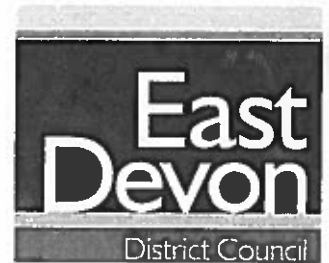


Date: 10 May 2010
Contact name: Diana Vernon
Contact number: 01395 517541
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Our Reference: DV



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To: Members of the Council
Chief Executive
Corporate Directors

Dear Sir/Madam

**Annual Meeting of the Council of the District of East Devon on
Wednesday 19 May 2010 at 6.30 pm**

You are called upon to attend the above meeting to be held in the Council Chamber, Knowle, Sidmouth. It is proposed that the matters set out on the agenda below will be considered at the meeting and resolution or resolutions passed as the Council considers expedient.

The Chairman invites Councillors, their partners attending the meeting and Honorary Aldermen to join him for a buffet following the meeting.

Yours faithfully

A handwritten signature in black ink, appearing to read "Mark Williams".

Chief Executive

Members of the public are welcome to attend this meeting.

- A period of 15 minutes has been provided at agenda item 4 to allow members of the public to raise questions.
- All individual contributions will be limited to a period of 3 minutes – where there is an interest group of objectors or supporters, a spokesperson should be appointed to speak on behalf of group.
- The public is advised that the Chairman has the right and discretion to control questions to avoid disruption, repetition and to make best use of the meeting time.

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

AGENDA

	Pages
1 Election of Chairman of the Council for the ensuing year.	Order of Proceedings
2 Appointment of Vice-Chairman of the Council for the ensuing year.	Order of Proceedings

- 3 The Chairman to invite the Father David James (Team Rector – Sid Valley) to lead the new Council in prayer and seek God’s guidance and blessing on its work.
- 4 Public question time – standard agenda item (15 minutes)
Members of the public are invited to put questions to the Council through the Chairman. (The process is set out in the front of the agenda).
- 5 To confirm as a true record the minutes of the meeting of the Council held on 14 April 2010. 6-12
- 6 Apologies.
- 7 To formally receive the report of the Returning Officer on the election on 6 May 2010 of Councillor Peter Burrows for the Seaton Ward of the District. 13
- 8 To advise Members of an Extra-Ordinary meeting of the Council to consider conferring the title of Honorary Alderman on Margaret Rogers.
- (The meeting to be held at 6.15 pm on Wednesday 28 July 2010 prior to the Ordinary meeting of the Council on that date).
- 9 To receive any announcements from the Chairman.
- 10 Election of Leader of the Council for the ensuing year.
- 11 Election of Deputy Leader of the Council for the ensuing year.
- 12 To appoint members (additional to the Leader and Deputy Leader) to the Executive Board [Articles 6.02 and 6.04 of the Constitution provide for 8 other Councillors (nominated by the Leader). The Portfolios to be held by some of the Board Members will be recommended by the Leader.
- 13a. To confirm which other Committees to establish for the municipal year. The proposed Committees are set out in Articles 7, 8 and 9 of the Constitution.
- 13b To decide the size and terms of reference of Committees. It is proposed that these are as set out in Articles 7, 8 and 9 of the Constitution.
- 13c To confirm the membership of the Standards Committee:
- Council representatives:
Chairman of the Council, Cllrs Geoff Chamberlain, Ann Liverton and Peter Bowden,
- and for a further term Independent representatives: Mr E Butt, Mr Ray Davison and Ms A Willan and Parish/Town Council representatives: Councillors S Pollentine and C Richards.
- (There is currently a Parish/Town Council representative vacancy)
- 13d To confirm the non District Council membership of the Housing Review Board for a further term:
- Tenant and/or Leaseholder representatives: Mr T Brown, Mr V Kemp, Mrs C Morrison, Mrs S Saunders and Mrs A Bickham.
- Independent Community representatives: Mr R Finch and Ms J Adkin

- 14 To consider the report of the Chief Executive 14-17
- (a) To decide the allocation to different political groups of seats to be filled by the Council in accordance with the political balance rules. (This does not apply to the Executive Board or the Standards Committee). 18
 - (b) To decide the allocation to different political groups of seats on Sub Committees, Advisory Panels/Forum to be filled by the Council in accordance with political balance rules. 19-20
 - (c) To agree all the proposed amendments to the Constitution including the scheme of delegations and changes in respect of access to information. 21-22
 - (d) To receive and note the annual reports of the Overview and Scrutiny Committees (Co-ordinating, Communities, Economy, Service Delivery/Performance) and of the Housing Review Board. 23-28
- The Chairmen of the Co-ordinating Committee and Housing Review Board are invited to address the Council on the work carried out during the year.
- (e) To receive the feed-back from Member Champions on key areas of work they have been involved with during the year and their future plans. 29-49

and approve the following recommendations:

- (1) (a) that the allocation to different political groups of seats to be filled by the Council be determined as follows in respect of Overview, Regulatory and other Committees.

Conservative Group	(41 Members) – 69.49%	(85 seats)
Liberal Democrats Group	(11 Members) – 18.65%	(22 seats)
Independents	(7 Members) – 11.86%	(15 seats)
Total		122
- (b) that the allocation of seats on individual Overview/Scrutiny, Regulatory and Other Committees be as set out on **Appendix A** to this report,
- (2) that for Sub-Committees, Advisory Panels/Forums the political balance be as set out on **Appendix B** to this report be agreed,
- (3) that the proposed amendments to the Constitution, including the Scheme of Delegations be approved as set out in **Appendix C** with the Chief Executive being given delegated authority to make consequential drafting amendments to the Constitution.
- (4) that the annual report of the Overview and Scrutiny Committees (Co-ordinating, Communities, Economy, Service Delivery/Performance) and of the Housing Review Board (**Appendix D**) be received and noted,
- (5) that the feedback from Member Champions on key areas of work they have been involved with, be noted, **Appendix E**

15	To appoint the Chairmen and Vice-Chairmen of Committees.	50
	The Chairmanship and Vice-Chairmanship of the Co-ordinating, Communities and Service Delivery/Performance Overview/Scrutiny Committees and the Chairmanship of the Overview/Scrutiny Economy Committee to continue to be held by members of the Conservative Group.	
	The Vice-Chairmanship of the Economy Overview/Scrutiny Committee to be held by a Member of the Liberal Democrats Group.	
	The Chairmanship of the Housing Review Board to be held by a member of the Conservative Group with the Board electing its Vice Chairman (see changes to Constitution at Appendix C).	
16	Appointment of Members to Committees, as Champions (nominations to follow), and Leader/Portfolio Holders' 'think tanks'.	51-54
17	Appointment of Panels, Forum and Joint Bodies.	55-57
18	Appointment of representatives on Outside Bodies.	58-60
19	To approve a programme of ordinary meetings of the Council, Executive Board and Committee Meetings for 2010/11	61-65

Note:

- Seating plan attached (Page 66)
- The Order of Proceedings for agenda items 1 & 2 is enclosed for Members of the Council.

Members remember!

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

EAST DEVON DISTRICT COUNCIL
Minutes of the Meeting of the Council held at
Knowle, Sidmouth, on Wednesday, 14 April 2010

Present:

Councillors:

Graham Liverton (Chairman)
Tony Reed (Vice Chairman)

Vivienne Ash	Peter Halse
David Atkins	May Hardy
Roger Boote	Stuart Hughes
Peter Bowden	Douglas Hull
Graham Brown	Ben Ingham
Derek Button	John Jeffery
Bob Buxton	David Key
Geoff Chamberlain	Ann Liverton
Iain Chubb	Stuart Luxton
Trevor Cope	Andrew Moulding
David Cox	Frances Newth
Andrew Dinnis	Barry Nicholson
Paul Diviani	Marion Olive
Christine Drew	Helen Parr
Vivien Duval-Steer	Bob Peachey
Jill Elson	Ken Potter
Malcolm Florey	Sara Randall Johnson
Ray Franklin	Philip Skinner
Chris Gibbings	Pauline Stott
Roger Giles	Brenda Taylor
Graham Godbeer	Ian Thomas
Pat Graham	Graham Troman
Mike Green	Mark Williamson
Steve Hall	Tim Wood

Also Present

Honorary Alderman David Scott

Officers:

Mark Williams, Chief Executive
Denise Lyon, Deputy Chief Executive
Peter Jeffs, Corporate Director
Karime Hassan, Corporate Director
Diccon Pearse, Corporate Director
Rachel Pocock, Head of Legal, Licensing and Democratic Services
Diana Vernon, Democratic Services Manager

Apologies

Councillors:

Ray Bloxham
David Chapman
Stephanie Jones
Eileen Wragg
Steve Wragg

Honorary Alderman Bernard Hughes

The meeting started at 6.30 pm and finished at 7.25 pm.

***62 Public question time**

Honorary Alderman David Scott drew Members' attention to a recent article in the Exmouth Journal in praise of former councillor Brian Worts who was working to promote sport in East Devon. He spoke about the importance of sports facilities for young people in East Devon. He said that getting pricing levels right was vital to avoid precluding young people from taking advantage of the sporting facilities available.

Councillor Vivienne Ash advised Members that she had attended the first meeting of the Joint Integration Committee (EDDC:SSDC) in Chard the previous week. She congratulated the Officers who had attended saying that they were well prepared and articulate and a credit to the Council. The Leader echoed these sentiments and spoke of the positive approach and good humour of Councillors and Officers from both authorities. She said that both East Devon and South Somerset District Councils had an appetite for working together to improve service delivery and achieve budget savings.

***63 Minutes**

The minutes of the meeting of the Council held 24 February 2010 were confirmed and signed as a true record.

***64 Retirement of Councillor Margaret Rogers**

The Chairman formally announced the retirement of Margaret Rogers (with effect from 24 March 2010). She had served as a Seaton Ward Member on this Council from 1982 until 1986 and 1995 until present. During her time on the Council, Margaret Rogers had served on a number of committees, notably Policy, Housing, Tourism and Transportation, Amenities, the Executive Board and Scrutiny. She had also served on a number of Sub-Committees, Forum and Outside Bodies with particular interest in those relevant to Seaton, Sustainability, Health and Housing. The Chairman had written to Mrs Rogers on behalf of the Council to wish her well and to acknowledge the positive work she had progressed for the benefit of East Devon and Seaton.

Councillor Chamberlain spoke of the service both Margaret Rogers and the late Noel Rogers had given to the Council and asked Members to consider conferring the title of Honorary Alderman at the appropriate time.

The Leader added that she had enjoyed the debates and good natured 'sparring' with Margaret Rogers.

***65 Honorary Alderman Dr Waterworth**

The Chairman was able to report that Honorary Alderman Dr Waterworth was better and had asked him to thank Councillors who had sent their best wishes; he said that the kind and thoughtful messages had been greatly appreciated

***66 Councillor Trevor Cope – London Marathon**

The Chairman advised that Councillor Trevor Cope was running the London Marathon on 25 April. Councillor Cope had sustained a shattered femur and broken arm in an accident in December 2008. Despite being told he may never run again, he had trained following reconstructive surgery and through sheer determination was ready to run the London Marathon.

Councillor Cope thanked the Chairman for his good wishes and the opportunity to speak to Council. He advised that he was running for a UK based medical charity, Merlin, which responded to international emergencies. He was gratified to be able to run again and warmly acknowledged the medical team who had made it possible.

The Member Development Champion praised Councillor Cope's courage and determination. The Leader added her support and best wishes.

***70 Long Service Awards**

The Chairman awarded Long Service Awards to the following East Devon District Council staff. He spoke of their individual careers and their valued contribution to the Council.

	Length of service	Section
Darren Lewis	10 years	Streetscene
Bridie Morton	20 years	Human Resources

***71 Thelma Hulbert Gallery**

The Chairman thanked and formally recognised the valued work of the Thelma Hulbert Gallery Volunteers and their contribution to the on-going success of the Gallery.

Councillor Ash, Member Champion, Culture, added that the formal recognition was well deserved and timely as the newly refurbished and extended Gallery was due to re-open shortly. She praised the work of the Gallery Manager, Angela Blackwell and her staff but said that the Gallery would not be as successful without the team of volunteers. She thanked everyone involved in the ongoing success of the Gallery.

The Chairman presented individual framed certificates to the volunteers.

***72 Customer Service Centre**

The Chairman formally congratulated EDDC's Customer Service Centre for achieving the national award for Customer Service Excellence which had been introduced to ensure that customer services were 'fit for purpose'. He advised that the Devon Customer Services Managers had got together to share best practice and work to achieve the award. The Chairman said that the accreditation was a significant and valued achievement and that EDDC's customer service was a credit to the Council.

The Member Champion – Customer Services added sincere thanks to Cherise Foster and her team. He outlined the challenges successfully faced by the Service Centre and the excellent service provided.

The Chairman presented the Customer Service Excellence award to Cherise and representatives from her team.

***73 South West Council's Member Development Charter**

The Chairman formally congratulated the Portfolio Holder – Resources, the Member Development Champion and EDDC Democratic Services Team who, working with all Councillors, had achieved the South West Council's Charter for Member Development. He said that Councillors should congratulate themselves on this achievement as the bid for Charter status had been initiated and progressed by Members. He said that the Council recognised that its elected Members were a valuable resource and that member development helped Councillors individually and collectively to meet challenges in a positive way for the benefit of those who live, work and visit this district.

He advised that the Charter had been officially presented to himself as Chairman of the Council and Councillor Ann Liverton as Member Development Champion at a ceremony, organised by South West Councils, in Bath last month. It was recognition of the hard work and dedication of Members and Officers in embedding a culture of continuous learning within the Council.

Councillor Andrew Moulding re-iterated the comments of the Chairman and praised Members for their commitment to the process. The Member Development Working Party met regularly and valued the support of the Member Development Champion. He thanked Diana Vernon, Chris Lane and Hannah Jarvis of the Democratic Services Team for their efforts in helping the Council to achieve this accolade.

Councillor Ann Liverton, Member Development Champion stressed the importance of making best use of the skills, knowledge and experience of elected Members. She said that the Charter had been achieved through effective team working between Members and Officers. When received, the debrief from South West Councils would be used as the basis for an action plan to help the Council grow from its current position of strength.

The Chairman presented the Member Development award to the Democratic Services Manager.

***74 Transport for your community across Devon 'Just Ask'**

The Portfolio Holder – Communities introduced and presented a short DVD 'Just Ask' which had been produced by Devon County Council in partnership with Community Transport Groups in Devon, including Ring and Ride, Wheels to Work and Voluntary Car Schemes. The aim of the presentation was to help market Community Transport. Councillor Jill Elson advised that Honiton and Exmouth and District Ring and Ride Services had been started 20 years ago and relied on support from local councils and volunteers.

The DVD outlined the range of community transport available which was referred to as 'a lifeline for local communities'. The host of transport solutions provided a vital link to communities and gave independence to people who used the services, particularly those in isolated rural communities and those who were unable to use public services. The initiatives were not only for people who were elderly and/or disabled but also provided access to work to young people through the scooter scheme. The vision of Community Transport Groups was for the services provided to be part of the mainstream transport sector.

The Chairman thanked Councillor Elson for drawing Members' attention to this work and for her valued involvement.

***75 Questions**

No questions had been submitted by Members of the Council pursuant to Procedure Rules No. 9.2 and 9.5.

***76 Minutes of Executive Board and Committees**

RESOLVED (1) that the under-mentioned minutes be received and the recommendations approved

Executive Board	Minutes	159-201
Development Management	Minutes	66-78
Planning Inspections	Minutes	13-16
Audit and Governance	Minutes	39-47
Standards	Minutes	82-86
Licensing and Enforcement	Minutes	17-23
Licensing and Enforcement Sub	Minutes	24-27

(2) that the under-mentioned minutes be received.

The Executive Board (minute 184) had noted or accepted the following Overview/Scrutiny Committees' recommendations with or without amendment.

O/S Co-ordinating Committee	Minutes	43-56
O/S Economy Committee	Minutes	18-27
O/S Service Delivery/ Performance	Minutes	35-42
O/S Communities	Minutes	29-39

Housing Review Board Minutes 52-64

(3) that the under-mentioned minutes be received.

(Due to timetabling, the minutes of the Special Economy Overview and Scrutiny Co-ordinating Committee, relating to Employment Land on the A3052 Corridor (held on 25 March 2010) had been referred direct to the Council for consideration.)

Economy O/S Committee Minutes 40-42

Arising from consideration of the above minutes:-

a) Revised Redundancy Policy and Procedure (Executive Board Minute 179 refers)

Additional changes had been made to the revised redundancy policy resulting from further negotiations with Unison (change of weeks' multiplier from 2 to 3 with the overall reduced maximum of 60 weeks). The Executive Board had recommended that the revised Redundancy Policy and Procedure include this negotiated change and take effect from June 2010.

RESOLVED that the revised Redundancy Policy and Procedure (as recommended by Executive Board minute 170 and as amended by Executive Board minute 179) be approved and take effect from June 2010.

Arising from consideration of the above minutes (cont)..

- b) Local Development Framework – Progress and Key Issues - (Overview and Scrutiny Co-ordinating Committee Minute 47 refers)

Councillor Roger Giles referred specifically to the Committee's decision to support the principle of an urban extension at Pinhoe and its recognition that the capacity of the B3181 through Pinhoe to accommodate additional traffic was a constraint to the level of housing development. He asked the Council to press for improved rail services and a passing loop at Broadclyst and Whimble. Although he acknowledged the value of the Axminster passing loop he emphasised that improvements needed to be made to local services.

The Leader re-iterated the importance of the passing loop at Axminster and the now hourly service to London. However services locally were poor and the next stage was to push for additional passing loops, increased capacity and improved services for East Devon's rail network.

- c) Service Delivery/Performance Overview and Scrutiny Committee

In presenting the minutes of his Committee, the Chairman, Councillor Steve Hall, thanked his Vice-Chairman, the Committee and Officers for their support in his first year as Chairman.

- d) Communities Overview and Scrutiny Committee

In presenting the minutes of her Committee, the Chairman, Councillor Helen Parr, thanked Councillor Mike Green for raising the item on play facilities for children and young people across Devon which had led to an interesting and useful debate which the Committee would further progress.

- e) Corporate Governance Activity report (Audit and Governance Minute 45 refers)

Councillor Ken Potter, Chairman, advised Members that external audit and the Audit Commission were directing Councils to be more aware of risk. Councillors and Officers were asked to regularly monitor and review risk and mitigate risk as it applied to the corporate and operational responsibilities of the Council. Step by step instructions had been circulated to Members to access the Corporate Risk Register on the Members' page of the Council's web site as a way of increasing their awareness. Councillor Potter thanked Diccon Pearce, Corporate Director and Tanith Cox, Audit Manager, for bringing the document up to date.

***77 New Growth Point – up-date**

Councillor Ray Franklin, Portfolio Holder Strategic Planning and Regeneration gave Members a brief up-date on the New Growth Point Development at the western side of the district. He said that the Section 106 Agreement in respect of Cranbrook and the New Growth Point was due to be finalised in June and that development was then scheduled to start in September. He advised that developers involved had embraced innovations including the Combined Heat and Power Plant. He felt that the Council should be proud of the progress made. He thanked Councillors for their support and particularly referred to Councillors Paul Diviani, Andrew Dinnis, Derek Button and members of the Development Management Committee.

***77 New Growth Point – up-date (cont)..**

Councillor Button expressed his concern about the steady increase in the number of dwellings proposed for the new community although he recognised that this was as a result of Government pressure and the need to protect the rest of the district from large scale development. He said that the battle to protect the green 'wedge' at Pinhoe had been unsuccessful and that this would be a great loss to the local area.

The Chairman echoed Councillor Franklin's comments and appreciated the efforts being made to achieve the best for East Devon.

(The Leader declared a personal interest as an employee of Flybe based at Exeter Airport due to reference to the airport being made during discussion on the New Growth Point Development).

***78 Local Development Framework Panel**

Councillor Graham Brown advised that it was with regret that he had decided to step down from position of Chairman of the Panel but that it was appropriate in view of his additional responsibilities since taking on the Chairmanship of the recently established Rationalisation Panel.

RESOLVED that Councillor David Key be elected Chairman of the above Panel in place of Councillor Graham Brown (who will remain a Panel Member).

Chairman

Date.....

