

Agenda for consultative meeting of the Cabinet Wednesday, 13th July, 2022, 6.00 pm



Members of Cabinet

Councillors P Arnott (Chair), P Hayward (Vice-Chair),
G Jung, D Ledger, M Rixson, J Rowland,
J Loudoun, S Jackson and N Hookway

East Devon District Council
Blackdown House
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Venue: Online via the Zoom app.

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(or group number 01395 517546)
Monday, 4 July 2022

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<https://www.youtube.com/channel/UCmNHQruge3LVl4hcgRnbwBw>

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Until 31st October 2022, the Council has delegated much of the decision making to officers. Any officer decisions arising from recommendations from this consultative meeting will be published on the webpage for this meeting in due course. All meetings held can be found via the [Browse Meetings](#) webpage.

- 1 Public speaking
Information on [public speaking is available online](#)
- 2 Minutes of the previous meetings held on 8 June and 29 June 2022 (Pages 3 - 14)
- 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 - UK Shared Prosperity Fund Investment Plan (Pages 15 - 55)

Information on [matters of urgency](#) is available online

There is one late item that officers recommend should be dealt with in this way, UK Shared Prosperity Fund Investment Plan report.

6 Confidential/exempt item(s)

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

7 Forward Plan (Pages 56 - 57)

8 Minutes of LED Monitoring Forum held on 7 June 2022 (Pages 58 - 64)

9 Minutes of Scrutiny Committee held on 9 June 2022 (Pages 65 - 70)

10 Minutes of Housing Review Board held on 16 June 2022 (Pages 71 - 79)

11 Minutes of Asset Management Forum held on 21 June 2022 (Pages 80 - 86)

12 Minutes of Arts and Culture Forum held on 15 June 2022 (Pages 87 - 92)

Matters for Key Decision

13 EDDC Leisure and Built Facilities Strategy 2021-2031 (Pages 93 - 100)

Matters for Decision

14 **Revenue and Capital Outturn Report 2021-2022** (Pages 101 - 114)

15 **Culture Strategy and Action Plan for East Devon 2022-2031** (Pages 115 - 122)

16 **Devon, Plymouth and Torbay Devolution Deal - update** (Pages 123 - 152)

17 **Broadhembury Parish Council - Corporate Governance Review** (Pages 153 - 154)

18 **Colyford Community Governance Review** (Pages 155 - 200)

19 **Kilminster Neighbourhood Plan Examiner's Report** (Pages 201 - 233)

20 **Apprenticeship Levy Transfer Policy** (Pages 234 - 237)

To agree the Council's policy with regard to the transfer of Apprenticeship Levy funds to other local employers to support a resilient economy.

21 **Revised policy on the release of lanterns, balloons and fireworks on Council land** (Pages 238 - 240)

[Decision making and equalities](#)

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

EAST DEVON DISTRICT COUNCIL**Minutes of the consultative meeting of Cabinet held at Online via the Zoom app. on 8 June 2022****Attendance list at end of document**

The meeting started at 6.00 pm and ended at 8.44 pm

1 Public speaking

Councillor Roger Giles said it was an honour to have been made an Honorary Alderman by the council in 2019 which he felt fondness and pride. He said that John Humphreys was also made an Honorary Alderman at the same time and after this arrest, he felt this tarnished the recognition of the award to former councillors although this status was infinitely less than the consequences left on the victims of John Humphreys' crimes. He asked what the council were doing about this and when would there be a report from the Chief Executive from the outcome of the independent inquiry that had already been agreed to.

Mark Hawkins said there needed to be full transparency in the John Humphreys investigation for the benefit of the victims and stated he was aware of the investigation in 2017. He said he could not believe that within an organisation no one was aware of these legal troubles. He was concerned the council's investigation was being scoped to limit its usefulness and said that some of these investigations should have involved the police.

Councillor Jess Bailey said how disappointed she was with how long it was taking to progress the commissioning of the independent report into the John Humphreys issue, she felt the longer the delay the more the council would be open to question. She said there were concerns about any delay and scope of the review and asked that it be brought forward in order for the scope and work to be undertaken to be started.

In response the Chief Executive stated that at last month's Annual Council the procedure he was following to commission the report was outlined. He said a report had already been to the Scrutiny Committee in response to questions they had asked, with the minutes from this going on to Full Council. Full Council were not happy with the recommendations from the Scrutiny Committee and asked for a further report. The Chief Executive had written to the group leaders to ask what they viewed as the scope of the report. On receiving these views he had commissioned independent legal advice. A legal opinion was now awaited before commencing the report which would be on the July Cabinet agenda. He cautioned that the report needed to be measured within the legal powers and constraints applied to the council.

The Portfolio Holder Council and Corporate Co-ordination stated that although this was an unpleasant matter to have to deal with he wished to reassure the public that it would be done in a judicious way. He stated that an inquiry had the ability to go far and wide to what the council could seek to do and beyond the remit it could have, therefore taking legal advice was right and proper.

The Conservative group leader stated they would give their full support and help in this matter.

2 Minutes of the previous meeting

The minutes of the consultative meeting of Cabinet held on 4 May 2022 were agreed.

Councillor Fred Caygill referred to Minute 227 Car Park Issues, stating that there was an established Campervan and Motorhome TaFF and asked why this forum was not being used for the council's similar issue for discussion and clarity of any specific issues rather than car parks as a whole.

3 Declarations of interest

Min 12. Commissioning of landscape assessment work to inform site choices for new town development - Exemption to Contract standing orders.

Councillor Dan Ledger, Affects Non-registerable Interest, Member of Strategic Planning Committee and member of the workshops.

Min 13. Project Groups for Axminster and Seaton - DCC Urban Renewal Project.
Councillor Dan Ledger, Affects Non-registerable Interest, Is a Ward member, Seaton Town Councillor and lives in Seaton.

Min 13. Project Groups for Axminster and Seaton - DCC Urban Renewal Project.
Councillor Jack Rowland, Affects Non-registerable Interest, Resident and Ward member of Seaton.

Min 13. Project Groups for Axminster and Seaton - DCC Urban Renewal Project.
Councillor Marcus Hartnell, Affects Non-registerable Interest, Seaton Town Councillor, Devon County Councillor and business owner in Seaton.

Min13. Project Groups for Axminster and Seaton - DCC Urban Renewal Project.
Councillor Paul Hayward, Affects Non-registerable Interest, Works for Axminster Town Council.

Min 14. Re-use of Brixington capital fund for Axminster Skatepark leading to Play Strategy.

Councillor Andrew Moulding, Other Registerable Interest, Trustee of the Axminster skatepark and president of Cloakham Lawns Sport Centre.

Min 14. Re-use of Brixington capital fund for Axminster Skatepark leading to Play Strategy.

Councillor Paul Hayward, Affects Non-registerable Interest, Works for Axminster Town Council.

Min 14. Re-use of Brixington capital fund for Axminster Skatepark leading to Play Strategy.

Councillor Sarah Jackson, Affects Non-registerable Interest, Is a Ward Member for Axminster.

Min 15. Colyton Leisure Centre - Proposals to restructure operating arrangements with school.

Councillor Paul Arnott, Directly relates Non-registerable Interest, Is a Ward Member for Coly Valley and his wife is a member of LED.

4 Matters of urgency

There was one late report recorded at Minute 15.

5 **Confidential/exempt item(s)**

There was one late and confidential report recorded at Minute 15.

6 **Forward Plan**

Members agreed to recommend the contents of the Forward Plan for key decision for the period 1 July 2022 to 31 October 2022 for approval.

7 **Minutes of Recycling and Waste Partnership Board held on 27 April 2022**

Members agreed to note and recommend the minutes and recommendations of the Recycling and Waste Partnership Board held on 27 April 2022.

Minute 41 Cartons trial

that Cabinet recommend that the Recycling and Waste Service continue to collect cartons from the kerbside as part of the recycling collections, as detailed in option 4 of the report, with the following additional actions:

1. A clear and honest communications message be provided to residents explaining the difficulties of recycling tetra pak cartons.
2. SUEZ investigate how other contracts handled their tetra pak materials and whether there was any financial advantage in removing cartons from mixed plastics recycling.
3. Officers work with Devon County Council waste team to find out what other local authorities did with their tetra pak materials and to put pressure on the industry to use alternative methods of packaging.

8 **Minutes of Exmouth Queen's Drive Delivery Group held on 3 May 2022**

Members agreed to note and recommend the minutes and recommendations of the Exmouth Queen's Drive Delivery Group held on 3 May 2022.

33 Report of the workshop held on 6 April 2022

- To endorse the themes and characteristics supported by the Delivery Group.
- To proceed to consult publicly in the manner set out in this report (para 1.6-1.9) to seek views on the identified themes and characteristics to help form a terms of reference for placemaking in Exmouth.

34 Exmouth Queen's Drive Delivery Group Terms of Reference amendments

That the amended Terms of Reference (Final Revised Terms of Reference) be adopted.

9 **BUA - Honiton @50**

The Chief Executive explained that the Council had received a proposal from the British Ugandan Asians Association to participate in the 50th Anniversary Celebrations of their arrival from Uganda to the former Heathfield Resettlement Centre in Honiton.

Margaret Lewis curator Allhallows Museum, Honiton said the museum kept and was still collecting information on British Ugandan Asians Association as an archive and that it

wished to celebrate this anniversary. She remembered Ugandan Asians arriving in the town in 1972 with many people offering their support of help.

Mahendra Dabhi stated he was 16 years old when he and his family arrived in Honiton in 1972. The 50th Anniversary was an opportunity to thank the people of Honiton and collect the archives from families from the resettlement camps where over 2000 people passed through. He wished to hand any further archives collected to Margaret at the museum. The museum was one of the few that had any archives on the Ugandan Asians arrival to the UK. He said that it was appropriate to come back to Honiton to celebrate this anniversary with music, food and entertainment. He looked forward to receiving the council's support and hoped it would join them in October for the celebrations.

The Chair and members thanked Mahendra and Margaret for bringing this anniversary and important information on the history of the town, to the attention of the council.

RECOMMENDED that:

Senior Officers approve

1. That the CEO in consultation with the Portfolio Holder for Democracy, Transparency and Communications, together with relevant ward members take forward the proposal received from the British Ugandan Asians Association and ensure EDDC's full participation in the proposed celebrations.

RECOMMENDED to Council that:

2. A budget of £5,000 for the proposed celebrations.

REASON:

To celebrate an important milestone in the districts local history and to recognise the Council's commitment to refugees.

10 **Homes for Ukraine scheme**

The Strategic Lead Housing, Health & Environment presented his report which concerned the provision and mobilisation of a support service for Ukrainian refugees and host/sponsor households. This was a key part of the government's Homes For Ukraine Scheme. Local Authorities had been asked to make provision for a welcome and support service alongside property inspections, Disclosure and Barring Service safeguarding checks and administering payments to refugees and host households.

The Portfolio Holder Finance thanked John Golding and his team for their hard work in getting this support up and running. During discussion it was suggested that the provision of a Council for Voluntary Service (CVS) be brought back into the council, the Chief Executive suggested that it be put onto the Forward Plan.

Having received the report members reviewed and noted the following recommendations.

1. Cabinet note that officer delegated authority has been / will be relied upon to:
 - Commission the East Devon Citizens Advice to provide wraparound support for a 6 month period – Total commitment for service: £32,000 initially
 - Provide the Ukraine café in Exeter with a grant to support their work – Total commitment for service: £5,000
 - Commission Devon Communities Together to provide further wraparound support to compliment the work they currently do – Total commitment: £5,600
2. Cabinet note the use of an exemption to Contract Standing Orders to appoint Citizens Advice Bureau to provide wraparound support and agree to an exemption to Contract

Standing Orders to enable commissioning of Devon Communities Together to provide further wraparound support.

11 **Commissioning of work for wildlife site impact assessment and mitigation - Exemption to Contract standing orders**

For Cabinet to note that two Exemptions to Contract Standing Orders had been granted in respect of two separate studies:

1. A local plan Habitat Regulation Assessment.
2. A mitigation strategy to address adverse impacts that would otherwise arise.

Having received the report members noted the Exemptions to Contract Standing Orders.

12 **Commissioning of landscape assessment work to inform site choices for new town development - Exemption to Contract standing orders**

For Cabinet to note that an Exemptions to Contract Standing Orders had been granted in respect of commissioning landscape assessment work.

Having received the report members noted the Exemptions to Contract Standing Orders.

13 **Project Groups for Axminster and Seaton - DCC Urban Renewal Project**

The Project Manager Place, Assets & Commercialisation updated Members that Devon County Council's Team Devon Recovery Group (Devon Place Board) had commenced work on a Coastal and Market towns project. The work was aimed at tackling the long-term and immediate decline in some of Devon's underperforming towns. It identified 8 towns that would form part of a pilot project for future investment and both Axminster and Seaton were included within these.

During discussions it was agreed that under the responsibilities of the Portfolio Holder Economy that it would be appropriate for him to Chair the Project Group, with the membership being allowed to widen as and when needed to aid delivery.

RECOMMENDED that:

Senior Officers approve

1. the Axminster Project Group and Seaton Project Group (or such other name as either group chooses to reflect local level aspirations) be established as Cabinet appointed forums on the basis of the Terms of Reference at Appendix 2 in the report, and
2. to give delegated authority to the Service Lead Place, Assets & Commercialisation to finalise the membership of the two Project Groups to include the Portfolio Holder Tourism, Sport, Leisure and Culture and their Terms of Reference in accordance with the approach identified in the report.

REASON:

To enable Project Groups to be established and the Coastal and Market towns project to move forward at the local level in a timely manner and to ensure that the opportunity to deliver some quick win projects could take place over the summer/autumn 2022.

14 **Re-use of Brixington capital fund for Axminster Skatepark leading**

to Play Strategy

The Engineering Projects Manager's report suggested that Axminster skatepark, phase 2 be funded through the re-allocation of the capital funding assigned to Brixington park improvement scheme. Brixington would not lose out as the scheme was double funded, having secured s106 funding through the Exmouth Sports Vote.

The delivery of the scheme at Axminster was to be used as a pathfinder project to set out criteria for funding community play schemes which had 75% funding; from s106 or the community and required further funding to allow them to progress. Suggested criteria for EDDC providing such funding are set out in 3.2 of the report. It was recommended that these be included in the forthcoming Play Strategy and termed 'fairer play'.

Councillor Andrew Moulding read a statement from Councillor Ian Hall, which as Chair of Axminster Community Skatepark wanted to thank everyone who had helped get them this far. The Skatepark would continue to work with Axminster Town council to deliver the equipment in conjunction with the completion of the Skatepark. Councillor Hall wished to also thank District Officers Dave Cook, Dave Whelan and Sulina Tallack, Axminster TC and Clerk, Councillors Jackson, Hayward, Arnott, the Trustees of both CLSC and ASP and the Local Police Team, which had been an excellent example of 'Partnership Working' for their Communities.

Members from across parties wished to thank in particular Councillor Sarah Jackson who had created this innovated collaboration which had been instrumental in the concept to deliver this outstanding facility. It was agreed it was a great blueprint for future projects across the district. Councillor Jackson said she was please it had all worked and that it was important for Phase 2 to be delivered.

RECOMMENDED to Council that:

1. that Axminster Skatepark was an example of fairer play provision for community groups, and approves the reallocation of £100k as partnership funding for a pathfinder example of this strategy as set out in 2.7 of the report. Utilising capital funding assigned to Brixington, as the Brixington scheme was now alternatively funded with S106 monies.

RECOMMENDED that;

Senior Officers

2. agree to the principles of fairer play funding for Town and Parish Councils, and requests that the Play Strategy was finalised and reported to a future Cabinet meeting. This would include a section which proposed that community groups could bid into the Council's capital budget for up to 25% of a project total, if the budget was available and the stated criteria were met.

REASON:

Allowed for funding of Axminster Skatepark, enabling to make a cut off deadline for completion. Proposed a future mechanism for Town and Parish councils to bid for additional funding towards projects in their community.

15

Colyton Leisure Centre - Proposals to restructure operating arrangements with school

The Service Lead Place, Assets & Commercialisation provided an update of the discussion held at the LED Monitoring Forum on 7 June 2022 on the proposals. He said the Forum supported the recommendation in the report.

There was the opportunity to support the school towards the cost of resurfacing the all-weather pitch and providing new improved floodlighting. In exchange for this, the all-weather pitch would be secured for community use for generations to come.

Due to a declaration of interest the Chair left the meeting for this item.

RECOMMENDED to Council:

1. to provide a capital budget of up to £140,000 to contribute to the School's capital investment works to the all-weather pitch and by doing so securing improved future community use.

RECOMMENDED that:

Senior Officers approve

2. to give delegated authority to the Service Lead Place, Assets & Commercialisation in consultation with the Strategic Lead Finance and the Portfolio Holder for Economy & Assets, to agree heads of terms for a new lease and management agreement to achieve the outcomes within this report and to enter into new agreements with Colyton Grammar School.

REASON:

To secure improved future community use of the all-weather pitch and netball courts and reduce the Council's / LED's share of property and running costs of the leisure centre.

Attendance List

Present:

Portfolio Holders

P Arnott	Leader
P Hayward	Deputy Leader and Portfolio Holder Economy and Assets
G Jung	Portfolio Holder Coast, Country and Environment
D Ledger	Portfolio Holder Sustainable Homes and Communities
M Rixson	Portfolio Holder Climate Action and Emergency Response
J Rowland	Portfolio Holder Finance
J Loudoun	Portfolio Holder Council and Corporate Co-ordination
S Jackson	Portfolio Holder Democracy, Transparency and Communications;
N Hookway	Portfolio Holder Tourism, Sport, Leisure and Culture

Also present (for some or all the meeting)

Councillor Jess Bailey
Councillor Colin Brown
Councillor Fred Caygill
Councillor Maddy Chapman
Councillor Peter Faithfull
Councillor Marcus Hartnell
Councillor Ben Ingham
Councillor Jamie Kemp
Councillor Dawn Manley
Councillor Andrew Moulding
Councillor Helen Parr

Councillor Philip Skinner
Councillor Joe Whibley
Councillor Eileen Wragg
Councillor Brenda Taylor

Also present:

Officers:

Tom Buxton-Smith, Engineering Projects Manager
Tim Child, Service Lead - Place, Assets & Commercialisation
Amanda Coombes, Democratic Services Officer
Simon Davey, Strategic Lead Finance
John Golding, Strategic Lead Housing, Health and Environment
Alison Hayward, Project Manager Place & Prosperity
Rebecca Heal, Solicitor
Andrew Hopkins, Communications Consultant
Anita Williams, Principal Solicitor (and Deputy Monitoring Officer)
Mark Williams, Chief Executive

Chair

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the consultative meeting of Cabinet held at Online via the Zoom app. on 29 June 2022

Attendance list at end of document

The meeting started at 6.00 pm and ended at 6.52 pm

16 Public speaking

Cllr Jess Bailey wished to report the response she had received from Cllr Andrew Leadbetter from Devon County Council, in relation to John Humphreys.

'I can confirm that the Local Authority Designated Officer (LADO) received a referral via the NSPCC in 2014. As part of the LADO process, our officers discussed the case with the police. The police were already aware of the individual and allegations that had been made, and advised us that there was not enough evidence to investigate further, and it was agreed that no further action would be taken. We have evaluated the response that was made in 2014 and concluded that we should have held a multiagency meeting to share information and consider what if any next steps could be taken. In the light of this, we have agreed to undertake a review of this decision making and process within the LADO service, and will be implementing the recommendations that arise from this.'

The Chair thanked Cllr Bailey for raising this issue through her role as a County Councillor and bringing it to light.

17 Declarations of interest

Min 20. Axe Valley Project and Levelling Up Fund Round 2.

Councillor Dan Ledger, Affects Non-registerable Interest, Seaton Town Councillor and attended workshops.

Min 20. Axe Valley Project and Levelling Up Fund Round 2.

Councillor Jack Rowland, Affects Non-registerable Interest, Seaton Ward Member and attended workshops.

Min 20. Axe Valley Project and Levelling Up Fund Round 2.

Councillor Marcus Hartnell, Affects Non-registerable Interest, Seaton Town and Devon County Councillor and has a business in Seaton.

Min 20. Axe Valley Project and Levelling Up Fund Round 2.

Councillor Paul Hayward, Affects Non-registerable Interest, Employee of Axminster Town Council.

Min 20. Axe Valley Project and Levelling Up Fund Round 2.

Councillor Sarah Jackson, Affects Non-registerable Interest, Sensitive interest.

Min 21. Levelling Up Fund Bid - Destination Exmouth (Dinan Way Extension and Exmouth Gateway).

Councillor Dan Ledger, Affects Non-registerable Interest, Attended workshops.

Min 21. Levelling Up Fund Bid - Destination Exmouth (Dinan Way Extension and Exmouth Gateway).

Councillor Nick Hookway, Affects Non-registerable Interest, Attended workshops.

Min 21. Levelling Up Fund Bid - Destination Exmouth (Dinan Way Extension and Exmouth Gateway).
Councillor Steve Gazzard, Affects Non-registerable Interest, Exmouth Town Councillor.

18 **Matters of urgency**

There are two late items that the Chair agreed to be included.
LCC Live in Devon briefing report and Minute 21 Levelling Up Fund Bid – Destination Exmouth (Dinan Way Extension and Exmouth Gateway).

The Portfolio Holder Tourism, Leisure, Sport and Culture wished to thank everyone involved in getting the band McFly to perform a concert on Saturday 3 September 2022 on the Imperial Recreation Ground, Exmouth.

19 **Confidential/exempt item(s)**

None

20 **Axe Valley Project and Levelling Up Fund Round 2**

The Project Manager Place, Assets & Commercialisation provided information on bid preparation for the Axe Valley bid for Levelling Up Fund Round 2. The total cost was estimated at £15.58m. A cash contribution of £4m was being requested from the council which was greater than the minimum 10% contribution required by the LUF. This would sit alongside an in-kind contribution of £403,000 relating to land value. This resulted in a total ask of £11.18m from the Levelling up Fund.

The funding application deadline was 6 July 2022. East Devon District Council was now within the priority 2 category (up from 3 previously).

RECOMMENDED that

Senior Officers

1. Approve the inclusion of the Axe Valley projects within the Axe Valley Levelling Up Funding bid as set out at paragraph 2.1 of the report.
2. Note the removal of the Axminster Public Realm project from the bid.
3. Note the total estimated cost of the Levelling Up programme at £15.58m
4. Approve the use of Council land to enable project delivery which following valuation results in an in-kind contribution of £403,000.
5. Agrees with the cash contribution of £4m from the council subject to approval by Full Council noting that should such approval not be given, the bid submission will be withdrawn.
6. Grant delegated authority to the Service Lead for Place, Assets & Commercialisation in consultation with the Strategic Lead for Finance and the Portfolio Holder for Economy and Assets to submit the final bid documents and complete any related documentation if the bid was successful.

RECOMMENDED to Council

7. To approve the £4m commitment of funding from the Council should the bid be successful.

REASON:

To enable the Project Team to submit a Levelling Up Round 2 funding bid for Axe Valley in order to meet the funding application deadline of 6 July 2022.

21 **Levelling Up Fund Bid - Destination Exmouth (Dinan Way Extension and Exmouth Gateway)**

The Project Manager Place and Prosperity (Exmouth) informed members that a second Round of Levelling up funding was announced in late March of 2022 with a closing date for submissions by the 6 July 2022. Exmouth was moved from Category 3 status (lowest priority) in the first round to category 2 (middle priority) in the current round.

EDDC had assisted in a resubmission of a bid for Exmouth (Destination Exmouth) led by Devon County Council with the emphasis on the Dinan Way highway scheme but including an exciting 'Gateway' element, aligned more closely with Dinan Way but also evidencing a real improvement in place making / linkages to the natural environment / sustainable transport for the town centre itself.

The MP Simon Jupp had publicly supported the bid. Destination Exmouth was a package bid which included the Dinan Way extension and Exmouth Gateway improvements.

RECOMMENDED that

Senior Officers provide a formal letter of support for the Round 2 Levelling Up bid in Exmouth.

REASON:

The letter of support was needed to assist in the submission of the levelling up bid.

Attendance List

Present:

Portfolio Holders

P Arnott	Leader
P Hayward	Deputy Leader and Portfolio Holder Economy and Assets
G Jung	Portfolio Holder Coast, Country and Environment
D Ledger	Portfolio Holder Sustainable Homes and Communities
M Rixson	Portfolio Holder Climate Action and Emergency Response
J Rowland	Portfolio Holder Finance
S Jackson	Portfolio Holder Democracy, Transparency and Communications;
N Hookway	Portfolio Holder Tourism, Sport, Leisure and Culture

Cabinet apologies:

J Loudoun	Portfolio Holder Council and Corporate Co-ordination
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Also present (for some or all the meeting)

Councillor Jess Bailey
 Councillor Fred Caygill
 Councillor Maddy Chapman
 Councillor Peter Faithfull
 Councillor Steve Gazzard
 Councillor Marcus Hartnell
 Councillor Ben Ingham
 Councillor Vicky Johns

Councillor Jamie Kemp
Councillor Richard Lawrence
Councillor Dawn Manley
Councillor Andrew Moulding
Councillor Eleanor Rylance
Councillor Philip Skinner
Councillor Joe Whibley
Councillor Eileen Wragg

Also present:

Officers:

Tim Child, Service Lead - Place, Assets & Commercialisation
Amanda Coombes, Democratic Services Officer
Simon Davey, Strategic Lead Finance
John Golding, Strategic Lead Housing, Health and Environment
Henry Gordon Lennox, Strategic Lead Governance and Licensing (and Monitoring Officer)
Alison Hayward, Project Manager Place & Prosperity
Andrew Hopkins, Communications Consultant
Gerry Mills, Project Manager Place & Prosperity (Exmouth)
Mark Williams, Chief Executive

Chair

Date:



Report to: Cabinet

Date of Meeting 13 July 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

UK Shared Prosperity Fund - Investment Plan

Report summary:

Cabinet considered a report on the 4th May 2022 that provided an overview of the published UK Shared Prosperity Fund (SPF) Prospectus and highlighted the need to work in partnership with local stakeholders to develop and submit an Investment Plan by the 1st August 2022. It pledged a further report on the Investment Plan prior to it being submitted to Government.

The purpose of this covering report is to seek endorsement for the proposed Investment Plan as set out at Appendix A. Subject to receiving final sign off, the District's allocation of £1,796,363 will enable a series of projects to be delivered over the next three year period. These projects address the three SPF investment priorities: Community and Place; Supporting Local Business; and People and Skills.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendations:

That Cabinet;

- Endorses the proposed Investment Plan contained at Appendix A
- Gives delegated authority to the Service Lead for Growth, Development & Prosperity in consultation with the Strategic Lead for Finance and the Portfolio Holder for Economy and Assets to make any final changes to the Investment Plan and to submit this by the 1st August deadline

Reason for recommendation:

To ensure that the Council submits a suitable Investment Plan to unlock our UK Shared Prosperity Fund allocation and ensure delivery of the included interventions and subsequent projects over the next three years.

Officer: Robert Murray, Economic Development Manager, tel 01395 517514

rmurray@eastdevon.gov.uk Tom Winters, Economic Development Officer, tel 01395 571528
twinters@eastdevon.gov.uk

Portfolio(s) (check which apply):

- ☒ Climate Action and Emergency Response
- ☒ Coast, Country and Environment
- ☒ Council and Corporate Co-ordination
- ☒ Democracy, Transparency and Communications
- ☒ Economy and Assets
- ☒ Finance

- ☒ Strategic Planning
- ☒ Sustainable Homes and Communities
- ☒ Tourism, Sports, Leisure and Culture

Equalities impact Low Impact

The Shared Prosperity Fund is intended to support the key objectives of the Levelling Up White Paper.

Climate change High Impact. The Investment Plan includes interventions designed to support the delivery of the Climate Change Strategy and the transition to a zero carbon economy.

Risk: Medium Risk; This report highlights the need to approve the UK SPF Investment Plan which must then be submitted to Government by the 1st August. Subject to endorsement by the Department for Levelling Up, Housing & Communities, there will be an ongoing need for robust programme management to ensure that the key interventions contained in the Investment Plan are delivered.

Links to background information

Report to Cabinet 4th May 2022: [UK Shared Prosperity Fund Prospectus](#)
[UK Shared Prosperity Fund: prospectus - GOV.UK \(www.gov.uk\)](#)
[Levelling Up White Paper \(publishing.service.gov.uk\)](#)
[UK Shared Prosperity Fund: pre-launch guidance - GOV.UK \(www.gov.uk\)](#)
[Delivery geographies - GOV.UK \(www.gov.uk\)](#)

Link to [Council Plan](#)

Priorities (check which apply)

- ☒ Better homes and communities for all
- ☒ A greener East Devon
- ☒ A resilient economy

1 Background and context

1.1 On the 4th May, Cabinet received a [report](#) on the UK Shared Prosperity Fund (SPF) following the [prospectus for the Fund](#) being published on the 13th April. This followed the broader [Levelling Up White Paper](#) which introduced a series of 4 objectives which the SPF is intended to help deliver - boosting productivity and pay; spreading opportunities and improving public services; restoring a sense of community and local pride; and empowering local leaders and communities.

1.2 For East Devon District Council to unlock its £1,796,363 allocation of UK Shared Prosperity Funding, an Investment Plan must be developed and submitted prior to the 1st August 2022. This Plan is to comprise of a series of projects/interventions to be delivered over the next three years which address 3 SPF investment priorities: Community and Place; Supporting Local Business; and People and Skills.

2 Progress to date

2.1 To meet UK SPF guidance in the development of this local Investment Plan, the previous Cabinet report set out the need to ensure wide-ranging stakeholder consultation and robust programme management. This was to be achieved through the establishment of:

- 1) a Local Partnership Group (LPG) of external partners to guide the development of the district Investment Plan; and
- 2) a Programme Management Panel (PMP) comprised of a cross-party group of members reporting to Cabinet and having oversight of the deployment of the Fund

2.2 These recommendations were approved and since the 4th May Cabinet meeting, the following progress has been made in the development of the proposed Implementation Plan now presented at Appendix A.

3 Formation of Local Partnership Group

3.1 The SPF prospectus encourages lead authorities to consult with representatives from a broad range of sectors, services and organisations. A briefing and invitation was developed and shared with stakeholders, including those suggested by Cabinet members, explaining the context to the UK Shared Prosperity Fund and the opportunity to work together in the development of our Investment Plan.

3.2 It was made clear that the purpose of group would be to meet, be engaged in/consulted on and develop consensus on which interventions/projects best reflect local need and opportunity consistent with the [interventions list](#) for England published alongside the SPF prospectus.

3.3 The specific objectives of the LPG were laid out in a terms of reference which outlined the following roles and responsibilities to the group members:

- a) To develop an understanding of the UKSPF objectives as outlined in the Prospectus.
- b) To consider and suggest prospective UKSPF interventions and provide constructive feedback and advice.
- c) To ensure that there is local support for the preferred UKSPF interventions, that they complement other activities in the local area and adhere to UKSPF and local objectives.

3.4 Response to our invitation was strong and to date three meetings have been held with a broad range local stakeholders. Those representatives and organisations with whom we have communicated in the development of our Investment Plan include: Arts & Culture East Devon; Axminster Tools; Citizens Advice East Devon; Clinton Devon Estates; Cosmic; Devon Association of Local Councils; Devon Climate Emergency Tactical Group; Devon Director of Public Health; Devon Wildlife Trust; DWP (Greater Devon Partnership Manager); East Devon AONB Partnership; East Devon Community Network; East Devon Excellence; Exeter Airport; Exeter Chamber of Commerce; Exeter College; Exeter Science Park Company; Exmouth Chamber of Commerce; Exmouth Transition; HotSW Local Enterprise Partnership; Leisure East Devon; Libraries Unlimited; MP for Central Devon; MP for East Devon; the new MP for Tiverton and Honiton; National Farmers' Union; National Trust; Office of the Police and Crime Commissioner for Devon and Cornwall.

4 SPF Programme Management Panel

4.1 Having secured Cabinet approval for the establishment of a Programme Management Panel, nominations were sought for the cross-party group of members.

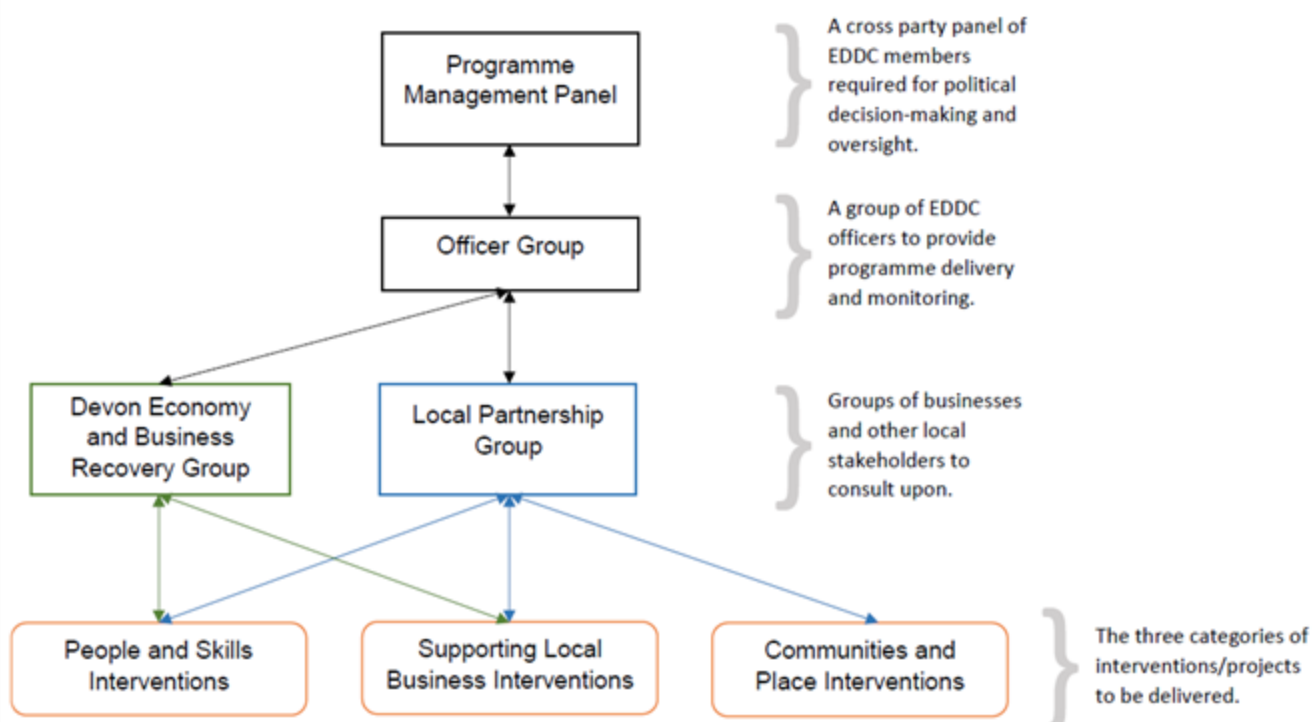
4.2 This Panel now comprises the Leader, Deputy Leader, the Portfolio Holder for Tourism, Leisure, Sport and Culture, Portfolio Holder for Climate Action & Emergency Response, two Conservative members, one Independent member and one Cranbrook Voice member.

4.3 The terms of reference for this cross party group includes the following roles and responsibilities for Panel members:

- a) To develop an understanding of the UKSPF objectives as outlined in the Prospectus.
- b) To consider and suggest prospective UKSPF interventions and provide constructive feedback and advice.
- c) To ensure that there is a strong business case for the preferred interventions which directly link to the priorities outlined in the SPF Prospectus and local and regional strategic objectives.
- d) To ensure that there is local support for the preferred UKSPF interventions, including from the Local Partnership Group.
- e) To ensure that there is consistency of approach with other EDDC funding bids and a logical succession to previous EU funded initiatives.
- f) To give approval to a final list of interventions to be proposed in the SPF Investment Plan.
- g) To evaluate any formal responses to and from Government regarding the Investment Plan, including requests for additional information or the inclusion, amendment or exclusion of particular interventions based on Government feedback.
- h) To provide oversight of the delivery of the interventions and give approval to any amendments to the interventions during delivery (which are compliant with any funding agreement between EDDC and Government) where necessary.

4.4 The establishment of this Panel ensured that our SPF decision-making process is democratic, transparent and reflected local need. The Panel provides political decision making and oversight of Fund deployment according to the following governance structure:

East Devon SPF Governance Structure



5 Call for projects

5.1 At our second Local Partnership Group meeting on the 1st June, stakeholders were invited to develop and submit SPF project concepts via a template form to be considered for inclusion within the Investment Plan submission to Government.

5.2 The same project concept input was sought from a group of EDDC officers with responsibility for services and projects consistent with the 3 SPF investment priorities. This included officers from our Growth, Development and Prosperity; Countryside & Leisure; Housing, Health & Environment; Finance; Place, Asset & Commercialisation as well as our Engagement & Funding Officer.

5.3 Alongside this, in acknowledging the Prospectus' strong encouragement for lead authorities to work with neighbouring districts and county in the delivery of interventions where it meets local needs and achieves value for money, meetings were held with the Devon Business and Economy Recovery Group. This Team Devon approach has proved constructive. The meetings provided an opportunity to share respective local priorities, identify synergies/shared objectives and maximise alignment. They resulted in the identification of opportunities for wider scale interventions on the second two investment priorities (supporting local businesses; people and skills) where economies of scale might be achieved. This was supplemented by further engagement with Economic Development teams at Exeter, Teignbridge and Mid Devon to reflect the functioning economic area.

5.4 Together, the respective group briefings, consultations and subsequent requests for relevant project proposals resulted in more than 20 suggested project concepts being received. These were assessed against the Gov. SPF interventions list and guidance before

being presented to our SPF Programme Management Panel on the 10th June whereby a costed set of Investment Plan interventions were identified and agreed.

5.5 Subsequent to this further information was received regarding the year by year split of funding. It is important to emphasise the backloaded nature of this with nearly two thirds of the funds not being available until year 3. This is set out in the table below;

Total allocation	Year 1	Year 2	Year 3
£1,796,363	£218,005	£436,011	£1,142,347

5.6 Finally a joint meeting of the Local Partnership Group and Programme Management Panel was held on the 5th July to review the proposed interventions that form the basis for the Investment Plan.

6 Final intervention list

6.1 The final list of interventions agreed by the Programme Management Panel is set out in the table below;

Type	Project	Y1 Cost	Y2 Cost	Y3 Cost	Total Cost
Communities and place	Action on Poverty Fund	£0	£69,333	£70,119	£139,452
	East Devon Council for Voluntary Service	£60,000	£60,000	£60,000	£180,000
	Active Travel Fund	£0	£0	£200,000	£200,000
	East Devon Culture Programme	£20,000	£35,000	£40,000	£95,000
	East Devon Leisure Programme	£38,000	£38,000	£38,000	£114,000
Supporting local business	Net Zero Innovation Fund	£24,554	£55,000	£130,000	£209,554
	Sustainable Tourism Fund	£24,553	£55,000	£130,000	£209,553
	East Devon Towns Feasibility Work	£35,000	£35,000	£35,000	£105,000
	Business Support: Pre-Start, Net Zero/Green Growth	£7,178	£71,238	£112,388	£190,804
People and Skills	Employment Support for Furthest from Work	£0	£0	£81,250	£81,250
	Net Zero Skills; Retrofit Construction Training	£0	£0	£140,500	£140,500
	Support for Young NEET Residents	£0	£0	£59,397	£59,397
Admin		£8,720	£17,440	£45,693	£71,853

Action on Poverty Fund: A grant scheme for local community groups to financially support projects which aim to reduce poverty in East Devon.

East Devon Council for Voluntary Service: Funding to establish a Council for Voluntary Service, providing support, training and coordination services to local our voluntary, community and social enterprise (VCSE) sector.

Active Travel Fund: Funding to deliver local projects aimed at increasing take-up of walking and cycling.

East Devon Culture Programme: Funding to deliver upon recommendations within the Cultural Development Strategy.

East Devon Leisure Programme: Funding to deliver upon recommendations within the Leisure Strategy.

Net Zero Innovation Fund: Grant scheme to fund R&D for new green technologies, feasibility studies and training and equipment purchases.

Sustainable Tourism Fund: Funding to promote sustainable tourism projects, including a small grant scheme for equipment purchases and promotional activity.

East Devon Towns Feasibility Work: Funding to commission feasibility studies for Honiton and Ottery St Mary, Sidmouth and Exmouth, getting them bid ready for future funding rounds.

Pre-Start and Net Zero Business Support: Business support service to replace current central provision, with additional support for pre-starts, net-zero/green growth and agri-tech.

Employment Support for those furthest from work: Support for economically inactive residents with disabilities to improve their employment prospects and gain access remote and/or digital opportunities.

Net Zero Skills; Retrofit Construction Training: Support to re-skill and up-skill local residents to gain net zero related skills such as accreditations required to enter the retrofitting marketplace.

Support for NEET Residents: Support for young residents not in employment, education or training (NEETs) to improve their employment opportunities.

7 Conclusion

7.1 Having set out how the agreed recommendations in the March report have been delivered - through establishing, and ensuring close consultation with a diverse Local Partnership Group and representative SPF Panel - endorsement is now sought for the resulting Investment Plan presented in Appendix A. This will enable the Plan to be submitted to Government ahead of the 1st August deadline.

Financial implications:

This is submission to government to obtain EDDC's allocation of the UK Shared Prosperity Fund, there is no additional request identified in the report for additional resources direct from the Council. If unsuccessful then initiatives may be represented for Council to consider funding direct.

Legal implications:

What is proposed is within the power of Cabinet and it is for Cabinet to determine whether the Investment Plan meets the expectations of the Council. Otherwise, there are no legal implications requiring comment.



UK Shared Prosperity Fund

Investment Plan Drafting Template

Version 2
May 2022

Appendix A: EDDC Investment Plan

Your location

To be eligible for funding, you will need to be applying on behalf of a lead authority in one of the [delivery geographies](#).

Select the lead authority

For Scotland and Wales only: Who else is this investment plan being submitted on behalf of? Select all that apply

Your details

Name: Andrew Wood

Email address: adwood@eastdevon.gov.uk

Phone number: 01395 571743, 07740 024918

Organisation name: East Devon District Council

Local challenges and opportunities

In this section, we will ask you:

- If you've identified any challenges or opportunities, you intend to support
- Which of the UKSPF investment priorities these fall under

ARE THERE ANY LOCAL CHALLENGES YOU FACE WHICH FALL UNDER THE COMMUNITIES AND PLACE INVESTMENT PRIORITY?

(If yes) Describe these challenges, give evidence where possible

Challenge 1: Wage Gap and Poverty

The average wage in East Devon has been historically lower than national averages. The average (median) annual wage for an East Devon worker in 2021 was £22,445, 14% lower than the UK average of £25,971. This wage gap between the East Devon and UK averages was slightly lower a decade earlier, standing at 11% in 2011. Data for the lowest paid 20% of workers shows an even wider gap. Average wages in 2021 for the bottom quintile of workers in East Devon was 17% lower than the UK average for the same percentile.

In addition to lower wages, higher costs are also prevalent in East Devon. House price data shows that on average, house prices in East Devon are marginally higher than house prices in Bristol, however the average wage for workers in Bristol is much higher, at £27,676 rather than £22,445. The East Devon house price to earnings ratio stood at 10.88 in 2021, compared to 5.21 in 1997 (the earliest data available), and remains higher than neighbouring Exeter, Mid Devon and South Somerset. The data available clearly shows that East Devon workers are being particularly squeezed in terms of take-home pay, and major costs such as rent, mortgage payments, etc. With the recent increase in the cost of living nationally, and the recent increase in homes being converted into second homes and holiday lets locally (5% of homes in East Devon and as high as 23% in some wards), this squeeze will continue to tighten.

For many local residents, the impact on living standards will worsen to the degree that they are unable to meet their basic costs of subsistence. Data from Exmouth Food Bank has demonstrated a significant increase in food parcels distributed, stating that "demand in April [2022] increased by 19% when compared to March and we are now consistently providing food to feed over 130 people a week." Food banks across East Devon, in Axminster, Honiton, Ottery St Mary, Seaton and the Sid Valley, will all be facing similar issues, with higher inflation pushing more local residents into food poverty.

For many, poverty will be an inhibitor to employment, training and better paid job opportunities which could lift them out of financial hardship. Our Poverty Reduction Strategy, which went live in 2021, recognises how local pockets of poverty are holding back many East Devon residents from seizing these opportunities. Interventions under all three UKSPF themes, and especially communities and place, can be used to help those in poverty manage the higher cost of living experienced in East Devon, whilst interventions under the supporting local business and people and skills themes will aim to support projects which help to provide local residents with higher waged/skilled employment opportunities.

Food bank quote, Exmouth Food Bank: <https://exmouthfoodbank.org.uk/statistics/>

Holiday/second home data, EDDC (2021): data available upon request.

House price data:

<https://www.ons.gov.uk/peoplepopulationandcommunity/housing/datasets/ratioofhousepricetoworkplacebasedearningslowerquartileandmedian>

Wage data, ONS:

<https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/earningsandworkinghours/datasets/placeofworkbylocalauthorityashtable7>

Challenge 2: Demographic Change and Brain Drain

East Devon's population is getting older. Of all UK local authority areas, East Devon has the third highest proportion of retired people in the UK, according to ONS figures, with our old age dependency ratio at 56.8, compared to the England ratio of 29.7. The percentage of residents of working age is also comparatively small, standing at 53.6% in East Devon in 2020, compared to the South West and UK averages of 60% and 62.4% respectively. Unsurprisingly, East Devon was picked up in the Levelling Up White Paper as one of the few local authority areas in the UK where "the proportion of the population of working age is below 55%" (p.59). The LUWP goes on to state that "demographics explain some of these regional differences in human capital, as they determine how many people in an area are able to work" (p.59).

The shortage of human capital in East Devon can be largely explained by a self-fulfilling cycle whereby skilled young people brought up in East Devon have to leave the area to find better paid and higher skilled work, with businesses seeking highly skilled workers deterred by East Devon's lower skilled and lower paid labour pool. A recent research paper from the Onward think tank seems to confer with this. Whereas 2.6% of UK undergraduates study in Devon, only 1.6% of UK under-30s with a degree live in Devon. Onward goes on to state that "this indicates that there is a significant 'brain drain' among younger people. Upon graduating, young people will seek opportunities elsewhere in the country, rather than stay in Devon" (p.10). Early analysis of the recently released Census data shows that of the 32 wards in East Devon, 22 of them have seen a decrease in the 16-24 age bracket between 2011 and 2021, with the average decrease across the district reaching just over 5%. By comparison, the average increase in the 65+ age bracket increased in every ward, averaging at 22.4%.

Developing UKSPF projects to help yield higher productivity for businesses and higher wages for workers is a primary objective (see Challenge 1 and Challenge 4). This will be key to retaining East Devon's home-grown talent, whilst increasing the attractiveness of East Devon as somewhere to relocate to and invest. For the communities and place theme, East Devon will use its UKSPF allocation to develop 'softer' approaches to encouraging young and talented Devonians to stay in East Devon. By improving the cultural and leisure offer, we can highlight the comparative advantages East Devon boasts in terms of lifestyle benefits, including healthier living, a strong sense of community spirit and pride of place. With recently adopted culture and leisure strategies (see Opportunity 1), we can develop specific projects targeted at young adults, to improve the local cultural and leisure offer

Census data, ONS:

<https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/datasets/populationandhouseholdestimatesenglandandwalescensus2021>

Onward (2021), *Levelling Up the South West*: <https://www.ukonward.com/wp-content/uploads/2021/09/Levelling-Up-the-South-West-v.3-1-1.pdf>

Population data, ONS:

<https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/datasets/populationestimatesforukenglandandwalesscotlandandnorthernireland>

Challenge 3: Disjointed VCSE Coordination

East Devon is currently in the unenviable position of not having an overarching support organisation for our voluntary, community and social enterprise (VCSE) sector. We are unique within Devon, as every other area has one and we suspect we are one of very few in the country without one.

This has been a significant issue since our last Council for Voluntary Service (CVS) withdrew its provision around 5 years ago. However, the issue has become particularly apparent more recently, whenever the VCSE sector needs to be coordinated as a part of a wider campaign or initiative. Two recent examples include the lack of coordinated support throughout the Covid-19 pandemic, and more recently in the provision of wrap-around support for the Government's Homes for Ukraine scheme, coordinating support for refugees and host families. The current poverty reduction and mental health agenda could be better actioned and better serve our local communities if a new CVS were established and maintained. There is also the issue that VCSE groups are being relied on more and more to provide services people desperately need, such as to combat loneliness and social isolation, assisting those wishing to apply for Universal Credit, helping those dealing with debt, helping with personal care, etc. Without coordinated support, some of these essential VCSE groups could start to disappear.

A CVS can also help the VCSE sector to secure funding. There is funding available for a wide range of organisations and community projects. However, the issue is that many VCSE organisations are unaware of these funding opportunities, they are not 'grant ready', they apply for things they are ineligible for, or they fail to submit a strong enough application. For example, with our own Small Grants Fund, 27% of applications were not eligible for the funding, which is time and resources wasted by those VCSE groups that could have been spent on service provision. A CVS would help and support such organisations with their funding bids, increasing the likelihood of them submitting strong and successful applications.

Using UKSPF funds to support the development of a new CVS will ensure that community and voluntary services can operate in a more coordinated manner, with more opportunities to unlock funding and provide other services to improve the quality of provision across East Devon.

ARE THERE ANY LOCAL OPPORTUNITIES UNDER THE COMMUNITIES AND PLACE INVESTMENT PRIORITY THAT YOU INTEND TO SUPPORT?

(If yes) Describe these opportunities, give evidence where possible

Opportunity 1: Culture and Leisure Strategies

East Devon District Council has recently developed two separate corporate strategies for culture and leisure. As a part of the development of these strategies, actions plans have been drafted in order to address the local challenges and seize the local opportunities identified within these strategies.

Culture:

The Culture Strategy sets out our aim to build a more resilient, inclusive and community focussed cultural and creative sector in East Devon. The strategy will empower more local people to shape and get involved with culture at all stages of their lives, drawing on and reflecting upon the diversity of contemporary society and the variety of activity that takes place in East Devon. We will amplify how culture enhances, inspires and engages people with the countryside, coast and climate whilst bolstering civic pride and a renewed sense of community. The strategy's recommendations focus on creating cultural opportunities for some of East Devon's most socially deprived communities and those who have little or no access to cultural activities or events.

Appendix A: EDDC Investment Plan

East Devon has an ageing population and a worsening old age dependency ratio, as explained in Challenge 2. By investing in community cultural activity through volunteering and community leadership, this project will enable many among this key demographic to stay active and continue to contribute to their communities. At the same time, we need to increase the attractiveness of East Devon as somewhere younger professionals (20-29 year olds) want to live and work. As a result, actions resulting from the Culture Strategy will target support and opportunities to help more young adults to feel that they have a voice, something to do and take an active role in their community. The Culture Strategy is a key opportunity to identify projects which drives local community spirit and builds upon our existing cultural assets.

Leisure:

The Leisure Strategy sets out our ambition to facilitate and enable the provision of good quality, accessible, and inclusive leisure for both residents of, and visitors to, East Devon. This is being prioritised because of the positive impact being active has on our health and wellbeing, and the contribution it makes to national and local public health initiatives. The current lack of coordination at a local scale has resulted in a situation where the needs of many local residents are not being met. A reduction in the number of young people taking part in physical activity is concerning, with cost being a real issue for older residents, many of whom feel priced out or lack confidence in taking part in leisure activities.

The Leisure Strategy is a key opportunity to identify how we can 'join things up' both internally and externally to ensure activity is coordinated and there is no duplication; to coordinate EDDC activity across departments so there is consistency, alignment to agreed outcomes and it's clear who is delivering what.

Opportunity 2: Active Travel

East Devon and Exeter have fast-growing populations, both having grown twice as fast as nationally since 2010 and also more recently, with an increase in population of almost 31,000 over the past 10 years. A significant portion of this population growth is coming from Cranbrook, a new town being built in the West End of East Devon close to the district of Exeter. Further significant growth is planned in this area, with active travel and sustainable transport being key objectives in the delivery of this emerging settlement.

Cranbrook has a unique demographic with early population profiles estimating over four times the national average of 0-4 year olds living in the town and twice as many children on free school meals compared to the national benchmark. Students living at Cranbrook and attending school at Broadclyst, and vice versa, are currently unable to 'actively travel'. There is currently no safe walking or cycling route between the two communities, and public transport and personal car journeys are unaffordable for many. There is an urgent need to get those children active outdoors. There is an opportunity now to change the behaviour of local parents and their children. Physical activity is considered a 'wonder drug' in reducing and preventing non-communicable diseases and in enhancing general mental health and wellbeing.

Delivering a network of walking and cycling trails well connected to public transport is one way in which we can improve physical and mental health, including for those with limited mobility, visual and or hearing impairments and people with hidden disabilities. Easier access will benefit almost all demographics and groups of local residents, from children and their parents, to the elderly and those with disabilities.

Two active travel based opportunities have presented themselves which are relevant to the key objectives of UKSPF. One is to form new link between Cranbrook and Exeter via consented development at Mosshayne, to be delivered by Devon County Council's Highways Team. The other is to co-design (with DCC) a quiet lanes project in the Clyst Valley Regional Park, serving Cranbrook and other nearby settlements.

Free school meal data (DCC), data available upon request.

Population data, ONS:

<https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationestimates/datasets/populationestimatesforukenglandandwalesscotlandandnorthernireland>

ARE THERE ANY LOCAL CHALLENGES YOU FACE WHICH FALL UNDER THE SUPPORTING LOCAL BUSINESS INVESTMENT PRIORITY?

(If yes) Describe these challenges, give evidence where possible

Challenge 4: Productivity Gap

Levels of productivity have been historically lower in East Devon compared to national averages, and the gap between the East Devon and UK average has grown over time. GVA (B) per hour worked in East Devon in 2004 (the earliest data available) was 3.8% lower than the UK average in that same year. Data for 2019 (the latest data available) shows that this gap has increased 13.2%. Neighbouring districts, such as Exeter, Mid Devon and Teignbridge have seen a slight decrease in their productivity gaps between these two periods, with GVA in Exeter slightly pulling ahead of the national average since 2006. Data for GVA (B) per filled job shows an even larger gap emerging, with the East Devon productivity gap increasing from 9.5% in 2002 to 21.8% in 2019.

Lower levels of productivity are problematic for various reasons. Lower GVA typically corresponds with lower wage levels and therefore lower levels of disposable income and discretionary spending in the local economy. This economic and social reality locks in many local residents to lower paid and usually lower skilled positions. Areas with lower levels of GVA will also typically find it more difficult to attract inward investment, as the local labour pool is not suited towards serving higher skilled positions and with local supply chains and support services geared up towards servicing lower productivity sectors.

The focus of our proposed interventions under the 'supporting local business' theme ensures that we provide the funding and support necessary to help existing businesses grow and increase their productivity in a green and sustainable manner. Mission 1 of the Levelling Up White Paper outlines a clear ambition to close productivity and wage gaps across the UK's top and least performing areas – we will use our UKSPF allocation to action this national ambition at a local level.

GVA (B) data, ONS:

<https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/labourproductivity/datasets/subregionalproductivitylabourproductivityindicesbylocalauthoritydistrict>

Challenge 5: Tackling Climate Change

Although not specifically a localised problem, the effects and impact climate change will have on our communities will be immeasurable. East Devon's location on England's south coast will increase the likelihood of additional and more severe tidal, coastal and fluvial flooding as the effects of climate change continue to kick in. Businesses within our historically significant sectors, such as agriculture and tourism, are likely to face the highest impact from these changes. Despite the global nature of this challenge, we can take action at a local level, which, along with sufficient action from other local authorities and the UK Government, will be key to achieving our national target to reach net zero by at least 2050.

Devon's emissions in 2019 stood at 7.6 million tonnes of carbon dioxide equivalent (CO₂e). Although this is a 2.6% drop on 2018 levels, and an 18% reduction since 2010, we are not currently on track to meet the target of a 50% reduction by 2030 (from 2010 levels), as laid out in the Devon Carbon Plan. East Devon in particular faces localised challenges to help meet that target. East Devon currently has the largest carbon footprint of all Devon districts, standing at 962,259 tCO₂e, equating to around 13% of Devon's emissions. Carbon emissions from Exeter Airport (based in East Devon) account for around 3% of Devon's total carbon footprint and 9% of emissions stemming from transport. Decarbonising aviation is therefore a key strategic priority for East Devon.

The Government's Net Zero Strategy sets out a clear commitment for local authorities to "develop net zero projects that can attract commercial investment" (p.260). By utilising the competitive advantages we have locally (see Opportunity 3), we can continue to facilitate that investment and 'do our bit' for the global movement to reach net zero by at least 2050. We will also consider the

impact of all UKSPF funded interventions in East Devon on our natural assets, committing not to fund any activity that would lead to a significant increase in carbon emissions or biodiversity loss.

Carbon data, Devon Climate Emergency: <https://www.devonclimateemergency.org.uk/studies-and-data/devons-carbon-footprint/>

Net zero quote, Net Zero Strategy (2021):

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1033990/net-zero-strategy-beis.pdf

ARE THERE ANY LOCAL OPPORTUNITIES UNDER THE SUPPORTING LOCAL BUSINESS INVESTMENT PRIORITY THAT YOU INTEND TO SUPPORT?

(If yes) Describe these opportunities, give evidence where possible

Opportunity 3: Net Zero and Sustainable Aviation

Exeter Science Park, Exeter Airport and Exeter College's Future Skills Centre are all located within East Devon. All three sites present a unique opportunity for East Devon to become a regional hub for sustainable aviation. Despite the loss of Flybe (the largest private sector employer in East Devon) in 2020, our district has still been able to maintain much of its rich heritage in aerospace and advanced engineering whilst simultaneously embracing disruptive innovations and technologies. Exeter Airport recently hosted the UK's first hybrid electric commuter flight with Ampaire, leading a consortium to test regional electric aviation transport solutions.

East Devon is the ideal location to trial this infrastructure for both hydrogen and electric aviation as a part of a wider regional 'living lab demonstrator'. Our vision is to support Exeter Airport to recover its position as a major economic driver and contributor to regional connectivity and for it to develop as a sustainable aviation test flight hub at the heart of a wider research and development corridor. By maximising its credentials in terms of energy distribution, relatively quiet airspace, levels of existing infrastructure already in place, good access to engineering talent, and close access to all aspects of new aircraft development, East Devon is in a prime position to take the lead in this exciting new field. The future of airspace is aiming towards a non-segregated approach between drones, eVTOLs, General Aviation, and other commercial flight vehicles. Working with the University of Exeter's Centre for Clean Future Mobility (based in East Devon), the Airport, the Science Park and Local Enterprise Partnership, we can utilise the UKSPF to ensure that East Devon becomes a central pillar of the UK's Jet Zero ambitions.

Opportunities in addition to sustainable aviation are also continuing to emerge. EDDC's £2.1m Innovation and Resilience Fund grant scheme (running from Sept-21 to June-22) recently funded a variety of projects focussed on our net zero and clean growth objectives. Funded projects included the development of carbon capture technology, an energy efficient alternative to the air-source heat pump and a new digital solution to reduce commercial waste costs for businesses. Research from Data City shows that East Devon is now home to over 100 businesses in the net zero sector, with a location quotient on 3 (has three times to UK local authority average) and annual turnover at over £72m. With additional funding in place, and a focus on our net zero objectives, we can continue to support research, innovation and product development in sustainable aviation and the transition to a net zero economy more widely.

Net zero data, Data City (2022). Data commissioned by Devon County Council and is available upon request.

Opportunity 4: Town Centre Scoping

Our Council Plan sets out a clear commitment to use our council assets "to support regeneration and create employment opportunities" whilst recognising "the impact on our town centres of the loss of footfall, through people working from home and the increase in the use of home delivery, rather than local shopping". To ensure our town centres are fit for the future, we have recently begun a series of opportunity scoping activities for two of our smaller towns (Axminster and Seaton – the Axe Valley) to explore how we can use a mix of council and other public and privately owned sites to unlock investment, regeneration and placemaking opportunities

Appendix A: EDDC Investment Plan

The commissioned Axe Valley feasibility study has been instrumental in assisting local stakeholders to identify a shortlist of preferred projects to be included within a Levelling Up Fund Round 2 bid. We now wish to use our UKSPF allocation to replicate this approach for other East Devon towns, such as Exmouth, Sidmouth, Honiton and Ottery St Mary, to identify opportunities for both future funding and/or investment opportunities as well as exploring new and innovative ownership and project delivery mechanisms.

Commissioning town centre scoping and feasibility studies is a vital first step in bringing forward investment in town centres. The work undertaken for the Axe Valley identified a package of projects, including employment sites on council owned land, mixed use town centre sites, privately owned brownfield sites, and opportunities for public realm improvements. The shortlisted projects for the Axe Valley LUF bid, if delivered, would offer significant economic and placemaking benefits with the creation of 150 direct jobs, 3,500sqm floor space and GVA of £30m over 10 years, alongside improved public realm and town centre connectivity for pedestrian use. Furthermore, the work identified significant placemaking themes and project proposals e.g. Seaton Seafront Enhancement scheme.

By building on the success of the Axe Valley feasibility work, we will work with the towns to facilitate a review of the challenges and opportunities of their place. This will identify a 'long list' of project opportunities and delivery mechanism proposals. These can be brought forward for funding and/or investment and/or new and innovative ownership and delivery mechanisms. Mission 9 of the Levelling Up White Paper commits the UK to improving pride of place in every area of the UK, including "people's satisfaction with their town centre". Opportunity scoping is an essential first step to achieve this, with the aim to levelling up our local communities and nourishing higher civic pride.

Axe Valley bid projections, EDDC. Study available upon request.

Council Plan quote, EDDC: <https://eastdevon.gov.uk/council-plan/index.htm>

Opportunity 5: Tourism Strategy and Sidmouth's Stewardship Pilot

East Devon District Council is currently in the process of developing a Tourism Strategy. As a part of the development of this strategy, a series of recommendations are being drafted in order to address the local challenges and seize the local opportunities identified within the strategy. The strategy will enable tourism development that complements, emphasises and protects the natural capital of East Devon's environment. Alongside core themes of encouraging responsible and sustainable tourism, it will also have a strong focus on accessibility and inclusivity.

