in projects, as undertaken by Clinton Devon Estates for periods of 50 to 60 years;
- Have clear picture of what income needs to be realised in future years to either maintain the current level of services, or move to further improve and increase them.

The Chairman thanked the Chief Executive for his informative presentation.

RESOLVED that the update on the Transformation Strategy be noted.

***24 Link Asset Services presentation**

The Chairman welcomed Adam Burleton of Link Asset Services to the meeting to present to the committee the financial limitations that Councils had to operate within, when undertaking projects such as setting up a trading company, or purchasing assets for income gain.

His presentation covered:

- Summary of commercial activity
- Overview of legal issues including State Aid implications;
- Due diligence requirements;
- Costs and benefits of financial implications;
- Examples of local authority commercial activity;
- Treasury management and prudential code, including the need for a Capital Strategy and Member approved schedule of non-treasury management investment;
- CLG overview of investment guidance consultation and proposed changes.

The [presentation from Link Asset Services](#) can be viewed online.

Questions and debate included:

- A council can take advantage of borrowing at a low fixed rate for up to a 50 year period. Whilst this is useful, it also has to be balanced against the ability of the project to cover that borrowing for the term of the agreement. Due diligence has to be undertaken to ensure that the money can be paid back;
- The need to set up a trading company for a service was dependent on a number of legal factors and the scale of the service, but was not necessarily needed to extending an existing service on a small scale;
- Commercial income was not limited, but it was more sensible and prudent to have income from across a number of sources rather than one large source – the risk being higher if that large source did not deliver the expected income and the consequences being more damaging to the authority as a result;
- Some authorities did operate a small level of peer to peer funding, or loan pools lending at a commercial rate;
- Would there be accepted measures of proportionality in the future, if highly geared authorities (where size of loan is bigger than value of asset) start to become

prevalent? The current Government agenda is to bring about innovation in funding by local authorities, and the investment framework will be developed to have rigour in place for an investment profile. Each local authority was required to undertake due diligence. The proposed changes by the CLG to the capital framework are in direct response to the increase in local authorities investment in commercial property in recent years, and to ensure that there are more checks and members involvement in the process;

- Worst case scenario to enable statutory services to continue was to consider not funding discretionary services and the risk appetite for closing such services;
- Need to keep a synergy between the income opportunities explored and the delivery of the agreed council plan;
- Not afraid to borrow in order to realise future savings or income – the key was for the project to be affordable, sustainable and prudent.

The Chairman thanked Mr Burleton for his informative presentation and for answering the questions of the Members.

RESOLVED that presentation be noted.

***25 Exploring transformation savings and income generation**

The Democratic Services Officer presented her report, outlining some examples of other local authorities that had realised savings or generated income by developing an in house service to extend delivery to others, or through investment in commercial property.

From the authorities listed, the committee selected some to request further information from, with a view to making arrangements for a visit from that authority or to travel to that authority for further dialogue.

RESOLVED that the Democratic Services Officer pursue further information with the selected local authorities in order to further develop the Committee's knowledge of good and successful practice elsewhere.

***26 Overview committee forward plan**

The forward plan was noted, with addition of an update from the Countryside Team on 13 March with findings from the Naturally Healthy Devon Schools project.

Attendance list

Councillors Present:

Graham Godbeer (Chairman)
Peter Faithfull
Rob Longhurst
Mike Allen
John Humphreys
Mark Evans-Martin

Councillors Also Present:

Paul Diviani
Ian Thomas
Phil Twiss
Andrew Moulding

Brian Bailey
David Barratt
John Dyson
John O’Leary
Geoff Jung

Officers

Mark Williams, Chief Executive
Richard Cohen, Deputy Chief Executive
Simon Davey, Strategic Lead Finance
Tim Child, Property Services Manager
Adam Burleton, Link Asset Services
Debbie Meakin, Democratic Services Officer

Councillor Apologies:

Ian Hall
Jim Knight
Jill Elson
Tom Wright
Pauline Stott

Chairman Date.....

Recommendation for Cabinet that will resolve in an action being taken:

Recycling and Waste Partnership Board on 31 January 2018

**Minute 51 Improvement projects/working groups:
Participation project update**

RECOMMENDED by the Recycling and Waste Partnership Board:

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

EAST DEVON DISTRICT COUNCIL

Minutes of a meeting of the East Devon Recycling and Waste Partnership Board, Committee Room Knowle, on 31 January 2018

Attendance list at end of document

The meeting started at 2:00pm and ended at 3:45pm.

***44 Minutes**

The minutes of the Recycling and Waste Partnership Board meeting held on 22 November 2017 were confirmed and signed as a true record.

***45 Declarations of interest**

None

***46 Matters arising**

None.

***47 Joint contract review and operational update**

The Recycling and Waste Contract Manager and the SUEZ Senior Contract Manager gave the Board a joint contract review and operational update. It was the first Christmas collection period under the new contract and extra ordinary tonnages of recycling material had been collected, exceeding all expectations. This provided valuable experience for future years. It was noted that all crews had high workloads and the effort and hard work by the crews was regularly acknowledged by customers. There was very little side waste by the grey bins which demonstrated that residents were coping with the new service.

In the first week of catch up after Christmas a total of 675 tonnes of recycling was collected. This was a 71% increase on an average week and required SUEZ to collect an average of 14 more loads per day. During the second week of the catch up period tonnages were 36% above average. Over the two week Christmas period the recycling rate reached 61%.

Performance had continued to improve over the last quarter, with a 44% reduction in missed collections over the previous quarter and 21% decrease in the number of complaints associated with container returns and spillages. SUEZ were continuing to deploy additional resources. Four new Romaquip recycling vehicles had been received. These were in the process of being liveried and would be operational within a few weeks. It was hoped that this would reduce the additional four recycling rounds to three. SUEZ were also arranging a re-induction of staff, to include more training on some of the snagging issues that still remained. Three drivers had undergone the driver training programme, with another three going through at present. The SUEZ team were continuing to build its skills and knowledge base for the future and the current training programme was outlined in the report.

It was noted that the number of road traffic collisions had decreased since the last quarter and there had been no reportable injuries.

The SUEZ Contract Manager reported that installation of the Materials Recycling Facility (MRF) at Greendale had commenced. It was expected that the majority of the equipment would be supplied in the next 2-3 weeks and it could then be tested to get the best efficiency out of the materials. It was intended to have the MRF fully operational by April 2018. A tour of the Greendale depot would be arranged to include a demonstration of the

MRF, as well as the vehicle workshops, the green waste composting site and the energy from waste plant.

The Chairman advised the Board that he had received a number complimentary comments about how well the service ran over the Christmas period and the hard work of the crews. The Strategic Lead – Housing, Health and Environment congratulated all involved for their effort and great team work.

Concern was expressed over the recent publicity relating to China recycling restrictions. The Board were reassured that SUEZ had foreseen the problem and China had not been used since April 2017 for trading plastics.

RESOLVED: that the contract review and operational update be noted.

***48 Performance framework/penalty calculator**

The Recycling and Waste Contract Manager reported that the performance penalty framework and the penalty calculator were now out of the suspension period that they had been in during the roll out of the new contract. The framework was being used as a performance measure rather than as a penalty, with the emphasis on partnership working, improving and getting the correct resources in place. It was noted that performance was improving.

RESOLVED: that the performance framework/penalty calculator statistics be noted.

***49 Risk register**

The Recycling and Waste Contract Manager reported that the risk register had been reviewed and updated.

Some of the risks highlighted were:

- The service was growing in terms of size and complexity and the current organisation and structure was not suitable.
- Lack of STRATA design capacity to meet deadlines for communications, with overreliance on a single employee.
- Budget risk – unpredictable budget elements which EDDC has little control over, with limited mitigation.
- Green waste service – the customer base was unknown.

On behalf of the Board the Chairman thanked the Recycling and Waste Contract Manager for his report.

RESOLVED: that the risk register be noted.

***50 Green waste collection service update**

The Recycling and Waste Contract Manager gave a summary of the progress on key elements of the green waste collection project. Despite there being only the early stages of publicity so far 559 people had already registered their interest in the service.

- The first batch of 10,000 bins had been ordered and would be stored securely at Greendale. There would be 1000 batch drawn downs with a tight timescale after this, to manage risk.
- The service would commence with an existing RCV and RCVs from other SUEZ contracts as required for an interim period until a core customer base had been

established. A permanent fleet would then be procured. This would give flexibility to meet customer take up at the launch.