DECLARATION OF RESULT OF POLL

East Devon

Election of a District Councillor for

Seaton
on Thursday 6 May 2010

I, Mark R. Williams, being the Returning Officer at the above election, do hereby give notice that the number of votes recorded for each Candidate at the said election is as follows:

Name of Candidate	Description (if any)	Number of Votes*
BURROWS, Peter Warwick	Liberal Democrats	2414 Elected
MEAKIN, John Freer	The Conservative Party Candidate	1795

* If elected the word 'Elected' appears against the number of votes.

The number of ballot papers rejected was as follows:	Number of ballot papers
A want of an official mark	
B voting for more Candidates than voter was entitled to	
C writing or mark by which voter could be identified	
D being unmarked or wholly void for uncertainty	102
E rejected in part	
Total	102

Vacant Seats: 1

Electorate: 6091

Ballot Papers Issued: 4311

Turnout: 70.78%

And I do hereby declare that

Peter Warwick Burrows

is duly elected.

Dated Friday 7 May 2010

Mark R Williams
Returning Officer

Annual Meeting of the East Devon District Council on 19 May 2010

Report by the Chief Executive on:

- Part A – Allocation to different political groups of seats on Overview, Regulatory and other Committees in accordance with the political balance of the Council.**
- Part B – Allocation of seats on Sub-Committees, Advisory Panels/Forum in accordance with the political balance of the Council.**
- Part C – Agree proposed changes to the Constitution**
- Part D – To receive and note the annual reports of the Overview and Scrutiny Committees including the Housing Review Board**
- Part E – To receive the feed-back from Member Champions on progress to-date, key achievement and future action.**

Part A

Allocation to different political groups of seats on Overview, Regulatory and other Committees in accordance with the political balance of the Council.

1 Introduction

The Local Government and Housing Act 1989 (Sections 15-17) has implications in respect of the representation of political groups on Committees, Sub-Committees of the Council and on specified joint bodies. A political group is treated as constituted when there is delivered to the Chief Executive the requisite notice signed by two or more members of the Council who wish to be treated as a political group.

The Council is required at each Annual Meeting of the Council (or as soon as practicable afterwards and at such other times as detailed in regulations) to review the representation of political groups on Committees, Sub-Committees and specified joint bodies.

The Council must as soon as practicable after such review, determine the allocation to different political groups of seats to be filled by it. Appointments must then be made to give effect to political groups' wishes as to who is to be appointed to the seats to be allocated to each group.

The Council decided (at Policy Committee Min No 29 of 10.10.90) that the review is carried out at each such Annual Meeting (and at such other times as required by the relevant regulations) and a determination then be made as to the allocation to different political groups of seats to be filled by the Council.

2 Scope of Sections 15-16 of the 1989 Act

The above provisions affect appointments to Committees, Sub-Committees and specified joint bodies.

It is not a legal requirement for the political balance rules to apply to the Executive Board. The Constitution provides for the Executive Board to consist the Leader, Deputy Leader and 8 other members. The Leader has decided that the Board shall be constituted by 8 members of the majority party plus the Leaders from the Liberal Democrats and Independents Groups. In addition the political balance rules are applied to some advisory panels/forums but not to appointments to outside bodies.

Part A

Allocation to different political groups of seats on Overview, Regulatory and other Committees in accordance with the political balance of the Council.

2 Scope of Sections 15-16 of the 1989 Act (cont)..

Further details are set out below but, broadly, allocations of seats on Committees and Sub-Committees need to be in proportion to a political group's representation on the Council. For ordinary Committees and Sub-Committees, the general rule is (the Standards Committee being an exception) that Section 15(4) and (5) provides for the following principles to apply as far as reasonably practicable:-

- (a) All the seats on a Committee/Sub-Committee or a joint body must not be allocated to the same political group.
- (b) Any political group which has a majority on the full Council must be allocated the majority of seats on each Committee, Sub-Committee and joint body.
- (c) Subject to the two principles in (a) and (b) above the number of seats, in total, for all the ordinary Committees allocated to each political group must bear the same proportion to each group's proportion on the full Council.
- (d) Subject to the three principles in (a) to (c) above, the number of seats on each Committee, Sub-Committee and joint body must be allocated to each political group in proportion to the political group's membership of the Council.

3 A Review of Representation of Political Groups on Committees and Sub-Committees

(a) Overview, Regulatory and Other Committees

The current Committee Structure approved at the 2009 annual meeting of the Council is of 1 Overview and Scrutiny Coordinating Committee (21 seats), 1 Housing Review Board (5 Councillor seats) and 3 Overview/Scrutiny Committees (Communities, Economy and Service Delivery/Performance (10 seats each) and includes the following Regulatory and other Committees:

Licensing and Enforcement (15 seats), Development Management (16 seats), Planning Inspections (8 seats), Employment Appeals, (7 seats), Audit & Corporate Governance (8 seats), Interviewing – Corporate Directors (7 seats), Joint Integration Committee (EDDC:5 seats).

The allocation of the total of 122 seats on all of these Committees between 59 Members of the Council is as follows:-

Conservative Group (Members)	69.49%	85
Liberal Democrats Group (Members) –	18.65%	22
Independents Group (Members) –	11.86%	15
Total seats		<u>122</u>

The allocation of seats on Overview/Scrutiny, Regulatory and Other Committees between political groups is as set out on **Appendix A** to this report.

The Constitution also provides for a Standards Committee but the political balance rules do not apply to this Committee.

(b) Interviewing Committee (Corporate Directors)

In addition to the Committees set out in the Constitution, it is proposed that the above Committee of 7 Members again be appointed.

(c) Licensing

Under the Licensing Act 2003 it is a legal requirement for the Council's Licensing and Enforcement Committee to have a membership of between 10 and 15. The Gambling Act 2005 gave this Committee new responsibilities in regulating gambling.

It is proposed that the arrangement agreed last year of having one Licensing Sub-Committee only be continued. Membership of the Sub-Committee to comprise 3 members of the Licensing and Enforcement Committee empanelled by the Head of Legal, Licensing and Democratic Services as and when required

4 Determining the Allocation to different Political Groups of seats to be filled and appointments to give effect to Groups' wishes

By virtue of Section 16(1) of the 1989 Act the Council must as soon as practicable after determining the allocation to different political groups of seats to be filled by it on any body to which Section 15 above applies (or after a subsequent vacancy on such a body) make appointments to give effect to political groups' wishes as to who is to be appointed to the seats allocated to the group.

5 Development Management and Planning Inspections Committees

Membership is 16. Ward Members who are also members of the Development Management Committee have the right vote in respect of applications within their own Ward. Ward Members who are not members of the Development Management Committee can speak on applications in their own ward but are not entitled to vote

A similar arrangement is in place in respect of the Planning Inspections Committee which considers planning applications and other matters where the Development Management Committee has been unable to reach a decision without a site inspection. Membership is drawn from members of the Development Management Committee including the Chairman of Development Management and Portfolio Holder – Strategic Planning and Regeneration. Ward Members who are not members of this Committee will be entitled to speak at the Committee meetings on applications within their own Ward, but not to vote. Council has previously agreed that members of the Development Management Committee can be appointed to act as appropriate substitutes for the permanent members of Planning Inspections as required.

Part B – Allocation of seats on Sub-Committees, Advisory Panels/Forum in accordance with the political balance of the Council.

The political balance rules are applied to Sub-Committees, Advisory Panels/Forum as shown at **Appendix B**.

Part C – Agree proposed changes to the Constitution.

To agree the proposed amendments to the Constitution including the scheme of delegations - **Appendix C**.

Part D - To receive and note the annual reports of the Overview and Scrutiny Committees, including the Housing Review Board.

Article 7.03 (d) requires the Council's Overview Committees to report annually to full Council on their workings and make recommendations for future work programmes and amended working methods if appropriate. These reports are set out at **Appendix D**.

Report by the Chief Executive (cont)..

Part E - Feed-back from Member Champlons on key areas of work

To receive an up-date on work carried out and planned by the individual Member Champions. The reports also included an indication of future plans. They are set out at Appendix E

RECOMMENDED (1) (a) that the allocation to different political groups of seats to be filled by the Council be determined as follows in respect of Overview, Regulatory and other Committees.

Conservative Group	(41 Members) – 69.49%	85
Liberal Democrats Group	(11 Members) – 18.65%	22
Independents	(7 Members) – 11.86%	15
	Total	122

(b) that the allocation of seats on individual Overview/Scrutiny, Regulatory and Other Committees be as set out on Appendix A to this report,

- (2) that for Sub-Committees, Advisory Panels/Forums the political balance be as set out on Appendix B to this report be agreed,
- (3) that the proposed amendments to the Constitution, including the Scheme of Delegations be approved as set out in Appendix C with the Chief Executive being given delegated authority to make consequential drafting amendments to the Constitution,
- (4) that the annual reports of the Overview and Scrutiny Committees, including the Housing Review Board (Appendix D) be received and noted,
- (5) that the report on the work of the individual Member Champions be noted,

MEMBERSHIP OF COMMITTEES

APPENDIX A

Number in Group % of Council Membership	21 seats: Overview/ Scrutiny Coordinating Committee	30 seats (3x10): Overview/ Scrutiny Committees: > Economy > Service delivery/ performance > Communities	5 seats: Housing Review Board	16 seats Develop- ment Manage- ment	8 seats Planning Inspections	8 seats Audit and Govern- ance	5 seats Joint Integration Cttee EDDC: SSDC	7 seats Interview (Corporate Directors)	7 seats Employ- ment Appeals	15 seats Licensing and Enforce- ment	122 Total seats
41 Cons (69.49%)	15	7 (Economy) 7 (Service delivery/ performance) 7 (Communities) –	3	11	6	6	3	5	5	10	85
11 Lib Dems (18.65%)	4	2 (Economy) 2 (Service Delivery) 2 (Communities)	1	3	1	1	1	1	1	3	22
7 Indeps (11.86%)	2	1 (Economy) 1 (Service delivery/ performance) 1 (Communities)	1	2	1	1	1	1	1	2	15

The following member bodies are not shown on the above table:

- For the **Executive Board**, it is not a legal requirement for the political balance rules to apply. Membership of the Board in 2009/10 comprised 8 Conservatives (7 of whom were Portfolio Holders – Strategic Planning and Regeneration, Environment, Communications, Communities, Economy, Resources and Streetscene) and the Leaders of the 2 Opposition Groups – Liberal Democrats and Independents.
- The political balance rules do not apply to the **Standards Committee**.

Note: The **Planning Inspections Committee** currently consists of 8 Members (comprising the Strategic Planning and Regeneration Portfolio Holder, the Chairman and Vice Chairman of the Development Management Committee and 3 other Conservative Members, 1 Liberal Democrat and 1 Independent Group Members of the Development Management Committee).

2010/11

	Largest Group	Other than Largest Group	Total
Advisory Panels/Steering Groups			
Asset Management Forum	3		3
Axe Valley Sports Centre Advisory Forum	2	1	3
Broadclyst Sports Hall Advisory Forum	2	1	3
Colin Tooze Sports Centre Advisory Forum	2	1	3
Colyton Grammar School Sports Centre	2	1	3
Community Fund Panel	4	2	6
Corporate Risk Management Group	4		4
Disciplinary Panel	2	1	3
East Devon Business Forum	3	1	4
East Devon Floods Recovery Group	11	2	13
East Devon Indoor Tennis Centre	2	1	3
Elizabeth Hall Advisory Forum	2	1	3
Exmouth Pavilion Advisory Forum	2	1	3
Exmouth Sports Centre Advisory Forum	2	1	3
Honiton Sports Centre Advisory Forum	2	1	3
Local Development Framework Panel	4	2	6
Manor Pavilion Theatre and Arts Centre Steering Group	1		1
Member Development Working Party	4	2	6
Rationalisation Panel	5	1	1
Rates Consultation Forum	4	2	6
Seaton Town Hall Advisory Forum	2	1	3
Sidmouth Sports Centre Advisory Forum	2	1	3
Sidmouth Traffic Forum	3		3
Thelma Hulbert Gallery Advisory Forum	1	2	3

Joint Bodies			
East and Mid Devon Community Safety Partnership	3 plus substitute		3
East Devon Highways & Traffic Orders Cttee	3		3
Exmouth and Seaton Jurassic Coast Interpretation Centres (Board of Trustees)	1		1
Exmouth and Seaton Regeneration Programme Boards (plus 3 local EDDC Councillors)	2		2
Joint Integration Committee (EDDC:SSDC)	5		5
Leisure East Devon	2		2
Local Joint Panel	4	1	5
Recycling and Refuse Partnership Board	3	2	5

1. Officer delegations

Responsibilities at director level for Streetscene and Planning/Building control have recently changed.

Recommendation:

The Constitution be updated to reflect changes in director/head of service responsibilities already agreed.

2. E-petitions

The Council is required to have an electronic petition facility in place for 15 December 2010. A paper scheme must be ready for 15 June 2010. Guidance on electronic petitions has been issued by the government. E-petition data standards are to be published by the government.

Recommended:

Article 3.01 a) – Citizens Rights - voting and petitions - be amended to reflect the new legal rights and to note where Council's scheme may be found, once made.

3. Terms of office of Standards Committee independent and parish councillor co-opted members.

Currently the Standards Committee terms of reference provide for independent and parish council members to normally be appointed for three years with a further extension of up to three years. Standards for England guidance suggests a maximum of two four year terms but leaves it to local discretion.

There have been many recent changes in the standards regime over the last three years including local investigation and assessment. The committee's current chair and most experienced parish council member are due to stand down, having served 6 years. It is considered it would be in the council's interest to ensure continuity at this stage and allow these, and other members to give up to eight years' service in future. [Note: in any case all membership will be subject to annual Council approval]

Recommended:

That Article 9 be amended to provide that independent and parish council members may serve for up to two terms of four years.

4. Appointment of chairmen and vice chairmen – Overview and Scrutiny Committees

Currently all the chairmen and vice chairmen of Overview and Scrutiny committees are appointed at annual Council, with the exception of the Housing Review Board, which currently elects its own chairman. The leadership of the Board at strategic level will be a critical and significant challenge in the forthcoming year. For example, new government proposals on the future of housing finance mean the chairman's workload and

responsibilities will increase. Executive Board relies heavily on the policy and advisory work carried out by the Housing Review Board. The Board has recently discussed future chairing arrangements and there was no overall agreement as to the best model.

The chairman will need to work with tenant/leaseholder representatives, community representatives and councillors towards a common understanding of options available, and outcomes which serve long-term community interests, rather than sectional interests. How well the Board performs over the next couple of years may impact on external assessment of its competence, which in turn may affect funding and choice available to the Council. This is not intended to undermine arrangements for tenant scrutiny which are in any case to be developed further. As a separate issue, the option remains to give the HRB the power to appoint its own vice-chairman if Council wished to do this.

Recommended:

Council appoint the chairman of the Housing Review Board at Annual Council, and consideration be given to the Board appointing its own vice chairman.

5. Update of Members' Planning Code of Good Practice

A new version is now available, taking into account the Code of Conduct changes introduced in 2007 and it is recommended the Constitution be updated. It is also recommended that any issues which affect officer planning applications, or which sit better within the Code of Conduct for employees, should be located within the officer Code for ease of reference.

Recommended:

The Members' Planning Code of Good Practice be updated with the revised version and the Code of Conduct for employees updated with the material relating to officer conduct.

6. Minor and/or consequential amendments

Minor and/or consequential amendments will be needed to the Constitution to implement the changes in this report, and to give effect to on-going changes in the legislative framework, and to ongoing changes, including councillor details.

Recommended:

The Chief Executive be given authority to amend the Constitution in line with this report and to keep it updated to reflect minor/ consequential amendments required by legislative change.

Rachel Pocock

Head of Legal, Licensing and Democratic Services

May 2010

May 2009 brought a change of committee structure, replacing the Scrutiny and Corporate Overview Committees with four new Committees covering both the elements of scrutiny and the overview of future policy.

The broad remits of the four Committees are:

Overview & Scrutiny Co-ordinating

- Developing partnership working, helping to achieve integrated Devon service delivery;
- Achieving savings through remote working with neighbouring authorities;
- Working with parish councils, Police, Fire and the Primary Care Trust;
- Comprehensive Area Assessment issues;
- Local Strategic Partnership commissioning;
- Crime and Disorder.

Communities Overview & Scrutiny

- Affordable housing, housing availability;
- Urban, rural and Safe Communities;
- Developing, reviewing and monitoring the effectiveness of the Council's work on equality and diversity;
- Developing and implementing the community empowerment visions;
- Scrutinise community engagement and empowerment initiatives and governance arrangements, with input from communities to drive improvement.

Economy Overview & Scrutiny

- Recession recovery;
- Town services and High street future;
- Skills and training;
- School provision for leavers and achievers; further education provision;
- Property based decisions;
- Local government association issues.

Service Delivery and Performance Overview & Scrutiny

- Focus on the right sized establishment;
- Monitoring progress of systems thinking reviews;
- Monitor on-target delivery

Each Committee has worked hard to encourage full participation with the new arrangements, establishing strong links with both Portfolio Holders and Member Champions. Chairmen and Vice-Chairmen of each committee also meet informally on a regular basis to debate issues, progress and assessing the workload of each Committee. The Committees have tackled a number of issues relating to some of the Council's Corporate Priorities.

Affordable Homes

Affordable Housing Interim Policy

Identified as an area needing attention in the Comprehensive Area Assessment, the Communities Committee considered an interim policy for delivering more affordable housing, and other measures to help bring more affordable units forward. The policy was recommended to the Development Management Committee who subsequently agreed to put it in place.

Local Development Framework

Member concern about LDF progress prompted a review by the Co-ordinating Committee. As a result, there is now a better understanding of the work of the LDF Panel, the vision for the District and the work needed to reach the goal of a core strategy that will meet inspection but crucially meet the needs of the District. The Committee also gave their view on the emerging spatial vision for the District and on the emerging housing figures for the District in the core strategy.

Thriving Economy

Rural Business Survey

Survey results confirmed the view that training opportunities for small rural businesses were few, and Members debated how improvements could be made to offer better opportunities, including what could be offered from the District Council.

Better links with Business Representatives

Representatives from business groups and Chambers of Commerce were invited to present their issues of concern to the Economy Committee. Issues such as car parking charges and the level of business rates were hot topics for many of the areas represented.

Local Development Framework

Members were in agreement that the employment land allocated in the core strategy was sufficient, and were keen to prevent any over-provision of employment land on the A3052 corridor – both to protect the existing environment and to ensure employment is delivered at the settlements in the District.

Safe, Green and Clean Environment

Crime and Disorder

Joint arrangements to run alongside the existing Community Safety Partnership (CSP) have been put in place, to monitor the work of the CSP by both East Devon District Councillors and Mid Devon District Councillors. This is in the form of the East and Mid Devon Crime and Disorder Scrutiny Panel, who will meet at least twice a year, and feedback to the Co-ordinating Committee.

Excellent Service for our Customers

Systems Thinking

Performance Measures Reports resulting from the systems thinking reviews are regularly considered by the Service Delivery & Performance Committee. Each of the services involved so far; Development Management, Housing Benefits and Housing have changed the way they work and continually monitor their performance, comparing it against the previous quarter's data. In the past year each of the three service areas have enjoyed considerable improvement. Preventable demand in the Customer Service Centre is also regularly monitored, particularly in respect of the waste handling contract roll-out.

Quarterly Monitoring

Improvements have been made to the presentation of the information on monitoring, in conjunction with Members, to provide reports that make problems quickly identifiable, and actions to rectify made clear.

Comprehensive Area Assessment

Securing a positive assessment for future years has promoted related work with all the Committees in looking at the key strategies and documents used by the Audit Commission to assess the Council's progress. This work will continue for the next civic cycle, working as closely with the Lead Auditor, Martin Green, as possible to pinpoint the evidence needed to provide to future assessments. There will be particular focus on the Local Area Agreement in the coming months. The results from the Place Survey will also drive some work for all of the Committees in the next civic cycle.