Tourism is a key sector for East Devon's economy, which between 2017-19 brought in an average visitor related spend of £352m per annum and employs over 3,400 people, or 5% of East Devon's employment. The visitor economy experienced significant challenges throughout the Covid-19 pandemic. The 2021 season saw a rebound for many tourism orientated business, although anecdotal evidence from local providers suggests that early bookings for summer 2022 appears to be far more concerning. The recent pressure on family finances across the UK is clearly impacting on disposable income and discretionary spending, both of which are key to fuelling our local tourism sector. Both Covid and the cost of living crisis has highlighted the importance of our tourism, retail, hospitality and leisure sectors becoming more resilient, sustainable and innovative. Our Tourism Strategy aims to reveal those opportunities and explore how EDDC, and our UKSPF allocation, can be used to support an inclusive and sustainable tourism sector.

Another tourism related opportunity to highlight is the recent collaborative bid Sidmouth Town Council submitted for EDDC's £2.1m Innovation and Resilience Fund (IRF). Sidmouth, along with Honiton, Seaton and Ottery St Mary town councils, and the Budleigh Salterton Chamber of Commerce, were successfully awarded £146,209 in IRF funding, in part to develop a sustainable tourism pilot. The project involves developing a sustainable stewardship model for Sidmouth including: training/mentoring local businesses; identifying, setting and achieving sustainability goals; and producing destination-level Glasgow Declaration aligned Carbon Action Plan. Funding was paid in June 2022 with delivery expected within an 18 month timeframe. Assuming the pilot is successful, UKSPF funding could be used to replicate and extend the delivery of the pilot across the wider East Devon geography.

Tourism data: The South West Research Company (2020), Value of Tourism. Paper available upon request.

ARE THERE ANY LOCAL CHALLENGES YOU FACE WHICH FALL UNDER THE PEOPLE AND SKILLS INVESTMENT PRIORITY? (In Scotland, Wales, and Northern Ireland this should also include challenges relating to Multiply)

(If yes) Describe these challenges, give evidence where possible

Challenge 6: Economic Inactivity

East Devon's is facing particularly unique circumstances regarding its local labour market. Levels of unemployment in East Devon have been consistently low, standing at 2.9% in 2021, compared to 3.3% for the South West and 4.4% for Great Britain. The claimant count for out-of-work benefits is also particularly low, standing at 1.9% for East Devon in May 2022, and 2.7% for the South West and 3.9% for Great Britain. However, it would appear that lower unemployment and fewer claimants is largely the result of a shrinking labour pool.

Economic inactivity in East Devon is much higher than national or regional averages. In 2021, ONS data shows that 26% of working age people in East Devon were economically inactive (not in work or looking for work), compared to 20% in the South West and 21.6% in Great Britain. For people aged 16-24, this increases from 26% to 34%. The current figure of working-aged economically inactive residents has now reached over 20,000, the highest level since 2011. Until 2021, levels of economic inactivity in East Devon were typically below or occasionally on par with national and regional averages. The recent sharp increase in economic inactivity would imply that more residents are dropping out of the East Devon labour market, compared to national or regional averages, for distinctly localised reasons. This situation has ultimately led to a shrunken labour pool, fuelling labour shortages across the East Devon economy, yet with wage levels failing to catch up with national averages nor keep up with higher living costs or (see Challenge 1).

The sharp increase in economic inactivity can be explained by a significant increase in local residents leaving the labour market due to long-term sickness. We are also seeing more people leave the labour market due to needing to care for family members, many of whom will have longer term illnesses. The number of individuals who simply do not want or need a job has also exacerbated the problem, with many older residents retiring early during the pandemic.

Data also shows that 20% of economically inactive people do want a job, but are not currently in work or looking for work. This could be due to physical health issues, such as disabilities or longer term illnesses holding people back. There could also be mental health issues at play, particularly with younger people who have typically been more severely impacted by the pandemic. Data from Devon County Council for April 2022 has estimated around 188 individuals not in employment, education or training (NEET) in East Devon postcodes. Using our UKSPF allocation to target the most hard to reach individuals, who are NEET or are unable to gain employment due to disability, will go a long way to help reduce economic inactivity for those who have the most to gain from employment.

Claimant count data, Nomis:

<https://www.nomisweb.co.uk/reports/lmp/la/1946157358/report.aspx?town=east%20devon#tabwab>

NEET data, DCC (2022): data available upon request.

Unemployment data, Nomis:

<https://www.nomisweb.co.uk/reports/lmp/la/1946157358/report.aspx?town=east%20devon#tabempunemp>

ARE THERE ANY LOCAL OPPORTUNITIES UNDER THE PEOPLE AND SKILLS INVESTMENT PRIORITY THAT YOU INTEND TO SUPPORT? (In Scotland, Wales, and Northern Ireland this should also include challenges relating to Multiply)

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(If yes) Describe these opportunities, give evidence where possible

Opportunity 6: Retrofit Demand

The Retrofit Skills and Business Accelerator programme delivered as a part of Devon County Council's Community Renewal Fund (CRF) bid is yielding palpable benefits across the county which present a real opportunity for continuation through the UKSPF. Those leading on the delivery of this and similar schemes across Devon have found that there is an acute shortage of qualified Retrofit Assessors/Co-ordinators and accredited installers to deliver the volume of energy efficiency measures required within the challenging timescales set by Government.

The CRF funded Retrofit programme is providing a sustainable pipeline of qualified Retrofit Assessors, Coordinators, and accredited installers to meet the demand for these roles, which is growing exponentially. The aim is for 137 individuals to have gained a qualification by the time the CRF funded programme ends in Dec 2022, with 30 decarbonisation plans developed and 24t of carbon savings.

Since delivery started, East Devon has witnessed a healthy increase in the amount of people skilling themselves in PAS2035 course ranging from Level 2 to 5. There is a clear economic case for upskilling in this sector. According to Glassdoor, the average annual wage of a Retrofit Assessor is just over £35,000, significantly above the average UK wage of £25,971 and average East Devon wage of £22,445. Promoting the uptake of retrofit training presents a timely opportunity to both close the wage gap between UK and East Devon workers (see Challenge 1) and reduce the cost of living via higher uptake of energy saving solutions. Upskilling applies not just to individual workers, but to the business as a whole. Local companies have taken the opportunity to accredit themselves from Trust Mark in PAS2030 installers, in part to support Government based funding schemes, including Energy Company Obligation, Green Homes Grant Local Authority Delivery (LAD) Scheme, Social Housing Decarbonisation Fund and Home Upgrade Grant.

Through Retrofit, both individuals and SMEs are being provided with the skills and expertise needed to drive the delivery of the Government's energy efficiency programmes. It is also providing the initial infrastructure required for further training beyond the CRF project, which presents a suitable opportunity for continuation via UKSPF.

Wage data, Glassdoor: https://www.glassdoor.co.uk/Salaries/retrofit-assessor-salary-SRCH_KO0,17.htm

Interventions

In this section, we will ask you about:

- Interventions you've chosen for each year of funding
- Outcomes you want to deliver
- Any interventions that are not listed here
- How these interventions fall under the UKSPF investment priorities, and your rationale for them
- Interventions not included in our list will be assessed before being approved, where you will need to show a clear rationale, how the intervention is value for money, what outcomes it will deliver and how you will monitor and evaluate the intervention. This may include a theory of change or logic chain.

WHAT ARE THE OUTCOMES YOU WANT TO DELIVER UNDER THE COMMUNITIES AND PLACE INVESTMENT PRIORITY? SELECT ALL THAT APPLY.

Outcome	Tick if applicable
Jobs created	✓
Jobs safeguarded	
Increased footfall	✓

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Increased visitor numbers	✓
Reduced vacancy rates	
Greenhouse gas reductions	✓
Improved perceived/experienced accessibility	
Improved perception of facilities/amenities	✓
Increased number of properties better protected from flooding and coastal erosion	
Increased users of facilities / amenities	✓
Improved perception of facility/infrastructure project	
Increased use of cycleways or paths	✓
Increase in Biodiversity	
Increased affordability of events/entry	
Improved perception of safety	
Reduction in neighbourhood crime	
Improved engagement numbers	✓
Improved perception of events	✓
Increased number of web searches for a place	
Volunteering numbers as a result of support	
Number of community-led arts, cultural, heritage and creative programmes as a result of support	✓
Increased take up of energy efficiency measures	✓
Increased number of projects arising from funded feasibility studies	
Number of premises with improved digital connectivity	
None of the above	

SELECT THE INTERVENTIONS YOU INTEND TO USE WHICH MEET THE COMMUNITIES AND PLACE INVESTMENT PRIORITY. YOU CAN SELECT AS MANY AS YOU LIKE.

Intervention

A full list of nation-specific interventions is available in the relevant annex to the Prospectus.

E6 - East Devon Culture Programme

E7 - Active Travel Fund

E10 - East Devon Leisure Programme

E11 - East Devon Council for Voluntary Service

E13 - Action on Poverty Fund

DO YOU PLAN TO USE ANY INTERVENTIONS NOT INCLUDED IN THE COMMUNITIES AND PLACE LIST?

State the name of each of these additional interventions and a brief description of each of these

No

Explain how each intervention meets the Communities and Place investment priority. Give evidence where possible, including why it is value money and the outcomes you want to deliver.

N/A

Do you consider that any of these interventions may provide a subsidy to potential recipients of the funding under the intervention's planned activity?

All bids must also consider how they will deliver in line with subsidy control as [set out in the guidance](#).

N/A

Detail the assessment you undertook to consider whether the intervention is a subsidy and any specific measures you will take to make sure the subsidy is permitted.

N/A

HAVE YOU ALREADY IDENTIFIED ANY PROJECTS WHICH FALL UNDER THE COMMUNITIES AND PLACE INVESTMENT PRIORITY?
Describe these projects, including how they fall under the Communities and Place investment priority and the location of the proposed project.
<p>E6 - East Devon Culture Programme</p> <p>Mission 9 of the Levelling Up White Paper sets out “engagement in local culture and community” as a key strategic objective for the UK. To deliver on this, an ‘East Devon Culture Programme’ will be delivered to take hold of the opportunities presented within EDDC’s Culture Strategy (see Opportunity 1), in alignment with Mission 9. UKSPF funded projects within this programme will be identified and delivered internally (by EDDC) throughout the three year period.</p> <p>One of the identified projects will help build capacity for volunteers and community groups through training in governance, business planning, digital transformation and fundraising, as well as training in core creative skills, such as producing live events, interpretation and collections management. We will also explore the potential for promoting and diversifying volunteering opportunities through a central digitised portal, such as Volunteer Makers. In addition, we will seek to enhance the quality and appeal of collections, and the sustainability of local museums, through a programme of shared capital investment in display and interpretation. We believe these projects will increase participation in cultural activities for all groups and demographics in East Devon, albeit with a particular focus and emphasis on young adults and those from excluded and isolated groups.</p> <p>To support existing cultural/creative groups and organisations, we will explore the potential of a new network that supports more community asset transfers and sharing of policy support and good practice for village halls and other cultural venues, to ensure their place at the heart of our communities. In addition, celebrating East Devon’s volunteers through recognition and rewards will help to foster a sense of achievement and community spirit within our towns and parishes, with the aim to motivate other local residents to step forward and take part.</p> <p>Our aim is to increase the perception of our cultural offer by at least 10%, improving engagement numbers by least 4% and supporting at least 17 community-led cultural/creative projects. We are also expecting to yield a 3% increase in footfall, a 5% increase in visitor numbers and the creation of 8 specialist jobs in this sector.</p> <p>These projects will enable us to embrace the opportunities outlined in the forthcoming Culture Strategy, whilst keeping our older residents actively engaged in the community and making East Devon a more desirable and engaging place for young adults to live and work.</p> <p>E7 - Active Travel Fund</p> <p>Various active travel opportunities around the Cranbrook area have emerged which can be delivered, in part, with our UKSPF allocation (see Opportunity 2). These projects will aim to reduce car travel and increase active travel methods such as walking and cycling amongst children, older residents and those with disabilities.</p> <p>One project we are exploring would involve the delivery of a new 650m multi-use trail to link Cranbrook and Exeter. The trail would be delivered as part of a circular all-ability walk around a new 10ha Station Road Nature Reserve. This trail, an artist-led co-design with local community input, could also include a venue for outdoor education (artwork, seating, information, bike parking, and picnic area). New seating/picnic areas could be provided to increase accessibility, especially for those with mobility constraints. UKSPF funding could be used to design and construct the 650m trail with shortfall made up by utilising EDDC Community Infrastructure Levy (CIL) funds.</p> <p>A second project in early development is a quiet lane initiative in the Clyst Valley Regional Park. This would include the development of guided routes and marketing of ‘quiet’ country lanes with limited car use being promoted as preferred routes for cycling. This can also be utilised by Co-Bikes, a bike-sharing co-operative which has recently started operating in Cranbrook and other nearby locations. Particular routes being explored includes: linking Cranbrook with Exeter College’s Futures Skills Centre and nearby employment site at Exeter Airport; linking Cranbrook and</p>

Broadclyst secondary school; and linking the eastern expansion of Cranbrook with Ashclyst Forest via a proposed National Trust visitor hub.

Our aim is to see at least a 15% increase in walking and cycling on new and existing routes. All in all, we are seeking to create or upgrade at least 1,300m² of paths/cycleways. By further exploring and delivering upon the active travel opportunities stemming from the new development at Cranbrook, we aim to create a more appealing, safe, inclusive and assessable alternative to conventional car use.

As this intervention is planned for 2024/25 delivery, we will continue to explore the viability of these proposed projects, whilst being open minded towards other active travel opportunities that may arise prior to 2024/25. By using our UKSPF allocation in this manner, we can ensure we achieve the best value for money and yield the most optimal active travel outcomes for our residents.

E10 - East Devon Leisure Programme

To take hold of the opportunities presented within EDDC's Leisure Strategy (see Opportunity 1), we will deliver an 'East Devon Leisure Programme' to improve the level of local coordination regarding leisure activities. LED Community Leisure (formerly known as Leisure East Devon), our local leisure provider, will be commissioned to deliver the programme.

LED will coordinate local leisure provision, identify and secure external funding for leisure uses internally and for other leisure providers, encourage and enable an improved leisure provision by local providers and link with other local health and wellbeing initiatives. LED will promote the value of leisure and maintain a comprehensive database of leisure providers in the district to improve the marketing and take-up of all local leisure provision. Marketing will specifically target and cater for those residents who are socially and economically disadvantaged, to ensure that such residents gain access to and benefit from existing leisure provision.

We are aiming to support at least 5 local leisure providers with identifying and applying for funding opportunities during the three year investment period. We are also aiming for a 20% increase in participation for the local leisure providers we identify that are most in need of support; this will be based on those providers who offer the most appropriate type of leisure provision for those groups who are least likely to be participating in leisure activities at present (younger and older age groups for example).

This Leisure Programme will ensure that the objectives outlined in the Leisure Strategy can be realised, increasing take-up of leisure activities where they already exist and helping to source funding for activities where they do not exist or where current provision is at risk.

E11 - East Devon Council for Voluntary Service

To resolve the issues around the lack of coordination between community, voluntary and social enterprises (VCSEs) in East Devon (see Challenge 3), we aim to use UKSPF funds to establish a new Council for Voluntary Service (CVS).

We have worked with many representatives of the local VCSE sector through networking meetings, conferences, questionnaires etc. to find out what they would want this overarching support to provide. This engagement confirmed that the purpose of the CVS should be to: help VCSEs to get set up; help them develop a business plan; help them apply for funding; help them to publicise their offer; provide guidance and training; help them become more sustainable; and help to share best practice. In addition to these much needed services, a CVS will help to increase the involvement of VCSE organisations in strategic developments, providing a 'voice', representation and advocacy within the community and essential intelligence for decision makers and planning bodies, resulting in better local services that meet the needs of our local communities.

A CVS will increase confidence in the competence and professionalism of local voluntary organisations to deliver services and engage and represent users from diverse groups; offering more capacity for being commissioned to provide services. The provision of services to support VCSEs with funding bids should create a local 'multiplier' effect, where the East Devon economy

Appendix A: EDDC Investment Plan

benefits from local spend, increased local employment opportunities and provision of additional volunteering and training opportunities.

Our initial aim is for the new CVS to support at least 100 VCSEs. Of those supported, we aim to see at least 5 VCSEs achieving funding for new or improved facilities and least 50 individuals receiving training. Engagement numbers for the organisations supported should also increase by at least 10%. The longer term aim is to build-up the capacity of this new body to the degree where it can become self-sustaining without the need for future UKSPF funding in future rounds.

E13 - Action on Poverty Fund

Poverty is holding back many East Devon residents, with lower wages and higher living costs compared to many other parts of the UK (see Challenge 1). The Action on Poverty Fund is an existing scheme (managed by the Council) that provides one-off grants of up to £5,000 to support community-led ideas and initiatives across the area of East Devon that work towards the aims within the council's Poverty Strategy. The scheme is open to properly constituted not for profit organisations with a minimum 50% match-funding requirement. The scheme is currently open, with a closing date set for late September 2022, and monies spent by the end of the 2022/23 financial year.

Our intention is to use our UKSPF allocation to extend the scheme into 2023/24 and 2024/25. The criteria of the scheme will change in some areas to better fit the objectives of the UKSPF. Eligible projects to be supported will include: projects that tackle hidden poverty and those struggling with a higher cost of living; projects to provide sustainable support to residents in fuel or water poverty by helping them to reduce their energy and water costs; projects that provide recognised and qualified advice on budgeting, money and debt issues; and projects that seek to understand and address the causes of food poverty.

We are aiming to provide grants to at least 28 not for profit organisations to deliver eligible projects. These projects, in totality, should support at least 100 households in East Devon, with support regarding energy efficiency provided to at least 25 households, yielding at least a 10% reduction in household carbon. Other outcomes include a 10% reduction in food poverty and a 10% increase in take-up of healthy eating initiatives, and a 10% reduction in financial hardship and those in severe debt. By extending the Action on Poverty Fund into two further financial years, we aim to help dissolve the pockets of poverty that exist within our local communities. By enabling us to action the recommendations in our Poverty Reduction Strategy, we can help support as many local residents as possible climb themselves out of hardship in a healthy, sustainable and carbon-neutral manner.

Do you consider these projects may provide a subsidy to potential recipients of the funding under the proposed planned activity?

All bids must also consider how they will deliver in line with subsidy control as [set out in the guidance](#).

No

Detail the assessment you undertook to consider whether the proposed projects constitute a subsidy and any specific measures you will take to make sure the subsidy is permitted.

Although the proposed Action on Poverty Fund will involve the awarding of grants to not-for-profit organisations, these awards are not considered to be 'subsidies' as they will not "cause a distortion in or harm to competition, trade or investment".

WHAT ARE THE OUTCOMES YOU WANT TO DELIVER UNDER THE SUPPORTING LOCAL BUSINESS INVESTMENT PRIORITY? SELECT ALL THAT APPLY.

Outcome	Tick if applicable
Jobs created	✓
Jobs safeguarded	✓
Increased footfall	✓
Increased visitor numbers	✓

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Reduced vacancy rates	
Greenhouse gas reductions	
Number of new businesses created	✓
Improved perception of markets	
Increased business sustainability	
Increased number of businesses supported	
Increased amount of investment	✓
Improved perception of attractions	✓
Number of businesses introducing new products to the firm	✓
Number of organisations engaged in new knowledge transfer activity	
Number of premises with improved digital connectivity	
Number of businesses adopting new to the firm technologies or processes	✓
Number of new to market products	
Number of R&D active businesses	
Increased number of innovation active SMEs	
Number of businesses adopting new or improved products or services	
Increased number of innovation plans developed	
Number of early stage firms which increase their revenue following support	
Number of businesses engaged in new markets	
Number of businesses engaged in new markets	
Number of businesses increasing their export capability	
Increased amount of low or zero carbon energy infrastructure installed	
Number of businesses with improved productivity	✓
Increased number of projects arising from funded feasibility studies	✓
Increased number of properties better protected from flooding and coastal erosion	
None of the above	

SELECT THE INTERVENTIONS YOU INTEND TO USE WHICH MEET THE SUPPORTING LOCAL BUSINESS INVESTMENT PRIORITY. YOU CAN SELECT AS MANY AS YOU LIKE.

Intervention

A full list of nation-specific interventions is available in the relevant annex to the Prospectus.

- E17 - Sustainable Tourism Fund
- E23 - Business Support Programme
- E29 - Net Zero Innovation Fund
- E31 - East Devon Towns Feasibility Work

DO YOU PLAN TO USE ANY INTERVENTIONS NOT INCLUDED IN THE SUPPORTING LOCAL BUSINESS LIST?

State the name of each of these additional interventions and a brief description of each of these

No

Explain how each intervention meets the Supporting Local Business investment priority. Give evidence where possible, including why it is value money and the outcomes you want to deliver.

N/A

Do you consider that any of these interventions may provide a subsidy to potential recipients of the funding under the intervention's planned activity?
All bids must also consider how they will deliver in line with subsidy control as [set out in the guidance](#).

N/A

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Detail the assessment you undertook to consider whether the intervention is a subsidy and any specific measures you will take to make sure the subsidy is permitted.

N/A

HAVE YOU ALREADY IDENTIFIED ANY PROJECTS WHICH FALL UNDER THE SUPPORTING LOCAL BUSINESS INVESTMENT PRIORITY?

Describe these projects, including how they fall under the Supporting Local Business investment priority and the location of the proposed project.

E17 - Sustainable Tourism Fund

Building on the recommendations to be published as a part of our upcoming Tourism Strategy (see Opportunity 5), we aim to deliver a Sustainable Tourism Fund to bring forward a range of projects to increase the sustainability of our tourism sector.

The package of support will initially include small grants for tourism SMEs to help them develop better sustainability/green/accessibility practices and reduce their carbon footprint. Funding can be used to aid installation of EV charging points, purchase of electric bikes, installation of ramps, widening of doorways, improves accessibility signage, advice to help understand their carbon footprint, environmental impact audits, etc. The scheme will allow businesses to apply for green infrastructure/equipment to enable them to improve their sustainability offer. A 50% match-funding requirement will be established to ensure public support is matched with private sector investment. A smaller part of our UKSPF allocation will be established to help promote East Devon as a sustainable destination, where this does not duplicate existing provision. We also aim to establish a forum of local tourism businesses to share best practise and encourage collaboration across the wider sector.

As the sustainable tourism stewardship pilot for Sidmouth comes to an end in Dec 2023 (as detailed in Opportunity 5), we will explore whether the activities delivered via the pilot can be replicated and extended across the wider East Devon geography. These activities will include sustainability training/mentoring for local businesses, establishing and achieving specific environmental and sustainability goals for each business; and producing a destination-level Glasgow Declaration aligned Carbon Action Plan.
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We aim to offer grants to at least 22 businesses, with at least 35 businesses supported through the sustainable tourism stewardship scheme. We anticipate the additional marketing will increase engagement by at least 10,000 people, with at least 30 sustainable tourism events being supported. This should unlock at least a 10% increase in footfall, participation and visitor numbers, with at least £85,000 in investment being unlocked through the match-funded grants. This intervention will directly build upon the findings and recommendations of the upcoming Tourism Strategy, whilst building on the anticipated success of the Sidmouth IRF pilot.
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E23 - Business Support Programme

We aim to deliver a new business support service that succeeds the current provision funded via other sources, such as the ERDF. The purpose of this support is to help nurture the development of new and existing businesses, with a particular focus on enterprises with a net zero focus, and support to the agri-tech sector. This will help to realise many of the existing opportunities identified locally within the green sector (see Opportunity 3) whilst supporting the types of businesses that will help to narrow the productivity and wage gaps between East Devon and the rest of the UK (see Challenge 1 and 4).

We are seeking to work with other Devon districts to deliver this intervention at a county level. If we cannot achieve this, we aim to collaborate with as many Devon districts as possible. If this cannot be achieved, EDDC aim to deliver the intervention locally at a district level.
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The current business support provision includes Thrive, which offers 12 hours of support for ERDF and non-ERDF businesses with start-up support offered through Devon recovery funding, until March 2023. Start-up businesses are being supported through the Devon Get Started recovery programme which also finishes in March 2023. Farm businesses will be supported through the

Future Farm Resilience Programme (if successful) until March 2025 and a current CRF (Community Renewal Fund) pilot is supporting the agri-tech sector in Devon and establishing an Agri-Tech Alliance. These business support programmes will be coming to an end as UKSPF funded programmes are expected to start.

The UKSPF funded programmes will incorporate four elements. The first element includes a general business support provision based on Thrive, with 1-2-1 support and workshops based on topics such as business planning, access to finance, digital capability, innovation and marketing for example. The second element will provide targeted 'green' support, including 1-2-1 support and workshops based on topics such as carbon reduction, energy and resource efficiency, on-site energy generation and waste management for example. The third element of the programme will include targeted support to new-starts, with 1-2-1 support and workshops focussed on how to manage, organise, run, market, finance and grow a business. The last element will involve the continuation of the Agri-Tech Alliance. This will continue the facilitation of knowledge exchange/transfer and collaborations where farmers, horticultural, aquacultural and forestry businesses can connect with Agri-Tech developers, academic institutions, sector experts and stakeholders. This will ensure our agricultural sector embraces opportunities to increase productivity whilst enhancing biodiversity.

We intend to support at least 50 East Devon businesses via the general business support initiative, at least 25 supported through the net zero route and at least 25 through the start-up route. We intend for at least 20 East Devon businesses to be supported via the agri-tech support initiative. It is anticipated that UKSPF programme marketing, engagement and mobilisation will take place between January and March 2023, with full delivery starting in April 2023.

E29 - Net Zero Innovation Fund

A Net Zero Innovation Fund (NZIF) has been identified as a UKSPF funded project to help take advantage of East Devon's competitive advantage in net zero technologies and sustainable aviation (see Opportunity 3 and Challenge 5). Building on elements of EDDC's £2.1m Innovation and Resilience Fund, the NZIF will provide targeted grant funding to local businesses to fund projects with a direct focus on clean growth and net zero. This will include grants for feasibility studies for much wider projects, such as creating a sustainable aviation incubator, or smaller grants to help businesses develop new green products and services, or to 'green up' their existing production processes.

This type of activity will help to close the productivity gap between East Devon and the rest of the UK (see Challenge 4), whilst also helping to push up average wages and providing skilled employment opportunities for local, particularly younger, residents. Mission 2 of the Levelling Up White Paper sets out the national ambition to increase public investment in R&D, unlocking "at least twice as much private sector investment over the long term to stimulate innovation and productivity growth." To ensure the NZIF is successful in unlocking private sector investment, all grant funding will require a commitment to match-fund the requested amount by at least 50%.

Our ambition is for the NZIF to fund at least 10 businesses (including collaborative groups of businesses and other organisations), to create at least 15 new higher value jobs and safeguard another 45 jobs. At least 75% of the fund will be spent on grants for capital expenditure, with 25% reserved for feasibility studies and other eligible and appropriate revenue costs. By supporting existing businesses embrace new technologies and innovations, we can increase GVA locally, help establish a larger cluster of net zero and sustainable aviation focussed businesses, which will help to make East Devon a more attractive place for green inward investment moving forward.

E31 - East Devon Towns Feasibility Work

This project involves assisting four of East Devon's towns (Exmouth, Sidmouth, Honiton and Ottery St Mary) to take initial steps in identifying opportunities/challenges and developing key project opportunities in their locality through feasibility studies. This follows the successful completion of the Axe Valley project which assessed the feasibility of development and investment projects in Seaton and Axminster (see Opportunity 4). This project will focus on the potential role of EDDC

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land and property assets along with private sector assets in the four towns, and how these can be utilised as a catalyst to develop a list of deliverable projects.

The council will appoint a multi skilled team of consultants to review the potential investment and development opportunities for the four towns. The first part of this process will be a community engagement exercise with local stakeholders in the business and community sectors to understand the issues that they feel are relevant for the town to address, for the town centre area and potentially for the town as a whole, where appropriate. It is ultimately for the towns themselves to identify the suitable projects they need to help enrich their communities and increase pride of place. By taking a 'community wealth building' approach, we aim to identify opportunities which benefit all local residents. Where local towns already have a Neighbourhood Plan (Ottery St Mary, Exmouth and Sidmouth), this will provide a helpful starting point for information on local aspirations and opportunities.

In respect of the second stage, the project team will undertake a review of the opportunities for the employment, leisure, placemaking and residential sectors in the four towns to understand the current levels of supply and demand for space. This could include an analysis of the placemaking opportunities for vacant or underutilised land/buildings (council or privately owned assets) where repurposing or redevelopment could bring economic and social benefits to the towns' offer. Through this exercise, the consultants will provide initial site layouts, cost analysis and feasibility work to assess their viability and deliverability. This will provide stakeholders with a package of projects, enabling them to respond swiftly and effectively to initiatives, funding and/or investment opportunities.

Our aim is to fund three feasibility studies: one combined study for the towns of Honiton and Ottery St Mary to start in 2022/23, one for Sidmouth to start in 2023/24 and one for Exmouth to start in 2024/25. This will lead to a 100% increase in projects arising from feasibility studies within these towns.

Do you consider these projects may provide a subsidy to potential recipients of the funding under the proposed planned activity?

All bids must also consider how they will deliver in line with subsidy control as [set out in the guidance](#).

Yes

Detail the assessment you undertook to consider whether the proposed projects constitute a subsidy and any specific measures you will take to make sure the subsidy is permitted.

The proposed Sustainable Tourism Fund and Net Zero Innovation Fund will involve the awarding of grants which are considered to be 'subsidies'. This has been considered due to the grant being directly awarded by EDDC (a local authority), with the recipient benefiting "in the sense of an economic advantage that is not available on market terms" which will lead to a minimal and localised "distortion in or harm to competition, trade or investment".

All grant funding schemes will be developed in accordance with all of the principles set out in Article 366 of the UK-EU TCA. No grant funding schemes will involve the issuance of grants categorised as 'prohibited subsidies' under the WTO ASCM, or any other prohibitions stated within FTAs where the UK is a signatory.

All applicants to UKSPF funded grant schemes will be required to make a declaration, prior to the awarding of any grant, confirming whether the grant amount they are applying for would lead to the applicant exceeding the 325,000 SDR threshold over three years. If this threshold is to be exceeded, we will work on a case by case basis to ensure the grant request does not breach the UK's international obligations regarding subsidy control. As grant issuance will be limited to fairly small sums, we do not expect any grant awards to harm international trade or investment.

All grant issuance will be subject to the intended recipient signing a binding 'funding agreement' to ensure that, among other things, said issuance does not breach the UK's international obligations regarding subsidy control.

Appendix A: EDDC Investment Plan

WHAT ARE THE OUTCOMES YOU WANT TO DELIVER UNDER THE PEOPLE AND SKILLS INVESTMENT PRIORITY? SELECT ALL THAT APPLY.	
Outcome	Tick if applicable
Number of economically inactive individuals in receipt of benefits they are entitled to following support	✓
Increased active or sustained participants of UKSPF beneficiaries in community groups [and/or] increased employability through development of interpersonal skills	✓
Increased proportion of participants with basic skills (English, maths, digital and ESOL)	
Number of people in supported employment [and] number of people engaging with mainstream healthcare services	
Number of people sustaining engagement with keyworker support and additional services	✓
Number of people engaged in job-searching following support	✓
Number of people in employment, including self-employment, following support	✓
Number of people sustaining employment for 6 months	✓
Increased employment, skills and/or UKSPF objectives incorporated into local area corporate governance	
Number of people in education/training	
Increased number of people with basic skills (English, maths, digital and ESOL)	
Fewer people facing structural barriers into employment and into skills provision	
Increased number of people familiarised with employers' expectations, including, standards of behaviour in the workplace	
Fewer people facing structural barriers into employment and into skills provision	
Number of people gaining a qualification or completing a course following support	✓
Number of people gaining qualifications, licences, and skills	
Number of economically active individuals engaged in mainstream skills education, and training.	
Number of people engaged in life skills support following interventions	
Number of people with proficiency in pre-employment and interpersonal skills (relationship, organisational and anger-management, interviewing, CV and job application writing)	
Multiply only - Increased number of adults achieving maths qualifications up to, and including, Level 2.	
Multiply only - Increased number of adults participating in maths qualifications and courses up to, and including, Level 2.	
None of the above	

SELECT THE INTERVENTIONS YOU INTEND TO USE WHICH MEET THE PEOPLE AND SKILLS INVESTMENT PRIORITY. YOU CAN SELECT AS MANY AS YOU LIKE.	
Intervention	
<i>A full list of nation-specific interventions is available in the relevant annex to the Prospectus.</i>	
E33 - Disability Employment Support Programme	
E33 - Disability Employment Support Programme	
E39 - Retrofit Programme	

DO YOU PLAN TO USE ANY INTERVENTIONS NOT INCLUDED IN THE PEOPLE AND SKILLS LIST?	
State the name of each of these additional interventions and a brief description of each of these	
No	
Explain how each intervention meets the People and Skills investment priority. Give evidence where possible, including why it is value money and the outcomes you want to deliver.	
N/A	
Do you consider that any of these interventions may provide a subsidy to potential recipients of the funding under the intervention's planned activity? All bids must also consider how they will deliver in line with subsidy control as set out in the guidance .	
Detail the assessment you undertook to consider whether the intervention is a subsidy and any specific measures you will take to make sure the subsidy is permitted.	
N/A	

ENGLAND ONLY: People and Skills interventions can only be used in 2022-2023 and 2023-2024 if you have identified a local voluntary and community provision, previously supported by the European Social Fund, at risk of closure. If you have not identified a suitable provision, you will not be able to select interventions for 2022-2023 and 2023-2024 and your investment plan will not be approved.

HAVE YOU ALREADY IDENTIFIED ANY PROJECTS for 2024-2025 WHICH FALL UNDER THE PEOPLE AND SKILLS INVESTMENT PRIORITY?

Yes

Describe the projects for 2024-25, including how they fall under the People and Skills investment priority and the location of the proposed project.

We are seeking to work with other Devon districts to deliver the following three people and skills interventions at a county level. If we cannot achieve this, we aim to collaborate with as many Devon districts as possible. If this cannot be achieved for a particular intervention, EDDC aim to deliver the intervention locally at a district level.

The projects below have been proposed on the basis of the current and expected need of our labour market (see Challenge 6). If there is a substantive change in the need of our labour market between now and 2024-25, we will work pro-actively with DLUHC to revise our people and skills projects where appropriate to ensure UKSPF activity remains relevant and proportionate.

E33 - Disability Employment Support Programme

We want to ensure employability support for disabled people in East Devon is maintained, a service which is currently provided through Ability not Disability. Ability not Disability is an existing CRF funded scheme to support people with disabilities to improve employment opportunities. The scheme is currently being delivered by Learn Devon and Devon County Council's Adult Social Care, and Employment, Economy and Skills teams, with funding ending in December 2022. The level of provision at an East Devon level will be determined by the number of individuals identified for the 2024/25 period of delivery under UKSPF.

The Ability not Disability programme has been co-designed to focus on the needs of the individual and offer a choice of two ways into work for people with disabilities who would like to find employment. Individuals can choose to join Community Works Groups, helping to promote local businesses by working on a series of marketing flyers at no cost to the companies. They will work in teams to build relationships with local businesses, develop their communication and customer service skills, while also gaining practical digital and work skills. The second pathway into work is through the Job Guarantee Scheme. This pathway is available to businesses throughout Devon

who have the opportunity to take on an employee whose training and salary costs will be covered by the scheme for three months at National Living Wage. The project team will ensure employees receive continued support, with guidance in developing their digital knowledge and a working pattern to suit them and their employer.

This project directly links to the local challenges faced in East Devon regarding higher than average levels of economic inactivity, especially among those with disabilities (see Challenge 6). Ability not Disability is specifically targeted at supporting those economically inactive individuals who would like to gain employment, but who feel unable to due to their disabilities and other barriers to work. Businesses will also be given the support they need to become Disability Confident, receiving Disability Awareness training prior to employing anyone as part of the Guarantee Scheme.

For the 2024/25 period we expect this activity, funded through our UKSPF allocation, to support at least 40 individuals, with 30 of those joining the Community Works Groups, with the other 10 moving into the Job Guarantee Scheme. We are aiming for at least 40 individuals to increase their overall employability and engage with keyworker support, with 10 individuals in supported employment, with those individuals remaining in employment for at least six months thereafter.

E33 - NEET Employment Support Programme

We want to ensure employability support for young people in East Devon is maintained, a service which is currently provided through Focus 5. Focus 5 is an existing ESF and NLCF funded scheme which provides unique, flexible, one-to-one support to young people aged 15-18 who are not in education, employment or training (NEET) or at risk of becoming so. The scheme is currently being delivered across Devon, Plymouth, Torbay and Somerset (the Heart of the South West LEP area) with funding ending in March 2023. The level of provision at an East Devon level will be determined by the number of NEETs identified for the 2024/25 period of delivery under UKSPF. We do not believe that this project is eligible under the 'local voluntary provision at risk' criteria.

This project directly links to the local challenges faced in East Devon regarding higher than average levels of economic inactivity, especially among younger people (see Challenge 6). Focus 5 is specifically aimed at helping socially isolated young people. The four main outcomes of Focus 5 participants include; understanding the skills employers look for, improving readiness for employment or training, increasing self-awareness and an understanding of individual strengths and identifying solutions to any potential barriers. For those currently within education, Focus 5 will look at those who are struggling or isolated from their educational environment.

Focus 5 specialises in providing wrap-around support, whereby key workers get to know the young people and together they create a bespoke plan of activities to meet immediate and long term goals or aspirations. Results to date show that 34% of economically inactive or unemployed participants end up in employment, with 20% of all participants going back into education, and with 18% actively searching for employment. By continuing to fund this type of activity via the UKSPF, we can ensure that specialist support for the most hardest to reach and isolated individuals can be maintained. Since 2016/17, 83 individuals in East Devon have received support under Focus 5. For the 2024/25 period we expect this project to support at least 13 individuals in the East Devon area.

E39 - Retrofit Programme

Following on from the early successes of the CRF funded Retrofit Skills and Business Accelerator programme (see Opportunity 6), we intend to fund the continuation of this activity via our UKSPF allocation. This will involve funding to provide training for local residents, with an emphasis being placed on those who are economically inactive.

In the short term, participants in the programme will be provided with new green skills, which will lead to the creation of new sustainable green jobs and businesses that are in high demand. This will meet the need of the local economy to have a robust supply chain to deliver deep retrofit solutions as demand continues to increase. In the long term, this intervention will lead to an improvement in the health, wellbeing, and prosperity of the wider community by making residents' homes warmer and more energy efficient, which will help to tackle fuel poverty and climate change.

Appendix A: EDDC Investment Plan

In preparation for this, EDDC will be embarking on a 'Fit for Retrofit' course and will have a Training Needs Analysis conducted by the Retrofit Academy CIC in September 2022 which will establish the training requirement for Year 3 of UKSPF. For the 2024/25 period we expect this project to support around 75 local residents to gain a new qualification in domestic retrofit, with the same number of people in new employment or upskilled within their existing employers. These targets are based on averages and estimates of existing costs for PAS2035 courses. This target also aligns with Mission 6 of the Levelling Up White Paper, setting out the national aim to increase take-up of "high-quality skills training", with an emphasis on those currently within the lowest skilled sectors.	
Do you consider these projects may provide a subsidy to potential recipients of the funding under the proposed planned activity? All bids must also consider how they will deliver in line with subsidy control as set out in the guidance .	
No	
Detail the assessment you undertook to consider whether the proposed projects constitute a subsidy and any specific measures you will take to make sure the subsidy is permitted.	
N/A	
HAVE YOU IDENTIFIED A LOCAL VOLUNTARY PROVISION AT RISK AS PART OF YOUR PEOPLE AND SKILLS INVESTMENT PRIORITIES?	
No	
(If Yes) Describe the local voluntary provision at risk and your rationale for supporting it.	
N/A	
Provide the European Social Fund Project Names and Project References for this voluntary and community provision at risk.	
N/A	
What year do you intend to fund these projects? Select all that apply.	
N/A	
Describe the projects for 2022-2023 and 2023-2024, including how they fall under the People and Skills investment priority and the location of the proposed project.	
N/A	
Do you consider these projects may provide a subsidy to potential recipients of the funding under the proposed planned activity? All bids must also consider how they will deliver in line with subsidy control as set out in the guidance .	
N/A	
Detail the assessment you undertook to consider whether the proposed projects constitute a subsidy and any specific measures you will take to make sure the subsidy is permitted.	
N/A	

SCOTLAND, WALES & NORTHERN IRELAND ONLY	
HAVE YOU ALREADY IDENTIFIED ANY PROJECTS WHICH FALL UNDER THE PEOPLE AND SKILLS INVESTMENT PRIORITY?	
N/A	
Describe the projects, including how they fall under the People and Skills investment priority and the location of the proposed project.	
N/A	
Do you consider these projects may provide a subsidy to potential recipients of the funding under the proposed planned activity? All bids must also consider how they will deliver in line with subsidy control as set out in the guidance .	
N/A	
Detail the assessment you undertook to consider whether the proposed projects constitute a subsidy and any specific measures you will take to make sure the subsidy is permitted.	

N/A

Approach to delivery and governance

In this section, we will ask you about:

- Structures you have in place to support delivery
- Support you have from stakeholders and the local community
- How you've engaged with MPs as part of your investment plan
- Opportunities you have identified to work with other places

Places need to show how MPs that cover the lead local authority have been engaged on the investment plan and whether they support it. More detail on the role of MPs can be found [here](#).

STAKEHOLDER ENGAGEMENT AND SUPPORT		
Have you engaged with any of the following as part of your investment plan? Select all that apply.		
Public sector organisations ✓	Private sector organisations ✓	Civil society organisations ✓
Describe how you have engaged with any of these organisations. Give examples where possible.		
<p>In mid-May 2022, a Local Partnership Group (LPG) was established for the purpose of providing guidance, advice and active input toward the list of interventions to be included within this Investment Plan. The specific objectives of the LPG were laid out in a terms of reference, which outlined the following roles and responsibilities to the group members:</p> <ul style="list-style-type: none"> a) To develop an understanding of the UKSPF objectives as outlined in the Prospectus. b) To consider and suggest prospective UKSPF interventions and provide constructive feedback and advice. c) To ensure that there is local support for the preferred UKSPF interventions, that they complement other activities in the local area and adhere to UKSPF and local objectives. <p>The LPG is comprised of individuals from the following public sector, private sector and civil society organisations:</p> <ul style="list-style-type: none"> • Arts & Culture East Devon • Axminster Tools • Citizens Advice East Devon • Clinton Devon Estates • Cosmic • Devon Association of Local Councils • Devon Climate Emergency Tactical Group • Devon Director of Public Health • Devon Wildlife Trust • Department for Work and Pensions (Greater Devon Partnership Manager) • East Devon AONB Partnership • East Devon Community Network • East Devon Excellence • Exeter Airport • Exeter Chamber of Commerce • Exeter College • Exeter Science Park Company • Exmouth Chamber of Commerce • Exmouth Transition • HotSW Local Enterprise Partnership • Leisure East Devon 		

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- Libraries Unlimited
- National Farmers' Union
- National Trust
- Office of the Police and Crime Commissioner for Devon and Cornwall

The group also included the following Members of Parliament:

- Simon Jupp MP, Exmouth
- Richard Foord MP, Tiverton and Honiton (joined in late June 2022 due to by-election)

Mel Stride, the MP for Central Devon (which covers a small area of East Devon district) was invited to join the Local Partnership Group but did not participate.

Three meetings were set up prior to the development of this Investment Plan.

1. Briefing session: A presentation session to introduce the UKSPF to the group along with a Q&A session. Post-meeting, the group were provided with a template 'project concept form' to propose interventions that meet UKSPF eligibility criteria and relate to local challenges and opportunities. These forms were completed and returned to us in preparation for the second meeting.
2. Inception meeting: A brief presentation of the projects proposed by stakeholders and the council, followed by a roundtable discussion on each of the projects. This meeting gave stakeholders an opportunity to discuss how the proposed projects help to tackle local challenges in their respective sectors, whether projects should have a wider or more targeted focus, how the projects should be prioritised and raise anything they thought was missing. This input was used to directly influence the final set of interventions listed within this Investment Plan.
3. Review meeting: To ensure the points raised in the Inception Meeting fed directly into the Investment Plan, a review meeting was held to give stakeholders a final opportunity to discuss the first iteration of the Investment Plan. This was a joint session between the Local Partnership Group and the Programme Management Panel, giving EDDC councillors an opportunity to hear from stakeholders first hand. Officers used this opportunity to feedback on the ideas of the LPG from the inception meeting and how those ideas helped to shape the final set of interventions.

Once the Investment Plan has been signed off, we intend to hold bi-annual meetings with the Local Partnership to update them on the progress of delivering the interventions with the eventual aim to begin discussions for any future UKSPF rounds post-2024/25.

Summarise the governance structures you have in place, including how any advisory panels or associated partnership groups are made up

In tandem with the establishment of a Local Partnership Group, a Programme Management Panel (PMP) comprised of eight East Devon District Council councillors was established to provide governance and oversight. The establishment of this cross-party Panel ensured that the decision-making process was democratic, transparent and reflected local need.

The terms of reference for the Panel included the following roles and responsibilities for Panel members:

- a) To develop an understanding of the UKSPF objectives as outlined in the Prospectus.
- b) To consider and suggest prospective UKSPF interventions and provide constructive feedback and advice.
- c) To ensure that there is a strong business case for the preferred interventions which directly link to the priorities outlined in the SPF Prospectus and local and regional strategic objectives.
- d) To ensure that there is local support for the preferred UKSPF interventions, including from the Local Partnership Group.
- e) To ensure that there is consistency of approach with other EDDC funding bids and a logical succession to previous EU funded initiatives.
- f) To give approval to a final list of interventions to be proposed in the SPF investment plan.

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- g) To evaluate any formal responses to and from Government regarding the investment plan, including requests for additional information or the inclusion, amendment or exclusion of particular interventions based on Government feedback.
- h) To provide oversight of the delivery of the interventions and give approval to any amendments to the interventions during delivery (which are compliant with any funding agreement between EDDC and Government) where necessary.

Similarly to the LPG, three meetings were set up prior to the development of this Investment Plan.

1. Briefing session: A presentation session to introduce the UKSPF to the group along with a Q&A session. Post-meeting, the group were provided with a template 'project concept form' to propose interventions that meet UKSPF eligibility criteria and relate to local challenges and opportunities. These forms were completed and returned to us in preparation for the second meeting.
2. Inception meeting: A brief presentation of the projects proposed by stakeholders and the council, followed by a roundtable discussion on each of the projects. This meeting gave Panel members an opportunity to discuss how the proposed projects help to tackle local challenges in their respective sectors, whether projects should have a wider or more targeted focus, how the projects should be prioritised and raise anything they thought was missing. The meeting concluded with a unanimous decision made on the final set of interventions listed within this Investment Plan.
3. Review meeting: To ensure the points raised in the Inception Meeting fed directly into the Investment Plan, a review meeting was held to give Panel members a final opportunity to discuss the first iteration of the Investment Plan. This was a joint session between the Local Partnership Group and the Programme Management Panel, giving Panel members an opportunity to hear from stakeholders first hand.

The PMP will continue to provide oversight of the interventions delivered throughout this round of UKSPF.

Underneath the PMP sits an UKSPF Officer Group. This group is comprised of officers from a variety of teams who will deliver the UKSPF funded interventions. The group also contains senior officers to ensure the interventions are consistent with wider strategic objectives at a local and regional level. Members of this group are detailed later in this document.

Confirm all MPs covering your lead local authority have been invited to join the local partnership group.

Yes ✓

No

Are there MPs who are not supportive of your investment plan?

Yes

No ✓

(If Yes) Who are the MPs that are not supportive and outline their reasons why.

N/A

PROJECT SELECTION

Are you intending to select projects in any way other than by competition for funding?

Yes

(If Yes) Describe your approach to selecting projects, and why you intend to do it this way.

Commissioning third party organisations

The following interventions will involve funding being directly allocated to an organisation for the commissioning of work:

- E10: East Devon Leisure Programme
- E11: East Devon Council for Voluntary Service

This approach has been chosen for the East Devon Leisure Programme as the organisation to be commissioned, LED Community Leisure, is already delivering similar work across the district. By

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commissioning LED, we can ensure that UKSPF funded activities regarding leisure provide additionality, rather than duplication, and to ensure that there is sufficient experience and capacity to deliver this work to spec.

This approach has been chosen for the East Devon Council for Voluntary Service as this is the only practical method of establishing this type of organisation. There is currently no CVS operating in East Devon, meaning a procurement process to deliver the services a CVS would typically provide would not yield any responses. As a result, UKSPF funds would be channelled directly into a newly constituted East Devon CVS which will be tasked with delivering the services specified in this Investment Plan.

In both cases, a service level agreement will be drafted upon the approval of this Investment Plan, to ensure that the organisations commissioned spend their allocated UKSPF in the manner specified and detailed within this Investment Plan.

Grant to public or private organisations

The following interventions will involve the council managing a competitive grant scheme to determine which projects to support:

- E7: Active Travel Fund
- E9: East Devon Culture Programme
- E13: Action on Poverty Fund
- E17: Sustainable Tourism Fund
- E29: Net Zero Innovation Fund

Procurement of service provision

The following interventions will involve the council going out to tender for a service provider to deliver a specified provision:

- E23: Business Support Programme
- E31: East Devon Towns Feasibility Work
- E33: Disability Employment Support Programme
- E33: NEET Employment Support Programme
- E39: Retrofit Programme

For projects that will be commissioned by multiple councils, such services will be jointly procured. All procurement activity shall be undertaken in the usual manner in line with existing internal rules and processes.

In-house provision

The (E7) Active Travel Fund and (E9) East Devon Culture Programme will utilise funds both via a competitive grant scheme and through the provision of in-house services. This will ensure that existing internal/council owned assets with a travel or cultural focus can benefit from these funds in addition to the external recipients of funding (accessed via the competitive grant schemes).

DO YOU INTEND TO WORK WITH OTHER PLACES ON ANY OF THE INTERVENTIONS WHICH FALL UNDER THE COMMUNITIES AND PLACE INVESTMENT PRIORITY?

Which interventions do you intend to collaborate on? Select all that apply.

Intervention	Tick if applicable
<i>A full list of nation-specific interventions is available in the relevant annex to the Prospectus.</i>	
E6 - East Devon Culture Programme	
E7 - Active Travel Fund	✓
E10 - East Devon Leisure Programme	
E11 - East Devon Council for Voluntary Service	
E13 - Action on Poverty Fund	

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Describe any interventions not included in this list?
N/A
Who are the places you intend to collaborate with?
E7 - Active Travel Fund We aim to work closely with Devon County Council (the local highways authority) to deliver upon the active travel opportunities identified. Officers from both DCC and EDDC have begun early discussions in preparation for delivery in 2024/25.

DO YOU INTEND TO WORK WITH OTHER PLACES ON ANY OF THE INTERVENTIONS WHICH FALL UNDER THE SUPPORTING LOCAL BUSINESS INVESTMENT PRIORITY?	
Which interventions do you intend to collaborate on? Select all that apply.	
Intervention	Tick if applicable
<i>A full list of nation-specific interventions is available in the relevant annex to the Prospectus.</i>	
E17 - Sustainable Tourism Fund	
E23 - Business Support Programme	✓
E29 - Net Zero Innovation Fund	
E31 - East Devon Towns Feasibility Work	
Describe any interventions not included in this list?	
N/A	
Who are the places you intend to collaborate with?	
<p>We aim to collaborate with other district councils in Devon to jointly commission business support provision.</p> <p>Various meetings of the Devon Economy & Business Recovery Group, comprised of representatives from the county council and 8 district councils, have been held since the publication of the UKSPF Prospectus. Within those meetings, a set of common priorities were outlined, linking to a list of interventions which could be delivered collaboratively. These collaborative interventions would establish better value for money and avoid fragmentation of provision across the county.</p> <p>Due to our council's governance structure and requirement for cabinet approval, we were required to draft our investment plan earlier than other districts and prior to final confirmation being sought from all other districts regarding their desire to collaborate on particular interventions. As a result, EDDC was the first council to declare to all Devon districts the interventions we wish to work on collaboratively.</p> <p>Our order of preference regarding delivery of these interventions is as follows: 1) That we work with all Devon districts to deliver these interventions collaboratively. 2) That we work with as many districts as possible to deliver these interventions collaboratively. 3) That we deliver the interventions at an East Devon level.</p> <p>The above approach enables our preference to work collaboratively where other districts wish to do so, but leaves EDDC ready and able to deliver these services at an East Devon level if the other districts do not wish to collaborate. Where collaboration is possible, we aim to start work for the joint procurement of services once all investment plans for the Devon districts have been approved by Government in October 2022.</p>	

DO YOU INTEND TO WORK WITH OTHER PLACES ON ANY OF THE INTERVENTIONS WHICH FALL UNDER THE PEOPLE AND SKILLS INVESTMENT PRIORITY?	
Which interventions do you intend to collaborate on? Select all that apply.	
Intervention	Tick if applicable

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<i>A full list of nation-specific interventions is available in the relevant annex to the Prospectus.</i>	
E33 - Disability Employment Support Programme	✓
E33 - NEET Employment Support Programme	✓
E39 - Retrofit Programme	✓
Describe any interventions not included in this list?	
N/A	
Who are the places you intend to collaborate with?	
<p>We aim to collaborate with other district councils in Devon to jointly commission the Disability, NEET and Retrofit projects.</p> <p>Various meetings of the Devon Economy & Business Recovery Group, comprised of representatives from the county council and 8 district councils, have been held since the publication of the UKSPF Prospectus. Within those meetings, a set of common priorities were outlined, linking to a list of interventions which could be delivered collaboratively. These collaborative interventions would establish better value for money and avoid fragmentation of provision across the county.</p> <p>Due to our council's governance structure and requirement for cabinet approval, we were required to draft our investment plan earlier than other districts and prior to final confirmation being sought from all other districts regarding their desire to collaborate on particular interventions. As a result, EDDC was the first council to declare to all Devon districts the interventions we wish to work on collaboratively.</p> <p>Our order of preference regarding delivery of these interventions is as follows: 1) That we work with all Devon districts to deliver these interventions collaboratively. 2) That we work with as many districts as possible to deliver these interventions collaboratively. 3) That we deliver the interventions at an East Devon level.</p> <p>The above approach enables our preference to work collaboratively where other districts wish to do so, but leaves EDDC ready and able to deliver these services at an East Devon level if the other districts do not wish to collaborate. Where collaboration is possible, we aim to start work for the joint procurement of services once all investment plans for the Devon districts have been approved by Government in October 2022.</p>	

PUBLIC SECTOR EQUALITY DUTY	
How have you considered your public sector equality duty in the design of your investment plan?	
<p>Yes. We have ensured that all interventions put forward in the Investment Plan comply with East Devon District Council's Equality Policy and Objectives 2021-2025, available at: https://eastdevon.gov.uk/council-and-democracy/equality-and-diversity/equality-policy-and-objectives-2021-2025/</p> <p>One of the objectives from the Equality Policy is to develop and action our new Poverty Strategy to help support all our communities. This Poverty Reduction Strategy has now been developed and endorsed, and has had a significant impact on the selection of interventions within this Investment Plan. The strategy can be found here: https://eastdevon.gov.uk/council-and-democracy/council-business/poverty-reduction-strategy/</p>	
How will you consider your public sector equality duty when implementing your investment plan, including in the selection of projects?	
<p>The objectives and standards set out in the aforementioned Equality Policy will permeate into all of the projects selected under each intervention. We will ensure that all grant schemes developed, services procured and in-house work delivered is carried out in a fashion which prevents discrimination of the protected characteristics, as set out in the Equalities Act 2010.</p>	

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We will commit to taking all measures necessary to ensuring that disadvantaged individuals and communities are not advertently or inadvertently discriminated against. At the same time, we will encourage people from protected and disadvantaged groups to participate in the development and delivery of the various UKSPF funded projects. This can be achieved by removing or minimising barriers to participation for people with protected characteristics and taking steps to meet the needs of people from protected groups where these are different from the needs of other people.

Some interventions, such as the Disability and NEET programmes for example, will be designed in a way to ensure that the most isolated, disadvantaged and hardest to reach individuals will be specifically targeted for support.

RISKS	
Have you identified any key risks that could affect delivery, for example lack of staff or expertise?	
	No
(If Yes) Describe these risks or issues, including the contingency measures you have in place to mitigate them.	
N/A	
Have you identified any key fraud risks that could affect UKSPF delivery?	
	No
(If Yes) Describe these risks or issues, including the contingency measures you have in place to mitigate them.	
N/A	

Capacity and capability

In this section, we will ask you about:

- The capacity and capability of your team to manage funding
- The resources you have in place for work related to UKSPF

Your answers here will help us know how to support you with delivery. They will not affect the amount of funding you will get.

Answer as honestly as possible.

TEAM RESOURCE
How many people (FTE) will be put in place to work with UKSPF funding?
At least 9 officers will be tasked with delivering and monitoring the 12 UKSPF funded interventions. These officers will include UKSPF delivery as a part of their wider workload and service provision.
Describe what role these people will have, including any seniority and experience.
Programme Management The following officers are responsible for overall programme management and oversight of the UKSPF for East Devon. Andrew Wood <ul style="list-style-type: none">- Position: Service Lead – Growth, Development and Prosperity- Responsibility: Strategic Lead for East Devon's UKSPF Programme- Experience: Programme management of the community and social aspects (£40m) of the Rural Development Programme for England. Co-ordinating the deployment of the £50m Regional Infrastructure Fund. Established a £7.5m fund to support community and social enterprises in rural communities. Leading the deployment of the Exeter and East Devon Enterprise Zone programme.

Appendix A: EDDC Investment Plan

Tom Winters

- Position: Economic Development Officer for Prosperity and Investment
- Responsibility: Project Manager for East Devon's UKSPF Programme
- Experience: Co-project managed Newton Abbot's successful £9m Future High Street Fund bid. Managed over £10m in discretionary COVID business grant funding, including the £2.1m recovery focussed Innovation and Resilience Fund.

Simon Davey

- Position: Strategic Lead - Finance (CFO/S151)
- Responsibility: To provide financial oversight of UKSPF.

Intervention Management

The following officers are responsible for the delivery of specific interventions:

Simon Bates

- Position: Green Infrastructure Project Manager
- Intervention: E7: Active Travel Fund
- Experience: Secured planning permission for 1km of multi-use Clyst Valley Trail, managing technical contracts e.g. arboriculture survey. Managed £100k multi-partner 'Great trees in the Clyst Valley' project, which won Pride of Devon award, and achieved creation of 15 hectares of new habitat on private land through negotiation.

Jamie Buckley

- Position: Community Engagement and Funding Officer
- Intervention: E11: East Devon Council for Voluntary Service. E13: Action on Poverty Fund
- Experience: Set up and managed all of the council's voluntary, community and social enterprise sector grants streams for 13 years. Has been the main contact within EDDC for East Devon's voluntary, community and social enterprise sector for 5 years. Has recently negotiated, set up and managing a Service Level Agreement with a VCSE group to provide the Government's Welcome Visits and wraparound support for EDDC.

John Golding

- Position: Strategic Lead – Housing, Health & Environment
- Intervention: E10: East Devon Leisure Programme
- Experience: Overseeing the client role for leisure provision over the last ten years and responsibility for delivering the Leisure Strategy for East Devon. Led on developing the outreach leisure programme and integrating with health and wellbeing priorities and making more use of the outstanding environment. Supporting and coordinating the Sport England Local Delivery Pilot in Exeter and Cranbrook.

Alison Hayward

- Position: Project Manager
- Intervention: E31: East Devon Towns Feasibility Work
- Experience: Team Lead for the Place and Prosperity Team; overseeing stakeholder engagement in market and coastal towns with a placemaking focus; delivery of asset disposal projects, managing or enabling delivery of placemaking development such as £5m Seaton Jurassic visitor centre; £3m infrastructure works in Exmouth enabling £4m seafront watersports centre.

Robert Murray

- Position: Economic Development Manager
- Intervention: E33: Disability Employment Support Programme. E33: NEET Employment Support Programme. E39: Retrofit Programme.
- Experience: Management of the council's skills lead and working with the Retrofit Academy to deliver CRF outputs. Direct negotiation of employment and skills plans unlocking new training, apprenticeships and schools/college engagement to increase take up of careers in construction. Steering Group member and founder sponsor of the Building Greater Exeter construction skills initiative. Development of evidence based skills policy within EDDC's new Local Plan.

Appendix A: EDDC Investment Plan

Geri Panteva

- Position: Senior Economic Development Officer
- Intervention: E17: Sustainable Tourism Fund
- Experience: Leading on the development of EDDC's Tourism Strategy. Working on strategic public and private sector partnerships and key employer engagement. Managed programmes and campaigns to support SMEs and micro businesses in Devon: e.g. ARG grants allocations and Adapt and Thrive business support programme. Key role in attracting inward investment to Devon. Led on projects supporting graduate retention and apprenticeships uptake.

Charlie Plowden

- Position: Service Lead - Countryside & Leisure
- Intervention: E9: East Devon Culture Programme
- Experience: Lead officer for arts, leisure and culture with responsibility for delivering the Culture Strategy for East Devon. Responsible for strategic relationships with Arts Council England, Villages in Action (rural touring programme for Devon & Cornwall) and South West Museums programme. Oversight of investment in and corporate budget management for the Council's cultural assets and its annual arts and culture programme. Lead officer that reports to and supports the Council's Arts Culture East Devon Forum.

Tom Winters

- Position: Economic Development Officer for Prosperity and Investment
- Intervention: E29: Net Zero Innovation Fund. E31: Business Support Programme.
- Experience: Co-project managed Newton Abbot's successful £9m Future High Street Fund bid. Managed over £10m in discretionary COVID business grant funding, including a £2.1m recovery focussed Innovation and Resilience Fund.

- Strong capability: Has extensive experience and/or a proven track record of delivery in this area.
- Strong capacity: High degree of confidence that there is enough staffing/resource to manage funding in this area.
- Some capability: Has previous experience of delivery in this area.
- Some capacity: Confident that there is enough staffing/resource to manage funding in this area.
- Limited capability: Does not have previous experience and/or no track record of delivery in this area.
- Limited capacity: Limited confidence that there is enough staffing/resource to manage funding in this area. Additional resource may be needed to support delivery.

