

EAST DEVON DISTRICT COUNCIL

Minutes of the Annual Meeting of the Council held at Knowle, Sidmouth, on Wednesday, 17 May 2017

Attendance list at the end of document.

The meeting started at 6.30 pm and ended at 8.42 pm

***1 Election of Chairman**

Councillor Stuart Hughes (Chairman) invited nominations for the office of Chairman of the Council for the ensuing year.

Councillor Graham Godbeer proposed and Councillor Jill Elson seconded Councillor Andrew Moulding being elected Chairman of the Council for the ensuing civic year.

In proposing, Councillor Godbeer spoke of Councillor Moulding's extensive experience as a councillor having served as a Parish, District and County Councillor. During his time as Chairman of the County Council, Councillor Moulding had shown much enthusiasm and understanding whilst undertaking his duties and he had no doubt that he would show the same commitment to East Devon.

In seconding, Councillor Elson said that the position was much deserved and that she had every confidence that Councillor Moulding would make a very good Chairman.

There were no other nominations.

RESOLVED

that Councillor Andrew Moulding be elected Chairman of the Council for the ensuing year.

Following the election, Councillor Hughes invested the new Chairman with the Chain and Jewel of Office. Councillor Moulding took the Chair, read and signed the Declaration of Acceptance of Office. He then spoke in response to his election. He thanked his proposer and seconder and said how proud he was to be given the opportunity to represent the District, which was very close to his heart. He intended to chair meetings of the Council impartially and with fairness. He spoke of the next two years being very important for the Council, particularly in respect of the relocation of the Council's offices. He thanked Councillors for entrusting the role on him and paid particular thanks to his wife and son for their continued support.

The Chairman thanked Councillor Hughes as retiring Chairman for his services which he had carried out with dignity and fairness and presented him with the past Chairman's Badge and an East Devon District Council plaque.

Councillor Hughes spoke in response, congratulating the Chairman and thanking him for his kind words. He spoke of the many fond memories he had from serving as Chairman. He thanked Councillors for instilling their trust in him to carry out the role of Chairman – which had been an honour, the Chief Executive, Wendy Harris and the Democratic Services Team for their support and particular thanks were

passed to Maria Pearce for all her help over the last two years. Lastly he thanked Councillor Helen Parr for being a wonderful Vice Chairman and for the support she had given him.

***2 Appointment of Vice-Chairman**

The Chairman invited nominations for the appointment of Vice-Chairman of the Council for the ensuing year.

Councillor Iain Chubb proposed and Councillor Colin Brown seconded Councillor David Key being appointed Vice-Chairman of the Council for the ensuing civic year.

In proposing, Councillor Iain Chubb said that Councillor David Key deserved this honourable position and spoke of his many responsibilities and achievements as a Councillor, including being chairman of Development Management Committee and Member Champion for Affordable Homes. David possessed the skills and sound understanding to undertake this important role.

In seconding Councillor Key, Councillor Colin Brown said that the position of Vice Chairman was much deserved.

The Chairman invited further nominations.

Councillor Eileen Wragg proposed and Councillor Steve Gazzard seconded Councillor Douglas Hull being appointed Vice-Chairman of the Council for the ensuing year.

In proposing, Councillor Wragg said that Councillor Hull was much loved by his constituents and had put his heart and soul into serving the local community and East Devon District Council. She felt the position of Vice Chairman was much deserved and hoped councillors from all of the parties/groups would support him.

In seconding, Councillor Gazzard said that he was proud to support the proposal. Councillor Hull was a long serving councillor who had dedicated many years to serving his community.

The nominations were put to the vote.

RESOLVED

that Councillor David Key be appointed Vice-Chairman of the Council for the ensuing year.

Following the appointment, the Chairman invested the new Vice-Chairman with the Badge of Office. Councillor Key read and signed the Declaration of Acceptance of Office. He then spoke in response to his appointment, thanking his proposer and seconder. He said that it was an honour to accept the role and he would do his utmost to support the Council during the challenging times ahead.

The Vice-Chairman thanked Councillor Helen Parr as retiring Vice-Chairman for her services. The Chairman presented Councillor Parr with the past Vice-Chairman's Badge and an East Devon District Council plaque.

The former Vice-Chairman then spoke in response, congratulating the Chairman and Vice-Chairman, who she had no doubt would do an excellent job in their new roles. She said that it had been an honour and pleasure to represent the Council at the many events she had attended and thanked those who had helped and supported her over the last two years, including the Chief Executive, Maria Pearce, Wendy Harris and the Democratic Services Team.

Councillor Douglas Hull congratulated both the new Chairman and Vice Chairman on their appointments.

***3 Public Speaking**

The Chairman welcomed Councillors, Honorary Aldermen and members of the public and invited questions.

There were two members of the public who wished to speak on the motion on the Sustainability and Transformation Plan.

Di Smith spoke of her personal experience of care services being provided in East Devon. She advised that the community care provision currently was inadequate and that it was a particular issue in the rural areas. She spoke of the importance of people having access to community hospital services and the need to fight to keep beds in those hospitals. Under the current proposals Sidmouth Community Hospital would have to serve the whole of the Exe and Axe valleys which would lead to vast journey times, particularly for those who relied on public transport. This was a national problem which needed to be addressed.

Tony Smith spoke of the value of both the Seaton and Honiton Community Hospitals and how they were treasured by the large rural communities they served. Without the community hospitals many people would be cut off from health services. He urged the Councillors to support the motion and urge the NEW Devon CCG to not only maintain community hospital beds but to increase them.

The Chairman thanked both the speakers for their contributions. He stated that the District Council took the matter very seriously and that their comments would be taken into consideration when the motion was debated later in the agenda.

***4 Minutes**

The minutes of the meeting of the Council held on 26 April 2017 were confirmed and signed as a true record, subject to Councillor Hull being included in the list of attendees.