Other Areas

Other work by the Committees during the year has included:

- Business Tenants Survey, looking at ways of addressing the need for small and medium sized units;
- Review of Health & Health Equality policy, with principles agreed relating to the Council's role to play in health; The Communities Committee was consulted on the "New Horizons" document by the Department of Health on the future approach to mental health, hearing debate from the NHS Partnership Trust. Aspirations of the Council's role in mental health awareness were debated and subsequently taken on as the Council's agreed position;
- Charging for pre-application advice and the level of charges against the type of application. The Executive Board recognised that charging would help to find improvements to the service and recommended a charging regime;
- Taking a first look at Asset Management, with a view to future monitoring of the Asset Management Plan in future months. A new Member Champion for Asset Management was agreed at full Council as recommended by the Co-ordinating Committee;
- Reviewing the Licensing Policy;
- Rural Manifesto debate to establish the Council's position in order to inform both the LDF and the Council's core aspirations for Rural Communities;
- Debate on the Government consultation paper on Planning Policy Statement (PPS) 4: Planning for Prosperous Economies;
- Review of the East Devon Business Centre and exploring links with the Exeter Science Park, which will continue in the next civic year;
- Monitoring delivery of the Economy and Development Service Plan, with focus on how to secure funding for the New Growth Point Delivery Team;
- Reviewing actions taken as detailed in the Children's Play Strategy, looking at facilities across the District and how to assess their worth to young people, as well as how to better promote them;
- Receiving presentations from Member Champions through the year has resulted in a better understanding of their role, with suggestions on their future direction and raising their profile;
- Supporting the move towards a town centre manager for Seaton, whilst recognising the local interest in a scheme to run Seaton Town Hall as a community facility in partnership with the Council as landlord of the hall.

In summary, the Committees have responded well to the challenge of a new remit and are in a strong position to continue the work needed to monitor delivery against the Council's corporate priorities.

Annual Report of the Housing Review Board 2009/10

May 2009 brought a change of Chairman to the Board, with Ted Brown as Chairman and Councillor Douglas Hull as Vice-Chairman.

Words from the Chairman

"The year has been a busy time for the Housing Review Board, we have considered some 42 reports. The uncertainties, due to the General Election, the appointment of a new Regulator for Social Housing, and the Review of Council Housing Finance, have all played their part. We look forward to the possibility of being able, once again, to build homes for those who cannot afford to buy on the open market, or rent at commercial rates. A home to live in, and if desired, in which to raise a family is a basic requirement within any civilised society. I say homes, not houses or dwellings, because they need to be 'fit for purpose' to be designed and appropriate, for living in the 21st century, in communities that are safe to live in and have the amenities that a well regulated community should provide. The HRB is committed to raising standards, increasing Tenant choice, ensuring 'value for money' and continually improving the services that Housing and Social Inclusion should provide.

My thanks go to the Officers, Councillors and Tenants who co-operate with the Board making it possible to achieve its objectives."

The Board

The remit of the Board covers:

- Advising the Executive Board on the Council's landlord activities and functions affecting tenants and leaseholders;
- Maintaining an active involvement in the on-going review of the options for the future ownership and management of Council owned homes, and make recommendations;
- Promoting good practice and oversee Service improvements;
- Monitor performance on core housing management activities and report to the Executive Board;
- Preparation of the Housing Revenue Account budget and business plan;
- Promoting tenant and leaseholder involvement and implementation of the Tenant Compact;
- Consulting with the Tenant and Leaseholder Customer Panel;
- Encouraging good practice in relation to equality and diversity issues, and ensure that the needs of vulnerable tenants are satisfied.

The Board has continued in its role of monitoring throughout the year, liaising with the Tenant and Leaseholder Customer Panel (TaLCP) as appropriate, with particular focus on the following key areas:

Sheltered Housing Review

An extensive review of each sheltered housing scheme was undertaken by a Task and Finish Forum, establishing an effective scoring system with regard to location, popularity and size. Each scheme was visited and valuable input from support staff helped the TaFF score each one. This led to a proposed schedule of properties deemed suitable for decommissioning over a 1, 3 or 5 year programme. In the coming civic year, work will continue to establish cost and legal implications of the decommissioning process.

Devon Home Choice

The regional choice based lettings scheme went online for most Devon authorities in December 2009. The Board have been regularly updated on the progress in implementing the scheme and debated methods for individuals to make their applications. The flexibility of the system in providing information and reporting has been demonstrated to the Board, along with the "front end" of the system that an applicant would view once registered. Issues raised on registering by the Board have been fully considered, and options and assistance available to applicants made clear. Concerns raised by members of the TaLCP on the preferred method to join the register have been addressed and measures are being implemented, including to offer a paper application as an alternative to the online application, and publishing information on how to register and what information is needed to complete the application.

Bid for Social Housing Grant

The Board gave their support to bids for Social Housing Grants from the Homes and Communities Agency. Four bids for building properties at Normandy Close in Exmouth, Churchill Court in Lypstone, and Heals Field and Waggs Plot in Axminster would collectively provide 17 homes, but required a significant level of borrowing from the Council's Housing Revenue Account. The bids were successful and work begins from the end of April, with completion within a year.

Millwey Rise Community Centre

A working party had originally been set up to look at future options for the community centre at Millwey Rise. The Board have been kept informed of the progress of the working party, which had now extended its remit to also look at the proposals of the local Football Club and moving a play area to a more suitable location. The Board is keen for the running costs of the centre to continue to be met by the Council and continues to support the work of the working party in reaching solutions to the needs of the community.

Reform of Council Housing Finance

July 2009 brought a consultation paper on the reform of council housing finance, to move away from the ring fenced Housing Revenue Account system and subsidy regime. In response to lobbying, the government had indicated a willingness to reform and issued the paper covering the freedoms and flexibilities from the current HRA accounting rules; but with both options presented, involving local housing authorities taking on part of the national housing debt. The Board were disappointed with the proposals set out in the consultation paper, preferring to respond that the debt should be written off rather than redistributed to other authorities. A prospectus, entitled "Council Housing: a real future" was published in March 2010 and considered by the Board in April. The Board held concern about the proposals and will consider robust financial advice before making a recommendation on a response to the prospectus, which will be put to the Executive Board and Council.

New regulatory framework for social housing by the Tenant Services Authority

The Tenant Services Authority (TSA) was set up in December 2008 as a result of the Housing and Regeneration Act 2009. The TSA consulted nationally back in November 2009 on how they proposed to regulate social housing, by developing a set of standards with a goal of raising the standards of services for social housing tenants. The Board considered the proposed ten principles of regulation offered by the TSA and agreed a response to the consultation, including their concern about negative housing subsidy. The Board were also keen to start preparation for the new regulations that came into force from April 2010. The regulatory framework has now been published, and the Board will work closely with the Housing Strategy Unit and tenants in establishing how the framework will be implemented locally.

Introductory Tenancies

The Board considered the use of Introductory Tenancies under Section 124 of the Housing Act 1996. Introductory Tenancies operate for the first 12 months of a tenancy and at the expiry of this period the tenancy 'matures' to a secure tenancy. At the time of 'signing up' a new secure tenancy, a limited amount of information is available to housing staff about the tenant and their household. In many instances it is not until after the new tenant has moved in and a subsequent breach of tenancy is reported that the Council becomes aware of behaviour that is unacceptable. Experience shows that most new tenants who are likely to breach their tenancy agreement in some way will do so within a short period of time. Introductory tenancies give the landlord the opportunity to deal effectively with breaches of tenancy conditions within the first 12 months of the tenancy without recourse to a protracted legal process.

Equality and Diversity

The Board has closely monitored improvements in the Housing service in relation to equality and diversity issues. The Audit Commission's recommendations included improving the sensitivity of the service to the diversity of tenants, which has been achieved by updating the existing Racial Equality policy to comply with current standards, and undertaking a tenant profiling exercise. A Managers statement on diversity has also been adopted.

Tenant Scrutiny

The Board considered two reports on the concept of tenant scrutiny, an independent function from the Housing Review Board to scrutinise both the Housing Service and the Board itself. Good practice from the Chartered Institute of Housing has been considered and the Board has agreed for a Scrutiny Panel to be initiated, comprising of tenant members. A review of tenant participation will be undertaken alongside preparing and recruiting that panel.

Systems Thinking Review

Regular updates on progress of the systems thinking review of the Housing Service have been made to the Board throughout the year. The Board has been impressed with the work undertaken by the Service in redesigning, experimentation and evaluation of the service.

Benchmarking

Using the HouseMark benching product, the Housing Service could now regularly report to the Board on comparison data relating to cost, resource and performance against 41 other authorities. The process allows easy identification of issues and points to authorities which perform better, who may have examples of good practice to learn from.

Review of the Housing Review Board

A self assessment evening of the Board was held on 27 April 2010, looking at the Board's strengths, weaknesses, opportunities and threats and how to develop positive elements to improve effectiveness.

Other issues reviewed by the Board during the year included:

- Review of communal cleaning and caretaking following increased complaints and Audit Commission recommendations;
- Monitoring of the Housing Revenue Account, with a review planned in the next civic term;
- Review of improvement works for St. Pauls, Heathpark;
- Regular monitoring of letting void properties;
- Adopting new proposals for dealing with tenancy fraud;
- Considering erosion risk to council properties in Tipton Vale;
- Acknowledgement of the continued good service from the Estates Management Team.

<p>Member Champion – Asset Management Name: John Humphreys</p>
<p>Key activities involved with since 2009 annual council/appointment</p> <p>Appointed Champion in December 2009 and is still learning the role.</p> <p>Now a member of the Asset Management Forum which meets regularly. The Forum chaired by the Portfolio Holder – Resources continues progress the assessment of the value (to the community, to the business community and to the Council) of the Council's assets and considering how these can best be used for the benefit of the district.</p>
<p>Conferences/Workshops - if attended and their benefits</p> <p>Attends the meetings of the Asset Management Forum.</p>
<p>Partnership Working:</p> <p>Works in partnership with the Portfolio Holder – Resources and Principal Estates Surveyor in respect of asset management issues. Also liaises with Head of Housing and Social Inclusion (housing matters) and Licensing Team (licensing matters).</p>
<p>Future plans – what are your aims/work programme for the year to come:</p> <p>Aims to continue to learn more about Asset Management and develop the role of Member Champion for Asset Management.</p>

**Member Champion – Business
Name: Malcolm Florey**

Key activities involved with since 2009 annual council/appointment

Specific overarching focus and activity to be a member of the team working to deliver, as part of the Corporate Strategy, a “Thriving economy”. This with clear links to the remaining six corporate objectives.

- Attending meetings of the Economy Think Tank.
- Attending Economy Portfolio holders briefing sessions.
- Member of the Overview/Scrutiny – Economy Committee.
- Close working relationship with Nigel Harrison, the Council’s Economic Development Manager.
- Attending meetings of the East Devon Business Forum.
- Attending meetings of the Local Development Framework panel to contribute to the strategic discussion. [Not a member].
- Monitoring weekly planning application lists and passing comments to the Economic Development Manager on those with a business focus.
- Attending meetings of the Development Management Committee to speak on business applications.
- Being accessible to Members who have issues or views on business development in their Wards.
- Member of the Exeter and Heart of Devon Employment and Skills Board.
- Significant time spent working with key businesses located on the A3052 corridor. This to facilitate meetings and discussions with key Members and Officers with high proportion of the time focused on planning issues.
- To be part of the team delivering an increase in available Employment Land across East Devon, some of which being achieved by Departure Applications.
- Working with Honiton Town Council to advise on the development of their Marketing Plan.
- Working with individual businesses across East Devon to resolve problems and identify solutions for specific issues.
- Lead role on behalf of the East Devon Business Forum to drive the employment and skills agenda forward working with leading employers to establish an Employment and Skills Board for East Devon.
- Supporting the development of the business plan for “Seaton’s Voice”. A new community led initiative in Seaton based on the Town Hall.

Conferences/Workshops - if attended and their benefits

Attended the South West Councils' SW Member Champions network meeting on the 4th November 2009.

Very constructive one day seminar attended by Champions from District Councils across the South West. EDDC had the largest contingent in attendance!

Very valuable networking session and the opportunity to share views on the role and responsibilities of a Champion. Clear view that there was a need to more clearly define roles and responsibilities.

Also a key point about the importance of "succession planning" and briefing as a Champion hands over his /her role to another Member.

A view from the EDDC Champions in attendance was that all EDDC Champions would benefit from meeting during the year to discuss how we operate and issues arising.

Partnership Working:

Excellent working relationship with the Council's Economic Development Manager, Nigel Harrison.

Positive and developing working relationship with Senior Planning Officers specifically Ed Freeman.

Excellent team approach at meetings of the Portfolio Holder, Peter Halse's, Economy Think Tank and briefing sessions with Karime Hassan.

Working with Richard Ball, Exeter City Council on the Exeter and Heart of Devon Employment and Skills Board.

Future plans – what are your aims/work programme for the year to come:

- To build and further develop the networks across the business community.
- To be proactive and increase the momentum to develop a culture of businesses and EDDC working together to deliver a Thriving Economy with a strategic vision.
- To firmly embed the employment and skills agenda as part of the responsibility of EDDC and to ensure the development and establishment of an Employment and Skills Board for East Devon.
- To ensure smooth transfer of work to my successor.

Member Champion – Community Safety

Name: Chris Gibbings

Key activities involved with since 2009 annual council appointment

Member and Deputy Chairman of the East and Mid Devon Community Safety Partnership. Attended all their meetings at Knowle and Tiverton. This group involve Police, Fire Brigade, Social Services, Probation Service and many others in working together to reduce Crime and Disorder.

The above body's elected representative to the Devon wide "Safer Devon Partnership". I attended all their meetings. You will remember that last year I was one of the prime movers in the scrapping of the executive of this committee, on which I sat, because it was not involved in making decisions, merely, in my view, a talking shop. As a result I was able to attend and vote on where government grant money was allocated to assist in the reduction of Crime and Disorder throughout Devon. East Devon got its share as a result of a fine case made by the Community Safety Officer Gerry Moore, thank you Gerry. I subsequently had input in the way these grants are made and changes will be implemented in the 2010/11 grants meetings. A new Chairman is to be appointed in 2010 but that is no slight in the outgoing chairman who has done a first class job in modernising they way this committee works.

Continued involvement with the Domestic Violence and Abuse Policy introduced by me to and adopted by the Council last year. This year I promoted training of Directors, Heads and Middle Managers and all of them have now attended courses. I wish to thank Karen Jenkins for her support and hard work in organising this and her continuing commitment to this subject. I now want to see that training implemented for the good of EDDC staff.

I attended a number of Local Action Group meetings (they feed into the East and Mid Devon Community Safety Partnership) and gained a better feeling for local concerns. I was able to talk at grass roots level with Police, Social Services etc. and take that information to the highest level.

Continued the liaison with Licensing on the reduction of Anti Social Behaviour and I am now the Vice Chairman of Licensing. The training courses, paid for by EDDC, that I had to attend in order to serve on the Licensing Committee, were also very useful in my Community Safety Roll. In order to have a deeper understanding of the subject however, I took an additional course and an exam in licensing at my own expense, leading to me now holding a "Personal alcohol Licence". As I don't actually sell alcohol there is no conflict of interest.

Attended meetings of local Parish Councils, where requested, to discuss them setting up an "Emergency Plan" and obtained the assistance of Devon County Council Emergency Planning Officer and DCC literature on this subject. It is Government Policy that Parish Councils should consider having an emergency plan that dovetails with District and County plans and these should be in place by 2011.

In late February I attended a meeting between the Chief Executive and the Deputy Chief Constable where he requested joint working on press releases etc. It appears Devon and Cornwall Police are 3rd in the Country on Crime and Disorder/Anti Social Behaviour levels but bottom of 42 forces in a Home Office Survey on the perception of Crime and Anti Social Behaviour. With the agreement of the Communications Portfolio holder and Chief Executive I arranged for a meeting to be held between our Press Officer and that of the Police with a view to regular such meetings taking place in order to assist in reversing this perception. I intend to attend the first few meetings

On Friday 26th February I attended a conference called by the Chief Constable, attended by members of the Police Authority, senior Police Officers, representatives from all the Councils in Devon and Cornwall and Ian Acheson Director of Safer Communities, Government Office for the South West. The subject was "Improving Public Confidence – A partnership response". We as a Council have a statutory responsibility in assisting in the reduction of Crime and Disorder/Anti Social Behaviour and I am satisfied we are doing this well but together we are obviously not getting the message across to the public just how safe Devon and Cornwall and particularly East Devon is. It is important to our tourist trade that people feel safe as well as being safe and with that in mind I have asked the Chairman of the Overview and Scrutiny Committee if he would allow an address to the Committee by Tanya Croft, Head of Corporate Communications Devon and Cornwall Constabulary. He has agreed to make such an invitation when the Committee next discuss Crime and Disorder,

Many thanks to Peter Jeffs, Corporate Director, for his support, advice and facilitation in respect of many if not all of the above activities.

Conferences/Workshops - if attended and their benefits

With our Health and Safety Officer, Stephen JCross, I attended two full day conferences/workshops on "Health and Safety" thus increasing my awareness of our responsibilities as Councillors. This resulted in a presentation by him to the Audit and Governance Committee (of which I am a member) and a few slightly shocked members when they realised their responsibilities in this area. Diana Vernon has recently sent an e-mail flagging up a responsibility in respect of fire safety in our properties. This is a subject we must keep pace with so we don't end up being faced with a considerable claim for damages if things go wrong

Partnership Working:

See above

Future plans – what are your aims/work programme for the year to come:

I fear I am running out of new ideas so would be grateful for any input; it is always difficult to continue at the pace one sets at the beginning of any project or job.

I hope to extend Domestic Violence and abuse training to supervisor/team leader level if and when budgets permit. This will enhance our commitment to our staff and as has been found in other bodies, help reduce short term sickness problems. This training could therefore be self financing. In 2010 through the good offices of Karen Jenkins we will be sending out a questionnaire to all staff to identify levels of Domestic Violence being experienced in EDDC. This will be based on a model used at Devon County Council. I will liaise with senior officers to ensure any information obtained will be acted on, not just filed.

I am impressed at the increased awareness within the Council (Members and Officers) of "Champions" and what they do. I am now mostly "in the loop" with any safety matters affecting EDDC although it has been a struggle to get to this position. I think there is an ongoing battle here for some Champions and the formal attachment of a "Champion" to a Portfolio holder may be of assistance to some. I know that without the help, support and advice of Cllr Jill Elson, Portfolio holder Communities, my job would have been much more difficult so my final thanks must go to her.

Member Champion – Culture

Name: Vivienne Ash

Key activities involved with since 2009 annual council/appointment

They have been:

- Supporting the expansion of the Thelma Hulbert Gallery
- Promoting and supporting a project for Cultural Animateurs in East Devon. These are skilled people who go into local areas and facilitate the creation of whole community, cultural events.
- Securing member involvement in the Jurassic Coast work
- Trying to ensure that the value of cultural activities in the community is fully appreciated and that Council policies and programmes reflect this where appropriate

Conferences/Workshops - if attended and their benefits

1. A SW Member Champions Network meeting - useful to share experiences
2. Questions about the Arts - a forum for discussing the benefit/future of the Arts at the Northcott Theatre with a panel of experts chaired by Jonathan Dimpleby - it was interesting to hear how the University of Exeter saw its role in the wider community and how some practitioners perceived it.

Partnership Working:

(This could include working with officer teams, other authorities, outside bodies).

- Collaboration between the Countryside and Arts Development teams to deliver the Honiton Bottom nature trail
- Attending LED and Active East Devon meetings, agencies set up to promote and deliver sports activities
- Trying to help local businesses wishing to set up gallery space/arts and craft ventures
- Discussion with the planning policy team regarding culture/leisure input into the LDF

Future plans – what are your aims/work programme for the year to come:

- To try and secure external funding for the Cultural Animateurs project
- To support initiatives for new ways of working which incorporate culture/leisure/countryside activities (ref. The Rationalisation Panel)
- To support the expanded Thelma Hulbert Gallery
- To commence building the Community Centre
- To help and support local communities wherever possible

**Member Champion – Customer Services
Name: Steve Hall**

Key activities involved with since 2009 annual council/appointment

The Council has achieved the following Customer Service Excellence Awards:

- Customer Service Centre
- Licensing

Achieving this accreditation is the first step; customer service is on-going and we need to adapt and develop to meet our customers' ever changing needs.

Conferences/Workshops - if attended and their benefits

Will attend future meetings of the Customer Service Focus Group (which has drawn membership from the Speak Now Forum). This Group seeks in-depth feedback from customers to analyse the way in which the Council has provided services. As an attendee, will be able to ask questions from a Councillor point of view and also be made aware of customer issues and service provision.

Partnership Working:

(This could include working with officer teams, other authorities, outside bodies).

Working with and has had meetings with the Customer Services Centre Manager. The Customer Service Centre monitors demand, and identifies ways of improving the service through 'joined-up working'.

Future plans – what are your aims/work programme for the year to come:

Attendance at the Customer Service Focus Group meetings.