CAPACITY AND CAPABILITY		
How would you describe your team's current experience of delivering funding and managing growth funds?		
Very experienced		
How would you describe your team's current capability to manage funding for procurement?		
Strong capability		
How would you describe your team's current capability to manage funding for procurement?		
Strong capability		
How would you describe your team's current capacity to manage funding for procurement?		
Strong capacity		
How would you describe your team's current capability to manage funding for subsidies?		
Strong capability		
How would you describe your team's current capacity to manage funding for subsidies?		
Strong capacity		

COMMUNITIES AND PLACE CAPACITY AND CAPABILITY		
Does your local authority have any previous experience of delivering the Communities and Place interventions you have select?		
Yes		
How would you describe your team's current capability to manage funding for Communities and Place interventions?		
Strong capability		
Describe the key capability challenges (if you have any) for delivering Communities and Place interventions. This may include challenges within your local authority and/or your local/regional delivery system.		
We have not identified any capability challenges for delivering Communities and Place interventions. The officers tasked with delivering these interventions have sufficient experience to deliver them effectively.		
Describe what further support would help address these challenges.		
N/A		
How would you describe your team's current capacity to manage funding for Communities and Place interventions?		
Strong capability		
Describe the key capacity challenges (if you have any) for delivering Communities and Place interventions. This may include challenges within your local authority and/or your local/regional delivery system.		
We have not identified any capacity challenges for delivering Communities and Place interventions. The officers tasked with delivering these interventions have sufficient time and resources to deliver them effectively.		
Describe what further support would help address these challenges.		
N/A		

SUPPORTING LOCAL BUSINESS CAPACITY AND CAPABILITY		
Does your local authority have any previous experience of delivering the Supporting Local Business interventions you have select?		
Yes		
How would you describe your team's current capability to manage funding for Supporting Local Business interventions?		
Strong capability		
Describe the key capability challenges (if you have any) for delivering Supporting Local Business interventions. This may include challenges within your local authority and/or your local/regional delivery system.		
We have not identified any capability challenges for delivering Supporting Local Business interventions. The officers tasked with delivering these interventions have sufficient experience to deliver them effectively.		
Describe what further support would help address these challenges.		
N/A		
How would you describe your team's current capacity to manage funding for Supporting Local Business interventions?		
Strong capability		
Describe the key capacity challenges (if you have any) for delivering Supporting Local Business interventions. This may include challenges within your local authority and/or your local/regional delivery system.		

Appendix A: EDDC Investment Plan

We have not identified any capacity challenges for delivering Supporting Local Business interventions. The officers tasked with delivering these interventions have sufficient time and resources to deliver them effectively.
Describe what further support would help address these challenges.
N/A

PEOPLE AND SKILLS CAPACITY AND CAPABILITY		
Does your local authority have any previous experience of delivering the People and Skills interventions you have select?		
Yes		
How would you describe your team's current capability to manage funding for People and Skills interventions?		
Strong capability		
Describe the key capability challenges (if you have any) for delivering People and Skills interventions. This may include challenges within your local authority and/or your local/regional delivery system.		
As our preference is for People and Skills interventions to be jointly commissioned by multiple district authorities across Devon, we have not identified any internal capability challenges for delivering these interventions. If we are unable to work collaboratively with the other districts, we will commission these projects internally, which should not require any additional capability demands on EDDC officers.		
Describe what further support would help address these challenges.		
N/A		
How would you describe your team's current capacity to manage funding for People and Skills interventions?		
Strong capability		
Describe the key capacity challenges (if you have any) for delivering People and Skills interventions. This may include challenges within your local authority and/or your local/regional delivery system.		
As our preference is for People and Skills interventions to be jointly commissioned by multiple district authorities across Devon, we have not identified any internal capacity challenges for delivering these interventions. If we are unable to work collaboratively with the other districts, we will commission these projects internally, which should not require any additional capacity demands on EDDC officers.		
Describe what further support would help address these challenges.		
N/A		

SUPPORT TO DELIVERY UKSPF	
All lead authorities can use up to 4% of their UKSPF allocation to support the delivery of their chosen interventions but by exception, lead authorities will be able to use more than 4%. Are you planning to use more than 4%?	
No	
(If Yes) Explain why you wish to use more than 4%.	
N/A	

Appendix A: EDDC Investment Plan

Approvals

Before submitting your investment plan, you should have approval from your:

- Chief Executive Officer
- Section 151 Officer
- Leader of your lead authority

Do you have approval from your Chief Executive Officer for this investment plan?

- ☐ Yes
- ☐ No

Do you have approval from your Section 151 Officer for this investment plan?

- ☐ Yes
- ☐ No

Do you have approval from the leader of your lead authority for this investment plan?

- ☐ Yes
- ☐ No

If you do not have approval from any of these people, please explain why this is:

Additional documents

You will have received an email giving you access to a folder where you will need to upload supporting evidence to your investment plan. All applicants must complete and upload the following spreadsheet to the folder prior to submitting their investment plan:

- UKSPF Expenditure Profile spreadsheet
- UKSPF Indicative Deliverables spreadsheet

Your investment plan submission will be considered incomplete without the required documents.

Have you completed and uploaded the two spreadsheets to the SharePoint folder as requested?

- ☐ Yes
- ☐ No

EAST DEVON DISTRICT COUNCIL

Forward Plan of Key Decisions - For the 4 month period: 1 August 2022 to 30 November 2022

This plan contains all the 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.

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, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton. The law and the Council's constitution permit urgent Key Decisions to be made without 28 clear days' notice of the proposed decisions having been published provided certain procedures are followed. A decision notice will be published for these in exactly the same way.

This plan also identifies Key Decisions which are to be considered in the private part of the meeting (Part B) and the reason why. Any written representations that a particular decision should be moved to the public part of the meeting (Part A) 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 the meeting in accordance with the Council's public speaking rules.**

Obtaining documents

Committee reports in respect of Key Decisions include links to the relevant background documents. If a printed copy of all or part of any report or background document is required please contact Democratic Services (address as above) or by calling 01395 517546.

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]
Towards Zero Carbon Development in the West End	Strategic Planning (Andy Wood)		Y		5 October 2022	Part A

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 Leader of the Council c/o Democratic Services (as above).

July 2022

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

LED Monitoring Forum on 7 June 2022

Minute 6 Draft Leisure & Built Facilities Strategy

1. To approve the principle of the draft Leisure Strategy.

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of LED Monitoring Forum held at Online via Zoom app on 7 June 2022

Attendance list at end of document

The meeting started at 6.00 pm and ended at 7.46 pm

1 Public Speaking

One member of the public had registered to speak at the meeting.

Mr Mike Goodman made a number of points concerning the draft Leisure & Built Facilities Strategy. Firstly, he observed that the draft Strategy specified a low impact on equalities, and expressed a counterview that the Strategy would have a high equalities impact, as recognised in the leisure strategies of other councils as well as Active Devon. He asked Members to confirm that the final Strategy would include a detailed equalities report, and challenged them to demonstrate how they had considered inequalities and consulted with disadvantaged groups. Secondly, he asked why the draft strategy did not address the level of spend on sports and leisure facilities which was identified as very high relative to other local authorities costs based on population size, and proposed that the Grant Thornton report in which this was referenced be made public and discussed. Thirdly, he asked how much had been spent on the consultation strategy, and who conducted it. Fourthly, he suggested that an action plan be written as soon as possible, and the Strategy costed before being adopted by the Council. Finally, he asked that the Council consider revising the vision statement to better reflect an aspiration to make leisure in East Devon accessible to all residents, regardless of their circumstances.

The Chair thanked Mr Goodman for his contribution and indicated that a number of the points he raised would form part of the discussion of the Strategy at item 6. Officers would respond separately concerning any technical points not answered in the meeting.

2 Minutes of the previous meeting held on 12 April 2022

Minutes of the previous meeting held on 12 April 2022 were noted as a true and accurate record.

3 Declarations of interest

Cllr P Arnott: Minute 11; Directly relates non-registerable interest: Represents the Coly Valley ward and his wife is a member of LED Community Leisure and user of Colyton Leisure Centre. Cllr Arnott absented himself from the meeting for Item 11.

4 Matters of urgency

There was one matter of urgency (minute 11 refers).

5 Confidential/exempt item(s)

There was one item to be considered in private session (minute 11 refers).

6 Draft Leisure & Built Facilities Strategy

The Service Lead – Countryside & Leisure introduced his report outlining the process for the issuing of a draft Leisure & Built Facilities Strategy for East Devon. Development of the draft Strategy had followed Sport England's guidance and national policy development framework; this was important since it gave credibility to the Strategy, placing the Council in a strong position for submitting future funding bids.

The following points were highlighted:

- The Strategy constitutes a framework for action over ten years and is a very high level document covering a wide range of issues including:
 - Dual use sites – ageing stock and high costs; limited community use and income and future relationship with schools;
 - Identifying where and what new infrastructure will be required e.g. Cranbrook;
 - Review of LED's management contract and fee; and
 - Health and wellbeing work delivered across the whole district.
- There has been considerable public consultation and evidence gathering in developing the draft strategy, which will enable East Devon DC to make decisions.
- Resourcing to deliver the strategy is as yet uncoded, and careful planning will be undertaken in the context of the medium-term financial plan.
- It will be appropriate to review the role of this Forum, to consider whether it needs to have more oversight going forward, in terms of delivery of the Strategy's Action Plan.

Liz Taylor of Strategic Leisure ran through the draft Strategy, including

- Findings from the Supply and Demand Analysis undertaken suggest that at a minimum, East Devon is to retain its existing provision and, in certain cases, needs to increase the provision to cater for population growth through to 2040.
- A vision and key principles are set out in the draft Strategy; these were developed in view of key issues identified from the consultation, and a Member Workshop in which these issues were discussed.
- The bulk of the strategy is around the following five key objectives produced following the consultation and the Supply and Demand Analysis:
 - Facilities that meet the current and future sporting and leisure needs of East Devon residents;
 - East Devon DC priorities are aligned to and complement outreach health and wellbeing;
 - Effective partnerships delivering a sustainable community sport and leisure offer;
 - Harnessing the value of the great outdoors; and
 - Review of the existing leisure management contract.
- Next steps should include:
 - Production of an Action Plan with timescales, and a Delivery Plan sitting alongside it;
 - Work with existing partners to identify options to meet priorities in existing facilities;
 - Identification of new potential partnership working opportunities;
 - Establishment of the resources required to deliver the priorities;
 - Investigation of external funding opportunities;
 - Periodic updating of the strategy, alongside other East Devon DC corporate plans.

The Forum were asked to comment on the draft Leisure & Built Facilities Strategy so that a final version could be issued for Cabinet and Full Council to consider and approve.

In discussion, the following points were made:

- The Chair and other Members thanked officers and Strategic Leisure for the work that had gone into completing this very comprehensive draft Strategy.
- There appeared to be no reference to the fitness centre at Seaton; Liz Taylor commented that she would check on this point before the final strategy document is issued.

- Views were expressed that Cranbrook should be given prominence in the Strategy, particularly given that its demographic is different to the rest of the district.
- A Member had observed anecdotally that there was very little usage of outdoor gym equipment. Rachel Fowler recognised that these were an important informal provision and she and Liz Taylor would explore further whether they needed more prominence in the Strategy. Outdoor gyms had not been included in the Supply and Demand Analysis because it was not possible to control their use given they were outdoors and free to use, nor was it possible to measure the numbers or age of people using them.
- Should the Leisure Strategy be approved, the Council would be in a good position to formulate business cases, and apply for any available grant funding. It was recognised that there would be a lot of work to do concerning how to deliver individual actions, and affordability.
- An important key principle is ensuring that a partner leisure provider is financially sustainable in both the short and long term. There are concerns around many facilities approaching the end of their service life, and the Strategy will guide the Council on how to fund replacements.
- A view was expressed that it would be appropriate to review in 6 months time the role of this Forum in relation to the Strategy and Action Plan.
- It was clarified that the Strategy sets a direction, linked to evidence of need, and is not in itself about money. How the ambition is realised is the next piece of work, and is about partnership and collaboration as well as funding.
- Strategic Leisure will put together some proposed Key Performance Indicators, for consideration.
- It was noted that there would be some minor changes before the draft Strategy is presented to Cabinet.

In a vote following the discussion, the Forum agreed the following recommendation:

RECOMMENDED TO Cabinet:

- To approve the principle of the draft Leisure Strategy.

7 **Property & FM Team Update on properties occupied by LED**

The Principal Building Surveyor presented a report which summarised property and facilities management activities at LED managed properties over the last three months, and future activities. The report also provided an update on the recently approved capital projects at LED managed properties. The Principal Building Surveyor briefly summarised the content of the report and invited comment.

In discussion, it was agreed that the table summarising approved capital projects at LED managed properties should include a split of which sites are dual-use and which are wholly owned by East Devon DC, in future reports.

The Chair thanked the Principal Building Surveyor and the Forum noted the content of the report.

8 **LED Facilities and Activities Update May 2022**

A report prepared by the LED Director of Delivery had been circulated in advance of the meeting providing an update on the activities of LED Community Leisure including operational delivery, health and fitness, customer feedback, marketing and communications, and a projects update. The LED Director of Delivery ran through the content, including the following points:

- It has been a positive month with activities well attended, swim school continuing to grow, and all types of membership growing for the fifth consecutive month; a considerable achievement given wider issues with the economy.
- Recruitment and resourcing remains a challenge, and the team are working with educational establishments to encourage school and college leavers into the industry.
- Energy costs continue to be a challenge, especially with three swimming pools to run, but the team were doing well to manage consumption across the buildings.
- The project to provide a pool water intelligent management system for the three swimming pool sites had been approved, and works will be managed by the East Devon DC property team.

Discussion of the report included the following:

- Relative to a pre-Covid year, numbers are at approximately 82%; this was considered positive given world events and the economy.
- An industry body has written to central government concerning the need for support for swimming pools given that gas prices have increased tenfold in some parts of the country.
- The LED community team have encountered challenges in trying to engage to offer facilities within Cranbrook; it was noted that resources in Cranbrook are limited but do include the Education Campus and the Younghayes Centre. Cllr Bloxham expressed a willingness to assist, and would liaise with the LED Director of Delivery outside of the meeting.
- Details of an initiative whereby Sideshore are funding swimming for school children in Exmouth will be included in the next Facilities and Activities Update report to the Forum.

The report was noted and the Chair thanked the LED Director of Delivery for his contribution.

9 **LED Community Engagement Report May 2022**

The LED Director of Delivery introduced the LED Community Engagement Report, commenting on the good work of the engagement team to deliver real and measurable impact, and inviting comment.

In discussion, Cllr Bloxham expressed that she would be willing to facilitate engagement between LED and Cranbrook Medical Practice with a view to developing walk leader courses in the town. She and the LED Director of Delivery would liaise on this matter, outside of the meeting.

10 **LED Dashboard April 2022**

The Forum received and noted key details of the performance of LED Community Leisure for April 2022, including the net promoter score.

The LED Director of Delivery commented on some anomalies with the numbers; this was mainly due to an IT issue, which would be corrected in future months.

The meeting then went into private session.

11 **Colyton Leisure Centre - Proposals to restructure operating arrangements with the school**

The Service Lead – Place, Assets & Commercialisation introduced his report which detailed a proposal to restructure the Colyton Leisure Centre operating arrangements

with Colyton Grammar School. He ran through the proposal and the rationale, outlining how it aligns with the draft Leisure & Built Facilities Strategy.

It was highlighted that if approved, the proposed agreement would secure improved future community use of the all-weather pitch and netball courts at Colyton Leisure Centre, and reduce the Council's/LED's share of property and running costs of the leisure centre.

It was noted that if the Council proceeds as proposed in the report, it is intended that this would become a model to potentially be introduced at other dual-use sites.

The Forum was informed of the urgency of the proposal, given that a decision was needed before the school could instruct contractors to carry out works to the leisure centre's all-weather pitch and floodlighting, during the 2022 school summer holiday. Consequently, the matter would be further considered at a Cabinet meeting tomorrow, with a view to an onward recommendation being made to Council. The Service Lead – Place, Asset & Commercialisation informed Members that he would provide a verbal update to Cabinet, summarising the Forum's discussion this evening.

In discussion, Members considered the financial implications should the proposal be agreed, and the plans for ensuring funds would be in place by way of a sinking fund to maintain the facilities at a point in the future when the all-weather pitch surface and floodlighting need replacing again.

Members expressed support for the proposal, recognising the considerable benefits to the East Devon community in achieving increased access and value.

In a vote following the discussion, the Forum agreed the following recommendations:

RECOMMENDED to Cabinet:

1. To delegate authority to the Service Lead – Place, Assets & Commercialisation in consultation with the Strategic Lead – Finance and the Portfolio Holder for Economy & Assets to agree heads of terms for a new lease and management agreement to achieve the outcomes within this report and to enter new agreements with Colyton Grammar School.
1. That Cabinet recommend to Council to provide a capital budget of up to £140,000 to contribute to the School's capital investment works to the all-weather pitch and by doing so securing improved future community use.

The Forum expressed gratitude to officers and the LED CEO for their work in these complex negotiations.

Attendance List

Councillors present:

P Arnott
D Bickley
A Dent
S Hawkins (Chair)
N Hookway (Vice-Chair)
J Rowland

LED Community Leisure representatives:

Peter Gilpin, CEO

Jamie Bryant, Director of Delivery
Richard Purchase, Chairman of LED Board

Strategic Leisure representatives:

Rachel Fowler
Liz Taylor

Councillors also present (for some or all the meeting)

K Bloxham
S Gazzard
H Parr

Officers in attendance:

Sarah James, Democratic Services Officer
Debbie Meakin, Democratic Services Officer
Tim Child, Service Lead - Place, Assets & Commercialisation
Simon Davey, Strategic Lead Finance
Jorge Pineda-Langford, Principal Building Surveyor, Property & FM
Anita Williams, Principal Solicitor (and Deputy Monitoring Officer)
Charles Plowden, Service Lead Countryside and Leisure
John Golding, Strategic Lead Housing, Health and Environment

Councillor apologies:

B De Saram
G Jung
P Millar

Chair

Date:

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

Scrutiny Committee 9 June 2022

Minute 7 Car parking petitions

RECOMMENDED to Cabinet

- To consider a petition platform within the Council's website.
- To publicise the council's petition scheme via the Council's weekly press release.

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Scrutiny Committee held at Online via the Zoom app on 9 June 2022

Attendance list at end of document

The meeting started at 6.00 pm and ended at 8.48 pm

1 Public speaking

There was one member of the public registered to speak.

Mr Mike Goodman spoke concerning car parking petitions (item 7 refers). As part of his statement, Mr Goodman called into question the grounds on which some signatories had been excluded from the petition. He also thanked the Monitoring Officer for his work in trying to resolve the matter but understood that senior unnamed Cabinet members had decided that the petition would not be heard at Cabinet, on the grounds that a decision had already been taken. He argued that this was undemocratic and unconstitutional.

The Monitoring Officer responded that with the car parking strategy having reverted to Cabinet, the car parking petition was a matter for Cabinet to deal with. Senior members had felt it was not an appropriate time for the petition to be considered by Cabinet given that the budget had already been set, and there was in any case a commitment to review the matter later in the year. This decision did not constitute a breach of the rules.

The Chair thanked Mr Goodman for his contribution to the meeting.

2 Minutes of the previous meeting

Minutes of the previous meeting held on 7 April 2022 were received and noted as a true and accurate record.

3 Declarations of interest

There were no declarations of interest.

4 Matters of urgency

There were no matters of urgency.

5 Confidential/exempt item(s)

There was one item to be considered in private session (minute 9 refers).

6 Decisions made by Cabinet called in by Members for scrutiny in accordance with the Overview and Scrutiny Procedure Rules

There were no decisions made by Cabinet called in by Members for scrutiny.

7 Car parking petitions

The Monitoring Officer introduced his report detailing a petition submitted in relation to car parking charges in Sidmouth and the Council's formal response. One of the organisers of the petition had requested a review of the way it had been handled in accordance with the Council's petition scheme rules, and the Committee was asked to determine whether there were any recommendations that it wished to make in relation to the specific petition or the Council's petition scheme or handling of petitions generally.

Discussion of the report included the following points:

- Some members expressed a view that the petition submitted in relation to car parking charges ought to have been accepted for Council debate, on the basis that:
 - at 1469, the number of valid signatories was only just shy of the threshold of 1500;
 - there had been a lot of noise around the issue of car parking charges and it was important to demonstrate that the voices of local people were being listened to;
 - it was possible that some of the signatories that had been discounted on the grounds that a postcode was missing or incomplete might nevertheless work or study in the district and therefore been eligible to sign the petition;
 - given that visitors to Sidmouth were affected by car parking charges, it was argued that they should legitimately be able to sign the petition and not be discounted.
- Other members expressed support for the position taken by the Monitoring Officer in response to the petition, given that:
 - The Monitoring Officer had taken a pragmatic view and erred on the side of generosity in considering the petition; he had done his due diligence in accordance with the rules in place at the time the petition was submitted;
 - It was important that the threshold of 1500 was adhered to because to let some petitions through and not others could leave the Monitoring Officer open to allegations of bias. Parliament also have clear thresholds concerning petitions and the Council should follow the example. If Members want to move the threshold for Council debate, then this should be done by changing the policy.
 - The Council is answerable to its tax payers including those who have businesses in East Devon, which is why only people who live, work or study in East Devon are able to contribute to East Devon petitions. To extend petitions beyond the boundaries of the district would dilute democracy for the people of East Devon.
 - The onus is on the organiser of the petition to ensure that signatories live, work or study in East Devon, and that they supply their full postcode for the purposes of verification; the petition concerning car parking had contained some signatories with only partial postcode, and some signatories that had been discounted were from elsewhere in the country, and overseas.
- Some members indicated that the Council should have its own platform for electronic petitions, with a field directing signatories to input their postcode. It was suggested that the data could be cross-referenced against the electoral roll, for the purposes of verification; a counterview was offered that this would not be appropriate since not everyone eligible to sign a petition would be on the electoral register.
- Other members suggested it was important the Council accepts paper petitions, in the interests of equal opportunities and ensuring the system was accessible to all.
- It was important to promote awareness among the people of East Devon of the ways that they can make their voices heard including by means of petition or public speaking at meetings.

In a vote of Committee members, the following recommendations were made.

RECOMMENDED to Cabinet

- To consider a petition platform within the Council's website.
- To publicise the council's petition scheme via the Council's weekly press release.

The following statement had been submitted in advance of the meeting by a member of the public, Mr Richard Eley, by email to Scrutiny Committee members; the Chair asked that the statement be set out in full in the meeting minutes. It was highlighted that the statement has not been seen by the Monitoring Officer, nor discussed by the Committee, and may contain claims that are incorrect.

Sidmouth Chamber of Commerce is referenced in tomorrow's agenda with regard to car parks and our petition on that subject. We don't have anyone available to appear at the zoom meeting.

However, we would like to comment briefly as follows:

We are described as 'accepting' the ruling that the petition was rejected, but in fact this is not the case. On the contrary we were disappointed and perplexed by the decision, and said so very clearly.

The petition was submitted to three senior Cabinet members and they apparently decided that it would not be allowed to go forward.

We were perturbed by the explanation for disqualifying the petition. The reason given was that the petition sought to change a decision that had already been taken. This seems odd, and we doubt this is acceptable under the current rules.

The decision to double car park charges in most seaside car parks was a big departure from normal practice: no consultation was undertaken, no benchmarking or comparisons were provided, and no schedule of the proposed charges was presented to Full Council. A lot of misinformation emanated from the District Council.

As we have said in the past: bad procedure leads to bad policy. As we all know, regardless of whether it turns out to be a good decision or not, it was handled and presented very badly.

We note that no recent petition has made it through the byzantine and obstructive system that currently operates at EDDC. This is perhaps indicative of something more serious which we would urge the Scrutiny to consider: why does our District Council often seem hostile to the people it represents - the residents of East Devon?

We would respectfully encourage a more conciliatory, kinder, outward-facing approach, and we think there would be big benefits in efficiency, performance and general wellbeing at EDDC if this was introduced.

The decision, to disqualify the petition because a council decision had been already taken, is invalid and should be corrected and withdrawn. But this will achieve little, unless it is accompanied by a sea change in the wider way in which EDDC interfaces with East Devon residents.

We are well aware that our petition was unlikely to change minds at senior level within the Council, but we did think it was important that the overwhelming public opposition to the car park price hike should be made clear to members. We have probably achieved this, regardless of the shabby treatment that the petition received.

8 **Forward Plan**

The Committee considered a proposal form received from Cllr Mike Allen concerning economic development and employment quality in rural and coastal areas. In

discussion, it was clarified that the proposal comprised two issues; the first being a strategic review of policy formulation and the second being a procedural matter about how people can put alternative strategic policies forward. These would be added to the Forward Plan as two separate items for scoping.

Discussion of the Forward Plan included the following:

- Members felt that it was not appropriate for meetings of the Scrutiny Committee to be cancelled or postponed.
- The Committee expected to meet with Portfolio Holders as a critical friend and to hold them to account.
- Some Members expressed disappointment that a further meeting with South West Water (SWW) would not take place until 8th September, given that sewage discharges are a live issue, and asked that the Committee seeks to bring the meetings forward. Others indicated that it was more important that the Committee is fully informed and that there is time for SWW to prepare good quality reports. The Chair clarified that the Committee should expect to meet with SWW on or before 8th September.
- Some Members were concerned that the use of scoping forms together with the wait for an officer report and subsequent debate is a convoluted process and not an effective way of getting important items onto the Committee's agenda quickly enough. One Member felt it was inappropriate for individual Members to specify on the form what the outcome should be. The Chair expressed it was important to have crisp objectives to ensure good use of officer time, and indicated that he would undertake to look into the process and suggest improvements.

9 **Update on outcomes of EELGA Learning Review**

The Monitoring Officer introduced a report which provided an update on actions arising from Personnel Committee's consideration of the East of England Learning Review.

Members discussed the report at length, and wanted the minutes to reflect the Committee's views that the leaking of the Part B report was abhorrent. Members noted the progress being made on the recommendations from the Personnel Committee but felt that no further recommendations were required.

Attendance List

Councillors present:

M Allen (Chair)
V Ranger (Vice-Chair)
J Bailey
J Bonetta
A Bruce
M Chapman
C Gardner
S Hawkins
J Kemp
D Key
H Parr
E Rylance
J Whibley
T Woodward

Councillors also present (for some or all the meeting)

M Armstrong
P Arnott
F Caygill
P Faithfull
M Hartnell
B Ingham
G Jung
R Lawrence
D Ledger
J Loudoun
P Millar
A Moulding
M Rixson
J Rowland
P Skinner
I Thomas
T Wright

Officers in attendance:

Henry Gordon Lennox, Strategic Lead Governance and Licensing (and Monitoring Officer)

Rebecca Heal, Solicitor

Andrew Hopkins, Communications Consultant

Susan Howl, Democratic Services Manager

Sarah James, Democratic Services Officer

Anita Williams, Principal Solicitor (and Deputy Monitoring Officer)

Councillor apologies:

O Davey

Chair:

Date:

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

Housing Review Board on 16 June 2022

Minute 10 Integrated Asset Management Contract

1. notes the update on the delivery of the Integrated Asset Management Contract; and
2. recommends to Cabinet that the updated action plan is adopted, as set out in the report, to address ongoing performance concerns that relate to the Integrated Asset Management Contract.

Minute 12 Finance report

that the Housing Review Board note the Housing Revenue Account and Housing Capital Finance 2021/22 year end outturn report is noted, and the recommend that the reserve recommendations are approved by Cabinet.

Minute 15 Additional Post – Data Officer (Property & Asset)

1. that the Housing Review Board recommends to Cabinet the creation of the additional post of Housing Data Analyst to provide accurate validated data in relation to a variety of work undertaken by the Property and Asset team;
2. that the Housing Review Board recommends to Cabinet to recommend to Council the additional budget of £40,000 to provide the post of Housing Data Analyst for the Property and Asset team.

Minute 16 Use of external consultants

that the Housing Review Board recommends to Cabinet the use of existing budget to employ external consultants to support the Property and Asset Team to deliver planned works as required to ensure our housing stock remains safe, compliant and that our tenants can feel safe in their homes.

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Housing Review Board held at online via Zoom on 16 June 2022

Attendance list at end of document

The meeting started at 10.00 am and ended at 12.30 pm

1 Appointment of Chair for the meeting

In the absence of the Chair, Councillor Sarah Chamberlain, the Board were asked to appoint a Chair for the meeting. With agreement of the Board, tenant representative Sue Saunders was appointed Chair for the meeting.

2 Public speaking

Co-opted tenant member of the Board, Steve Beer expressed his shock and sadness on the recent passing of Peter Sullivan and requested that a letter of condolence and appreciation of Peter's work be sent to his wife. Sue Saunders updated the Board that Peter's wife had requested that two rose trees be planted outside their home in his memory. An article would be included in the next Housing Matters magazine recognising Peter's work. The Housing Service Lead informed that Board that she had spoken to Mrs Sullivan and put some wording forward on behalf of the Council and would be attending Peter's funeral on 24 June, along with other EDDC representatives.

Co-opted tenant member Steve Beer also requested that expressing declarations of interest be made easier for tenants. In response to this he was advised that the Council had recently adopted a new code of conduct which all members of the HRB were bound by. Mr Beer was reassured that Legal and Democratic Services were available to provide guidance.

Councillor Dan Ledger, Portfolio Holder for Sustainable Homes and Communities gave his thanks to Councillor Megan Armstrong for the fantastic work she had done over the years whilst she was in the role as Portfolio Holder. It was suggested that an article be included in Housing Matters.

3 Appointment of Vice Chair

In the absence of the Chair the Board agreed to appoint a Vice Chair for the current meeting only. It was agreed that Councillor Brenda Taylor be appointed Vice Chair for the meeting.

4 Minutes of the previous meeting

The minutes of the previous meeting held on 7 April 2022 were received and accepted.

5 Declarations of interest

No interests were declared.

6 Matters of urgency

There were no matters of urgency.

7 **Confidential/exempt item(s)**

There were no confidential/exempt items.

8 **Welcome to 3 new Housing Review Board members**

The Chair introduced and welcomed three newly co-opted members to the Housing Review Board; independent community representatives Sara Clarke and Rob Robinson, and tenant/leaseholder representative Sue Dawson (who had given her apologies for the meeting).

She also gave the Board the sad news that Peter Sullivan passed away on 27 May. Peter had made an outstanding contribution to the housing service. In terms of the Housing Review Board, Peter was elected on to the district council in May 2011 and served on the Board from 2011-14. Following this Peter was co-opted onto the Housing Review Board as a tenant representative in 2017 and was vice chair of the Board from 2018, until he stood down in January of this year due to ill health. The Board agreed that Peter would be sadly missed.

9 **Housing Review Board forward plan**

The Housing Service Lead presented the forward plan and advised members that the forward plan acted as a reminder of agenda items to come forward to future meetings. Members were reminded that they could add further issues to the next forward plan by informing either herself or the Democratic Services Officer.

During the meeting it was noted that the following items were intended to be brought to the September Board meeting:

- Garage sites suitable for development.
- Review of Resident Involvement Strategy
- Review of downsizing.

It was also noted that in preparing for the Social Housing White Paper the service was undertaking an intensive self-assessment exercise.

A request was made to add the stock condition survey to the forward plan and this was endorsed by the Board.

10 **Integrated Asset Management Contract**

The Housing Service Lead updated the Board on the delivery of the Integrated Asset Management contract, as part of a regular update to the Board as well as a direct response to ongoing concerns raised regarding the delivery of some key functions of the contract. She reported the drive and focus had been on specific areas of concern. As a result the action plan had been revised and was included with the agenda papers for the Board's information. The tenant repairs review group would monitor the action plan going forward. A focus session had been held in which members of the HRB had been invited to for a face to face meeting. Representatives from Ian Williams had also attended the meeting of the Housing Review Board.

The Housing Service Lead drew the Board's attention to the key performance indicators (KPIs) included in the report and the fluctuations. In terms of responsive repairs, since January, six of the nine KPIs were moving in a better direction. The complaint KPIs had improved slightly. An area of concern was reactive repairs - overdue jobs. This was a key area that was driving dissatisfaction with the service.

Voids were another main area to focus on. The void fluctuations showed a worsening performance and work was focussing on this area. The situation with Ian Williams was mainly due to labour shortages which had contributed towards a backlog of work. The voids were also larger and typically requiring more work than originally anticipated in the contract, and a realistic price review was needed, as well as a review of void standards. The void costs were driven by the type of properties and the condition they were returned in. There had also been problems clearing previous debt left on meters which had caused a delay, but officers were in discussions with a third party provider (TSM) debt clearing service to resolve this. The intention was to start a trial of this service from 1 July 2022. It was noted that pre-void inspections were useful in identifying issues that might impact on void times. The Housing Service Lead reported that this was something that had always been done, but the Covid-19 pandemic had prevented this and she was absolutely committed to reviewing the process to ensure that it was put back in place.

The customer satisfaction KPIs were good and also provided helpful feedback data. Officers continued to drive forward the importance of the need for contractors to leave paper surveys in tenants' homes. The areas for improvement were all captured in an updated action plan that accompanied the report.

Overall the Housing Service Lead reported that there were encouraging signs that recent focus and interventions were paying off, but there was still a lot of work to be done to continue to drive improved performance. It was noted that the Housing Service's own staffing issues remained of concern. In light of this the Portfolio Holder – Sustainable Homes and Communities requested that the Property and Asset Manager not report at the next meeting of the Housing Review Board to allow him and his team to focus on delivering the day to day work of the service. This work would be kept under review by the Housing Service Lead, the Strategic Lead – Housing, Health and Environment and the Portfolio Holder – Sustainable Homes and Communities.

RECOMMENDED: that the Housing Review Board:

1. notes the update on the delivery of the Integrated Asset Management Contract; and
2. recommends to Cabinet that the updated action plan is adopted, as set out in the report, to address ongoing performance concerns that relate to the Integrated Asset Management Contract.

11 **Climate change update**

The HRB considered the report of the Senior Technical Officer (Asset Management and Climate Change) which provided information on retro-fit renewable measures and delivery to date, approach and current programmes, successful funding applications and continued delivery and bid planning for the future.

In 2020 EDDC was successful in bidding on a grant funding initiative for the installation of air source heat pump heating systems to 100 properties (this was delivered to 140 properties). The programme was further enhanced with other improvements, listed in the report. The enhanced element of the project was self-funded by EDDC.

In February 2022 EDDC was again successful in being awarded around £600,000 in funding through the Government's Social Housing Decarbonisation Fund, which was part of a £1.5m commitment for delivery of a retrofit programme for 2022/23. A fabric first approach would be taken to delivery, focussing on external component upgrades and improved insulation measures to 50 properties having the worst energy performance rating.

EDDC were looking at other funding mechanisms and a collaborative approach to securing grant funds. Officers were carefully tracking all opportunities that existed for climate change and tenant home improvement opportunities. The Council's ambition was to be net zero by 2040 and it was recognised that the housing stock was a huge contributor to the carbon footprint. The housing service had excellent links to EDDC's Climate Change Officer and were working really positively with the team. Climate change and carbon reduction improvements would also be delivered through the planned works delivered by Ian Williams.

In response to a question about window replacements it was reported that a programme of works was being compiled and rolled out for window replacements and that the stock condition survey would better inform future programmes on a whole range of improvements/replacements and help with funding bids. The Council was committed to investing in and upgrading all of its stock.

The Housing Review Board endorsed the progress being made by the housing service to deliver on climate change objectives as set out in the EDDC Climate Change Action Plan and the Housing Service Plan 2022-2023.

12 **Finance report**

The accountant's report provided the Housing Review Board with current draft financial outturn figures for the housing revenue account and housing capital program for the 2021/22 financial year. The report also considered the implications of any forthcoming regulatory changes.

Producing a Housing Revenue Account had been a statutory requirement for Councils who managed and owned their housing stock for some time, and therefore a key document for the Board to influence.

It was noted that the Housing Revenue Account (HRA) was in a healthy position. The 2021/22 outturn surplus was £2.192m (£1.226m above final budget). The proposal for the allocation of this outturn surplus was:

- An increase of £1m in the planned maintenance/stock condition survey reserve (increasing it to £4.375m) taken from:
 - The £0.794m underspend within major repairs.
 - The £0.205m underspend in required revenue contribution to capital.
- The residual £1.191m to be placed into the capital development fund for future acquisition/development and climate change aspirations.
- There would be no change to the HRA balance, keeping it at the £3.1m adopted level.

In terms of capital expenditure and associated funding the housing accountant summarised that:

- A total of 11 acquisitions were completed within the year. There had been 12 right to buy sales, reducing the stock level by one property over the year.
- The £1.623m remainder of the additional borrowing taken out in March 2020 had been utilised in part funding the 2021/22 capital expenditure.

- The FRA capital works continued in 2021/22 and were solely funded by the associated earmarked reserve.

The Board noted the year end reserve levels which were contained in the report.

During Board discussion the following points were raised:

- There was an additional £1m in the planned maintenance reserve for the stock condition survey and catch up costs. There was also the option of borrowing for capital works that came out of this.
- £3.6m had been set aside for climate change acquisitions and it was also possible to borrow for this capital development.
- The Housing Task Force were looking at a huge variety of sites, both HRA owned and on the private market, to meet demand and the high priority ambition of the Council to increase its levels of housing stock. The Housing Task Force would be reporting progress to a future meeting of the HRB.

RECOMMENDED: that the Housing Review Board note the Housing Revenue Account and Housing Capital Finance 2021/22 year end outturn report is noted, and the recommend that the reserve recommendations are approved by Cabinet.

13 **Tenant satisfaction survey**

The Information and Analysis Officer's report explained that having information on tenant satisfaction was crucial to how the housing service was planned and monitored. Having accurate and up to date information on what tenants thought about the service enabled it to see how it was performing, and more importantly to ensure that informed decisions were made about how the service was shaped and planned for the future.

The last tenant satisfaction survey was carried out in 2020 and it was felt that it was timely to carry out another one. It was hoped to collect satisfaction data for all areas of the housing service and officers would also like to ask some additional questions around the cost of living as it was important to think and plan proactively on how best to support tenants who were affected by the current cost of living crisis. The Information and Analysis Officer also committed to ensuring that tenants have input in the creation of the survey in order to assist in what questions we asked and how they were asked. This will also be valuable in order to help us try and achieve good levels of engagement.

In response to a question about why tenants were leaving properties, the Information and Analysis Officer agreed to pass this information on. It was noted that information was also available on the number of voids in the quarterly housing performance indicator report.

The Board endorsed the housing service carrying out a housing satisfaction survey, within the existing budget of £5,000.

14 **Community Development: Food support**

The Board received and noted an update on the vital work being done by the Community Development team to address food poverty across the district.

Before the Covid-19 pandemic the Community Development team had been working with FareShare Southwest to set up a local food hub to support existing food providers and fill gaps. During the pandemic the team mapped what was already in the district and identified gaps and overlaps, before starting something new. The report outlined all the

work undertaken and support provided from June 2020 until August 2021 when EastDevon Food Partnership deliveries finally started. The report gave some case studies and also explained how this food support fitted in with the EDDC Poverty Reduction Strategy, which included:

- Maximising incomes.
- Strengthening families and communities.
- Promoting an inclusive economy.
- Improving health.

The Strategic Lead – Housing, Health and Environment stated that the Community Development team were the unsung heroes in housing. The food support initiative had helped so many people during a really difficult time. Having robust processes to support food poverty in place was great going forward during the cost of living crisis. It was noted that supermarket food donations were becoming harder to source and that the systems were working differently. However due to the links the Community Development team had created meant that the local hubs were doing ok and excess food was still being shared. It was also highlighted that the Community Development team were linking in closely with other areas of housing to ensure a one team approach was delivered. The Housing Service Lead pointed out the two case studies in the report that indicated the additional help that was being accessed by people coming forward for help with food.

15 **Additional post - Data Officer (Property and Asset)**

The Property and Asset Manager's report asked the Board to note the request for an additional post of Housing Data Analyst to provide accurate validated data in relation to the variety of work undertaken by the Property and Asset team to ensure the housing stock remained safe, compliant and that tenants could also feel safe in their homes. Accurate validated data was an important tool in the delivery of property and asset/asset management and would also assist in achieving value for money from contracts. It was noted that at present there was insufficient capacity within the Property and Asset team to take on this role.

RECOMMENDED: that the Housing Review Board:

1. recommends to Cabinet the creation of the additional post of Housing Data Analyst to provide accurate validated data in relation to a variety of work undertaken by the Property and Asset team;
2. recommends to Cabinet to recommend to Council the additional budget of £40,000 to provide the post of Housing Data Analyst for the Property and Asset team.

16 **Use of external consultants**

The Property and Asset Manager's report requested that the HRB accept the recommendation to engage specialist/external consultants to support the delivery of key services/projects. The housing Property and Asset team was currently under resourced. The engagement of a specialist would assist in the delivery of key projects and essential services to ensure that the housing stock remained safe, compliant and that the tenants could feel safe in their homes.

The Property and Asset team was currently very short staffed, with 14 vacancies, many of which were technical/surveyor posts. Recruitment remained a real challenge and at

this point the recruitment journey was unknown. Although the preference was to self-deliver the housing services' own projects, this was not possible due to the lack of resource in the team. In light of the ongoing recruitment issues where was a need to explore other options in order to deliver the asset management service. At present there was very little other option than to use external consultants in the delivery of the service.

In order to maintain service and deliver on targets it was proposed to use specialist external consultancy support. It was also likely that external consultant support would be required to delivery programmes of work arising from the stock condition survey. The Housing Service Lead reported that the procurement frameworks already set up were excellent, the turn-around in terms of being able to get on with jobs was very quick, and she had great confidence in these groups. There was a lot of due diligence in relation to the procurement groups and the pricing and awards methods were entirely transparent and widely used by neighbouring authorities.

RECOMMENDED: that the Housing Review Board recommends to Cabinet the use of existing budget to employ external consultants to support the Property and Asset Team to deliver planned works as required to ensure our housing stock remains safe, compliant and that our tenants can feel safe in their homes.

17 **Q4 2021-22 Housing performance indicator report**

The Board noted the housing performance indicator report for quarter 4 2021/22 which detailed selected indicators measuring performance across the housing service. It was noted that this included figures for the number of evictions and void properties.

Attendance List

Board members present:

Sara Clarke, Independent Community Representative
Rob Robinson, Independent Community Representative
Stephen Beer, Tenant
Sue Saunders, Tenant (Chair for the meeting)
Councillor Brenda Taylor (Vice Chair for the meeting)

Councillors also present (for some or all the meeting)

M Armstrong
P Arnott
P Faithfull
M Howe
D Ledger
M Rixson
E Wragg

Officers in attendance:

Sophie Davies, Housing Business and Customer Improvement Manager
Graham Baker, Property and Asset Manager
Natalie Brown, Information and Analysis Officer (Housing)
Amy Gilbert-Jeans, Service Lead Housing
John Golding, Strategic Lead Housing, Health and Environment
Rebecca Heal, Solicitor
Paul Lees, Senior Technical Officer (Asset Management & Climate Change)

Debbie Meakin, Democratic Services Officer
Andrew Mitchell, Housing Solutions Manager
Victoria Robinson, Community Development Officer
Alethea Thompson, Democratic Services Officer
Rob Ward, Accountant
Anita Williams, Principal Solicitor (and Deputy Monitoring Officer)
Darren Hicks, Housing Allocations Manager
Yusef Masih, Interim Housing Services Manager
Michelle Williams, Housing Service PA
Kate Green – Ian Williams Ltd
Arron Kelly – Ian Williams Ltd

Councillor apologies:

Sue Dawson, Tenant
Cat Summers, Tenant
Councillor Ian Hall
Councillor Helen Parr
Cindy Collier, Tenant
Councillor Geoff Pook
Councillor Sarah Chamberlain

Chairman

Date:

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

Asset Management Forum 21st June 2022

Minute 6 Asset Management Plan for General Fund Assets

That Officers in consultation with the Portfolio Holder for Economy & Assets along with SMT:

- a) Develop the 3 protocols:
 - Investment / Capital programme Protocol
 - Disposal & Acquisition Protocol
 - Property Commercialism 'Let Property' Protocol
- b) Develop the Action Plan to sit within and be the core part of the Asset Management Plan

Before then bringing a draft Asset Management Plan to the Asset Management Forum seeking a recommendation for adoption to Cabinet.

Minute 7 Land to the South of Redgates, Salterton Road, Exmouth

- a) To delegate authority to the Strategic Lead - Governance and Licencing, the Strategic Lead – Finance and the Service Lead – Place, Assets & Commercialisation in consultation with Portfolio Holder for Economy & Assets to consider the opportunity for East Devon District Council to accept the transfer at 'nil consideration' of the freehold of the land (with the potential to develop 4 no. commercial units) as part of the Developer's Planning obligation by Unilateral Undertaking under section 106 of the Town and Country Planning Act 1990 relating to Land to the South of Redgates, Salterton Road, Exmouth.
- b) To delegate authority to the Strategic Lead - Governance and Licencing, the Strategic Lead – Finance and the Service Lead – Place, Assets & Commercialisation in consultation with Portfolio Holder for Economy & Assets to complete the acquisition if a decision is made to progress.
- c) If acquired, to lease these units out on a commercial basis.
- d) A further report to Cabinet with onward recommendation to Council to approve a fit out budget for the units to enable their letting.

Minute 8 Update on Community Asset Transfer Procedure

That Cabinet adopts the Policy.

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Asset Management Forum held online via zoom on 21 June 2022

Attendance list at end of document

The meeting started at 9.40 am and ended at 11.20 am

1 Public speaking

There were no members of the public registered to speak.

2 Notes from the previous meeting held on 5 January 2022

With regard to minute 70, it was noted that the meeting to discuss procurement and materials discounts from builders merchants had not yet taken place. The meeting would be held during July.

The notes of the previous meeting held on 5 January 2022 were agreed.

3 Declarations of interest

Minute 6. Asset Management Plan for General Fund Assets.

Councillor Paul Hayward, Affects Non-registerable Interest, Works for Axminster Town Council.

Minute 8. Update on Community Asset Transfer Procedure.

Councillor Paul Hayward, Affects Non-registerable Interest, Works for Axminster Town Council.

Minute 9. Place and Prosperity Team update.

Councillor Marianne Rixson, Affects Non-registerable Interest, Member of Sidmouth Town Council and resident of Sid Valley.

Minute 9. Place and Prosperity Team update.

Councillor Paul Hayward, Affects Non-registerable Interest, Works for Axminster Town Council.

Minute 10. Estates Team update.

Councillor Marianne Rixson, Affects Non-registerable Interest, Member of Sidmouth Town Council and resident of Sid Valley.

Minute 10. Estates Team update.

Councillor Paul Hayward, Affects Non-registerable Interest, Works for Axminster Town Council.

4 Matters of urgency

None.

5 Confidential/exempt item(s)

None.

6 **Asset Management Plan for General Fund Assets**

The report before the Forum outlined the requirement to develop a new General Fund Asset Management Plan (AMP) in light of the new Council Plan in place and a number of emerging corporate strategies. Other factors needed to be taken into account in a new plan, including:

- Climate change declaration
- Increasing financial pressures
- Improved intelligence and data of the asset portfolio

The Forum were asked to consider the principles of the Plan and asked to recommend to Cabinet that the relevant officers work with the Portfolio Holder for Economy and Assets in developing the three core protocols, and the action plan, for further consideration by the Forum.

The Service Lead Place, Assets & Commercialisation highlighted the three key themes of:

- Proactive asset management
- Investment and capital programme
- Supporting wider objectives

Discussion and questions included the following points:

- The AMP covers all general fund assets including car parks.
- The financial and non-financial performance of assets is recognised in the disposal and acquisition protocol as poorly performing assets may have a hidden benefit for the future.
- Council owned housing stock is managed under a separate management plan and not included in the AMP.

Recommendation to Cabinet

That Officers in consultation with the Portfolio Holder for Economy & Assets along with SMT:

- a) Develop the 3 protocols:
 - Investment / Capital programme Protocol
 - Disposal & Acquisition Protocol
 - Property Commercialism 'Let Property' Protocol
- b) Develop the Action Plan to sit within and be the core part of the Asset Management Plan

Before then bringing a draft Asset Management Plan to the Asset Management Forum seeking a recommendation for adoption to Cabinet.

7 **Land to the South of Redgates, Salterton Road, Exmouth**

The report before the Forum set out an opportunity for the Council to accept the transfer at 'nil consideration' of the freehold of land to the south of Redgates, Salterton Road in Exmouth. The development could yield 4 commercial units as part of the developer's planning obligation by unilateral undertaking under Section 106 of the Town and Country Planning Act 1990.

The report was seeking a recommendation to Cabinet to delegate authority to accept the transfer, and complete the acquisition if Cabinet agrees. If so, the units would be let out on a commercial basis, and a further report would be provided to Cabinet in regards to costs for refitting prior to let.

The Project Manager Place and Prosperity (Exmouth) introduced the report. Discussion and questions included the following points:

- The management charge, which would cover the whole site including the road, would be paid to McCarthy & Stone and would be recoverable through a recharge to the tenants.
- Full planning consent for the site has been granted and the site designated for light industrial use.
- Regarding the budget for fitting out, due diligence is still to be undertaken and all costs would need to be brought back to Cabinet and full Council.

Recommendation to Cabinet

That AMF recommend to Cabinet:

- a) To delegate authority to the Strategic Lead - Governance and Licencing, the Strategic Lead – Finance and the Service Lead – Place, Assets & Commercialisation in consultation with Portfolio Holder for Economy & Assets to consider the opportunity for East Devon District Council to accept the transfer at 'nil consideration' of the freehold of the land (with the potential to develop 4 no. commercial units) as part of the Developer's Planning obligation by Unilateral Undertaking under section 106 of the Town and Country Planning Act 1990 relating to Land to the South of Redgates, Salterton Road, Exmouth.
- b) To delegate authority to the Strategic Lead - Governance and Licencing, the Strategic Lead – Finance and the Service Lead – Place, Assets & Commercialisation in consultation with Portfolio Holder for Economy & Assets to complete the acquisition if a decision is made to progress.
- c) If acquired, to lease these units out on a commercial basis.
- d) A further report to Cabinet with onward recommendation to Council to approve a fit out budget for the units to enable their letting.

8 Update on Community Asset Transfer Procedure

The Forum were provided with an update on the Community Asset Transfer procedure, following advice from the Strategic Lead (Governance and Licensing).

The following changes had been made to the procedure:

- Reference to the latest Council Plan
- Clarification of the decision making process at the Expression of Interest stage and Full Business Case stage;
- The 'in principle' decision to transfer being taken by Cabinet, or where appropriate, Council;
- The 'in principle' decision to transfer delegating responsibility for agreeing detailed terms of transfer to the Service Lead – Place, Assets & Commercialisation, in consultation with the Portfolio Holder for Economy and Assets and any other Portfolio Holder as required;
- Updated Expression of Interest form to include reference to GDPR;
- Updated Procedure Diagram to reflect the changes in the decision making process.

A report recommending the approval of the procedure will be considered by Cabinet, as this follows the recommendation by the Forum on 27 July 2021, that the Service Lead – Place, Assets & Commercialisation prepares a report for Cabinet recommending the draft Community Asset Transfer Procedure be adopted.

The Forum noted the revisions to the draft Community Asset Transfer Procedure.

Recommendation to Cabinet

That Cabinet adopts the Policy.

9 **Place and Prosperity Team update**

The Forum received a comprehensive update on the work of the Place and Prosperity Team on their current projects, including:

- RHSSF & Welcome Back Fund
- Hayne Lane, Honiton
- Beer Pilot Project
- Seaton Jurassic
- Jacobs Ladder Beach Huts, Sidmouth
- Drill Hall, Sidmouth
- Axe Valley Levelling Up funding bid
- Seaton Moridunum
- Websters Garage Site, Axminster
- Devon Place Urban Renewal Project.

Discussion and questions on the report included the following points:

- The Project Manager, Place and Prosperity, would be meeting with the Chief Executive to discuss further contact with the Cadets in order to move the Drill Hall, Sidmouth project forward.
- Market research for the Jacobs Ladder beach huts, Sidmouth had been undertaken due to the technical challenges of the site. At this stage the design was not known but Members' views on the design would be sought at the appropriate stage.
- An update on the defects at Seaton Jurassic was provided and a further report currently intended to Cabinet in September would set out the options for the future. A short term offer had been received but it had not been possible to move forward due to the nature of the offer.
- It was noted that the Seaton Moridunum project had been discussed and agreed at the Cabinet meeting in May and this would now be included in the Axe Valley Levelling Up Funding Bid.
- The most pressing issue regarding the Drill Hall, Sidmouth is the signing of the Deed of Covenant. Various options are being considered, including the involvement of the MP.

The Forum agreed to note the update report.

10 **Estates Team update**

The Forum received an update on the work of the Estates Team, which included the completion of the annual asset valuation. This covered circa 180 assets with a combined value of approximately £70m for inclusion in the Council's Statement of Accounts.

The Senior Estates Surveyor advised that two new members of staff had been recruited.

With regard to the installation of EV charging points, it was noted that some delays have been due to supply chain issues. All sites are affected by issues with supply from Western Power. Works on the first sites, Ham East, Sidmouth and Imperial Road, Exmouth are due to start late summer. It was suggested that the Council considers installing photovoltaic panels in car parks in order to generate its own power.

The Forum agreed to note the update report.

11 **Progress of Placemaking in Exmouth**

The Forum received a comprehensive update on the projects specifically related to Exmouth, covering:

- Exmouth Queen's Drive Delivery Group work, including a workshop being held in April on the themes and characteristics of successful placemaking in Exmouth;
- Queen's Drive Space;
- Bids for funding;
- Local Development Plan.

It was noted that the Exmouth Queen's Drive Delivery Group has been renamed and is now the Placemaking in Exmouth Town and Seafront Group. A consultation exercise is now underway and feedback to date has been positive.

The Forum agreed to note the update report.

12 **Property & FM Update**

The update report summarised the recent activities and planned work by the Property and FM Team. It included a summary of the planned preventative maintenance and compliance works undertaken between January and May 2022, and works planned for June – August 2022.

In response to a question, the Principal Building Surveyor advised that there is no issue with obtaining external contractors as planned maintenance work is tendered well ahead. There are issues, however, with new capital works. Compliance and reactive work is mainly undertaken by small local contractors with whom the Council has built up a good relationship over many years.

With regard to Exmouth Pavilion, it was noted that current work is directed to ensuring that the building is safe and remains open.

The Forum agreed to note the update report

Attendance List

Councillors present:

P Hayward (Chair)

G Pratt

E Rylance

Councillors also present (for some or all the meeting)

P Faithfull

N Hookway

D Ledger

M Rixson

Officers in attendance:

Tim Child, Service Lead - Place, Assets & Commercialisation

Simon Davey, Strategic Lead Finance

Henry Gordon Lennox, Strategic Lead Governance and Licensing (and Monitoring Officer)

Rob Harrison, Senior Estates Surveyor

Alison Hayward, Project Manager Place & Prosperity

Gerry Mills, Project Manager Place & Prosperity (Exmouth)
Jorge Pineda-Langford, Principal Building Surveyor, Property & FM
Sarah James, Democratic Services Officer
Sarah Jenkins, Democratic Services Officer

Councillor apologies:

P Arnott
J Rowland

Chair

Date:

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

Arts and Culture Forum 15 June 2022

Minute 2 Appointment of Vice Chair

RECOMMENDED by the Arts and Culture Forum:

that the recommendation that Councillor Nick Hookway be appointed Vice Chair of the Board for the remainder of the civic year be passed for approval.

Minute 5 East Devon Culture 2022-2031

RECOMMENDED that the Arts and Culture Forum recommend that Cabinet:

1. Notes the significance of culture to the District and the importance of supporting recovery from the impact of the pandemic.
2. Endorses the Culture Strategy 2022-31 to reflect the new ambitions and opportunities to expand the arts and cultural offer of East Devon with a view that it supersedes the Culture Strategy 2017-21.

Minute 7 Resourcing the Culture Strategy

RECOMMENDED that the Arts and Culture Forum recommend that Cabinet endorses the Culture Strategy's proposal to provide additional resources to support the delivery of the Strategy's Action Plan and that Cabinet recommend to Council the funding for a Cultural Producer role.

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Arts and Culture Forum held at online via Zoom on 15 June 2022

Attendance list at end of document

The meeting started at 2.00 pm and ended at 3.30 pm

1 Public speaking

There were no members of the public wishing to speak.

2 Appointment of Vice Chair

RECOMMENDED: that the recommendation that Councillor Nick Hookway be appointed Vice Chair of the Arts and Culture East Devon Network be passed for approval.

3 Minutes of the previous meeting

The minutes of the previous meeting held on 20 January 2022 were agreed.

4 Declarations of interest

EDDC Forum Members

Cllr Whibley – Item 7 – Affects NRI – Member of Exmouth Town Council

Cllr Davey – Item 7 – Affects NRI – Member of Exmouth Town Council

Cllr De Saram – Item 7 – Affects NRI – Member of Exmouth Town Council

Cllr Arnott – Item 7 – Affects NRI – Member of Colyton Parish Council

Cllr Rixson – Item 7 – Affects NRI – Member of Sidmouth Town Council

Cllr Faithfull – Item 7 – Affects NRI – Member of Ottery St Mary Town Council

Non-EDDC Forum Members

Cllr Johns – Personal interest – Works at SW Academy of Applied & Fine Arts based at Kennaway House, and the SW Academy of Applied & Fine Arts charity does work alongside the Thelma Hulbert Gallery.

Cllr Brown – Personal interest - Member of Honiton Town Council, Honiton Town Council representative and Director of the Honiton Community Complex known as The Beehive.

Cllr Burrough – Personal interest - Member of Axminster Town Council, volunteers with Light Up Axminster, Rotary Member, runs the Yarty Party Festival.

Cllr Steven – Personal interest - Member of Seaton Town Council.

Cllr Farrow – Personal interest - Member of Axminster Town Council.

5 East Devon Culture Strategy 2022-2031

The Country and Leisure Service Lead's report provided the final draft of a Culture Strategy and Action Plan for East Devon for the future development and enhancement of the Council's ambitions for cultural development. The Culture Strategy was a ten year statement of intent that sought to build on the existing work of the Council focussed mainly around the Thelma Hulbert Gallery (THG), as a cultural hub and the Arts & Culture Forum through a more cohesive and strategic approach to arts and culture and also sought to add capacity and resource into meeting these ambitions.

The Strategy clearly identified the need for additional resource to enable delivery on the many actions identified and recommended the appointment of a Cultural Producer role. The Cultural Producer would sit within the THG team and be focussed on developing funding applications to the Arts Council and Cultural Development Fund as well as developing new cultural partnerships, projects and activities with East Devon's artist and cultural community.

The Countryside and Leisure Service Lead's report also recognised how an enhanced cultural programme could help to support and link into the District's distinctive cultural tourism offer through better promotion and marketing of the Council's work on the emerging Tourism Strategy. This was linked directly to the social and economic recovery of the district. The Culture Strategy also through its five themes encompassed *what* it wants to achieve and three themes related to *how* it would deliver making it an effective strategy. There were also a developed set of objectives and actions within the Strategy to enable implementation.

The Culture Strategy presented an opportunity to place culture at the heart of the Council's recovery planning (both economically and socially) and along with the planned Leisure and Tourism Strategies provided the strategic decision making framework for these areas in the Council Plan.

The Chair introduced and welcomed Hollie Smith-Charles, lead consultant FEI, to the meeting and she presented the draft culture strategy to the Forum. FEI had been appointed by EDDC to develop a shared 10-year vision for culture in East Devon, with a cultural strategy that set out goals, principles and objectives that reflected local needs and ambitions, and a practical delivery plan. Evidence was gathered in February/March 2022 to help shape the strategy and included research, mapping and consultation, creating a SWOT (strengths, weaknesses, opportunities and threats) analysis. The strategy would be aligned with the new tourism strategy and reviewed by the EDDC Climate Change Officer.

The vision was for East Devon to be a vibrant cultural ecosystem whose distinctive communities and outstanding natural environment were enhance and enriched through creativity, curiosity and collaboration. The values underpinning the strategy were to be:

- Resilient.
- Collaborative.
- Diverse.
- Connected with nature.

The strategy had eight themes. The first five were 'what we would do, and the last three were 'how we will do it'. There was also a set of indicators to measure impact.

1. Strengthen and support the 'people that do': to support the unique, community led cultural organisations whose efforts enhanced the high quality of life and wellbeing in East Devon's towns and villages.
2. Protect and enhance the natural environment: to establish East Devon as an innovator and regional beacon of culture-led environmental protection, enhancement and activism.
3. Cultural tourism: to establish new cultural products, partnerships and promotional activity, to mutually benefit and grow the creative and visitor economies.
4. Creative enterprise and skills: to build inspiring talent development pathways for the current and next generation of East Devon creatives.
5. New places for culture: to ensure all East Devon residents, especially children and young people, could experience high quality culture and creativity in their local areas.
6. Connectivity: to support the sector to connect, work collectively, share best practice and lever investment through greater joint working.

7. Cultural leadership: to be ambitious and enable change by bringing together a diverse range of partners to drive forward and advocate for the Cultural Strategy and secure inward investment.
8. Capture value: to ensure continuous learning and improvement by monitoring and evaluating the change that creativity and culture has on people and place.

On behalf of those present the Chair thanked Hollie Smith-Charles for presenting a clear and easy to understand strategy.

RECOMMENDED: that the Arts and Culture Forum recommend that Cabinet:

1. Notes the significance of culture to the District and the importance of supporting recovery from the impact of the pandemic.
2. Endorses the Culture Strategy 2022-31 to reflect the new ambitions and opportunities to expand the arts and cultural offer of East Devon with a view that it supersedes the Culture Strategy 2017-21.