***5 Declarations of interest**

Councillor Cherry Nicholas – Minute 19

Interest: Personal

Reason: Son worked for NEW Devon CCG

Councillor Stuart Hughes – Minute 19

Interest: Personal

Reason: Devon County Councillor

Councillor Phil Twiss – Minute 19
Interest: Personal
Reason: Devon County Councillor

Councillor Iain Chubb – Minute 19
Interest: Personal
Reason: Devon County Councillor

Councillor Paul Diviani – Minute 19
Interest: Personal
Reason: Elected by Devon Districts Forum to represent all of the Devon Districts' interests on Devon County Council's Health and Wellbeing Scrutiny Committee

Councillor Jill Elson – Minute 19
Interest: Personal
Reason: Charitable Manger at Seaton Hospiscare.

Councillor Peter Burrows – Minute 19
Interest: Personal
Reason: Wife involved with Hospital at Home service run by Seaton Hospiscare.

Councillor Douglas Hull – Minute 19
Interest: Personal
Reason: Governor of Royal Devon and Exeter Hospital

*6

Chairman's announcements

a) Welcome new Councillors – the Chairman welcomed the 2 Councillors who had been elected at the 4 May by-elections – Councillors Mark Evans-Martin (Whimple) and Eleanor Rylance (Broadclyst).

b) Long Service awards

Long Service awards were now presented to staff at the annual meeting of the Council. The Chairman welcomed the opportunity to present service awards to long-serving staff; it was a chance for the Council to thank them for their valued contribution.

He highlighted the achievements of the staff individually before presenting them with their long service certificates.

Melissa Clode	Support Officer, Revenues and Benefits	20 years
Linda White	Clerical Support Officer, Governance and Licensing	20 years
Mike Stone	Building Control Surveyor	20 years
Paul Huppler	Environmental Health Officer	30 years
Dave Barnard	Building Control Surveyor	40 years

c) Democratic Services Manager retiring

The Chairman announced that, after 28 years of dedicated service, Diana Vernon would be retiring from the Council. He spoke of how much she was valued, especially by the Councillors. She had been a huge asset to the Council and would be greatly missed. He thanked her all the support she had given to Councillors over the years, which she had always done with a smile and without fuss, and wished her a very happy, and much deserved, retirement.

The Chairman presented Diana with flowers and she received a standing ovation from the Councillors.

***7 Leader of the Council**

Councillor Mark Williamson proposed Councillor Paul Diviani as Leader of the Council for the ensuing year. This proposal was seconded by Councillor Brian Bailey.

In proposing, Councillor Mark Williamson spoke highly of Councillor Diviani's leadership during the many challenges which had faced the Council over the years he had been Leader and of his faith in Councillor Diviani's ability to lead through future challenges. He undertook the role calmly, purposefully and with intelligence and was a strong and stable leader.

In seconding, Councillor Bailey endorsed the proposer's motion and spoke of Councillor Diviani's strong leadership skills and the support he offered to other Councillors.

In accepting his appointment, Councillor Diviani thanked his proposer and seconder and said that it was a great honour to be re-elected Leader of the Council. During his speech the Leader highlighted some of the challenges that had been overcome during his time as Leader and some of the upcoming challenges facing the Council, such as the relocation of the Council's offices to Honiton and Exmouth. He congratulated the Chairman and Vice Chairman on their well-deserved appointments.

***8 Appointment of Deputy Leader**

The Leader confirmed his appointment of Councillor Phil Twiss as Deputy Leader of the Council. Councillor Diviani said that Councillor Twiss would take on the new role with the same great enthusiasm and energy that he approached all tasks and thanked him for his continued support

***9 Cabinet Members and Portfolio Holders**

The Leader proposed certain changes to Portfolio Holders appointments. The Corporate Business and Corporate Services Portfolio would be combined and would be called Corporate Services. A Deputy Environment Portfolio would be created. The Cabinet would again include two Members who were not members of the ruling party as Cabinet Members without Portfolio.

The Leader advised that, (in compliance with Articles 6.02 and 6.04 of the Constitution), he appointed the following Members (additional to the Leader and Deputy Leader) to the Cabinet, namely:

Corporate Services Portfolio Holder	Iain Chubb
Economy Portfolio Holder	Philip Skinner
Environment Portfolio Holder	Tom Wright
Deputy Portfolio Holder	Marcus Hartnell
Finance Portfolio Holder	Ian Thomas
Sustainable Homes and Communities Portfolio Holder	Jill Elson
Cabinet Member without Portfolio	Eileen Wragg (LD)
Cabinet Member without Portfolio	Geoff Pook (I)

The Deputy Leader was appointed Strategic Development and Partnerships Portfolio Holder.

*10

Committees

RESOLVED:

- 1. that Committees be established for the municipal year as set out in Articles 7, 8, 9 and 10 of the Constitution. Proposed changes are included in the Chief Executive's report at agenda item 14.**
- 2. that the size and terms of reference for those Committees be as set out in Articles 7, 8, 9 and 10 of the Constitution subject to changes included within the Chief Executive's report at agenda item 14.**
- 3. that the membership of the Standards Committee be confirmed, namely:**

Council representatives:

Chairman of the Council, Councillors Graham Godbeer, Stuart Hughes, Douglas Hull and Dawn Manley.

Substitute members: Councillors Susie Bond, Alan Dent and Brenda Taylor.

Non-voting Independent representatives:

Martin Goscomb and Tim Swarbrick*.

*Tim Swarbrick (non-voting independent representative) was originally appointed in 2012 for a 4-year term. Council approved a second 4-year term to retain Mr Swarbrick's experience and knowledge.

Non-voting Parish/Town Council representatives:

Councillors Jessica Bailey (West Hill Parish Council) and Frances Newth (Sidmouth Town Council).

Non-voting Independent person – Alison Willan was not a member of the Standards Committee but was consulted by the Monitoring Officer on Code of Conduct Complaints. Her original appointment in 2012 was for a term of 4 years. Council approved a second 4-year term so that Alison's experience and knowledge could continue to be used for the benefit of the Council and support its governance arrangements.

4. To confirm the non District Council membership of the Housing Review Board:

Tenant and/or leaseholder representatives: (to serve a further year on the Board)

Angela Bea, Mike Berridge, Joyce Ebborn, Victor Kemp and Pat Rous.