To be updated more regularly by CSC Manager on key issues – using feedback from customers and performance data.

To continue to be available to deal with customer service issues brought directly to my attention.

To raise the profile of the role of Customer Service Champion so that all staff are aware of the work I am doing and the support I can give.

Member Champion – Data Quality

Name: Councillor G Troman

Key activities involved with since 2009 annual council/appointment

New Intranet – Launched in December 2009 it featured new search capabilities and new communications tools. It was built using Microsoft Share Point which made it easier to add and edit the content. The major improvement has come from the attention to the data and information that is put onto the site.

Data Cleansing – The Electoral Register, Council Tax System and Local Land and Property is now matched at 99.8% of all addresses. Work is being extended to the Housing System and Planning is almost complete. This means that exactly the same data will be used across the Council and will help in joined-up Council working. Currently major systems in Environmental Health and Home Safeguard are going through a complete data cleansing process, also the Housing Department is ready to launch a new On-Line Applications System.

Systems Simplification – The ICT strategy is reduce the number of IT Systems and reduce costs, a number of changes reducing the number of passwords and On-Line Payment System saving around £5,000 a year.

Conferences/Workshops - if attended and their benefits

Partnership Working:

(This could include working with officer teams, other authorities, outside bodies).

Government Connect – A secure connection into the Government's network after passing a major security audit last year and being audited yearly.

Future plans – what are your aims/work programme for the year to come:

Future Plans – Development of an Information Management Strategy mobile working data, back office systems into the Council from the website.

Member Champion Report -

Member Champion – Design
Name: Andrew Dinnis

Key activities involved with since 2009 annual council/appointment

Making officers more aware of better design when putting in a planning application for EDDC (Housing Dept).

Flagging up good design at DM meetings.

Conferences/Workshops - if attended and their benefits

Looking forward to more workshops with CABA.

Partnership Working:

(This could include working with officer teams, other authorities, outside bodies).

Heritage and Design workshop held in Exeter, went with S Guy, Conservation Officer.

Design reviews: which is helping to spread the word with Councillors and officers.

Future plans – what are your aims/work programme for the year to come:

Closer working with planning teams.

Planning to do more pre apps with regards to design.

Working with Sidmouth Vision Group dealing with the Port Royal and Ham development site.

Member Champion – Equalities and Diversity

Name: Vivien Duval Steer

Key activities involved with since 2009 annual council/appointment

As Member Champion for this important work my main task is to liaise with the Officers who are striving to drive forward Equalities & Diversity through all Departments within EDDC, ultimately to improve what is an essential aspect of Customer Service.

Being a service orientated business we have to be seen to ensure that all our customers/residents have equal accessibility to our Services which in simple terms means that all Departments must go through a systems thinking exercise by way of Equality Impact Assessments, and challenge the way we see our customers/residents, whether their contact with us is by telephone, face to face, e-mail etc. Are we as good as we think we are?

The assessments are going ahead very well although there are gaps and this is being addressed by a gentleman from the Voluntary Sector who is being shared with Mid Devon and ourselves, his name is Anderson Jones.

Conferences/Workshops - if attended and their benefits

I was invited to speak to the Communities Overview and Scrutiny Committee on 28 October 2009 about my role and work as Member Champion for Equalities. I was able to outline the work with Anderson Jones, Diversity Officer and explained that equalities work meant providing access to services for everyone.

Partnership Working:

I have met with Anderson on several occasions who impressed me with his enthusiasm for the role, even though he has only been in post a short while he has set out a comprehensive Development Plan monitored on a month by month basis which hopefully will result in our reaching our goal of Achieving when we are assessed by IDeA in September.

I am included in the Corporate Equalities meetings the first I was able to attend very recently included senior management and on this occasion chaired by Peter Jeffs. The amount of work involved is significant and some very good ideas came forward on how to ensure that all groups of residents, no matter what their needs, will be able to contact us and vice versa in the correct format for them.

Future plans – what are your aims/work programme for the year to come:

The Council is aiming to reach the next level under the Equalities Assessment.

I am therefore asking for as much support as possible from Members for this work and your consideration given to Equalities leading to Excellent Customer Service, in all Departments within EDDC when carrying out our day to day Council work.

**Member Champion – Exmouth
Name: Darryl Nicholas**

Key activities involved with since 2009 annual council/appointment

I have been involved in a seemingly endless array of projects and meetings- so we must be doing something right. Two of the big Projects are highlighted below.

The Strand Project – the £3million regeneration of The Strand area of Exmouth Town Centre. The Project has several aims including :-

Reducing flooding in the area by completing structural work underground.

Dramatically enhancing the urban landscape by creating a 'Piazza' type area to include the addition of new paving, new street furniture, a new lighting scheme and increased areas of pedestrianisation. New trees and areas of grass and planting will also be added.

The final stage will be to erect a new building in the vicinity of the old Strand shelter. This building could potentially house the Tourist Information Centre and will stand adjacent to a new performance stage that will face out to the Piazza area.

LDA Masterplan – The Exmouth Masterplan is an important new project for the town that is specifically intended to bring forward significant improvements in the town centre. EDDC and Devon County Council have worked in partnership to fund the process and commissioned local company, LDA Design, to draw together a vision for Exmouth to directly inform the town centre-focused masterplan and the preparation of comprehensive proposals and a delivery plan to bring about investment in two key sites: the Royal Avenue/estuary side area and the London Inn area.

LDA Design will prepare Development Briefs for the two sites setting out the type of development, layout and design that will be appropriate for the site and that will help achieve the vision for the town centre and Exmouth as a whole. They will set out the principles and aspirations for the sites' futures, identify the uses that should be accommodated and establish design guidance to ensure that the layout, buildings and streets and spaces create a high quality environment.

As stated there are many projects ongoing - an example of a smaller project I have been involved in is the creation of a new play park for St Sevan Way in Brixington. This involved an EDDC community consultation and meeting local residents. Sadly I am too big to use the slide but I have it on good authority that the installation of new equipment as made a real difference to the area, with many young families enjoying the new facility.

There have been several large issues that have stoked the interest of Radio & Television. To this end I have represented EDDC on BBC & ITV news discussing the likes of the horrific Town Centre fire in Exmouth, the water quality off Exmouth beach and the Kite Surfing ban on the Imperial Recreation Ground. I must say that the media course put on by EDDC has genuinely proven invaluable.

Conferences/Workshops - if attended and their benefits

I have attended numerous local Workshops- in particular those that have involved the Community Liaison Panel in Exmouth. A tremendous initiative that has seen Councillors and Community Groups working together positively and harmoniously for the future good of the Town.

Partnership Working:

(This could include working with officer teams, other authorities, outside bodies).

I meet regularly with the Exmouth Project Group- a mixture of EDDC, DCC and Exmouth Town Council Officers.

I am a member of the Exmouth Regeneration Board.

I meet regularly with the Community Organisations Liaison Panel.

Future plans – what are your aims/work programme for the year to come:

The year ahead is a big one for Exmouth. Many of these projects will be coming to fruition.

In addition to the previously mentioned projects I am ambitious to see the following:-

The completion and opening of the Jurassic Coast Gateway centre next to Mamhead Slipway.

EDDC to adopt a policy of creating a future Masterplan for Exmouth Seafront. The LDA Town Centre approach is working very well and a similar process is a must if we are to achieve the very best for our seafront.

Member Champion – Member Development
Name: Ann Liverton

Key activities involved with since 2009 annual council/appointment

My aim when accepting this role was to enhance the contribution Members can make to the Council and to ensure that they are used whenever possible to utilise their skills, talents, experience and qualifications for the benefit of everyone.

We have applied to be accredited for the South West Member Development Charter and have been successfully assessed. I was delighted that we achieved 100% take-up on the personal development plans and we are busy working on the follow-up.

Conferences/Workshops - if attended and their benefits

I have attended a day conference on working towards the Charter mark at Sedgemoor and found that at EDDC Council Members and officers work very positively together – this is not the norm by any means. We are fortunate in having Members and officers committed to improving the services that the Council provides and understanding their respective roles.

Partnership Working:

(This could include working with officer teams, other authorities, outside bodies).

I was recently asked by the Service Delivery/Performance Overview and Scrutiny Committee to set up a Task and Finish Forum to look into the communication/involvement between the Council and its members. This will deal with communications, good practice, sharing skills and the best way to improve for the future.

Future plans – what are your aims/work programme for the year to come:

There is still room for improvement in involving Members in the work of the Council and while some sections are good at such involvement, others need to be reminded occasionally that Members are a resource and not a hindrance. It is all our interests to deliver the best possible services to our community and this can best be achieved by Members and officers working in harmony and recognising each others' talents.

Member Champion – Post Offices

Name: Ken Potter

Key activities involved with since 2009 annual council/appointment

May 2009: consulted with Shadow Minister for Post Offices and am trying to convince the Minister to provide a state-backed Postbank.

On 29th July 2009, I presented a report on the future of Post Office Ltd. to full Council and concluded by making a recommendation that EDDC urges the LGA to take the lead in lobbying the Government, with the aim of returning the Post Office Network to a profitable future – we continue to correspond.

Throughout the year I have consulted with the National Federation of Subpostmasters on the latest initiatives and legislation concerning Post Office Ltd.

I have had several meetings with Hugo Swire, M.P. urging him to be more positive about the future for 12,000 Post Offices.

Conferences/Workshops - if attended and their benefits

7th July 2009: round table conference at the LGA to discuss further developments between local authorities and Post Offices. These discussions are on-going.

11th September 2009: conference at the LGA concerning the future of Post Offices.

18th January 2010: conference at the Department for Business, Innovation and Skills Conference Centre, London entitled "The Post Office and Local Authorities: working together to deliver cost effective services". (In attendance: Lord Young, Minister for Postal Affairs; Richard Kemp, Deputy Chair LGA; Alan Cook, Managing Director of Post Office Ltd.)

The benefit of attending these conferences is to encourage Government to put more business through the Network of 12,000 Post Offices.

Partnership Working:

October 2009: assisted in the administration for re-opening the Woolbrook Post Office.

December 2009: assisted Honiton Town Council with the provision of Post Office services in Honiton.

December 2009: presentation to Devon Rural Network at its quarterly Policy Steering Group concerning the vulnerability of the future of the Post Office Network in Devon.

March 2010: gave assistance to South Hams District Council concerning Rate Relief for Post Office businesses.

Future plans – what are your aims/work programme for the year to come:

Key aim: to convince the *new* Government to expand financial services in the Network of Post Offices and, in particular, to lobby for a state-backed "Postbank".

Member Champion – Procurement & Efficiency
Name: Mark Williamson

Key activities involved with since 2009 annual council/appointment

- Steering through, and justifying, the appointment of a dedicated (i.e. full-time), qualified and experienced Procurement Officer funded against savings; securing the decision and working with that officer following appointment.
- Integrating the work of the Procurement Officer with the work of the Procurement & Efficiency Group and planning future work programme.
- Achieving Government targets for cashable savings and exceeding these.
- Reporting to Executive (3 March 2010) on achievements, savings and potential for future savings.
- Developing robust and comprehensive arrangements for shared procurement (mainly through e-portals) with DCC, Teignbridge/South Hams/West Devon, Mid-Devon and e-portals/procurement 'clubs' such as Devon Tenders, Advantage South West and those related to specific services (e.g. Housing). Monitoring the success of these.
- Overseeing, through the monthly meeting of the Procurement & Efficiency Group the co-ordination of information and training within EDDC including use of the Internet and Intranet and the development of support programmes for spending managers.
- Completion of a contracts register which will be the starting point for action to achieve further savings.

Conferences/Workshops - if attended and their benefits

- Regional Improvement and Efficiency Partnership (RIEP) presentations/workshops at Exeter and Taunton. Very useful in providing information about the development of e-procurement and learning from the experience of other Authorities and partnerships.

Partnership Working:

(This could include working with officer teams, other authorities, outside bodies).

- The monthly meeting of the Procurement & Efficiency Group involves senior officers from Finance, ICT and Housing with officers from other departments attending as required.
- There is a strong partnership with Teignbridge which assisted in the setting up of the Procurement Officer post at EDDC.
- Procurement Officer is developing partnership working with DCC, Teignbridge, Mid-Devon and cross-Authority procurement organisations.
- Procurement Champion is involved with RIEP and brings communications from the Improvement & Development Agency of the LGA to meetings and for dissemination as necessary.

Future plans – what are your aims/work programme for the year to come:

- A savings target of £75000 has been set by the Procurement & Efficiency Group and it is very likely on the evidence of 2008-9 and 2009-10 that this will be exceeded.
- A key area of work is fuel efficiency and savings will be reported as achieved.
- Both the internet and Intranet will be developed as key vehicles for dissemination both within the Council and to contractors.
- Collaborative working will be developed and strengthened and this will include exploration of opportunities in respect of South Somerset.
- The Group will continue to be proactive, using the Contracts Register as a starting point, in seeking greater efficiency through 'smarter' practices and competitive quotations resulting in quantifiable cashable savings.
- No purchasing area is considered immune from scrutiny.

**Member Champion – Rural
Name: Philip Skinner**

Key activities involved with since 2009 annual council/appointment

Been in touch with Cllr Malcolm Florey regarding access to courses for young people living in isolated places, with plans to involve the Cllr Iain Chubb as Youth Champion.

Have given a talk to the South West Rural Affairs Forum with Corporate Director, Karime Hassan on the pressures of planning in rural areas, touching on broadband issues. Communication, particularly, in rural areas needs to be 'fit for purpose' and meet modern expectation. Together with the Communications Portfolio Holder and the ICT Team I am trying to address the natural and local issue of inadequate broadband speeds and width. Work had been undertaken with the Community safety and Data Quality Champion to streamline the town and parish council e-mail system, which have now been standardised to help the public contact their local council. There is potential and support to roll this initiative across the whole of Devon.

Have taken up the issue of food security in a number of places, including the Devon Conservation Forum, Chairman of CPRE and South West Rural Affairs Forum, all of which showed great support for the promotion of local foods.

An article on the role of the Rural Champion has been placed in the Council News Round-Up, which is circulated to the towns and parish and editors of parish magazines.

I have been helping the Council's drive to identify potential land for affordable housing due to the critical shortage and established need in the district. Improvements in provision are now being achieved.

I have been working closely with the Economy Portfolio Holder, Business Champion and the Council's Economic Development Manager to identify potential employment land. The viability of the district relies heavily on a vibrant economy and a working population. Promotion and helping to facilitate our local economy is of great importance.

Conferences/Workshops - if attended and their benefits

I was a guest speaker at the South West Rural Affairs Conference. I spoke on communications in rural areas to the annual meetings of the town and parish councils at Knowle and helped drive the standard e mail addresses agenda.

Partnership Working:

As above I have worked with the Business and Young Persons Champions, Portfolio Holders relevant outside bodies and organisations as well as Officers – particularly Karime Hassan, Corporate Director and Nigel Harrison, Economic Development Manager.

Future plans – what are your aims/work programme for the year to come:

I aim to continue working to help improve the rural economy, rural communications and rural affordable housing within East Devon.

Member Champion Report -

**Member Champion – Frances Newth
Name: Sustainability (ECO issues)**

Key activities involved with since 2009 annual council/appointment

Sustainable Taff outcome.

Site visit 2 special needs bungalows.

Sustainable source materials with 100% recycled content.

Rainwater – harvesting.

Photovoltaic roof tiles.

Air source heat pump.

Conferences/Workshops - if attended and their benefits

Think deep. Exmouth College (Sustainable fishing).

Harcombe Hill Woods National "Tree o'clock" planting trees.

Partnership Working:

(This could include working with officer teams, other authorities, outside bodies).

EDDC own build projects.

Social housing examples of sustainable materials.

Sidmouth College carbon footprint.

Conserving energy.

Future plans – what are your aims/work programme for the year to come:

To be involved in EDDC carbon management and to review progress.

**Member Champion - Seaton
Name: Stephanie Jones**

Key activities involved with since 2009 annual council/appointment

Last year I reported that with the help and support of the Countryside Team I was trying to organise an event at the Axe Wetlands as part of Seaton Carnival week. This event took place on Saturday 29th August and an article concerning the discovery of a rare pink grasshopper by 11 year old Daniel Tate, was published in the Telegraph newspaper and went worldwide. Just 'Google' pink grasshopper and find out more!!

Attended the Special Meeting of the Development Management Committee held at Seaton on 15th September and spoke both as Member Champion and Ward Member on all the applications on the agenda. Since Tesco have been chosen as the regeneration partner I have attended a meeting with representatives of the company and also along with Cllr Knight, Cllr Meakin (Seaton Town Council) and Neil Parish, PPC for Tiverton/Honiton, attended a meeting at Westminster with Hugo Swire and two representatives from Tesco to discuss in further detail what progress is being made in relation to their development at Seaton.

Wrote a letter which was published in the local newspapers refuting the negative comments and letters which had been published in the local press. This still continues and I am looking into the possibility of meeting with the local press along with an Officer from the Communications Department to discuss this ongoing concern.

Also looking into the possibility of having a link from EDDC website home page to a Seaton Regeneration update page where residents could post their concerns and comments and as Member Champion could, with the help and advice of the Communications Department, answer their questions and help to dispel any negative comments.

I attended a half-day workshop held at Seaton Town Hall in March 2010 at which the requirements for future development in the town, for the next sixteen years, were discussed. The aim was to ask not-for-profit groups how they would see the town in the year 2026, what large scale issues there are within Seaton and how we can help solve these through guidelines for planning and development. This also gave me the chance to network with Officers and community groups in the town and for them to raise any concerns they had.

Conferences/Workshops - if attended and their benefits

Member Champions Networking event at Bridgewater, Somerset. This event provided a useful opportunity to hear about the work and involvement of Member Champions at other District Councils and Unitary Councils across the South West region.

Partnership Working:

(This could include working with officer teams, other authorities, outside bodies).

Working with the Communications Office to help portray a more positive and upbeat image for Seaton and discussing the best ways that this can be achieved.

Attended meetings of the Seaton Regeneration Board meetings and also spoken at Executive Board meetings on matters concerning Seaton particularly concerning the regeneration programme. Attended presentation from 'Seatons Voice' concerning their proposals for running Seaton Town Hall.

Future plans – what are your aims/work programme for the year to come:

I would like to be able to work with Officers and developers to secure the best possible outcome for Seaton and ensure that the Seaton Visitor and Interpretation Centre is delivered on time and is hopefully fully operational in time for the Olympics in 2012.

Seaton's Voice, a local community group, made a presentation to the Overview and Scrutiny Co-ordinating Committee about their proposals for running Seaton Town Hall. Any group which shows an interest in revitalising the usage of this facility needs help and encouragement and I hope to do both during the next year.

Seaton needs to promote a positive image and attitude to encourage outside investment into the town to revitalise its flagging economy. I would like to work with Officers and local groups alike to ensure that we can secure the best possible development opportunities for the town. Particularly during the coming year, with the prospect of the regeneration area being a construction site, I will make sure that tourists are made aware that the town is very much 'open for business' as we still have attractions which will not be affected by the building works.

I am also organising with the help of Kate Tobin, Axe Wetlands Project Co-ordinator, another event at the Axe Wetlands as part of Seaton Carnival week.

Member Champion Report -

**Member Champion – Young Persons
Name: Iain Chubb**

Key activities involved with since 2009 annual council/appointment

Political Speed Dating; a group of about 10 councillors attended Sidmouth College and had a question answer session with the year 12's (16/17 Year olds). The questions were many and varied, but they were relevant to the students. They gave points at the end of the session and the winner was crowned "King Political Speed Dater". Cllr. Daryl Nicholas usually wins however this year he did not attend, taking youth and good looks out of the equation!

Local Democracy Week; were schools throughout East Devon opened their doors for us to explain to the students what councillors do and what democracy means. This was a very enlightening exercise with regards to the attitudes that different age groups had towards politics and voting. I attended Sidmouth College, Colyton Grammar School and two sessions at Honiton Community College.

Conferences/Workshops - if attended and their benefits

None.

Partnership Working:

(This could include working with officer teams, other authorities, outside bodies).

None.

Future plans – what are your aims/work programme for the year to come:

Closer working with Devon youth and Adam Ward the Youth Parliament member.

The Youth Champion Member acts as a spokesperson to promote the positive aspects of the Council's work with young people and plays an important role helping to act as a catalyst for change and improvement in the council for youth.

I have been very lucky to have worked with excellent officers and members, who have been very supportive and encouraging in so many ways, all helping to reach the goal of improving the lives of our young people who we represent in East Devon and achieve one of our seven priorities.