6 **Steering the development of the Culture Strategy**

The Service Lead – Countryside and Leisure thanked the Chair and the FEI Consultant for their support. He went on to outline the Cultural Strategy Steering Group terms of reference. The Steering Group was chaired by the Leader of EDDC and members were drawn from a wide group within and outside the Council. Membership included the Portfolio Holder for Leisure, Sport and Tourism and the Culture Champion, as well as representatives from the arts, museums, community engagement, Arts Council England, tourism, natural environment and economic development. It was hoped that the terms of reference would reassure members that due diligence was being adhered to. The Steering group had met twice to feedback on the evidence and emerging themes report and to take part in a visioning workshop, and to review the draft cultural strategy.

7 **Resourcing the Culture Strategy**

The Service Lead – Countryside and Leisure explained that the culture strategy had identified through its action plan a number of new activities with resourcing implications and outlined a number of funding avenues, as well as the need for discussions with Arts Council England:

1. Funding from the UK Shared Prosperity Fund: Focussing on theme 1 of the strategy, communities and places.
2. Cultural development fund.
3. EDDC budgets.

Subject to funding and Council approval, it was proposed that a new Cultural Producer role be created to take forward the action plans ambitions and act as a conduit and enabler between EDDC's various services, and also to seek out fundraising opportunities to help support the wider ambitions outlined in the action plan. The Cultural Producer post would be tasked with developing new cultural partnerships, developing funding bids, and taking responsibility for overseeing the monitoring and reviewing the progress in delivering the strategy.

The Cultural Producer would provide a central hub for advocacy, communications and development of the strategy, and would be situated within the Thelma Hulbert Gallery/ACED team who would support the post by utilising existing networks, resources and shared expertise in cultural engagement, marketing and programming. It was noted there was not capacity in the current THG team to take on the tasks required of this post.

The ACED network would be developed into a supportive, consultative resource, operating internally and externally, supporting fundraising, education and outreach, cultural tourism and partnership building.

Those present welcomed and agreed the need for a Cultural Producer to bring forward the ambitions of the culture strategy. It was crucial to unlock opportunities in other areas and to deliver the aims and visions of the strategy.

The Chair commented that going forward the terms of reference of the Arts and Culture would be reviewed to make it more of an active forum, with its pivotal role to play in implementing the new strategy.

RECOMMENDED: that the Arts and Culture recommends that Cabinet endorses the Culture Strategy's proposal to provide additional resources to support the delivery of the Strategy's Action Plan and that Cabinet recommend to Council the funding for a Cultural Producer role

8 **Arts and Culture East Devon update**

The Forum received a verbal update on the work of ACED and the role of the Thelma Hulbert Gallery (THG) from the Arts Development Manager. The THG operated on less than three full time members of staff. The cultural plan would underpin the THG's developing business plan and its next Arts Council application. The THG was utilised as the engine for EDDC's cultural offer and by positioning the Cultural Producer in the THG would be the most efficient way for the deliverable of the plan to be met.

The work of the THG was district wide, with public art commissions across the district. The Arts Development Manager outlined some of the THG highlights:

- Public Art Commissioning: Exmouth, Honiton, Clyst Valley
 - ACED
 - Exhibitions DAN at THG and Ocean, then Pollard
- Creative Cabin and Clyst Valley – collaboration with Simon Bates and *Roots for Routes* to expand the reach of the mobile creative space touring programme, Creative Cabin, into the Pinhoe, Broadclyst and Cranbrook communities.
 - Public Art commissions, Pinhoe, Honiton, Exmouth
- Secret Garden: part of Climate Conversations - This will be a space for reflection, creativity, engagement, sustainability; contributing to the nation's goal to become net zero by 2050. The appointed Garden Designer is Jenny Jones [ABOUT | Jenny Jones Gardens](#)
The aims were:
 - Greater sense of community, purpose and wellbeing.
 - Through the relationship with In In My Back Yard (Local East Devon Growers) provide enhanced access to local ethical food and knowledge about the availability of high welfare, organic, biodynamic and agro-ecological produce and plant-based diets.
 - Learning space for activities, events and workshops to profile artists and growers and support themes around the environment and sustainability.
 - Outdoor selling area for the craft shop and In My Back Yard (supporting local industry).
- Ingrid Pollard in Devon exhibition: 8 August 2022 – Ingrid Pollard had recently been selected for the Turner Prize. The Turner Prize exhibition at Tate Liverpool would run concurrently.
- 2023 exhibitions included:
 - Leonie Hampton: Seeds of Change: 11 January – 4 March
 - Paradise Found: Modern art in the Blackdown Hills, past and present: 18 March – 3 June.

- Corrina Wagner: University of Exeter: 17 June – 12 August.

The ACED (Arts & Culture East Devon) was network connecting the artistic communities of East Devon and providing a central platform to engage, network, promote and talk about arts and culture across the region. The THG and ACED were two separate entities, but complimented each other. The post of Cultural Producer was considered vital to take work forward and grow the ACED. At present there were three network meetings per year and two meetings of the Arts and Culture Forum.

Attendance List

EDDC Councillors present:

J Whibley (Chair)
O Davey
B De Saram
N Hookway

Community representatives:

Town Representatives

K Burrough, Axminster Town Council
C Buchan, Cranbrook Town Council
J Brown, Honiton Town Council
M Steven, Seaton Town Council

Officers in attendance:

Ruth Gooding, Arts Development Manager/Curator THG
Charles Plowden, Service Lead Countryside and Leisure
John Golding, Strategic Lead Housing, Health and Environment
Sarah James, Democratic Services Officer
Alethea Thompson, Democratic Services Officer
Anita Williams, Principal Solicitor (and Deputy Monitoring Officer)

Also Present

Cllr P Arnott
P Faithfull
M Rixson
Hollie Smith-Charles FEIUK Consultant

Apologies:

B Norris, Community Representative
E Pang, Ottery St Mary Town Council
J Loudoun, Sidmouth Town Council
Eileen, Exmouth Town Council

Chair

Date:

Report to: Cabinet

Date of Meeting 13th July 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Leisure and Built Facilities Strategy 2021-2031

Report summary:

The report outlines the process for the issuing of a Leisure & Built Facilities Strategy and Action Plan for East Devon District Council which is attached with the report. The development of the Leisure & Built Facilities Strategy for the Council has followed Sport England's guidance having completed a Strategic Outcomes Planning Guidance Diagnostic report, undertaken a comprehensive consultation process with sports clubs, schools and Sports Governing Bodies. The draft Strategy was presented to the LED Monitoring Forum at its June 7th meeting so that a final version could receive final amendments before being issued for Cabinet to consider and approve. The Strategy and Action Plan have identified the need for additional resource with the creation of a Leisure Strategy enabler role to take forward the Action Plan's priorities. Without this additional capacity the ability to deliver the Strategy will be severely compromised.

Is the proposed decision in accordance with:

Budget Yes ☐ No ☒

Policy Framework Yes ☐ No ☒

Recommendation:

That Cabinet approve the Leisure and Built Facilities Strategy and Action Plan 2021-2031.

That Cabinet recommend to Council a budget of £38,000 per annum for a Leisure Strategy enabler role; to be funded initially (3 years) from the Transformation Fund.

Reason for recommendation:

To enable East Devon District Council to adopt a 10 year Strategy for managing all its leisure facilities and provide a framework for action to make key decisions on its capital programme of improvements to the leisure assets, consider the future of the dual use sites and negotiate the management fee with its leisure operator LED.

Officer: Charlie Plowden, Service Lead – Countryside & Leisure cplowden@eastdevon.gov.uk

Portfolio(s) (check which apply):

- ☐ Climate Action and Emergency Response
- ☐ Coast, Country and Environment
- ☐ Council and Corporate Co-ordination
- ☐ Democracy, Transparency and Communications
- ☐ Economy and Assets

- ☒ Finance
- ☐ Strategic Planning
- ☐ Sustainable Homes and Communities
- ☒ Tourism, Sports, Leisure and Culture

Equalities impact Low Impact

The initial officer assessment was that this might represent a medium risk and therefore an EIA was carried out. The Council were assisted in the completion of the EIA by Strategic Leisure. The EIA can be found in the background links and it had a residual risk finding of low, which is reflected in this section.

Climate change Low Impact

Risk: Medium Risk; The failure to produce a Leisure Strategy will make future decisions on how the Council provides its leisure offer and the finances for doing so much more complicated. The Leisure Strategy's purpose is to help the Council make informed strategic decisions on its leisure facilities and also the future funding model for LED its contracted leisure provider

Links to background information

[Leisure Strategy 2021-2031](#)

[Action Plan](#)

[Appendix 1 - Stakeholder Consultation](#)

[Appendix 2 – Supply and Demand Assessment](#)

[Appendix 3 - Community Leisure Survey Analysis](#)

[Appendix 4 - Sports Club Survey Analysis](#)

[Appendix 5 – School Survey Analysis](#)

[Site Quality Audits](#)

[NGB Consultation](#)

[Equality Impact Assessment](#)

Link to [Council Plan](#)

Priorities (check which apply)

- ☒ Better homes and communities for all
- ☐ A greener East Devon
- ☐ A resilient economy

Report in full

1. Background

Councils have legal duties for promoting wellbeing, both to individuals (Care Act 2014) and to the population across their areas (Local Govt, Act 2000). Intrinsic in this are new public health duties for improving the health of their populations including “giving information, providing services or facilities to promote healthy living and providing incentives to live more healthily” (Department of Health, 2012).

There is therefore a strong legislative framework within which local authorities should invest in the provision of sports, leisure, physical activity and open space services and infrastructure, although many leisure services and facilities are discretionary functions. Physical activity does not just include sporting and fitness activities. It includes use of our beaches, parks & gardens, play areas, Nature Reserves, allotments and community orchards in areas across the district and the contribution to active travel, walking and cycling.

The Council has a Playing Pitch Strategy within which there are opportunities to increase the quality and quantity of pitch provision across the district and opportunities to secure external funding from sports governing bodies for facilities to be upgraded to meet the appropriate standards. There are an increasing number of national strategies, and local programmes and needs assessments that focus on the importance of increasing participation in sports and physical activity. These include:

- Sport England: Towards an Active Nation Strategy 2016-2021
- Sporting Future: A New Strategy for an Active Nation, HM Government 2015
- A Sporting Habit of Life 2012-2017: Sport England Strategy
- Healthy Lives, Healthy People: White paper published by the Department of Health 2010

The Council's last Leisure Strategy was produced some 15yrs ago at the time of the creation of Leisure East Devon (LED) as a trust and so now requires an up-to-date overarching strategy to highlight our ambitions, and give future direction for sport, leisure and physical activity provision and support across the District.

2. What do we want to achieve?

When considering what our Leisure Strategy should look like and achieve for the Council it is worth considering that we already have in place the following adopted plans and strategies that will feed into and overlap the scope of a Leisure Strategy:

- East Devon Local Plan
- East Devon Public Health Plan
- EDDC Green Space Plan
- Public Open Space Strategy
- Play Areas Strategy

And also the Leisure Strategy will synergise with three further Council Strategies once they have been completed this year:

- Playing Pitch Strategy
- Culture Strategy
- Tourism Strategy

These strategies and plans alongside the Leisure Strategy will seek to achieve:

- Promoting opportunities for all residents to be active and to participate in sporting and leisure activities to improve health and wellbeing, in high quality facilities or environments.
- Enabling an increase in the proportion of the adult population achieving the Chief Medical Officer's physical activity guide levels from 66% to 70%; and to reduce those who are deemed inactive from 20.9% to 16% by 2021 (measured by Public Health Outcomes Framework).
- Support the aims of the Government's Childhood Obesity Plan 2016 for children to engage in 60 minutes of physical activity each day, with half of this being delivered in schools.
- Maintain our leisure centre provision through a model of community facilities in each of the District's main localities (Exmouth, Broadclyst, Honiton, Sidmouth, Ottery St Mary, Colyton, Axminster & Seaton).
- Enable the provision of other facilities across the District such as our green spaces, play areas, Nature Reserves, beaches etc. for multiple uses.
- Support the contribution made by voluntary organisations to grassroots sports clubs in promoting our commitment to physical and mental health wellbeing.

These ambitions are set out in more detail within the visioning work undertaken with Councillors for the Leisure Strategy.

3. Stakeholder consultation

The development of the Strategy has included extensive engagement with identified key stakeholders to get their views on the challenge and opportunities for East Devon DC in terms of physical activity and leisure provision.

This has enabled an assessment of where East Devon DC is in terms of provision compared to need and opportunities and where it is compared to the SOPG process that was undertaken. This process has helped to identify key elements of work that are needed to underpin a future strategic approach to provision and delivery.

This consultation process has provided an 'Issues' paper for the Strategy that helped shape the Vision for the Leisure Strategy which was considered by Councillors at a zoom workshop on 4th May 2022. The results of the consultation will also form part of the evidence base for the Council's Playing Pitch Strategy which is currently under review to ensure there is synergy between the two processes and Strategies.

4. Strategic Outcomes Planning Guidance (SOPG) Diagnostic

The purpose of the SOPG Diagnostic was to provide a position statement for East Devon DC to illustrate where we are in the process of thinking about, and planning for physical activity and leisure provision over the next 5-10 years. This work was carried out as the first stage of the Strategy development process and the report was considered and approved by Cabinet and Full Council in 2021/22.

The SOPG Diagnostic has:

- Provided an overview of the District:
- Headline demographic, health and socio economic review of the district
- Reviewed any existing needs assessment/supply/demand surveys
- Reviewed existing participation and activity levels and trends; where the gaps are, who is inactive, where and why?
- Reviewed local and regional strategies and policies specifically relating to health and wellbeing, plus corporate plan and local plan (and any specific housing development proposals that may impact future demand)
- Identified local priorities and why these are important- what does East Devon DC want to achieve through the provision of physical activity and leisure and why?
- Identified the Shared Outcomes to be achieved in relation to health and well-being
- Identified gaps in existing evidence base
- Described what East Devon DC currently provides, where and how
- Site visits of all Council facilities including dual use sites (Subject to Covid restrictions)
- Mapped all facilities by type and location
- Reviewed the community outreach service
- Reviewed the current arrangements with Leisure East Devon (LED) and what that delivers in terms of throughput and social value and the current cost of the service
- Reviewed each facility in relation to key strategic factors: meeting local need; community capacity; usage; whether adjacent/competition with other provision; financial (cost, investment, income generation); building condition; catchment areas; key users e.g. schools for curriculum delivery; dual use management arrangements/operating hours etc.
- Run the Sports Facility Calculator (SFC) to assess indicative future need

- Undertaken a Stakeholder consultation – engaged with identified key strategic stakeholders to get their views on the challenge and opportunities for East Devon DC in terms of physical activity and leisure provision
- Assessed where East Devon DC is now in terms of provision compared to need and opportunities and where it is compared to the SOPG process; this will identify key elements of work that are needed to underpin a future strategic approach to provision and delivery

5. Leisure Strategy- Key Issues

These key issues have been identified from the stakeholder consultation undertaken to date and the community survey (850+ responses).

Overall issue for East Devon DC – what is the Council's Vision for physical activity? What does the Council want physical activity to do in their district? And what therefore is the focus for the Council and their operator?

Built Assets

- Age and condition
- Activities offered
- Lack of investment in EDDC facilities
- Location
- Dated dual-use agreements which do not facilitate community access (particularly daytime), use nor taking part in physical activity
- Growth of Axminster and impact on demand; Flamingo Pool small and average quality offer but does have a hydro pool; migration seen to Chard
- Broadclyst poor quality asset
- Lack of indoor facilities in Cranbrook; nothing for young people; nothing for teenagers; College facilities managed commercially and already full of football; lack of indoor provision
- Proposed leisure centre in Cranbrook - £4m short on capital funding?
- Opportunity to
- Work more closely with Exeter City Council re built facilities
- Could Sidmouth be re-developed and co-located with GP surgery
- Asset transfer all outdoor facilities to Town Councils?
- Pitch investment priorities are Exmouth and Honiton
- Should the focus on investment be the Exmouth, Honiton and Axminster triangle?
- Retro-fitting of Cranbrook Community Centre is needed

Physical and Mental Health and Wellbeing

- Already many providers and lots offered
- Role of EDDC? At the moment is the work of Public Health and LED linked/different/complementary?
- Needs better co-ordination and joined-up approach
- Need for audit of existing offer before more is developed to optimise resources; develop offer based on existing networks
- Loss of Social Prescribers
- Volunteering
- GP Referral/Social Prescribing
- Links to the arts
- Should LED focus in the areas of deprivation e.g. Holiday Hunger programmes
- New app being developed – EDDC should be part of this and co-ordination would be better
- LED already doing a lot – working with GPs, online signposting etc.
- Memory cafes – could be the starting points for healthy walks etc.

The Great Outdoors

- Use of the natural active environment
- Safe walking, running and cycling routes
- Co-ordinated cycling routes – mapped and co-ordinated – residents and tourists
- Outdoor gyms
- Growing participation in wild swimming
- Growing participation in informal activities e.g. skateboarding, BMX
- Group exercise growing in popularity – how control use/access?
- Potential to link physical activity into some agricultural support work
- Exmouth seafront – is this a venue for physical activity?
- Residents like being active outdoors but want to feel safe

Urban v rural

- Isolation
- Accessibility
- Limited public transport; worse in more rural areas

Specific Sports

- Very limited indoor netball facilities – only two
- No regional netball facilities
- No netball facilities in Sidmouth
- Limited indoor tennis facilities; not all well used; Clubspark should be introduced to outdoor courts; bookings could then be on LED website?
- Gymnastics needs a site in Honiton
- Lack of 3Gs
- Youth offer under-developed -e.g. boxing, martial arts
- What is the role of sports clubs moving forward?
- Sea sports need more promotion and support
- Opportunity to develop Paddle tennis?
- Residents priority activities are swimming, walking and gardening; followed by cycling, the gym and GP Exercise Referral

Disability

- There is a need for improved disability facilities and access e.g. pool pods

Strategic Alignment

- EDDC Public Health Strategy – has to be driver
- Also Active Devon Strategy

Affordability

- Inconsistencies in concession pricing
- LED Membership – the same irrespective of facility mix offered

Demography

- East Devon has a predominantly older population; provision needs to meet their needs
- Community survey identifies daytime as the favoured time to take part in physical activity
- Reduction in young people taking part in physical activity
- There is a need to properly identify needs of each age group and then provide for them
- Cost is an issue for the elderly
- Residents think physical activity is very important – to stay fit, for enjoyment, to improve health

- Residents identify barriers to participation as: cost, time, poor quality facilities, lack of safe routes, lack of provision, inability access activities at the time they need them
- In general, residents want to be more active

Communication and Co-Ordination

- Lack of car parking in Sidmouth for physical activity facility
- Needs to be greater awareness of what is already happening and by whom? Audit mapping needed to focus resources in the future

Future Operational Management

- LED would like an annual agreement over management fee
- Risk allocation e.g. utility costs
- Need for capital investment in built assets

6. Future needs

The Leisure and Built Facilities Strategy clearly identifies, based on the consultations and gathering of evidence the following recommendations:

- Facilities that meet and leisure needs of East Devon's residents – this covers the future investment in our existing leisure assets portfolio, the need for additional provision of leisure facilities and the review of all existing dual use facility agreements.
- Effective partnerships delivering a sustainable community sport and leisure offer – creating new partnerships and re-engaging with Sport England on their Local Delivery Pilot in Cranbrook as well as exploring opportunities for new cycling and walking routes with Devon CC.
- Harnessing the value of the great outdoors – there are significant opportunities to make better use of the district's outstanding environment and its network of footpaths and cycleways to deliver health and wellbeing outcomes.
- Reviewing the exiting leisure management contract with LED – this includes the future relationship with our dual use sites.

7. Summary

The strategic review of all the leisure facilities is important as some are beginning to age and there is now an urgent need to plan and understand what their future maintenance costs will be for the Council's capital maintenance programme. Also as the 'Key Issues' document highlights what can the Council realistically afford over the next 10 to 20 years with the budgetary pressures being facing.

The challenges outlined in the report and within the Strategy whether it is planning the Council's Medium Term Financial Plan or trying to meet the leisure needs of all our communities (both existing and planned) means we will require the Strategy to help us carefully plan our future decisions. The Leisure & Built Facilities Strategy will ensure that the Council now has the evidence base and also the strategic framework (following Sport England's guidance) to make those decisions through a better understanding of the leisure needs of its communities. The Council will also need to be clear on what its leisure service will look like in future years and what savings could be achieved in relation to asset provision.

The ability to take forward the Strategy and its Action Plan internally requires the creation of additional capacity and the Strategy has identified the need for the creation of a Leisure Strategy enabler role. This role will drive forward those priorities specifically identified in the Action Plan linked to outreach health and wellbeing outcomes, including developing a co-ordinated programme

of activities that improve local residents physical wellbeing. This will involve working with existing partners such as LED but also forging new partnerships with Active Devon, Devon CC and sports organisations across the district. The post will also identify suitable external grants and funding opportunities from bodies such as Sport England and the Lottery to support health and wellbeing programmes in partnership with other organisations. The role will also work closely with internal services to help identify the Council's ambitions to create new leisure opportunities for its residents and communities to get active and be able to access health and wellbeing programmes such as in Cranbrook.

The Leisure Strategy will deliver the leisure ambitions within the Council Plan for supporting health & wellbeing within our communities. It will also help focus the Council's understanding of how our community leisure facilities can help support not just physical and mental wellbeing but also social and community development and economic development too. The Strategy will be the starting point of multiple conversations across a wide range of issues as outlined in this report.

Financial implications:

The recommendation to Council is for the approval of a new post of "Leisure Strategy enabler role" this is estimated at a cost of up to £38k per annum with on costs. It is proposed initially for a 3 year period the cost is met from the Transformation Fund. There is a host of actions identified within the Strategy which will require careful financial consideration in terms of the affordability in delivery with differing options that can be considered in order to meet the desired outcomes. Actions will need to be worked through in more detail and specific requests for funding presented and considered by Cabinet and Council. Subject to Cabinet approval an amount has been included in the UKSPF Investment Plan for £38k for the Leisure Strategy Enabler role for 3 years, if successful the sum requested in this report will not be required. .

Legal implications:

The adoption of this strategy is a matter for Cabinet as it doesn't form part of the Policy Framework. Members should have regard to the public sector equality duty and related equalities impact assessment when considering adoption of this strategy. There are no other legal implications requiring comment.

Report to: Cabinet

Date of Meeting 13 July 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Revenue and Capital Outturn Report 2021-2022

Report summary:

This report sets out the revenue budget and capital outturn positions at the end of the financial year. In what has again been a challenging year due to the ongoing impact of Covid-19 on council services and operations, some areas have continued to face increases in demand and drops in planned income. We have also seen significant issue with recruitment and retention.

Central Government has provided additional funding, in many different tranches with numerous conditions attached, and at different times of the year, to help support our local businesses and communities through the pandemic. This welcomed funding has however created demand in its administration and management and understanding the financial impact of Covid on our costs and income has continued to make it a difficult financial environment to predict.

The budget monitoring process is undertaken throughout the year with budget managers, with support from finance, reviewing expenditure and income levels and providing predictions. The month nine prediction was an adverse prediction of £0.097m. The tight financial controls and robust budget monitoring in place has resulted in a service level adverse revenue outturn of **£0.046m**, this is materially on budget with the variation less than 0.3% on a budget of £16.317m.

There were significant favourable variations outside service level budgets namely business rates £1.149m and council tax £0.475m. The report outlines the implications of these results on the Council's reserves and makes recommendations on reserve transfers.

The pandemic has also continued to have a significant impact upon our ability to deliver the capital programme with expenditure of £8.251m and slippage of £9.542m. Details of capital expenditure is available at section 5.

The report also outlines the year end position of the Housing Revenue Account (HRA) at section 4 which includes variance analysis of the positive outturn of £2.192m and 31 March 2022 reserves position.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendation:

1. That Cabinet considers and recommends to Council the outturn position for 2021/22 including the implications and proposals relating to the Balances and Reserves held by the Council.
2. That Cabinet recommend to Council, the increase in the adopted range of the general fund, the proposed reserve transfers contained within the report and give delegated authority to the Strategic Lead Finance in consultation with the Finance Portfolio for any amendments to these transfers as additional year end data becomes available.

Reason for recommendation:

To report the outturn position for the Council's approved budgets for the General Fund, Housing Revenue Account and Capital Expenditure. This financial position will align to the Council's Statement of Accounts but the position in this report is presented in a style that accords to the budget setting and monitoring reports that members receive.

Members are asked to note the variations from the budgets identified within the report and consider the final position.

It is appropriate at this stage to reflect on the reserves and balances held by the Council and determine if these are the right reserves at the right levels going forward.

Officer: John Symes – Finance Manager, jsymes@eastdevn.gov.uk, 01395 517413

Portfolio(s) (check which apply):

- ☐ Climate Action and Emergency Response
- ☐ Coast, Country and Environment
- ☐ Council and Corporate Co-ordination
- ☐ Democracy, Transparency and Communications
- ☐ Economy and Assets
- ☒ Finance
- ☐ Strategic Planning
- ☐ Sustainable Homes and Communities
- ☐ Tourism, Sports, Leisure and Culture

Equalities impact Low Impact

Climate change Low Impact

Risk: Low Risk; Financial monitoring reports have kept members informed during the year of budget variations and the projected outturn position of the Council's finances. All predetermined Balance and Reserve levels were predicted to be maintained above the adopted minimum levels. This position has now proven correct in the final outturn position presented in this report. The report also looks at the monies the Council holds in balances and reserves and considers these in the light of the Council's future financial position and future Government funding cuts and other emerging financial pressures e.g. inflationary pressures. Consideration is given to the Council's financial track record, internal and external audit reports on financial controls and is reflective of occurrences from external factors which affect the Council's finances.

Links to background information

Link to [Council Plan](#)

Priorities (check which apply)

- ☒ Better homes and communities for all
- ☒ A greener East Devon
- ☒ A resilient economy

Report in full

1. Introduction

- 1.1 This report compares the outturn position (actual amount spent or income received for the year) against budgets set for the financial year 2021/22 for the General Fund, Housing Revenue Account (HRA) and the Capital Programme.
- 1.2 During 2021/22 budget monitoring reports have informed members of budget variations based on work with budget managers and has provided the anticipated year-end financial position. This report contains the final position for the year and compares this outturn position against the budgets set.
- 1.3 The report looks at the effect the outturn position has on the Council's balances and reserves and considers future policy for holding these sums.
- 1.4 In order to reflect the increasingly volatile and difficult financial environment, including the very real and emerging inflationary pressures we are starting to see and will remain over the medium term, a review of the General Fund adopted range has led to an increase of £0.5m. This has been calculated on 10% the net expenditure budget for two years with additional headroom remaining at £0.8m. This results in the adopted (upper) range calculation of £4.3m.
- 1.5 Please be advised that all numbers are not finalised as we are still awaiting information from other authorities. Estimates have been made where appropriate therefore no significant items or material variances to the below are expected.
- 1.6 The report contains the following sections:
 - Section 2 General Fund Position
 - Section 3 Reserves Position
 - Section 4 Housing Revenue Account
 - Section 5 Capital Outturn

2. General Fund Position

2.1 20/21 Set Budget & Opening General Fund Balance

The 2021/22 budget was set by Council with a net budget expenditure of £15.763m and a Council Tax Requirement of £9.120m. The closing general fund balance in the 20/21 accounts was £4.736m with the General Fund in 21/22 showing a deficit of **£0.436m**.

2.2 20/21 Transfer into Medium Term Financial Plan Risk Reserve made in 21/22 (£0.936m (A))

The above £0.436m in 21/22 includes the transfer approved at the close down of last year's final year end accounts of £0.936m to bring the general fund balance back to the adopted range plus buffer of £3.8m.

2.3 Council Tax Income (£0.475m (F))

The 21/22 budget included the council tax precept only and due to the uncertainty with regards to the changing rules around the treatment and distribution of the collection fund

surplus/deficit nothing additional was included. The allocated surplus entries from the council tax collection fund in year provided the council with £0.475m of additional income.

2.4 Business Rates Income (£1.149m (F))

The business rates income included in year was £5.870m versus a budget of £4.721m with East Devon's portion of the deficit on the collection fund reducing to £3.997m from £8.010m. We have continued the policy of moving the business rates volatility reserve in line with the deficit to prevent large income fluctuations in the general fund.

Members were aware of the likely favourable outturn on business rate income and made the decision to allocate in advance £500k of the income to the Housing Task Force. This being a key priority of the new Council Plan to provide additional affordable housing in the District.

£2.721m was the baseline funding from rate income set by Government, to this the Council agreed to add a further £2m as an uplift in budget to reflect the additional income the Council actually received. This was a prudent sum and mindful of not becoming further reliant on this income stream to support core services in budget setting as the Government had announced a review of Local authority funding and the rebasing of business rates income. This dilemma will have to be considered in the next iteration of the Council Medium Term Financial Plan. Business rate growth has been one of the main factors allowing this Council not to have to make the same serve cuts in services to date seen in a number of authorities; the total business rateable value amount for the district has grown by nearly 25% in the last 7 years.

2.5 Housing Task Force Funding Allocation (£0.5m (A))

As agreed by Council the expected surplus against the budget achieved within business rates would be used to fund the newly set up Housing Task force. An earmarked reserve has been set up for this purpose and fund transferred.

2.6 Investments and Financing (£0.043m (A))

Due to the current financial climate long term investment income has been lower than expected.

2.7 COVID 19 Grants Impact (£0.627m (F))

All covid related grants have been removed from the below service based analysis and are considered here. The above impact can be broken down into the following;

- The local authority grant fund of £1.307m is broken down into the following;
 - £0.672m has been transferred to the service and spent on Covid activities
 - £0.180m has been reserved for allocated future purposes
 - **£0.470m (F)** has contributed to the general fund balance to compensate for prior years Covid overspends on Leisure East Devon.
- Additional Covid Sales Fees & Charges compensation was received in the year of **£0.157 (F)**

2.8 Cost of Services & Associated Earmarked Reserves Movements (£0.046m (A))

At the service level, after earmarked reserves transfers, the General Fund was materially on budget with the variation less than 0.3% on a budget of £16.317m.

The variations by service and Cost centre/Activity lines with a material variation on them can be reviewed in Appendices 1 and 2 respectively.

2.9 Transfer from Asset Maintenance Reserve (£0.163m (F)) & Strata Reserve (£0.165 (A))

Transfers were made from the Capital Asset Maintenance reserve in year to cover expenditure items as recommended by the asset management forum; examples being works to the Jurassic Centre and Honiton Swimming pool. A contribution was also made into a Strata/IT projects Earmarked reserve for future spending requirements as agreed by all 3 controlling councils.

2.10 Other Immaterial Variations (£0.023 (F))

Other than those discussed above there were a few other immaterial variations, predominantly due to estimates being required during budget setting where accurate information was unavailable. An example of which being the Rural Services Delivery Grant (£0.011F).

2.11 Transfer of residual Surplus to the Transformation fund (£1.183m (A))

It is proposed that the residual surplus over and above the newly adopted General fund balance be allocated to the transformation fund. Should the adopted range be increased to £4.3m as stated in section 1.4 this would currently add an additional £1.183m to the transformation fund. The use of the transformation fund is at Council discretion and was created to facilitate the funding of expenditure which would help drive ultimately a lower cost base for the Council (save to spend) to address the Council Medium Term Financial Plan spending gap. The Fund, again at the discretion of Council, could also be utilised to fund key activities for limited time periods to deliver the Council Plan.

2.12 Summary table of above movements

The below is a table showing the movements described above.

Section	Description	Movement	F/A
2.2	20/21 Transfer into Medium Term Financial Risk Plan Reserve made in 21/22	0.936	A
2.3	Council Tax Income	-0.475	F
2.4	Business Rates Income	-1.149	F
2.5	Housing Task Force Funding Allocation	0.500	A
2.6	Investments and Financing	0.043	A
2.7	COVID 19 Grants Impact	-0.627	F
2.8	Cost of Services & Associated Earmarked Reserves Movements	0.046	A
2.9	Transfer from Asset Maintenance Reserve & Strata Res	0.002	A
2.10	Other Immaterial Variations	-0.023	F
2.11	Transfer of residual Surplus to the Transformation fund (£1.348m (A))	1.183	A
2.1	21/22 Movement in GF Balance	0.436	A

3. RESERVES POSITION

3.1 The overall General Fund Balance position at year end is given below, this shows the effect of the budgeted outturn variation of £0.436m.

General Fund Balance Position	£000
Opening Balance 1/4/2021	(4,728)
Budgeted Outturn variation 2021/22	0.436
Closing Balance 31/3/2022	(4,300)

- 3.2 The movement in General Fund Earmarked Reserves in the year can be seen in the below table with additional detail of movements provided in Appendix 3.

General Fund Earmarked Reserves	£000
Opening Balance 1/4/2021	(20,684)
Budgeted Outturn variation 2021/22	(0.072)
Closing Balance 31/3/2022	(20,756)

4. Housing Revenue Account

4.1 Annual Surplus

The 21/22 Outturn Surplus is £2.192m (£1.226m above final budget). The summary tables of income and expenditure and associate commentaries of material variations can be found in Appendix 4.

4.2 Proposed Allocation of Outturn Surplus for Consideration

The proposal for the allocation of the aforementioned surplus for consideration is as follows;

- An increase of £1m of the Planned Maintenance/Stock Condition survey reserve (increasing it to £4.375m) taken from;
 - The £0.794m underspend within Major Repairs
 - The £0.205m underspend in required revenue contribution to capital
- The residual £1.191m to be placed into the capital development fund (increasing it to £3.651m) for future acquisition/development and climate change aspirations.
- No change to the HRA Balance keeping it at the £3.1m adopted level.

4.3 Capital Expenditure and Associated Funding

A detailed table of the individual capital expenditure items and their associated funding streams can be found in Appendix 5. In summary;

- A total of 11 acquisitions were completed within the year versus 12 right to buy sales reducing the stock level by a single property.
- The £1.623m remainder of the additional borrowing taken up in March 2020 has been utilised in its entirety in part funding the 21/22 capital expenditure.
- The FRA capital works continued in 21/22 and were solely funded by the associated earmarked reserve.

4.4 21/22 Year End Reserve Levels

The below table shows the final reserve levels should the allocations proposed in 2 be approved.

Reserve Name	2020 Year End	Movement	2021 Year End	Comment
HRA Balance	-3,102	0	-3,102	Adopted level of £500 per dwelling plus £1m buffer
HRA Volatility Reserve	-1,600	0	-1,600	Earmarked reserve in case of events impacting rental income
Capital Development Fund	-2,460	-1,191	-3,651	Revenue reserve earmarked for new homes & climate change development
Landlord Services Reserve	-124	0	-124	Revenue reserve earmarked for Future Landlord Services Projects & C19 Catch up works
Planned Maintenance Reserve	-3,375	-1,000	-4,375	Revenue reserve earmarked for Stock Condition and Catch Up Costs
Fire Risk Assessment Reserve	-1,776	307	-1,468	Revenue reserve earmarked for FRA Building works and Lift replacement
TOTAL USEABLE REVENUE RESERVES	-12,437	-1,884	-14,321	

5. Capital Budget

The revised net capital budget (after grants and contributions) for 2021/22 was £17.792m; the outturn position is lower by £9.541m at £8.251m. The majority of this movement is from scheme slippage, which needs to be re-profiled into 2022/23, or later years.

2021/22 Capital Programme Outturn Position by Portfolio

Portfolio	Budget after revisions	Actual	(Under)/Overspend
	2021/22	2021/22	2021/22
	£	£	£
Corporate Services	1,411,249	160,104	(1,251,145)
Community - Housing General Fund	1,167,037	800,497	(366,540)
Economy and Regeneration	7,589,036	2,369,178	(5,219,858)
Environment	2,819,429	487,790	(2,331,639)
Street Scene	4,847,169	549,075	(4,298,094)
Strategic Development	1,250,000	0	(1,250,000)
TOTAL GF GROSS EXPENDITURE	19,083,920	4,366,645	(14,717,275)
Community - HRA	3,326,000	6,512,830	3,186,830
TOTAL GROSS EXPENDITURE	22,409,920	10,879,475	(11,530,445)
Corporate Services	(11,000)	0	11,000
Community - Housing General Fund	(1,046,237)	(689,001)	357,236
Economy and Regeneration	(2,269,000)	0	2,269,000
Environment	(587,240)	(4,500)	582,740
Street Scene	(703,620)	(1,934,882)	(1,231,262)
Strategic Development	0	0	0
TOTAL GF EXTERNAL FUNDING	(4,617,097)	(2,628,383)	1,988,714
Corporate Services	1,400,249	160,104	(1,240,145)
Community - Housing General Fund	120,800	111,496	(9,304)
Economy and Regeneration	5,320,036	2,369,178	(2,950,858)
Environment	2,232,189	483,290	(1,748,899)
Street Scene	4,143,549	(1,385,807)	(5,529,356)
Strategic Development	1,250,000	0	(1,250,000)
TOTAL GF NET EXPENDITURE	14,466,823	1,738,262	(12,728,561)
Community - HRA	3,326,000	6,512,830	3,186,830
TOTAL NET EXPENDITURE	17,792,823	8,251,092	(9,541,731)

To remind members a capital budget is agreed to complete a particular scheme/project (normally in the annual budgeting setting process). Profiling between years is undertaken to help understand yearly financial commitments and for members to understand the annual funding position. Capital scheme slippage will be re-profiled with advice from the project/budget manager but this will be within the total budget approved for the scheme by members.

Financial implications:

The financial details are included in the report.

Legal implications:

Any legal implications are identified in the report and no further comment is required.

APPENDIX 1 – Cost of Services & Associated Earmarked Reserves Movements – by Service

Corporate Business

Accounts Area	Actuals	Budget	Variance
Within Portfolio Cost of Sales	204,373	153,787	50,586
Movement in Earmarked Reserves	0	0	0
	204,373	153,787	50,586
by Service Line			
Corporate Business Mgmt	204,373	153,787	50,586
Grand Total	204,373	153,787	50,586

Monitoring Officer: Overspend VS budget due to investigation fees.

Corporate Services

Accounts Area	Actuals	Budget	Variance
Within Portfolio Cost of Sales	1,702,959	1,742,011	-39,052
Movement in Earmarked Reserves	0	0	0
	1,702,959	1,742,011	-39,052
by Service Line			
Chief Exec And Support Staff	-2,649	-2,500	-149
Civic Expenses	29,220	29,020	200
Corporate Activities	740,648	427,090	313,558
Democratic Representation	572,969	608,690	-35,721
Elections	304,341	280,107	24,234
Employer'S Responsibilities	64,078	66,500	-2,422
Ict Services	-105,022	222,151	-327,173
Legal Services	2,384	-2,543	4,927
Org Development Services	96,991	113,496	-16,505
Grand Total	1,702,959	1,742,011	-39,052

Corporate Activities: £350k of recoverable salary costs is included within the Cost Code with expectation this is offset by salary savings across the General fund.

Ict Services: this favourable variance is due to the service savings/refund from Strata.

Economy And Regenrtn Portfolio

Accounts Area	Actuals	Budget	Variance
Within Portfolio Cost of Sales	1,702,959	1,742,011	-39,052
Movement in Earmarked Reserves	0	0	0
	1,702,959	1,742,011	-39,052
by Service Line			
Beach Properties	-163,607	-86,590	-77,017
Building Control	154,010	189,990	-35,980
Corporate Buildings	-215,787	-178,755	-37,032
Economic Development	335,349	220,250	115,099
Industrial Sites	-179,449	-174,250	-5,199
Markets	857	-7,660	8,517
Property And Estates Services	383,225	223,007	160,218
Public Halls	48,888	20,058	28,830
Grand Total	363,487	206,050	157,437

Beach Properties: Café and Kiosks recovery of insurance losses and backdated rent review.

Economic Development: Additional role approved within the year. Seaton Visitor Centre taken back from Devon Wildlife Trust not budgeted for.

Property Services and Estates: Technical Support partially funded from Asset Maintenance Reserve

Environment Portfolio

Accounts Area	Actuals	Budget	Variance
Within Portfolio Cost of Sales	1,702,959	1,742,011	-39,052
Movement in Earmarked Reserves	0	0	0
	1,702,959	1,742,011	-39,052
by Service Line			
Aonb And Countryside	491,968	494,100	-2,132
Arts Development	187,042	139,495	47,547
Car Parks	-2,379,395	-2,584,290	204,895
Climate Change	323,000	323,000	0
Crime And Disorder	62,516	65,200	-2,684
Licensing Section (Exc Taxis)	84,319	63,520	20,799
Public Health	965,518	904,281	61,237
Sports Centres And Swim Pools	1,669,513	1,630,380	39,133
Grand Total	1,404,481	1,035,686	368,795

Car Parks: Software charges, Admin fees, Bank charges increased for Card & mobile payments driven by Covid (reduction in cash trans). Management of parking for external customers (income & Expenditure) not budgeted. Replacement of Parking machines funded by reserves.

Pest Control Serv : Income not achieved due to Staffing, vacancy and COVID restrictions

Finance

Accounts Area	Actuals	Budget	Variance
Within Portfolio Cost of Sales	1,702,959	1,742,011	-39,052
Movement in Earmarked Reserves	0	0	0
	1,702,959	1,742,011	-39,052
by Service Line	Actuals	Budget	Variance
Customer Service Centre	23,938	7,191	16,747
Financial Assistance	194,374	227,850	-33,476
Financial Services	68,969	58,753	10,216
Hsg And Council Tax Admin	1,136,860	1,397,618	-260,758
Hsg And Council Tax Benefits	109,290	-219,690	328,980
Land Charges	-61,200	30,721	-91,921
Public Accountability	94,987	113,750	-18,763
Grand Total	1,567,219	1,616,193	-48,974

Hsg & CTAX Admin: Higher levels of Government Grants received than expected

Hsg & CTAX benefits: £1.2m reduction in Housing benefit payments versus a £1.42m decrease in income when compared to budget. **Land**

Charges: Higher than anticipated fee income - £307k versus a budget of £225k

Strategic Development & P'Ship

Accounts Area	Actuals	Budget	Variance
Within Portfolio Cost of Sales	1,702,959	1,742,011	-39,052
Movement in Earmarked Reserves	0	0	0
	1,702,959	1,742,011	-39,052
by Service Line	Actuals	Budget	Variance
Development Managment	1,170,609	1,202,777	-32,168
Growth Point	348,721	374,643	-25,922
Planning Administration	3,992	2,127	1,865
Planning Policy	588,138	590,961	-2,823
Service Lead Planning	1,182	3,460	-2,278
Strategic Devm'T & P'Ship Mgmt	77,357	80,890	-3,533
Grand Total	2,190,000	2,254,858	-64,858

No material variances on which to comment

Street Scene Portfolio

Accounts Area	Actuals	Budget	Variance
Within Portfolio Cost of Sales	1,702,959	1,742,011	-39,052
Movement in Earmarked Reserves	0	0	0
	1,702,959	1,742,011	-39,052
by Service Line	Actuals	Budget	Variance
Amenity Facilities	22,285	23,390	-1,105
Beaches & Foreshores	74,735	98,750	-24,015
Bus Shelters	5,200	5,930	-730
Cemeteries	111,048	138,710	-27,662
Coastal Protection Revenue	85,945	105,730	-19,785
Flood Prevention Revenue	104,041	110,750	-6,709
Parks And Pleasure Grounds	1,308,590	1,181,480	127,110
Play Equipment	163,721	157,595	6,126
Public Conveniences	622,716	676,903	-54,187
Public Protection	29,987	32,300	-2,313
Refuse Collection & Recycling	3,535,771	3,828,100	-292,329
Security Lighting	66,646	68,220	-1,574
Sports Grounds	219,157	218,050	1,107
Street Cleansing	1,813,799	1,713,578	100,221
Street Name Plates	9,454	11,480	-2,026
Street Scene Support Services	-8,410	50,836	-59,246
Water Safety	142,054	130,500	11,554
Grand Total	8,306,740	8,552,302	-245,562

Parks and Pleasure Grounds - Agency fees driven by enhanced working practices plus unbudgeted Enforcement Fees.

Public Conveniences - Underspent on Water Charges as not all public conveniences open.

Refuse & Recycling - Strong Prices and Volumes for materials led to strong income, partly offset by no return on DCC operated Avoided Waste scheme and overspend on new containers. Strong Subscription income for the Green Waste service.

Street Cleansing - Enhanced cleaning practices drove costs (Agency, Premises and Materials). Transport costs were also affected by delays in replacing leased vehicles. **Support Services** - Underspent relating to delivery of Special Items.

Sustainable Homes & Communitie

Accounts Area	Actuals	Budget	Variance
Within Portfolio Cost of Sales	1,702,959	1,742,011	-39,052
Movement in Earmarked Reserves	0	0	0
	1,702,959	1,742,011	-39,052
by Service Line	Actuals	Budget	Variance
Community Lead Housing	0	63,125	-63,125
Hackney Carriage Licenses	35,447	32,540	2,907
Homeless	334,753	481,684	-146,931
Homesafeguard	-138,318	-236,046	97,728
Housing Enabling Officer	-3,375	0	-3,375
Low Cost Homes	-203	-120	-83
Private Sector Leasing	5,757	0	5,757
Public Health Housing	382,024	409,935	-27,911
Transport	5,000	4,800	200
Grand Total	621,084	755,918	-134,834

Homelessness: Additional grant funding received throughout the year to support changes in legislation throughout the year and impact of Covid.

Homesafeguard: Budget increase applied not achieved by actuals to date, Planned review of fees and charges to bring Homesafeguard in line with new digital upgrade rollout required by 2025. Out of Hours and Overtime costs impact due to staffing and covid.

APPENDIX 2 – Cost of Services & Associated Earmarked Reserves Movements – Material Cost Code movements

Strategic	Service	Cost Centre	16,360,343	16,316,805	43,538	Variance Driver
			Actuals	Budget	Variance	
Corporate Services	Corporate Activities	Multi Serv Acty Annual	681,263	315,920	365,343	£350k of recoverable salary costs is included within the Cost Code with expectation this is offset by salary savings across the General fund
Finance	Hsg And Council Tax Benefits	Hsg Ben Awarded	109,290	-219,690	328,980	£1.2m reduction in Housing benefit payments versus a £1.42m decrease in income when compared to budget.
Corporate Services	Ict Services	Devon Shared It Project	-57,315	157,131	-214,446	
Street Scene Portfolio	Refuse Collection & Recycling	Refuse Collection & Recycling	3,817,674	4,018,500	-200,826	High price and volumes for materials giving strong income, partly offset by lack of return per DCC Avoided Waste scheme and high spend on new containers.
Environment Portfolio	Car Parks	Car Parks + Builds On Carparks	-2,894,902	-3,083,710	188,808	Software charges, Admin fees, Bank charges increased for Card & mobile payments driven by Covid (reduction in cash trans). Management of parking for external customers (income & Expenditure) not budgeted. Replacement of Parking machines funded by reserves
Sustainable Homes & Communitie	Homeless	Homeless Persons	327,405	481,684	-154,279	Additional grant funding received throughout the year to support changes in legislation throughout the year and impact of Covid.
Finance	Hsg And Council Tax Admin	Revs & Bens Covid 19 Work	-131,338	0	-131,338	Additional new burdens funding for Covid 19 work, partially reserved with the remainder left to offset burdens within other services
Street Scene Portfolio	Street Cleansing	Sc East	737,220	623,306	113,914	Enhanced cleaning requirements due to Covid drove Agency, Premises and Material costs. Delays in replacing vehicles and covid operational requirements also drove transport costs over budget.
Finance	Hsg And Council Tax Admin	Cncl Tax Liab And Recovery	740,900	851,348	-110,448	Predominantly driven by salary savings within the team versus the full time establishment resulting from staff turnover
Corporate Services	Org Development	Strategic Lead Org Dev & Trans	-74,578	26,810	-101,388	No expenditure within the year - role not filled
Sustainable Homes & Communitie	Homesafeguard	Home Safeguard	-138,318	-236,046	97,728	Budget increase applied not achieved by actuals to date, Planned review of fees and charges to bring Homesafeguard in line with new digital upgrade rollout required by 2025. Out of Hours and Overtime costs impact due to staffing and covid.
Finance	Land Charges	Local Land Charges	-61,200	30,721	-91,921	Higher than anticipated fee income - £307k versus a budget of £225k
Street Scene Portfolio	Refuse Collection & Recycling	Green Waste Service	-284,472	-197,310	-87,162	Strong subscription income being £108k up against budget.
Corporate Services	Ict Services	Document Centre	-40,073	40,000	-80,073	
Economy And Regenrtn Portfolio	Property And Estates Services	Estates	246,252	168,730	77,522	Technical Support
Economy And Regenrtn Portfolio	Property And Estates Services	Property Services	108,174	30,837	77,337	Reserve Funded
Economy And Regenrtn Portfolio	Beach Properties	Cafes And Kiosks	-163,607	-86,590	-77,017	Recovery of Insurance losses and back dated rent review
Economy And Regenrtn Portfolio	Economic Development	Economic Development	79,974	9,590	70,384	Additional role approved within the year - reflected in the subsequent financial year's budget
Street Scene Portfolio	Public Conveniences	Pc East	145,790	212,623	-66,833	Significant underspend on water charges against budget following covid as not all public conveniences open.
Street Scene Portfolio	Parks And Pleasure Grounds	Gm West	474,649	408,713	65,936	Overspend driven by enhanced working requirements driving Agency costs.
Sustainable Homes & Communitie	Community Lead Housing	Community Led Housing Res Fund	0	63,125	-63,125	Reserve Funded
Street Scene Portfolio	Street Scene Support Services	Streetscene Operations	-11,143	49,936	-61,079	Underspent on Special Items
Corporate Services	Elections	Eddc District Cncl Elections	59,149	0	59,149	Expenditure incurred for running District Elections in May 2021.
Environment Portfolio	Public Health	Pest Control Serv	62,130	3,897	58,233	Income not achieved due to Staffing, vacancy and COVID restrictions
Corporate Business	Corporate Business Mgmt	Mntrng Officer Local Invst	204,373	153,787	50,586	Overspend VS budget due to investigation fees.

APPENDIX 3 – General Fund Earmarked Reserves

			-20,683,994	-72,086	-20,756,081
Rev/Cap			2020	2021	2021
Res	Reserve Category/Strategic Line	Reserve Name	Balance	Movement	Balance
Capital	Asset Maintenance Reserve	Asset Maintenance Reserve	-911,167	162,790	-748,377
Capital	Strata/Capital Res It Projects	Strata/Capital Res It Projects	-3,463	-165,000	-168,463
Capital	Eth Refurb Reserve	Eth Refurb Reserve	-31,000	0	-31,000
Revenue	42021 C19 Reserve (Ex 93595)	42021 C19 Reserve (Ex 93595)	-478,722	32,405	-446,318
Revenue	42021 Financial Resilience	42021 Financial Resilience	0	-122,213	-122,213
Revenue	Business Rates Volatility Res	Business Rates Volatility Res	-8,277,957	3,642,013	-4,635,944
Revenue	C19 Econ Vuln Fd Coord Reserve	C19 Econ Vuln Fd Coord Reserve	-27,260	27,260	0
Revenue	Corporate Services Reserves Bs	Community (Was Dip) Consultatn	-6,058	0	-6,058
Revenue	Corporate Services Reserves Bs	Covid19 Emergency Fund Reserve	-163,170	-16,830	-180,000
Revenue	Corporate Services Reserves Bs	Edms Reserve (From Transformat	-33,159	0	-33,159
Revenue	Corporate Services Reserves Bs	Elect Reg Reserve	-44,118	0	-44,118
Revenue	Corporate Services Reserves Bs	It Repacemt (Systmon) Res	-20,114	0	-20,114
Revenue	Corporate Services Reserves Bs	It Website Development Res	-6,266	6,266	0
Revenue	Corporate Services Reserves Bs	Mobile Working Res Via Capital	-4,620	0	-4,620
Revenue	Economy Reserves Bs	Asset Management Plan Reserve	-18,286	0	-18,286
Revenue	Economy Reserves Bs	Beer Coastal Comm Reserve	-31	0	-31
Revenue	Economy Reserves Bs	Building Control It Enhancemen	-143,868	0	-143,868
Revenue	Economy Reserves Bs	Business Support And Adv Res	0	-39,257	-39,257
Revenue	Economy Reserves Bs	Comm. Invest Framework Reserve	-85,281	0	-85,281
Revenue	Economy Reserves Bs	Cranbrook Asset Trf Reserve	0	0	0
Revenue	Economy Reserves Bs	Economic Ptshp And Initiative Fnd	-54,375	0	-54,375
Revenue	Economy Reserves Bs	Edbc Reserve	-19,170	19,170	0
Revenue	Economy Reserves Bs	Ex & Seaton Visitor Cntr Res	-30,560	0	-30,560
Revenue	Economy Reserves Bs	Exmouth Regen Res Via Capital	0	0	0
Revenue	Economy Reserves Bs	Jubilee Field Axminster Reserve	0	-42,659	-42,659
Revenue	Economy Reserves Bs	Labgi Reserves	-80,986	18,780	-62,206
Revenue	Economy Reserves Bs	Ocean Venue Sinking Fund	-50,000	0	-50,000
Revenue	Economy Reserves Bs	Old Drill Hall Dem Via Capital	-1,874	0	-1,874
Revenue	Economy Reserves Bs	Portas Towns Pilot Reserve	-531	0	-531
Revenue	Economy Reserves Bs	Relocation Allowances Reserve	-158,454	0	-158,454
Revenue	Environment Reserves Bs	Aonb Landscape Fund	-85,307	-58,937	-144,244
Revenue	Environment Reserves Bs	Art In The Exe Reserve	-16,408	16,408	0
Revenue	Environment Reserves Bs	Car Pks Ticket Machine Rsrve	-121,257	72,478	-48,779
Revenue	Environment Reserves Bs	Climate Change Reserve	-270,014	-242,407	-512,421
Revenue	Environment Reserves Bs	E Devon Crime And Disorder	-53,358	-169,212	-222,570
Revenue	Environment Reserves Bs	Eh Protection Reserve	-3,342	-22,658	-26,000
Revenue	Environment Reserves Bs	Grants For Arts Reserve	-44,512	-16,223	-60,736
Revenue	Environment Reserves Bs	Hls Reserve	-85,307	-78,547	-163,854
Revenue	Environment Reserves Bs	Manor Pvlm Sidmth Res	-8,020	5,464	-2,556
Revenue	Environment Reserves Bs	Nat Healthy Schools Reserve	0	0	0
Revenue	Environment Reserves Bs	Water Voles Reserve	0	0	0
Revenue	Environment Reserves Bs	Wild Wetlands Project	-25,741	-33,632	-59,373
Revenue	Finance Reserves Bs	100percent Nndr Reserve	-2,505,898	434,781	-2,071,117
Revenue	Finance Reserves Bs	Community Fund Reserve	-30,179	18,589	-11,590
Revenue	Finance Reserves Bs	Crowdfunding Reserve	-50,000	50,000	0
Revenue	Finance Reserves Bs	Hben (Welfare Reform) Reserve	-20,059	20,059	0
Revenue	Finance Reserves Bs	Localised Ctax Support Reserve	-140,639	0	-140,639
Revenue	Finance Reserves Bs	Mtftp Risk Reserve	-2,000,000	-936,297	-2,936,297
Revenue	Finance Reserves Bs	New Homes Bonus Community Fund	-11,130	10,430	-700
Revenue	Finance Reserves Bs	Nndr Project Revenue Reserve	-34,304	0	-34,304
Revenue	Finance Reserves Bs	Parish Support Reserve	-54,990	0	-54,990
Revenue	Finance Reserves Bs	Parishes Together Reserve	-102,155	21,570	-80,585
Revenue	Finance Reserves Bs	Revs & Bens Reserve	-29,731	0	-29,731
Revenue	Gen Res Transform Fund	Gen Res Transform Fund	-1,261,894	-1,225,522	-2,487,416
Revenue	Led Nat Leisure recovery reserve	Led Nat Leisure recovery reserve	-191,842	-196,080	-387,922
Revenue	Private Sector Hsg Reserve	Private Sector Hsg Reserve	-35,381	0	-35,381
Revenue	Small Community Grants Fund Re93080	Small Community Grants Fund Re93080	0	-10,816	-10,816
Revenue	Strategic Develmt Reserves Bs	3 Towns Regeneration Reserve	-41,213	11,208	-30,005
Revenue	Strategic Develmt Reserves Bs	Comm Right To Challenge Reserv	-41,351	41,351	0
Revenue	Strategic Develmt Reserves Bs	Consortium Payment Reserve	-350,000	0	-350,000
Revenue	Strategic Develmt Reserves Bs	Cranbrook Hist Record Reserve	-4,153	4,153	0
Revenue	Strategic Develmt Reserves Bs	Dclg Gp Funding Revenue	-1,083	1,083	0
Revenue	Strategic Develmt Reserves Bs	East Devon Great Trees	-19,039	-4,940	-23,979
Revenue	Strategic Develmt Reserves Bs	Enterprise Zone Reserve	-604,070	-475,848	-1,079,918
Revenue	Strategic Develmt Reserves Bs	Gesp Reserve	-52,227	52,227	0
Revenue	Strategic Develmt Reserves Bs	Habitats Assessments Grant Res	0	0	0
Revenue	Strategic Develmt Reserves Bs	Hndu Expansion Areas Res	0	-125,000	-125,000
Revenue	Strategic Develmt Reserves Bs	Hnip Revenue Reserve	0	-361,930	-361,930
Revenue	Strategic Develmt Reserves Bs	Local Plan Inspection Reserve	-13,570	-80,906	-94,477
Revenue	Strategic Develmt Reserves Bs	Neighbourhood Planning Reserve	-149,326	16,778	-132,548
Revenue	Strategic Develmt Reserves Bs	New Burdens For Brownfield Reg	-5,485	5,485	0
Revenue	Strategic Develmt Reserves Bs	Ngp Masterplanning Reserve	-71,170	-1,083	-72,253
Revenue	Strategic Develmt Reserves Bs	Pdg Holding Acc Reserve	-20,000	20,000	0
Revenue	Strategic Develmt Reserves Bs	Planning Reserve	-51,297	51,297	0
Revenue	Strategic Develmt Reserves Bs	Playing Pitch Strategy Reserve	-13,300	13,300	0
Revenue	Strategic Develmt Reserves Bs	River Restoration Proj Res	0	-9,167	-9,167
Revenue	Street Scene Reserves Bs	Beach Huts Reserve	-74,176	15,371	-58,805
Revenue	Street Scene Reserves Bs	Burial Software Reserve	-3,234	0	-3,234
Revenue	Street Scene Reserves Bs	Honeyditches Interpret Panel	-12,597	0	-12,597
Revenue	Street Scene Reserves Bs	Jubilee Gardens Reserve	-3,290	0	-3,290
Revenue	Street Scene Reserves Bs	Lpsa2 Reserve	-79,353	30,055	-49,298
Revenue	Street Scene Reserves Bs	Ottery Cycle Path Dowry (Coler	-11,678	0	-11,678
Revenue	Street Scene Reserves Bs	Plant & Equip - Pks & Pls Grds	-64,907	-39,098	-104,005
Revenue	Street Scene Reserves Bs	Plant & Equip - Street Cleansg	-44,178	-9,550	-53,728
Revenue	Street Scene Reserves Bs	Streetscene Reserve	-179,460	70,080	-109,380
Revenue	Street Scene Reserves Bs	War Memorial Maintenance Reser	-20,000	0	-20,000
Revenue	Sustn Homes & Comm Reserves Bs	Community Led Housing Reserve	-921,878	22,360	-899,518
Revenue	Sustn Homes & Comm Reserves Bs	Housing Task Force Reserve	0	-490,483	-490,483
Revenue	Sustn Homes & Comm Reserves Bs	Protect And Vaccinate	0	-11,000	-11,000

APPENDIX 4 – HRA outturn Variances & Commentaries

Year to Date			INCOME	4Cast Outturn		
Actuals	Budget	Diff		Actuals	Budget	Diff
-17,830,412	-17,831,260	848	Gross Property Rents	-17,830,412	-17,831,260	848
-229,804	-336,180	106,376	Garage Rents	-209,804	-336,180	126,376
-617,873	-603,680	-14,193	Other Income	-617,873	-603,680	-14,193
-18,678,089	-18,771,120	93,031		-18,658,089	-18,771,120	113,031

Year to Date			EXPENDITURE	4Cast Outturn		
Actuals	Budget	Diff		Actuals	Budget	Diff
3,650,332	3,386,650	263,682	Repairs And Maintenance - General	3,650,332	3,386,650	263,682
694,996	950,780	-255,784	Repairs And Maintenance - Special	694,996	950,780	-255,784
6,189,635	6,432,003	-242,367	Supervision And Management	6,189,635	6,432,003	-242,368
129,441	286,090	-156,649	Other Expenditure	129,441	286,090	-156,649
2,987,803	3,776,420	-788,617	Capital Charges & Bad Debt	2,987,803	3,776,420	-788,617
13,652,207	14,831,943	-1,179,736		13,652,207	14,831,943	-1,179,736

		4Cast Outturn		
		Actuals	Budget	Diff
Financing & MIRS		2,814,354	2,973,310	-158,956

		4Cast Outturn		
		Actuals	Budget	Diff
Surplus		-2,191,528	-965,867	-1,225,661

Commentary

¹ Continued high levels of garage voids which will be under review during the stock condition survey - next years budget has been reduced accordingly.

² PPP Exclusions & Non PPP property repairs remain higher than budgeted, £163k and £83k respectively, which will be one of the key focuses of the contracts annual review.

³ Various underspends across adaptations, Fuel efficiency measures etc as some of the revenue costs have been allocated to capital projects or have been encompassed under the Central Government Green Homes schemes within the capital cost centres.

⁴ Continued salary savings as recruitment into vacant roles is proving difficult across the service, the savings in employment costs have been partially offset by fees for agency workers

⁵ Low levels of spending in areas such as Tenant Engagement and Change of Tenancy/Downsizing incentives predominantly at the beginning of the year due to pandemic restrictions.

⁶ £1.4m of Budget has been moved from the underspend in Major repairs to Capital Contributions to fund the Green Homes Schemes - Major repairs continues to be underspent due to low levels at the beginning of the year. Underspends will be reserved to bolster funds for the Stock Condition survey and resulting catch up costs.

⁷ Of the £1.4m budgeted contribution to capital mentioned above, only £1.2m was used due to the use of a £200k capital receipt from prior years borrowing to contribute to the Green Homes capital expenditure funding. This £200k saving will also be reserved for Stock Condition survey.