Independent Community representatives (to serve a further year on the Board)

Julie Adkin and Christine Drew.

***11 Report of the Chief Executive**

a) Allocation of seats to different political groups on Committees, Sub Committees, Advisory Panels/Forum

Appendices A and B – agenda pages 18-20.

The Chairman advised that there was one amendment to the Appendix B in the agenda – this was to increase the membership of the Capital Strategy Allocation Group from four to five (four from the Conservative Group and one from a group other than the largest group of the Council, namely Councillor Geoff Pook.

Councillor Megan Armstrong put forward a motion that the Exmouth Regeneration Board membership should mirror that of the Axminster Regeneration Board, however the motion was lost. The Chief Executive advised that the membership had been considered at a previous Cabinet meeting.

b) Amendments to the Council's Constitution

The proposed amendments were detailed in the report, the draft Constitution, and in the revision note circulated prior to the meeting. The Chairman advised of one further amendment at the meeting which related to recommendation two of the report – the further amendment dealt with enforcement powers in relation to high hedges.

Councillor Susie Bond proposed that the Standards Committee meet four times a year, instead of twice as year as proposed in the changes to the Constitution. The proposal was seconded by Councillor Twiss, put to the vote and carried.

c) Annual reports:

Overview Committee

Councillor Graham Godbeer, Vice-Chairman of the Overview Committee presented the annual report.

Scrutiny Committee

Councillor Roger Giles, Chairman of the Scrutiny Committee presented the Committee's annual report, which had been circulated to Members under a separate cover.

Housing Review Board

Councillor Pauline Stott, Chairman of the Housing Review Board presented the Board's annual report.

d) Lead Councillors

Councillor Mark Williamson, Lead Councillor for Neighbourhood Plans spoke on behalf of the Council's Lead Councillors and highlighted the value of their work to the Council. He commended the reports to Council and urged Members to read them if they had not already done so in order to understand the breadth and value of the work undertaken.

RESOLVED

- 1.a) that the allocation to different political groups of seats to be filled by the Council, in accordance with political balance rules, be determined as follows in respect of Overview/Scrutiny, Regulatory and other Committees:

Conservative Group	(35 Members)	59%	62
Independents Group	(15 Members)	26%	27
Liberal Democrats Group	(7 Members)	12%	12
Independent	(2 Members)	3%	3
Total	(59 Members)		<u>104 seats</u>

(The political balance rules do not apply to the Cabinet).

- 1.b) that the allocation of seats on individual overview, scrutiny, regulatory and other committees be as set out in Appendix A of the agenda.
2. that the political balance for Advisory Panels/Forum/Steering Boards and Joint Bodies set out in amended Appendix B of the agenda, be agreed, subject to the Capital Strategy and Allocations Group being increased to five members (four from the Conservative Group and one from a group other than the largest group on the Council).
- 3.a) that the proposed amendments to the Constitution as set out in the revised report be accepted, subject to Standards Committee meetings being increased back to four meetings per annum;
- 3.b) that Council authorises the Monitoring Officer to amend Section 2 of Part 3 (Delegated Powers to Officers) to ensure that new enforcement powers and requirements introduced by the Housing and Planning Act 2016 are appropriately covered and enforcement action by the Planning Department in respect of high hedges;
- 3.c) that delegated authority be given to the Monitoring Officer to amend the Constitution as necessary to reflect legislative changes during the civic year.
4. that the annual reports of the Overview and Scrutiny Committees and the Housing Review Board be received and noted.

5. that the joint report of the Lead Councillors on key areas of work be received and noted.

***12 Chairmen and Vice Chairmen of Committees**

RESOLVED:

that the following be appointed as the Chairmen and Vice-Chairmen of the Committees indicated below for the ensuing year:-

Committees	Chairman	Vice-Chairman
Overview	Graham Godbeer	Ian Hall
Scrutiny	Roger Giles	Alan Dent
Housing Review Board	Pauline Stott	To be appointed by the HRB
Strategic Planning	Phil Twiss	Graham Godbeer
Development Management	Mike Howe	Colin Brown
Audit and Governance	Mark Williamson	Dean Barrow
Standards	Chairman of the Council – Andrew Moulding	
Interviewing (Chief Officers)	Leader	Deputy Leader
Employment Appeals	Deputy Leader	
Licensing and Enforcement	Steve Hall	John O’Leary

13 Appointment of Lead Councillors*RESOLVED:**

that the following Councillors be appointed as Lead Councillors to assist the Portfolio Holders in driving service improvements in key areas:

Axminster	Ian Hall
Culture	John O'Leary
Exmouth	John Humphreys
Employment/Business	Mike Allen
Health and Wellbeing	Cherry Nicholas
Member Development & Engagement	Maddy Chapman
Neighbourhood Planning	Mark Williamson
Planning Design and Heritage	Alan Dent
Procurement	Graham Godbeer
Rural	Paul Carter
Sport and Recreation	Darryl Nicholas
Tourism	Jenny Brown
Youth	Mark Evans-Martin

***14 Appointment of Members to Committees**

Members of the Council considered the nominations for membership of various committees put forward by the political groups.

RESOLVED

that the membership of Committees for 2017/18 be as set out on Appendix A to these minutes.

15 Appointment of Members to Leader's/Portfolio Holders 'think tanks'*RESOLVED**

that the membership of the Leader's/Portfolio Holders 'think tanks' for 2017/18 be as set out in Appendix B to these minutes.

16 Appointment of Forum, Panels, and Joint Bodies*RESOLVED**

that appointments be made to Forum, Panels, Joint Bodies for 2017/18 as set out in Appendix C to these minutes.

17 Outside Bodies*RESOLVED**

that appointments be made to Outside Bodies for 2017/18 as set out in Appendix D to these minutes.

***18 Council and Committee Meetings 2017/18**

RESOLVED

that the programme of ordinary meetings of the Council, Cabinet and Committee meetings for 2017/18 be approved as set out in Appendix E (a and b) to these minutes.