EAST DEVON DISTRICT COUNCIL

**Nominations for Chairmen and Vice-Chairmen
2010/2011**

Committees	Chairman	Vice-Chairman
Overview and Scrutiny Coordinating Committee	Ray Bloxham	Bob Peachey
Overview/Scrutiny - Communities Committee	Helen Parr	Darryl Nicholas
Overview/Scrutiny - Economy Committee	Graham Troman	Trevor Cope
Overview/Scrutiny - Service Delivery/Performance Committee	John Humphreys	Frances Newth
Housing Review Board	Pauline Stott	To be appointed by Housing Review Board
Development Management and Planning Inspections Committee	Paul Diviani	Andrew Dinnis
Audit & Governance	Ken Potter	Tim Wood
Interviewing (Chief Officers)	Leader	Deputy Leader
Employment Appeals	Andrew Moulding	Graham Godbeer
Licensing and Enforcement	Chris Gibbings	Steve Hall.

- Notes** Under the Constitution there are specified arrangements for chairing the Standards Committee.

Membership of Committees 2010/11

Members of Executive Board and Committees 2010/11	Executive Board	Joint Integration Committee	Overview/Scrutiny Coordinating	Ov/Sc Communities	Ov/Sc Economy	Ov/Sc Service delivery/performance	Housing Review Board	Development Management	Planning Inspections	Standards	Audit & Governance	Interviewing (Corporate Directors)	Employment Appeals	Licensing & Enforcement
Ash V														
Atkins D G														
Bloxham R														
Boote R														
Bowden P N														
Brown G P	Vice Chairman													
Burrows P W														
Button D G														
Buxton R J														
Chamberlain G P														
Chapman D														
Chubb I R														
Cope T A														
Cox D J														
Finnis A E J														
Diviani P A														
Drew C E														
Duval Steer V														
Elson J M														
Floreay M														
Franklin R G														
Gibbings C F A														
Giles A R														
Godbeer G														
Graham P														
Green M J L														
Hall S														
Halse J P														
Hardy M L														
Hughes S														
Hull D R H														
Humphreys J														
Ingham B O														
Jeffery H J														

Membership of Committees 2010/11

Members of Executive Board and Committees 2010/11	Executive Board	Joint Integration Committee	Overview/Scrutiny Coordinating	Ov/Sc Communities	Ov/Sc Economy	Ov/Sc Service delivery/performance	Housing Review Board	Development Management	Planning Inspections	Standards	Audit & Governance	Interviewing (Corporate Directors)	Employment Appeals	Licensing & Enforcement
Jones S														
Key D R A														
Knight J A														
Liverton A E														
Liverton G K														
Luxton S C														
Moulding A T														
Newth F I														
Nicholas K D														
Nicholson B														
Olive M														
Parr H E														
Peachey R C														
Potter K C														
Randall Johnson S M	Chairman	Vice Chairman												
Reed A W J														
Skinner P J														
Stott P A														
Taylor B O														
Thomas I														
Troman G M														
Williamson J M														
Wood T J R														
Wragg E E														
Wragg S C														

(Note – there is 1 Conservative vacancy on Licensing & Enforcement and Economy Overview/Scrutiny Committees)
 Portfolio Holders: Strategic Planning and Regeneration – Ray Franklin, Resources – Andrew Moulding, Communities – Jill Elson, Communications – Stuart Hughes, Economy – Graham Godbeer, Street Scene – David Cox, Environment – Graham Brown

Planning Inspections – Substitute Members: Bob Buxton (for Iain Chubb) Mark Williamson (for Andrew Dinnis, Helen Parr and Paul Diviani), Ian Thomas (for Ray Franklin and David Key) Derek Button (for Geoff Chamberlain), David Atkins (for Mike Green)

Member Champions

	Current Member Champion 2009/10	Nominations 2010/11
Asset Management	John Humphreys	
Business	Malcolm Florey	
Community Safety	Chris Gibbings	
Culture	Vivienne Ash	
Customer Services	Steve Hall	
Data Quality	Graham Troman	
Design	Andrew Dinnis	
Equalities	Vivien Duval-Steer	
Exmouth Town	Darryl Nicholas	
Member Development	Ann Liverton	
Post Offices	Ken Potter	
Procurement	Mark Williamson	
Risk Management	Peter Bowden	
Rural	Philip Skinner	
Sustainability (Eco issues)	Frances Newth	
Seaton Town	Stephanie Jones	
Young People	Iain Chubb	

Details of nominations for Member Champions - to follow

LEADER'S/PORTFOLIO HOLDERS' THINK TANKS

		Membership 2009/10	Nominations 2010/11
1.	Leader's Sara Randall Johnson	Geoff Chamberlain Ray Bloxham Christine Drew Malcolm Florey Mike Green	Geoff Chamberlain Ray Bloxham Christine Drew Mike Green Graham Godbeer
2.	Strategic Planning and Regeneration Ray Franklin	David Atkins Bob Buxton Andrew Dinnis Steve Hall Helen Parr	David Atkins Peter Bowden Bob Buxton Andrew Dinnis Helen Parr
3.	Resources Andrew Moulding	Peter Bowden Ben Ingham Stuart Luxton Tony Reed	Peter Bowden Ben Ingham Stuart Luxton Tony Reed
4.	Communities Jill Elson	Vivienne Ash Douglas Hull Jim Knight Ann Liverton Ken Potter Pauline Stott Mark Williamson	Vivienne Ash Peter Burrows Douglas Hull Jim Knight Ann Liverton Ken Potter Pauline Stott Mark Williamson
5.	Communications Stuart Hughes	Iain Chubb Chris Gibbings Bob Peachey Graham Troman	Iain Chubb Chris Gibbings Steve Hall Bob Peachey Graham Troman
6.	Economy Graham Godbeer	Paul Diviani Ben Ingham Stephanie Jones Darryl Nicholas Philip Skinner Tim Wood	Paul Diviani Ben Ingham Stephanie Jones Darryl Nicholas Philip Skinner Tim Wood
7.	Street Scene David Cox	David Chapman Vivien Duval-Steer Frances Newth Barry Nicholson John Humphreys May Hardy Douglas Hull	David Chapman Vivien Duval-Steer Frances Newth Barry Nicholson John Humphreys May Hardy Douglas Hull
8.	Environment Graham Brown	Geoff Chamberlain Roger Giles Graham Godbeer Graham Liverton David Key	Geoff Chamberlain Roger Giles Graham Godbeer Graham Liverton David Key

The Chairman and Vice Chairman of the Council to be ex-officio and can attend any meetings of the Think Tanks.

PANELS AND FORUM**2009/10****Nominations 2010/11**

1. ASSET MANAGEMENT FORUM	Resources Portfolio Holder Economy Portfolio Holder Champion – Asset Management	Resources Portfolio Holder Economy Portfolio Holder Champion – Asset Management
2. AXE VALLEY SPORTS CENTRE ADVISORY FORUM	Cllrs: Iain Chubb Douglas Hull Andrew Moulding	Cllrs: Iain Chubb Douglas Hull Andrew Moulding
3. BROADCLYST SPORTS HALL ADVISORY FORUM	Cllrs: Peter Bowden Derek Button Andrew Dinnis	Cllrs: Peter Bowden Derek Button Andrew Dinnis
4. COLIN TOOZE SPORTS CENTRE ADVISORY FORUM	Cllrs: Ray Bloxham Roger Giles Sara Randall Johnson	Cllrs: Ray Bloxham Roger Giles Sara Randall Johnson
5. COLYTON GRAMMAR SCHOOL SPORTS CENTRE ADVISORY FORUM	Cllrs: Graham Godbeer Helen Parr vacancy	Cllrs: Graham Godbeer Andrew Moulding Helen Parr
6. COMMUNITY FUND PANEL	Resources Portfolio Holder Graham Brown Derek Button Mike Green David Key Bob Peachey	Resources Portfolio Holder Graham Brown Derek Button Mike Green David Key Bob Peachey
7. CORPORATE RISK MANAGEMENT GROUP	Cllrs: Peter Bowden Ray Bloxham Ken Potter Tim Wood	Cllrs: Peter Bowden Ray Bloxham Ken Potter Tim Wood
8. DISCIPLINARY PANEL – to consider disciplinary matters relating to statutory officers	Cllrs: David Atkins Andrew Moulding Pauline Stott	Cllrs: David Atkins Andrew Moulding Pauline Stott
9. EAST DEVON BUSINESS FORUM	Leader of the Council Economy Portfolio Holder Bob Buxton Pat Graham	Leader of the Council Economy Portfolio Holder Bob Buxton Pat Graham
10. EAST DEVON FLOODS RECOVERY GROUP	Cllrs: Ray Bloxham Peter Bowden Graham Brown Derek Button David Cox Andrew Dinnis Malcolm Florey	Cllrs: Ray Franklin Roger Giles Steve Hall Ann Liverton Ken Potter Sara Randall Johnson Philip Skinner
11. EAST DEVON INDOOR TENNIS CENTRE ADVISORY FORUM	Cllrs: Geoff Chamberlain Pauline Stott Tim Wood	Cllrs: Geoff Chamberlain Pauline Stott Tim Wood
12. ELIZABETH HALL ADVISORY FORUM	Cllrs: Vivien Duval Steer Jill Elson Brenda Taylor	Cllrs: Vivien Duval Steer Jill Elson Brenda Taylor

PANELS AND FORUM

2009/10

Nominations 2010/11

13.	EXMOUTH PAVILION ADVISORY FORUM <i>Representing Exmouth</i>	Cllrs: Geoff Chamberlain John Humphreys Pauline Stott	Cllrs: Geoff Chamberlain John Humphreys Pauline Stott
14.	EXMOUTH SPORTS CENTRE ADVISORY FORUM	Cllrs: David Chapman Pat Graham Darryl Nicholas	Cllrs: David Chapman Pat Graham Darryl Nicholas
16.	HONITON SPORTS CENTRE ADVISORY FORUM	Cllrs: Roger Boote Bob Buxton Peter Halse	Cllrs: Roger Boote Bob Buxton Peter Halse
18.	LOCAL DEVELOPMENT FRAMEWORK PANEL	Graham Brown Derek Button Mike Green David Key Ray Franklin Tony Reed	Derek Button Bob Buxton Mike Green David Key Ray Franklin Tony Reed
19.	MANOR PAVILION THEATRE MANAGEMENT STEERING COMMITTEE	Cllr Graham Liverton	Cllr Graham Liverton
20.	MEMBER DEVELOPMENT WORKING PARTY	Cllrs: Vivienne Ash Christine Drew Graham Godbeer Pat Graham Ann Liverton Andrew Moulding	Cllrs: Vivienne Ash Christine Drew Graham Godbeer Pat Graham Ann Liverton Andrew Moulding
21.	RATES CONSULTATION FORUM	Leader of the Council Resources Portfolio Holder Derek Button Geoff Chamberlain Andrew Dinnis Frances Newth	Leader of the Council Resources Portfolio Holder Derek Button Geoff Chamberlain Andrew Dinnis Frances Newth
22.	RATIONALISATION PANEL	Deputy Leader of the Council Vivienne Ash Ray Bloxham Vivien Duval Steer Douglas Hull Philip Skinner Tim Wood	Deputy Leader of the Council Vivienne Ash Ray Bloxham Vivien Duval Steer Douglas Hull Philip Skinner Tim Wood
23.	SEATON TOWN HALL ADVISORY FORUM <i>Representing Seaton</i>	Cllrs: Stephanie Jones Jim Knight Margaret Rogers	Cllrs: Peter Burrows Stephanie Jones Jim Knight
24.	SIDMOUTH SPORTS CENTRE ADVISORY FORUM	Cllrs: Trevor Cope Stuart Hughes Graham Troman	Cllrs: Trevor Cope Stuart Hughes Graham Troman
24.	SIDMOUTH TRAFFIC FORUM	Cllrs: Christine Drew Frances Newth Graham Troman	Cllrs: Christine Drew Frances Newth Graham Troman
25.	THELMA HUBERT GALLERY ADVISORY FORUM	Leader of the Council Vivienne Ash Bob Buxton	Leader of the Council Vivienne Ash Bob Buxton

JOINT BODIES

	2009/10	Nominations 2010/11
1. EAST AND MID DEVON CRIME AND DISORDER SCRUTINY PANEL	Chairman and Vice Chairman of Co-ordinating Committee Cllr Christine Drew Substitute Steve Hall	Chairman and Vice Chairman of Co-ordinating Committee Cllr Christine Drew Substitute Steve Hall
2. EAST DEVON HIGHWAYS & TRAFFIC ORDERS COMMITTEE	Cllrs: Iain Chubb Christine Drew Peter Halse	Cllrs: Iain Chubb Christine Drew Peter Halse
3. EXMOUTH AND SEATON JURASSIC COAST INTERPRETATION CENTRES (BOARD OF TRUSTEES)	Cllr Mark Williamson (Membership to include 1 representative from DCC, EDDC, Exmouth and Seaton Town Councils plus 8 independent persons)	Cllr Mark Williamson (Membership to include 1 representative from DCC, EDDC, Exmouth and Seaton Town Councils plus 8 independent persons)
4. EXMOUTH AND SEATON REGENERATION PROGRAMME BOARDS	Exmouth – Economy Portfolio Holder Plus 2 local Ward Members Seaton – Planning and Regeneration Portfolio Holder 2 Seaton Ward Members 1 Axmouth Ward Member	Exmouth – Economy Portfolio Holder Plus 2 local Ward Members Seaton – Planning and Regeneration Portfolio Holder 2 Seaton Ward Members 1 Axmouth Ward Member
5. LEISURE EAST DEVON	Cllrs: Peter Bowden David Cox	Cllrs: David Cox Darryl Nicholas
6. LOCAL JOINT PANEL	Resources Portfolio Holder Cllrs: Geoff Chamberlain David Cox Sara Randall Johnson Phillip Skinner	Resources Portfolio Holder Cllrs: Geoff Chamberlain David Cox Sara Randall Johnson Phillip Skinner
7. RECYCLING AND REFUSE PARTNERSHIP BOARD	Cllrs: David Cox Mike Green Andrew Moulding Phillip Skinner Hon Alderman Ron Mudge	Cllrs: David Cox Mike Green Andrew Moulding Phillip Skinner Hon Alderman Ron Mudge

REPRESENTATION ON OUTSIDE BODIES

	Name of Outside Body	Appointments 2009/10	Nominations 2010/11
(a)	APPOINTMENTS: GENERAL		
1	Active Honiton	Cllrs Bob Buxton Peter Halse	Cllrs Bob Buxton Peter Halse
2	Blackdown Hills Joint Advisory Committee	Cllr Paul Diviani	Cllr Paul Diviani
3	Budleigh Salterton Traffic Group	Cllr Steve Hall	Cllr Steve Hall
4	Citizens' Advice Service East Devon (CASED)	Cllrs: Chris Gibbings John Humphreys	Cllrs: vacancy John Humphreys
5	Community Council of Devon and Advisory Committee	Cllr Bob Buxton	Vacancy
6	Campaign to Protect Rural England	Cllr David Key	Cllr David Key
7	Devon and Exeter Project Rail Working Party	Cllr John Jeffery Additional rep requested	Cllr Mark Williamson Cllr David Atkins
8	Devon Authorities Waste and Recycling Committee	Cllr David Cox	Cllr David Cox
9	Devon Conservation Forum (Group 7)	Cllrs Philip Skinner Ian Thomas	Cllrs Philip Skinner Ian Thomas
10	Devon County Agricultural Association's Council	Cllr Malcolm Florey	Cllr David Key
11	Devon County Council Community Services – Health Overview / Scrutiny Committee (NB Executive members are excluded from nomination as are non executive members who do not serve on an overview / scrutiny committee. DCC request that, if feasible, the nominee should not serve on more than one local authority tier)	Cllr Christine Drew	Cllr Christine Drew
12	Devon Historic Buildings Trust	Chairman, Development Management Committee	Chairman, Development Management Committee
13	Devon Playing Fields Association	Cllr Bob Buxton	Cllr Bob Buxton
14	Devon Youth Service	Young People Champion	Young People Champion
15	East and Mid Devon Community Safety Partnership	Community Safety Member Champion	Community Safety Member Champion
16	East and Mid Devon Sports Management and Projects Team	Cllrs: Andrew Moulding Darryl Nicholas Pauline Stott	Cllrs: Andrew Moulding Darryl Nicholas Pauline Stott
17	East Devon AONB Partnership	Cllrs: Malcolm Florey Tony Reed	Cllrs: Graham Godbeer Tony Reed
18	East Devon District Scout Council	Cllr Ann Liverton	Cllr Ann Liverton
19	East Devon Local Children's Trust (new appointment)		Young Person Champion

	Name of Outside Body	Appointments 2009/10	Nominations 2010/11
20	East Devon Local Strategic Partnership	Leader of the Council Communities Portfolio Holder Cllr Bob Buxton	Leader of the Council Communities Portfolio Holder Cllr Bob Buxton
21	East Devon 'Stakeholder Panel' re East Devon Strategic Housing Land Availability	Rural Champion	Rural Champion
22	East Devon Transport, Research and Information Project (TRIP) Working Party/Management Group	Cllr Vivienne Ash	Cllr Vivienne Ash
23	East Devon Volunteer Support Agency (EDVSA) – Trustee Board	Cllr Christine Drew	Cllr Christine Drew
24	Exe Estuary Management Group	Cllr Bob Peachey	Cllr Bob Peachey
25	Exeter and District RELATE	Vacancy	Cllr Marion Olive
26	Exeter International Airport Consultative Group	Cllr Andrew Dinnis	Cllr Andrew Dinnis
27	Exeter Science Park Board of Directors	Cllr Peter Halse	Cllr Peter Halse
28	Exmouth Town Management Partnership Board	Cllr Jill Elson	Cllr Jill Elson
29	Honiton Development Trust (formerly Coastal and Market Town Initiative)	Cllr Peter Halse	Cllr Peter Halse
30	Honiton Community & Arts Centre Project Working Group	Cllr Vivienne Ash	Cllr Vivienne Ash
31	Honiton Library Advice and Information Centre Committee	Cllr Bob Buxton	Cllr Bob Buxton
32	Local Government Association General Assembly	Cllr Mrs Christine Drew (substitute: Leader)	Cllr Mrs Christine Drew (substitute: Leader)
33	Local Government Association Rural Commission and elected representative on LGA group	Cllr Paul Diviani (with vote) Cllr Peter Halse (who can vote in the absence of Cllr Diviani)	Cllr Paul Diviani (with vote) Cllr Peter Halse (who can vote in the absence of Cllr Diviani)
34	Local Government Association Urban Commission	Cllrs: Christine Drew (with vote) Tim Wood (who can vote in the absence of Cllr Mrs Drew)	Cllrs: Christine Drew (with vote) Tim Wood (who can vote in the absence of Cllr Mrs Drew)
35	Lower Exe Mooring Authority Management Committee	Cllr John Humphreys DCC Cllr/Hon Alderman Bernard Hughes	Cllr John Humphreys DCC Cllr/Hon Alderman Bernard Hughes
36	New Growth Point Delivery Team Steering Board	Leader of the Council	Leader of the Council
37	Royal Devon and Exeter Council of Governors	Cllr Peter Halse	Cllr Peter Halse
38	PETROC (Formerly East Devon and North Devon College Corporation Board)	Cllr Mark Williamson	Cllr Mark Williamson
39	Salisbury – Exeter Lineside Consortium of Authorities	Cllr Mark Williamson	Cllr Mark Williamson

40	South West Councils (formerly SW Branch of the Local Government Association)	Cllr: *Sara Randall Johnson (with vote) Deputy: Cllr Christine Drew	Cllr: *Sara Randall Johnson (with vote) Deputy: Cllr Christine Drew
41	South West Provincial Council	Resources Portfolio Holder	Resources Portfolio Holder Deputy: Tim Wood
42	Supporting People Joint Commissioning Body	Cllr Jill Elson	Cllr Jill Elson
43	World Heritage Site Management Plan Steering Group	Cllr Mike Green	Cllr Mike Green

(b)	BODIES WITH A REPORTING LINK	Appointments 2009/10	Nominations 2010/11
44	County Committees (by request from Devon County Council on a trial basis)	Ray Bloxham Iain Chubb	Ray Bloxham Iain Chubb
45	Exmouth Local Nature Reserve Management Committee	Cllr Tim Wood (Chairman)	Cllr Tim Wood (Chairman)
46	Norman Lockyer Observatory Management Committee	Cllrs: Chris Gibbings Pauline Stott Tony Reed	Cllrs: Chris Gibbings Pauline Stott Tony Reed
47	PATROLAJC – Parking and Traffic Regulations Outside London Adjudication Joint Committee (re Traffic Management Act 2004)	Portfolio Holder – Economy	Portfolio Holder - Economy
48	South West Regional Planning Conference	Cllr Ray Franklin	Cllr Ray Franklin

EAST DEVON DISTRICT COUNCIL
LIST OF DATES FOR COUNCIL, EXECUTIVE BOARD AND COMMITTEE
MEETINGS 2010/2011

(Unless otherwise indicated meetings will normally be held at Knowle, Sidmouth. Rates Consultation and Panel meetings are not open to the public. The public can be asked to leave other meetings on specified grounds.)