APPENDIX 5 – HRA Capital Summary with funding

Overall Capital Summary with Associated Funding

Affordable Housing	Funding Stream	21/22 Final
Property Purchases completed	2,332,456 Expenditure	2,332,456
	-1,399,474 60% HRA Funding from residual borrowing	-1,399,474
	-932,982 40% RTB Receipt Funding	-932,982
Property Purchases - additional fees etc	13,467 Expenditure	13,467
	-13,467 Revenue Contribution to Capital	-13,467
	0	0
FRA Capital Works		
In year expenditure	307,419 Expenditure	307,419
	-307,419 FRA Earmarked Reserve Funding	-307,419
	0	0
HRA Capital Program Including Capital Grants		
2 HRA Capital Programme Total	220,778 Expenditure	263,077
Green Homes Climate Change	1,505,566 Expenditure	(1,564,885
	-423,639 HRA CAPITAL PROGRAM RTB Receipts	-423,639
	-223,440 RESIDUAL BORROWING FROM 22/23	-223,440
	-1,079,265 Revenue Contribution to Capital	-1,180,883
	0	0

Report to: Cabinet

Date of Meeting 13 July 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Culture Strategy and Action Plan for East Devon 2022-2031

Report summary:

The report provides the Culture Strategy and Action Plan for East Devon for the future development and enhancement of the Council's ambitions for cultural development. The Culture Strategy is a ten year statement of intent that seeks to build on the existing work of the Council focussed mainly around the THG, as a cultural hub and the Arts & Culture Forum through a more cohesive and strategic approach to arts and culture and also seeking to add capacity and resource into meeting these ambitions. The Strategy has clearly identified the need for additional resource to enable delivery on the many actions identified and the recommendation is the appointment of a Cultural Producer role. The Cultural Producer will sit within the THG team and be focussed on developing funding applications to the Arts Council and Cultural Development Fund as well as developing new cultural partnerships, projects and activities with East Devon's artist and cultural community.

The report also recognises how an enhanced cultural programme can help to support and link into the District's distinctive cultural tourism offer through better promotion and marketing of the Council's work on the emerging Tourism Strategy. This is linked directly to the social and economic recovery of the district. The Culture Strategy also through its five themes encompass *what* it wants to achieve and three themes related to *how* it will deliver making it an effective strategy. There are also a developed set of objectives and actions within the Strategy to enable implementation.

The Culture Strategy presents an opportunity to place culture at the heart of the Council's recovery planning (both economically and socially) and along with the planned Leisure and Tourism Strategies provide the strategic decision making framework for these areas in the Council Plan.

Is the proposed decision in accordance with:

Budget Yes ☐ No ☒

Policy Framework Yes ☐ No ☒

Recommendation:

That Cabinet recommends to Council:

- The adoption of the Culture Strategy 2022-31 to reflect the new ambitions and opportunities to expand the arts and cultural offer of East Devon;
- Endorses the Culture Strategy's proposal to provide funding for a Cultural Producer role to enable the delivery of the Culture Strategy and Action Plan 2022-2031. A request is made to Council for a budget of £38,000 per annum; to be funded initially (3 years) from the Transformation Fund.

Reason for recommendation:

To be able to deliver the corporate ambitions identified within the Council Plan to develop and enhance the arts and cultural offer as an essential part of the Council's recovery planning work post COVID19 that will enable a social and economic recovery in the district's communities. The

Culture Strategy and Action Plan provides the strategic framework to support East Devon's arts and cultural sector and to help support the Council's ambitions for a scaling up of its cultural activities that support and synergise with the planned Tourism Strategy and Leisure Strategy. The Culture Strategy seeks to act on East Devon DC's climate change emergency response targets, recognises the value of the district's outstanding natural environment and supporting the district-wide cultural network (ACED) to engage with East Devon's creative arts sector.

Officers: Charlie Plowden, Service Lead – Countryside & Leisure; cplowden@eastdevon.gov.uk

Portfolio(s) (check which apply):

- ☐ Climate Action and Emergency Response
- ☐ Coast, Country and Environment
- ☐ Council and Corporate Co-ordination
- ☐ Democracy, Transparency and Communications
- ☐ Economy and Assets
- ☐ Finance
- ☐ Strategic Planning
- ☐ Sustainable Homes and Communities
- ☒ Tourism, Sports, Leisure and Culture

Equalities impact Low Impact

Climate change Medium Impact

Risk: Medium Risk; The report scopes out the strategic framework for scaling up the Council's stated ambitions within its Council Plan for its cultural work linking into tourism, communities, the environment and our events programme. The risk issues are centred around the current capacity of the Council's arts development team and budget being unable to deliver on these ambitions without further resourcing to enable delivery on the recommendations within the report.

Links to background information [Cultural Strategy 2022-2031](#)

Link to [Council Plan](#):

Priorities (check which apply)

- ☒ Better homes and communities for all
- ☐ A greener East Devon
- ☐ A resilient economy

Report in full

1. The value of culture

1.1 In the Arts Council England report - 'The Value of Arts & Culture to People and Society' there are five key ways arts and culture can boost local economies:

- Attracting visitors;
- Creating jobs and developing skills;
- Attracting and retaining businesses;
- Revitalising places;
- Developing talent.

- 1.2 Those who had attended a cultural place or event in the previous 12 months were almost 60% more likely to report good health compared to those who had not, and theatre goers were almost 25% more likely to report good health. Research has shown that high frequency of engagement with arts and culture is generally associated with a higher level of subjective wellbeing as well as improve the cognitive abilities of children and young people. There is also strong evidence that participation in the arts can contribute to community cohesion, reduce social exclusion and isolation, and make communities feel safer and stronger
- 1.3 The arts and culture industry has grown by £390 million in a year and now contributes £10.8 billion a year to the UK economy. The sector contributes £2.8 billion a year to the Treasury via taxation, and generates a further £23 billion a year and 363,700 jobs.
- 1.4 Cultural Tourism also plays a crucial role in today's economy. In 2018 it represented 37% of the total tourism sector, with an annual growth of approximately 15%.
- With the COVID-19 pandemic, it is estimated that international tourism fell by around 80% in 2020.
 - There is an opportunity to build a more resilient tourism economy, promoting digital transition and rethinking a more sustainable tourism system.
 - East Devon has a high cultural, social and environmental potential.
- 1.5 The LGA refer to the 'pulling power' of arts and culture: visitors to a theatre, museum, or festival spend money on their ticket or entrance fee, meals in local restaurants, spending in local shops, or perhaps hotel bookings as part of their visit. The value of arts and culture to society has long been debated. We know that arts and culture play an important role in promoting social and economic goals through local regeneration, attracting tourists, developing talent and innovation, improving health and wellbeing, and contributing to the delivery of public services. These benefits are 'instrumental' because art and culture can be a means to achieve ends beyond the immediate intrinsic experience and value of the art itself.

2. Impact of the Pandemic

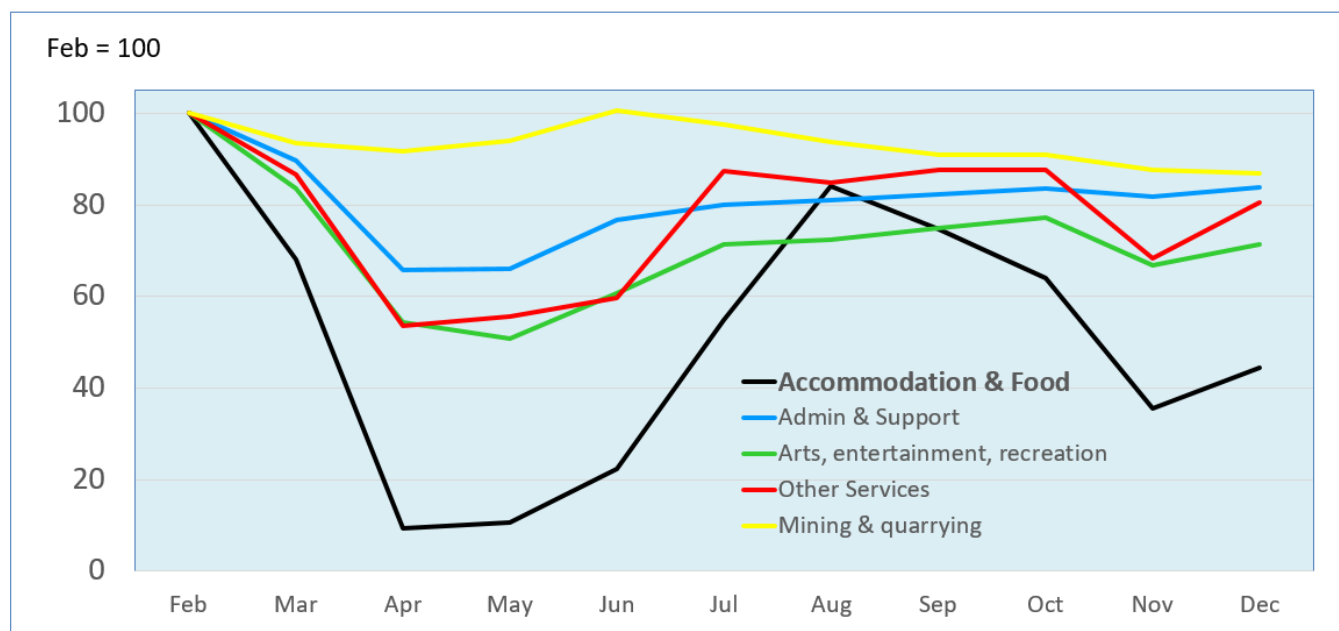
- 2.1 In its report - *LGA local.gov.uk: The impact of COVID-19 on culture, leisure tourism and sport* it has clearly evidenced the following relevant issues:
- the explosion of culture, sport and leisure consumption and participation during lockdown has demonstrated that these are among the services that really matter to residents. Their value is far greater than the entertainment they provide: they are essential to people's mental and physical health.
 - Secondly, councils will have a crucial role to play in delivering economic recovery. Prior to the pandemic, the creative industries were the fastest growing part of the economy, along with tourism. These businesses are integral to our recovery and part of a complex ecosystem which includes the services funded and delivered by councils.
 - Lastly as this research has shown, the impact of COVID-19 on culture, leisure, tourism and sport has been severe and this position is likely to remain challenging in the foreseeable future. Nevertheless, this sector has a vital role to play in the nation's recovery. Expenditure on culture and leisure organisations is not a sunk cost; it is an investment in the health and wellbeing of a place and its residents.
- 2.2 The Arts Council England (ACE) Strategy 2020-2030 'Let's Create' has set out an ambition to achieve by 2030, that England is a country in which "the creativity of each of us is valued and given the chance to flourish, and where every one of us has access to a remarkable range of high quality cultural experiences". To be achieved through;

- **Creative People:** Everyone can develop and express creativity throughout their life.

- **Cultural Communities:** Villages, towns and cities thrive through a collaborative approach to culture.
- **A creative and cultural country:** England's cultural sector is innovative, collaborative and international.

2.3 It is through this ACE Strategy ambition and also the LGA's 'Creative Places: Supporting your local creative economy' 2020 document that this report will seek to establish how the Council can put in place various programmes, resources and partnerships to build on its existing commitments within the arts and cultural sectors and also establish a clear "roadmap" to how this can further support the development of East Devon's cultural visitor economy.

There is no doubt that the sector has been heavily impacted by the pandemic. The following graph shows the five most impacted sectors in the UK in terms of GVA during 2020.



3. What role can the Council play in supporting the cultural tourism sector?

3.1 Devon has one of the largest visitor economies in Britain, drawing in visitor spend of almost £2.5bn per year, primarily driven by the quality of the natural environment. The County attracted 24 million overnight stays from visitors from across the UK and the world in 2016, contributing £2.5bn to its economy and employing 12% of the County's workforce. There are twice as many tourism business in Devon than the national average

3.2 In 2015 East Devon attracted over 500,000 domestic and international trips. This resulted in over 2m night stays and spend of £117m. This was combined with nearly 4m day trips with associated spend of over £135m.

3.3 The tourism sector is clearly of significant economic importance to the District. It is relatively diverse and there are a number of leading private businesses providing everything from accommodation to attractions. The District Council's role in relation to supporting tourism has shifted over time from funding large scale marketing and promotion activity and supporting the operation of Tourist Information Centres to bringing forward physical regeneration projects, such as Seaton Jurassic and Queen's Drive space, designed to improve the offer of specific places.

3.4 The easing of restrictions has meant there is the opportunity to consider the Council's role going forward and how this can help to support recovery and add value to the cultural tourism sector.

Specific dimensions to this could include the following;

- Harnessing the potential to promote culture-led tourism – for example by leveraging the programmes of the Thelma Hulbert Gallery and the Manor Pavilion Theatre within the context of the cultural strategy and the Arts & Culture East Devon partnership
- Spreading the geographic focus across the District – for example by working with the AONB partnership and to bring forward initiatives such as the Clyst Valley Regional Park in conjunction with partners such as the National Trust
- Promoting green and eco-tourism – the ability to also support tourism through the provision of EV charging points in our car parks was highlighted recently. Also around 70% of all visitors to Devon are attracted by the quality of the environment which turn speaks to the stewardship role of the farming and forestry sectors as well as to our own role in providing natural attractions such as Seaton Wetlands
- Supporting private sector-led initiatives such as East Devon Excellence – this brings together a range of leading businesses in the District with the potential to support wider industries such as in relation to food and drink.
- Ensuring a thriving festival and events scene – including linking to our own events strategy
- Place making – including utilising the Council's own assets to further develop the offer of specific places. This could range from public realm improvements through to the development of improved facilities.
- Supporting investment - the government recently confirmed details of the UK Shared Prosperity Fund as well as the Levelling Up Fund.

4. EDDC's cultural programme

4.1 The majority of the creative arts and cultural work undertaken by the Council is through the Thelma Hulbert Gallery and its Out & About programme which delivers the most high profile projects and PR campaigns that brings a focus to the importance and value of arts and culture within our district. Other important cultural providers are The Manor Pavilion Theatre, Sidmouth which has a popular and successful programme of dance, musicals, drama, comedy and ballet performances throughout the year and is an award winning community theatre.

4.2 The EDDC Countryside and AONB teams also deliver programmes which connect culture with our outstanding environment and promote the value of our rich cultural heritage. LED through the Exmouth Pavilion also supports a popular programme of entertainment and finally more recently the work of the Events Officer has started to explore opportunities for enabling new events activities such as music festivals and outdoor theatre.

4.3 There is no clearly defined cultural or tourism service within the Council and it is through these services along with our Economic Development team which provide the majority of the advice, support and outputs that help to support our visitor economy and provide a diverse and exciting programme of creative arts and cultural activities

4.4 Following recent discussions within the Leadership Group, Portfolio Holders and Culture Champion and the recent Arts and Culture Forum there is a clear ambition to develop on the work of the THG and the Arts & Culture Forum to provide Cultural Leadership and a district wide role for arts development and also supporting our creative arts and cultural sector. This is articulated within the Council Plan.

5. Arts and Culture East Devon (ACED) network

5.1 Against the context of Covid19, THG took the initiative to develop a public network to support the cultural and creative sector in its recovery from the pandemic. All cultural services such as local arts, theatres, museums and galleries, festivals, music events, public art, those working with local social, wellbeing, inclusion and economic development agendas, and creative businesses are all invited to participate in a supportive network developing a creative economy and stabilising the cultural ecology of the district.



5.2 The benefits of such a platform are clearly evidenced in other local authorities such as Exeter, Torbay, Taunton & West Somerset, Cornwall etc. where the joining up cross all the creative arts sectors has brought exciting new initiatives, funding, long lasting social and economic benefits into communities and towns as well as inspiring the next generation of cultural providers.

ACED network aims:

- Embed the role of the arts in the cultural, social, educational, environmental and economic life of the district by providing a **supportive network**
- Support advocacy work for local arts and culture services and identify areas for **collaboration**
- Share news, **best practice**, plans and ambitions- aiding **communication** between arts practitioners, arts organisations, non-arts organisations, local government and regional and national bodies
- Develop and **promote** local authority arts and culture-led economic growth initiatives
- Support an increase in **engagement** in cultural activity in the District, developing a healthy social and cultural ecology which **enriches communities and visitors**

It is the intention of ACED to help deliver the cultural ambitions stated within the Culture Strategy and also the Council Plan and also meet the Arts Council England vision in their 'Let's Create' 2020-30 strategy which will help East Devon DC to align its cultural ambitions with the Government's cultural priorities and secure support and funding for future programmes

6. Resourcing the cultural ambitions

6.1 It is this expanded cross district portfolio of programmes, activities and events that is now driving the cultural development within the Council. It is clear that the importance of the THG team has grown in the last 2 years, supporting the Council in wider strategic corporate priorities and

also through adopted plans such as the Public Health Plan, Climate Change Strategy and Events Strategy. The THG can be used as a “cultural engine”, coordinating with Council teams who engage with art and culture.

6.2 The need for additional resources has been identified within the Culture Strategy with the Action Plan’s identification of projects and activities. To enable the delivery of these the “ask” is to create a dedicated role to spearhead this – a Cultural Producer role. This post would be tasked with developing new cultural partnerships, develop funding bids and take responsibility for overseeing the monitoring and review of progress in delivering the Strategy.

6.3 The Cultural Producer’s role is outlined in Appendix 1 of the Culture Strategy and would be located within the THG team. Without a dedicated role to take forward the Strategy it will prove very challenging to deliver on the Action Plan and the ambitions stated within the Council Plan. The existing resources within the Council for delivering cultural activities have remained static for many years with the focus being on supporting the Manor Pavilion theatre, the THG, Villages in Action and the South West museums Partnership with the latter two receiving a modest grant to support their activities district-wide.

6.4 The Culture Strategy has identified five themes which outline a “roadmap” for cultural activities to help influence, support and scale up areas such as cultural tourism, promoting a collaborative events programme linking culture and the natural environment, providing targeted support for east devon’s “cultural” volunteers, supporting the next generation of creative artists with an apprenticeship scheme team and shaping our place-making schemes through cultural regeneration. These ambitions will require additional capacity to be brought into the Council to enable delivery.

7. A way forward for East Devon DC’s cultural ambitions

7.1 Alongside a newly commissioned Cultural Strategy will be the Leisure Strategy and a Tourism Strategy for the district which will help to provide the strategic framework for the Council’s ambitions in these three important sectors both economically, socially and environmentally. The linkage of all three will help deliver the Council’s priorities for public health, climate change and supporting our communities as we recover from COVID19. There are potentially significant opportunities to develop the cultural tourism offer in East Devon that has a focus primarily on our rural hinterland area as our coastal areas have a well marketed and thriving visitor offer.

7.2 The developing role of ACED will also provide an important “voice” for the district’s grassroots cultural and creative arts sector that can help to create new opportunities to market, promote and support the sector as well as link into the cultural tourism offer. This network will require support and over the next 6 months it will be supported through the THG team leading to a longer term solution with a proposed new funding application to the Arts Council England to fully fund this role.

8. Summary

8.1 The Culture Strategy has sought to reflect the creative arts and cultural ambitions within the Council Plan into a coherent and exciting programme of projects, activities and new platforms. The THG has and is showing that it can also be the Council’s lead for delivering this Council-wide arts and cultural development programme by integrating into other Council priorities. The creation of a Cultural Producer role will enable the delivery of the ten year Strategy working alongside East Devon’s cultural sector and drawing in funding from external sources to help underpin the programme of activities identified within the Action Plan.

8.2 The challenge has now been presented in the ten year Culture Strategy and the opportunity to take the next steps is evidenced in the report to showcase the intrinsic value of culture to our district and also place culture at the heart of delivering and enabling many of the Council’s ambitions outlined in its Council Plan.

Financial implications:

The recommendation to Council is for the approval of a new post of "Cultural Producer" this is estimated at a cost of £38k per annum with on costs. It is proposed initially for a 3 year period the cost is met from the Transformation Fund. Other actions identified within the Culture Strategy at this stage have not been highlighted as a request for additional funding, as actions are worked through in more detail if additional resources are required then these will have to be considered by Cabinet and Council as a specific request to consider approval..

Legal implications:

The adoption of the Culture Strategy and budget requests are appropriately matters for Council to agree. Otherwise the report does not identify any legal implications requiring comment'

Report to: Cabinet

Date of Meeting 13 July 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Devon, Plymouth and Torbay Devolution Deal - update

Report summary:

Following the publication of the Levelling Up White Paper in February, work has been ongoing on formulating and agreeing a devolution deal for the area. This report provides an update on the progress on the Deal over recent months, and likely next steps and timings.

This paper outlines two particular areas of note for East Devon, around the likely timetable for integration of the Shared Prosperity Fund if devolution happens, and ongoing work around governance of a future County Combined Authority in light of the Levelling Up Bill published in May.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendations:

That Cabinet;

- notes the ongoing work around the Devon, Torbay and Plymouth Devolution Deal
- acknowledges the importance of influencing the development of the Deal for the Devon, Plymouth and Torbay area
- notes the interim discussions around the Levelling Up Bill and supports ongoing efforts to influence Government's position on the role of District Authorities within Devolution.

Reason for recommendation:

To ensure that key Council priorities are identified in relation to the development of a Devolution Deal

To ensure that any subsequent Devolution Deal respects the sovereignty and needs of the area

Officer: Andy Wood, Service Lead – Growth, Development & Prosperity, email adwood@eastdevon.gov.uk tel 01395 571743. Phill Adams, Programme Director – Devon, Plymouth and Torbay County Deal.

Portfolio(s) (check which apply):

- ☒ Climate Action and Emergency Response
- ☒ Coast, Country and Environment
- ☒ Council and Corporate Co-ordination
- ☒ Democracy, Transparency and Communications
- ☒ Economy and Assets
- ☒ Finance

- ☒ Strategic Planning
- ☒ Sustainable Homes and Communities
- ☒ Tourism, Sports, Leisure and Culture

Equalities impact High Impact

By definition the Levelling Up White Paper is intended to help address inequalities.

Climate change High Impact

Risk: High Risk; The Levelling White Paper includes policy proposals and provisions that could have a very significant impact on the future role and function of the Council. Of particular note is that the Council has no formal role in agreeing the form and content of a County Deal and the current Levelling Up Bill provides the Secretary of State with the power to undertake unilateral movement of powers. Work is ongoing to encourage amendment of this approach, but it does remain a risk for district authorities through the process.

Links to background information [Levelling Up White Paper \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)
[Levelling-up and Regeneration Bill - Parliamentary Bills - UK Parliament \(Public Pack\)Agenda Document for Cabinet, 02/03/2022 18:00 \(eastdevon.gov.uk\)](#) item 13

Link to Council Plan

Priorities (check which apply)

- ☒ Better homes and communities for all
- ☒ A greener East Devon
- ☒ A resilient economy

1. Background and context

- 1.1 The Levelling Up White Paper was published on the 2 February. Badged as a plan to transform the UK by spreading opportunity and prosperity to all parts of it, the document had been keenly anticipated. It follows up on a key commitment from the UK Government to address regional and local inequalities. The opening sentence of the foreword from the Prime Minister describes levelling up the country as the Government's defining mission.
- 1.2 The document states that levelling up will require government to;
 - boost productivity, pay, jobs and living standards by growing the private sector, especially in those places where they are lagging;
 - spread opportunities and improve public services, especially in those places where they are weakest;
 - restore a sense of community, local pride and belonging, especially in those places where they have been lost; and
 - empower local leaders and communities, especially in those places lacking local agency.
- 1.3 To achieve this ambition, the White Paper sets out a new Devolution Framework (see Appendix A) which gives an indication of the types of powers and functions that will be considered for each of three devolution levels. Importantly Devon, Plymouth and Torbay are identified as one of nine areas that will be the focus for an initial wave of County Deals to be concluded by the end of 2023.
- 1.4 Cabinet received an initial report on the White Paper at the 2nd March meeting. With regards substance, the Government's devolution approach principally focuses upon the creation of a new County Combined Authority in each devolved area, with the new body then drawing powers and funding down from Whitehall across a suite of pre-agreed themes. As set in the Levelling Up White Paper's devolution framework, the Government

offers areas a stepped choice of options and powers dependent upon the shape of governance local partners are willing to adopt (with the mayoral model considered the gold standard).

- 1.5 Within Devon, Plymouth and Torbay, partners have been clear that they wish to pursue a Level 2 / mid-level type deal, seeking to take forward a non-mayoral cabinet style arrangement of leaders. Whilst this reduces the powers on offer to a devolved body, it provides a governance approach more suitable for multi-tier and geographically diverse areas where a single lead may not be appropriate.

2. Update on a Devolution Deal for Devon, Plymouth and Torbay

- 2.1 As one of the identified pilot areas for Devolution, Devon, Plymouth and Torbay partners have mobilised a process of joint working over the past three months to develop their shared devolution pitch to Government. This includes engagement across multiple levels; through Leaders within Team Devon, Chief Executives via bilateral sessions with the County Council and Unitary partners, and with officers across a range of thematic groups working on the likely asks from the area for Government. Despite a commitment in principle to explore devolution however, all work is being advanced on a non-binding basis, with the intent to negotiate with Government and then bring any final deal back to constituent Councils and partners for approval.
- 2.2 On this basis, work to date has focused upon agreeing the broad parameters of any future deal to be negotiate with Government. Work has concentrated primarily upon two core aspects of the deal:
 - **Governance** – Agreement of an outline Governance structure for any new Combined Authority, with relevant representation from ‘Team Devon’ alongside Plymouth and Torbay Councils built into both the Combined Authority itself via the board and proposed Joint Committee, as well as integration within relevant scrutiny structures. The latest proposed structure is set out below;



- **Thematic Priorities and Asks** - Agreeing and refining the core themes of the Combined Authority, with a focus on six core areas (Business Support and Innovation, Skills, Housing, Transport, Net Zero / Environment, and Place Making) to be pursued with Government. This culminated in the production of a shared template to Government on the Devon, Plymouth and Torbay Deal submitted in March (attached at annex 1), which sets out an ambitious programme for devolution, including the folding in of the Local Enterprise Partnership, devolution of skills funding, significant new powers around housing, and seeking to secure a range of complementary investments around innovation, education and net zero initiatives.
- 2.3 Partnership working around the devolution to date has been positive, in part due to a shared commitment across partners to a series of base principles. This includes agreement that the area is not interested in a mayoral authority, that any deal must be respectful and representative of all Local Government partners (whether County, Unitary or District), that any activity included within the Combined Authority must be additional and add value, and that no deal is done until a deal is agreed locally.
- 2.4 The emerging asks from the Devolution proposal resonant with the Council's priorities in terms of the Council Plan and associated strategies, for example in relation to Climate Change. This position will need to be kept under careful review as the proposals continue to be developed and finalised. This includes in relation to the UK Shared Prosperity Fund, the Investment Plan for which is the subject of a separate Cabinet report.
- 2.5 Despite significant local alignment however, Government engagement and activity to date has been more limited. Whilst an initial template was requested by Government from each devolution area in March, formal activity around the Devon, Plymouth and Torbay deal has yet to begin as of the start of June. Early feedback from the Department for Levelling Up suggests that this is down to a lack of capacity within Whitehall, with the initial mayoral deals in Cornwall, Norfolk and Derbyshire/ Nottinghamshire currently being prioritised given their longer lead times.
- 2.6 This was confirmed by the Local Government Minister in a meeting with Leaders on the 9 June, and mirrors the experience of other pilot areas including Suffolk, Humber and County Durham. The Minister was able to confirm however an intention to complete existing Level 3 negotiations by the late summer, and for officials to then begin work with Level 2 areas during the early Autumn. The Government also committed itself to reach a go / no go decision with every pilot area by the end of the calendar year.
- 2.7 This aligns closely with the progress of the Levelling Up and Regeneration Bill currently working its way through the house. The Bill sets out the broad legislative framework for taking new County Combined Authorities / Government's wider devolution commitments, providing the variable framework set out through the White Paper. As set out for Members in March, this however retains a focus upon County and Unitary authorities as the decision-making bodies for any future devolution approach.

3. Issues Arising

- 3.1 Whilst partners within the Devon, Plymouth and Torbay area continue to work closely together around their preferred approach to Devolution, and are predominantly aligned in their views, two areas of note have arisen over the past few months which require further clarification moving forward:
- **Conferring of Powers by the Secretary of State** – The recently published Levelling Up and Regeneration Bill included provisions within Clause 16 for the Secretary of State to remove powers unilaterally from District or Unitary Authorities and awarded them to any new Combined Authority. The principle behind this is to mirror existing provisions within the previous Local Government Act which established Mayoral Combined Authority in 2016. However, in two tier areas, this is clearly more problematic, with the potential for local government restructuring via Whitehall.

At a local level, County, Unitary and District Colleagues are strongly opposed to this approach and have informed the Minister it poses a redline matter for partners. This has also been fed back to MPs and through respective associations (including the LGA and District and County Council Networks). However, Government has yet to commit to an amendment beyond regulation. This is likely to form a key issue in the debate around the Bill over the next few months, as well as being a test of Government's willingness to allow local areas to determine their own preferred devolution approach.

- **Future Provision of the Shared Prosperity Fund** – Cabinet will be shortly be considering report on the proposed investment plan for the Shared Prosperity Fund for the period 2022 – 2025. The intention is that this will be then be submitted by the deadline of the 1st August. Government has confirmed that, in areas where a County Combined Authority is to be taken forward, Shared Prosperity Funding will be pooled from managing authorities from 2024. Government is keen for this to be an organic process, with a pooling of priorities and projects during the period to allow for a smooth transition, but as yet no guidance or detail has been provided for this shift in accountability

3.2 Devon, Plymouth and Torbay partners are already seeking to work together to align their broad approach to the management of the Shared Prosperity Fund where appropriate and ensure that project activity which cuts across boundaries can be properly considered. If a Devolution Deal is concluded, partners have also indicated that they will be seeking to take a bottom-up approach to prioritisation and management of the Shared Prosperity Fund moving forward to avoid a clash between any current and future arrangements. However, this will naturally need to be an area of joint working if / when any deal is concluded.

3.3 A further report on the final devolution proposals will need to be considered by Cabinet before the end of this year. This will include an assessment as to the degree to which the proposals help to meet and advance the Council's strategic priorities. The initial March Cabinet report identified the following areas in this respect;

- A regeneration programme for our costal and market towns including supporting our high streets – this could pick up on the work already underway for the Axe Valley and Exmouth including taking forward the potential for culture-led regeneration.
- Digital connectivity improvements – this could include the accelerated roll out of gigabit capable connectivity and 5G improvements.
- Strategic transport infrastructure improvements – for example a further passing loop on the Waterloo rail line would enable a 30 minute service frequency service between Axminster and Exeter.
- Affordable housing programme – the housing crisis applies across Devon and a proposition could be made around enhanced affordable housing delivery, potentially utilising funding that would otherwise come through Homes England.
- Poverty reduction – there has been considerable work in this area to develop the Poverty Strategy Action Plan. Specific aspects of this could be scaled up.
- A low/zero carbon programme – this could include number of areas ranging from developing active travel infrastructure such as improved cycling infrastructure to serve our market towns and the development of the Clyst Valley Trail to support for housing retrofit measures. The programme would need to align with the Devon Carbon Plan and our own Carbon Action plan.
- Environmental stewardship – this could address key themes around caring for the environment, encouraging biodiversity, restoring habitats, rewilding and nature recovery which again could include devolving some national level funding streams alongside setting ambitious targets locally.

- Delivery vehicle to support large scale development identified through the Local Plan. This could include extending the revolving infrastructure fund proposals that were considered by Cabinet last July.
- Support for the Clean Growth vision for the west of the District and the associated anchor opportunities – this was considered by Cabinet at the February meeting.
- Health and wellbeing - to coordinate our shared agenda that promotes healthy lifestyles, health equalities, good mental health and physical activity. The high level ambitions in our Public Health Strategy seeking better health for all can resonate in a County Deal.

3.4 An example of the type of consideration that will need to be included in this assessment is the degree to which the devolution proposals will enable access to funding streams through the Combined Authority, such as in relation to Homes England programmes, that would otherwise remain at a national level.

4. Conclusion

4.1 Despite it being five months since the publication of the Levelling Up White Paper, negotiation of a final devolution deal for Devon, Plymouth and Torbay remains at a relatively early stage. Officers and members are fully engaged within ongoing work, including relevant governance and thematic content, but the partnership awaits Government's next steps. We also continue to work closely with County and Unitary colleagues around core issues arising around the wider devolution framework, notably the recent concerns around the Bill and forward approach to SPF delivery. These will be clarified over the balance of this year. It will be important to ensure that the outcomes, both in terms of national legislation and the local devolution proposals, provide a strong platform for local engagement in decision making alongside our wider partners and reflect local priorities. A further report to Cabinet once the negotiations have advanced to final proposals in this respect.

Financial implications:

There are no direct financial implications from the recommendations in the report. However, any Devolution Deal and the Shared Prosperity Fund will have a significant influence on the Council's future and funding opportunities going forward, further updates and decisions on how we can achieve the best for the District will be presented as more details are determined.

Legal implications:

The report does not raise any specific legal implications requiring comment.

Appendix A

Table 2.3 Devolution Framework

Level 3 – A single institution or County Council with a directly elected mayor (DEM), across a FEA or whole county area

Level 2 – A single institution or County Council without a DEM, across a FEA or whole county area

Level 1 – Local authorities working together across a FEA or whole county area e.g. through a joint committee

Function	Detail	L1	L2	L3
Strategic role in delivering services	Host for Government functions best delivered at a strategic level involving more than one local authority e.g. Local Nature Recovery Strategies	✓	✓	✓
	Opportunity to pool services at a strategic level	✓	✓	✓
	Opportunity to adopt innovative local proposals to deliver action on climate change and the UK's Net Zero targets	✓	✓	✓
Supporting local businesses	LEP functions including hosting strategic business voice		✓	✓
Local control of sustainable transport	Control of appropriate local transport functions e.g. local transport plans*		✓	✓
	Defined key route network*			✓
	Priority for new rail partnerships with Great British Railways – influencing local rail offer, e.g. services and stations			✓
	Ability to introduce bus franchising		✓	✓
	Consolidation of existing core local transport funding for local road maintenance and smaller upgrades into a multi-year integrated settlement			✓
Investment spending	UKSPF planning and delivery at a strategic level		✓	✓
	Long-term investment fund, with an agreed annual allocation			✓
Giving adults the skills for the labour market	Devolution of Adult Education functions and the core Adult Education Budget		✓	✓
	Providing input into Local Skills Improvement Plans		✓	✓
	Role in designing and delivering future contracted employment programmes			✓
Local control of infrastructure decisions	Ability to establish Mayoral Development Corporations (with consent of host local planning authority)			✓
	Devolution of locally-led brownfield funding			✓
	Strategic partnerships with Homes England across the Affordable Housing Programme and brownfield funding			✓
	Homes England compulsory purchase powers (held concurrently)		✓	✓
Keeping the public safe and healthy	Mayoral control of Police and Crime Commissioner (PCC) functions where boundaries align^			✓
	Clear defined role in local resilience*		✓	✓
	Where desired offer MCAs a duty for improving the public's health (concurrently with local authorities)			✓
Financing local initiatives for residents and business	Ability to introduce mayoral precepting on council tax*			✓
	Ability to introduce supplement on business rates (increases subject to ballot)			✓

* refers to functions which are only applicable to combined authorities

^ refers to functions which are currently only applicable to mayoral combined authorities



Department for Levelling Up, Housing & Communities

DEVOLUTION DEAL PROPOSAL

INTRODUCTION AND GUIDANCE

In the Levelling Up White Paper, the UK Government set a mission that, by 2030, every part of England that wants one will have a devolution deal, with powers at or approaching the highest level of devolution, with a simplified, long-term funding settlement.

The devolution framework published alongside the mission sets out a clear menu of options for places in England that wish to unlock the benefits of devolution. Each level of the framework provides an indication of the types and examples of powers and functions the Government would consider devolving, aligned to our primary areas of focus for levelling up. They are not a guaranteed, minimum offer; some powers will only be made available to institutions with directly elected mayors, while others will only be available across certain geographies, either functional economic areas or whole county geographies.

Further powers and responsibilities may also be negotiated on a case-by-case basis. Not every area will have the same powers and we want to continue to hear from areas on their priorities and innovative ideas. Places may deepen their devolution over time as their institutions mature and can accept greater responsibility.

Having been selected for negotiations, this document allows for devolution proposals to be set out with reference to the devolution framework published in the White Paper. It is intended to capture a summary of proposals. Responses will provide the starting point for negotiations on a devolution deal where proposals will be examined in more depth.

The document is split into three sections:

- Section 1 – Core information
- Section 2 – Leadership and governance
- Section 3 – Powers and flexibilities

Please complete all three sections and return to your Cities and Local Growth Unit Area Lead.

SECTION 1: CORE INFORMATION

Local Authority / Local Authorities with which the deal will be negotiated	<p>Devon County Council, Plymouth City Council, Torbay Council, Mid Devon District Council (representing the 8 Devon District Councils of Mid Devon, Exeter City, South Hams, West Devon, Torridge, North Devon, East Devon and Teignbridge).</p> <p>The Negotiation Team will be led by the leader of Devon County Council</p>
Negotiation leads and contact details (political and officer level)	<p>Councillor John Hart Leader, Devon County Council john.hart@devon.gov.uk</p> <p>Tracey Lee, Chief Executive, Plymouth City Council, Tracey.Lee@plymouth.gov.uk</p> <p>Phill Adams Programme Lead, Devon, Plymouth and Torbay Devolution Deal Phill.adams@devon.gov.uk Tel: 07854 797304</p>
Ideal timescales to agree and implement a deal (please note any material considerations)	<p>Devon, Plymouth and Torbay Devolution Deal Partners would like to agree and implement a deal from 1 April 2023.</p> <p>To facilitate this, our partnership has mobilised capacity to work intensively with Government on Deal negotiation over the next six months, and believes that it will be able to successfully implement any agreed deal from early 2023 (subject to negotiation being completed during the Autumn).</p> <p>At present, partners believe that there are only two material considerations which may impact on this timetable:</p> <ol style="list-style-type: none"> 1) Devon, Plymouth and Torbay are seeking a Non-Mayoral / Upper Tier Combined Authority under Level 2 of the Levelling Up White Paper. We understand however that supplementary legislation is likely to be required to achieve this. This may however delay our ability to formally adopt any final governance arrangement until the legislative process is complete. 2) Plymouth City Council is due to hold local elections in May 2022. Whilst partners do not currently believe this will lead to a substantive change in appetite for the Deal process, it is clearly of note. <p>With reference to the above, local partners are currently seeking to mitigate both factors as far as practicable. This includes discussions with all parties within Plymouth City to ensure continuity where possible, and we will ensure that shadow arrangements are ready to be stood up at the appropriate point should the legislative process take longer than anticipated.</p>

Dates of upcoming local government elections	Plymouth City Council – May 2022 Exeter City Council – May 2022
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SECTION 2: LEADERSHIP & GOVERNANCE MODEL

Please outline core information about your proposal, including which level of devolution you want to pursue (with reference to the devolution framework), across what geography and with what leadership and governance model.

Section 2 not to exceed 2 pages.

Which level of the devolution framework does your proposal current sit in?

Please indicate the level of the framework at which you are seeking to agree a deal, or state if you intend to decide this during the course of negotiations. If you are in the latter category please complete the remainder of this template on the basis of a level 3 deal, indicating which proposals you would expect to be available only with a level 3 deal.

Devon, Plymouth and Torbay are seeking to agree a deal at Level 2.

We consider this to be the best devolution model to adopt for a large functional economic area with a diverse mix of urban, rural and coastal communities and a varied geographical, political and governance make-up.

We believe that there is a compelling rationale for a number of those functions that are currently limited to Level 3 to be included within our deal.

Describe your proposed leadership and governance model. Please include reference to:

- (a) the institution you wish to receive devolved powers (e.g. mayoral combined authority, upper tier local authority);
- (b) the membership of the institution (e.g. constituent authorities and non-constituent members);
- (c) the leadership for the institution (e.g. directly elected mayor or otherwise);
- (d) the governance board for the deal (e.g. cabinet and its membership); and
- (e) any required changes to implement these structures (e.g. council resolution on changing governance model).

If you are as yet undecided about which level of the framework you are seeking a deal, please set out the governance you would propose under different scenarios (e.g. level 2 or level 3 deal).

Devon, Plymouth and Torbay (the partners) are proposing that relevant powers are devolved to a new form upper tier combined authority. This new combined authority's Executive Group / Cabinet will comprise of the Leader of Plymouth City Council, the Leader of Torbay Council, and agreed representatives from Team Devon, which will be made up of the Leader of Devon County Council and representation from the Devon District Council Forum. Leadership of the District Forum rotates on an annual basis between District Council Leaders within Devon, which will provide clear line of sight between the Combined Authority and individual district areas.

In taking forward this approach, the partners intend to create a cabinet model for the new delivery body which is representative of the area's local authority structure, geography and population. The balancing of membership as set out seeks to provide for a strong and stable governance model moving forward, whilst the inclusion of Devon District Forum membership provides for a strong linkage between Devon's district councils and the activities and governance of the wider Combined Authority.

To ensure clear and strong leadership, the cabinet model envisaged will be led by a selected leader from within the partners, giving Government the clear accountability and single point of contact it has requested through the White Paper. This role will be initially taken up by the leader of Devon County Council, acting as lead member on behalf of the wider Combined Authority Cabinet group.

To reinforce the accountability and responsive of this leadership model, the partners also intend to adopt a representative scrutiny model within the new Combined Authority. If Government replicates the existing

Combined Authority approach to scrutiny, this would initially be made up of a representative sample of members from Devon County, Plymouth City and Torbay Councils. However, partners would be keen to explore the potential for District and other stakeholder membership to be included in future scrutiny arrangements to ensure thematic and geographic rigour through the process, and providing a wider opportunity to influence policy development. This would seek to replicate and build upon the good practice already achieved through the cross-authority model in place between partners within the Heart of the South West.

As part of this approach, the partners are also keen to explore the incorporation of a range of formally adopted sub-boards / scrutiny boards within any emerging Combined Authority structure. This would include thematic leadership boards with an explicit focus upon Economic Development, Innovation, Climate Change, Skills and Employment, Health and Care, Housing and Transport. In some instances, this may involve working with an existing board (for example, the Peninsula Sub-National Transport Board, Local ICS Board, or Forthcoming Local Skills Improvement Partnership), or integrating and expanding an existing Board or organisational structure into a constituent element of the new Combined Authority. It is the intention of the Combined Authority that these will provide a clear voice for business and other crucial stakeholders within any new structure.

Outside of the formal Combined Authority Structure, partners within the Devon County Council administrative area also intend to formalise their own partnership governance arrangements through the establishment of a Joint Committee for the County to underpin its membership of the Combined Authority and relevant governance structures and boards. This will bring together the eight Devon districts, Devon County Council, National Parks and Devon Association of Local Councils to discuss and agree key areas of interest/concern in advance, informing the stance of the two Devon County area representatives on the Combined Authority Cabinet.

In developing the above governance arrangements, we have had regard to the four core tests which our devolved bid must pass:

- **Effective leadership**

A combined authority with a strong leader will provide a clear decision-making structure that maintains the sovereignty of all the councils within geographic Devon. The relationships that have been developed over several years will be strengthened, with a voice within the structure for district partners as has worked so effectively during the local government response to the pandemic

- **Sensible geography**

Devon, Plymouth and Torbay sit within geographic Devon which is locally recognised as an area of shared identity, place and community, and which operates as a functional economic, housing and planning area day to day. The proposed combined authority would cover a population of 1.2m, larger than all but five of the currently adopted MCAs.

- **Flexibility**

Our ambitions are such that we are seeking to adopt a range of powers, flexibilities and funding devolved from across the devolution framework. We are clear about the needs of our area and the actions that we want to take to meet them. We have a strong understanding however that one size will not fit all in Devon, Plymouth and Torbay, and will need to be able to shift and flex to meet the needs of every community we serve, from our largest city to our smallest rural and coastal settlements.

- **Appropriate accountability**

We are already working with a range of key stakeholders in developing our bid, building on the strong partnership work that exists across multiple levels. This includes seeking to build upon the existing Productivity Strategy and the Local Industrial Strategy, taking relevant elements from the previous Heart of the South West geography. We will be transparent and accountable to our stakeholders as

well as the general public as we move through the devolution process, seeking to incorporate their needs within our emerging governance and operational structures.

We collectively believe that the above approach allows us to both sustain our current success in joint working across local government tiers within the Devon, Plymouth and Torbay area, as well as meet the Government's requirement for a strong and inclusive governance model. In addition, we feel the inclusion through sub-board and scrutiny arrangements of wider members and partners, notably the business community, will us to strengthen and better align currently fragmented and often underperforming functions behind a single and strong leadership model.

In bringing forward our proposals, we are also mindful of our existing close working relationships with Somerset, Cornwall and Dorset. Through our devolution deal, it is our intention that we will seek to sustain and build on this history of partnership working, including through shared initiatives like the Great South West. However, we feel devolution now offers us a unique opportunity to strengthen our own capacity to deliver on growth and prosperity for the communities, business and residents of geographic Devon.

The above proposed approach is however reliant on Government's legislative programme to move forward, with the shape of the final upper tier / non-mayoral combined authority likely to influence our ability to deliver the model outlined. Subject to the passing of relevant legislative tools however, and agreement of an acceptable devolution deal approach for the area, constituent councils intend to seek adoption of relevant measures / resolutions around supplementary governance through late winter / early spring, and will operate in shadow form at the earliest opportunity.

SECTION 3: POWERS AND FLEXIBILITIES

The devolution framework provides an indication of the types of powers and functions that will be considered for each devolution level. These are not minimum offers. Some powers and flexibilities may only be available to certain institutions or geographies. There will also be scope to negotiate further powers and flexibilities on a case-by-case basis.

Section 3.1 provides space to outline which powers and flexibilities listed in the devolution framework you are seeking, and to provide further details where relevant. This is only intended to capture a summary of your proposals. Responses will provide the starting point for devolution deal negotiations, in which we will examine the detail of your proposals in more depth. Please also provide your reasons for not seeking any powers or flexibilities which are available at the level of the framework at which you are pursuing a deal, as this will help us better understand your asks.

Section 3.1 aims to ensure we receive comparable submissions from areas against the devolution framework. However, we recognise that not every area will require the same powers and we want to continue to hear from areas on their priorities and innovative ideas. Section 3.2 provides space to outline powers and flexibilities you are seeking that are not specified in the framework.

Please outline where relevant how your proposals will achieve greater financial efficiency, administrative streamlining and / or more joined up services in an area. All powers and responsibilities will be negotiated on a case-by-case basis.

SECTION 3.1: POWERS AND FLEXIBILITIES SPECIFIED IN THE DEVOLUTION FRAMEWORK

Section 3.1 not to exceed 6 pages.

Please note, all powers and flexibilities will be negotiated on a case-by-case basis.

STRATEGIC ROLE IN DELIVERING SERVICES		
Host for Government functions best delivered at a strategic level involving more than one local authority, e.g., Local Nature Recovery Strategies.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<p>Local partners will be seeking to work together through any new Combined Authority arrangement to further develop their shared strategic approach. This would include:</p> <ul style="list-style-type: none"> • a shared Clean Growth Charter and Energy Plan; • a new shared Economic Development / Innovation Strategy (building on the content of the LEP's previous Local Industrial Strategy and Productivity Plan); • a shared Housing Investment and Availability Strategy (building on the work of the Devon Housing Taskforce); • a shared Local Transport Plan / Transport infrastructure Prospectus (working in conjunction with the Peninsula Sub-National Transport Board); and • wider Environmental Strategies including Local Nature Recovery Strategy <p>We would also welcome an opportunity for a roundtable discussion between key Government agencies and the partners on the unintended consequences of clashes between individual departmental strategic requirements. For example, the current disconnection between the building policies of DLUHC and flood risk policy of DEFRA, or the lack of alignment between strategic growth intentions and national infrastructure investment via National Highways.</p>		

Opportunity to pool services at a strategic level.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<p>Whilst we believe this option should be included within the final legislative mechanism/s put forward by Government for devolution, we feel that this power is already available to constituent authorities within Devon, Plymouth and Torbay, with several current examples of pooled delivery across the area (Trading Standards).</p>		
Opportunity to identify innovative local proposals that help deliver action on climate change and UK's Net Zero targets.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<p>Partners in Devon, Plymouth and Torbay would welcome an opportunity to work with Government around local action to address climate change and achieve net zero. Of particular interest would be the following policy areas:</p> <ul style="list-style-type: none"> • An opportunity to develop a Devon, Plymouth and Torbay Partnership to oversee the private sector programme for retrofit of housing stock to link in with Housing Associations / Registered Providers and local authority stock improvements. • Establish a joint Homes England/Combined Authority 'Zero Carbon Homes Investment Fund', devolving existing Homes England funding packages, to support registered providers, house builders and developers in areas of comparably lower house values like Devon, to meet the additional development costs of achieving net-zero housing. • The potential for the Combined Authority to use rebates on Council Tax and Business Rates to incentivise building retrofit, as was previously explored by government in East Devon and which received support from the community. • Local flexibility to flex building regulations to require development to build to prevailing standards at the time of construction, not the standards in place at the time of planning award. • The potential to form a Devon Energy Innovation Agency in partnership with Government, similar to that established in Manchester. The agency would receive the area's allocation of energy-related funding schemes from Government to operate as a single funding pot. • Ensuring that individual local authorities have the ability to establish a business parking levy, to raise funds for transport infrastructure. • Additional opportunities to develop and accelerate local innovation and development activity around clean mobility, including clean maritime propulsion system and sustainable aviation, building on existing and potential innovation assets within Exeter, Plymouth and North Devon / Torridge. • Flexibility for local authority areas to borrow against future Community Infrastructure Levy receipts to help fund infrastructure projects that help the area mitigate and adapt to the effects of climate change • Allocation of the area's share of defined funds to operate through a more streamlined and coordinated arrangement linked to a new Trees for Devon strategy. These funds would include the Woodland Creation Planning Grant, England's Community Forests – Trees for Climate Grants, England Woodland Creation Offer, Local Authority Treescapes Fund, Urban Tree Challenge Fund. • Seeking to maximise the value of current and emerging initiatives with a focus on wider natural capital, including the Northern Devon Biosphere approach. • Flexibility to influence the detailed design, targeting and, within Protected Landscapes (subject to the transfer of the necessary resources), the practical delivery of the new package of Environmental Management Schemes. 		

- Local allocation of part of Defra's Flood and Coastal Risk Management Grant in Aid to the Combined Authority to support flood resilience measures as an extension to its existing resilience programmes
- Seeking to work with Defra, the Environment Agency and our higher education institutions around Future Farm resilience. This would include opportunities to innovate and demonstrate our core disciplines in agritech, land and catchment management, aquaculture and arboriculture, and other environmental mitigation and adaption approaches that can contribute to future farming resilience, food security and local carbon management approaches.

SUPPORTING LOCAL BUSINESSES

Local Enterprise Partnership functions including hosting strategic business voice.

Yes
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No
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Local authority partners intend to fold in the current functions of the Local Enterprise Partnership within the Devon, Plymouth and Torbay area into any new arrangement. This will include the creation of a new Combined Authority Business Leadership Board, seeking to draw from local business representative organisations and serving Local Enterprise Partnership Board members. The board will be responsible (in conjunction with the Combined Authority's Cabinet) for the shaping and setting of the Combined Authority's approach to Economic Development / Economic Prosperity matters, guardianship of the area's economic development plan (building on the content of the current Local Industrial Strategy) and providing a strong business voice at the heart of new arrangements.

As part of this new arrangement, the Combined Authority will also fold in all relevant residual business support, skills, innovation, inward investment, sectoral development and wider operational functions currently carried out by the HotSW LEP within the Devon, Plymouth and Torbay area, simplifying the delivery landscape and working in unison with its constituent authorities. This approach will require close joint working with Somerset, as the current accountable body for the LEP, to agree forward mutually agreeable arrangements for residual assets, financial liabilities and operational responsibilities as required.

In line with the folding in of relevant powers, partners are seeking continuation and amalgamation of the relevant proportion of associated funding streams for at least the first three years of the CA's operation, including consistent levels of core funding currently assigned to the LEP, and core funding assigned to the ongoing operation of the Growth Hub.

LOCAL CONTROL OF SUSTAINABLE TRANSPORT

Control of appropriate local transport functions, e.g., local transport plans*

Yes
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No
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The authorities are keen to work with Government on the future development of guidance for, and production of, a Local Transport Plan that aligns with national and regional policies and plans. This will focus on decarbonisation of transport but also seek to increase productivity and support health and wellbeing outcomes. This will focus on both addressing the particular challenges faced within the area's rural and coastal communities around connectivity, as well as upon maximising opportunities and the regeneration within our cities and market towns.

Across the Combined Authority geography, there has been a collaborative response to the climate emergency, which has culminated in the production of a Devon Carbon Plan. This is a roadmap for how Devon will reach net zero by 2050 and includes action on economy and resources, energy supply, food, land and sea, the built environment and transport. With Local Transport Plans expected to have a greater focus on decarbonisation, we believe that the Carbon Plan provides a strong foundation for further collaborative effort including developing shared local transport plan policies and objectives, linked to the Carbon Plan and adopted Local Plans.

In producing the plan, we are also keen to pursue a discussion around how Government funding for local transport could be provided as a multi-year transport settlement.

Ability to introduce bus franchising

Yes



No



The partners wish to explore with Government the potential for local bus franchising and adoption of related powers.

At present, each of the constituent upper tier authorities within the area have produced a Bus Service Improvement Plan (BSIP) to improve travel choice and encourage mode shift to support decarbonisation targets. Consistent across the plans is the focus on better meeting our customer's needs with higher frequency of services, better value fares, more destinations served, and services being better integrated with other modes. All authorities have also formed an Enhanced Partnership with their bus operators, which is a commitment to working together to improve local bus services. Through the development of our BSIPs, we have also worked cross-boundary with our neighbouring authorities. For example, recognising the similar characteristics of the counties and types of journeys being made, Devon County Council has worked closely with Cornwall Council to establish a shared and consistent approach to the development of a bus service network hierarchy, setting out common principles for the provision of urban, interurban and rural services. There is also strong cross-boundary travel demand on some journeys in the far South West, particularly between Cornwall and Plymouth and so Cornwall, Devon County, Plymouth City and Torbay Councils have committed to the development of a regional Bus Passenger Charter. We are also working together on a joint Devon and Cornwall ticket proposal to provide seamless, multi-modal travel across the Peninsula, which we believe is an attractive proposition due to the largely self-contained geography of the area.

More detailed analysis would clearly be needed to determine whether franchising would be a financially viable operating model across the Combined Authority area; however, having the option to pursue franchising over and above the Enhanced Partnership is supported by the authorities as we have seen the financial leverage that it has achieved elsewhere in the country. Given the close working with Cornwall Council and the development of a regional Bus Passenger Charter, it may be that taking a Peninsula-wide approach would make a more compelling case for a stronger public transport offer for residents across Devon and Cornwall. We are particularly keen through this approach to reinforce access to employment, education and learning across the County, linking to other themes. This would also link with the Devolution deal for Cornwall which set out the options for future delivery of public transport in our neighbouring County.

Defined key route network*

Yes



No



Whilst restricted to Level 3 areas, partners would welcome an early discussion with Government around what is to be included and how this is to work in non-metropolitan areas. In context, the strategic route network in the South West, and particularly between Cornwall and Devon, is full integrated. As such it is not clear how Government will separate out individual key routes between Level 2 and 3 areas.

It is also unclear how the KRN designation will relate to the Major Road Network (MRN). The MRN was introduced in 2018 and is a middle tier of the country's most economically important 'A' roads providing connectivity from the local road network to the Strategic Road Network (SRN). Devon, Plymouth and Torbay Councils have worked with Somerset County and Cornwall Councils to develop a prioritised list of MRN improvements at a Peninsula Transport STB level for funding through the National Roads Fund programme. All of these routes would be expected to form part of the KRN; however, discussion would be needed to establish whether other strategically important or busy A and B roads should be considered, i.e. noting the local desire for the A386 North-South connectivity in Devon to be strengthened.

We would therefore welcome a pragmatic discussion around this ask. With each Combined Authority in the South West having responsibility for the KRN, there would be scope for greater efficiencies and better value for money to be achieved, for instance through having a single asset management plan with

streamlined contractual and delivery arrangements. The collaborative approach would also be in line with the Well-managed Highway Infrastructure Code of Practice and would offer the opportunity for a more consistent method of operation of the network across boundaries, for instance on the A386 (Tavistock to Plymouth), A379 (Teignbridge and South Hams market towns to Torbay and Plymouth), A385 (Totnes to Paignton) and A380 (Newton Abbot to Torbay) corridors. This would improve the overall experience for people travelling through the area, with customers benefitting from a consistent quality of infrastructure, better information and improved reliability and safety on our roads.

Priority for new rail partnerships with Great British Railways – including local rail offer, e.g., services and stations.

Yes
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No
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Whilst we understand the Government's preference to restrict this option to Level 3 areas alone, we believe that it will be difficult to achieve in the South West without including areas outside of Level 3.

In context, the three upper tier authorities in Devon, Plymouth and Torbay have been working in collaboration with Somerset County Council and Cornwall Council to make the case for a more resilient, better-connected railway with more capacity and comfort on trains so as to safeguard the region's economy and drive prosperity across the Peninsula, through the Peninsula Rail Task Force. Working with the rail industry and engaging with MPs and stakeholders, the Peninsula authorities have been effective in speaking with one voice, which has helped deliver over £400m of investment to improve our railway.

Through Peninsula Rail Task Force and its umbrella body the Peninsula Transport Sub National Transport Body (STB), the region has developed strong working relationships with Network Rail and the train operators to develop its regional priorities for rail. Shortly, the STB will be publishing its rail strategy covering the five Peninsula local authorities and there are complementary corridor studies in development with Network Rail including a Bristol to Exeter Strategic Study (complete) and a Peninsula Rail Corridor Strategic Study* (in development). Further to this, the STB has been engaging with Great British Railways Transition Team (GBRTT) and feeding into the early stages of the Whole Industry Strategic Plan (WISP), setting out the Peninsula's ambition for rail in meeting customer's needs, delivering financial sustainability, contributing to long term economic growth, levelling up and improving connectivity.

On this basis, it would make sense for continued engagement with GBRTT at the Peninsula level rather than at a Cornwall or Devon, Plymouth and Torbay Combined Authority geography.

Multi-year integrated settlement covering core local transport funding for local road maintenance and smaller upgrades.

Yes
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No
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Whilst restricted to Level 3 areas, we are unclear how this will differ from the current approach, or why Government would not wish to do this in every area.

In 2021, partners with the area received a 3-year settlement as above. This has allowed us to take a true asset management approach with better value for money and better outcomes anticipated. Having a multi-year settlement also allow us to better plan the maintenance of our asset, enabling different conversations with the supply chain and our contractors as well as with our customers. It also delivers greater efficiencies both in terms of the delivery of our works and in our communications with affected and interested parties.

Historically, planning such works on a year-by-year funding announcement presents challenges. The implications of peaks and troughs in funding can have a significant impact on the supply chain and particularly smaller contractors. For instance, the lack of certainty might not give contractors the confidence to invest in new equipment or if they do, there is a significant financial risk that the following year the funding has been cut and the inability to recoup the outlay. One-off boosts in funding are welcome but can be difficult to manage as design resources are often fully utilised and mobilising the supply chain to deliver the works at short notice can be hard, especially if all authorities across the country are under the same time-constrained pressures. A multi-year settlement also strengthens the existing relationship with CECA, offering more confidence in the pipeline of projects over a longer period.

It is not clear therefore why DfT would seek to backtrack on this current approach and shift towards a less effective one-year announcement cycle, which neither benefits Government nor localities. We would welcome any clarification on the thinking and approach surrounding this offer.

GIVING ADULTS THE SKILLS FOR THE LABOUR MARKET

Devolution of Adult Education functions and the core Adult Education Budget.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Partners are seeking the devolution of all adult education functions and leadership of the Adult Education Budget into the Combined Authority with full flexibility to tailor and support identified skills gaps to boost productivity and spread opportunities. We are exploring the best delivery approach to achieve this, with the establishment of a new Adult Education Programme team based within the Combined Authority as one option, resourced by utilising relevant transferred overhead funding. We are developing our thinking by building upon learning from existing models adopted already through the Mayoral Combined Authorities. This would include an early discussion around the devolution of subcontracting decision making as part of AEB devolution, and how DfE would like cross boundary matters to be resolved where they occur (being mindful that Cornwall and Devon will both be devolved administrations).

More widely, we are also keen to explore what DfE / ESFA consider to be in scope within the wider 'Adult Education' function. Local partners, for example, are already delivering geographical ringfenced Bootcamp funding, working with DfE Prime contractors around the geographically split National Careers Service contract, discussing the provision of the Multiply scheme, and awaiting further news on the Skills Element of the forthcoming Shared Prosperity Fund. We would ideally seek for each of these elements to be included in any final deal,

In addition, we would also welcome an early conversation around how the skills related elements of the Shared Prosperity Fund may be accelerated to ensure continuity across core 'people based' services currently supported through the European Social Fund post 2022/23. We are aware from conversations with delivery partners that capacity and delivery continuity is likely to be put at risk by any gap in funding availability in 2023/24, with a cliff edge for funded services before SPF is likely to be available. We would welcome an opportunity to explore how this might be avoided in the intervening period through the devolution deal.

We would therefore welcome an early discussion with DfE / DWP around what they envisaged as being in scope around Adult Education for a Level 2 area.

Providing input into Local Skills Improvement Plans.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Working with the Devon and Plymouth Chamber of Commerce and local provider partners, plans for a Greater Devon Local Skills Improvement Partnership are well developed and currently awaiting next steps from Government through the finalisation of the Skills Act. As part of this approach, partners have already discussed an integrated role for a Combined Authority in the delivery and development of any associated plan, seeking to draw upon Devon County Council's current leadership of the area's Skills Advisory Panel and labour market intelligence assets, as well as our business led local Employment and Skills Boards.

We would therefore welcome an early conversation around how the planned LSIP might be fast-tracked for approval, and the role of the Combined Authority and wider partners formalised under the Leadership of the Chamber. We would also like to understand any plans for future funding for intelligence capacity building currently routed through the Skills Advisory Panel, and how any new arrangement might support this crucial role.