***19 Motion: Sustainability and Transformation Plan**

The following motion was proposed by Councillor Cathy Gardner and seconded by Councillor Marianne Rixson and supported by Councillors Val Ranger, Matt Coppel and Megan Armstrong:

“that this Council condemns the decision of the NEW Devon CCG to close community hospital beds in Seaton and Honiton and calls on our County Councillors and MPs to oppose further cuts to services in East Devon as part of the ongoing Sustainability and Transformation Plan.”

The proposer of the motion, Councillor Cathy Gardner said that since Council passed their motion on 26 October 2016 regarding community bed losses, 50% of community beds had been lost from East Devon. She advised that there was no plan for proven and effective care at home. The NEW Devon CCG was under increasing pressure to find more cuts and this was having a huge impact on the quality of care being delivered. She stressed the need to put pressure on Devon County Councillors and MPs to oppose any further cuts in East Devon as part of the ongoing Sustainability and Transformation Plan.

The seconder of the motion, Councillor Marianne Rixson echoed what had been said by the proposer and the two public speakers earlier in the meeting.

Councillor Mike Allen proposed an amendment to the proposal. He spoke of the importance that Devon County Councillors and MPs act on the issues raised and continue to oppose any further bed losses. There was insufficient evidence to show that care at home worked and the losses only dealt with a very small proportion of the deficit. Councillor Cherry Nicholas seconded the amendment.

Points raised during the debate included:

- Evidence was required to show that care at home works prior to any bed losses;
- There was a need to send a clear message that any loss of community beds was unacceptable;
- Thanks were paid to the two public speakers for raising their concerns;
- Concerns were raised about the provision of care at home in the rural areas and how this would be adequately achieved;
- The NEW Devon CCG would be attending Scrutiny Committee on 22 June – Councillors and members of the public were encouraged to attend;
- Insufficient carers to carry out the care at home service as the increased travel times were not taken into consideration for the rural areas;
- There was a lack of people wanting to work in the care industry, largely due to the low pay;
- Hospital at Home had been successfully introduced by Hospice Care in Seaton and would be introduced to Exmouth in the near future;

- Care at home was complicated for people with complex care needs – must be reliable;
- There was a need to look at how community hospitals would be used in the future;
- NEW Devon CCG should be held to account to ensure a complete care at home package was available;
- There were other obvious areas of the NHS where money could be saved, such as in pharmacies and bank staff;
- EDDC needed to ensure balanced communities through the planning process;
- Concern that Sustainability and Transformation could lead to the loss of more services.

The amendment was put to the vote and carried. The substantive motion was then put the vote and carried.

RESOLVED:

1. that this Council condemns the decision of the NEW Devon CCG to close community hospital beds in Seaton and Honiton and to begin these changes before putting in place effective home care resources.
2. that this Council requests Devon County Council Health and Wellbeing Scrutiny, at its meeting on 7 July 2017:
 - a) Demands independent evidence is provided by the CCG, providing beyond all doubt the home care option is working, to at least the care standard offered by the in-patient beds and that a similar letter goes to the new MPs immediately following the election; and
 - b) That other health services such as the Minor Injuries Unit and maternity unit in Honiton remain 'ring fence' protected for a period of time to be determined, before review in 3 years;
 - c) That the NEW Devon CCG keep its commitment to ensure effective home care services are in place before closing these beds.

Councillor Diviani abstained from the vote.

Before closing the meeting, the Chairman invited all Councillors, Honorary Aldermen and guests to a buffet in the Members' Area. He also extended the invitation to staff in receipt of long service awards and their guests.

Attendance list

Councillors present (for all or part of the meeting):

Mike Allen
Megan Armstrong
Brian Bailey
David Barratt
Dean Barrow
Susie Bond
Colin Brown
Jenny Brown
Peter Burrows
Paul Carter

Maddy Chapman
Iain Chubb
Matt Coppel
Alan Dent
Bruce de Saram
Paul Diviani
John Dyson
Jill Elson
Mark Evans-Martin
Peter Faithfull
Cathy Gardner
Steve Gazzard
Roger Giles
Graham Godbeer
Steve Hall
Marcus Hartnell
Stuart Hughes
Douglas Hull
John Humphreys
Ben Ingham
Geoff Jung
David Key
Jim Knight
Rob Longhurst
Andrew Moulding
Cherry Nicholas
John O'Leary
Helen Parr
Christopher Pepper
Val Ranger
Marianne Rixson
Eleanor Rylance
Philip Skinner
Pauline Stott
Ian Thomas
Phil Twiss
Mark Williamson
Eileen Wragg
Tom Wright

Honorary Aldermen:

David Atkins
Peter Bowden
Trevor Cope
Christine Drew
John Jeffery
Ann Liverton
Graham Liverton
Ken Potter
Sara Randall Johnson
David Scott
Steve Wragg

Officers:

Mark Williams, Chief Executive
Richard Cohen, Deputy Chief Executive
Amanda Coombes, Democratic Services Officer
Henry Gordon Lennox, Strategic Lead – Governance and Licensing
Susan Howl, Democratic Services Manager
Debbie Meakin, Democratic Services Officer
Diana Vernon, Democratic Services Manager
Hannah Whitfield, Democratic Services Officer

Councillor apologies:

Matt Booth
Pat Graham
Simon Grundy
Ian Hall
Dawn Manley
Darryl Nicholas
Bill Nash
Geoff Pook
Brenda Taylor

Honorary Aldermen apologies:

Col. Anthony Drake
Stephanie Jones
Frances Newth
Bob Peachey
Tim Wood

Chairman Date

Appendix A - Membership of Committees 2017/18

[illegible]

Appendix A - Membership of Committees 2017/18

Members of Cabinet and Committees 2017/18	Cabinet 10	Housing Company Sub 5	Scrutiny 15	Overview 11	Housing Review Board 5	Strategic Planning 15	Development Management 16	Standards 5	Audit & Governance 8	Interviewing (Chief Officers) 7	Employment Appeals 7	Licensing & Enforcement 15
Jung Geoff												
Key David												
Knight Jim												
Longhurst Rob												
Manley Dawn												
Moulding Andrew								Chairman				
Nash Bill												
Nicholas Cherry												
Nicholas Darryl												
O'Leary John												Vice Chairman
Parr Helen												
Pepper Christopher												
Pook Geoff												
Ranger Val												
Rixson Marianne												
Rylance Eleanor												
Skinner Philip												
Stott Pauline					Chairman							
Taylor Brenda								Substitute				
Thomas Ian												
Twiss Phil	Deputy Leader	Vice Chairman				Chairman				Vice Chairman	Chairman	
Williamson Mark									Chairman			
Wragg Eileen												
Wright Tom												