- The Recycling and Waste Contract Manager demonstrated the communications materials and outlined various forms of publicity that would be used.
- A customer service agreement had been finalized.
- The four phases of IT were summarized:
 - Expression of interest form (this was complete).
 - Sign up to the subscriptions (to be completed within the next few weeks).
 - Integration with CORE – this would need to be ready for the go live date in May 2018.
 - Renewals in 2019.
- It was noted that the bins would be chipped and the Recycling and Waste Contract Manager demonstrated a chip.
- SUEZ/EDDC financial model and payment mechanisms - EDDC had been granted delegated authority to decide its preferred payment mechanism and then propose this to SUEZ. The SUEZ/EDDC service level agreement would then be drafted using largely the content of the customer service agreement and the preferred payment model.

It was suggested that a member briefing be arranged to provide councillors with information about the key points of the charged for garden waste collection service.

RESOLVED: that the garden waste collection service update be noted.

51 Improvement projects/working groups:

Participation project update

The Recycling and Waste Contract Manager and the SUEZ Recycling Officer presented a report on a low participation project. The aim of the project was to engage with residents to increase the rate of recycling and decrease unauthorised additional refuse capacity across the district.

The project team consisted of EDDC, SUEZ and Resource Futures. The presentation of recycling and refuse containers was monitored over two weeks of collections in five of the areas with lowest participation rates. Approximately 3000 properties were monitored. Households who fell into one of three categories were identified:

- 1) Non-recyclers
- 2) Additional refuse capacity/excess waste producers
- 3) Both of the above.

The identified households were then directly engaged with. Service information and recycling containers were provided if needed and refuse capacity reduced if necessary. Engagement was focused on a household's individual needs, with assistance and changes made on a case-by-case basis. The review showed that very few people did not recycle at all, but a larger proportion were 'token' recyclers – meaning they recycled to some degree but a significant amount of recyclable material was placed in their refuse and they regularly did not recycle food.

Officers were pleased with the first round of monitoring and engagement and were now reviewing their methods, as the method took a significant amount of time. Early results from this long term project showed the potential to take a significant volume of excess capacity out of the refuse stream and replace at least some of it with additional recycling capacity into the recycling stream. This had commercial and economic implications for the Partnership in addition to assisting improve recycling rates.

The three aims to take forward with the project were:

1. Engaging with 'token' recyclers.
2. Removing unauthorized extra refuse capacity.
3. Enabling poorly performing flats with bin stores.

A new method of identifying those with extra capacity would be employed by using crews to report multiple or large bins. Problem bin stores were being investigated and a plan for addressing them was being formulated.

Business profiling

The Recycling and Waste Contract Manager explained that the recycling and waste service had grown and developed in terms of complexity and size, with some key projects under way:

- Materials Recycling Facility (MRF) installation.
- Customer participation project to further increase recycling.
- Green waste collection service to commence in spring 2018.

The business profiling project was intended to collect together key data sets within the new business to gain a greater understanding of how the service was working and the key present and future influences on it.

The key sets of data that were profiled to give an in-depth understanding of the service were:

- Waste composition analysis – 40% of the EDDC residual waste stream was potentially recyclable.
- Property count and future projection – it was likely that the tipping point in the contract of 70,000 properties was likely to be hit in early 2019.
- Customer service call monitoring
- Recycling weekly tonnage – notable events such as Halloween and Christmas were highlighted on the profile to improve understanding of how the system performed.
- Refuse weekly tonnage - notable events were highlighted on the profile to improve understanding of how the system performed and key influences on the system and causes of peaks and troughs in tonnages collected.
- Green waste weekly tonnage – weekly tonnages would be recorded and charted from the commencement of the service as it was expected that strong holiday and seasonal influences would affect the workload and tonnages collected.

Detailed profiling charts were included with the report. The Chairman commented that accurate information was useful and essential to know how the service was currently doing and where it could improve in the future.

RECOMMENDED:

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

***52 Additional resources update**

The Recycling and Waste Contract Manager updated the Board on a request from SUEZ for additional resources, made at the last meeting.

The mobilisation and delivery of the new recycling and waste services had been an overwhelming success, with 54 more tonnes of recycling being collected per week than expected. This had a direct correlation to the productivity of the rounds in the number of containers that could be sorted and collected during the working day, with the average pick/load rate being lower than anticipated in the SUEZ tender assumptions. This had required the deployment of extra resources (4 additional recycling rounds) to ensure that all allocated work could be collected on the day scheduled.

A productivity study had taken place to review the level of resources required and as a result of this SUEZ recommended that three additional recycling crews and four standard sized Romaquip recycling vehicles were required. To date SUEZ had put additional resources into achieving the service, before discussing the costs with EDDC.

SUEZ had put a proposition for additional resources to EDDC and the Service Lead – StreetScene had formally responded. A meeting would be held between senior management from SUEZ and EDDC on 15 February 2018.

RESOLVED: that the additional resources update be noted.

***53 CORE developments**

The Waste and Recycling Contract Manager reported that the CORE team was making great progress. However, there was a weak spot in that web and app data was not accurate. Corporate support aspects were lacking and the CORE support team did not always respond. Concerns were raised that this would be reputationally damaging, especially with the introduction of the green waste collection service.

SUEZ responded that they were not aware of any issues and the General Manager – Municipal Operations apologised and assured the Board that he would investigate this.

RESOLVED: that the SUEZ General Manager – Municipal Operations investigate the issues raised within the CORE development team and report back to the next meeting.

***54 China recycling restrictions**

The Board noted a statement issued on behalf of SUEZ recycling and recovery UK regarding China recycling restrictions. In anticipation of restrictions placed upon inbound recyclable materials by the Chinese Government, SUEZ had sought alternative Asian and European offtake markets for its recyclable material products early in 2017 and had not directly exported any material to China since April 2017. The advice being given by SUEZ was that everyone should continue to recycle as they always had.

RESOLVED: that SUEZ statement on China recycling restrictions be noted.

***55 Customer services update**

The Customer Services Manager circulated call figures for the Board's consideration. It was noted that the current phone system did not record all the types of calls that were received. A new phone system was being introduced in April/May 2018 which would allow for much more accurate call statistics. It was estimated at present that 40% of all calls received were waste and recycling related.

RESOLVED: that the customer services update be noted.

***56 Any other business**

Communications

The Recycling & Waste Contract Manager informed the Board East Devon would be featuring in two films. One was Devon County Council led and included the transfer station. The other was a kerbside film being recorded on 16 February featuring one of the recycling champions and her two boys, demonstrating kerbside sorting and sorting materials in the home.

Rationalising bring sites

The Service Lead – StreetScene advised the Board that the rationalisation of bring sites was being brought forward in the work plan as fly tipping was becoming an issue at these sites. Kerbside collections under the new service offered all the same materials as the bring banks and it was suspected that businesses were using the bring banks. This service change would be handled carefully. SUEZ requested that the skip bins be considered first.

Dog bins

It was noted that when time allowed SUEZ would be undertaking a review of the dog bins in the district. The service could potentially become a five day a week service by increasing collections in the areas that needed it and decreasing it in other areas, to provide an overall better serviced.

***57 Dates of future meetings**

RESOLVED: that the forthcoming meetings of the Recycling and Waste Partnership Board be held on:

28 March 2018 – 2pm

27 June 2018 – 10am

12 September 2018 – 10am

7 November 2018 – 10am

Present

Councillor:

Councillor Tom Wright – Portfolio Holder, Environment (Chairman)

Councillor Brian Bailey

Councillor Steve Gazzard

Councillor Marcus Hartnell – Deputy Portfolio Holder, Environment (Vice Chairman)

Councillor Geoff Jung

Officers:

Gareth Bourton - Recycling and Waste Contract Manager, EDDC

Cherise Foster – Customer Services Manager, EDDC

Andrew Hancock - Service Lead – StreetScene EDDC

Lou Hodges – Recycling and Waste Assistant, EDDC

John Golding – Strategic Lead, Housing, Health and Environment, EDDC

David Sercombe – Business Systems Manager, STRATA

Alethea Thompson – Democratic Services Officer, EDDC

Tabitha Whitcombe – Democratic Services Officer, EDDC

SUEZ:

Nick Browning, General Manager – Municipal Operations, SUEZ

Zoe Harris, Recycling Officer, SUEZ
Stuart Jellings, Contract Manager, SUEZ
Dave Swire – Regional Manager, SUEZ

Also present:

Councillor Bruce de Saram
Councillor Peter Faithfull

Apologies:

Councillor Geoff Pook
John Hudson, Accountant, EDDC
Steve Holgate, Director of Municipal Services, SUEZ

Chairman Date.....