Role in designing and delivering future employment programmes.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Whilst restricted to Level 3 areas, we would like to discuss how Level 2 areas might become involved in future DWP co-design and development of provision. We are particularly keen to develop tailored solutions to our particular labour market and workforce gaps to support those furthest from the labour market recognising the multiple and complex needs to move individuals closer to employment, building on the strong relationship, and formal partnership structures we each have recently agreed with the Department. We also feel this exemption will lead to fragmentation and poorer impacts locally if the majority of AEB and UKSPF funding are to be devolved, but DWP specific programmes (i.e. those most closely integrated with devolved skills and employment investment) remain independently and nationally designed and run.

We have engaged with regional DWP colleagues around the need for better alignment and tailoring for non-metropolitan areas, with some concern from within the Department that the current national contracting approach is not effective for much of the South West.

Given this, we would welcome an early discussion on including this within our deal.

LOCAL CONTROL OF INSTRUCTURE DECISIONS

Homes England compulsory purchase powers (held concurrently)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<p>We would like to discuss with the Government the rationale for restricting this and other Homes England powers to Level 3 areas. Given the Government's requirement to deliver additional housing numbers, and local challenges within the South West, we feel that devolution must offer a meaningful package of controls and options for accelerating local delivery. Whilst we understand the rationale behind restricting certain elements, it is not in the best interest of Government to slow potential options for housing delivery.</p> <p>We would welcome an early discussion around how we might agree a fully devolved housing approach as part of our deal.</p>		
Ability to establish Mayoral Development Corporations (with consent of host local planning authority)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p>As a Level 2 area, this is not an applicable power or duty.</p>		
Devolution of locally-led brownfield funding	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<p>As set out above, we believe that this power should be available to both Level 2 and 3 areas. This should include locally led brownfield funding, devolved powers around land assembly and compulsory purchase (particularly in relation to city and town centres), local flexibility around viability matters and wider strategic engagement with Homes England. We believe that through devolution to all areas with an agreed deal, the Government has an opportunity to significantly enhance and accelerate its efforts around housing building and regeneration, both of which appear prominently in the Levelling Up missions. We would welcome an early conversation around a housing package to be integrated within our deal</p>		
Strategic partnerships with Homes England across the Affordable Housing Programme and brownfield funding	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<p>We would welcome an early conversation around this offer.</p> <p>Whilst we understand the principles around restricting the strategic partnership approach to Level 3 areas, it is unclear how this will work in practice or why it should be restricted. As an area, we already have a close working relationship with Homes England, and we believe that extending strategic partnership working to Level 2 areas would actually be in the best interest of Homes England, reducing local capacity requirements and improving alignment and utilisation of expenditure in the Devon, Plymouth and Torbay area. This could be quickly achieved through a tripartite agreement for the area</p>		

<p>covering DLUHC , Homes England and the new Combined Authority seeking to accelerate housing delivery, work together around urban and rural affordability, and allow us to better meet Government's aspirations on housing as well as local need.</p> <p>Linked to this, we would also welcome an early conversation about how we might collectively seek to deliver upon the ambitions and asks set out within the recently published 'Homes for the South West: Building for the Future' prospectus. This would include options for joint working around public sector land reform, additional funding opportunities and wider policy flexibilities.</p>		
KEEPING THE PUBLIC SAFE AND HEALTHY		
Clearly defined role in local resilience* (subject to National Resilience Strategy)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p>Whilst we have no immediate asks related to this matter, Devon, Plymouth and Torbay would welcome an early conversation with Government around which specific powers and role it has in mind in relation to this devolved area.</p>		
Mayoral control of Police and Crime Commissioner functions where boundaries align^	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p>As a Level 2 area, this is not an applicable power or duty.</p>		
Where desired, offer Mayoral Combined Authorities a duty for improving the public's health (concurrently with local authorities)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<p>As a Level 2 area, this is not an applicable power or duty. We would however welcome a wider discussion about the potential for constituent local authorities to pursue a range of additional public health matters, including around local alcohol licensing, service delivery in harder to reach rural and coastal communities, challenges around the 'summer surge' and green prescribing.</p>		
STRATEGIC ECONOMIC INVESTMENT		
UK Shared Prosperity Fund planning and delivery at a strategic level	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<p>As a Level 2 Combined authority, we will take forward a joined up approach to Shared Prosperity Fund planning and delivery across the Devon, Plymouth and Torbay area. This would build upon the work already undertaken by District and Unitary colleagues across the Devon, Plymouth and Torbay area, adopting a shared approach to Shared Prosperity Fund design, allocation, prioritisation and management through the Combined Authority from 2023/24 onwards. We would therefore welcome an early discussion with Government around how this transition from existing to future arrangements is to be handled, and the role that Government wishes the Combined Authority to play.</p> <p>Associated with the delivery of the Shared Prosperity Fund, we would also welcome a discussion around a number of linked matters. This includes how the release of ringfenced funds for skills activity might be fast- tracked locally, to address growing concerns over a funding cliff edge in 23/24, and how funding is to be designated more widely, recognising the specific challenges faced in 6 out of the 11 local authority areas within Devon, Plymouth and Torbay which currently perform worse than Cornwall on GVA and other indicators. As a base principle, we are seeking funding levels that at least provide parity with the previous EU settlement, and within our most vulnerable communities / worst performing areas, parity with the level of funding awarded to Cornwall.</p>		
Long term investment fund, with an agreed annual allocation	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
<p>Whilst reserved for Level 3 areas within the Levelling Up White Paper, we would welcome an early conversation about the rationale for this approach within Level 2 areas. Given relevant leadership and delivery structures for the Shared Prosperity Fund are to be adopted anyway for Level 2 areas through any deal process, and long-term allocations are to be announced for individual areas as part of the SPF</p>		

process, it is not currently clear why only Level 3 areas will be able to secure agreed annual allocations / longer term investment funding agreements. We would extend this to other funds as well, such as local transport funding, housing funding and sector / innovation specific funding such as the UK Seafood Fund.

FINANCING LOCAL INITIATIVES FOR RESIDENTS AND BUSINESS

Ability to introduce mayoral precepting on council tax*

Yes

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No

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As a Level 2 area, we do not currently wish to pursue a discussion around precepting powers.

We would like to discuss with Government however any plans within the South West to introduce local Council Tax flexibilities to address second homes ownership issues. We believe that these should not be a matter for individual deals, but instead a power provided more generally, reflecting the urgent need for action across the region.

Ability to introduce supplement on business rates (increases subject to ballot)

Yes

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No

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As a Level 2 area, we do not currently intend to pursue a discussion around business rates powers.

We would like to discuss with Government however any plans within the South West to introduce additional flexibilities around second homes ownership and business rates. If such measures are to be introduced, we feel it should be an option open to the entire local authority community, as opposed to limited to Level 3 areas alone.

** Refers to functions which are only applicable to Combined Authorities.*

^ Refers to functions which are currently only applicable to Combined Authorities.

SECTION 3.2: OTHER PRIORITIES NOT SPECIFIED IN THE DEVOLUTION FRAMEWORK

We want to continue to hear from areas on their priorities and innovative ideas. Please outline any powers and flexibilities you seek which are not specified in the devolution framework, along with any projects or initiatives you wish to discuss as part of the devolution deal. You may wish to align these proposals with the 12 levelling up missions announced in the White Paper.

Section 3.2 not to exceed 6 pages.

OTHER POWERS OR FLEXIBILITIES

As part of our strategic approach to the development of our Devolution Deal, we have identified 8 core themes (Housing, Skills and Education, Transport and Infrastructure, Economic Development, Innovation, Health and Care, Climate Change and Regeneration and Place) which we believe, with appropriate action, can lead to a step change in the economic prosperity, community cohesion and levelling up of our area. We feel that through concerted action led by the Combined Authority, we will also be strongly placed to contribute to Government's 12 missions.

In pursuit of this outcome however, we feel that there are a number of additional areas and actions sitting outside of the Levelling Up White Papers devolution menu through which we could accelerate our progress, should Government be willing to work with us further. Whether by improving housing delivery and quality, accelerating green development, improving business advice and investment services or enhancing or better aligning local investment into infrastructure, we feel that the Government now has a wider opportunity within the Devon, Plymouth and Torbay area to work with us to fulfil our shared objectives.

With this in mind, we would welcome an early conversation on the following additional topics, powers, flexibilities and asks:

Skills and Education

- ***Devolution of the Careers Service and Apprenticeship Advisory Services for Adults and Young People to the locality, including relevant Youth Services funding*** – Allowing us to create a seamless single point of contact and delivery for Careers, Information, Advice and Guidance Services within the Devon, Plymouth and Torbay Area, and enhance levels of aspiration and progression across education and the workforce, ensuring strong employer engagement.
- ***Piloting of additional flexibility around devolved skills funding to allow for supplementary uses determined by the Local Skills Improvement Partnership, notably transport costs*** – Allowing individual providers and / or the Combined Authority to support additional delivery costs which are unique to the rural / urban environments within Devon, Plymouth and Torbay, including funding to support free travel for 16-18 year olds.
- ***Consideration of the devolution of Higher Education Outreach Funding*** – Aligning with Careers Services, seeking to enhance the quality and reach of outreach advice and guidance to improve aspiration of young people, working with employers.
- ***Consideration of designation of our highest need schools within the Education Investment Area approach, including the designation of Plymouth as an EIA+ pilot*** – Further supporting both investment and reduce fragmentation within our school system, enabling it to align to our place based and economic strategy. This will include seeking to build upon existing initiative, such as Exeter's Education Alliance 'Living Lab' approach.
- ***Engagement / a codesign role in the allocation of Further Education Capital Programme Funding within Devolved Areas*** – Seeking to work with DfE around better shaping / supporting local providers around future provision, ensuring that investment will meet local business need. Including options to create a new locally-led fund to support our LSIP objectives and maximising funding including UKSPF and moving towards a longer term allocation approach, with a movement away from a principal focus on condition.

- **Clarification over the future funding of the Skills Advisory Panel, which currently supports local labour market intelligence, and its integration with the emerging Local Skills Improvement Partnership** – Seeking to clarify the future role of the Skills Advisory Panels for partners, and ensuring that the intelligence gathering undertaken by the SAP can be sustained and shared with any new LSIP arrangements looking ahead.

Business Support / Economic Development

- **An early opportunity to engage with the British Business Bank South West over how the £200m currently offered to the region can be maximised within Devon** – Seeking to work with the British Bank to accelerate local investment and productivity improvements linked to national lending.
- **Prioritisation of the area's businesses for forthcoming funding from the British Business Bank and Innovate UK, including tailored support for our Enterprise Zones, Science Parks and other priority locations** – Seeking to maximise the economic impact of our highest value research, development and investment assets for UK plc, and seek to accelerate investment in R&D and wider economic growth.
- **Provision of a dedicated, funded Freeport Innovation Service, including co-located DIT / Innovate UK account manager/s** – Seeking to draw upon existing capacity within DIT / InnovateUK to enhance our advice and guidance around export, innovation and investment.
- **Integration of skills and workforce development capacity within the Devon Growth Hub** – Seeking to build upon the integration of the Growth Hub within the Combined Authority, and reinforcing its capacity as a one stop shop for SME's and larger business around business advice, workforce advice and wider productivity enhancement.

Innovation and Sector Development

- **Recognition by BEIS, Innovate UK and DIT of Devon, Plymouth and Torbay's areas of nationally significant research and development expertise, including Plymouth as a Centre of Excellence for Marine Autonomy and Exeter as a hub for Environmental intelligence** – Building on our unique strengths within these two areas, including our knowledge assets and national laboratories, and seeking to maximise investment in our capacity for the benefit of levelling up, in support of national competitiveness and supporting wider action climate change and our shared pursuit of net zero.
- **A role in co-design of Innovate UK calls related to marine autonomy, environmental intelligence and photonics** – Reflecting our specific local strengths and UK leading role in these innovation sectors, working together to ensure that targeted investment is fit for purpose and accelerates progress around core research and development / private sector capacity.
- **Joint working on the South West Technopole approach** – With an agreement to work together to explore the concept and wider innovation ecosystem. This would include exploration of support for local strengths and capacity within agritech, photonics, sustainable aviation and offshore renewable energy innovation and development, working closely with our innovation assets within Higher and Further Education.
- **Early engagement with Defra and Environment Agency around additional support for improving Future Farm Resilience, including opportunities for demonstration projects around specific areas of strength (catchment management etc)** – Recognising the importance of the agricultural and food and drink sector to the area, working together to realise and demonstrate best practice and maximise new funding opportunities. This ask overlaps with the Climate Change approach set out above, seeking to further bring together capacity within BEIS, Defra, Innovate UK, the Environment Agency and our Universities / Higher Education Institutions.

Housing

- **Explore with Government the creation of a locally led Residential Property Company** – offering discounted/reasonable secure rent accommodation for a range of workers including some ‘key workers’ and helping to ease recruitment and retention problems and cost of living impacts and with the ability to innovate with new models of funding. For instance, using the model to allow greater local investment and control over the new town in East Devon / new strategic settlements being proposed, or better utilising land in public ownership. The approach may also provide a testbed for retraining around retrofit skills and other clean technology approaches
- **A wider package of specific housing and affordability measures to be directly included within the Deal / be explored and expanded upon over the next three years** - Key measures to include:
 - Designation of the Devon, Plymouth and Torbay area as a low affordability zone, allowing for the introduction of additional social rent as designated by DLUHC.
 - Up rating of Local Housing Allowance to prevent local people caught in the revolving cycle of temporary accommodation and the subsequent impact on other services and life opportunities.
 - Exploration with Government of the asks set out through the recently published ‘Homes for the South West: Building for the Future’ prospectus including options around land reform, additional investment, and greater flexibility to improve the supply of quality, affordable and sustainable homes.
 - The potential for additional flexible powers to better manage private rent/holiday let licensing and enforcement in the area. Measures might include:
 - Discussions on new regulations for AirBnB and similar service provider properties
 - Planning consent needed for change of use of property from private rent to holiday let to give greater local housing market control
 - Additional council tax multiples for second homes in areas of active housing need
 - Ability to set a maximum number of days property can be let short term for in any one year (as per the 90-day limit in London)
 - Increased local regulation powers of lease-based housing such as supported housing for vulnerable clients to improve the quality of support
 - Using individual locations within the area (e.g Plymouth and Teignbridge) as a testbed for piloting the Government’s emerging approach to planning reforms, for example the decentralisation of planning application fees, or the conversion of town centre locations.
 - A change to the viability assessment approach used through planning, to incorporate a legal requirement to share actual costs and incomes, using an “open book” approach, and consideration on national guidance on what gross profit margin is deemed acceptable.
 - Greater flexibility for individual planning authorities of S106 funding to enable delivery of more affordable housing across the area in accordance with evidence of need, rather than tight proximity controls as is currently the case.
 - Local freedoms around the expenditure spend on rough sleeping and homelessness grants to maximise impact.
 - Discussion with Government around local flexibilities within the most demand housing areas to the Right to Buy policy, assisting areas to retain assets and receipts as part of a package of measures to relieve the local housing crisis.

- Exploration of the potential for future improvement funding flexibility for individual LAs to support private property renewal, for example from the Warm Homes Fund or LADS.
- Piloting within the Combined Authority, the HSE new governance arrangements in relation to the new requirements of the Building Safety Bill.

Transport and Infrastructure

- **Creation of a Transport Single Pot for the area** – Increasing the Department for Transport capital funding delegated to local authorities to improve upon the inefficiencies with delivery through the current disjointed funding initiatives.
- **Devolution of long-term funding for active travel programmes** – To allow the area to more effectively consider the delivery of Local Cycling and Walking Infrastructure Plans. This would include seeking to build upon the Government's headline strategy Gear Change, establishing a partnership approach with Active Travel England.

Climate Change

- **Devolution of existing and forthcoming Green / net zero investment funding (PSDS, GHG LAD, Sustainable Warmth, LCSF) to devolved areas** – Seeking to devolve existing green energy and wider net zero funding to the locality to accelerate progress. This will also seek to draw upon and maximise our environmental intelligence capabilities.

Regeneration and Place

- **Explore with Government and local partners the potential for a locally led Development Company** - Giving more local control to address growth and housing and economic needs and funded by new financial models to accelerate delivery with greater influence. Options could also include the establishment of a revolving (recyclable) infrastructure fund to cash-flow infrastructure.
- **Devolution of funding and land assembly/compulsory purchase powers for wider regeneration activity in cities and towns** – Complementing Government's wider approach to housing development through the provision of powers and flexibilities to better manage place making and regeneration efforts across the area. This may include a discussion with other devolved areas around the future of Town Deal and Future High Streets funding.
- **Identification and joint working with Government around piloting 'opportunity zones' within the locality** – Seeking to work with the new Combined Authority around the regeneration / levelling up of a limited number of coastal, market town, rural and city centre / urban ward locations to incentivise private sector expenditure and intensively tackle deprivation.
- **Introduction of discounted public works loans board rates for economic growth projects** – Seeking to maximise already available lending capacity to accelerate economic progress and development, building on the model to Local Enterprise Partnerships in previous years.
- **Provision of supplementary licensing powers, in codesign with local partners, to address obesogenic environments** - Allowing for better place making through management of key local matters such as density of take aways etc.

Digital

- **Codesign of Project Gigabit Type A nationally led contracts and delivery** – Devolving more of the accountability and decision making for developing linked investment to local level to deliver additional full fibre coverage, including capacity and resources linked to digital utilisation and uptake.
- **Devolution and reconstitution of the Digital Skills Partnership to fit new governance arrangements** – Seeking to build upon the partnership existing membership and activity and provide a forward focus around digital literacy, digital professions and digital progression.

Great South West

- ***An early discussion with Government, in conjunction with Cornwall and wider partners, around next steps and proposed role for the Great South West*** – Seeking to build upon its 4 priorities (Rural development, marine autonomy and sector development, strategic transportation links and tourism and destination management).

OTHER PROJECTS OR INITIATIVES

In addition to the powers and flexibilities already outlined, partners would welcome an aligned conversation around the following funding / asks which could form part of any final deal document / approach:

Skills and Education

- ***Additional support for educational attainment within those areas with the most acute need*** – Seeking to build upon the Government proposed fairer funding for schools approach.
- ***Exploration of an Apprenticeship Levy Underspend Retention Pilot for Devon, Plymouth and Torbay*** – Building on the model established in the West Midlands, and seeking to address the specific challenges identified by local businesses within the area technical skills gap and progression to NVQ Level 3 and above.
- ***Act as pilot area for a new national recruitment and skills campaign for harder to fill roles in tourism and health and social care*** – Seeking to work within existing funding to find new ways to support recruitment and progression, with an emphasis of career escalators and opportunities. This would include explicit support for an strengthened health and social care escalator approach, delivered through the South West Institute of Technology, working within an expanded remit.
- ***Link future employment and skills programmes into delivery of locally-led housing programmes such as Retrofit and local housing development*** – Seeking to work collaboratively with housing association / registered provider partners and other developers to harness skills funding capacity to accelerate construction activity and wider green development

Innovation and Sector Development

- ***Support for the findings of the MIT REAP study within Devon, Plymouth and Torbay, with a focus on supporting new facilities and capacity linked to Marine Autonomy, Environmental Intelligence and the development of the Southwest Technopole*** – Funding to be prioritised from the already announced Green Sector Innovation Fund, additional funding for InnovateUK, and resources due to be made available shortly through ARIA.
- ***Development of a STEMM career development platform that enhances knowledge transfer and graduate training opportunities in the South West*** – Seeking to build upon our innovation and STEMM assets and improve retention and utilisation of competencies across the area.

Housing

- ***Seek to use the area as a test bed for delivery models to tackle non decent private sector rented homes*** - with a focus on retrofit and low carbon outcomes, using relevant funding streams to incentivise quality improvements which improve individual places.
- ***Use the area to pilot the introduction of the Future Homes and Buildings Standard (2025)*** - including operational emissions to ensure homes are as near to net zero as possible.
- ***Consideration of a pilot for key worker housing in the South West*** – Seeking to provide a test bed for Government policy around accelerated affordable housing provision for essential workers.

- **Piloting of a shared strategic land function to underpin a pan area approach to the securing of strategic land for Housing and associated infrastructure** - Resourced from within existing organisations, but working in collaboration with a clear and streamlined governance framework.

Climate Change

- **Joint working to develop a net zero supply chain network** – Working with Government to develop a net zero supply chain pilot, with an emphasis on demonstrating the commercial benefits.
- **Exploration of a domestic retrofit loan scheme and / or a Retrofit Single Investment Pot** – Working with Government to explore the opportunity for a dedicated retrofit development fund, providing improved confidence and certainty to supply chain development and sector expenditure. Ideally this would operate on a medium-term basis (5 years)

Digital

- **National commitment to look flexibly at spectrum conditions to reach hard and very hard locations** - Securing 5G pilot opportunities for rural locations working with the market to complement the Digital Sound programme.
- **Co-design of a local voucher top-up scheme** – leveraging national investment and local investment opportunities to develop community-led full fibre local solutions.
- **Co-design engagement with DCMS, DfE and other departments to secure full fibre solutions for public building and other hubs** – Building on our experience through the Plymouth Local Full Fibre Network.
- **Secure investment into digital and fibre engineering, fibre planning and fibre design capabilities and qualifications, careers advice and progression pathways and skills provision aligned to Skills Academy request** – Working with our provider community and LSIP partners to maximise the provision of digital infrastructure skills and competencies in the South West
- **Co-design and investment in digital utilisation support, advice and guidance to businesses and communities as part of business support activity** – Seeking to align digital capability and national advice services with the local business support set out through the Growth Hub recognising the urgency of this need.
- **Exploration of the Digital Services Fund for accelerated digital transformation** – Working with public sector partners to further explore the potential for efficiencies and additional joint working around digital transformation.

Regeneration and Place

- **Investment to deliver an expanded Community Wealth Building Programme** – Working in full collaboration with VCSE sector, M/SME's, Social Impact organisations and the community to enhance third sector delivery of services. This would include a focus on people led change with DHSC / DLUHC around public health approaches, as well as seeking to maximise any future Community Wealth Fund established by Government through the dormant assets programme.
- **Piloting of double devolution approaches with Devon, Plymouth and Torbay, with a focus on local place making** – Working closely with the Association of Local Town Councils to consider opportunities for local community enhancement, service delivery and wider investment.

Health and Care

- **A discussion around health funding allocations for Primary Care Networks in the most deprived areas** – Seeking to discuss how those working in areas of higher deprivation can access improved resources to help them focus on the health inequalities they are trying to tackle

- ***Seeking to work with DHSC around future workforce development and recruitment of the Health and Social Care sector*** – Working through initiatives such as Devon's LoveCare approach to provide a testbed for recruitment, retention and training approaches which Government may wish to roll out nationally.
- ***Opportunities to pilot cross sector innovation, including preventative approaches around nutrition and diagnostic technology*** – Working with ICS Board and other partners around shared efficiencies and cost reduction / capacity enhancements.
- ***Public health alcohol condition for making licensing decisions*** – Seeking to pilot local controls around licensing to improve local public health

Transport and Infrastructure

- ***Joint planning and coordination of investment for electric charging infrastructure***- Working with Government at the Peninsula level to consider a strategic investment programme through existing and future funding streams. This could also include consideration of the needs for long distance travellers on the strategic road network.
- ***A partnership approach with the Combined Authority as a 'living lab' to pilot national initiatives in the area set out in the National Heat and Buildings Strategy, Hydrogen Strategy, Bus Back Better Strategy and 'Transport Decarbonisation'*** – Seeking to fast track and demonstrate zero carbon and net zero approaches, technologies and initiatives in a hybrid urban / rural setting.
- ***Improved local connectivity between Cornwall and Plymouth*** – Seeking enhanced investment / joint approaches to maximising the use of the Tamar Bridge and Torpoint Ferry connecting the Devon Torbay and Plymouth and Cornwall economy, through either direct financial support from National Highways or additional flexibilities around local charging.

Report to: Cabinet

Date of Meeting 13 July 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Broadhembury Parish Council – Corporate Governance Review

Report summary:

At its meeting on 05/01/22 Cabinet recommended that having considered the representations received, proposals be published recommending that the number of parish councillors for Broadhembury be increased from 9 to 12, such increase to come into effect for the May 2023 elections. This recommendation was confirmed by Council at its meeting on 21/02/22. This report confirms that no comments were received to the proposals during the three month period of consultation and therefore the recommendation is for the appropriate order to now be made.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendation:

That Cabinet recommend to Council that having regard to the relevant statutory criteria the number of councillors for the parish of Broadhembury be increased from 9 to 12 and that this recommendation is duly published and the appropriate Order be made with delegated authority to the Chief Executive to incorporate all necessary provisions into the Order

That it be noted the new arrangements will come into formal legal effect on the 1st April 2023 for the next set of scheduled elections to be held in May 2023.

Reason for recommendation:

To take forward the strong community support for these proposals

Officer: Mark Williams CEO

Portfolio(s) (check which apply):

- ☐ Climate Action and Emergency Response
- ☐ Coast, Country and Environment
- ☐ Council and Corporate Co-ordination
- ☒ Democracy, Transparency and Communications
- ☐ Economy and Assets
- ☐ Finance
- ☐ Strategic Planning
- ☐ Sustainable Homes and Communities

☐ Tourism, Sports, Leisure and Culture

Equalities impact Low Impact

Climate change Low Impact

Risk: Low Risk;

Links to background information See previous Cabinet reports

Link to [Council Plan](#)

Priorities (check which apply)

☒ Better homes and communities for all

☐ A greener East Devon

☐ A resilient economy

Financial implications:

Any costs to be met within existing budgets

Legal implications:

As referred to in this and previous reports

Report to: Cabinet

Date of Meeting 13 July 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Colyford Community Governance Review

Report summary:

At its meeting in November 2021, Cabinet agreed that a Community Governance Review be undertaken following a request from the Colyford Village Residents Association. Following publication of the Terms of Reference and the first phase of consultation a decision is now required on whether to proceed to the second stage of the Community Governance Review. This report appends a summary of the various views that were received and recommends the formal publication of draft proposals.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendation:

1. Having regard to the relevant statutory criteria and the results of the first phase of consultation that a new Parish Council be established for the area known as 'Colyford' and that this proposal be formally published with a 3 month period for representations.
2. That the proposed boundary be as set out in Appendix 3 (reflecting comments made by local residents in the consultation).
3. That the new Parish Council be known as 'Colyford Parish Council' with a membership of 7 councillors and that no warding provisions are incorporated.
4. The membership of Colyton Parish Council be reduced from 13 to 11 councillors.

Reason for recommendation:

In accordance with the provisions of Part 4 of the Local Government and Public Involvement in Health Act 2007; the principal legal framework within which councils must undertake these reviews.

Members will recall that the rationale for undertaking this review arose from a 249 signature petition which claimed that: *'The community of Colyford has thus clearly expressed their wish for a village council to be set up, and this should be given considerable weight. We have shown that Colyford has its own identity and sense of place, and that community cohesion will be enhanced by having its own village council. We have shown that a village council for Colyford will be effective and convenient, and will provide strong and accountable local government and community leadership. We therefore respectfully request that East Devon District Council exercise their powers under the Act and undertake a Community Governance Review and recommend the formation of a village council for Colyford.'*

Portfolio(s) (check which apply):

- ☐ Climate Action and Emergency Response
- ☐ Coast, Country and Environment
- ☐ Council and Corporate Co-ordination
- ☒ Democracy, Transparency and Communications
- ☐ Economy and Assets
- ☐ Finance
- ☐ Strategic Planning
- ☐ Sustainable Homes and Communities
- ☐ Tourism, Sports, Leisure and Culture

Equalities impact Low Impact

Climate change Low Impact

Risk: Low Risk;

Links to background information:

[Agenda for Cabinet on Wednesday, 3rd November, 2021, 6.00 pm - East Devon](#)

[Local Government and Public Involvement in Health Act 2007](#)

[Communities and Local Communities - Guidance on community governance reviews March 2010](#)

Link to [Council Plan](#)

Priorities (check which apply)

- ☒ Better homes and communities for all
- ☐ A greener East Devon
- ☐ A resilient economy

Background

1. Community governance reviews are carried out under a statutory framework set out in the Local Government and Public Involvement in Health Act 2007.
2. This report follows the Council's decision to progress a Community Governance Review in relation to Colyford / Colyton following a request by the Colyford Village Residents' Association. The report to November 2021 Cabinet (see background links) provides the background and further detail in relation to the statutory framework and initial decision.
3. The first stage consultation which sought views on whether it was appropriate to establish a new parish council for the area commonly known as Colyford ran between 4th February 2022 and 4th May 2022. Information in relation to the consultation was sent to 2,776 people on the electoral register within the area of Colyton Parish Council (see **Appendix 1**). Responses could be provided by hard copy or online. Those not on the electoral register were still able to provide their comments. A number of organisations – County Council, Fire and Police authorities, schools and the Parish Council – were also written to and their comments invited.

4. There were 789 responses from electors (representing a 28% return) and 801 responses overall including 12 from persons not registered to vote. It has been possible to identify whether the respondees resided in the area (essentially requested as being designated as a new parish) of Colyford as opposed to the remainder of Colyton Parish Council. This is relevant to the assessment of the responses. Written comments were provided by four bodies / organisations, namely Colyton Grammar School, Colyton Burgesses, Colyton Parish Council and the review requesters Colyford Village Residents' Association.

Details of Stage 1 responses

5. The formal assessment of the consultation responses can be found at **Appendix 2**. The summary results are detailed below.
6. Q3 asked whether '*Colyford should have its own parish Council?*'.

787 people responded (meaning 14 didn't answer) of which 351 were from Colyford and 436 were from Colyton.

In favour:	56% overall (76% in Colyford and 40% in Colyton)
Not in favour:	44% overall (25% in Colyford and 60% in Colyton)

7. It can be seen that there is a majority of support for Colyford having its own Parish Council and that when considering the response from Colyford residents specifically this is a strong majority. The comments from the organisations / bodies who responded can be found at the end of **Appendix 2**. Colyton Grammar School support Colyford having its own Council while the Colyford Burgesses don't say as much but appear to be supporting. Colyton Parish Council appears to be against the separation explaining why the two communities are stronger as one. The full submission of Colyford Village Residents Association and related enclosures can be found at **Appendix 6**. Section 7 of **Appendix 2** contains the specific comments made as part of the consultation. The vast majority of those commenting generally express disagreement with the principle of separation but there also comments of support for the proposed change.
8. In considering the above against the statutory criteria, it does appear that the proposal reflects the identities and interests of the community in the area of Colyford. The 2 main noteworthy concerns against the creation of a new Parish Council focus on a general principle of disagreement as it isn't necessary or the current arrangements are working well and also that it is a waste of money or the potential benefit doesn't justify the spend. These can be considered to fall within the 'effective and convenient' statutory criteria. The Parish Council make similar comments in relation to finances and impact on delivery of services. The Colyford Village Residents' Association have provided a blueprint and financial plan as part of their Stage 1 response which seeks to address these concerns (see **Appendix 6**). Members would be entitled to conclude that this demonstrates that Colyford Parish Council would be effective and convenient.
9. Members should have regard to the survey responses and comments in Section 7 of **Appendix 3** and **Appendix 6** when considering the statutory criteria and determining whether to proceed with the review.
10. Q4 asked whether respondents '*agree with the boundary as shown on the map?*'. This reflected the boundary proposed by the petition organisers to represent the area of a new parish council.

740 people responded (meaning 61 didn't respond) of which 335 were from Colyford and 405 were from Colyton.

Agreed: 66% overall (81% in Colyford and 53% in Colyton)
Disagreed: 34% overall (19% in Colyford and 47% in Colyton)

11. Many of the comments in relation to this question reflected the wish that things should stay as they are. There were a number of comments about the quality of the map not being detailed enough to enable comments. Should the decision be to proceed then more detailed maps have been produced (**Appendix 3**) to be consulted on, as far as possible taking into account the more specific comments made as part of the consultation but bearing in mind the request of the Colyford Village Residents' Association and overall support for the boundary as shown. These comments can be found at **Appendix 4**. The plan at Appendix 5 shows the changes from the boundary consulted on. The yellow line is the boundary applied for / consulted on and the areas edged pink have been removed. It is hoped that this proposed boundary more reflects the concerns expressed by affected residents and addresses the statutory criteria of reflecting the identities and interests of the community in that area and of being effective and convenient. It is possible that there may need to be some further refinements to the proposed boundary not least if the properties immediately between Colyton and Colyford villages along Coly Road / Shell Lane and also those along the Old Sidmouth Road express strong views. Any comments by these properties, along with any others, can be considered following the outcome of the recommended second stage consultation.

12. It is worth just addressing one of the comments in relation to the green wedge between Colyford and Colyton. The original proposed boundary would have resulted in the green wedge falling within the administrative area of two councils. This will still happen with the new boundary (if agreed) but it is important to note that this does give any greater representative role to one council over the other. It should be noted that what is proposed already occurs in relation to the green wedge between Seaton and Colyford. It is not considered that there is anything else in the Local Plan or Neighbourhood Plan that would affect the positioning of the proposed the boundary.

13. Q5 asked that if there was a new parish council should it '*have 7 parish councillors?*'

735 people responded (meaning 66 didn't answer) of which 332 were from Colyford and 403 were from Colyton.

In favour: 60% overall (74% in Colyford and 49% in Colyton)
Not in favour: 40% overall (26% in Colyford and 51% in Colyton)

14. There were 72 people suggesting 5 councillors otherwise alternatives numbers were suggested by respondents in single figures. There is therefore clear support for 7 councillors. The numbers suggested by those commenting are included in **Appendix 2**.

15. Q6 asked whether, if there was a new parish council for Colyford, should '*the number of councillors on Colyton Parish Council...be reduced to 11?*'

733 people responded (meaning 68 didn't answer) of which 328 were from Colyford and 405 were from Colyton.

In favour: 56% overall (68% in Colyford and 47% in Colyton)
Not in favour: 44% overall (32% in Colyford and 53% in Colyton)

16. There were 117 people suggesting Colyton Parish Council should stay at 13 councillors, although it was not entirely clear whether the support for 13 was on the assumption of a new Colyford Parish Council being created or rather because there should be no change. It

is logical that some of the existing councillors would stand for Colyford and not Colyton and given the proposal to split the existing parish and the overall support (noting the very close split in Colyton itself) for reducing the number, the recommendation is to reduce the Colyton Parish Council to 11 with effect from May 2023.

17. If the decision is to continue with the review, the second stage consultation will commence as soon as reasonable practical with a view to remaining as close as possible to the timetable agreed at November 2021 Cabinet.

Financial implications:

There is no request for an additional budget if the recommendations are accepted, there will be a number of administration implications but it is assumed this will be completed within existing resources.

Legal implications:

The legal requirements for recommendations arising out of the community governance review are set out in Part 4 Chapter 3 of the 2007 Act. This includes recommendations as to what new parish or parishes (if any) should be constituted in the area under review, and its electoral arrangements. There must be recommendations as to the name of any new parish, and as to whether or not the new parish should have a parish council, and if so, its style [parish / town / community / neighbourhood / village]. The Council must have regard to guidance issued by the Secretary of State under s100 of the 2007 Act about carrying out community governance reviews and giving effect to any recommendations arising out of the review. The Council must also have regard to guidance from the Electoral Commission on electoral recommendations arising out of the review.

What's your view on creating a parish council for Colyford?

**Your response is needed
by 4 May 2022**

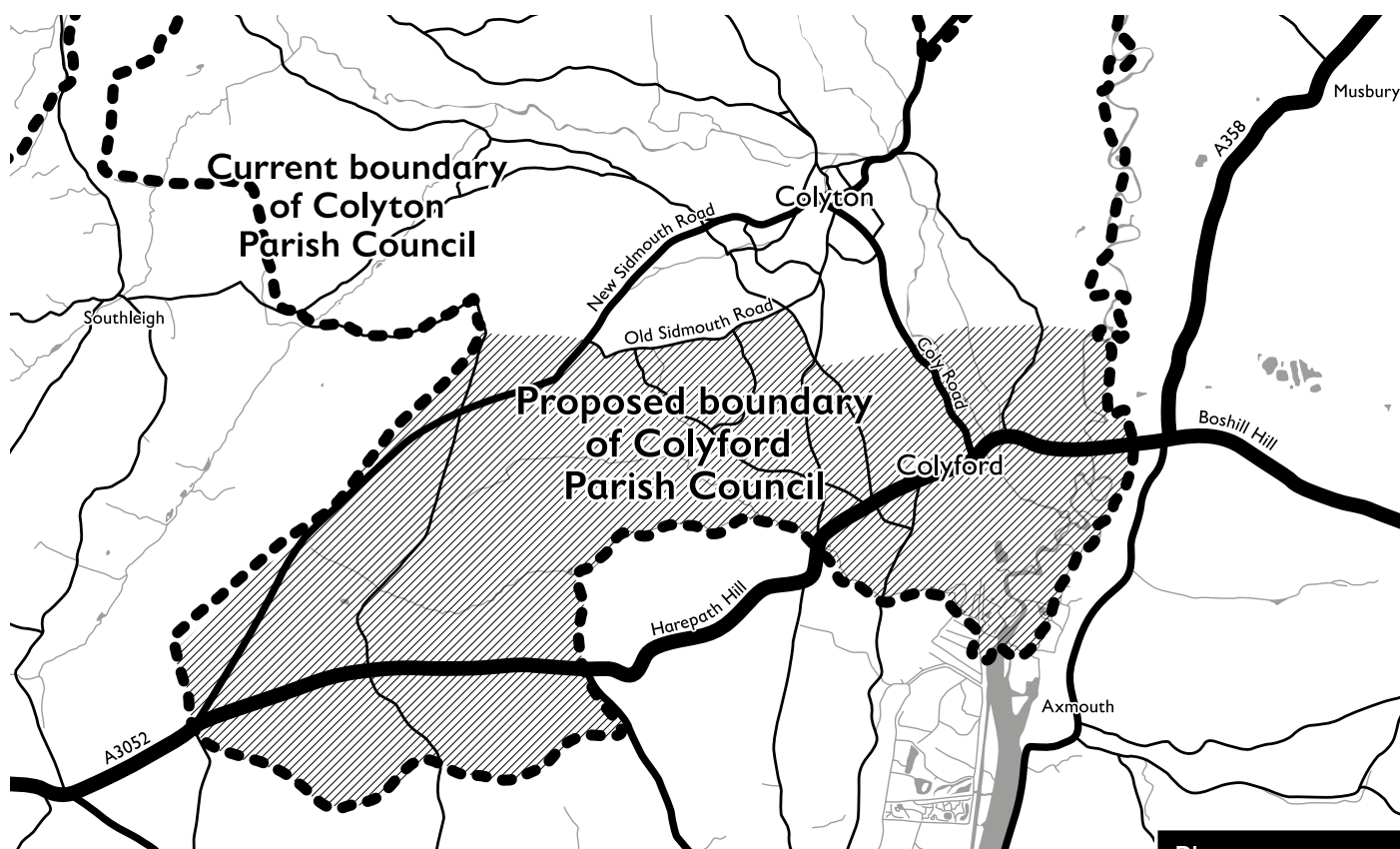
Following a request from Colyford Village Residents' Association, East Devon District Council is conducting a consultation, or 'community governance review', of all households and interested parties in the area

We are asking for your initial submissions and views on the draft proposals for a new parish council for Colyford. The aim of this review is to find the most suitable arrangement to represent the people of Colyford.

The map below shows the proposal for the boundary of the new parish council. If approved, Colyford would no longer come under the remit of Colyton Parish Council, which currently has 2,768 people on the electoral register.

Once we receive your views, East Devon District Council will consider the results of the consultation exercise and publish a set of proposals in spring 2022. There will then be a further opportunity to comment on these draft proposals.

So that public opinion is taken fully into account when East Devon District Council looks at the options over the coming months, this information and questionnaire is being delivered to all registered electors within the Colyton Parish Council area. Please take time to read this information.



Timeline

Preliminary stage: local briefings and meetings	May 2022 Stage two: consideration of submissions received and draft proposals prepared	October 2022 Stage four: consideration of submissions received and final proposals prepared	December 2022 Preparation of recommendation and approval by East Devon District Council full council	December 2022 Effective date of order
4 February to 4 May 2022 Stage one: invite initial submissions	June to August 2022 Stage three: draft proposals are published and fresh consultations made	December 2022 Preparation of recommendation and approval by East Devon District Council cabinet	December 2022 Publication of recommendations	May 2023 Town council elections

Why is this consultation being carried out?

This consultation is being carried out in accordance with the Local Government and Public Involvement in Health Act 2007. Since 13 February 2008, district councils, unitary county councils

and London borough councils (principal councils) have been responsible for carrying out community governance reviews. They can then decide what to do about recommendations made

in those reviews. In making that decision, principal councils need to take into account the views of local people.

Questions answered

What is a parish council?

Town and parish councils are the most local tier of government in England and have two main roles: community representation and local administration. Parish councils are run by at least five democratically elected members. Government guidance states that a parish should reflect a distinctive and recognisable

community, with its own sense of identity. Parish councils have the right to levy money from local residents as part of their Council Tax bill. This money is spent by the parish council in their parish area.

What is the current situation?

Coyford is currently part of the Colyton parish.

If a new Colyton Parish Council is agreed, when will it take effect?

If the proposal for a parish council is taken forward, the first election of councillors for the new parish council will be in May 2023.

For more information

Please go to eastdevon.gov.uk/colyford

If you need a copy of this consultation in large print or any other format or language, phone 01395 517569 or email colyford@eastdevon.gov.uk

Questionnaire

Colyford community governance review 2022



Send your response faster by using the questionnaire on our website instead of this paper version. Go to eastdevon.gov.uk/colyton.

If you need more space to tell us what you think, please continue your response onto another piece of paper.

Question 1 Have you read and understood the data protection statement below?
(If you don't tick this box we can't use your responses to this questionnaire)

☐ Yes

Any personal information which you provide will be held and used by East Devon District Council for the purpose of this consultation. Your information will also be shared within East Devon District Council for the purposes of carrying out our lawful functions. Otherwise your personal information will not be disclosed to anybody outside East Devon District Council without your permission, unless there is a lawful reason to do so, for example disclosure is necessary for crime prevention or detection purposes.

Your information will be held securely and will not be retained for any longer than necessary. There are a number of rights available to you in relation to our use of your personal information, depending on the reason for processing. Further information about our use of your personal information can be found in the relevant privacy notices at eastdevon.gov.uk/privacy.

Question 2 What is your unique code? (This is on the letter with this questionnaire)

We can only consider the views of people affected by this proposal. It's important that you give us your unique identifier number so we know that you live within the Colyton Parish Council area and whether or not you live within the proposed boundary for a parish council for Colyford. We will not use it in any other way.

Question 3 Should Colyford have its own parish council?

☐ Yes ☐ No

Question 4 Do you agree with the boundary as shown on the map?

☐ Yes ☐ No

If no, please describe the boundary you would suggest:

Question 5 It is suggested that if Colyford has a parish council, it should have seven parish councillors. Do you agree with this number?

☐ Yes ☐ No

If no, how many councillors do you think should sit on the proposed parish council?

Question 6 Currently Colyton Parish Council has 13 councillors. It is suggested that if Colyford has its own parish council, the number of councillors on Colyton Parish Council should be reduced to 11. Do you agree with this proposal?

☐ Yes ☐ No

If no, how many councillors should sit on Colyton Parish Council?

Question 7 Any other comments:

Thank you for taking the time to fill in this questionnaire.
Please return it using the enclosed envelope.

East Devon District Council

Colyford Community Governance Review

Spring 2022

Summary of Results

Should Colyford have its own parish council?

56% of all respondents agreed with the proposal that Colyford should have its own parish council, 44% disagreed.

- Of those who live in the Colyford area, 76% felt it should have its own parish council.
- Of those that live in the Colyton area, 40% felt that Colyford should have its own parish council.

What should the boundary be?

66% of all respondents agreed with the proposed boundary for a parish council for Colyford, 34% disagreed.

Those that disagreed were asked how they would improve the boundary. The most common comments were:

- There should be no separation, it should all remain as Colyton Parish Council. (73 comments)
- Colyford has been given too much area, that area isn't Colyford. (10 comments)

In addition:

- Of those that live in the Colyford area, 81% agreed with the proposed boundary.
- Of those that live in the Colyton area, 53% agreed with the proposed boundary.

It is suggested that if Colyford has a parish council, it should have 7 parish councillors. Do you agree with this number?

60% of all respondents agreed with 7 parish councillors, 40% disagreed. Those that disagreed were asked how many there should be, the most common comments were:

- None / things should stay as they are now (89 comments)
- Five (72 comments)

In addition:

- Of those that live in the Colyford area, 74% agreed with 7 parish councillors.
- Of those that live in the Colyton area, 49% agreed with 7 parish councillors.

Currently Colyton Parish Council has 13 Councillors. It is suggested that if Colyford has its own parish council, the number of Councillors on Colyton Parish Council should be reduced to 11. Do you agree with this proposal?

56% of all respondents agreed with 11 parish councillors, 44% disagreed. Those that disagreed were asked how many there should be, the most common comments were:

- Remain at 13 / no change / don't split the councils* (117 comments)
- Eight (18 comments)
- Ten (15 comments)

In addition:

- Of those that live in the Colyford area, 68% agreed with 11 parish councillors.
- Of those that live in the Colyton area, 47% agreed with 11 parish councillors.

**For many comments it was unclear whether their comment was stating that it should be 13 because Colyton and Colyford should remain as one parish council, or whether they felt it should be 13 in addition to the Councillors proposed for Colyford Parish Council so they have all had to be added together.*

Method

After a proposal from the Colyford Village Residents' Association, East Devon District Council had to begin a Colyford Community Governance Review.

In total we received 801 completed copies of the consultation:

- We sent out copies of a consultation to the 2,776 people on the electoral register within the current boundary of Colyton Parish Council. They were given the opportunity to fill in the questionnaire on paper and send it back in the post, or fill it in online. 683 electors filled in the paper questionnaire, and 106 electors filled it in online.
- In addition, people who were not on the electoral register were also given the opportunity to go to the website and fill in a copy of the questionnaire. We received 12 copies of the questionnaire back from non-electors.

Where results have been split into those from the Colyford area, and those from the Colyton area, this has been done as to whether our Elections Team classifies the household as being in the Colyford or Colyton area which is broadly, but not exactly, in line with the proposed boundary for a parish council for Colyford.

In addition, we received emailed comments not using the questionnaire template from:

- Colyton Grammar School
- Colyton Burgesses
- Colyton Parish Council
- Colyford Village Residents' Association

These could not be added to the main results, but have been sent to the Strategic Lead for Governance and Licensing in full, and are summarised in Appendix 1.

Full Results

1. Please tick the box below to confirm you've read and understood the above data protection statement: If you do not tick this box we can't use your questionnaire responses.

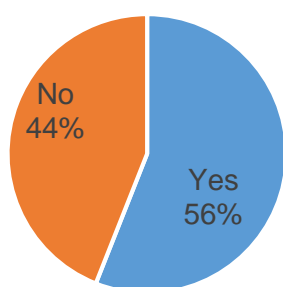
Everyone whose data is included in these results had to tick this question to allow us to process their data. If the question was not ticked then we could not include their data in these results.

2. Unique Code or enter your address:

People filling in the questionnaire had to enter the unique code that appeared on the letter sent to them in the post, or enter their address to prove they lived within the current area covered by Colyton Parish Council.

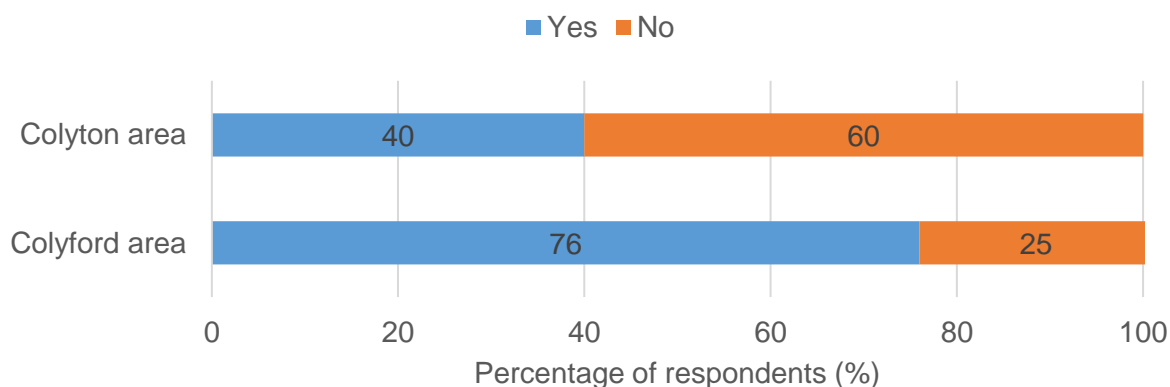
3. Should Colyford have its own parish council?

There were 787 respondents to this question



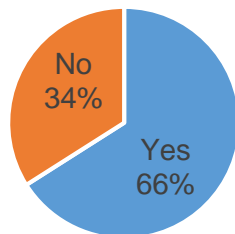
The results for this question were split into data from those living in the Colyford area and those living in the Colyton area:

There were 351 respondents from the Colyford area and 436 respondents from the Colyton area.



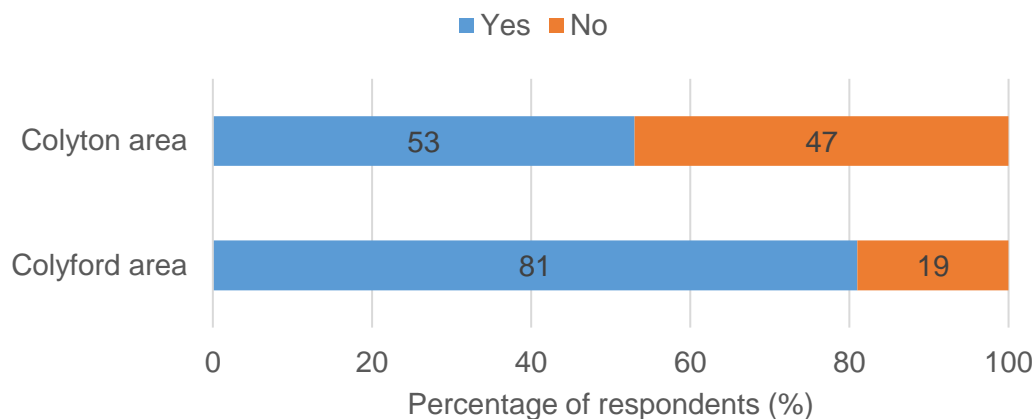
4. It is suggested that if Colyford has a parish council, the boundary should be as shown on the accompanying map. Do you agree with this proposed boundary?

There were 740 respondents to this question.



The results for this question were split into data from those living in the Colyford area and those living in the Colyton area:

There were 335 respondents from the Colyford area and 405 respondents from the Colyton area.



If no, please describe the boundary you would suggest:

There were 198 comments.

Common comments stated by three or more respondents.	Number of respondents making that comment
There should be no separation, it should all remain as Colyton Parish Council.	73
Colyford has been given too much area, that area isn't Colyford.	10
Seaton Town Council's boundary should be moved South of the A3052 at Harepath Hill and Harepath Hill should be included in Colyford.	8
Just include the village of Colyford itself.	7
I've been placed in the new Colyford boundary, I identify with Colyton not Colyford.	7
It's too arbitrary / illogical / drawn for a different purpose.	6
Colyton Grammar needs to be in Colyton.	5
The map isn't details enough / boundary is unclear.	4

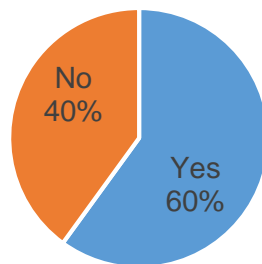
Colyford is land grabbing.	4
Use the ancient Colyford village boundary.	4
The proposed Colyford boundary should be much further South.	4
Stafford Cross must be in Colyton (as land there is owned by the parish council).	3
The boundary should be up to the lower side of New Sidmouth Road from Old Sidmouth Road and up to the A3052.	3
Further North, stopping at Ruffold House.	3

In addition, there were these very specific comments giving a proposed new outline to the boundary:

- Along the R Coly, following the existing parish boundary, across just N of Ruffold House (which should be in Colyford), up Shells Lane to Fairview Lane, turn right up to Four Elms Cross, then turn left down Stafford Lane to the crossroads at Colyton Grammar School, turn right up Whitwell Lane to Old Sidmouth Road, turn left along Old Sidmouth Road to Whitegate Lane, turn left at the junction with the A3052, take in Gatcombe Farm and follow Colyton parish boundary back to Colyford.
- From the river Axe to Ryffold House. Up Shells Lane, left down to the grammar school. Up Whitwell Lane to Old Sidmouth Rd. Left to Ashdown Lane. Left along Ashdown Lane to A 3052. Across to Gatcombe Farm then follow the Seaton town boundary.
- East - Tower Services, West - Boss Hill Cross, North - Peak Tree Corner, South - Seaton Cemetery
- With reference to the Northern boundary east of 4 elms cross; The line of this boundary does not seem to correspond with any geographical features. Using Shells Lane would seem to be a sensible decision but taking into account properties on the N side of Shells Lane. Where the boundary passes through pieces of Land in private ownership it is unreasonable that a landowner may need to deal with 2 Parish Councils. Also, with some of the land in this area part of the green wedge, it is important that the boundary does not give one Parish Council greater influence than the other over possible future changes to this designation. The boundary needs to be clearly defined for future trouble free decision making.
- The northern boundary of the proposed new parish captures properties on the southern side of the new Sidmouth Road which have no clear links with Colyford but are directly lined to Colyton.
- Old Sidmouth road and land to the south to Witwell lane should be Colyton.
- Practically, rather than being down the back of the houses in Coly Vale and Courtenay Drive and including land right up to the Old Sidmouth Road, the Western boundary should be along Shells Lane and then loop around to the junction of the A3052 and Harepath Road. I also believe that neither Holyford Woods local Nature Reserve nor Colyton Grammar School should be included in the proposed boundary. This is because both are community assets for the whole of the Colyton area and their future shouldn't be dictated by the particular interests of Colyford
- Boundary to be as shown for the northern, eastern and southern boundary. The western boundary should be along the Gulley Shoot & Stafford Lane roads. Colyford would then be in the centre of a proportional area of land.

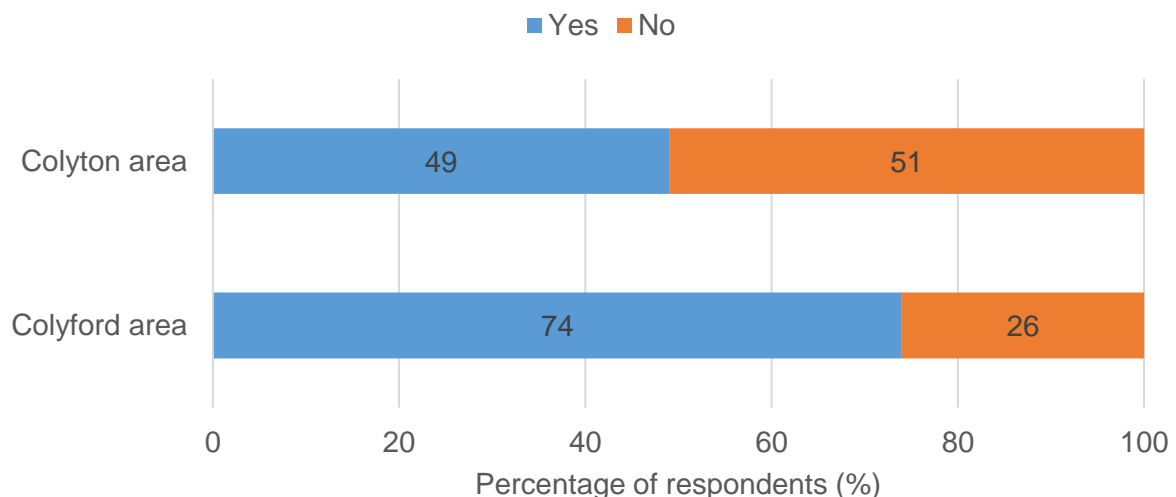
5. It is suggested that if Colyford has a parish council, it should have 7 parish councillors. Do you agree with this number?

735 respondents answered this question



The results for this question were split into data from those living in the Colyford area and those living in the Colyton area:

There were 332 respondents from the Colyford area and 403 respondents from the Colyton area.

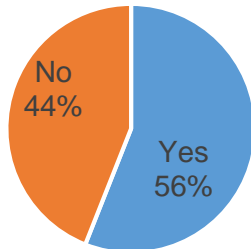


If no, how many Councillors do you think should sit on the proposed parish council?

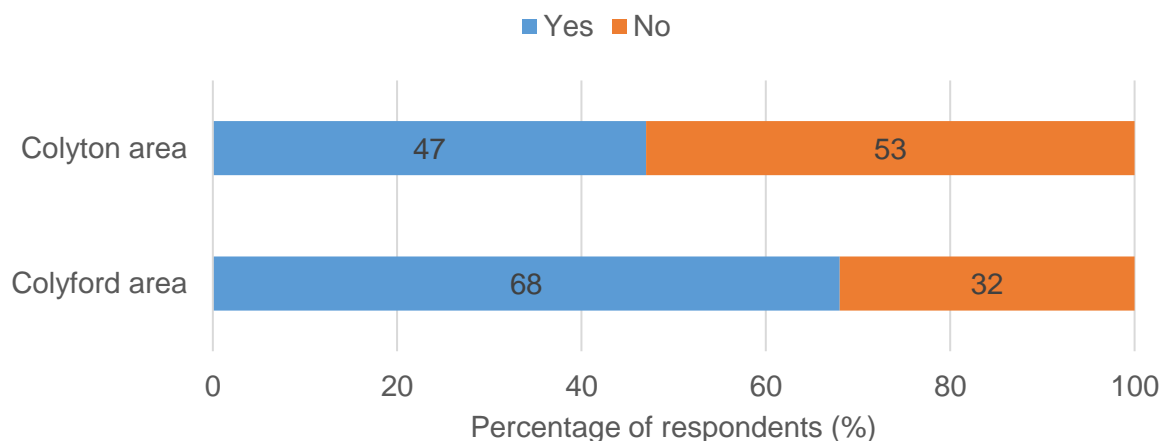
209 respondents commented.

Common comments stated by three or more respondents.	Number of respondents making that comment
None / things should stay as they are now.	89
Five	72
Nine	8
Four	6
Six	6
Ten	3
Twelve	3

6. Currently Colyton Parish Council has 13 Councillors. It is suggested that if Colyford has its own parish council, the number of Councillors on Colyton Parish Council should be reduced to 11. Do you agree with this proposal?
733 respondents answered this question.



The results for this question were split into data from those living in the Colyford area and those living in the Colyton area:
There were 328 respondents from the Colyford area and 405 respondents from the Colyton area.



If no, how many Councillors should sit on Colyton Parish Council?
256 respondents answered this question.

Common comments stated by three or more respondents.	Number of respondents making that comment
Remain at 13 / no change / 13 / don't split the councils *	117
Eight	18
Ten	15
Seven	11
Twelve	8
None	5
Five	5
Fifteen	4

Six	3
-----	---

*For many comments it was unclear whether their comment was stating that it should be 13 because Colyton and Colyford should remain as one parish council, or whether they felt it should be 13 in addition to the Councillors proposed for Colyford Parish Council so they have all had to be added together.

7. Any other comments?

321 people commented.

Most common comments: (Those said by more than three people)	Number of people that made that point
It's unnecessary, things should stay as they are/ work well as they are / remain united / stronger together.	46
Disagree with proposed separate parish council / Stay as it is.	37
Waste of money / extra expenses / time.	33
There would be too much extra administration / extra expense if a Colyford Parish Council was created for not enough benefit. Confusion.	27
It's unnecessary, only the newcomers / power hungry few want it. Vanity project. Has worked for 100yrs. Locals are happy with it as it is.	24
Colyford residents need more say in how they are governed.	20
Colyford has its own identity and issues so needs to be separate.	10
No need for separate PC / parishes are too small / detrimental.	10
This is a sensible proposal / well overdue.	9
This proposal will mean Colyford gets a fairer amount of money.	8
Having a separate parish council for Colyford will cause issues and rivalries between the two villages. Disharmony & division.	5
Colyford is too small to have its own parish council.	5
How has the boundary been decided? More info needed.	5
Sufficient level of bureaucracy already exist / don't need more.	5
No strong opinion for or against proposal.	4
Parking needs sorting out / traffic problems / Colyton Grammar bus problems.	4
Makes sense to have separate parish council.	3
Colyford has grown and now is the right time to have own administration.	3

If Colyford have PC then council tax for Colyton should be reduced / not an increase in Council Tax.	3
Colyford already have say, so no need to have separate council.	3
May reduce money for parishes which needs more resources as it is bigger / make it less effective.	3
If the separate then parishes should have proportionate councillors.	3
Views of Colyford Village Resident Association should be given greatest weight / for Colyford residence to decide.	3

Appendix 1

Non-questionnaire responses summarised:

1. Response from the Colyford Burgesses

The Burgesses maintain that strong tradition and ceremonial role with a variety of social events throughout the year, especially the Colyford Goose Fayre in September. Additionally, the Burgesses engage with the community and use local fund raising to support the village and also retain a reserve fund that can be used for emergency purposes, and to cover the costs of Colyford Common within the Wetlands, and the three Village gateways owned by the Burgesses.

The Burgesses look forward to the EDDC draft proposal and further consultation. At Stage 3, the Burgesses will be able to consider how to transfer their "de facto" role in the community to the proposed governance and also to retain their important ceremonial and historic role in support of the Ancient Borough of Colyford.

2. Colyton Grammar School

Our Board of Trustees is keen to build a robust relationship with our local Colyford community. Currently, we have started a fresh dialogue with the Colyford Village Resident's Association, who have shown a clear understanding of the issue with the transport of pupils to CGS and the congestion that cars, coaches and buses bring to the local roads. Both sides have a clear understanding of the associated risks to residents and pupils alike that this causes. We are determined to find a solution with their support and advice

Our Board believes that the opportunity of local governance through a Colyford Village Council (CVC) would be of great benefit towards building on this relationship. Not only would a CVC provide a local focus of contact with local councilors to discuss CGS activities but we could aim to build a fresh rapport where the CGS pupils could make a contribution to the community. This year, for example, we offered our CGS brass band to play at the Colyford Goose Fayre in September, and this could lead to other support with the Colyford Mayoral Ceremonies which are held throughout the year.