Portfolio Holders: Strategic Development and Partnerships (and Deputy Leader) – Phil Twiss, Corporate Services – Iain Chubb, Economy – Philip Skinner, Environment – Tom Wright, Deputy Environment – Marcus Hartnell, Finance – Ian Thomas, Sustainable Homes and Communities – Jill Elson, Cabinet Members without Portfolio – Geoff Pook and Eileen Wragg

Appendix B: Leader's/Portfolio Holders' Think Tanks

	2017/18	Appointments-2017/18 (Lead Councillors indicated)
1.	Strategic Development and Partnerships Phil Twiss	Mike Allen (Employment/Business Lead) Megan Armstrong Alan Dent Cathy Gardner Ian Hall (Axminster Lead) Marcus Hartnell (Seaton Lead) John Humphreys (Exmouth Lead) Rob Longhurst Geoff Pook Brenda Taylor
2.	Corporate Services Iain Chubb	Maddy Chapman (Member Development Lead) Brian Bailey Susie Bond Peter Burrows John Dyson Pat Graham Geoff Jung Dawn Manley
3.	Economy Philip Skinner	Mike Allen (Employment/Business Lead) Jenny Brown (Tourism Lead) Paul Carter (Rural Lead) Alan Dent (Planning Design & Heritage Lead) Darryl Nicholas (Sport and Recreation Lead) Matt Booth Steve Gazzard Steve Hall Ben Ingham
4.	Environment Tom Wright Deputy: Marcus Hartnell	John O'Leary (Culture Lead) Mark Williamson (Neighbourhood Planning Lead) Peter Faithfull Mike Howe John Humphreys Helen Parr Val Ranger Marianne Rixson Eleanor Rylance Eileen Wragg
5.	Finance Ian Thomas	Graham Godbeer (Procurement Lead) Dean Barrow Colin Brown Peter Burrows Bruce De Saram John Dyson Ian Hall Ben Ingham Bill Nash
6.	Sustainable Homes and Communities Jill Elson	Cherry Nicholas (Health & Wellbeing Lead) Mark Evans-Martin (Youth Lead) Megan Armstrong David Barratt Matt Coppell Simon Grundy Stuart Hughes Douglas Hull Jim Knight Chris Pepper Pauline Stott

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

Appendix C – Panels, Forum and Joint Bodies

Panels and Forum

Appointments 2017/18

- | | | |
|----|---|--|
| 1. | Asset Management Forum | <p>Portfolio Holders – Strategic Development & Partnerships,
Economy
Finance
Alan Dent
Geoff Pook</p> <p>ex officio:
Leader
Chairman of the Council</p> |
| 2. | Budget Working Party | <p>Leader of the Council
Portfolio Holders:
Strategic Development and Partnerships (Deputy Leader)
Corporate Services
Economy
Finance
Sustainable Homes and Communities
Cllrs:
Dean Barrow
Colin Brown
Peter Burrows
John Dyson
Geoff Pook</p> |
| 3. | Capital Strategy and Allocation Group | <p>Portfolio Holders:
Strategic Development and Partnerships,
Finance,
Economy,
Corporate Services
Geoff Pook</p> |
| 4. | Community Fund Panel | <p>Portfolio Holder - Finance
Cllrs:
Paul Carter
Douglas Hull
Geoff Jung
David Key
Marianne Rixson</p> |
| 5. | Community Infrastructure Levy (CIL) Working Group | <p>Susie Bond
Colin Brown
Graham Godbeer
Mike Howe
Brenda Taylor</p> |
| 6. | Disciplinary Panel – to consider disciplinary matters relating to statutory officers | <p>Cllrs:
Megan Armstrong
Brian Bailey
Pauline Stott
Brenda Taylor</p> |

Appendix C – Panels, Forum and Joint Bodies

Panels and Forum

Appointments 2017/18

- | | | |
|----|---|---|
| 7. | Member Development Working Party | Portfolio Holder – Corporate Services
Maddy Chapman (Champion)
Susie Bond
Alan Dent
Pat Graham
Marianne Rixson |
| 8. | New Homes Bonus Panel | Portfolio Holders:
Corporate Services
Strategic Development and Partnerships
Mike Allen
David Barratt
Simon Grundy
Douglas Hull
Geoff Jung
Christopher Pepper |
| 9. | Office Accommodation Executive Group | Leader of the Council
Portfolio Holders –
Strategic Development and Partnerships
Corporate Services
Finance |

Joint Bodies

Appointments 2016/17

- | | | |
|-----|--|---|
| 10. | Arts and Culture Forum
<i>As this Forum already considers art and culture across the district including the Thelma Hulbert Gallery and Manor Pavilion Theatre – the Manor Pavilion Theatre Management Steering Committee is no longer required but users may choose to retain a user group and invite the Culture Lead Member to their meetings.</i> | Culture Lead Councillor (to be Chairman of the Forum)
Tourism Champion
Peter Faithfull

(plus 2 Community & 7 town representatives)

ex officio Portfolio Holder – Corporate Services |
| 11. | East and Mid Devon Community Safety Partnership | Cllr Steve Gazzard |
| 12. | County Committees including: East Devon Highways and Traffic Orders Committee | Cllrs:
Brian Bailey
Matt Coppell
Pauline Stott |