MAY 2010

Wednesday 19 ANNUAL COUNCIL 6.30 pm

JUNE

Tuesday 1 Development Management 2.00 pm
 Tuesday 8 † Licensing and Enforcement Committee 9.30 am
 Tuesday 8 †† Licensing and Enforcement Sub (if required) 9.30 am
 Wednesday 9 Executive Board 5.30 pm
 Thursday 10 Economy Overview and Scrutiny Committee 6.30 pm
 Friday 11 Planning Inspections Committee #
 Monday 14 Asset Management Forum 9.30 am
 Tuesday 15 †† Licensing and Enforcement Sub (if required) 9.30 am
 Wednesday 16 Service Delivery and Performance Overview and Scrutiny Committee 6.30 pm
 Thursday 17 C Joint Integration Committee (EDDC/SSDC) 2.00 pm*
 Tuesday 22 †† Licensing and Enforcement Sub (if required) 9.30 am
 Wednesday 23 Overview and Scrutiny Co-ordinating Committee 6.30pm
 Thursday 24 Audit and Governance Committee 2.30 pm
 Thursday 24 Housing Review Board 6.00 pm
 Tuesday 29 †† Licensing and Enforcement Sub (if required) 9.30 am
 Tuesday 29 Development Management 2.00 pm
 Wednesday 30 Communities Overview and Scrutiny Committee 6.30pm

JULY

Tuesday 6 †† Licensing and Enforcement Sub (if required) 9.30 am
 Tuesday 6 Standards Committee 10.00 am
 Thursday 8 S Joint Integration Committee (EDDC/SSDC) 2.00 pm*
 Friday 9 Planning Inspections #
 Monday 12 Asset Management Forum 9.30 am
 Tuesday 13 †† Licensing and Enforcement Sub (if required) 9.30 am
 Wednesday 14 Executive Board 5.30 pm
 Tuesday 20 †† Licensing and Enforcement Sub (if required) 9.30 am
 Tuesday 27 †† Licensing and Enforcement Sub (if required) 9.30 am
 Tuesday 27 Development Management 2.00 pm
 Wednesday 28 COUNCIL 6.30 pm

AUGUST

Tuesday 3 †† Licensing and Enforcement Sub (if required) 9.30 am
 Wednesday 4 Executive Board (if required) 5.30 pm
 Friday 6 Planning Inspections #
 Monday 9 Asset Management Forum 9.30 am
 Tuesday 10 †† Licensing and Enforcement Sub (if required) 9.30 am
 Thursday 12 Y Joint Integration Committee(EDDC/SSDC) (if required) 2.00 pm*
 Tuesday 17 †† Licensing and Enforcement Sub (if required) 9.30 am
 Tuesday 24 †† Licensing and Enforcement Sub (if required) 9.30 am
 Tuesday 24 Development Management 2.00 pm
 Tuesday 31 †† Licensing and Enforcement Sub (if required) 9.30 am
 Tuesday 31 † Licensing and Enforcement Committee 9.30 am

SEPTEMBER

Wednesday 1 Executive Board 5.30 pm
 Thursday 2 Economy Overview and Scrutiny Committee 6.30 pm
 Friday 3 Planning Inspections #
 Monday 6 Asset Management Forum 9.30 am
 Tuesday 7 †† Licensing and Enforcement Sub (if required) 9.30 am
 Wednesday 8 Communities Overview and Scrutiny Committee 6.30 pm
 Thursday 9 C Joint integration Committee (EDDC/SSDC) 2.00 pm*
 Thursday 9 Housing Review Board 6.00 pm
 Tuesday 14 †† Licensing and Enforcement Sub (if required) 9.30 am
 Wednesday 15 Overview and Scrutiny Co-ordinating Committee including service planning 6.30 pm
 Tuesday 21 †† Licensing and Enforcement Sub (if required) 9.30 am
 Tuesday 21 Development Management 2.00 pm
 Wednesday 22 Service Delivery and Performance Overview and Scrutiny Committee 6.30 pm
 Thursday 23 Audit and Governance Committee 2.30 pm
 Tuesday 28 †† Licensing and Enforcement Sub (if required) 9.30 am

OCTOBER

Friday	1		Planning Inspections	#
Monday	4		Asset Management Forum	9.30 am
Tuesday	5	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	6		Executive Board	5.30 pm
Thursday	7		Economy Overview and Scrutiny Committee	6.30 pm
Tuesday	12	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	13		COUNCIL	6.30 pm
Thursday	14	S	Joint Integration Committee (EDDC/SSDC)	2.00 pm*
Tuesday	19	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	19		Development Management	2.00 pm
Wednesday	20		Communities Overview and Scrutiny Committee	6.30 pm
Tuesday	26	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	27		Service Delivery and Performance Overview and Scrutiny	6.30 pm
Friday	29		Planning Inspections	#

NOVEMBER

Monday	1		Asset Management Forum	9.30 am
Tuesday	2	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	2		Standards Committee	10.00 am
Wednesday	3		Executive Board	5.30 pm
Tuesday	9	††	Licensing and Enforcement Sub (if required)	9.30 am
Thursday	11	Y	Joint Integration Committee (EDDC/SSDC)	2.00 pm*
Thursday	11		Audit and Governance Committee	2.30 pm
Tuesday	16	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	16		Development Management	2.00 pm
Wednesday	17		Overview and Scrutiny Co-ordinating Committee	6.30 pm
Tuesday	23	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	23	†	Licensing and Enforcement Committee	9.30 am
Thursday	25		Housing Review Board	6.00 pm
Friday	26		Planning Inspections	#
Monday	29		Asset Management Forum	9.30 am
Tuesday	30	††	Licensing and Enforcement Sub (if required)	9.30 am

DECEMBER

Wednesday	1		Executive Board	5.30 pm
Tuesday	7	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	7		Development Management	2.00 pm
Wednesday	8		COUNCIL	6.30 pm
Thursday	9	C	Joint Integration Committee (EDDC/SSDC)	2.00 pm*
Monday	13		Asset Management Forum	9.30 am
Tuesday	14	††	Licensing and Enforcement Sub (if required)	9.30 am
Friday	17		Planning Inspections	#
Tuesday	21	††	Licensing and Enforcement Sub (if required)	9.30 am

JANUARY 2011

Tuesday	4	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	5		Executive Board	5.30 pm
Tuesday	11	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	11		Development Management	2.00 pm
Wednesday	12		Communities Overview and Scrutiny Committee	6.30 pm
Thursday	13	S	Joint Integration Committee (EDDC/SSDC)	2.00 pm*
Thursday	13		Housing Review Board	6.00 pm
Monday	17		Service Planning & Budget Task and Finish Forum	9.00 am
Tuesday	18	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	19		Service Delivery and Performance Overview and Scrutiny Committee	6.30 pm
Thursday	20		Audit and Governance Committee	2.30 pm
Thursday	20		Economy Overview and Scrutiny Committee	6.30 pm
Friday	21		Planning Inspections	#
Monday	24		Asset Management Forum	9.30 am
Tuesday	25	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	25		Standards Committee	10.00 am
Wednesday	26		Overview and Scrutiny Co-ordinating Committee including Service Planning and Budget	6.30 pm
Monday	31	##	Rates Consultation	6.30 pm

FEBRUARY

Tuesday	1	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	8	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	8		Development Management	2.00 pm
Wednesday	9		Executive Board	5.30 pm
Thursday	10	Y	Joint Integration Committee (EDDC/SSDC)	2.00 pm*
Tuesday	15	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	16		Communities Overview and Scrutiny Committee	6.30 pm
Friday	18		Planning Inspections	#
Monday	21		Asset Management Forum	9.30 am
Tuesday	22	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	23		COUNCIL – setting Council Tax and agreeing budgets	6.30 pm
Thursday	24		Economy Overview and Scrutiny Committee	6.30 pm

MARCH

Tuesday	1	†	Licensing and Enforcement Committee	9.30 am
Tuesday	1	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	2		Executive Board	5.30 pm
Thursday	3		Housing Review Board	6.00 pm
Tuesday	8	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	8		Development Management	2.00 pm
Wednesday	9		Service Delivery and Performance Overview and Scrutiny Committee	6.30 pm
Thursday	10	C	Joint Integration Committee (EDDC/SSDC)	2.00 pm*
Tuesday	15	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	15		Standards Committee	10.00 am
Wednesday	16		Overview and Scrutiny Coordinating Committee	6.30 pm
Thursday	17		Audit and Governance Committee	2.30 pm
Friday	18		Planning inspections	#
Monday	21		Asset Management Forum	9.30 am
Tuesday	22	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	29	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	30		Executive Board	5.30 pm

APRIL

Tuesday	5	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	5		Development Management	2.00 pm
Tuesday	12	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	13		COUNCIL	6.30 pm
Thursday	14	S	Joint Integration Committee (EDDC/SSDC)	2.00 pm*
Friday	15		Planning Inspections	#
Monday	18		Asset Management Forum	9.30 am
Tuesday	19	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	26		Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	27		Executive Board	5.30 pm
Thursday	28		Housing Review Board	6.00 pm

MAY

Tuesday	3	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	3		Development Management	2.00 pm
Thursday	12	Y	Joint Integration Committee (EDDC/SSDC)	2.00 pm*

Time to be arranged
If requested by the East Devon Business Forum

C S Y Joint East Devon and South Somerset District Councils' Implementation Committee meetings to be held as indicated at C (Stringfellow Room, Chard), S (Council Chamber, Sidmouth), Y(Main Committee Room, Yeovil).

† The Licensing and Enforcement Committee includes within its functions the Licensing Act 2003, Gambling Act 2005, and all matters relating to hackney carriages and private hire.

†† Sub-Committees of the Licensing and Enforcement Committee whose functions are primarily to deal with hearings under the Licensing Act 2003 and Gambling Act 2005.

Note:

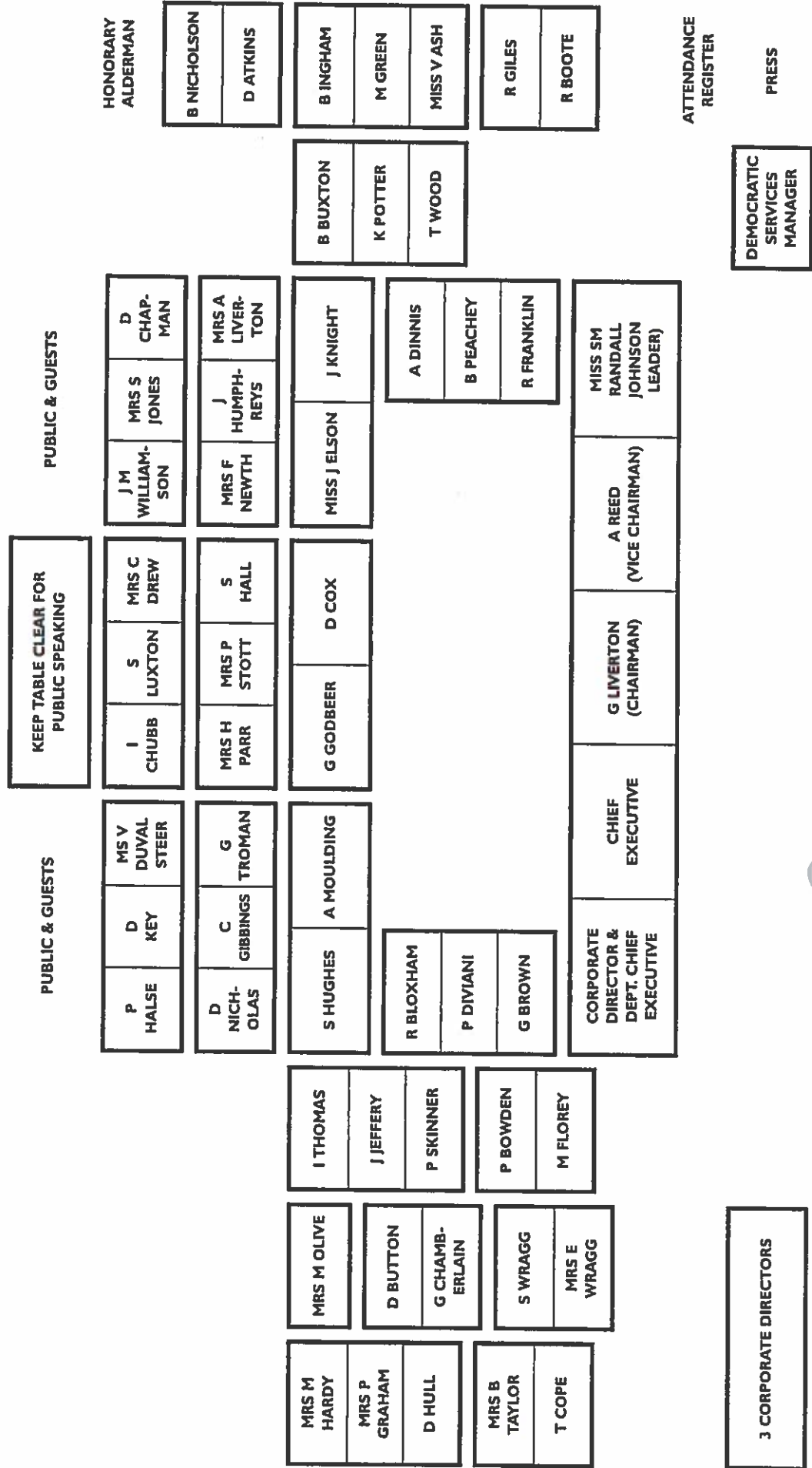
- Devon County Council Budget meeting time tabled for February 2011 (date to be confirmed)
- Provisional date for District election is 5 May 2011
- Meetings of the Assessment and Hearings Sub/Review Sub will be arranged as required.

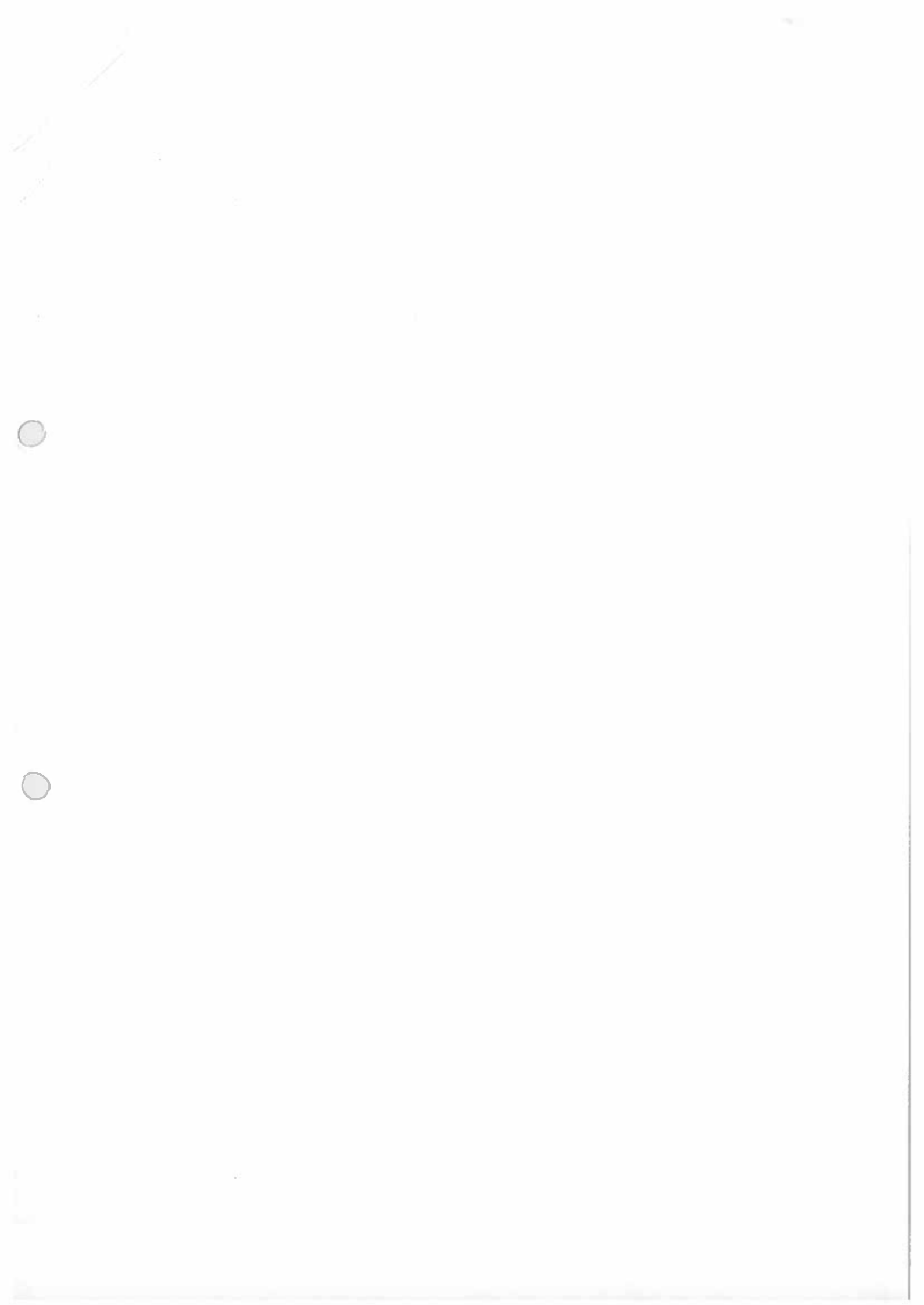
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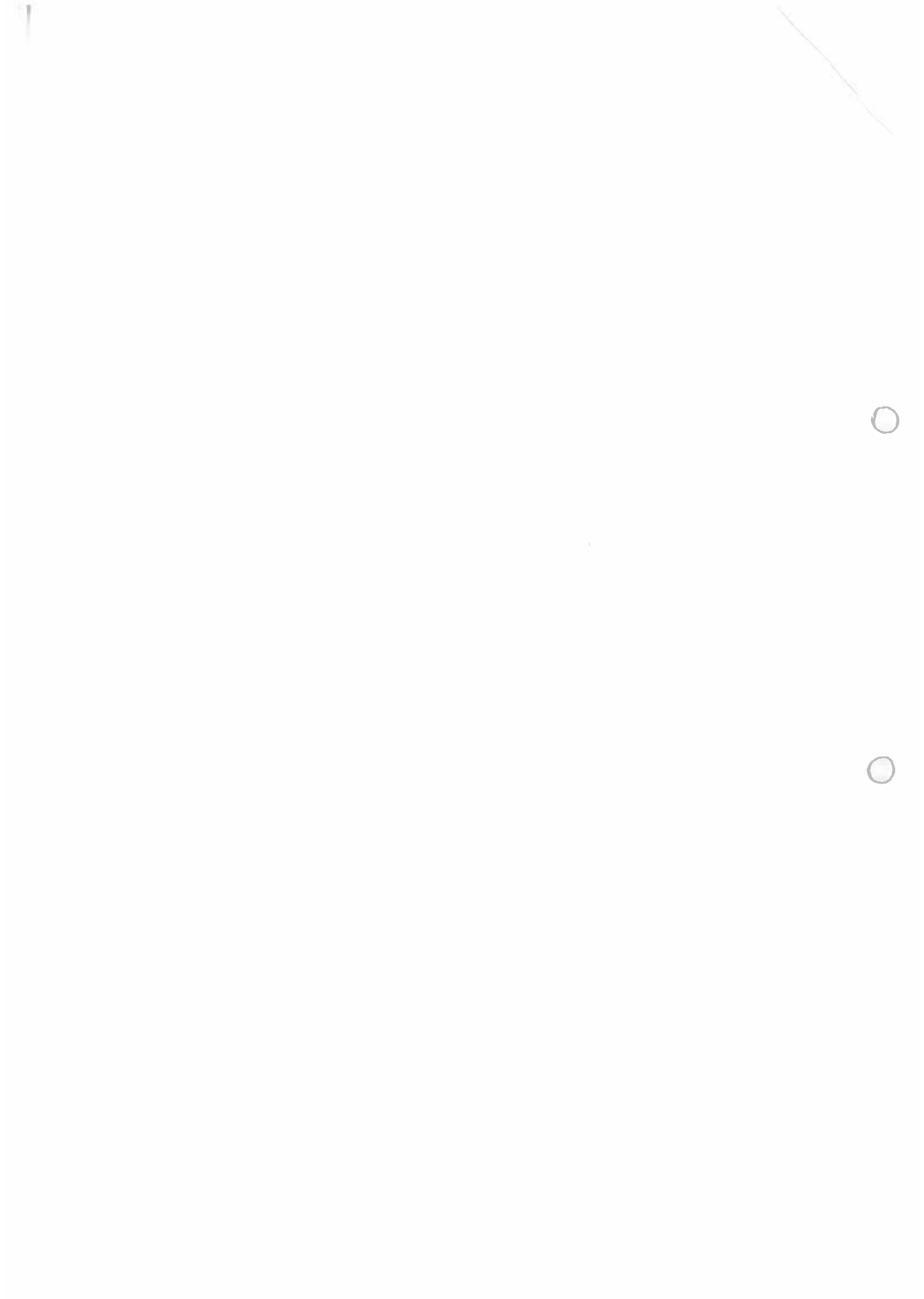
- * If required
- C S Y Joint East Devon and South Somerset District Councils' Implementation Committee meetings to be held as indicated at C (Stringfellow Room, Chard), S (Council Chamber, Sidmouth), Y (Main Committee Room, Yeovil).
- + The Licensing and Enforcement Committee includes within its functions the Licensing Act 2003, Gambling Act 2005, and all matters relating to hackney carriages and private hire.
- ++ Sub-Committees of the Licensing and Enforcement Committee whose functions are primarily to deal with hearings under the Licensing Act 2003 and Gambling Act 2005.
- Devon County Council Budget meeting time tabled for February 2011 (date to be confirmed)
- Provisional date for District election is 5 May 2011
- Meetings of the Standards Assessment and Hearings Sub/Review Sub will be arranged as required.