Report to: Cabinet
Date of Meeting: 7 March 2018
Public Document: Yes
Exemption: None

Review date for release None

Agenda item: 11

Subject: Seaton Beach Management Plan

Purpose of report: To adopt Seaton Beach Management Plan and agree the approach to progressing the next stage of works to reduce the risk of flood and erosion.

Recommendation:
To adopt Seaton Beach Management Plan
To agree an exemption from contract standing orders to progress the outline design and outline business case

Reason for recommendation: To continue to work with the Environment Agency and local community to manage the risk of flood and erosion along the Seaton frontage.

To progress the outline design and outline business case from April, in order that works for detailed design and construction at Sidmouth and Seaton run in parallel. This will enable these works to be procured jointly, if at the time it is felt there is an efficiency and saving to East Devon in doing so.

Officer: Dave Turner, Engineering Projects Manager
email: dturner@reastdevon.gov.uk

Financial implications: Financial details are contained in the report

Legal implications: The contract value falls below the threshold set out in the Public Contracts Regulations 2015 and therefore the EU procurement procedure does not apply and an exemption can be validly given pursuant to the Council's Contract Standing Orders Rule 3.1. The reason for using the exemption appears sound in this case. Otherwise there are no legal implications requiring comment at this stage.

Equalities impact: Low Impact

Risk: Low Risk

Links to background information:

- <http://eastdevon.gov.uk/coastal-protection/beach-management-plans/seaton-beach-management-plan/>

Link to Council Plan: Encouraging our communities to be outstanding
Developing an outstanding local economy
Delivering and promoting our outstanding environment
Continuously improving to be an outstanding council



1 Background

- 1.1 EDDC allocated £50,000 to commission a Beach Management Plan (BMP) for Seaton in the 2017/18 financial year.
- 1.2 Following consultation with statutory bodies, community groups, and ward members the following aims for the BMP were agreed.
 - 1.2.1 Ensure Seaton's Coastal Defences provide an appropriate Standard of Service
 - 1.2.2 Determine an appropriate management regime for Axmouth spit
 - 1.2.3 To compliment Seaton Town Council's vision for the Seafront
 - 1.2.4 Carry out (1), (2) and (3) in an integrated, justifiable and sustainable way.
- 1.3 With the following objectives.
 - 1.3.1 Develop a Beach Management Plan for Seaton to include both Seaton seafront and Axmouth spit, in line with the methods and format consistent with the current CIRIA Beach Management Manual (BMM), to ensure that there is a robust plan for managing the beaches, spit and associated beach management structures (i.e. existing structures and any new ones which may be required and recommended) in a sustainable way.
 - 1.3.2 b) Review the rate of erosion from Seaton Hole to West Walk for the purposes of updating NCERM mapping
 - 1.3.3 c) Carry out a detailed inspection and engineering assessment to determine residual life and the current and future standard of protection of defences along the Eastern side of the River Axe including the breakwater
 - 1.3.4 d) Determine the risks associated with Axmouth spit and the effect of its evolution on flood risk in the Axe
 - 1.3.5 e) Review the dredging activities within Axmouth harbour and determine the most appropriate method (including disposal of arisings) in light of the draft Axe Marine Conservation Zone (MCZ), management regime of the Axe spit and future operational needs of the harbour.
 - 1.3.6 f) Determine the preferred integrated, justifiable and sustainable coastal defence management options that:
 - 1.3.6.1 Maintains a minimum of a 1 in 200 AEP Standard of Service for Seaton and Axmouth seafront defences;
 - 1.3.6.2 Enhances the amenity of Seaton seafront, improves access to the beach and compliment Seaton Town Council's vision for the seafront;
 - 1.3.6.3 Does not compromise or adversely impact the integrity of the environmental features of the Dorset and East Devon UNESCO World Heritage Site, Lyme Bay and Torbay SAC, Sidmouth to West Bay Special Area of Conservation, Axmouth to Lyme Regis SSSI or the Sidmouth to Beer Coast Site of Special Scientific Interest;
 - 1.3.6.4 Ensures that monitoring undertaken as part of the South West Coastal Monitoring Programme is aligned to the requirements of the preferred option.
- 1.4 The project was award to CH2M (now Jacobs) following a competitive tender process.
- 1.5 Additional funding of £50,000 was obtained for the study from the Environment Agency, resulting in an overall saving to East Devon of over £30,000 in the 2017/18 financial year.
- 1.6 A project stakeholder group involved throughout to help utilise local knowledge, and get their input into the emerging plan, along with numerous public consultation events.

1.7 The BMP was completed in February 2018.

2 Issues to be addressed by the BMP

2.1 A number of issues to be addressed were identified by the BMP including

- 2.1.1 Cliff erosion, and revetment condition between Seaton Hole, and the Western end of West Walk (hideaway café)
- 2.1.2 Wave run-up and overtopping along the main Seaton frontage and EA defence
- 2.1.3 Disposal of dredged material from Axe Harbour
- 2.1.4 Flooding to the Town from behind the Axe spit

2.2 Options to address the issues highlighted were assessed based on technical, environmental, and economic criteria derived from the BMP baseline reports.

2.3 Consideration of options to manage Issue 2.1.3 to identify a long term disposal route for the dredged material from Axe Harbour is on hold, whilst we await sediment sampling results from the National Laboratory Service.

3 Preferred Options from the BMP for cliff erosion

3.1 A wide range of options to reduce the risk of erosion from Seaton Hole to West Walk were considered, including more ambitious ideas such as harbours and extensions of West Walk to Seaton Hole.

3.2 Through the process of the short list and long list, 4 feasible in-combination options were identified for this section of the beach.

3.3 The preferred option for which was in-combination option 2, which is shown in Figure 1 below.

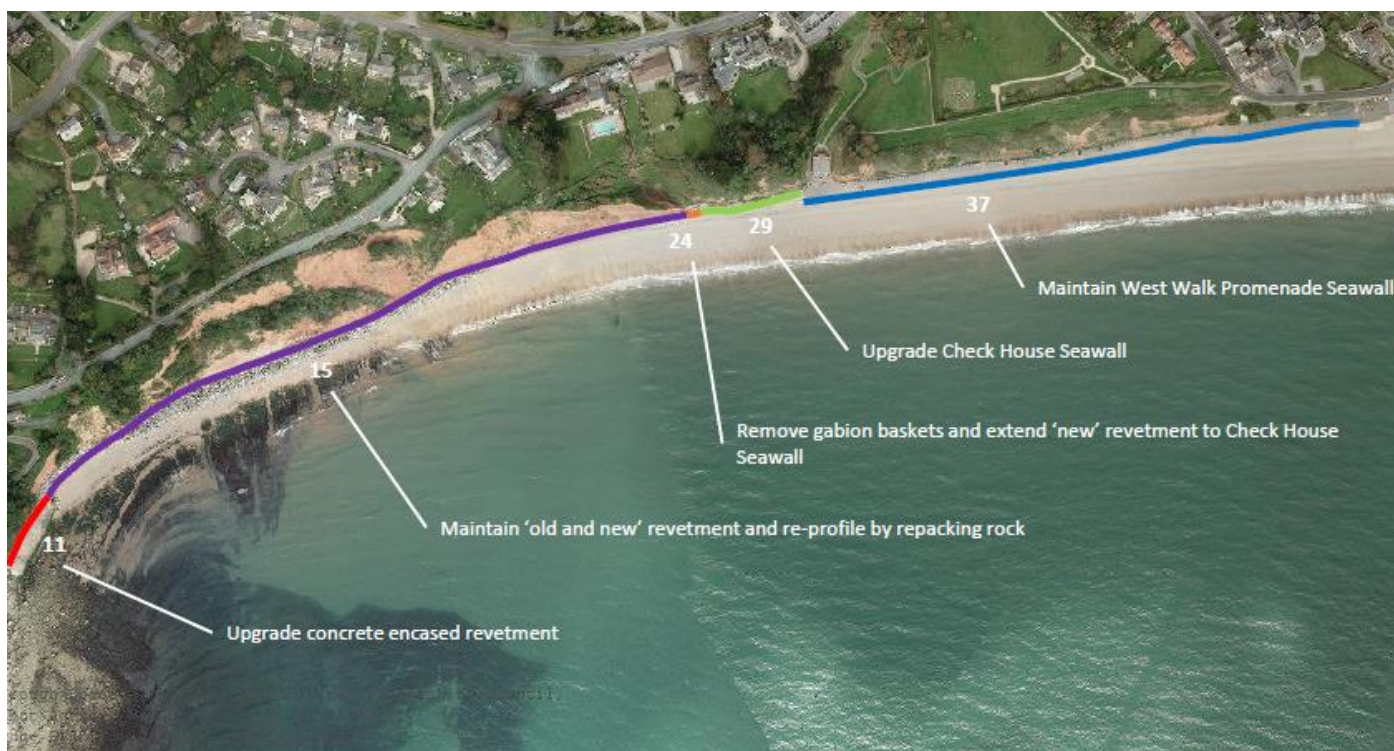


Figure 1 - Preferred Option from Seaton Hole to Seaton

3.4 It is also recommended cliff top drainage measures are included in works to reduce cliff erosion, as well as adaptive measures such as adopting a Coastal Change Management Area so that development within areas at risk of erosion is controlled.