Joint Bodies

Appointments 2017/18

- | | | |
|-----|---|---|
| 13. | Exeter and East Devon Enterprise Zone Board | Leader |
| 14. | Exeter and Heart of Devon Growth Board | EDDC appointee
Leader of the Council
(EDDC substitute:
Deputy Leader) |
| 15. | Greater Exeter Strategic Plan
a) Member Steering Group which includes a representative from each of the five councils (Devon, East Devon, Exeter, Mid Devon and Teignbridge) | EDDC appointee
a) Portfolio Holders: Strategic Development & Partnerships
(EDDC substitute: Portfolio Holder – Economy) |
| | <i>(This includes HELAA (Housing and Employment Land Availability Assessment which replaced SHLAA (Strategic Housing Land Availability) to include employment land.)</i> | |
| | b) *Joint Advisory Reference forum | |
| | <i>(*an informal politically balanced forum comprising 5 councillors each from the five councils to consider and make comments on draft plan proposals before they are formally considered by each council)</i> | Economy Portfolio Holder,
Mark Williamson (West of EDDC area) with Mike Howe as substitute
Colin Brown (East of EDDC area) with Graham Godbeer as substitute
Geoff Jung
Brenda Taylor |
| 16. | LED Leisure Management Ltd | Steve Hall
Bill Nash |
| 17. | Local Joint Panel | Leader
Portfolio Holders:
Finance
Corporate Services
Cllr Steve Gazzard
Ben Ingham |

Appendix C – Panels, Forum and Joint Bodies

Joint Bodies	Appointments 2017/18
18. Lower Exe Mooring Authority Management Committee	John Humphreys Brenda Taylor (substitute : Pat Graham)
19. Recycling and Waste Partnership Board	Portfolio Holder – Environment (Chairman) Deputy Portfolio Holder - Environment Brian Bailey Steve Gazzard Geoff Jung
20. Regeneration Board - Axminster	Portfolio Holders: Strategic Development & Partnerships Sustainable Homes & Communities Economy Plus 2 local Members (Douglas Hull and Graham Godbeer) Axminster Champion
21. Regeneration Board - Exmouth	Portfolio Holders: Economy (Chairman) Strategic Development & Partnerships Sustainable Homes & Communities (Vice Chairman) Exmouth Champion Tourism Champion
22. Sidmouth Main and East Beaches Steering Group	Deputy Leader of the Council Portfolio Holder - Environment Deputy PH Environment Sidmouth Ward Members Geoff Pook
23. Sidmouth Port Royal Project Reference Group	Councillors David Barratt John Dyson
24. STRATA Joint Executive Committee (EDDC, Exeter City and Teignbridge authorities)	EDDC appointees: Leader and Chief Executive of each partner authority EDDC substitute: Deputy Leader

Joint Bodies

Appointments 2017/18

- | | | |
|-----|--|---|
| 25. | STRATA Joint Scrutiny Committee
(EDDC, Exeter City and Teignbridge authorities) | EDDC appointees:
Alan Dent and Darryl Nicholas, (Conservative)
Geoff Jung (Independent)
EDDC substitutes:
Mike Allen and Cherry Nicholas (Conservative Group),
Steve Gazzard (Liberal Democrats Group)
Geoff Pook (Independent) |
| 26. | South East Devon Habitat Regulations Executive Committee | EDDC appointee:
Portfolio Holder - Strategic Development and Partnerships |
| 27. | Woodbury, Exmouth & Budleigh (WEB) Community Health and Wellbeing Board | EDDC appointee:
Portfolio Holder - Sustainable Homes and Communities
EDDC substitute:
Health and Well Being Champion |

NOTES:

1. The Council is required to appoint 'designated persons' to comply with the arrangements (introduced in 2014) for dealing with complaints by tenants – the designated persons to work alongside the Tenant Complaint Panel.

2017/18 nominated 'designated persons' are Councillors Ian Hall, Simon Grundy and Rob Longhurst.

2. Further to the 2012 review undertaken initially by the Corporate Business Portfolio Holder's Think Tank and recommendations of the Overview and Scrutiny Committee, supported by Cabinet at its meeting on 4 April 2012, the allocation of places to the various Leisure East Devon Partnership Forum throughout the district is no longer made formally through Council. Instead, Leisure East Devon is provided with a list of Ward Members and meeting arrangements are made direct.

REPRESENTATION ON OUTSIDE BODIES 2017/18

	Name of Outside Body	Councillor appointments 2017/18	Portfolio Holders/ Champion – reporting link
	APPOINTMENTS: GENERAL		
1	Blackdown Hills (AONB) Joint Advisory Committee	Paul Diviani	Environment
2	Devon and Exeter Area Rail Project Working Party	Brian Bailey Rob Longhurst	Economy
3	Devon Authorities Strategic Waste Committee	Environment Portfolio Holder Substitute: Deputy Portfolio Holder	Environment
4	Devon Youth Service	Member Champion - Youth	Sustainable Housing/ Communities
5	East Devon AONB Partnership	Graham Godbeer Geoff Pook	Environment
6	East Devon Citizens' Advice Bureau	Brian Bailey Alan Dent	Sustainable Housing/ Communities
7	East Devon Transport, Research and Information Project (TRIP) Working Party/Management Group	John O'Leary	Sustainable Housing/ Communities
8	East Devon Volunteer Support Agency (EDVSA) – Trustee Board	Tom Wright	Sustainable Housing/ Communities
9	Exe Estuary Management Group	Mike Howe (substitute: John Humphreys)	Environment
10	Exeter International Airport Consultative Committee	Phil Twiss	Economy/ Environment
11	Exeter Science Park Board of Directors: Exeter Science Park – Shareholder representative	PH – Finance (director) PH – Economy (shareholder representative)	Finance/ Economy/ Strategic Dev & Partnerships

Appendix D – Outside Bodies 2017/18

	Name of Outside Body	Councillor appointments 2017/18	Portfolio Holders/ Champion – reporting link
12	Exmouth Town Management Partnership Panel	Jill Elson	Economy
13	Greater Exeter Strategic Sports Board	Economy Portfolio Holder (substitute Lead Councillor – Sport and Recreation)	Economy/ Sustainable Housing/ Communities
14	Local Government Association General Assembly	Leader* (substitute: Deputy Leader) *Leader is SW representative on district councillor network executive	Council
15	Local Government Association Annual Rural Assembly	Leader (with vote) Deputy Leader (who can vote in the absence of Leader)	Council
16	Local Government Association People and Places Board	Leader* (substitute: Deputy Leader) *representing South West Districts.	Council
17	Police and Crime Panel – Devon and Cornwall	Tom Wright Substitute: Leader	Council
18	SWAP (South West Audit Partnership Ltd)	Shareholder – Audit and Governance Chairman Director – Section 151 Officer	Finance
19	South West Councils - including Employers' Panel	Leader Deputies: Portfolio Holders – Corporate Services	Council
20	SPARSE – Rural Special Interest Group	Leader Sub: Rural Champion	Council