We envisage therefore that a new local CVC would be a most helpful and mutually supportive opportunity for both CGS and the Colyford Community. Would you please consider our submission to the EDDC Stage 1 Consultation as a positive example of where local governance would significantly improve community engagement and assist in developing a solution for the transport challenge that has faced both the school and residents for so many years.

3. Colyton Parish Council

Our two communities have been represented by one Parish Council since 1894. There are no limits on the number of Colyford residents that can be elected to the Parish Council, so it is possible for Colyford to have a majority of Councillors. However, this has never been a real issue as the Parish Council has always treated Colyford matters in the same way as those from Colyton and all Councillors are treated equally.

As Colyford has grown the main issues that have become important are:

- Traffic on the A3052. The Parish Council has for years been pressing Devon County Council Highways for traffic calming measures. Recently the CPC voted for £10,000 of Parish Council funds to be spent purchasing a Speed Camera, only for the Police to reject this proposal.
- Buses for the Grammar School. The CPC have been in ongoing talks with the Grammar School and bus operators to alleviate this problem. Some improvements have been made, but the CPC is still urging the County Council to allocate money to remove the buses from the road.
- Planning. Colyford is surrounded by Green Wedges between Seaton and Colyton. These prevent the village merging into bigger settlements. In the past, when these have been threatened, the CPC have fought hard to retain them. Just recently the Colyton Neighbourhood Plan has been accepted by the East Devon District Council, one of the main features is the preservation of the Green Wedges.

The Neighbourhood Plan is a good example of the two communities working together. It took nearly six years to complete and was supported by an overwhelming majority of Colyton and Colyford residents during the public consultations.

The proposed new boundary between Colyford and Colyton is based on an arbitrary line originally proposed to indicate properties the Mayor of Colyford would have responsibility for. It was never intended to be a line dividing two parishes. Furthermore, the proposed boundary map of Colyford would alienate a good many residents who strongly identify as Colytonian and includes property owned by Colyton Parish Council, the revenue from which is used towards maintaining the cemetery.

Finally, Finances. Two Parish Councils will mean two clerks, two offices, two sets of meetings and duplications of other tasks and therefore increased costs and less money to spend on maintaining either of the two communities.

The CPC is responsible for the maintenance and upkeep of the Cemetery, allotments, playing fields, three play parks, including the one in Colyford, and green spaces around the Parish, they also have a mowing contract which includes biannual cuts of roadside verges.

The Parish also has a network of 43 public footpaths and 7 bridleways cared for and maintained by the Parish Council. They can be used and enjoyed by ALL residents of the Parish.

If Colyford are to go independent, the sport and play facilities for the young people will not be able to be maintained to the high standards that they are now and Colyford residents would not have the same priority to the allotments that they currently enjoy. Cemetery fees for people living outside of the Colyton Parish are double and this would be the case for Colyford residents.

The opinion of the Colyton Parish Council is that the two communities are far stronger together as one Parish Council than they would be apart as two.

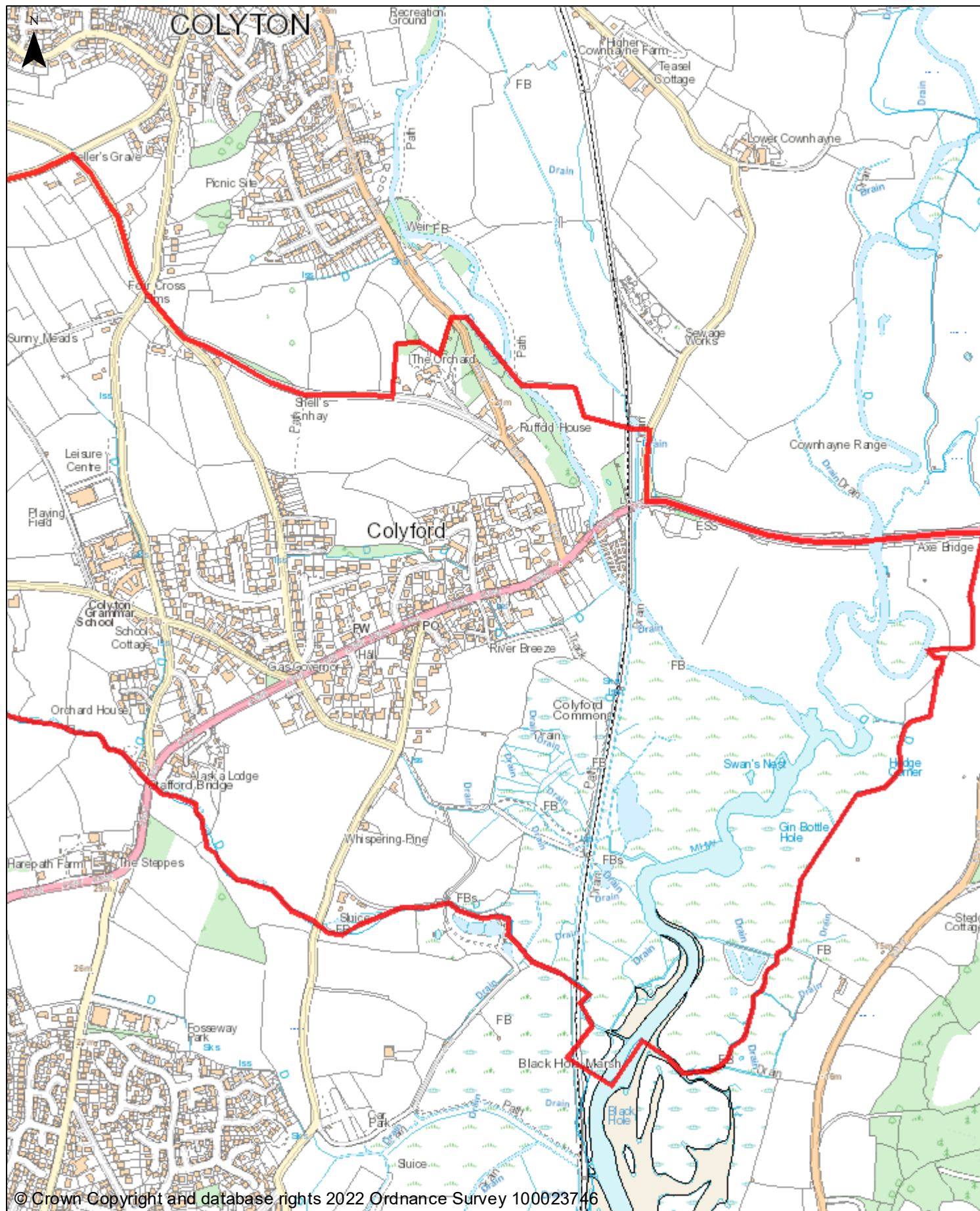
4. Colyford Village Residents' Association

We believe in our desire to self-govern and form a proposed new Colyford Village Council (CVC) that is pivotal for the future of our community. We are determined and enthusiastic to deliver a modern, efficient and effective council instilled with fresh values such as leadership, honesty, openness, selflessness and trust to restore democracy and deliver

local benefits for the community. We have undertaken diligent research, and we have spoken to a variety of organisations such as DALC, DCRF, Devon AONB, the Colyton Grammar School along with other Parish Councils, County and District councillors to prepare well for the challenging task ahead to empower our proposed village council.

The submission shows our intent and provides details of the perceived benefits, current legacy issues, risks, and how to realise our Blueprint vision with the current Steering Group, and a proposed Stakeholder Group in Stage 3 of the CGR. Two enclosures attached are: our Blueprint vision for the proposed CVC and a four year Financial Plan starting in FY23/24. We envisage the Financial Plan is a key enabler to launch the CVC and a starting point for CVRA financial discussion with your team should the positive decision be approved for a self-governance in December 2022.

Draft Colyford PC boundary East

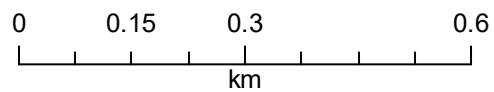
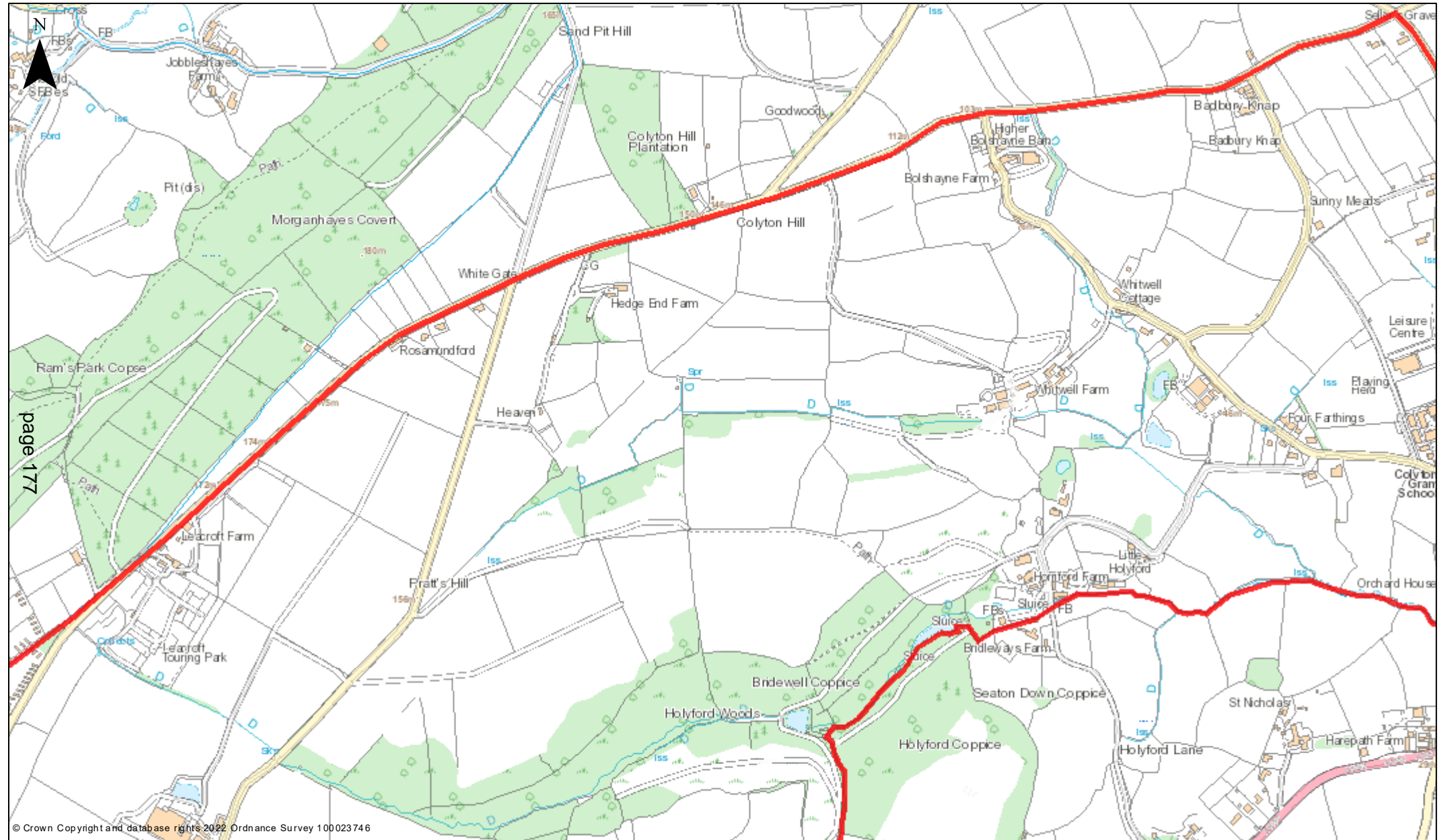


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0 0.05 0.1 0.2 mi

0 0.075 0.15 0.3 km

Draft Colyford PC boundary Central



1:10,000

Map Tile: SY2292NE Full Reference: SY22986 92613



Weekhayne Common

Ashdown Caravan Park

Leacroft Touring Park

Birch Grove

Stafford Cottage

Stafford Plantation

Stafford Cross

Ashdown Farm

Mast

Reservoir (cov)

Wind Turbine

Pit (dis)

Kils

Gatcombe Coppice

Gatcombe Farm

Bridewell Coppice

Holyford Woods

Holyford

Couchill Coppice

Pratt's Hill

158

155

145

139m

126

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A horizontal number line representing distance in kilometers. The line starts at 0 and ends at 0.6. Major tick marks are labeled at 0, 0.15, 0.3, and 0.6. There are also minor tick marks between the major ones, specifically at 0.05, 0.10, 0.20, 0.25, 0.35, 0.40, 0.45, and 0.50. The unit 'km' is written below the line.



APPENDIX 4 – Comments on the proposed boundary

General

- Boundary should be tightly drawn around Colyford village / smaller ancient boundary
- Too far towards Colyton
- Colyton Grammer School should be in Colyton
- Nothing south west of A3052
- Stafford Cross should be in Colyton
- Further south down Coly Road towards A3052
- Should extend to the north and south of Harepath Hill
- No further north than Four Cross Elms.
- Seaton Town Council boundary line north of Harepath Hill (PeaceHaven side) be moved to the Seaton side of the A3052.
- Old Sidmouth Road / Witwell Lane should be included within Colyton.
- Upper part of Fairview Lane and beyond should not be included.
- Boundary should be lower than Old Sidmouth Road – a line across from below Colyvale to the Grammer School.
- Eastern boundary should not extend further than Seaton Hill Road – ensuring land at Stafford Cross remains part of Colyton.
- New Sidmouth Road towards A3052 / properties on the southern side in Colyton.
- Western boundary should be along Gulley Shoot and Stafford Lane Roads.
- North of Harepath Hill from Gully Shoot to the west along A3052 included from Seaton Town Council.
- Should stop where Whitwell lane meets Old Sidmouth Road vertically down.
- Shells Lane to be in Colyton.
-

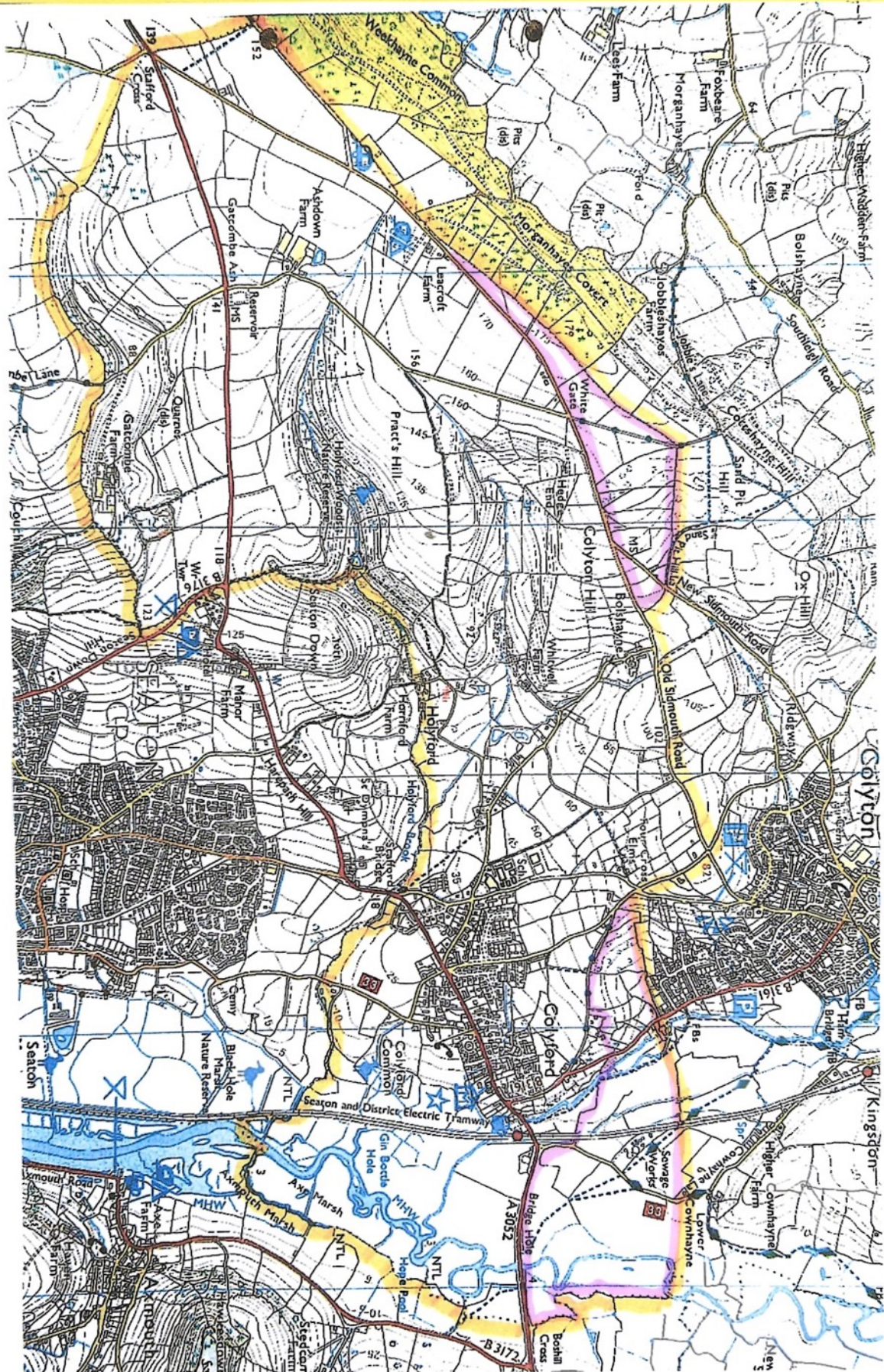
Specific

- One property to the west of Jobble's Lane at Colyton Hill object to being moved in to Colyford.
- Up to the lower side of New Sidmouth Road from the point it meets Old Sidmouth Road to where it joins the A3052 (dependent on the views of residents of the lower side of New Sidmouth Road)
- Should reflect the stonewall village signage (bottom of dip of Harepath Hill west of the village and just past the tramlines heading east towards Boshill Cross East of the village on the A3052). Land east of tramway stonewall village signage should remain as Colyton.
- To the south of Colyford towards Seaton and east towards the River Axe, west towards Harepath Road and north towards Colyton stopping at Ruffold House.
- Should include Harepath Hill residents, and a couple of properties just to the south of Holyford Brook (assuming the residents want to be part of Colyford).
- Farm to the south of A3052 west of Seaton Down Road should be within Seaton Town Council.
- Rather than being down the back of the houses in Coly Vale and Courtenay Drive and including land right up to the Old Sidmouth Road, the western boundary should be along Shells Lane and then loop around to the junction of the A3052

and Harepath Road. Neither Holyford Woods local nature reserve nor Colyton Grammar School should be included in Colyford.

- Along the river Coly, following the existing parish boundary, across just north of Ruffold House (which should be in Colyford), up Shells Lane to Fairview Lane, turn right up to Four Elms Cross, then turn left down Stafford Lane to the crossroads at Colyton Grammar School, turn right up Whitwell Lane to Old Sidmouth Road, turn left along Old Sidmouth Road to Whitegate Lane, turn left at the junction with the A3052, take in Gatcombe Farm and follow Colyton parish boundary back to Colyford.
- From the river Axe to Ryffold House. Up Shells Lane, left down to the Grammar School. Up Whitwell Lane to Old Sidmouth Rd. Left to Ashdown Lane. Left along Ashdown Lane to A 3052. Across to Gatcombe Farm then follow the Seaton town boundary.
- East - Tower Services, West - Boss Hill Cross, North - Peak Tree Corner, South - Seaton Cemetery
- With reference to the Northern boundary east of Four Elms Cross; The line of this boundary does not seem to correspond with any geographical features. Using Shells Lane would seem to be a sensible decision but taking into account properties on the north side of Shells Lane. Where the boundary passes through pieces of Land in private ownership it is unreasonable that a landowner may need to deal with two Parish Councils. Also, with some of the land in this are part of the green wedge, it is important that the boundary does not give one Parish Council greater influence than the other over possible future changes to this designation. The boundary needs to be clearly defined for future trouble free decision making.

Proposed Boundary of Colyford Village Council



COLYFORD BOUNDARY MAP (Border in Orange)

**COLYFORD VILLAGE RESIDENTS' ASSOCIATION - COMMUNITY GOVERNANCE
REVIEW (CGR) EDDC STAGE 1 CONSULTATION SUBMISSION**

INTRODUCTION

1. The Colyton Parish Council (CPC) was formed in 1894 and includes the Ancient Borough of Colyford. The parish council today has 13 elected councillors mostly from Colyton. Not surprisingly over the last 10 years, requests from the Colyford community to the CPC have not achieved positive, democratic support and consequently, there has been infrastructure neglect, minimal delivery of services and development of Colyford. Furthermore, poor governance has had a negative effect on community cohesion and the ability to motivate, and bring people together. Moreover, many previous Colyford elected councillors have resigned from the CPC in disillusionment, frustration, intimidation and anger.
2. Colyford wishes to operate as an independent new village council with its own governance, without any influence from other external politically and financially motivated organisations, to support the needs of the community. Consequently, in July 2021, the Colyford Village Residents Association (CVRA) submitted a petition to East Devon District Council (EDDC) requesting formation of an independent new council for the parish of Colyford. A Steering Group (SG) was formed, in November 2021, to help steer the village through the CGR process. The purpose of this document is to: firstly provide the vision of a separate, independent council and its benefits to the community; secondly, to identify the current issues and risks that have been discussed by the CVRA and SG; and thirdly, to identify the key enablers required to realise a proposed new village council.
3. The Desired Outcome of the Governance Review is to form a Colyford Village Council (CVC) that will:
 - a. Restore democracy to Colyford
 - b. Empower local people
 - c. Care for and respect our community
 - d. Return pride to our village
 - e. Have our fair share of financial resources

AIM

4. The aim of this document is to provide the CVRA submission to EDDC for Stage 1 Consultation of the Community Governance Review.

BLUEPRINT VISION

5. The Blueprint provides the vision for the future CVC governance, the services, and resources required to support the Colyford community. Additionally, the Blueprint provides a method of communicating our vision to our community and neighbouring councils, provides improved local democracy, and greater community engagement. **Enclosure 1 is the Blueprint document.**

BENEFITS OF A VILLAGE COUNCIL FOR THE COMMUNITY

6. It is envisaged that the proposed CVC will provide more efficient and effective governance. Consequently, a number of benefits will be made available to the community as follows:

- a. The Village Council will recognise the unique & historic identity of the Ancient Borough of Colyford from 1237 - one of the largest communities in East Devon without its own council. We will protect the community, whilst striving to make improvements and resolve concerns.
- b. By holding regular councillor surgeries, residents will have access to our councillors and be able to raise issues knowing that the Council will work hard on our behalf - "by Colyford, for Colyford".
- c. Colyford residents will be able to make decisions locally that will benefit our village, bringing in fresh ideas and energy, allowing our community to thrive and have a voice.
- d. Money raised through council tax by Colyford residents will fund improvements in Colyford and not elsewhere. We will have our own budget, to prioritise and control how the money is spent.
- e. We will have greater influence on local planning matters, address our unique issues on traffic control and safety, invest in infrastructure neglect and village development, and also build rapport with the local Grammar School.
- f. We will work closely with other councils, jointly discuss and resolve concerns, and be good friends and neighbours with other groups.

LEGACY ISSUES

7. Road Safety. Colyford Village comprises 3 traffic through roads and all have separate speed and safety challenges that require resolution with County Highways and EDDC. Firstly, the A3052 East-West axis route is a major safety feature with through traffic of some 12K cars a day that erodes community cohesion. A Devon County Councillor has been engaged with the CVRA on Colyford traffic issues, and a recent application for a 20mph speed limit on the A3052 was submitted in February 2022. Secondly, the Stop Line Way (SLW) leisure route currently exits on the unclassified Seaton Road opposite Popes Lane in Colyford. This junction, combined with speeding traffic is a significant safety concern. The CVRA has been lobbying for support to introduce traffic

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calming and a village gateway to reduce speed and increase safety¹. Thirdly, the Colyton B3161 road is narrow with obscured bends without any footpaths. The CVRA strongly supports a further speed restriction to comply with the A3052 above. Finally, we strongly recommend that a Road Traffic Management Plan (RTMP) is undertaken with the proposed CVC in the first year of governance to determine essential actions to improve road safety for the Colyford community.

8. Infrastructure Neglect. There has been minimal investment in the infrastructure of Colyford over the last 10 years or more. There is a strong case for road widening of the A3052, a pedestrian footbridge adjacent to the A3052 over the River Coly, new road safety features and signage along with investment in new footpaths, verges and lighting, and pedestrian crossings on the A3052. The first step for a new council would be to conduct a EDDC supported review of this infrastructure to make a sound case with robust funding to make good deficiencies.

9. Colyton Grammar School. The CVRA are building a fresh rapport with the Headmaster and Governors of Colyton Grammar School (CGS). Firstly, it is recognised that there would be mutual benefits in developing a community relationship between the CGS and the village community. The CVRA recognise that the CGS offers a special place in the heart of Colyford, and the school Governors recognise that a new council would be a positive step forward in building this community relationship. Moreover, we have had early discussions with CGS on the possible options to resolve the legacy issue for the coach/ bus service for pupils. Up to 1100 pupils travel daily to and from CGS by 15 coaches and numerous cars causing A3052 congestion. This transport issue is of concern to the local residents. A new council would be fundamental in engaging with EDDC, the local community, and the school to help deliver a safe and more effective solution.

10. Future Village Development. Essential to developing the village is the requirement for a new community “open space²” at the heart of the village for residents to meet and socialise. Also, the CVRA envisage other challenges ahead as follows:

a. Memorial Hall. The Village Memorial Hall is self-governing and extensively used by local clubs and societies. However, there is a need to resurface patches of the car park and modernise the facility with installation of EV chargers.

b. Extension of The Stop Line Way (SLW). The current SLW will be extended from the Seaton Wetlands to Seaton by late 2022. Consideration should also be given to the extension of the SLW, north from the Wetlands, to connect with the A3052 at Colyford Bridge. This extension would help to promote tourism and rural leisure through the Wetlands from Seaton towards Axminster. It is envisaged that funding should be sought from a variety of sources for this objective.

c. New Playground Location. The current playground was funded from S106 investment on land leased to CPC until 2027. The playground is poorly sited and should be a valued village asset more in the centre of the community. When the current lease expires with CPC, responsibility for the future maintenance of the

¹ This project was originally submitted as a Highway Maintenance Community Enhancement Fund in 2017. Funding was withdrawn to support the Somerset flooding emergency.

² This open space could be a Queen Elizabeth Woodland or a Platinum Jubilee Garden.

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playground will fall to the new council, and there is an opportunity for the playground equipment to be relocated.

RISKS

11. Launching an Effective Council. The interregnum between the EDDC CGR decision in December 2022 and establishing a new Colyford Village Council from May 2023 carries risk. Mitigation will be essential to effectively launch a new village council, as follows:
- a. The role and support from EDDC to release advance funding and, if appropriate, provide a locum clerk resource.
 - b. Councillor training and advice on council formation from the Devon Association of Local Councils (DALC). These costs are included in our draft Financial Plan.
 - c. Advice has been sought from West Hill and Broadclyst Parish Councils about governance, along with essential documents³, and how to successfully plan the processes.
12. Neighbourhood Plan. Our future CVC will need to work with CPC on the existing Neighbourhood Plan (NHP). However, in the longer-term (10 years), in-line with EDDC policy and new local plans, the CVC may need to consider the advantages and benefits of a refreshed and separate NHP for Colyford, and consider a solution.
13. Cemetery. Colyton Cemetery was consecrated in 1860 and has provided burial ground to CPC including Colyford from 1894. Currently, Colyford residents who wish to be buried in the Colyton Cemetery share the same cost of a burial site. A fair and equitable solution that is acceptable to all parties needs to be proposed by EDDC should this position change in the CGR. For example, the case of West Hoe Cemetery in Bishop's Waltham Parish Council⁴ provides a good reference site where 2 parishes share a joint burial ground and are charged significantly lower burial site fees.
14. Boundary. The Colyford boundary outlined in the Colyford Petition of July 2021 was agreed and drawn-up by the Colyford Community Governance Review Committee⁵ on an Ordnance Survey map on 30 July 2015⁶. The CVRA accept this agreement was a 'de facto' boundary especially with regard to the northern section from the edge of Morganhayes Covert (West) to Lower Cownhayne (East). Consequently, we may expect alternative proposals to be considered for the current Northern boundary within the EDDC CGR Stage 2 draft proposals.

³ Standing Orders, Financial Plans and Regulations, Councillor Responsibilities, Member's Code of Conduct, Transparency and Personal Interest etc.

⁴ Bishop's Waltham is a medieval market town situated at the source of the River Hamble in Hampshire.

⁵ The Committee included 2 CPC Councillors in addition to Colyford Residents.

⁶ This boundary was largely based on the historic boundary of the Royal Manor of Colyford circa 1850.

REALISING THE BLUEPRINT

15. Critical to success of realising the Blueprint vision for launching an effective and efficient council has been the Steering Group (SG), the proposed Colyford Council Stakeholder Group (CCSG), and the key enablers.

16. The Steering Group. Further to the Blueprint Vision and our Financial Plan, the SG has created a comprehensive Action Plan and a Stake Holder Plan to support the way forward during the Governance timeline and process, and the latter is expected to be initiated in Stage 3 of the CGR. The SG is responsible for:

- a. Interfacing with the District Council during the Colyford Governance Review.
- b. Clarifying the vision of the proposed new Colyford Village Council.
- c. Planning our approach and directing actions.
- d. Drafting key documents to support the Colyford Governance Review.

17. The Colyford Council Stakeholder Group. We will launch a CCSG at Stage 3 of the Colyford Governance Review in preparation for formation of the proposed new council. The purpose and role of the CCSG will be to:

- a. Network with key individuals, either businesses or organisations, whose decisions or actions can affect the outcome of the future CVC. In turn, either the actions or decisions of the CVC may also affect the stakeholders group.
- b. The “ad hoc” membership will be drawn from the community, from neighbouring councils, and also from local groups and associations to discuss specific topics in an independent forum.
- c. Discuss topics such as: Hospitality, Tourism, Business, Recreation, Street Scene, Traffic Management, Interface with Colyton Grammar School, Flood Management, and Resilience planning etc.

18. Key Enablers. The Blueprint Vision identified 3 key enablers to successfully realise a proposed new CVC as follows:

- a. Excellent Communications. Firstly, to provide excellent communications with accurate and timely information throughout the CGR. To date, we have provided an update to every Colyford property advising them of the CGR timescale and benefits of establishing a new CVC. Additionally, we have re-established the Colyford Village Newsletter providing a quarterly update. Moreover, we are holding meetings to update local residents in the Colyford Memorial Hall.
- b. A Robust Financial Plan. Secondly, we have drafted a 4 year Financial Plan for the proposed new CVC starting in FY23/24. We envisage this as a dynamic process through to launch of a council. This plan provides an operating budget (Precept) with a launch budget, contingency reserves, and funds for infrastructure neglect and future village development. **Enclosure 2 is the Financial Plan (FP) document.**

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c. Clerk and Council Launch Resources. Thirdly, included in the Financial Plan is funding for a council clerk, suitable funds to launch the new council, and funding for the preparation of the council prior to the inaugural meeting in May 2023. We see this resourcing and funding as essential to mitigating the risk of failure in establishing the new council.

SUMMARY

19. This submission for Stage 1 of the Colyford Governance Review provides the Blueprint vision for a proposed new Village Council that will provide efficient and effective governance. The desired outcome of the CGR decision is to restore democracy, empower local people and use our fair share of funding to restore pride, cohesion and respect in our community. This document also identifies the benefits to the community, the legacy issues that will need to be tackled, and the risks that can be resolved with firm governance. Finally, the submission outlines how to realise the Blueprint vision through the current Steering Group, the proposed Stakeholder Group later in the CGR process, and the key enablers of excellent communications, a robust Financial Plan, and effective launch resources for the new council.

Colyford
May 2022

Enclosures:

1. Blueprint Vision for the proposed Colyford Village Council.
2. Financial Plan for the proposed Colyford Village Council.

BLUEPRINT FOR A NEW COLYFORD VILLAGE COUNCIL

INTRODUCTION *(Government Vision of Cohesive Community)*

1. The Government's vision of an integrated and cohesive community¹ is based on people trusting one another and trusting local institutions to act fairly. This trust is delivered through a foundation of 3 key ways of living together:

- a. A shared future vision and sense of belonging.
- b. A focus on what new and existing communities have in common, alongside a recognition of the value of diversity.
- c. Strong and positive relationships between people from different backgrounds.

2. The Blueprint outlines the future shape of the Colyford Village Council (CVC) governance, the services and support it needs to provide to the Colyford community, and the structure it needs to adopt to deliver those services. Additionally, the Blueprint provides a method of communicating our vision to our community and neighbouring councils, guidance to potential councillors seeking election to the proposed CVC, and is a key deliverable by the Colyford Village Residents Association (CVRA) with their Steering Group (SG).

AIM

3. The aim of this document is to provide the future vision for the CVC in support of our Community.

COLYFORD VILLAGE *(Introduction to Colyford)*

4. Colyford has a long and rich history, initiated as a "Borough"² established by the Lord of the Manor c1230. Sir Thomas Bassett is recognised as the first Lord of the Manor of Colyford. This extensive history is documented by Roy F Chapple³. Originally, Burgesses paid rent to the Lord of the Manor⁴. In return, the Burgesses had the free disposal of their land in accordance with the custom of the Borough and also held certain privileges. Today, the Burgesses maintain that strong tradition and ceremonial role. Additionally, the CVRA is a more recent initiative to support amenities for local residents. Both are independent of the Parish Council.

5. Today, Colyford is a linear village on the A3052 adjacent to the Seaton Wetlands with a population of c800. **Annex A** shows the geographical extent of Colyford, which is

¹ Integrated Communities Strategy Green Paper, March 2018, UK Government

² A Borough is defined as "an area taken out of a manor, and made subject to a Court of its own, where tenants pay a fixed sum for one acre plots in lieu of service, and owners can buy or sell their property at will"

³ Original Manuscript: Colyford - Ancient Borough and Royal Manor, Roy F Chapple, 2002

⁴ Called a land-gable that made them "quit" of all other services

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sourced from the original Royal Manor of Colyford. The Colyford community comprises: St Michael's Chapel-of-Ease, Memorial Hall, Post Office and General Store, butchers, cycle sales and repairs with cafe, car sales, two pubs, a wholesale patisserie, a care home, numerous sole trader companies, holiday accommodation, a caravan site, farming, and the Colyton Grammar School.

NEW COLYFORD VILLAGE COUNCIL *(Define the CVC future role)*

6. The CVRA agreed⁵ that the aim of the SG was to:

“Action all necessary steps to introduce an effective and efficient Colyford Village Council to Initial Operating Capability (IOC)”

To achieve the aim, we need standards and values that will enable elected councillors to deliver services to our community with trust based on the Government vision and foundations of trust (para 1 above). There are 4 key themes for the new CVC, namely to:

- a. Represent the community, and, wherever possible, to implement the aspirations of the majority of the electorate efficiently and effectively.
- b. Manage our resources.
- c. Deliver support to the Community.
- d. Comply with East Devon District Council (EDDC) policy and processes.

OUR GOVERNANCE *(Our Future Organisation)*

7. The CVC is an opportunity for a fresh start that will respect and engage with key stakeholders, to work alongside our neighbouring Councils sharing experience and resources where appropriate, and in alignment with our District Council. We must be sure to represent our community accurately and seek the wider involvement of our people.

8. Our Councillors will act to represent the electorate with the seven principles of Public Life⁶ being: Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty, and Leadership. We will represent our community with a dynamic and progressive outlook, embrace change, and be receptive to new ideas.

9. The new CVC will require key documents⁷ conformant with NALC standards⁸ in advance of the inaugural CVC Committee to guide how the council will operate and assure the representation of our community with the above principles. Additionally, new

⁵ CVRA Committee Meeting 7 October 2021

⁶ Local Government Ethical Standards, Committee on Standards in Public Life, January 2019

⁷ Standing Orders, Financial Regulations, Code of Conduct, Publications, Privacy Notice, Contracts of Employment, Risk Management, Website Accessibility, and Asset Register

⁸ National Association of Local Councils (NALC)

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Councillors will require foundation, core, advanced, and leadership training⁹ for the challenges ahead. The CVC will also undertake joint planning within the Colyton Parish Neighbourhood Plan, which has been approved to cover both Colyton and Colyford Parishes.

OUR SERVICES *(What We Will Deliver)*

10. The CVC will be a focal and communication point that represents the community. Typically, County, District, and Parish/Village councils provide services and maintenance to the community. **Annex B** provides a summary of these services that would be administered from County, through District to local Parish Councils. Local Parish and Village councils provide services and maintenance for a range of activities, and will also be involved in consultation on both District plans and on Neighbourhood planning. It is envisaged that the proposed new CVC would administer those Parish/Village services identified at Annex B in support of the Colyford community.

COMMUNITY SUPPORT *(How We Will Support Our Community)*

11. Our CVC will be pro-active, engaged, and work enthusiastically with our community. The CVC should be ready to listen and work for one another. Use of Councillor surgeries will help understanding, improve communication, and help explain future plans and decisions for our people. A new CVC will have the opportunity to introduce:

- a. Fresh plans and policies for the community.
- b. Sound and transparent finance policies and management that represent the "funding share" of our community, for our community.
- c. Performance measures that provide accurate feedback to the community and District Council.

KEY ENABLERS *(Essential to Success)*

12. There are 3 key enablers to realising the Blueprint as follows:

- a. Firstly, effective communication and delivery of our services and support to the community will be accurate and timely information. The Steering Group should define and co-ordinate our information, edit, and add dynamic content to our SG Portal. This will provide a baseline of information for the new CVC. Additionally, we should add selective information to the Colyford website and distribute where needed with local flyers and Newsletters. Moreover, the SG should take every opportunity to meet and communicate with our local community.
- b. Secondly, we must prepare a robust case for the first 4 year Financial Plan from 23/24 to 26/27. This plan should include the annual operating budget (precept), contingency reserves, neglected infrastructure, and village development.

⁹ Suite of DALC training courses for new councils

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c. Finally, essential to launching the proposed new CVC, will be an experienced Village Clerk to undertake the transitional tasks in advance of the inaugural CVC Committee meeting post the May 23 councillor elections. We envisage that advice and support from EDDC and DALC will also be integral to this task.

REALISING THE BLUEPRINT *(How We Will Make It Happen)*

13. We must show our community that their needs are paramount and encourage the support and involvement of the community at all times to ensure that what is delivered is what they required. The Blueprint provides the vision and future for our CVC and how we support our Community. We must be swift and agile in our transformation and establishing a new CVC. Moreover, we must maintain and socialise a Steering Group Action Plan for our challenging tasks, and maintain a Stakeholder Management Plan to ensure inclusion of all key parties. We must work diplomatically and effectively with our EDDC and our neighbouring Councils, interactive with District policy and advice, and compliant with responsibilities and regulations. Most importantly, at all times, we must believe and display to all people the principles of public service.

Annexes:

- A. Colyford Village Boundary.
- B. Colyford Council Services for the Community.

COLYFORD BOUNDARY MAP (Border in Orange)



COUNCIL SERVICES

Services	County Council	District Council	Parish/Village Council
Highways & Transport	Traffic Management	Car Parking	Footpaths
	Road Parking	Street Cleaning	War&Peace Memorials
	Parking Enforcement	Litter, Graffiti, Fouling Clearance	Road Safety
	Highways & Drains		
	Flooding, drainage, potholes		
	Public Transport		
Rural	Wildlife Guidelines	Countryside, Trees	Gardens and Community Woodland
	Fallen Trees	Parks	Playing Fields and Pavilions
	Rights of Way	Recreation	Tennis Courts
			Youth Centres, Play Parks
			Memorial playing Fields
Planning		Local Planning	Neighbourhood Plans
		Planning Applications and Building Control	
Services	Social Services	Benefits & Council Tax	Allotments
	Recycling Centres	Waste Collection and Recycling	Cemetery and Church Yards (Grass Cutting)
	Education	Pest Control	Benches
	Libraries & Archives	Housing and Homeless	Playgrounds
	Births, Marriages, Deaths	Licensing	
		Public Toilets	
Other	Trading Standards	Food Hygiene & Safety	Local Grants
		Elections and Registration	Festivals and Celebrations
		Community Safety	

NEW COLYFORD VILLAGE COUNCIL - FINANCIAL PLAN

EXECUTIVE SUMMARY

This document provides the logic and arguments for a robust, 4 year Financial Plan (FP) to support a new Colyford Village Council (CVC) under the EDDC Colyford Governance Review in 2022. The document provides an introduction to how the baseline operating budget (Precept) was derived, and the arguments for supporting contingency funding, funds for a significant major project, and funds to make good infrastructure neglect and develop the village. Four key recommendations are made to EDDC.

BACKGROUND

1. The Colyford Governance Review (CGR) is consulting into the future independence of Colyford assessing the requirement for a proposed new Colyford Village Council (CVC). A balanced and robust Financial Plan (FP) is a key enabler to the success of the proposed new CVC¹ and also mitigates the risk of failing to operate a new CVC with efficiency and effectiveness due to inadequate finances.
2. Additionally, the FP would provide clarity to the envisaged post CGR/Election interregnum until the inaugural meeting of the CVC, when finances are ring-fenced and held by EDDC. Moreover, a FP provides clarity over funding for the new CVC to help initiate future community projects.
3. The purpose of the document is to submit a proposed 4 year budget 23/24 to 26/27 to EDDC for consideration in the CGR Stage 2, that supports a positive CGR final assessment stage. This document does not address the current congestion issue with Colyton Grammar School, where rapport is being developed in a separate consultation. Also, detailed sources of funding for the proposed CVC, including grant options, are not addressed in this document. It is envisaged funding would be discussed from Stage 2 onwards of the CGR.

AIM

4. The aim of this document is to establish the operating budget (Precept), reserve, and other supporting funds for the new CVC for 4 years from FY23/24 to FY26/27.

¹ The Blueprint for the new Colyford Village Council provides the future vision

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INTRODUCTION

5. The Colyton Parish Council (CPC) budget has been reviewed to help determine an accurate baseline for a new CVC Precept. **Table 1** below shows the calculation for the Colyford share of the current CPC Precept based upon the number of properties in the parish and their Council Tax bands in FY2014/15. Of a total Council Tax income of £54K, the Colyford share was £15K, which equates to approximately 28% of the total Precept.

Table 1 - Colyford Percentage of Properties by Tax Band FY 2014/15 ²

Band	Property Number			Precept			
	Colyton	Colyford	Total	£Cost in FY2014/15	£Colyton	£Colyford	£Total
A	47	16	63	21.25	998.75	340.00	1,338.75
B	245	22	267	24.79	6,073.55	545.38	6,618.93
C	213	23	236	28.33	6,034.29	651.59	6,685.88
D	257	28	285	31.87	8,190.59	892.36	9,082.95
E	299	135	434	38.95	11,646.05	5,258.25	16,904.30
F	89	116	205	46.03	4,096.67	5,339.48	9,436.15
G	35	36	71	53.12	1,859.20	1,912.32	3,771.52
H	3	1	4	63.74	191.22	63.74	254.96
Total	1188	377	1565		39,090.32	15,003.12	54,093.44
%	75.91	24.09			72.26	27.74	

6. Table 2 below shows the CPC budget for 5 years from FY17/18 to FY22/23. Given the current CPC planned budget for FY21/22 of £60,396, and the calculation at Table 1 of the Colyford share above of 28%, the current Colyford budget share for FY21/22 would therefore equate to £16,911 at FY2021/22 prices.

Table 2 - Colyton Parish Council Precept and Colyford Share

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	Total
Income:							
CPC Funding Request on EDDC	50,300	52,050	57,520	57,520	60,396	58,584	336,370
Colyford Share 28%	14,084	14,574	16,106	16,106	16,911	16,404	94,184

² Source EDDC Data for FY2014/15

THE FINANCIAL PLAN (FP)

7. Annex A details the required FP annual budget for 4 years from FY23/24 until FY26/27. In addition to the proposed Precept and Contingency funds, the FP includes funding for Major Project(s), Infrastructure Neglect, and Future Village Development. It is envisaged that EDDC would endorse the operating budget for FY23/24 and agree in principle to the funding for the budget for FY24/25 to FY26/27 subject to annual review by the new CVC. The following paragraphs provide the funding arguments.

OPERATING BUDGET (PRECEPT)

8. An overall operating budget (Precept) of £18,100 is based on the £16,911 Colyford share of the CPC Precept at FY21/22 (Para 6) with an uplift of funding for 7% inflation³. Detailed elements for the Precept were compared with budget information from Axmouth and West Hill Parish Councils along with extensive discussion with the DALC and the Colyford CVRA.

9. Essential funding includes a council clerk, and a committee meeting space in the Memorial Hall. Also, start-up of the new CVC will require launch funding with extra clerk resources, digital hardware, and admin support a month before an inaugural Committee Meeting. Additionally, a maintenance resource is required to provide 50 man days of effort to preserve and improve the infrastructure of the village, which has slowly deteriorated over time. Further annual operating costs for administration, training, membership, insurance and amenities are also detailed at Annex A.

CONTINGENCY

10. A Contingency Fund (CF) to support the village for unknown events beyond the financial scope of the operating budget is detailed. The CF comprises: a cash reserve that has been set at the annual Precept in the first year and 50% thereafter; an emergency fund of £3K to cover realisation of risks such as Wetlands and River Coly flooding⁴; and, an annual resilience fund of £500 to support planning for the community as defined in the Devon Community Resilience Forum (DCRF).

MAJOR PROJECT

11. A proposed major project, linked to the Stop Line Way (SLW), that would provide safety to the community, would comprise: a village gateway and traffic calming measure on the Seaton Road at the junction with Popes Lane and the Seaton Wetlands entrance⁵. Currently, the CVRA has requested “ring-fencing” £10k within the CPC funds for Colyford road safety. Also, on-going discussion between the CVRA and EDDC⁶ has proposed use of the funds, linked with locality budget and District infrastructure funding, to deliver the above project. Should this project not reach fruition in 2022/23, it is recommended that

³ UK Government Inflation Index April 2022

⁴ Colyford is on the District Risk Register for flooding

⁵ This project was originally proposed for Highway Maintenance Community Enhancement funding in 2017. Funds were withdrawn to support the Somerset levels flooding.

⁶ County Councillor Marcus Hartnell Seaton

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EDDC transfer the “ring-fenced” £10K, from the current CPC to the proposed CVC, to undertake the major project.

INFRASTRUCTURE NEGLECT

12. Road Safety Infrastructure. Colyford road safety infrastructure, footpaths and general village care have been neglected with minimal investment and maintenance over time. Also, there are 2 width restrictions on the A3052 through the village, and the River Coly bridge is narrow, and poses a safety issue for a well-used footpath. Clearly, a Road Traffic Management Plan (RTMP) would help to document this infrastructure neglect and lead to delivery of costed projects, ring-fenced funding, and supporting grants to improve road safety.

13. Amenities. Minimal maintenance has been undertaken in Colyford over the last 10 years. For example, in FY21/22, the CPC spent £29K (48%) of the Precept on Parish maintenance with less than £1k invested in Colyford. Additionally, £5.4K (9%) of the Precept was invested in amenities that are 90% owned and located within Colyton. Colyford village requires investment to improve key current amenities such as repair of the Memorial Hall car park with new EV chargers, repair of the Village gateways, playground equipment maintenance, grass verge cutting, and general maintenance tasks. The proposed Financial Plan identifies £7K (40%) of the proposed Operating budget in FY 23/24 for this purpose.

FUTURE VILLAGE DEVELOPMENT

14. With a robust 4 year Financial Plan, there is an opportunity for a proposed new CVC to address infrastructure neglect and also start to develop the village for the community. Most important, there is a requirement for an “open space” for people to meet, share each other’s company, and enjoy the sense of belonging. The Queen’s Platinum Jubilee year offers a unique opportunity for Colyford Community to mark this event with a either QE II Woodland or a Platinum Jubilee Garden both to serve as a lasting celebration of the remembrance, and to become a central prominent area for the community. Funds of £5k have been earmarked, in FY24 to FY26, for this purpose and it is understood that a grant may be available to restore open space.

15. Another opportunity to develop the local infrastructure would be to extend the SLW in the Seaton Wetlands up to the Coly bridge from the existing footpaths ending by the Seaton Tram line in Colyford Common. A provision of £2K has been earmarked in FY24/25 to complete a design study, which could also be supported by a grant and fund raising.

16. Finally, the current lease on the playground finishes in 2027 and it is prudent to consider funding for relocation of the existing equipment in FY26/27 to another open space, preferably more central to the village.

FINANCIAL GOVERNANCE

17. The Steering Group recognises that the FP will have full transparency with the elected councillors and will be subject to financial rigour with investment of public funds, grants, and locally raised funding. Specific, high value projects will require gateway reviews and all project accounts will be subject to annual audit. Where appropriate,

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financial training will be undertaken for councillors undertaking tasks with dedicated funding.

SUMMARY

18. A new CVC would provide the community with a golden opportunity to manage and to invest and energy into the development of Colyford. This document provides the arguments for a robust Precept based on the contribution to the current CPC. The proposed funding is set in a Financial Plan over the first 4 years of the new CVC from FY23/24. Additionally, the document identifies the required contingency funds for a new council along with an important major project that will contribute to local road safety with development of the SLW. Also included are funds for infrastructure to help restore neglect, and future village development.

RECOMMENDATION

19. It is recommended that EDDC endorses the following funds for the proposed CVC:
- a. The CVC operating budget (Precept) for FY23/24.
 - b. Contingency funds to provide a cash reserve equivalent to year 1 of the Precept, an emergency fund of £3k, and an annual resilience planning fund.
 - c. Investment for one major project, infrastructure neglect, and village development.
 - d. Agreement in principle to the follow-on 3 years budget FY24/25 to FY26/27, subject to annual review of the Financial Plan each year by EDDC and the CVC.

Colyford
Apr 2022

Annex A - Financial Plan for Proposed Colyford Village Council.

COLYFORD VILLAGE COUNCIL FINANCIAL PLAN 23/24 to 26/27

	FY 23/24	FY 24/25	FY 25/26	FY 26/27	Total	X-Ref Para	Comment
Operating Cost:							
First Year Launch Costs:						9	
Laptop/printer, mobile, Internet	2,000				2,000		Hardware costs
Launch Council, Admin & Committee	5,000				5,000		Clerk extra £100 per day for 10 days in advance of first CVC meeting, admin support, and launch funding
Total First Year Launch Cost	7,000				7,000		
Clerk Resource	6,000	6,000	6,000	6,000	24,000	9	£100 per day for 60 days
Clerk Pension	210	210	210	210	840	9	Pension at 3.5%
Council Training with DALC	1,500	1,000	250	250	3,000	9	DALC courses to cost. Possible funding from EDDC
Devon Association Local Councils (DALC) Membership	100	100	100	100	400		Annual fee
AONB Membership	100	100	100	100	400		Annual fee. Heritage Signs Grants
Website	200	200	200	200	800		
Data Protection	100	100	100	100	400		
General Admin: post, print etc	500	500	500	500	2,000		
Legal Fees	500	500	500	500	2,000		
Audit	400	400	400	400	1,600		
Elections				500	500		
Maintenance Resource	5,000	5,000	5,000	5,000	20,000	9, 13	Maintenance £100 per day for 50 days
Maintenance Pension	175	175	175	175	700	9, 13	
Grass Cutting (Contract)	1,000	1,000	1,000	1,000	4,000	13	Contract for verge and vegetation cutting 4 times a year
Memorial Hall CVC Meetings	600	600	600	600	2,400	13	
St Michaels Chapel of Ease	250	250	250	250	1,000	13	
Insurance	1,000	1,000	1,000	1,000	4,000		
Playground Inspection	500	500	500	500	2,000	13	
Total Precept (Operating Cost)	18,135	17,635	16,885	17,385	70,040	8	
Contingency:							
Cash Reserve	18,135	8,818	8,443	8,693	44,088	10	100% of Precept first year, 50% thereafter
Emergency Fund	3,000				3,000	10	One-off flood risk fund for Colyford
Resilience Planning	500	500	500	500	2,000	10	Planning in support of Devon Community Resilience
Total Contingency	21,635	9,318	8,943	9,193	49,088		

	FY 23/24	FY 24/25	FY 25/26	FY 26/27	Total	X-Ref Para	Comment
Major Project:							
Stop Line Way (SLW), Community safety & Village Gateway on Seaton Road		10,000			10,000	11	Road safety Wetlands entrance to Seaton Road. Link with SLW Infrastructure and Locality Funding. Also, provides Village Gateway to proposed 20 mph new speed limit
Infrastructure Neglect:							
Consultancy Studies for: - Footpaths and Signs - Road widening A3052 - River Coly Footbridge - Road Safety features		2,500	2,500		5,000	12	Road Traffic Management Plan (RTMP) to review infrastructure and recommend actions and supporting grants and finance
Memorial Hall car park			1,000		1,000		Resurface patches of car park
EV Chargers for Memorial Hall				1,500	1,500		
Total Infrastructure Neglect	2,500	2,500	3,500	1,500	7,500		
Future Village Development:							
Community Open Space: QE II Woodland Platinum Jubilee Garden		2,500	2,500		5,000	14	Purchase or lease agricultural land/Hillary's Garden. Consider Possible Grant to restore open space
Extend Stop Line Way (SLW) North of Wetlands.		2,000			2,000	15	Undertake design study to extend SLW in Wetlands alongside tram to Coly Bridge. Recommend funding and grants
Playground Transfer				1,000	1,000	16	Relocate within village
Total Future Village Development	0	4,500	2,500	1,000	8,000		
Annual Total	49,270	43,953	31,828	29,078	144,628		
							Version 3.0 Dated April 22

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Report to: Cabinet

Date of Meeting 13 July 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Kilminster Neighbourhood Plan Examiner's Report

Report summary:

The purpose of the report is to provide feedback and set out proposed changes following the examination of the Kilminster Neighbourhood Plan. The independent examination of the Plan has now concluded and the final Examiner's report received. In accordance with the relevant legislation, the District Council must now consider its response to the Examiner's recommendations and also satisfy itself that the Plan meets the necessary 'basic conditions'. If the recommendation to accept the Examiner's recommendations in full is accepted, a decision notice will be published accordingly. This will confirm that the Plan can go forward for public vote in a local referendum as the penultimate stage in the plan-making process. An updated (Referendum Version) of the Neighbourhood Plan will also be published. The publishing of the decision notice itself will give the Plan significant weight in the determination of planning applications in the Kilminster parish area.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐Policy Framework Yes ☒ No ☐

Recommendation:

1. That Members recommend that the Examiner's recommendations on the Kilminster Neighbourhood Plan (the Plan) are endorsed.
2. That Members recommend approval of a 'referendum version' of the Plan (incorporating the Examiner's modifications) to proceed to referendum and that a decision notice to this effect be published.
3. That Members congratulate the Neighbourhood Plan Steering Group on their hard work.

Reason for recommendation:

The legislation requires a decision notice to be produced at this stage in the process. The Plan is the product of significant local consultation and has been recommended to proceed to referendum by the Examiner subject to modifications which are accepted by the Parish Council.

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Phone: (01395) 571740

Portfolio(s) (check which apply):

- ☒ Climate Action and Emergency Response
☒ Coast, Country and Environment

- ☐ Council and Corporate Co-ordination
- ☒ Democracy, Transparency and Communications
- ☒ Economy and Assets
- ☐ Finance
- ☒ Strategic Planning
- ☒ Sustainable Homes and Communities
- ☒ Tourism, Sports, Leisure and Culture

Equalities impact Low Impact

Neighbourhood Planning is designed to be inclusive and extensive consultation is a fundamental requirement. The Neighbourhood Plan has gone through wide consultation with the community and has been advertised in a variety of formats to increase accessibility. All electors are invited to vote in the referendum.

Climate change Low Impact

Risk: Medium Risk; There is a risk that the Neighbourhood Plan could fail the referendum if a majority of the community vote against it.

Links to background information [The Localism Act](#); [Plain English Guide to the Localism Act](#); [National Planning Policy Framework \(2021\)](#); [Neighbourhood Planning Regulations](#); [Neighbourhood Planning Roadmap Guide](#); [East Devon Neighbourhood Planning webpages](#); [Kilminster Neighbourhood Development Plan \(Submission Version\)](#); [Examiner's Final Report](#).

Link to [Council Plan](#)

Priorities (check which apply)

- ☒ Better homes and communities for all
- ☒ A greener East Devon
- ☒ A resilient economy

Report in full

The Examination

- 1.1 The Kilminster Neighbourhood Plan has now been examined and, subject to modifications, it has been recommended that it proceed to referendum. The Examiner, Deborah McCann, was appointed by East Devon District Council, following consultation with Kilminster Parish Council.
- 1.2 The examination was undertaken on the basis of considering the written material which forms the Plan, its appendices and accompanying statements as well as representations received in response to the formal consultations. The Examiner did not consider it necessary to hold a public meeting. The [Plan \(as submitted for examination\)](#) and the [Examiner's report](#) are available to view on our website.
- 1.3 The legislation, reflected in the Council's [Neighbourhood Planning Protocol](#), requires the Policy Team to notify Members of the findings and recommendations of the Examiner and how the Council proposes to respond to the recommendations. The agreed response will then be published as a decision notice.
- 1.4 The Examiner has recommended textual modifications to 13 of the 25 policies within the Plan, together with several other amendments to plan text, for reasons of clarity/accuracy and to meet the 'Basic Conditions'. These amendments are summarised and explained in Annex 1.

- 1.5 In the process of considering her recommendations, the Examiner consulted with both the Parish and District Council and gave the opportunity for responses to be made to specific questions. The questions and the responses can be viewed on the [Kilminster neighbourhood plan webpage](#). The Examiner's reasons for all of the amendments are explained in more detail in the Examiner's report.
- 1.6 In supplying her report, the Examiner congratulated the Kilminster neighbourhood plan steering group for all the hard work that went into producing 'a very thorough and comprehensive' neighbourhood plan. Overall, the examiner concluded in her report that, "the Kilminster Neighbourhood Development Plan and the policies within it, subject to the recommended modifications does meet the Basic Conditions" and "can, subject to the recommended modifications proceed to Referendum".

Response to the Examiner's Recommendations

- 1.7 Under paragraph 12 of the Town and Country Planning Act it is for the Local Planning Authority (EDDC) to consider the recommendations made in the Examiner's report and the reasons for them and decide what action to take in response to each recommendation.
- 1.8 The District Council must also be satisfied that the Neighbourhood Plan:
- i. meets the necessary 'Basic Conditions' by;
 - having regard to national policies and advice contained in guidance issued by the Secretary of State;
 - contributing to the achievement of sustainable development;
 - being in general conformity with the strategic policies of the Development Plan for the area;
 - not breaching, and being compatible with European Union obligations (as retained and/or incorporated into UK law)
 - ii. is compatible with the European Convention of Human Rights (within the meaning of the Human Rights Act 1998), and;
 - iii. complies with the provisions under section 38A and 38B of the Planning And Compulsory Purchase Act,

(or that the draft Neighbourhood Plan would do so if modifications were made to it, whether or not recommended by the Examiner, before a referendum is held.)

- 1.9 The Neighbourhood Plan regulations go on to state that if
- a) the Local Planning Authority propose to make a decision which differs from that recommended by the Examiner, and
 - b) the reason for the difference is (wholly or partly) as a result of new evidence or a new fact or a different view taken by the authority as to a particular fact, then,
- the authority must notify prescribed persons of their proposed decision (and reason for it) and invite representations.
- 1.10 The legislation, which is reflected in our protocol, requires the Council to consider and respond to the Examiner's report. Officer assessment is that with the incorporation of the amendments suggested by the Examiner, the Council can be satisfied that the Plan meets the legal requirements. There are not considered to be any grounds to reject the findings of the report.

- 1.11 Members are therefore asked to agree to accept the recommendations of the Examiner's report and agree that a notice to this effect be published.

Next Steps

- 1.12 A revised version of the Plan (known as the 'Referendum Version'), incorporating the recommended changes, will be made available to view on the [Kilminster page](#) of the East Devon District Council website, together with the Decision Notice. As well as incorporating the Examiner's recommended changes, East Devon District Council Officers will work with Kilminster Neighbourhood Plan Steering Group to help ensure the accessibility of the plan document. This may require some changes in formatting and layout, together with addition of descriptive text ('alt text') for images, but will not otherwise amend any part of the plan.
- 1.13 The District Council will be responsible for arranging a referendum where all electors within the parish of Kilminster will be invited to vote on whether the Neighbourhood Plan should be used to make planning decisions in the Parish. If more than 50% of those who vote say 'yes', the Neighbourhood Plan will be made and will form part of the Development Plan for East Devon, where it will carry full weight in the planning decision making process.

Financial implications:

Central Government funding is available for Neighbourhood plans. This income covers not only examination fees but also all other associated costs such as employment and all other supplies and services. Any residual funds are placed into an earmarked reserve and utilised to cover funding gaps in subsequent years.

Legal implications:

On 3 May 2022, the Council agreed that all decision making bodies (Council, Cabinet and main committees) together with Panels, Forums etc, will be held virtually with decisions delegated to senior officers until 23.59hrs on 31 October 2022 (or earlier if there is a subsequent decision to this effect). As the report identifies, it is a formal requirement for the Council to consider the Examiner's recommendations and satisfy itself that the proposed neighbourhood plan, as modified, meets the prescribed 'Basic Conditions'. The purpose of the report is to satisfy this formal requirement. Assuming Members recommend endorsement and the Senior Officer approves the proposed recommendations then the Council is obliged to publish a notice to this effect, pursuant to the applicable Regulations, and Recommendation 2 covers this aspect. The report also identifies that the District Council is responsible for organising the referendum and requires a resolution to progress this. At this stage there are no other legal observations arising.