- 3.5 The whole life cost for this option is estimated at £1.12M, of which approximately £490k is eligible for funding from DEFRA.
- 3.6 Devon County Council (DCC) and South West Water (SWW) both of whom stand to lose a significant value of infrastructure have been approached to contribute towards these costs.
- 4 **Preferred Options from the BMP for wave overtopping and flooding behind axe spit**
- 4.1 Similarly a wide range of options have been considered to address these two flood routes, with consideration for wave overtopping within the BMP, and consideration for flooding to rear of Axe spit considered by a separate Environment Agency study.
- 4.2 Contrary to popular local belief, maintaining a lower beach profile in front of the Environment Agency seawall would increase wave overtopping. A higher beach reduces wave overtopping slightly, but not by a significant amount.
- 4.3 The amount of funding available to reduce coastal flooding to the Town is relatively low (£70k) as there are around 20 properties at risk. As such, this significantly impacts the viability of any works to reduce flood risk.
- 4.4 The preferred option to manage this risk is shown in Figure 2 and includes improved drainage to the rear of the existing seawall, and improved defences around Axe Yacht Club, perhaps by altering the entranceways and boundary walls.



Figure 2 - Preferred option for managing flood risk

- 4.5 The whole life cost for this option is estimated at £510k, of which approximately £70k is eligible for funding from DEFRA.
- 5 **Next steps**
- 5.1 It is proposed to commission Royal Haskoning DHV to complete the outline design, environmental impact assessment and outline business case for the works from Seaton Hole to West Walk to reduce erosion. They are currently employed to carry out the same works at Sidmouth, and the simpler design required at Seaton would fit well within their existing program.
- 5.2 The value of those works is estimated at £75,000.

- 5.3 An exemption is sought for this, as by bringing the two project programs into line, there is potential to make efficiencies when procuring the details design and construction together. A new bathymetry survey for Seaton is currently being procured by Plymouth Coastal Observatory which will assist in this.
- 5.4 However this would not mean the two schemes are linked, and should one or the other be delayed due to any reason it should not stop the other progressing.
- 5.5 Budget has been provisionally allocated in the East Devon 2018/19 capital program for this work, and it is anticipated that the OBC can be completed within the allocated budget.
- 5.6 For the works to reduce flood risk, discussions are ongoing with the Environment Agency on whether a feasible scheme can be found within the economic constraints. These defences are currently maintained by the Environment Agency and there are no plans to change this.
- 5.7 For the consideration of options to dispose of dredged material from Axe Harbour, the sediment sampling results will be used to inform discussions with the relevant regulators and narrow down the options for disposing of this material in a sustainable way. An addendum will be issued for the BMP, and to cabinet when that work is complete.

Report to: Cabinet
Date of Meeting: 7 March 2018
Public Document: Yes
Exemption: None

Review date for release None

Agenda item: 12

Subject: Monthly Performance Report January 2018

Purpose of report: Performance information for the 2017/18 financial year for January 2018 is supplied to allow the Cabinet to monitor progress with selected performance measures and identify any service areas where improvement is necessary.

Recommendation: That the Cabinet considers the progress and proposed improvement action for performance measures for the 2017/18 financial year for January 2018.

Reason for recommendation: This performance report highlights 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.

Officer: Karen Jenkins, Strategic Lead – Organisational Development and Transformation email: kjenkins@eastdevon.gov.uk tel: ext 2762

Financial implications: There are no direct financial implications

Legal implications: There are none arising from the recommendations in this report

Equalities impact: Low Impact

Risk: Low Risk

A failure to monitor performance may result in customer complaints, poor service delivery and may compromise the Council's reputation.

Links to background information:

- [Appendix A – Monthly Performance Snapshot for January 2018](#)
- [Appendix B - The Performance Indicator Monitoring Report for the 2017/18 financial year up to January 2018](#)
- [Appendix C – System Thinking Reports for Housing, Revenues and Benefits and Development Management for January 2018](#)

Link to Council Plan: Continuously improving to be an outstanding Council



Report in full

1. Performance information is provided on a monthly basis. In summary most of the measures are showing acceptable performance.
2. There are 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
3. There is one performance indicator showing as concern for the month of January **Percentage of planning appeal decisions allowed against the authority's decision to refuse** - We are constantly analysing appeal decisions to assess whether there are any particular trends or issues which can be addressed in the decision making process. A detailed assessment of the appeal decisions from 1 April 2017 to 31 March 2018 will be reported to the Strategic Planning Committee following receipt of all of those decisions.
4. Monthly Performance Snapshot for December is attached for information in [Appendix A](#).
5. A full report showing more detail for all the performance indicators mentioned above appears in [Appendix B](#).
6. Rolling reports/charts for Housing, Revenues and Benefits and Development Management appear in [Appendix C](#).

Monthly Performance Snapshot – January 2018



This monthly performance snapshot shows our performance over the last month:

- **5 days** to process your Housing or Council Tax Benefit claims
- **90%** of invoices received by us are paid within 10 days
- An estimated **59%** of all waste collected was recycled in January
- Thelma Hulbert Gallery Sales were £5,479 for January, **+ 28%** on last January. The highest income in any January in the last 5 years! Over 160 visitors attended the opening of the new South West Academy Exhibition at the Gallery and four artworks were sold already at the opening event.
- Property & Estates dealt with 169 reactive building maintenance cases at EDDC's public buildings during January 2018, this compares with 107 in the previous month, and 163 in January of 2017. This included Exmouth Town Council and Exmouth Volunteers Service moving in as new tenants at Exmouth Town Hall.

Latest headlines:

- Interserve Construction Ltd are continuing their works for Blackdown House, Honiton. The superstructure to the first floor is being constructed and should be complete by mid-February when the second floor precast concrete planks and associated staircases will be installed. Initial first fix M&E works to the ground floor have also commenced. External works are progressing satisfactorily, including the car parks which have received the initial tarmac surfacing. The Contractor has advised that he continues to anticipate completion of the building works by October 2018.
- The Economic Development team supported the planning application for the Cat & Fiddle Inn redevelopment which includes the construction of a two storey 33 bed hotel. The development, which was approved by DMC in January, will boost the local economy by providing accommodation to business visitors and tourists. The scheme is anticipated to generate a net addition of 45 staff (32.5 FTE), along with additional construction employment and increased indirect jobs provision.
- We welcomed Carl Benneyworth, Economic Development Officer, to the team.
- The team submitted an initial application for EU grant funding which, if successful, will be used to part fund a £1.3m project to extend the East Devon Business Centre in Honiton. We expect to hear from the funding panel in March as to whether we will be invited to submit a full application.
- Following on from our recent award success from the Institute of Economic Development, we have published an article in the Local Government Association's First Magazine on the Exeter and Heart of Devon (EHOD) Shared Economic Partnership. The LGA works with councils to support, promote and improve local government. First Magazine is distributed to around 18,300 councillors and local authority chief executives in England and Wales. Our article can be viewed on pg 15 [here](#).

Report to: Cabinet
Date of Meeting: 7 March 2018
Public Document: Yes
Exemption: None

Review date for release None

Agenda item: 13

Subject: Exemption from Contract Standing Orders – Hemingway Design

Purpose of report: To inform Cabinet that Exemption from Contract Standing Orders has been approved to enter into a contract with Hemingway Design for the supply of consultancy services and to seek Cabinet support for the action taken

Recommendation: That Cabinet support the action taken

Reason for recommendation: Exemption from Contract Standing Orders has been sought and approved.