OUTSIDE BODIES - NOTE:

Further to the 2012 review undertaken initially by the Corporate Business Portfolio Holder's Think Tank and recommendations of the Overview and Scrutiny Committee which were supported by Cabinet at its meeting on 4 April 2012, formal appointment of councillor representatives to outside bodies will only now be made where the outside body meets one or more of the following criteria:

- a) The Council makes a financial contribution to the outside body;
- b) There is a clear need for the business of the outside body to be reported back to Council;
- c) The Council has a partnership relationship with the outside body

Council representatives formally appointed to outside bodies will engage with the relevant Portfolio Holder to ensure information is both fed back, and fed into, each outside body, panel and forum that meets the criteria for formal appointment.

In the case of outside bodies falling outside the criteria (including those listed below), the Democratic Services team will provide the contact details of the ward member(s)/member champion so that arrangements can be made direct;

- Active Honiton
- Budleigh Salterton Traffic Group
- Campaign to Protect Rural England (Devon Branch)
- Devon Conservation Group
- Devon County Agricultural Association's Council
- Devon Historic Buildings Trust
- East Devon Local Children's Trust
- Exmouth Local Nature Reserve Management Committee
- Honiton Community & Arts Centre Project Working Group
- Honiton Development Trust
- Norman Lockyer Observatory Management Committee
- Salisbury – Exeter Line side Consortium of Authorities
- Sidmouth Traffic Management Plan
- World Heritage Site Management Plan Steering Group

PATROLAJC – Parking and Traffic Regulations Outside London Adjudication Joint Committee (re Traffic Management Act 2004). No member appointment but the Council will continue to subscribe to this quasi-judicial body which appoints adjudicators to hear formal appeals against parking tickets in all councils (including EDDC) that use civil parking enforcement process.

DATES FOR COUNCIL, CABINET & COMMITTEE MEETINGS 2017/2018

Unless otherwise indicated meetings will normally be held at Knowle, Sidmouth. Not all meetings are open to the public and not all business at other meetings can be considered in the public part of the meeting Please check the weekly newsletter 'The Knowledge' for most up to date details of forthcoming meetings

MAY 2017

Wednesday	17	Licensing and Enforcement Committee	9.30am
Wednesday	17	ANNUAL COUNCIL	6.30 pm

JUNE

Tuesday	6	**	STRATA Joint Scrutiny Committee (Civic Centre, Exeter)	5.30 pm
Wednesday	7	††	Licensing and Enforcement Sub (if required)	9.30 am
Monday	12		Development Management Committee	10.00am
Wednesday	14		Cabinet	5.30pm
Thursday	15		Asset Management Forum	9.30 am
Thursday	15		Housing Review Board	2.30pm
Tuesday	20	**	STRATA Joint Executive Committee (Civic Centre, Exeter)	5.30 pm
Wednesday	21	††	Licensing and Enforcement Sub (if required)	9.30 am
Thursday	22		Scrutiny Committee	6.00 pm
Wednesday	28	††	Licensing and Enforcement Sub (if required)	9.30 am
Thursday	29		Audit and Governance Committee (DO NOT MOVE)	2.30 pm

JULY

Tuesday	4		Development Management	10.00 am
Wednesday	5	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	11		Strategic Planning Committee	10.00 am
Wednesday	12	††	Licensing and Enforcement Sub (if required)	9.30 am
Thursday	13		Cabinet	5.30pm
Wednesday	19	††	Licensing and Enforcement Sub (if required)	9.30 am
Thursday	20		Scrutiny Committee	6.00 pm
Tuesday	25		Standards Committee	10.00am
Tuesday	25		Overview Committee	6.00pm
Tuesday	25		SED Habitat Regulations Exec Comm (Civic Centre, Exeter)	6.00pm
Wednesday	26	††	Licensing and Enforcement Sub (if required) (Cttee Room)	9.30 am
Wednesday	26		COUNCIL	6.30 pm

AUGUST

Wednesday	2	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	2		Cabinet (if required)	5.30 pm
Monday	7		Development Management Committee	10.00 am
Wednesday	9	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	16	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	23	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	23	†	Licensing and Enforcement Committee	9.30 am
Thursday	24		Scrutiny Committee (if required)	6.00 pm
Wednesday	30	††	Licensing and Enforcement Sub (if required)	9.30 am

SEPTEMBER

Tuesday	5		Development Management	10.00 am
Wednesday	6	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	6	**	STRATA Joint Scrutiny Committee (Civic Centre, Exeter)	5.30 pm
Wednesday	6		Cabinet	5.30pm
Thursday	7		Asset Management Forum	9.30 am
Thursday	7		Housing Review Board	2.30 pm
Tuesday	12		Overview Committee	6.00 pm
Wednesday	13	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	19		Strategic Planning Committee (if required)	10.00 am
Wednesday	20	††	Licensing and Enforcement Sub (if required)	9.30 am
Thursday	21		Audit and Governance Committee	2.30 pm
Thursday	21		Scrutiny Committee	6.00 pm
Tuesday	26	**	STRATA Joint Executive Committee (Civic Centre, Exeter)	5.30 pm
Wednesday	27	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	28		SED Habitat Regulations Exec Comm (Civic Centre, Exeter)	6.00 pm

OCTOBER

Tuesday	3		Development Management	10.00 am
Wednesday	4	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	4		Cabinet	5.30 pm
Tuesday	10		Strategic Planning Committee	10.00 am
Wednesday	11	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	17		Standards Committee	10.00 am
Wednesday	18	††	Licensing and Enforcement Sub (if required)	9.30 am
Thursday	19		Scrutiny Committee	6.00 pm
Wednesday	25	††	Licensing and Enforcement Sub (if required) (Cttee Room)	9.30 am
Wednesday	25		COUNCIL	6.30 pm
Tuesday	31		Development Management	10.00 am