Council Chamber Seating Layout

Council 2010/11

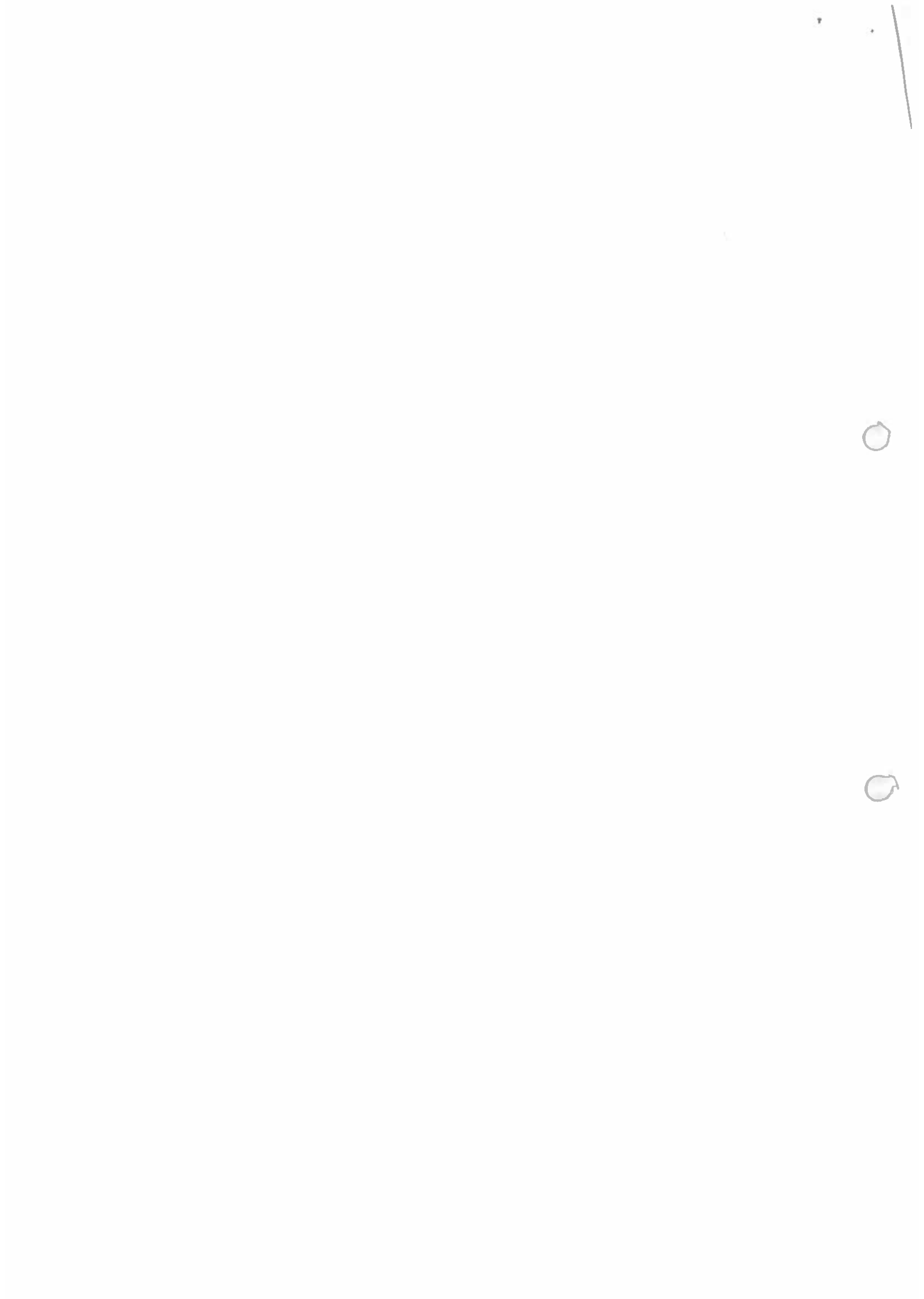






Amendments to the agenda papers

Agenda Page No.	Item	Amendment	Page
Page 3	Agenda Item 1 (a) re allocation of seats on Committees	Please refer to amended Appendix A attached.	2
Page 15	3(a) re allocation of seats on Committees	See amended Appendix A attached	2
Page 17	Recommendation 1 (a) re allocation of seats on Committees	See amended Appendix A attached	2
Page 19	Political balance on Advisory Panels/Steering Groups	Rationalisation Panel is made up of 5 Councillors from the largest group and 2 from the other than largest groups.	
Page 50	Vice-Chairman of Economy Overview/Scrutiny Committee	Steve Wragg	
Pages 51 and 52	Membership of Committees Chart	Replacement pages attached	3-4
Page 53	Member Champions	Replacement page attached	5
Page 54	Leader's/Portfolio Holders' Think Tanks	Peter Burrows to be included on the Resources Think Tank and not Communities. Roger Boote to be included on the Economy Think Tank.	
Page 56	Panels and Forum – Rationalisation Panel	Marion Olive to replace Douglas Hull on the Rationalisation Panel.	
Page 57	Exmouth and Seaton Regeneration Programme Boards	Clarification of Ward Membership: Exmouth Regeneration: Exmouth Ward Members: Pauline Stott and Tim Wood Seaton Regeneration: Seaton Ward Members: Stephanie Jones and Jim Knight Axmouth Ward Member: Ian Thomas	
Page 58	Outside Bodies: Community Council of Devon Advisory	Nomination: Philip Skinner	
Page 59	East Devon Transport, Research and Information Project (TRIP)	vacancy	
Pages 61-66	Dates of Committee meetings	Revised pages	6-10



MEMBERSHIP OF COMMITTEES

APPENDIX A

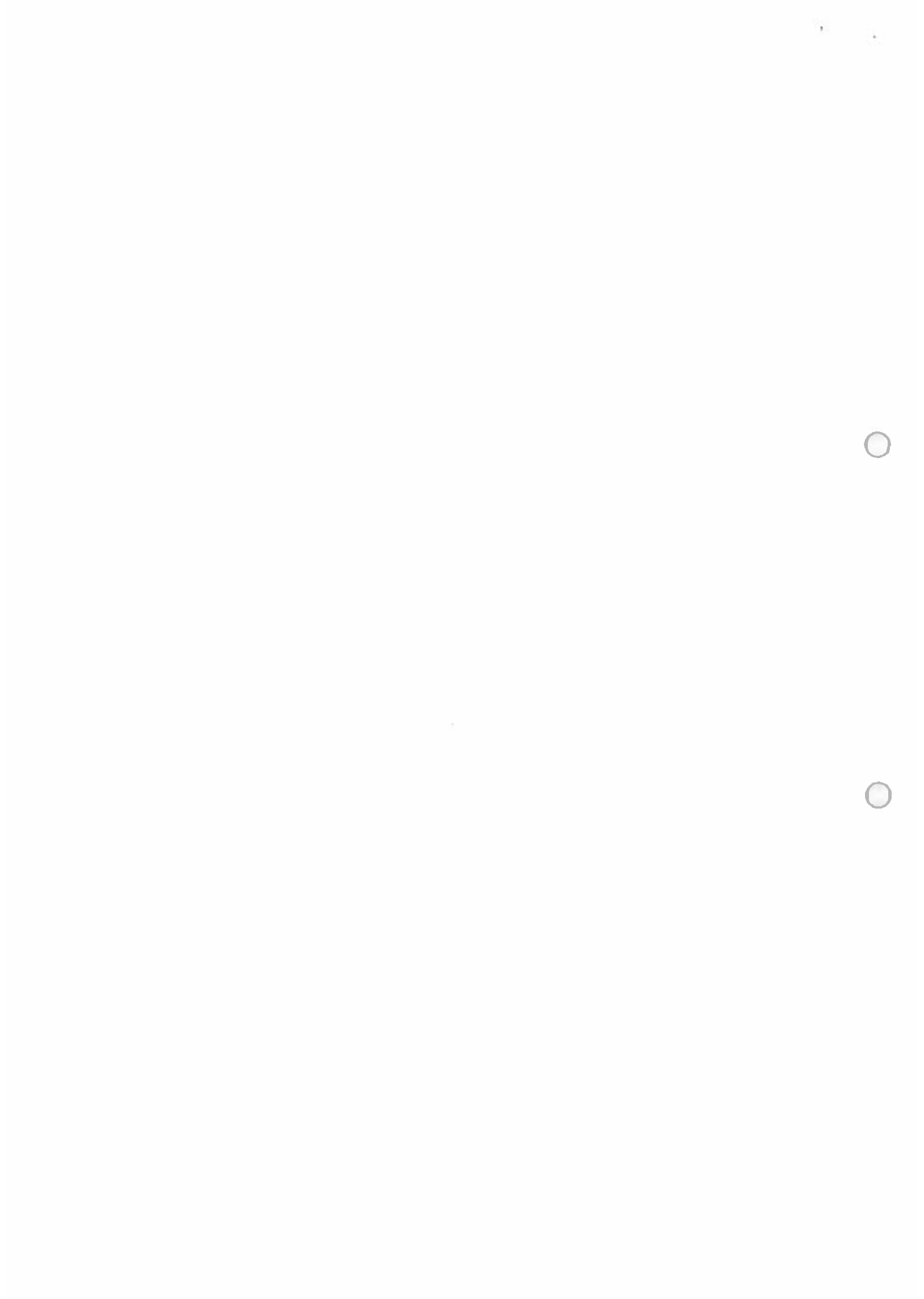
Number in Group % of Council Membership	21 seats: Overview/ Scrutiny Coordinating Committee	30 seats (3x10): Overview/ Scrutiny Committees: ➤ Economy ➤ Service delivery/ performance ➤ Communities	5 seats: Housing Review Board	16 seats Develop- ment Manage- ment	8 seats Planning Inspections	8 seats Audit and Govern- ance	5 seats Joint Integration Ctee EDDC: SSSDC	7 seats Interview (Corporate Directors)	7 seats Employ- ment Appeals	15 seats Licensing and Enforce- ment	122 Total seats
42Cons (71.19%)	15	7 (Economy) 7(Service delivery/ performance) 7(Communities) --	3	11	6	6	3	5	5	11	86
10 Lib Dems (16.95%)	4	1(Economy) 2 (Service Delivery) 2 (Communities)	1	3	1	1	1	1	1	2	20
7 Indeps Plus One (11.86%)	2	2(Economy) 1(Service delivery/ performance) 1(Communities)	1	2	1	1	1	1	1	2	16

The following member bodies are not shown on the above table:

- For the **Executive Board**, it is not a legal requirement for the political balance rules to apply. Membership of the Board in 2009/10 comprised 8 Conservatives (7 of whom were Portfolio Holders – Strategic Planning and Regeneration, Environment, Communications, Communities, Economy, Resources and Streetscene) and the Leaders of the 2 Opposition Groups – Liberal Democrats and Independents.
- The political balance rules do not apply to the **Standards Committee**.

Note: The **Planning Inspections Committee** currently consists of 8 Members (comprising the Strategic Planning and Regeneration Portfolio Holder, the Chairman and Vice Chairman of the Development Management Committee and 3 other Conservative Members, 1 Liberal Democrat and 1 Independent Group Members of the Development Management Committee).





Membership of Committees 2010/11

Members of Executive Board and Committees 2010/11	Executive Board	Joint Integration Committee	Overview/Scrutiny Coordinating	Ov/Sc Communities	Ov/Sc Economy	Ov/Sc Service delivery/performance	Housing Review Board	Development Management	Planning Inspections	Standards	Audit & Governance	Interviewing (Corporate Directors)	Employment Appeals	Licensing & Enforcement
Jones S														
Key D R A														
Knight J A														
Liverton A E														
Liverton G K														
Luxton S C														
Moulding A T														
Newth F I														
Nicholas K D														
Nicholson B														
Olive M														
Parr H E														
Peachey R C														
Potter K C														
Randall Johnson S M	Chairman	Vice Chairman												
Reed A W J														
Skinner P J														
Stott P A														
Taylor B O														
Thomas I														
Troman G M														
Williamson J M														
Wood T J R														
Wragg E E														
Wragg S C														

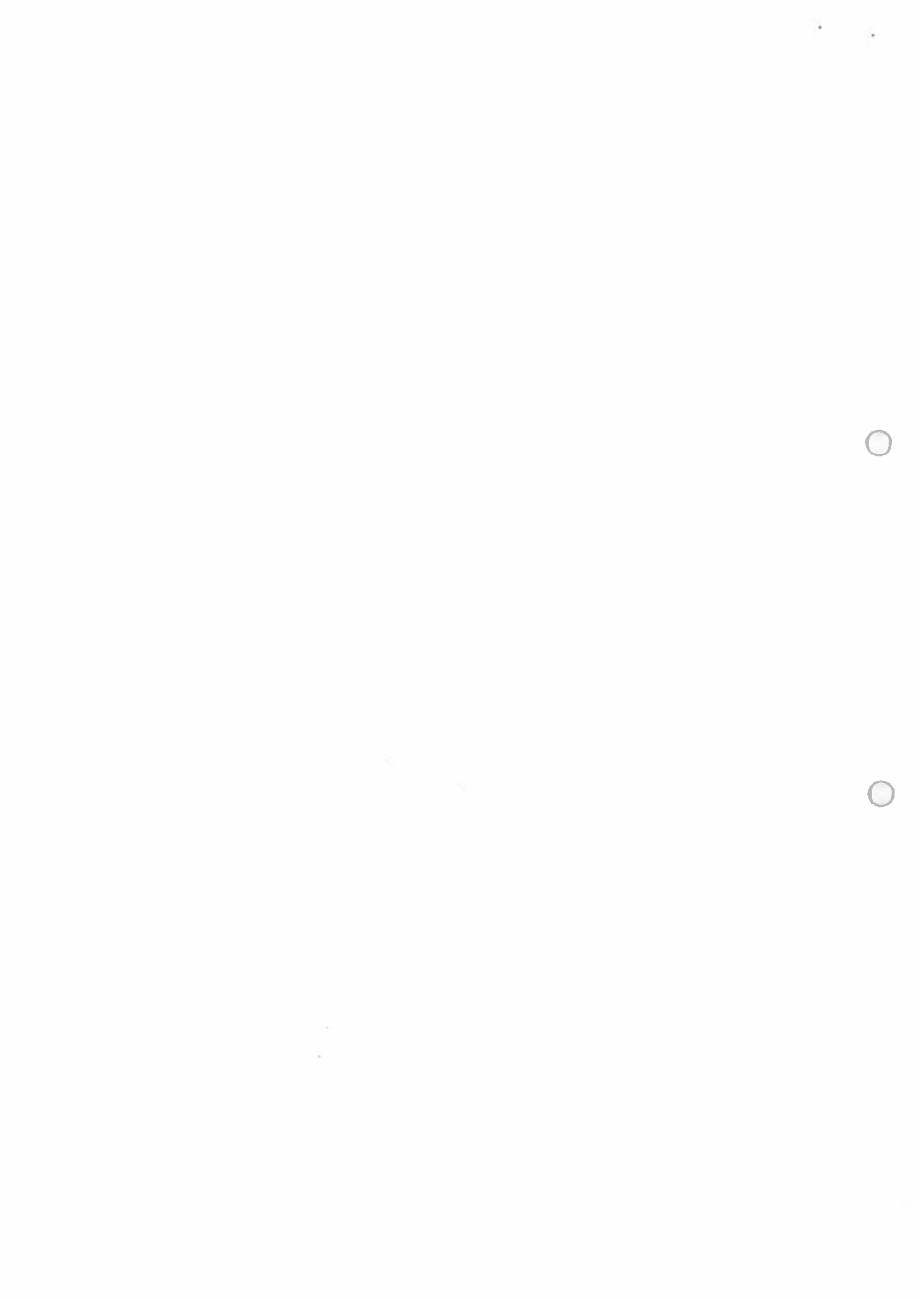
Portfolio Holders: Strategic Planning and Regeneration – Ray Franklin, Resources – Andrew Moulding, Communities – Jill Elson, Communications – Stuart Hughes, Economy – Graham Godbeer, Street Scene – David Cox, Environment – Graham Brown

Planning Inspections – Substitute Members: Bob Buxton (for Stephanie Jones) Mark Williamson (for Andrew Dinnis, Helen Parr and Paul Diviani), Ian Thomas (for Ray Franklin and David Key) Derek Button (for Geoff Chamberlain), David Atkins (for Mike Green)



Member Champions

	Current Member Champion 2009/10	Nominations 2010/11
Asset Management	John Humphreys	John Humphreys
Business	Malcolm Florey	Iain Chubb
Community Safety	Chris Gibbings	Bob Buxton
Culture	Vivienne Ash	Vivienne Ash
Customer Services	Steve Hall	Steve Hall
Data Quality	Graham Troman	Graham Troman
Design	Andrew Dinnis	Andrew Dinnis
Equalities	Vivien Duval-Steer	Vivien Duval-Steer
Exmouth Town	Darryl Nicholas	Darryl Nicholas
Member Development	Ann Liverton	Ann Liverton
Post Offices	Ken Potter	Ken Potter
Procurement	Mark Williamson	Mark Williamson
Risk Management	Peter Bowden	Peter Bowden
Rural	Philip Skinner	Philip Skinner
Sustainability (Eco issues)	Frances Newth	Frances Newth
Seaton Town	Stephanie Jones	Stephanie Jones
Young People	Iain Chubb	Christine Drew



EAST DEVON DISTRICT COUNCIL
LIST OF DATES FOR COUNCIL, EXECUTIVE BOARD AND COMMITTEE
MEETINGS 2010/2011

(Unless otherwise indicated meetings will normally be held at Knowle, Sidmouth. Rates Consultation and Panel meetings are not open to the public. The public can be asked to leave other meetings on specified grounds.)