Officer: Alison Hayward, Senior Manager, Regeneration and Economic Development

Financial implications: The financial details are contained within the report.

Legal implications: The contract value falls below the threshold set out in the Public Contracts Regulations 2015 and therefore the EU procurement procedure does not apply and an exemption can be validly given pursuant to the Council's Contract Standing Orders Rule 3.2. The reason for using the exemption appears sound in this case.

Equalities impact: Low Impact

Risk: Medium Risk

1. The Queen's Drive redevelopment is a complex project and has experienced some previous delays and challenge. There is a risk that this may occur again.
2. As an innovative organisation, Hemingway Design may produce unpredictable recommendations and plans for the council to consider
3. The council is looking to achieve a commercial return but the outcomes of the vision may also involve non-commercial uses and a funding requirement
4. Any such exercise will raise expectations of the council
5. East Devon District Council is the land owner of this significant site on Exmouth seafront. The proposed development should, where at all possible, contribute to the positioning and competitiveness of Exmouth as a coastal resort and become a resource that meets the



leisure needs of the wider Exmouth population. It should also be a sound financial asset for East Devon District Council going forward. There is a need for these potentially conflicting objectives to be balanced.

Links to background information:

Link to Council Plan: Developing an outstanding local economy, and an outstanding local environment.

Report in full

1. Background Information:

- 1.1 The Queen's Drive redevelopment project covers the former play and leisure areas on the seafront in Exmouth between the Ocean and the Maer and includes the current Queen's Drive car park and the Harbour View Cafe.
- 1.2 The Council has secured planning approval for a mix of leisure uses on the site including a Water Sports Centre, road realignment and moving of the car park.
- 1.3 The site was marketed in 2014 and Grenadier Estates Ltd. came forward with proposals for the Water Sports Centre and, following extensive design works and public consultation, a Planning Application has been submitted by Grenadier Estates Ltd.
- 1.4 The future of the remainder of the site is still to be fully determined following delays caused by a lengthy litigation process with one of the former tenants of the site.
- 1.5 In 2016 East Devon District Council committed to undertaking further consultation and a 'visioning' exercise for the proposed Phase 3 area of the project. This work is a direct response to a call from within the Exmouth community and Members for further engagement and a desire for that approach to be inclusive and creative. In addition, there is a call for development proposals to greater reflect Exmouth, its 'culture' and potential. By engaging Hemingway Design we believe that a mechanism for stakeholder engagement and creative debate and design can be facilitated in a manner that is especially meaningful and not common to mainstream planning consultancy.

2 Current Position

- 2.1 East Devon District Council is taking the necessary steps to enter into a contract for consultancy Services with Hemingway Design.
- 2.2 Hemingway Design have developed a specialism for supporting coastal towns and their regeneration partnerships in exploring the culture of seaside towns and developing an image for key sites.
- 2.3 Development proposals for Phase 3 of the Queen's Drive redevelopment have to be firmly rooted in deliverability and viability. Hemingway Design bring commercial acumen and experience to the process.

3 Budget

- 3.1 The budget for this work is £40,000 and forms an element of the agreed budget that has been approved by council within the overall Queen's Drive project budget.



REQUEST FOR EXEMPTION TO CONTRACT STANDING ORDERS

Contract Standing Orders (CSOs) requires certain steps to be followed when carrying out procurement exercises. Exemptions to CSOs can be authorised by Council / Cabinet upon report and separately by officers with the approval of certain senior officers. An exemption can only be relied upon in certain circumstances (as detailed in CSOs Rules 3.1 – 3.5) but in any event cannot be used where the EU Procedure applies.

This form is intended to be used by officers to obtain an exemption to using CSOs.

Name: Alison Hayward	Date: 29th January 2018
Service: Economy	Team: Regen & Economic Development
	Total contract value: £40,000

Background (including product and supplier details, costs etc):

- 1.1 The Queen's Drive redevelopment project covers the former play and leisure areas on the seafront in Exmouth between the Ocean and the Maer and includes the current Queen's Drive car park and the Harbour View Cafe.
- 1.2 The Council has secured planning approval for a mix of leisure uses on the site including a Water Sports Centre, road realignment and moving of the car park.
- 1.3 The site was marketed in 2014 and Grenadier Estates came forward with proposals for the Water Sports Centre and, following extensive design works and public consultation, a Planning Application has been submitted.
- 1.4 The future of the remainder of the site is still to be fully determined following delays caused by a lengthy litigation process with one of the former tenants of the site.
- 1.5 In 2016 East Devon District Council committed to undertaking further consultation and a 'visioning' exercise for the proposed Phase 3 of the project.

In the course of publicising the future visioning exercise a local community organisation suggested Hemingway Design (HD) as an appropriate provider for the visioning exercise. HD have a particular skill and track record in coastal town regeneration and change planning. The idea was discussed at the Exmouth Regeneration Executive group and officers were tasked with contacting HD to explore their engagement. The initial meeting with HD happened in Nov 2016 and contact has continued.

HD have developed a specialism in coastal regeneration and are able to draw upon a broad design team. Its portfolio of projects include Boscombe, Bognor Regis, Margate, Morecambe, Lowestoft and Weston Super-Mare. They have won numerous awards and accolades for their coastal regeneration work including:

Boscombe Overstrand

- Best Generation Scheme at RICS South West Regional 2010
- Project of the Year at RICS South West Regional 2010
- Regeneration award at the LGC 2010

Dreamland Margate

- Winners of the Identity Design category at the Design Week Awards 2016.

The HD proposal includes extensive stakeholder engagement and opportunity for creative, high quality design.

The Hemingway Design Methodology:

Phase 1: Discovery, Listening and Gathering

Phase 2: Insight and Research

Phase 3: Developing the Regeneration Design

Phase 4: Building Works and Implementation

Phase 5: Brand Ambassadors in the Locale

As a local authority we expect this to be a challenging process and to be challenged. We are committing to this process to seek the very best for Exmouth.

A previous marketing exercise was carried out on the site and planning consultancy has also been used to develop and secure planning permissions. This further work to vision the site has been specifically proposed to HD for the reasons explained in this document.

<u>Business Reasons for an Exemption:</u>		
Although the following are justifiably accepted as valid reasons for an exemption to Contract Standing Orders, they are closely monitored and should be applied only in cases where a full procurement exercise is not a viable option. (Tick appropriate boxes)		
	✓	Which CSO rule?
An Emergency		
Goods or Services to existing systems or kit		
Purchase or repair of patented or proprietary articles sold only at a fixed price		
Effective competition is prevented by government control		
Goods and/or Services recommended by a Central Government Department		
Extension to an existing contract for the purpose of achieving Best Value		
Purchase or Sale by Auction		
Where the Contract is with a Public Utility Company or other organisation which will assume liability for the works on completion e.g. sewer adoption		
Other Reasons (please provide details)		3.2

Business Benefits for an Exemption:

This work is a direct response to a call from within the Exmouth community and Members for further engagement on Phase 3 of the Queen's Drive development and a desire for that approach to be inclusive and creative. In addition there is a call for development proposals to greater reflect Exmouth, its 'culture' and potential. By engaging HD we believe that a mechanism for stakeholder engagement and creative debate and design can be facilitated in a manner that is especially meaningful and not common to mainstream planning consultancy. Over a number of years HD have developed a specialism for supporting coastal towns and their regeneration partnerships in exploring the culture of seaside towns and developing an image for key sites.

Importantly, development proposals for Phase 3 of the Queen's Drive development have to be firmly rooted in deliverability and viability. HD bring commercial acumen and experience to the process.

The target timeline for this work is commencement in March 2018 through to completion in August 2018.

What are the implications to the following:

Finance: Funding for this exercise has been approved by council within the overall Queen's Drive project budget.

Human Resources: Time will be allocated among officers to support this consultancy in terms of advice, intelligence and logistics. HD will require specific professional officer time from within local teams such as economic development, comms, estates and planning.

ICT: The consultants will manage their own ICT requirements and manage website and social media capacity for the project.