Annex 1: Examiner's Proposed Modifications and Officer Responses

1. Plan Period

The Plan period (2020-2031) should be included on the cover of the Kilminster Neighbourhood Plan.

EDDC Officer Comment: Agree. This is required for clarity and completeness.

2. Policy HD1: Community Engagement

Whilst the National Planning Policy Framework (NPPF) (2021) states that it is good practice for developers to engage with communities at an early stage, it is not an absolute policy requirement. The provisions set out in paragraph 2 of Policy HD1 reflect the requirements of EDDC in their Statement of Community Consultation; this is not policy. For clarity and to meet the Basic Conditions paragraph 2 should be modified to reduce the requirement from 'must' to 'strongly encourage', with specific reference to the minimum expectation to 'meet the requirements of the EDDC Statement of Community Consultation'.

EDDC Officer Comment: Accept, for accuracy.

3. Policy HD2: Housing Development within the Built-up Area Boundary

For clarity and in response to EDDC comments made at Regulation 16 stage, to amend paragraph 1 of the policy from:

"1. The preferred location for new housing development is within the defined Kilminster Built-Up Area Boundary. This is reproduced in Figure 6 and is consistent with that in the adopted East Devon Villages Plan 2018. Proposals for new dwellings outside the BUAB, other than those allowed for in the allocations and policies of this Plan, will not normally be supported."

to:

"1. The preferred location for new housing development is within the defined Kilminster Built-Up Area Boundary **as shown on Figure 6**. Proposals for new dwellings outside the BUAB, **other than in accordance with Policies HD3, HD4 and HD5 of this Plan**, will not normally be supported.

Also, to strengthen the opening clause of paragraph 2, from "Preferred sites will be", to "Sites should be", as well as removing the hyphen from "built-form" in paragraph 4.

EDDC Officer Comment: Agree. This incorporates comments made by EDDC and improves clarity and accuracy of the policy wording.

4. Policy HD3: Land off George Lane (adjacent to Dares Field)

To modify the policy to address that it is currently very long and in places lacks clarity or does not meet the Basic Conditions.

In summary, the modifications comprise:

- Modify paragraph 1 to clarify the allocation is for, "**up to or around** 14 dwellings to meet the housing ~~demands~~ and needs of the local community during the term of this plan"
- To move the clause relating to the issue regarding phosphates in the River Axe to the top of the list of criteria to emphasis this is an overriding requirement.

- To remove the requirement for proposers of development to engage with the local community and Parish Council, prior to submission of a planning application, from paragraph 2, in line with the modifications (above) to Policy HD1.
- To require instead that the Development Brief for the site takes account of the aims and objectives of the neighbourhood plan, and the views of the local community.
- To omit the explicit reference in the policy clauses to the affordable housing requirement of 50% being 'subject to viability'. (The Examiner noted EDDC comment that this site is not a Rural Exception Site but is an allocation and as such the Council's affordable housing requirement should be 50% in accordance with Local Plan Strategy 34).
- Some separation or linking and re-ordering of the existing policy clauses for clarity, brevity and better legibility and flow.
- Strengthen some of the clauses to increase the likelihood of certain aspects being secured, for example, replace "consider orchard planting" with "including orchard planting."
- Draw together and strengthen the various requirements relating to landscaping/ planting under an overarching requirement for a "**detailed** landscaping scheme".
- Strengthen the biodiversity requirement to better reflect the national requirement, replacing "...enhance biodiversity..." with, "include provision for, as a minimum, biodiversity net gain in compliance with national policy..."

The modified policy wording is shown in full in Annex 2.

EDDC Officer Comment: Agree. The modification improves clarity and flow of the policy wording, and addresses points raised by EDDC at Regulation 16 Submission stage. Regarding viability, whilst this may be the subject of negotiation at application stage, Officers welcome that this is now implicit and the starting point of 50% is set as the clear expectation. In addition, since the Examination concluded, the Neighbourhood Plan group have advised that the cross-reference to a 'Transport Plan' in criteria 'v) c' of this policy should be deleted as such a plan has not been produced. Officers recommend this additional minor modification in order to correct this error and avoid confusion in implementing the policy.

5. **Policy HD4: Land off Whitford Road (north of The Beacon)**

Similar to Policy HD3, to modify the policy to address the fact that it is very long and in places lacks clarity or does not meet the Basic Conditions. Also, to reflect that whilst the reason for wishing to keep the dwellings 'small' is understood, the policy justification does not provide any evidence or justification for the absolute requirement the policy seeks to introduce via a maximum space standard for dwellings on the site.

In summary, the modifications comprise:

- To move the clause relating to the issue regarding phosphates in the River Axe to the top of the list of criteria to emphasis this is an overriding requirement.
- To remove the requirement for proposers of development to engage with the local community and Parish Council, prior to submission of a planning application, from paragraph 2, in line with the modifications (above) to Policy HD1.
- To require instead that the Development Brief for the site takes account of the aims and objectives of the neighbourhood plan, and the views of the local community.
- To include reference to affordable housing in policy clause 4(ii) as part of the potential housing mix that the proposed scheme will need to consider providing in meeting identified local housing need.
- Some separation or linking and re-ordering of the policy clauses for clarity, brevity and better legibility and flow.

- Strengthen some of the clauses to increase the likelihood of certain aspects being secured, for example, replace “consider orchard planting” with “include orchard planting.”
- Draw together and strengthen the various requirements relating to landscaping/ planting under an overarching requirement for a “**detailed** landscaping scheme” with the additional of a requirement (in line with that in Policy HD3) to provide, “a detailed management plan for the ongoing care and maintenance of trees and hedgerows on the site”
- Strengthen the biodiversity requirement to better reflect the national requirement, replacing “...enhance biodiversity...” with, “include provision for, as a minimum, biodiversity net gain in compliance with national policy...”
- To introduce a degree of flexibility to the size requirement for dwellings by stating the requirement as being “up to or around” the 96m² in recognition of the possible needs of occupiers, including for live-in carers, visiting relatives and accommodating sufficient space for wheelchair users.
- To remove cross reference to the Building Regulations in relation to required accessibility standards on the basis that the Building Regulations Standards fall outside the planning policy regime.

The modified policy wording is shown in full in Annex 2.

EDDC Officer Comment: Agree. The modification improves clarity and flow of the policy wording, and addresses points raised by EDDC at Regulation 16 Submission stage. (To note the top level clause numbering in the policy is incorrect in the examiner’s final report but this has been raised with the examiner and is shown corrected in the revised policy wording in Annex 2).

6. Housing Site Allocations Justification

To correct the error in the penultimate paragraph of the supporting text for the housing site allocations in Policies HD3 and HD4 of the neighbourhood plan, to clarify that these are being brought forward under the adopted Local Plan policy Strategy 27, rather than as Rural Exception Schemes under Strategy 35 of the Local Plan.

EDDC Officer Comment: Agree, for accuracy. The examiner has not proposed how the text should be amended to reflect this. It is therefore recommended that the current wording:

“The sites lie outside but adjacent to the built-up area boundary and therefore need to meet the requirements of the “exceptions” policy in the Local Plan, Strategy 35 (or equivalent replacement policy). Meeting the requirements of this policy fits with the pattern of housing needs we have established as required in the village.

be replaced with:

“The sites lie outside but adjacent to the **Built-Up Area Boundary** and are allocated for development further to Strategy 27 of the adopted Local Plan, which enables communities to promote development in such locations through a neighbourhood plan, where they promote the objectives of sustainable development. The sites are designed to meet specific identified local needs and are not ‘Rural Exception Schemes’ as such under Strategy 35 of the Local Plan, however there are also links to this strategy in respect of the requirements for occupancy of the/any affordable housing.”

7. Policy HD5: Self-build (and custom build) Housing)

To modify the policy for clarity and to meet the Basic Conditions. Consideration was given to whether the maximum limit of 10 self-build dwellings that could be permitted under this policy should be removed but with further clarification from Officers at Fact Checking stage, supported by data from our latest Self Build Monitoring Report, this is supported to be retained as a requirement of the policy.

In summary, the modifications comprise:

- To move the clause relating to the issue regarding phosphates in the River Axe to the top of the list of criteria to emphasise this is an overriding requirement.
- Ensuring the Policy refers throughout the clause to 'custom built' as well as self-build.
- Minor adjustment to the definition of self-build / custom-build dwellings to shorten the clause without affecting its meaning.
- Added clarification in the wording in favour of refurbishment or conversion over demolition and new-build, to confirm the reason being, "To reduce embodied carbon".
- Notwithstanding the need to comply with the criteria relating to the phosphate issue in the River Ace catchment, to remove the absolute requirement for foul drainage to be available at the plot boundary. This modification was made to reflect new evidence provided by Kilminster Parish Council at the Fact Checking stage that foul drainage was not in fact available in large part of the village. The Examiner was asked to consider that therefore this clause was unnecessarily restrictive and could prevent otherwise acceptable development proposals, when suitable alternative arrangements could be made to deal with foul drainage.

EDDC Officer Comment: Agree, and ask Members to particularly note the support from this Examiner for the preference for refurbishing/converting buildings rather than demolition and re-build which goes beyond policy in the adopted Local Plan in relation to climate change mitigation, and reflects early thinking in the emerging working draft Local Plan.

8. Policy HD7: Retaining Community Facilities, Amenities and Assets

Refer to all the Community Facilities, Amenities and Assets by name.

EDDC Officer Comment: Agree, for clarity. This reflects EDDC comments at Regulation 16 Submission stage.

9. Policy EB1: Local Employment in Agriculture and Forestry

Modify the policy for consistency with other proposed modifications, and to meet the Basic Conditions, by:

- Replacing, "Net gains in biodiversity will be sought wherever possible", with, "the proposals demonstrate how a biodiversity net gain equal to or exceeding national policy requirements will be delivered".
- Cross-referring within the policy to Policy CGS1 which identifies the 'locally valued landscapes and views' referred to in clause ii) of this policy.

EDDC Officer Comment: Agree, for clarity, and to have greater regard to national legislative requirements.

10. Policy EB2: Local Tourism and Leisure Opportunities

Modify the policy for clarity and to reflect the policy justification, to aid its effective implementation, by:

- Clarifying that the policy relates to development proposals for “holiday accommodation and tourist attractions”, replacing the current wording of ‘tourism facilities and attractions’.
- Clarifying that consideration of ‘setting’ in assessing suitability of proposals relates to setting generally, and not solely ‘landscape setting’ as current wording states.
- To help ensure new development permitted under this policy is in the most sustainable locations, the addition of a criteria to support proposals where they “ii) are in a sustainable location with safe and good access to local facilities and amenities”.
- As in Policy EB1, to add a cross reference within the policy to Policy CGS1 which identifies the ‘locally valued landscapes and views’ referred to within this policy.

EDDC Officer comment: Agree, for clarity. This reflects EDDC comments at Regulation 16 Submission stage.

11. Policy EB3: Change of Use of Agricultural Buildings Development

Modify policy to reflect that not all conversions of agricultural buildings require planning permission and that the National Planning Policy Framework (NPPF) (2021) now requires proposals to demonstrate a biodiversity net gain.

EDDC Officer comment: Agree. This improves clarity of the policy and furthers EDDC comments made on the Submission version of the plan and submitted to the examination.

12. Policy DE1: High Quality Design

The Examiner considered representations that elements of this policy should be modified for being either overly onerous or extending outside the planning policy regime. However, it was concluded that the inclusion of the phrase "and have particular regard to the following considerations, wherever applicable and practical" made it sufficiently clear that the criteria are policy targets, rather than from absolute policy requirements. The proposed modification, for clarity and to meet the basic conditions, is therefore limited to one criteria only (xii), as follows:

To replace the current wording:

“xii) exceed requirements set out in Building Regulations standards in relation to energy efficiency of materials;”

with

“xii) as a minimum meeting and wherever possible exceeding the latest Government Standards in relation to energy efficiency of materials and thereby achieving any policy requirement to reduce CO2 emissions;”

on the basis that the Building Regulations Standards fall outside the planning policy regime.

EDDC Officer comment: Accept recommendation on the basis the policy intent remains unchanged and the clause allows greater potential for application, linking with EDDC's declaration of a climate emergency.

13. Policy CGS2: Locally Valued Areas of Biodiversity, Geodiversity and Habitat

Modify the policy to include a reference to Figure 20 of the neighbourhood plan, which illustrates the areas referred to in the policy.

EDDC Officer comment: Agree. This improves clarity and application of the policy.

14. Policy CGS3: Local Green Space

During the course of her examination, the Examiner sought clarification regarding the consultation of the owners of the proposed Local Green Spaces (LGSs) and any representations received. It was confirmed that the owners of the following proposed LGSs had not been directly consulted (although they had been made indirectly aware of the neighbourhood plan through the robust consultation process carried out by the neighbourhood plan steering group):

- i) St Giles Churchyard
- ii) St Giles Cemetery
- iii) Village Recreation Field
- viii) New Inn Garden

As a result of the query, the Parish Council wrote to the owners. Whilst the owners of the Village Recreation Field were satisfied with the proposed designation, the owners of St Giles Churchyard and cemetery and the New Inn Garden both raised objections.

The Examiner's report explains that whilst an objection by an owner is not automatically a barrier to the designation of a LGS, it needs to be carefully considered whether or not it raises issues which are relevant in the decision making process. Having considered the NPPF requirements and the local evidence, the Examiner concluded that two of the proposed LGSs (St Giles Churchyard and St Giles Cemetery) should be removed from the policy and associated maps. Adequate protection would be given to these spaces by virtue of being within the curtilage of a Grade II* listed building, such that a LGS designation would not provide any additional local benefit. Although the New Inn Garden also lies within the curtilage of a listed building, the circumstances in terms of the extensive community use of the space were found to warrant the additional protection of LGS designation.

In addition, with reference to the requirements of the NPPF 2021 and recent case law, which has clarified that Local Green Space policies in neighbourhood plans should not deviate from the policy requirements of the NPPF, the policy is recommended to be significantly modified to align to this, in order to meet the Basic Conditions.

The following clauses are therefore recommended to be removed from the policy wording:

"2. These areas will be protected for their local environmental, heritage and/or recreational value and development will not normally be supported unless it is to enhance their function.

3. Where development is to be supported it must:

- i. maintain or enhance the existing use and amenity and / or recreational value of the site*

- ii. *have no adverse impact on the recreational use, heritage or environmental value of the site;*
- iii. *not change the purpose for which the space is valued and the reason for designation.*

4. Proposers of development are encouraged to engage with the local community and Parish Council at the earliest opportunity to help ensure that any proposals that will impact local greenspaces incorporate both this plan's aims and objectives and the views of the local community."

And their collective replacement with the basic NPPF requirement, that:

"Inappropriate development will not be supported except in very special circumstances."

The Examiner has also asked for a larger scale map to be produced for inclusion which clearly shows the boundaries to each Local Green Space.

EDDC Officer comment: Accept. Whilst it is somewhat disappointing to see the policy clauses reduced in this way, the modification has been carefully considered and justified by the examiner with reference to case law. It is noted by Officers that the 'very special circumstances' where development could be supported (set out in paragraphs 149 and 150 of the NPPF) are most likely broader than the original policy intent, but the NPPF is clear that these spaces should be retained for their openness and purpose for being designated. There is therefore still considered to be an additional local benefit of the LGS designation, which reflects the wishes of the community.

15. Policy CGS4: Protecting the Stream Corridor

For clarity, in response to a representation that the policy should include more specific reference to controlling any negative impact on phosphate levels, sediment run off and flooding in relation to the stream (as part of the Axe, Yarty and Corry Catchment) area, to modify paragraph 2 of the policy from:

"2. With the exception of householder applications, proposals for development should demonstrate that they will not contribute to deterioration of the current ecological status of the stream (as part of the Axe, Yarty and Corry Catchment) Proposals should seek to contribute to achieving "Good Ecological Status" for the water course where feasible and viable."

to;

"2. With the exception of householder applications, proposals for development should demonstrate that:

- i) *They are designed to avoid any negative impact on phosphate levels, sediment run off and flooding in relation to the stream (as part of the Axe, Yarty and Corry Catchment), and*
- ii) *Seek to contribute to achieving, "Good Ecological Status" where applicable, feasible and viable, and*
- iii) *Will not contribute to deterioration of the current ecological status of the stream (as part of the Axe, Yarty and Corry Catchment)."*

EDDC Officer comment: Agree. This improves clarity of the expectation and advice from Development Management has confirmed this aligns with the recent advice from Natural England on the phosphate issues in the River Axe catchment.

N.b. No comments or modifications were made to policies HD6, HD8, HD9, TT1, TT2, TT3, TT4, EB4, EB5, DE2, CGS1 and RCL1 of the neighbourhood plan by the Examiner. Whilst EDDC made comments at Regulation 16 stage about elements of these policies, none are considered to be of such importance that the draft plan does not meet the basic conditions or Convention rights . As stated in the body of the report, it is agreed that the Plan as modified by the Examiner meets the Basic Conditions.

Annex 2 Kilmington Neighbourhood Plan Post Examination Policy Wording

Plan Ref	Topic/ Policy Title	Policy Wording
	Housing Development and Community Facilities	<p><i>Objectives</i></p> <ul style="list-style-type: none"> <i>i) To support housing development which meets the identified needs of the local community across types and tenures, whilst meeting changing demographic and social requirements.</i> <i>ii) To ensure housing growth is of a scale that is appropriate to the village's role, function and does not adversely impact upon the ability to accommodate demand on facilities and infrastructure</i> <i>iii) To protect, maintain and enhance existing community facilities and support the provision of new facilities where required.</i> <i>iv) Promote and support lifelong learning in the Parish to instruct, teach, train and enlighten people of all ages and abilities to help them achieve their full potential.</i> <i>v) To encourage and support opportunities for sustainable and local food production.</i>
Policy HD1	Community Engagement	<ol style="list-style-type: none"> 1. Applications for developments will be expected to clearly demonstrate how proposals meet the aims and objectives of the Neighbourhood Plan. Accordingly, proposers of development (other than for minor domestic proposals), are strongly encouraged to engage with the Parish Council and the local community at the earliest opportunity prior to submission of a planning application stage to ensure local views and the aims and objectives of the Neighbourhood Plan are understood and taken account of. 2. Where major development is proposed (10 or more dwellings or for other uses, 1000sq metres or 1ha or more), the applicant is strongly encouraged to consult the local community prior to submitting the planning application and demonstrate how the issues raised through the consultation have been addressed. As a minimum, proposals should be sent to Kilmington Parish Council, available to view online, a staffed public exhibition should be held and the local community should be notified in writing and by public notice.

Plan Ref	Topic/ Policy Title	Policy Wording
		<p>3. Where other applications are likely to result in a significant local impact, pre-application consultation may be required. Accordingly, proposers of development (other than for minor domestic proposals), are strongly encouraged to engage with the Parish Council and the local community at the earliest opportunity prior to submission of a planning application stage to ensure local views and the aims and objectives of the Neighbourhood Plan are understood and taken account of.</p>
Policy HD2	Housing Development within the Built-up Area Boundary	<p>1. The preferred location for new housing development is within the defined Kilmington Built-Up Area Boundary as shown on Figure 6. Proposals for new dwellings outside the BUAB, other than in accordance with Policies HD3, HD4 and HD5 of this Plan, will not normally be supported.</p> <p>2. Sites should be:</p> <ul style="list-style-type: none"> i) On previously developed land; or, ii) On an infill site in line with, and between, existing built properties; or, iii) For “annexes” to be used by family or other household members as ancillary accommodation, which will remain tied to, and part of, the original property in perpetuity. Annexes will be supported where they are physically attached or closely related and subservient to the main dwelling, and can be accessed without the addition of a separate driveway. <p>3. Proposals for new dwellings should demonstrate that they will not adversely impact the road network and safe movement of traffic; do not exacerbate transport constraints identified in Policy TT1 and will provide sufficient additional off-road parking for the new dwelling.</p> <p>4. Proposals should demonstrate they will be of a density, scale and massing appropriate to the character, built form and setting of the site and its surroundings.</p> <p>5. Trees and hedgerows are valued for their habitat for wildlife, biodiversity, air purification and amenity value and should not be removed, unless there is a sound ecological or community benefit for doing so.</p>

Plan Ref	Topic/ Policy Title	Policy Wording
Policy HD3	Land off George Lane (adjacent to Dares Field)	<ol style="list-style-type: none"> 1. Land off George Lane (adjacent to Dares Field) defined in Figure 7 is allocated for up to or around 14 dwellings to meet the housing needs of the local community during the term of this plan. Any proposals must comply with Policy EN19 of the East Devon Local Plan 2013-2031 and the measures set out in the emerging Axe Catchment Area Nutrient Management Plan. Permission will not be granted, nor can development commence until it can be demonstrated that there will be no increase in phosphates as a result of the proposed development. 2. A Development Brief should be prepared for the site which takes into account both this plan's aims, and objectives and the views of the local community established through engagement with the local community and Parish Council. 3. Proposals will be supported where they: <ol style="list-style-type: none"> i) deliver a mix of dwelling types and sizes which meet demonstrable up-to- date local need to help maintain a balanced and thriving local community; and ii) provide at least 50% 'affordable' housing (a mix of low cost, shared ownership, and subsidised rent). <p>The initial and subsequent occupancy of the affordable housing is restricted to a person(s) who:</p> <ol style="list-style-type: none"> a. Does not have access to general market housing and is in housing need; and b. Is a resident of that parish group (as defined in The Local Plan) or has a local connection with that parish group because of family ties or a need to be near their workplace. <p>In the event that an occupier who fulfils both criterion (a) or (b) cannot be found within a reasonable period of time, then the criterion will be widened firstly to a person(s) with a local connection to the parish group because of family ties or a need to be near their workplace, and</p>

Plan Ref	Topic/ Policy Title	Policy Wording
		<p>subsequently to a person(s) with an East Devon connection (Reference: EDDC Local Plan Strategy 35 or equivalent replacement policy); and</p> <p>iii) include an element of 'self-build' subject to meeting the requirements in Policy HD5.</p> <p>Local evidence at present suggests 7 affordable 2–3-bedroom houses, 3 self-build 3–4-bedroom houses and 4 open market 3–4-bedroom houses; the self-build element is in addition to and not part of the required affordable housing provision for this site; and</p> <p>iv) demonstrate that an adequate connection to the public sewer can be provided; and</p> <p>v) set built development back into the site from the northern boundary as far as is practically possible and include the provision of, as a minimum, a 10-metre buffer on the northern edge of the site between new development and the A35 which will be landscaped and planted before first occupation of the houses, in order to:</p> <ul style="list-style-type: none"> a. minimises particulate and other pollution levels on the new site b. minimise noise from the A35 c. enhance the boundary with the A35 to make a positive contribution to the “A35 green corridor”; and <p>vi) are designed to minimise the loss of existing hedges and trees. Where loss is unavoidable, development proposals must provide for appropriate replacement planting with native trees and hedgerow on the site to improve landscape structure, screening and bio-diversity value;</p> <p>vii) provide a detailed landscaping scheme which includes:</p> <ul style="list-style-type: none"> a) strategic planting and landscaping to reinforce the existing field boundary on the eastern edge of the site to act as a buffer; b) a mix of native and site appropriate trees including orchard planting;

Plan Ref	Topic/ Policy Title	Policy Wording
		<p>c) include provision for, as a minimum, biodiversity net gain in compliance with national policy which retains and enhances habitat on the site, including installing a minimum of one integral nesting brick or bird box into each new build residential unit and external nest cups for house martins and swallows;</p> <p>d) include advance planting where possible and a detailed management plan for the ongoing care and maintenance of trees and hedgerows on the site; and</p> <p>viii) provide safe pedestrian and cycle access on-site to help enable good access to community facilities and local services; and</p> <p>ix) do not adversely impact the local road network, to provide adequate parking and options for sustainable travel (Policy TT1); and,</p> <p>x) provide an East – West foot and cycle path at the southern end of the site that can, in future be extended to act as a west-east link from land north of The Orchard to the land to the east of the development site, together with a link to Meadowbank residential area; and</p> <p>xi) provide dwellings of two storeys of a design, form, scale and density appropriate to and in keeping with the character of this part of the village, relating positively to the existing development on the adjacent site, following the guidance in the Blackdown Hills AONB Design Guide for Houses and the requirements set out in the Kilmington Village Design Statement; and</p> <p>xii) use appropriate materials, particularly stone elevations to properties adjacent to A35 and George Lane with slate roofs; and,</p> <p>xiii) avoid conspicuous gables and large window openings particularly to elevations facing open countryside.</p>

Plan Ref	Topic/ Policy Title	Policy Wording
		4. The development will be expected to satisfy the requirements of the other policies in this plan.
Policy HD4	Land off Whitford Road (north of The Beacon)	<ol style="list-style-type: none"> 1. Land off Whitford Road (north of The Beacon) defined in Figure 7 is allocated for up to 10 small bungalows to meet the housing demands and needs of the local community with a focus on housing for local older people as defined in the NPPF. Any proposals must comply with Policy EN19 of the East Devon Local Plan 2013-2031 and the measures set out in the emerging Axe Catchment Area Nutrient Management Plan. Permission will not be granted, nor can development commence until it can be demonstrated that there will be no increase in phosphates as a result of the proposed development. 2. A Development Brief should be prepared for the site which takes into account both this plan's aims, and objectives and the views of the local community established through engagement with the local community and Parish Council. 3. Proposals will be supported where they: <ol style="list-style-type: none"> i) deliver a mix of accommodation suitable for older people of up to or around 96m², designed to meet the needs of a range of downsizers and which promote independent living; ii) include a mix of market, affordable, sheltered and self-build* plots based on an up-to-date assessment of local need; iii) are of a design and density appropriate to and in-keeping with the character of this part of the village and pay particular regard to the requirements set out in the Kilminster Village Design Statement; iv) respond positively to the needs of older people which should include inside or outside communal space and a 'dementia friendly' design and layout; v) incorporate the principles of 'secure by design' which may incorporate CCTV, secure access and mutual overlooking of shared space; vi) where relevant, meet the requirements of Local Plan Strategy 35 and Strategy 36; vii) can demonstrate that an adequate connection to the public sewer can be provided;

Plan Ref	Topic/ Policy Title	Policy Wording
		<ul style="list-style-type: none"> viii) route utility and other service infrastructure underground, including existing infrastructure if technically feasible; ix) provide a 10m set-back from Whitford Road and include orchard planting in this area between Whitford Road and the proposed building line, with built development to the south of the site as much as possible to minimise impact on the listed buildings to the north; x) provide a detailed landscaping scheme which includes: <ul style="list-style-type: none"> a) reinforcing the existing northern boundary through new planting b) a mix of native and site appropriate trees including orchard planting c) include provision for, as a minimum, biodiversity net gain in compliance with national policy which retains and enhances habitat on the site, including installing a minimum of one integral nesting brick or bird box into each new build residential unit and external nest cups for house martins and swallows; d) include advance planting where possible and a detailed management plan for the ongoing care and maintenance of trees and hedgerows on the site; and xi) provide safe pedestrian and cycle access on-site to help enable good access to community facilities and local services; and, xii) provide single storey dwellings with a maximum of 3 bedrooms that are up to or around 96m² gross internal area and meet accessible and adaptable standards and, ideally, also suitable for wheelchair users. <p>4. Permitted development rights will be withdrawn to ensure reasonable controls exist over future extensions, increase in height and modification of dwellings in perpetuity. This is necessary in order to protect the character of the area and to ensure the size and layout of the dwelling continues to meet the identified need.</p> <p>5. The development will be expected to satisfy the requirements of the other policies in this plan.</p>

Plan Ref	Topic/ Policy Title	Policy Wording
Policy HD5	Self-build (and custom build) Housing	<ol style="list-style-type: none"> 1. Proposals for self-build (and custom build) dwellings must comply with Policy EN19 of the East Devon Local Plan 2013-2031 and the measures set out in the emerging Axe Catchment Area Nutrient Management Plan. Permission will not be granted, and the development must not commence, until the development can demonstrate that there will be no increase in phosphates as a result of the development. 2. Proposals will be supported where: <ol style="list-style-type: none"> i) the proposed development is located within or immediately adjacent to the Kilminster Built-Up Area Boundary; ii) they do not have an adverse impact on the special character of the area's natural and built environments; iii) the dwelling is self-built, or custom built by someone who either lives in the parish of Kilminster or who has a local connection to it as defined in Strategy 35 of the Local Plan and the number of dwellings granted permission as a result of this policy does not exceed 10 during the neighbourhood plan period; iv) the dwelling is to be occupied by the person who builds it or commissions it (i.e., the first occupant has the primary input into the design of the home) as their main residence for a minimum period of 3 years after completion unless exceptional circumstances prevent this as agreed in writing by the local planning authority; v) the application be described as a self-build or custom build and will be conditioned as such; vii) each plot has at least water and electricity supply available at the plot boundary; viii) the plot has suitable access, with minimal disruption to local communities, for construction vehicles necessary for the completion of the dwelling; and, ix) they satisfy the requirements of the other relevant policies in this plan. 3. To reduce embodied carbon, support will not normally be given for replacement dwellings unless accompanied by a robust condition survey which demonstrates the case for demolition. In this case, the existing foundations should be re-used unless the application clearly demonstrates why this is not practically possible.

Plan Ref	Topic/ Policy Title	Policy Wording
		4. Where appropriate, the above criteria will be enforced through legal obligations.
Policy HD6	Retaining Affordable Housing in Perpetuity	Affordable or low cost housing should be provided in perpetuity, (in accordance with the most up-to-date Government policy), for example, through a Community Land Trust, section 106 agreements, other community housing scheme or Registered Provider which retains stock for the benefit of the local community at an accessible cost. Community housing schemes which provide and retain local affordable housing for the benefit of local people in need will be supported.
Policy HD7	Retaining Community Facilities, Amenities and Assets	<p>1. Existing community facilities and amenities (as identified on Figure 8 and listed below) are locally valued and will be protected for community use. Their loss will not normally be supported:</p> <ul style="list-style-type: none"> i) Kilmington Primary School ii) Kilmington Village Hall iii) St Marys Church and the Beacon Baptist Church iv) New Inn and Old Inn Public Houses v) Recreation Field, including cricket oval, tennis court, children's play park with equipment and multi-use pavilion. <p>Foot note [Appendix 2 Amenities list together with details of the groups and activities they support]</p> <p>2. Proposals which result in the loss (redevelopment or change of use) of these facilities and amenities will only be supported where:</p> <ul style="list-style-type: none"> i) there is no reasonable prospect of viable continued use of the existing building or facility which will benefit the local community and they demonstrate a need for their proposed change; and, ii) they do not have an adverse impact on the special character of the area's natural and built environments.

Plan Ref	Topic/ Policy Title	Policy Wording
Policy HD8	Maintaining and Enhancing Community Facilities, Amenities and Assets	<ol style="list-style-type: none"> 1. Development proposals for new, replacement, extended and/or improved community facilities and amenities will be supported where: <ol style="list-style-type: none"> i) the proposal would not have significant adverse impact on the amenity of nearby residents; ii) the proposal would not have significant adverse impacts on the surrounding local environment (with regard to biodiversity, wildlife habitat and landscape character); iii) the proposal would not have unacceptable impacts on the local road network (with regard to additional traffic volume / congestion, demand for parking, and pollution levels); iv) the proposed use will be dedicated to community use in perpetuity, and, v) they are easily accessible by residents and users, including, where possible, by sustainable modes of transport.
Policy HD9	Education and Learning Facilities	<p>Development proposals for new or improved facilities which support education and learning will be supported where:</p> <ol style="list-style-type: none"> i) they do not increase fluvial or surface water flood risk; ii) they will have no adverse effect on residential amenity (such as noise, operating hours, light pollution, anti-social behaviour and so on) in nearby areas; and, iii) there will be no adverse impact on the natural environment (landscape, biodiversity and habitats) or that negative
	Getting Around: Transport and Traffic	<p><i>Objectives:</i> <i>To manage and address traffic and parking and encourage pedestrian movement.</i></p>
Policy TT1	Impact on the Local Highway, Cycleway and Footpath Network	<ol style="list-style-type: none"> 1. Proposals must provide sufficient off road parking to serve the development commensurate to the size and nature of the use, and ensure no adverse impact on highway safety. 2. Proposals which would significantly increase traffic flow on the local road network, particularly through The Hill, The Street and George Lane will not be supported. 3. Proposals that improve pedestrian and cycle access to facilities will be supported.

Plan Ref	Topic/ Policy Title	Policy Wording
		<p>4. Proposals for new residential dwellings, employment development or community/recreation facilities must include secure storage facilities for cycles.</p> <p>5. Proposals for new residential dwellings or employment development should include charging points for electric vehicles.</p>
Policy TT2	Protecting Devon Banks, Hedgerows and Trees from New and Widened Access Points	<p>Proposals for development including new and widened access points which negatively affect traditional Devon banks, established hedgerows and trees should demonstrate that:</p> <ul style="list-style-type: none"> i) Alternative options are impractical and the proposal is the least damaging option (to the hedgerow / bank / tree(s), setting in the landscape, biodiversity and habitats), and, ii) They have taken into account the most up-to-date Highways Authority standards and guidance relating to changes to hedgerows.
Policy TT3	Traffic arising from Major Development	<p>Proposals for all new housing developments, major employment or retail proposals and expansion of existing employment and retail premises which are likely to generate significant additional vehicle movements into and out of the site should demonstrate, as part of a Transport Assessment, how vehicular access into and out of the site and circulation within the site will mitigate impacts of additional traffic onto the A35 and (where relevant) through Kilminster village (including with regards to safety, journey time, congestion, air quality and noise).</p>
Policy TT4	Protecting the Footpath, Bridleway and Cycleway Network	<ul style="list-style-type: none"> 1. Development proposals which result in the loss of public footpaths, bridleways and cyclepaths will not normally be supported unless an appropriate replacement route can be provided. 2. Proposals for new rights of way and other public non-vehicular routes and development affecting existing rights of way and other public non-vehicular routes should, where relevant: <ul style="list-style-type: none"> i) help to increase opportunities for recreational access to and within the countryside; ii) better link existing areas of green infrastructure and Local Green Space used for recreational purposes; iii) help to retain and enhance safe and easy pedestrian and cycle access to local amenities including the school, community facilities and services;

Plan Ref	Topic/ Policy Title	Policy Wording
		<ul style="list-style-type: none"> iv) not adversely impact upon local amenity; v) have no adverse impact on landscape or built character or such impacts are satisfactorily mitigated; vi) meet the most up-to-date standards of design and use surface materials that do not exacerbate flooding. <p>3. New and improved walking and cycle routes in the following locations, to improve accessibility within and around Kilmington village, will be supported: i) connecting George Lane and Whitford Road; and, ii) connecting Meadowbank and the proposed development HD3 iii) connecting The Hill and Newtons Orchard/George Lane</p>
	Employment and Business	<p><i>Objective:</i> <i>To support the local economy through existing businesses, and enhance employment opportunities by supporting new enterprises and premises of an appropriate type, scale, and location.</i></p>
Policy EB1	Local Employment in Agriculture and Forestry	<p>Development proposals which provide additional opportunities for agricultural and forestry employment will be supported where they:</p> <ul style="list-style-type: none"> i) do not increase flood risk; ii) have no adverse impact on locally valued landscapes and views, as identified in Policy CGS1 or built character or such impacts are satisfactorily mitigated; iii) have no adverse impact on biodiversity or impacts can be satisfactorily mitigated. iv) the proposals demonstrate how a biodiversity net gain equal to or exceeding national policy requirements will be delivered; v) do not adversely impact upon local amenity; and, vi) do not adversely affect traffic within the village.

Plan Ref	Topic/ Policy Title	Policy Wording
Policy EB2	Local Tourism and Leisure Opportunities	<p>1. Development proposals for holiday accommodation and tourist attractions which provide additional opportunities to support the local economy will normally be supported where they:</p> <ul style="list-style-type: none"> i) are of a small scale appropriate to their setting; ii) are in a sustainable location with safe and good access to local facilities and amenities iii) serve a local rather than strategic tourism need and /or demand; iv) have no adverse impact on highway safety or traffic flow on the local road network; v) do not increase fluvial or surface water flood risk; vi) have no adverse impact on locally valued landscapes and views identified in policy CGS1, or built character or such impacts are satisfactorily mitigated; vii) have no adverse impact on biodiversity or impacts can be satisfactorily mitigated to ensure net gains in biodiversity; and, viii) do not adversely impact upon local amenity. <p>2. The development of new permanent dwellings of any type to support such developments will not be supported. The conversion of existing buildings to provide support to the facility will be considered on an individual basis.</p>
Policy EB3	Change of Use of Agricultural Buildings Development	<p>Where planning permission is required, proposals for conversion of agricultural buildings will be supported where:</p> <ul style="list-style-type: none"> i) they support the diversification of farm businesses, and it can be shown that it will make a difference to the viability of the main business as a working farm; ii) they have no adverse impact on highway safety, on road parking or traffic flow on the local road network; iii) they will have no adverse effect on residential amenity (such as resulting from noise, hours of operation, light pollution, anti-social behaviour and so on) in nearby areas; iv) there will be no adverse impact on the natural environment (landscape, biodiversity and habitats) or that any adverse impacts will be satisfactorily mitigated. v) the proposals demonstrate how a biodiversity net gain equal to or exceeding national policy requirements will be delivered;

Plan Ref	Topic/ Policy Title	Policy Wording
		vi) they do not result in disproportionate extension of the existing structure or building.
Policy EB4	Change of Use from Agricultural to Woodland / Forestry Use	<p>Development proposals associated with a change from agricultural use to woodland/ forestry for commercial purposes which require planning permission will be supported where:</p> <ul style="list-style-type: none"> i) they help to increase opportunities for public access to and education within the countryside; ii) they have no detrimental impact on the neighbouring developments or landscape designations or such impacts can be satisfactorily mitigated; iii) access to and from the site for trimming, felling and distribution does not exacerbate existing transport problems experienced in Kilmington village; iv) they demonstrate that there is no adverse impact on the landscape from buildings required for operational uses of the site or such impacts can be satisfactorily mitigated; v) they utilise species natural to the region across the site to enhance habitats and achieve a net gain in biodiversity and avoiding monoculture; and, vi) they demonstrate that there is a plan in place for the management of the woodland, especially where it is being used as a crop.
Policy EB5	Telecommunications	<ol style="list-style-type: none"> 1. The development of infrastructure to support improvements in telecommunications which serve the Parish will be supported where sympathetically incorporated and sensitively sited within the landscape. 2. Masts will only be supported where they are located outside of the Locally Valued Landscape Areas and Views as shown in Figure 19 and it can be proven that: <ul style="list-style-type: none"> i) there is a need for a mast at that specific location; ii) there are no opportunities to share an existing mast. 3. Wherever practical, all new residential, educational and business premises will be required to make provision for the latest high-speed internet and mobile connectivity.

Plan Ref	Topic/ Policy Title	Policy Wording
	Heritage and Design	<p><i>Objective:</i> <i>To keep all development to a scale, mass and character which respects and responds to principles of high-quality design, reflecting and enhancing local built and landscape character and distinctiveness of the Parish.</i></p>
Policy DE1	High Quality Design	<ol style="list-style-type: none"> 1. All new development should be of high-quality design, complementing the local vernacular, enhancing visual amenity, minimising any adverse impacts on the built environment, neighbouring amenity and landscape. 2. For proposals to be considered high quality, they should meet the requirements of the Kilmington Village Character Assessment (Appendix 4) and have particular regard to the following considerations, wherever applicable and practical: <ol style="list-style-type: none"> i) application of the most up-to-date accessibility standards which are applicable to the type and location of development (and exceed those standards where possible); ii) be well-related to scale, form and character of the existing village built-up area and of its setting, sitting and fitting well with neighbouring properties including residential dwellings providing private rear amenity space (gardens) appropriate to dwelling type and size; iii) demonstrate how they respond positively to the Kilmington Village Character Assessment and Kilmington Village Design Statement (Appendix 3); iv) retain and enhance boundary features of a site or have boundary treatment well-related to those of nearby dwellings and other buildings and the character of its setting. Where this requires planting of hedgerows or banks, species should be native to the local area; v) have no adverse impact on the amenity of neighbouring residents; vi) have minimal adverse visual impact on the village gateways (approaches) identified on Figure 11; vii) exceed adopted off road parking standards; viii) ensure good and safe accessibility for refuse, emergency and delivery vehicles; ix) provide safe and easy access for pedestrians and cyclists onto the existing pedestrian and cycle network and enable good connectivity to local facilities and amenities; x) provide a street design which is safe for pedestrian, cycle and vehicular access but does not adversely impact upon the character of the historic network of roads and lanes, for example, through

Plan Ref	Topic/ Policy Title	Policy Wording
		<p>inappropriate lighting or pavement areas which adversely impact on the character and setting of public spaces;</p> <p>xi) route utility and other service infrastructure underground;</p> <p>xii) as a minimum meeting and wherever possible exceeding the latest Government Standards in relation to energy efficiency of materials and thereby achieving any policy requirement to reduce CO2 emissions;</p> <p>xiii) have a layout which optimises passive solar gain;</p> <p>xiv) new residential dwellings, employment development or community/recreation facilities must include secure storage facilities for cycles;</p> <p>xv) new residential dwellings or employment development should include charging points for electric vehicles;</p> <p>xvi) pass the tests and exceed standards relating to Building for a Healthy Life for dwellings and BREEAM “Very Good” for commercial / employment uses, or equivalent other up-to-date standards at the time of application; and,</p> <p>xvii) respond positively to National Design Guidance, and to principles such as those set out for “walkable communities” in Sport England and Public Health England’s “Active Design” guidance.</p>
Policy DE2	Flood Risk	<ol style="list-style-type: none"> 1. Where appropriate, development proposals should demonstrate that they do not increase local flood risk, with regard both to locations of known surface water flooding and fluvial flood risk (identified on up-to-date flood risk maps). 2. Development proposals creating new drainage requirements must incorporate Sustainable Urban Drainage Systems (SuDS), following the SuDS hierarchy. New drainage systems must demonstrate they will be effective in allowing for above surface water management on site and improvement of water quality. 3. A management plan must be put in place for future maintenance of the drainage system. SuDS systems maintained by South West Water would be preferred.

Plan Ref	Topic/ Policy Title	Policy Wording
	Countryside and Green Spaces	<p><i>Objectives:</i></p> <p><i>To protect and enhance the AONB designated landscapes, rural identity, biodiversity, geodiversity, and wildlife habitats and corridors (including streams).</i></p> <p><i>To protect and enhance green spaces and sports facilities which are of recreational value to the community. Create a healthy living environment and facilitate physical activity to promote the health and wellbeing of the community.</i></p>
Policy CGS1	Locally Valued Landscapes and Views	<ol style="list-style-type: none"> 1. Areas of particularly locally valued landscapes and views will be protected. The landscape views identified in Figure 19 and set out in the Kilmington Village Character Assessment are: <ol style="list-style-type: none"> a. from Roman Road across Cory Brook; b. from Nower Lane at Nower farm down the Cory valley; c. from Stockland Road at the junction with Nower Lane across the Cory valley; d. from Gore Head over the village, particularly St Giles' church tower; e. from Hampton Road looking east across the Axe Valley; and, f. from the A35 along the River Axe looking south; 2. These views will be protected for the quality of their amenity value and their contribution to the character and setting of the village and wider parish. Their loss or despoilment will not normally be supported. 3. Proposals which result in unavoidable adverse visual impact on these views (in whole or in part) will only be supported where: <ol style="list-style-type: none"> i) there are no other suitable sites for the proposed development; and, ii) the visual impact of the development can be satisfactorily mitigated in a manner which retains or enhances landscape character. 4. Proposals, and the assessment of proposals, is expected to take account of and apply the latest available local guidance:

Plan Ref	Topic/ Policy Title	Policy Wording
		<ul style="list-style-type: none"> i) Kilmington Village Character Assessment and Countryside and Green Spaces Assessment and Audit (including the Local Views / Visual Landscape and Local Green Space Assessment); and, ii) East Devon and Blackdown Hills AONB and East Devon District Landscape Character Assessment and Management Guidelines Blackdown Hills AONB “What makes a view?” (where relevant) .
Policy CGS2	Locally Valued Areas of Biodiversity, Geodiversity and Habitat	<ul style="list-style-type: none"> 1. Our particularly locally valued areas of biodiversity, geodiversity and habitat, as shown in Figure 20, are: <ul style="list-style-type: none"> i) deciduous woodlands, particularly those within the village (south of Shute Road, either side of Roman Road, between Springhead and Shute Road and Coryton Lane, along the ‘Quarry Road’) (deciduous woodland is scarce in the parish and is a ‘Priority Habitat’); ii) areas of purple moor grasslands in the north of the parish, (Purple moor grassland is a ‘Priority Habitat’); iii) The Common (contains lowland heath and deciduous woodland, both ‘Priority Habitats’, used by many parishioners for recreation, site for re-establishment of the Heath Lobelia); and, iv) the stream corridor running from the west end of Springhead Lane through the village to Whitford Road (a valued watercourse for running freshwater with margin vegetation, see Figure 23 section 7.5). <p>These areas will be protected as areas critical in supporting wildlife habitats, biodiversity and geodiversity and their role within the wider network of green infrastructure. Their loss will not normally be supported.</p> 2. Proposals which result in unavoidable adverse impact on these areas will only be supported where: <ul style="list-style-type: none"> i) there are no other suitable sites for the proposed development; ii) the areas (quality, land area and habitat, biodiversity and geodiversity value) can be satisfactorily replaced in close proximity to their original location with net gains in biodiversity iii) a funded management and maintenance plan, of 3 or 5 years depending on habitat type, is agreed to ensure that net gains in biodiversity are realised; and, iv) the proposal would not have significant adverse impacts on the site’s wider setting (regarding biodiversity, geodiversity and habitat) or such impacts can be satisfactorily mitigated.

Plan Ref	Topic/ Policy Title	Policy Wording
		<p>3. Trees and hedgerows are valued for their habitat for wildlife, biodiversity, air purification and amenity value and should not be removed, unless there is a sound ecological or community benefit for doing so.</p> <p>4. Development should aim to:</p> <ul style="list-style-type: none"> i) maintain the visual and biodiversity value of verges, hedgerows, and Devon banks which provide connectivity as green corridors for wildlife. ii) limit external light sources ensuring that lighting is appropriately sited, specified and controlled to minimise light spill and adverse impact on dark skies and bat commuting and foraging patterns. <p>5. Opportunities to incorporate provision for nesting birds and roosting bats must be considered, and included wherever possible/practical in new developments, to protect and enhance biodiversity. A minimum of one integral bird box designed for swifts shall be incorporated into each new build residential unit, and/or where existing buildings are being altered/extended, an ecologist should be instructed to check for existing nests/ roosts of birds or bats. These should be retained where possible or replaced with an integral box, or if not practical, an external box. Wherever possible and practicable, this minimum requirement should be exceeded through other appropriate measures including, but not limited to, external nest cups for house martins and swallows, and internal oxygen “tubes” for bats, at all times in accordance with current legislation for specially protected species.</p>
Policy CGS3	Local Green Space	<p>1. Our locally valued green spaces are identified on Figure 21 and are designated as Local Green Space:</p> <ul style="list-style-type: none"> i) Village Recreation Field; ii) Village Green; iii) Jubilee Green; iv) The Common; v) The allotments; vi) New Inn Garden

Plan Ref	Topic/ Policy Title	Policy Wording
		2. Inappropriate development will not be supported except in very special circumstances.
Policy CGS4	Protecting the Stream Corridor	<p>1. The stream “corridor” is indicated on Figure 23 and will be protected from adverse impact from development which could erode its value to local biodiversity, and its contribution to the built character and heritage of Kilmington village.</p> <p>2. With the exception of householder applications, proposals for development should demonstrate that:</p> <ul style="list-style-type: none"> i) They are designed to avoid any negative impact on phosphate levels, sediment run off and flooding in relation to the stream (as part of the Axe, Yarty and Corry Catchment), and ii) Seek to contribute to achieving, “Good Ecological Status” where applicable, feasible and viable, and iii) Will not contribute to deterioration of the current ecological status of the stream (as part of the Axe, Yarty and Corry Catchment).
	Small Scale Renewable & Low Carbon Energy Generation	<p><i>Objective:</i></p> <p><i>To support small scale renewable and low carbon energy generation to help reduce emissions in the Parish and help contribute positively to adaptation to and mitigation of climate change at the local level.</i></p>
Policy RLC1	Small Scale Renewable and Low Carbon Energy Generation	<p>1. In order to protect the quality of Kilmington’s and the East Devon and Blackdown Hills Areas of Outstanding Natural Beauty’s landscapes, biodiversity, tranquillity and wildlife habitats proposals for renewable or low carbon energy schemes should follow the policies from “Renewable Energy in the Blackdown Hills Report (2010)” See figure 25. Proposals will be supported where they meet the following criteria in full:</p> <ul style="list-style-type: none"> i) are small scale, ii) they do not adversely impact upon local amenity, locally valued landscapes and views, iii) are sensitively sited, and iv) they are appropriately landscaped.

Plan Ref	Topic/ Policy Title	Policy Wording
		<p>2. Large scale renewable and low carbon installations will not normally be supported.</p> <p>3. Proposals for renewable or low carbon energy schemes must follow relevant guidance and advice, as applicable, given in:</p> <ul style="list-style-type: none"> i) East Devon and Blackdown Hills Landscape Character Assessment and Management Guidelines; ii) the Blackdown Hills Area of Outstanding Natural Beauty Management Plan; iii) the East Devon Area of Outstanding Natural Beauty Management Plan; and, iv) the “Renewable Energy in the Blackdown Hills Report (2010)”.



Report to: Cabinet

Date of Meeting 13 July 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

Apprenticeship Levy Transfer Policy

Report summary:

To agree the Council's policy with regard to the transfer of Apprenticeship Levy funds to other local employers to support a resilient economy.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendation:

That Cabinet agree that the Council utilise the Government's Apprenticeship Levy Transfer arrangements, allowing the Council to fund apprenticeships for other local employers to support economic prosperity and growth, in line with the eligibility criteria set out in this paper, and that individual decisions about Levy Transfer are delegated to the Head of Paid Service.

Reason for recommendation:

To clarify the Council's approach to Apprenticeship Levy Transfer and ensure it is aligned to Council Plan priorities.

Officer: Jo Fellows, HR Manager (jfellows@eastdevon.gov.uk)

Portfolio(s) (check which apply):

- ☐ Climate Action and Emergency Response
- ☐ Coast, Country and Environment
- ☒ Council and Corporate Co-ordination
- ☐ Democracy, Transparency and Communications
- ☒ Economy and Assets
- ☐ Finance
- ☐ Strategic Planning
- ☐ Sustainable Homes and Communities
- ☐ Tourism, Sports, Leisure and Culture

Equalities impact Low Impact

Climate change Low Impact

Risk: Low Risk;

Links to background information

Link to [Council Plan](#)

Priorities (check which apply)

- ☐ Better homes and communities for all
 - ☐ A greener East Devon
 - ☒ A resilient economy
-

Report in full

1. As part of the Government's apprenticeship reforms in 2018, a Levy Transfer arrangement was introduced, which enables large employers who pay into the Apprenticeship Levy, to transfer some of their Levy funds to other employers to fund their apprentice training. To date the Council has not utilised this provision, but as there are direct links with the Council's Resilient Economy priority, it may be timely to review our approach and this paper sets out a proposed policy for achieving this.

2. Background

- 1.1. The Council automatically pays 0.5% of its pay bill each month into an Apprenticeship Levy account which is ring-fenced to fund apprenticeship training and assessment. If funds are not spent within 24 months of being credited to the Levy account they are lost to the Government. The Council's current Apprenticeship Levy is c£50k per annum. For 2021/22 the Council lost c£35k to the Government, as only some of the funds have been used on Council apprenticeships.
- 1.2. The Government Apprenticeship Levy transfer arrangements allow the Council to transfer up to 25% of its annual Levy monies to other employers. This money can only be used to fund apprenticeship training and assessment – not salary or associated training costs and is for the total duration of the agreed apprenticeship. The receiving employer must meet certain criteria, including setting up an online Levy account in their own right to receive the funds. Levy Transfers can be achieved through an individual employer making an application for funds and/or the Council pledging to provide funds in specific circumstances.
- 1.3. The Council monitors its Levy spend through its own online Levy account. All payments are made on a monthly basis via the account.
- 1.4. From February 2022 the Government have also allowed organisations that undertake Levy Transfer to receive funds from other employers to help fund new apprenticeship starts, even if the Council has existing transfer commitments. This enables us access to a potentially higher amount of Levy monies, to support our 'grow our own' plans, as well as apprenticeships for local employers.
- 1.5. Utilising the Levy Transfer arrangements would support the Council in its Resilient Economy objectives by:
 - supporting local employers which could boost local skills, build sustainability within the local workforce and improve economic growth, helping to meet our strategic priorities generally and/or regarding particular sectors
 - widening the supply of apprenticeship training provision, particularly in areas of need, where there are currently gaps in provision
 - reducing the risk of losing some of our Levy funds to the Government and therefore remain in control of how our funds are spent
 - improving the quality of employment and average wage levels
 - demonstrating that the Council is taking an active role as a local authority and community lead in skills growth and the use of apprenticeships to support this.

3. Proposed Policy and Eligibility Criteria

- 3.1. Appendix 1 sets out the proposed Levy Transfer Policy and criteria. If approved, this would be made available on the Council's website along with the process for organisations to apply for Levy Transfer.

- 3.2. The key focus of the proposed criteria is to ensure that it recognises and supports the value of the employment/employer to the East Devon economy in terms of Gross Value Added (GVA)/productivity factors such as high skill and high value employment. The proposed criteria aligns with relevant wording in the Business Rate Relief Policy.
- 3.3. Levy Transfer application decisions would be delegated to the Head of Paid Service.
- 3.4. Levy spend and apprenticeship activity already forms part of the annual people data report provided to Personnel Committee each summer and would include Levy Transfer activity.

4. Conclusion

- 4.1. A balance will need to be maintained between utilising Levy funds for Council employees, as part of the 'grow our own' work, as well as supporting the wider economy. The HR Manager will be able to retain that oversight and the Levy Transfer 25% rule also provides that assurance. In addition, using Levy Transfer provides the scope to potentially bid for additional Levy funds from other large employers, further supporting the grow our own work. Having a clear and robust Levy Transfer policy and eligibility criteria in place will ensure that we are targeting Levy spend where it is needed most and aligned to our economic resilience objectives.

Financial implications:

There are no direct financial implications on the Council from the recommendation. The proposal is to utilise these deductions locally, the Council has no choice but to make the deductions which is budgeted, and it may benefit from having monies transferred to itself in future.

Legal implications:

The report details the rules around the transfer of a proportion of the apprenticeship levy. The local policy that is recommended appears reasonable given the objectives. There are no other legal implications requiring comment.

Appendix 1 – Proposed Levy Transfer Policy

East Devon District Council utilises the Apprenticeship Levy Transfer arrangements to support the Council's Resilient Economy strategic priority, as set out in the [Council Plan](#), as Levy Transfers enable the Council to:

- Support local employers to boost local skills, build sustainability within the local workforce and improve economic growth
- Help to widen the supply of apprenticeship training provision, particularly in areas of need and where there are gaps in provision
- Support the provision of higher quality employment and increased average wage levels
- Direct Levy funds to meet local need
- Demonstrate that the Council is taking an active role as a local authority and community lead in skills growth and the use of apprenticeships to support this.

The Council recognises that there are potentially many local organisations who will want to work with the Council to receive transferred Levy funds to build workforce capability. In line with the Government's transfer rules, the Council can only transfer up to 25% of Levy funds per annum and has decided to therefore prioritise the transfer of funds to employment/employers that are of most value to the East Devon economy in terms of Gross Value Added (GVA)/productivity factors such as high skill and high value employment. Specifically, this means that we will prioritise Levy Transfer where:

- Gross Value Added (GVA) measures demonstrate the value of the business and employment to the local economy.
- A measurable impact on other businesses and the local community can be demonstrated, for example evidence of working with businesses and support to local communities to offer employment opportunities, including for under-represented groups.
- Supporting apprenticeship training will support opportunities for new business growth, expansion and employment within the area and have a demonstrable positive effect on business cash flow and future viability.
- The employer can provide reassurance of the duration of retained employment and continued production/operation in the area and that any loss of this employment in the area would be significant.
- There is a uniqueness of the service/commodity being provided within the community/district.
- How supporting apprenticeship training with the business could also support the capacity of the Council's interventions to secure further investment and retained and/or new employment opportunities.

When considering and prioritising requests, the Council will also take into account the Government's Levy transfer rules, including:

- The annual % Levy transfer fund maximum
- That the Council would need to commit to funding the total cost of the apprenticeship for the total duration of the qualification
- That the receiving employer must be aware of any 'subsidy control' implications before agreeing to the transfer
- That the receiving employer must set up their own account on the Government's digital Apprenticeship Service to be eligible to receive funds.

The transferring employer would need to agree to the terms and conditions set out by the Council, which complement the Government's Employment and Skills Funding Agency agreements relating to use of the digital Apprenticeship Service account.

The Council will monitor and audit use of the Levy transfer provision and reserves the right to revise its policy, priorities and processes, as required, whilst continuing to honour its commitment to fund apprenticeship training that has been previously agreed.



Report to: Cabinet

Date of Meeting 13 July 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

Revised policy on the release of lanterns, balloons and fireworks on Council land

Report summary:

There is an urgent need for clarity on the council's position on these items, which is held up by the much more complex policy on drones. This report and the attached proposed policy seek to resolve this.

Is the proposed decision in accordance with:

Budget Yes ☒ No ☐

Policy Framework Yes ☒ No ☐

Recommendation:

Cabinet are asked to approve the separation of Helium Balloons, Fire Lanterns and Fireworks from the Drones Policy, and to approve the separate policy attached.

Reason for recommendation:

As per the summary there is an urgent need for clarity on these items.

Officer: Peter Blyth, Beach Safety Officer pblyth@eastdevon.gov.uk 07734 568866

Portfolio(s) (check which apply):

- ☒ Climate Action and Emergency Response
- ☒ Coast, Country and Environment
- ☐ Council and Corporate Co-ordination
- ☐ Democracy, Transparency and Communications
- ☐ Economy and Assets
- ☐ Finance
- ☐ Strategic Planning
- ☐ Sustainable Homes and Communities
- ☐ Tourism, Sports, Leisure and Culture

Equalities impact Low Impact

Climate change Low Impact

Risk: Low Risk

Links to background information [Helium Balloon, Fire Lanterns and Fireworks Policy / Procedure – Version 3 - April 2022](#)

Link to [Council Plan](#)

Priorities (check which apply)

- ☐ Better homes and communities for all
 - ☒ A greener East Devon
 - ☐ A resilient economy
-

Report in full

1 Background

- 1.1 It is recognised that this issue came before Cabinet in late 2019 leading to Fire Lanterns being added to the Drones Policy - (oddly Balloons seems to have been missed)

However, the January 2020 Overview committee resolved this reference be deleted.

In February 2020, Cabinet resolved that Fireworks above 90 Db be added to the same clause.

On 4th March 2020, Cabinet resolved to send the issue back to Overview in light of the January decision to remove said clause.

However, the arrival of the pandemic put all these issues on the back burner and the disconnect between Cabinet and Overview positions was not resolved.

- 1.2 Additionally the Drones Policy itself is held up as we await the Commercial Aviation Authorities review of their current [Drone Flight regulations](#). The review has been delayed by the pandemic.

- 1.3 Together these issues are putting front line staff in an untenable position of not knowing whether the items, especially fireworks, are banned or not, with some members insisting that the February 2020 decision is binding, and others insisting that a ban cannot be implemented without a policy behind it. We also have little clarity to offer Town Councils and other applicants who wish to hold displays.

To recap the reasons why such a ban is proposed:

- 1.4 **Balloons:** Debris from balloon releases has increased 200% since 2007. Over the sea, they pose a serious hazard to marine life, getting trapped in the throats of sea turtles and dolphins causing them to either drown or starve. They also offer a serious entanglement hazard to seabirds.

If blown inland they become litter, with the obvious clean-up costs associated and pose a choking and entanglement hazard for livestock and wildlife.

The Marine Conservation Society is asking all local authorities to ban the mass release of helium balloons with 65+ councils already having done so.

In addition, Helium is a finite and increasingly scarce resource with many more serious demands, such as use as coolant in medical equipment and industrial applications. It is therefore irresponsible to allow it to be wasted on displays.

- 1.5 **Fire lanterns:** Have the same impact on Marine life and terrestrial wildlife / livestock as balloons, but also pose a significant fire hazard to property as was demonstrated by the serious fire at Dresden Zoo on New Year's Day 2020 in which 30 animals died.

East Devon has many thatched properties, boat yards with flammable sails and fuel, and an internationally important Heathland Complex at the Pebblebed heaths all of which are very vulnerable to fire damage.

- 1.6 **Fireworks:** The RSPCA via their [#bangoutoforder campaign](#) are asking for noisy fireworks to be banned at a national level, and asking all local authorities to prohibit their use from their land. Their surveys show that 62% of dogs, 54% of cats, and 55% of horses suffer distress during nearby displays. Additionally there is a substantial impact on wildlife, most pertinently for us, at Exmouth where we have an internationally important wintering bird assemblage of the Exe estuary, which are vulnerable to noise disturbance especially between September to December.

2 **Recommendation**

The connection between these items and Drone flight is tenuous at best since Drones are not a disposable item, nor a pyrotechnic, their only similarity being that they go up in the air and can cause disturbance.

Therefore, given the complexities around the Drone Policy and the urgent need to resolve this issue and honour the intention of the February Cabinet decision, it is recommended that instead of adding items to the Drone Policy, Cabinet are asked to approve a separate policy for Helium Balloons, Fire Lanterns and Fireworks (draft attached).

The key points being:

- The release of helium balloons from our land is prohibited (with an exception for exceptional circumstances such as weather balloons for scientific research).
- The release of fire lanterns from our land is prohibited.
- Fireworks displays on our land will only be permitted if they use only fireworks below 90Db (aka silent fireworks) as per the RSPCA recommendation and the 2020 motion.

Financial implications:

There are no apparent financial implications in the recommendations to comment on.

Legal implications:

There is no issue having separate policies and it is permissible for the Council to seek to control releases from our land in the way advocated.