MAY 2010

Wednesday	19		ANNUAL COUNCIL	6.30 pm
Thursday	27		Asset Management Forum	2.00 pm

JUNE

Tuesday	1		Development Management	2.00 pm
Tuesday	8	†	Licensing and Enforcement Committee	9.30 am
Tuesday	8	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	9		Executive Board	5.30 pm
Thursday	10		Economy Overview and Scrutiny Committee	6.30 pm
Friday	11		Planning Inspections Committee	#
Tuesday	15	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	16		Service Delivery and Performance Overview and Scrutiny Committee	6.30 pm
Thursday	17	C	Joint Integration Committee (EDDC/SSDC)	2.00 pm*
Tuesday	22	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	23		Overview and Scrutiny Co-ordinating Committee	6.30pm
Thursday	24		Audit and Governance Committee	2.30 pm
Thursday	24		Housing Review Board	6.00 pm
Tuesday	29	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	29		Development Management	2.00 pm
Wednesday	30		Communities Overview and Scrutiny Committee	6.30pm

JULY

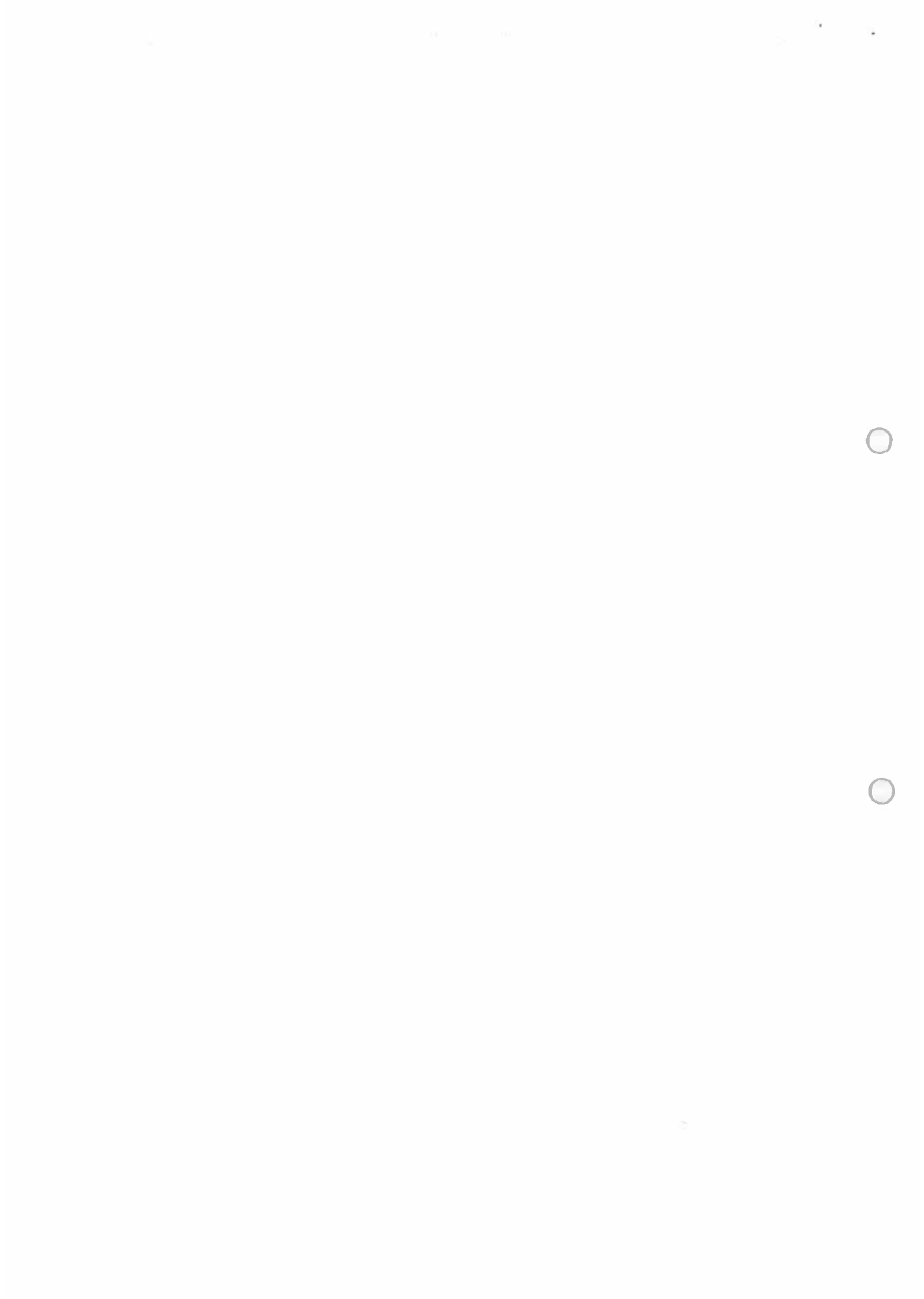
Thursday	1		Asset Management Forum	9.30 am
Tuesday	6	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	6		Standards Committee	10.00 am
Thursday	8	S	Joint Integration Committee (EDDC/SSDC)	2.00 pm*
Friday	9		Planning Inspections	#
Tuesday	13	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	14		Executive Board	5.30 pm
Tuesday	20	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	27	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	27		Development Management	2.00 pm
Wednesday	28		COUNCIL	6.30 pm
Thursday	29		Asset Management Forum	9.30 am

AUGUST

Tuesday	3	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	4		Executive Board (if required)	5.30 pm
Friday	6		Planning Inspections	#
Tuesday	10	††	Licensing and Enforcement Sub (if required)	9.30 am
Thursday	12	Y	Joint integration Committee(EDDC/SSDC) (if required)	2.00 pm*
Tuesday	17	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	24	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	24		Development Management	2.00 pm
Tuesday	31	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	31	†	Licensing and Enforcement Committee	9.30 am

SEPTEMBER

Wednesday	1		Executive Board	5.30 pm
Thursday	2		Asset Management Forum	2.00 pm
Thursday	2		Economy Overview and Scrutiny Committee	6.30 pm
Friday	3		Planning Inspections	#
Tuesday	7	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	8		Communities Overview and Scrutiny Committee	6.30 pm
Thursday	9	C	Joint Integration Committee (EDDC/SSDC)	2.00 pm*
Thursday	9		Housing Review Board	6.00 pm
Tuesday	14	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	15		Overview and Scrutiny Co-ordinating Committee including service planning	6.30 pm
Tuesday	21	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	21		Development Management	2.00 pm
Wednesday	22		Service Delivery and Performance Overview and Scrutiny Committee	6.30 pm
Thursday	23		Audit and Governance Committee	2.30 pm
Tuesday	28	††	Licensing and Enforcement Sub (if required)	9.30 am



Thursday	30		Asset Management Forum	2.00 pm
OCTOBER				
Friday	1		Planning inspections	#
Tuesday	5	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	6		Executive Board	5.30 pm
Thursday	7		Economy Overview and Scrutiny Committee	6.30 pm
Tuesday	12	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	13		COUNCIL	6.30 pm
Thursday	14	S	Joint Integration Committee (EDDC/SSDC)	2.00 pm*
Tuesday	19	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	19		Development Management	2.00 pm
Wednesday	20		Communities Overview and Scrutiny Committee	6.30 pm
Tuesday	26	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	27		Service Delivery and Performance Overview and Scrutiny	6.30 pm
Thursday	28		Asset Management Forum	2.00 pm
Friday	29		Planning inspections	#

NOVEMBER

Tuesday	2	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	2		Standards Committee	10.00 am
Wednesday	3		Executive Board	5.30 pm
Tuesday	9	††	Licensing and Enforcement Sub (if required)	9.30 am
Thursday	11	Y	Joint Integration Committee (EDDC/SSDC)	2.00 pm*
Thursday	11		Audit and Governance Committee	2.30 pm
Tuesday	16	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	16		Development Management	2.00 pm
Wednesday	17		Overview and Scrutiny Co-ordinating Committee	6.30 pm
Tuesday	23	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	23	†	Licensing and Enforcement Committee	9.30 am
Thursday	25		Asset Management Forum	2.00 pm
Thursday	25		Housing Review Board	6.00 pm
Friday	26		Planning inspections	#
Tuesday	30	††	Licensing and Enforcement Sub (if required)	9.30 am

DECEMBER

Wednesday	1		Executive Board	5.30 pm
Tuesday	7	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	7		Development Management	2.00 pm
Wednesday	8		COUNCIL	6.30 pm
Thursday	9	C	Joint Integration Committee (EDDC/SSDC)	2.00 pm*
Tuesday	14	††	Licensing and Enforcement Sub (if required)	9.30 am
Friday	17		Planning inspections	#
Tuesday	21	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	22		Asset Management Forum	2.00 pm

JANUARY 2011

Tuesday	4	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	5		Executive Board	5.30 pm
Tuesday	11	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	11		Development Management	2.00 pm
Wednesday	12		Communities Overview and Scrutiny Committee	6.30 pm
Thursday	13	S	Joint Integration Committee (EDDC/SSDC)	2.00 pm*
Thursday	13		Housing Review Board	6.00 pm
Monday	17		Service Planning & Budget Task and Finish Forum	9.00 am
Tuesday	18	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	19		Asset Management Forum	9.30 am
Wednesday	19		Service Delivery and Performance Overview and Scrutiny Committee	6.30 pm
Thursday	20		Audit and Governance Committee	2.30 pm
Thursday	20		Economy Overview and Scrutiny Committee	6.30 pm
Friday	21		Planning inspections	#
Tuesday	25	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	25		Standards Committee	10.00 am
Wednesday	26		Overview and Scrutiny Co-ordinating Committee including Service Planning and Budget	6.30 pm
Monday	31	##	Rates Consultation	6.30 pm



FEBRUARY

Tuesday	1	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	8	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	8		Development Management	2.00 pm
Wednesday	9		Executive Board	5.30 pm
Thursday	10	Y	Joint Integration Committee (EDDC/SSDC)	2.00 pm
Tuesday	15	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	16		Asset Management Forum	9.30 am
Wednesday	16		Communities Overview and Scrutiny Committee	6.30 pm
Friday	18		Planning inspections	#
Tuesday	22	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	23		COUNCIL – setting Council Tax and agreeing budgets	6.30 pm
Thursday	24		Economy Overview and Scrutiny Committee	6.30 pm

MARCH

Tuesday	1	†	Licensing and Enforcement Committee	9.30 am
Tuesday	1	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	2		Executive Board	5.30 pm
Thursday	3		Housing Review Board	6.00 pm
Tuesday	8	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	8		Development Management	2.00 pm
Wednesday	9		Service Delivery and Performance Overview and Scrutiny Committee	6.30 pm
Thursday	10	C	Joint Integration Committee (EDDC/SSDC)	2.00 pm
Tuesday	15	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	15		Standards Committee	10.00 am
Wednesday	16		Asset Management Forum	9.30 am
Wednesday	16		Overview and Scrutiny Coordinating Committee	6.30 pm
Thursday	17		Audit and Governance Committee	2.30 pm
Friday	18		Planning inspections	#
Tuesday	22	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	29	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	30		Executive Board	5.30 pm

APRIL

Tuesday	5	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	5		Development Management	2.00 pm
Tuesday	12	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	13		Asset Management Forum	9.30 am
Wednesday	13		COUNCIL	6.30 pm
Thursday	14	S	Joint Integration Committee (EDDC/SSDC)	2.00 pm
Friday	15		Planning inspections	#
Tuesday	19	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	26		Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	27		Executive Board	5.30 pm
Thursday	28		Housing Review Board	6.00 pm

MAY

Tuesday	3	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	3		Development Management	2.00 pm
Wednesday	11		Asset Management Forum	9.30 am
Thursday	12	Y	Joint Integration Committee (EDDC/SSDC)	2.00 pm

Time to be arranged

if requested by the East Devon Business Forum

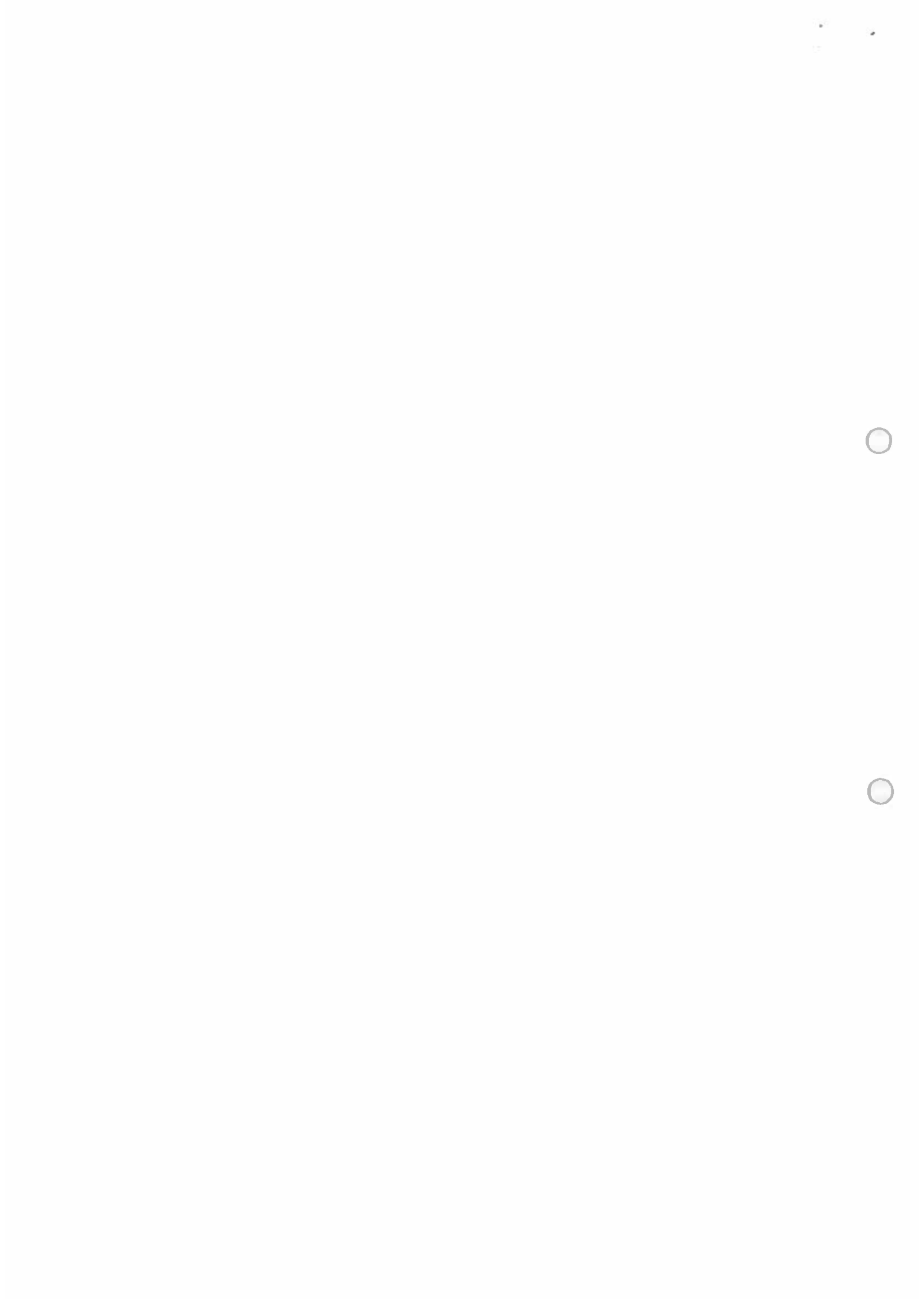
C S Y Joint East Devon and South Somerset District Councils' Integration Committee meetings to be held as indicated at C (Stringfellow Room, Chard), S (Council Chamber, Sidmouth), Y(Main Committee Room, Yeovil).

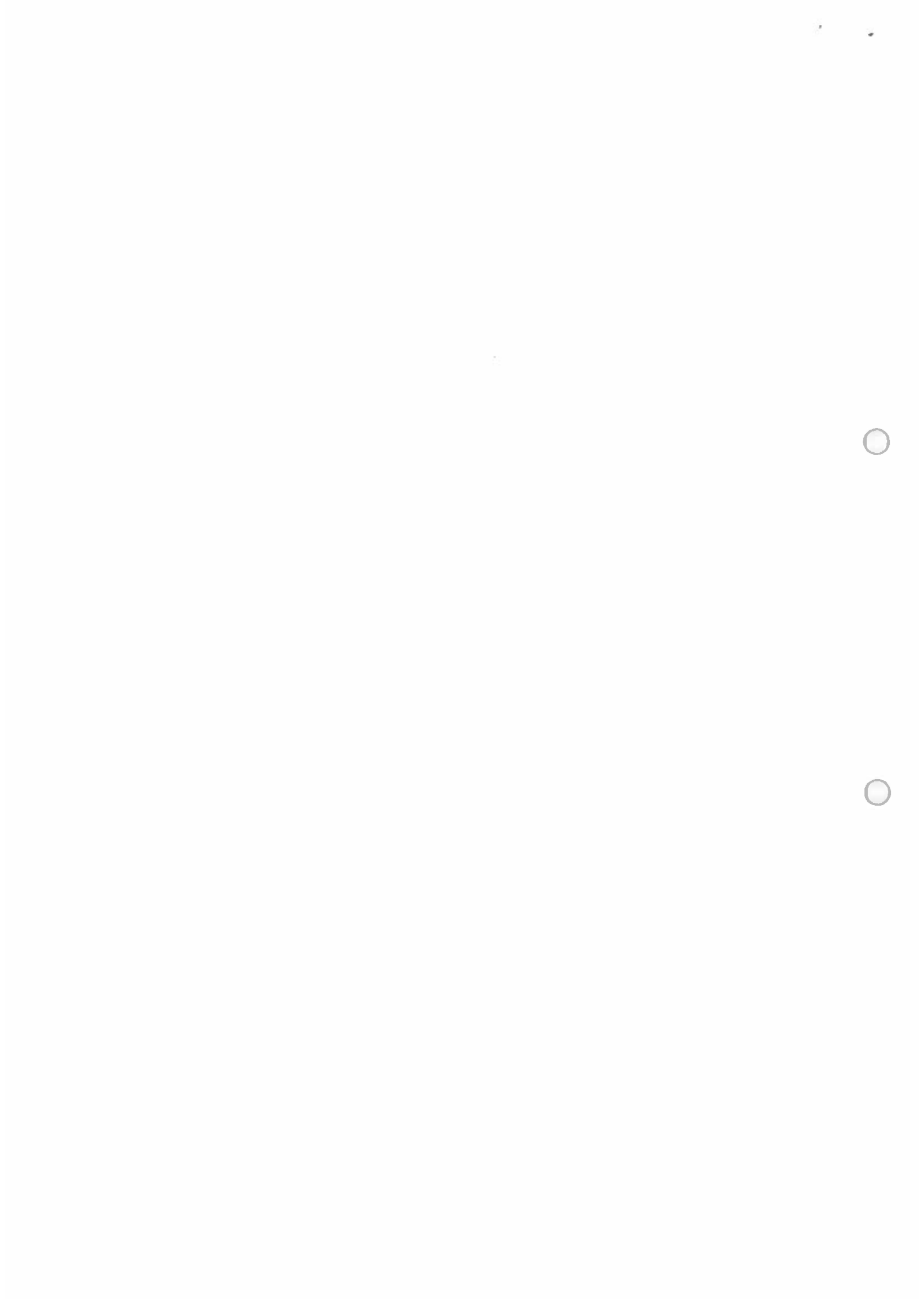
† The Licensing and Enforcement Committee includes within its functions the Licensing Act 2003, Gambling Act 2005, and all matters relating to hackney carriages and private hire.

†† Sub-Committees of the Licensing and Enforcement Committee whose functions are primarily to deal with hearings under the Licensing Act 2003 and Gambling Act 2005.

Note:

- Devon County Council Budget meeting time tabled for February 2011 (date to be confirmed)
- Provisional date for District election is 5 May 2011
- Meetings of the Assessment and Hearings Sub/Review Sub will be arranged as required.





NOTES

* If required

C S Y Joint East Devon and South Somerset District Councils' Integration Committee meetings to be held as indicated at C (Stringfellow Room, Chard), S (Council Chamber, Sidmouth), Y (Main Committee Room, Yeovil).

† The Licensing and Enforcement Committee includes within its functions the Licensing Act 2003, Gambling Act 2005, and all matters relating to hackney carriages and private hire.

†† Sub-Committees of the Licensing and Enforcement Committee whose functions are primarily to deal with hearings under the Licensing Act 2003 and Gambling Act 2005.

□ Devon County Council Budget meeting time tabled for February 2011 (date to be confirmed)

□ Provisional date for District election is 5 May 2011

□ Meetings of the Standards Assessment and Hearings Sub/Review Sub will be arranged as required.