Asset Management: East Devon District Council is the land owner of this significant site on Exmouth seafront. The proposed development should, where at all possible, contribute to the positioning and competitiveness of Exmouth as a coastal resort and become a resource that meets the leisure needs of the wider Exmouth population. **It should also be a sound financial asset for East Devon District Council going forward. There is a need for these potentially conflicting objectives to be balanced.**

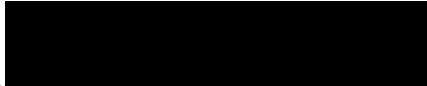
Strategic and/or Operational Objectives: This work will enable the continued delivery of the Queen's Drive redevelopment project as part of the regeneration programme for Exmouth. It is anticipated that it will set a clear course for a way forward.

Risk Assessment:

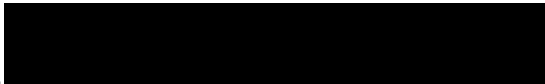
1. The renewal of Queen's Drive is a complex project and has experienced some previous delays and challenge. There is a risk that this may occur again.
2. As an innovative organisation, HD may produce unpredictable recommendations and plans for the council to consider
3. The council is looking to achieve a commercial return but the outcomes of the vision may also involve non-commercial uses and a funding requirement
4. Any such exercise will raise expectations of the council

Or attach print from the RM system

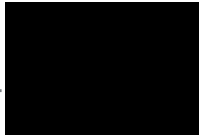
Signature of line manager or service head



Supporting signature of Strategic Lead - Finance



Supporting signature of Strategic Lead – Governance and Licensing



PLEASE NOTE:

Where the Contract value is £20,001 or above then Rule 3.2 requires you to prepare a report for Cabinet to note their support for the action taken.

The Council is required to keep a Register of Exemptions. **Please ensure that a signed copy of this form is provided to the S.151 Officer.**

23e43Report to: Cabinet
Date of Meeting: 7 March 2018
Public Document: Yes
Exemption: None



Review date for release None

Agenda item: 14

Subject: Response to Membury Neighbourhood Plan Submission

Purpose of report: To agree the response by this Council to the current consultation for the Membury Neighbourhood Plan.

Recommendation:

- 1. That Members note the formal submission of the Membury Neighbourhood Plan and congratulate the producers of the plan on the dedicated hard work and commitment in producing the document**
- 2. That this council make the proposed representation set out at paragraph 5.2 in this report in response to the consultation.**

Reason for recommendation: To ensure that the view of the District Council is recorded and informs the consideration of the neighbourhood plan by the Independent Examiner.

Officer: Phil Twamley, Neighbourhood Planning Officer,
ptwamley@eastdevon.gov.uk (01395 – 571745)
Claire Rodway, Senior Planning Officer
crodway@eastdevon.gov.uk (01395 571543)

Financial implications: No additional Finance implications

Legal implications: The legal implications are fully set out within the report. It is important that EDDC comment on the content of the Neighbourhood Plan (given that it will form part of the Development Plan and therefore help guide decision making on planning applications) to ensure it sits within the strategic requirements of the Council's Local Plan.

Equalities impact: Low Impact
The Neighbourhood Plan has gone through wide consultation with the community and has been advertised in a variety of formats to increase accessibility. Neighbourhood Planning is designed to be inclusive and

extensive consultation is a fundamental requirement. All electors are invited to vote in the referendum.

Risk:

Low Risk

There is a risk that the Neighbourhood Plan could fail the examination if it is considered to conflict with the basic conditions.

Links to background information:

- Localism Act 2011
<http://www.legislation.gov.uk/ukpga/2011/20/contents/enacted>
- Neighbourhood Planning Regulations 2012
http://www.legislation.gov.uk/uksi/2012/637/pdfs/uksi_20120637_en.pdf
- Neighbourhood Planning Roadmap Guide
<http://locality.org.uk/wp-content/uploads/Roadmap-worksheets-map-May-13.pdf>

Link to Council Plan:

Living in this Outstanding Place.

1.0 Report Summary

- 1.1 Membury Parish Council submitted their Neighbourhood Plan to the District Council and publication of the submission commenced on the 31st January 2018. The District Council is required to formally consult on the Plan for 6 weeks before appointing an Independent Examiner to inspect the plan against a series of conditions that the plan must meet in order for it to proceed to a referendum.
- 1.2 During this consultation the District Council has the opportunity to comment on the Neighbourhood Plan and this report is brought before members with a request that they endorse the Officers observations as the formal representation on the plan, which is set out at the end of this report.

2.0 Background to the Membury Neighbourhood Plan

- 2.1 Membury Parish Council commenced work on their Neighbourhood Plan following their Neighbourhood Area being designated on the 2 April 2014.
- 2.2 Since then, the Parish Council and volunteers from the local community have spent considerable time and effort consulting with residents of the parish and producing a plan which reflects the aspirations of the community with regards to the use of land until 2031.
- 2.3 The plan itself contains a range of policies, on topics covering local employment, housing, heritage and the environment.
- 2.4 Prior to submitting the Plan to East Devon District Council, Membury Parish Council have held their own 6 week public consultation on a draft version of the plan; a step which is also required by the neighbourhood planning regulations. The group took into account comments made during this stage and made various amendments to the version that has now been submitted to East Devon District Council. The group are keen to facilitate additional development in the parish and this approach has, at times, conflicted with the NPPF and Local Plan policy which direct new housing to locations with facilities to meet

residents' everyday needs. The Councils response focusses on the wider approach rather than matters of policy detail.

3.0 Submission of the Membury Neighbourhood Plan

- 3.1 The District Council has received a Neighbourhood Plan from Membury Parish Council. The Plan and its supporting documents can be viewed at the following link:
<http://eastdevon.gov.uk/planning/neighbourhood-and-community-plans/neighbourhood-plans/current-plan-and-neighbourhood-area-consultations/>.
- 3.2 This is the twelfth completed (ready for final consultation) Neighbourhood Plan in the District. The Parish Council has received regular support from the District Council and additional financial support from DCLG.
- 3.3 The statutory regulations require that the District Council organise and undertake a consultation on a plan when it reaches this stage. This is commonly referred to as the submission or 'formal' 6 week consultation. The consultation period commenced on 31st January and is due to finish on 16th March 2018. The Plan proposal has been publicised on notice boards within the Parish, notices on the EDDC and Parish Council websites and an email to all the bodies mentioned in the consultation statement, including adjoining authorities and the statutory consultees of Devon County Council, Natural England, Historic England and the Environment Agency.
- 3.4 One of the statutory roles of the District Council is to consider whether the plan meets, in production process terms, the legislative requirements. Cabinet has previously endorsed a protocol for District Council involvement into Neighbourhood Plans and in accordance with this protocol an officer review has been completed. Officer assessment is that legislative requirements are met.
- 3.5 Anyone may comment on a Neighbourhood Plan. It is particularly important that the District Council comments, given that the Neighbourhood Plan (if adopted) will form part of the Development Plan, and should conform to the strategic policies of the Local Plan. This report provides a summary overview of the plan and recommends comments of this authority on the plan to be submitted to the Examiner undertaking the plan examination.

4.0 Neighbourhood Plan Examination and Referendum

- 4.1 Following the consultation the District Council must appoint an 'appropriately qualified and independent examiner' agreed with Membury Parish Council. All responses from the six week consultation (including any made by this council) will be forwarded to the examiner who will consider them, either by written representations or at an oral hearing (if s/he decides one is necessary). The District Council is responsible for paying the costs of the examination although the District Council can recoup these expenses by claiming funding from Central Government of £20,000 once a date has been set up for referendum following a successful examination.
- 4.2 Discussions with the Parish Council have indicated that they have no particular preference as to who to appoint to conduct the examination. Previous examinations in East Devon

have been conducted by a variety of Examiners, all very experienced and well qualified and, whilst a decision has yet to be made, it is likely that we will use one of these Examiners again.

- 4.3 The neighbourhood plan examination is different to a local plan examination. The examiner is only testing whether the plan meets the basic conditions and other relevant legal requirements – they are not testing the soundness of the plan or looking at other material considerations. The examiner will be considering whether the plan:
- has appropriate regard to national policy and advice contained in guidance issued by the Secretary of State
 - contributes to the achievement of sustainable development.
 - is in general conformity with the strategic policies in the development plan for the local area.
 - is compatible with human rights requirements.
 - is compatible with EU obligations.
- 4.4 As part of the Development Plan used in future planning decisions, it is in the interests of the District and Parish Councils to produce a high quality neighbourhood development plan.
- 4.5 Following the examination the examiner's report will set out the extent to which the draft plan proposal meets the basic conditions and what modifications (if any) are needed to ensure it meets the basic conditions. The examiner has 3 options for recommendation:
- A. That the plan proceeds to referendum as submitted.
 - B. The plan is modified by the District Council to meet basic conditions and then the modified version proceeds to referendum.
 - C. That the plan/ does not proceed to referendum.

If the examiner chooses A or B above they must also consider whether the referendum area should be extended beyond the boundaries of the plan area (this could be applicable if plan proposals could impact on a larger area). The report must give reasons for each recommendation and contain a summary of its findings. It is the responsibility of the District Council to accept or decline the modifications suggested by the examiner.

- 4.6 Once the Plan has been modified it will be subject to a referendum where everyone on the electoral roll (for the defined area) will have a right to vote for or against it. If at least half of votes cast support the plan then it can be brought into legal force.

5.0 The Membury Neighbourhood Plan Response

- 5.1 During the current 6 weeks consultation the District Council can comment on the Plan. In terms of meeting the Basic Conditions, the Parish Council has produced a Statement setting out how the plan complies with the conditions which the examiner will assess.
- 5.2 **After reviewing the Neighbourhood Plan contents, it is recommended that the following representation of East Devon District Council be submitted to the neighbourhood plan consultation. It should be noted that comments we make at this stage are primarily restricted to land use planning policy matters rather than**

background text/reasoned justification or the community policies and are made on the basis of:

- **Does a Membury Neighbourhood Plan policy comply with strategic policies in our adopted local plan and have appropriate regard to National Planning Policy?**
- **Do we have concerns about policy given wider objectives of the council?**
- **Are the policies workable and enforceable - could they be reasonably applied through the Development Management process? and**
- **Are they otherwise appropriate or desirable?**

Comment

The District Council is keen to support the Parish Council and assist the local community in delivering their aspirations for a small amount of new housing in the Parish, particularly where this will meet an affordable need or will enable older people to remain in the village. The Plan represents the culmination of several years of work and a great deal of negotiation and discussion has been undertaken with Officers who have suggested a range of ways in which new housing development could be appropriately delivered. These include annexes to accommodate younger/older family members, self-build homes, rural building conversions and exceptions sites which, whilst still enabling development in the countryside, have some justification in policy terms. Whilst these can deliver a significant number of homes the Parish Council remain keen to allow infilling in the village and, more contentiously, named hamlets.

Officers concerns relate to a lack of public transport or safe paths and a lack of any facilities or services in the hamlets meaning that residents will have to depend on the private car to meet all their day-to-day needs. There are also concerns that Policies H1-H5 will not deliver the low level of housing growth envisaged by the community and that they will not result in a sustainable pattern of development by dispersing growth rather than centring it on the main village, close to facilities.

DM are concerned that Policy HP1 lacks precision in failing to define 'the existing developed envelope' as referenced in 'Definition of Infill' (p25 of the Plan). Policy related to infill is also considered contrary to the Local Plan. Additional clarity is required to identify multiple groups referenced throughout policies such as local families; local elderly; dependent family.

Further concerns have been raised relating to the cumulative delivery potential of policies HP1 to HP5. The Neighbourhood Plan's Definition of Infill mentions six dwellings, HP1 criterion 4 mentions three new builds outside of those developments meeting the criteria in Policies HP3 and HP4. The cumulative new build target is specified as 'around 10 to 15 new properties'. Officers are concerned about the management of these figures and the lack of clarity in the Plan. The Plan should consider at which stage of the process the target development figures are enforced. I.e. Application / Approval / Build commencement / Build completion.

An SEA was carried out by ClearLead Consulting Ltd and concluded that no significant negative effects were identified in the assessment of the Draft Membury Neighbourhood Plan. Significant positive effects have been identified in relation to the provision of housing, access to cultural, social and leisure provision and biodiversity (although there is also some uncertainty recorded in the assessment in relation to biodiversity). The SEA evaluation is based on controlled cumulative development as per the objectives of the local community. The ability to control the cumulative quantity of developments is key to the conclusions of the SEA.

Report to: Cabinet
Date of Meeting: 7 March 2018
Public Document: Yes
Exemption: None



Review date for release None

Agenda item: 15

Subject: Response to Rockbeare Neighbourhood Plan Submission

Purpose of report: To agree the response by this Council to the current consultation for the Rockbeare Neighbourhood Plan.

Recommendation:

- 1. That Members note the formal submission of the Rockbeare Neighbourhood Plan and congratulate the producers of the plan on the dedicated hard work and commitment in producing the document**
- 2. That this council make the proposed representation set out at paragraph 5.2 in this report in response to the consultation.**

Reason for recommendation: To ensure that the view of the District Council is recorded and informs the consideration of the neighbourhood plan by the Independent Examiner.

Officer: Phil Twamley, Neighbourhood Planning Officer,
ptwamley@eastdevon.gov.uk (01395 – 571745)
Claire Rodway, Senior Planning Officer
crodway@eastdevon.gov.uk (01395 571543)

Financial implications: No additional Finance implications

Legal implications: The legal implications are fully set out within the report. It is important that EDDC comment on the content of the Neighbourhood Plan (given that it will form part of the Development Plan and therefore help guide decision making on planning applications) to ensure it sits within the strategic requirements of the Council's Local Plan.

Equalities impact: Low Impact
The Neighbourhood Plan has gone through wide consultation with the community and has been advertised in a variety of formats to increase accessibility. Neighbourhood Planning is designed to be inclusive and

extensive consultation is a fundamental requirement. All electors are invited to vote in the referendum.

Risk:

Low Risk

There is a risk that the Neighbourhood Plan could fail the examination if it is considered to conflict with the basic conditions.

Links to background information:

- Localism Act 2011
<http://www.legislation.gov.uk/ukpga/2011/20/contents/enacted>
- Neighbourhood Planning Regulations 2012
http://www.legislation.gov.uk/uksi/2012/637/pdfs/uksi_20120637_en.pdf
- Neighbourhood Planning Roadmap Guide
<http://locality.org.uk/wp-content/uploads/Roadmap-worksheets-map-May-13.pdf>

Link to Council Plan:

Living in this Outstanding Place.

1.0 Report Summary

- 1.1 Rockbeare Parish Council submitted their Neighbourhood Plan to the District Council and publication of the submission commenced on the 31st January 2018. The District Council is required to formally consult on the Plan for 6 weeks before appointing an Independent Examiner to inspect the plan against a series of conditions that the plan must meet in order for it to proceed to a referendum.
- 1.2 During this consultation the District Council has the opportunity to comment on the Neighbourhood Plan and this report is brought before members with a request that they endorse the Officers observations as the formal representation on the plan, which is set out at the end of this report.

2.0 Background to the Rockbeare Neighbourhood Plan

- 2.1 Rockbeare Parish Council commenced work on their Neighbourhood Plan following their Neighbourhood Area being designated on the 3 September 2014.
- 2.2 Since then, the Parish Council and volunteers from the local community have spent considerable time and effort consulting with residents of the parish and producing a plan which reflects the aspirations of the community with regards to the use of land until 2031.
- 2.3 The plan itself contains a range of policies, on topics covering local employment, housing, heritage and the environment. These policies are mainly protective in nature and wish to restrict new development in the Parish so that it is minor in nature and takes places mainly in the village.
- 2.4 Prior to submitting the Plan to East Devon District Council, Rockbeare Parish Council have held their own 6 week public consultation on a draft version of the plan; a step which is also required by the neighbourhood planning regulations. The group took into account comments made during this stage and made various amendments to the version that has now been submitted to East Devon District Council. The group are keen to ensure that the

major strategic development at Cranbrook does not impact detrimentally on Rockbeare parish, particularly wishing to restrict development in those areas which the adopted Local Plan designates as green wedge. Whilst the Neighbourhood Plan is in conformity with the NPPF and adopted Local Plan, there is a potential conflict between it and the emerging Cranbrook Plan which indicates a Cranbrook southern and south-eastern expansion into the green wedge. It should be noted that the southern expansion which extends into the green wedge to the north west of the village proposes mainly recreational/green space uses whilst the south-eastern expansion, in the green wedge to the north-east of the village, proposes primarily housing. Assuming that the Neighbourhood Plan is made (adopted) and the Cranbrook Plan is subsequently adopted, the policies in the Cranbrook Plan would take precedence as it would then be the most recent and 'up-to-date' Plan.

3.0 Submission of the Rockbeare Neighbourhood Plan

- 3.1 The District Council has received a Neighbourhood Plan from Rockbeare Parish Council. The Plan and its supporting documents can be viewed at the following link:
<http://eastdevon.gov.uk/planning/neighbourhood-and-community-plans/neighbourhood-plans/current-plan-and-neighbourhood-area-consultations/>.
- 3.2 This is the thirteenth completed (ready for final consultation) Neighbourhood Plan in the District. The Parish Council has received regular support from the District Council and additional financial support from DCLG.
- 3.3 The statutory regulations require that the District Council organise and undertake a consultation on a plan when it reaches this stage. This is commonly referred to as the submission or 'formal' 6 week consultation. The consultation period commenced on 31st January and is due to finish on 16th March 2018. The Plan proposal has been publicised on notice boards within the Parish, notices on the EDDC and Parish Council websites and an email to all the bodies mentioned in the consultation statement, including adjoining authorities and the statutory consultees of Devon County Council, Natural England, Historic England and the Environment Agency.
- 3.4 One of the statutory roles of the District Council is to consider whether the plan meets, in production process terms, the legislative requirements. Cabinet has previously endorsed a protocol for District Council involvement into Neighbourhood Plans and in accordance with this protocol an officer review has been completed. Officer assessment is that legislative requirements are met.
- 3.5 Anyone may comment on a Neighbourhood Plan. It is particularly important that the District Council comments, given that the Neighbourhood Plan (if adopted) will form part of the Development Plan, and should conform to the strategic policies of the Local Plan. This report provides a summary overview of the plan and recommends comments of this authority on the plan to be submitted to the Examiner undertaking the plan examination.

4.0 Neighbourhood Plan Examination and Referendum

- 4.1 Following the consultation the District Council must appoint an 'appropriately qualified and independent examiner' agreed with Rockbeare Parish Council. All responses from the six week consultation (including any made by this council) will be forwarded to the examiner

who will consider them, either by written representations or at an oral hearing (if s/he decides one is necessary). The District Council is responsible for paying the costs of the examination although the District Council can recoup these expenses by claiming funding from Central Government of £20,000 once a date has been set up for referendum following a successful examination.

- 4.2 The Parish Council have not indicated that they have a particular preference as to who to appoint to conduct the examination. Previous examinations in East Devon have been conducted by a variety of Examiners, all very experienced and well qualified and, whilst a decision has yet to be made, it is likely that we will use one of these Examiners again.
- 4.3 The neighbourhood plan examination is different to a local plan examination. The examiner is only testing whether the plan meets the basic conditions and other relevant legal requirements – they are not testing the soundness of the plan or looking at other material considerations. The examiner will be considering whether the plan:
- has appropriate regard to national policy and advice contained in guidance issued by the Secretary of State
 - contributes to the achievement of sustainable development.
 - is in general conformity with the strategic policies in the development plan for the local area.
 - is compatible with human rights requirements.
 - is compatible with EU obligations.
- 4.4 As part of the Development Plan used in future planning decisions, it is in the interests of the District and Parish Councils to produce a high quality neighbourhood development plan.
- 4.5 Following the examination the examiner's report will set out the extent to which the draft plan proposal meets the basic conditions and what modifications (if any) are needed to ensure it meets the basic conditions. The examiner has 3 options for recommendation:
- A. That the plan proceeds to referendum as submitted.
 - B. The plan is modified by the District Council to meet basic conditions and then the modified version proceeds to referendum.
 - C. That the plan/ does not proceed to referendum.

If the examiner chooses A or B above they must also consider whether the referendum area should be extended beyond the boundaries of the plan area (this could be applicable if plan proposals could impact on a larger area). The report must give reasons for each recommendation and contain a summary of its findings. It is the responsibility of the District Council to accept or decline the modifications suggested by the examiner.

- 4.6 Once the Plan has been modified it will be subject to a referendum where everyone on the electoral roll (for the defined area) will have a right to vote for or against it. If at least half of votes cast support the plan then it can be brought into legal force.

5.0 The Rockbears Neighbourhood Plan Response

5.1 During the current 6 weeks consultation the District Council can comment on the Plan. In terms of meeting the Basic Conditions, the Parish Council has produced a Statement setting out how the plan complies with the conditions which the examiner will assess.

5.2 **After reviewing the Neighbourhood Plan contents, it is recommended that the following representation of East Devon District Council be submitted to the neighbourhood plan consultation. It should be noted that comments we make at this stage are primarily restricted to land use planning policy matters rather than background text/reasoned justification or the community policies and are made on the basis of:**

- **Does a Rockbears Neighbourhood Plan policy comply with strategic policies in our adopted local plan and have appropriate regard to National Planning Policy?**
- **Do we have concerns about policy given wider objectives of the council?**
- **Are the policies workable and enforceable - could they be reasonably applied through the Development Management process? and**
- **Are they otherwise appropriate or desirable?**

EDDC Cmmt No	Issue / Policy In Plan	Comment
1.	Para 7.1	The pebble bed heaths are under the principal ownership of the Clinton Devon Estates.
2.	Para 7.4	The text implies that County Wildlife Sites and County Geology Sites have no protection, Policy EN4 in the EDDC Local Plan does give them some legal protection. Request that the text is revised to reflect this.
3.	Para 7.9	The CVRP is not solely for SANGS, and the text should include the aim to enhance biodiversity, landscape and heritage as well.
4.	Rock01	<p>Officers are concerned that Rock01 is inconsistent with Local Plan policy D3 which states that: "Planning permission will be refused for development resulting in the loss or deterioration of ancient woodland and the loss of aged or veteran trees found outside ancient woodland, unless the need for, and benefits of, the development in that location clearly outweigh the loss."</p> <p>Paragraph 7.10 rightly identifies that trees outside woodlands are a very important heritage asset for this parish. However, ash dieback is likely to result in the loss of 50% of mature ash trees that presently contribute to this important treescape. The policy should be more strongly worded to enhance the numbers of aged and veteran trees e.g. "No net loss of trees".</p> <p>The text "appropriate replacement planting" should be defined as requiring 3 trees to be planted for the loss of a large tree, 2 for a medium tree, and 1 for a small tree.</p> <p>The policy would be strengthened by the addition of text recommending the protection, management and increase in area of traditional orchards, a number of which are found within the parish.</p>
5.	Rock02	The policy needs to be re-worded to give the strongest protection to "important hedgerows" as defined in the Hedgerow Regulations. This would give protection to the most important Devon hedgebanks.

EDDC Cmmt No	Issue / Policy In Plan	Comment
6.	Rock04	<p>The 25 year Environment Plan published by DEFRA should be considered. This sets out the ambition to “Expand the use of natural flood management solutions: By working with natural processes, we can better protect ourselves from hazards such as flooding. Natural Flood Management involves the use of a variety of measures including tree planting, river bank restoration, building small-scale woody dams, reconnecting rivers with their flood plains and storing water temporarily on open land.”</p> <p>The wording of the policy - “Improve river management” - is not defined and could be construed as supporting an increase in the artificial control of flooding, for example by straightening rivers. The policy should be updated to refer to natural flood management.</p>
7.	Rock05	<p>Proposed protection of view c. and d. would conflict with potential Cranbrook south-east extension into the green wedge area to the north-east of Rockbeare Parish. The inclusion of views A-E could be better supported with photographs and reference to specified locations character. I.e. Footpath or natural stopping point at a bench or picnic spot for walkers, cyclists, riders.</p> <p>Policy may benefit from the inclusion of the view from Rockbeare Manor over the Grade II listed parkland.</p>
8.	Rock06	<p>To the list of acceptable development in the green wedge should be added “development that supports the objectives of the Clyst Valley Regional Park, heritage, landscape or nature conservation”.</p> <p>Policy seeking to protect the green wedge may be at conflict with the emerging Cranbrook Plan with preferred options for Cranbrook expansion featuring development in the green wedge.</p>
9.	Rock08	<p>Policy may be further strengthened by the additional consideration of “the effect and cumulative impact of development on flood risk”.</p>
10.	Rock14	<p>The policy could be further strengthened by the addition of the following wording:</p> <p>“Measures to link and extend the existing network of footpaths and bridleways, and to provide safe and attractive cycleways, will be supported. Particular support will be given to maintaining quiet lanes around Rockbeare Park and Manor, and providing walking and cycling links from Rockbeare village to Cranbrook and to Exeter Airport via Silver Lane.”</p>
11.	Rock15	<p>Policy could be strengthened by additional reference to ‘quiet lanes’ as a means of promoting safety for those travelling by non-motorised means.</p>