NOVEMBER

Wednesday	1	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	1		Cabinet	5.30 pm
Thursday	2		Housing Review Board	2.30 pm
Tuesday	7		Overview Committee	6.00 pm
Wednesday	8	††	Licensing and Enforcement Sub (if required)	9.30 am
Tuesday	14		Strategic Planning Committee (if required)	10.00 am
Wednesday	15	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	15	†	Licensing and Enforcement Committee	9.30 am
Thursday	16		Audit and Governance Committee	2.30 pm
Thursday	16		Scrutiny Committee	6.00 pm
Wednesday	22	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	29	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	29		Cabinet	5.30 pm
Thursday	30	**	STRATA Joint Scrutiny Committee (Civic Centre, Exeter)	5.30 pm

DECEMBER

Tuesday	5		Development Management	10.00 am
Wednesday	6	††	Licensing and Enforcement Sub (if required)	9.30 am
Thursday	7		Asset Management Forum	2.00 pm
Thursday	7		Strata Joint Executive (Civic Centre, Exeter)	5.30 pm
Wednesday	13	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	13		COUNCIL	6.30 pm
Wednesday	20	††	Licensing and Enforcement Sub (if required) Cttee Room	9.30 am

JANUARY 2018

Wednesday	3	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	3		Cabinet	5.30 pm
Tuesday	9		Development Management	10.00 am
Wednesday	10	††	Licensing and Enforcement Sub (if required)	9.30 am
Thursday	11		Housing Review Board	2.30 pm
Tuesday	16		Strategic Planning Committee	10.00 am
Wednesday	17		Joint Overview & Scrutiny – Service Planning & Budget	9.00 am
Wednesday	17	††	Licensing and Enforcement Sub (if required)	9.30 am
Thursday	18		Audit and Governance Committee	2.30 pm
Tuesday	23		Standards Committee	10.00am
Wednesday	24	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	28		SED Habitat Regulations Exec Comm (Civic Centre, Exeter)	6.00 pm
Wednesday	31	††	Licensing and Enforcement Sub (if required)	9.30 am

FEBRUARY

Tuesday	6		Development Management	10.00 am
Wednesday	7	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	7		Cabinet	5.30 pm
Wednesday	14	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	14	†	Licensing and Enforcement Committee	9.30 am
Wednesday	21	††	Licensing and Enforcement Sub (if required) Cttee Room	9.30 am
Thursday	22		Scrutiny Committee	6.00 pm
Wednesday	28	††	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	28		COUNCIL – setting Council Tax and agree budgets	6.30 pm

MARCH

Tuesday	6	Development Management	10.00 am
Wednesday	7	†† Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	7	Cabinet	5.30 pm
Thursday	8	Asset Management Forum	9.30 am
Thursday	8	Housing Review Board	2.30 pm
Tuesday	13	Overview Committee	6.00 pm
Wednesday	14	†† Licensing and Enforcement Sub (if required)	9.30 am
Thursday	15	Audit and Governance Committee	2.30 pm
Thursday	15	** STRATA Joint Scrutiny Committee (Civic Centre, Exeter)	5.30 pm
Tuesday	20	Strategic Planning Committee (if required)	10.00 am
Tuesday	20	** STRATA Joint Executive (Civic Centre, Exeter)	5.30 pm
Wednesday	21	†† Licensing and Enforcement Sub (if required)	9.30 am
Thursday	22	Scrutiny Committee	6.00 pm
Wednesday	28	†† Licensing and Enforcement Sub (if required)	9.30 am

APRIL

Tuesday	3	Development Management	10.00 am
Wednesday	4	†† Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	4	Cabinet	5.30 pm
Tuesday	10	Strategic Planning Committee	10.00 am
Wednesday	11	†† Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	18	Licensing and Enforcement Sub (if required)	9.30 am
Thursday	19	Scrutiny Committee	6.00 pm
Tuesday	24	Standards Committee	10.00 am
Wednesday	25	Licensing and Enforcement Sub (if required) Cttee Room	9.30 am
Wednesday	25	COUNCIL	6.30 pm

MAY

Tuesday	1	Development Management	10.00 am
Wednesday	2	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	2	Cabinet	5.30 pm
Wednesday	9	Licensing and Enforcement Sub (if required)	9.30 am
Wednesday	16	Licensing and Enforcement Sub (if required) Cttee Room	9.30 am
Wednesday	16	Annual meeting of the Council – to be confirmed	6.30 pm

Time to be arranged

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

** STRATA Executive and Scrutiny meetings will be held at the Civic Offices, Exeter unless advised otherwise – please check the Knowledge.

Notes:

- ☐ Devon County Council Budget meeting time tabled for February 2018 – yet to be confirmed
- ☐ Meetings of the Standards Sub Committees will be arranged as required.
- ☐ Dates of Housing Company Sub Committee are yet to be agreed.

List of meetings 2017/2018

Unless otherwise indicated meetings will normally be held at Knowle, Sidmouth. Not all meetings are open to the public and the public can be asked to leave other meetings on specified grounds.

			2017					2018							
Meeting	Day	Time	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Annual Council	Wed	6.30pm	17												16
Council	Wed	6.30pm			26			25		13		28		25	
Cabinet	Wed	5.30pm		14	13	2	6	4	1 29		3	7	7	4	2
Scrutiny Committee	Thu	6.00pm		22	20	24	21	19	16			22	22	19	
Overview & Scrutiny Committees joint Service Plan & Budget Meeting	Wed	9.00am									17				
Overview Committee	Tue	6.00pm			25		12		7				13		
Strategic Planning Committee	Tue	10.00 am			11		19	10	14		16		20	10	
Development Management Committee *	Tue	10.00am		12	4	7 (Mon)	5	3 31		5	9	6	6	3	1
Audit & Governance Committee	Thu	2.30pm		29			21		16		18		20		
Housing Review Board	Thu	2.30pm		15			7		2		11		8		
Licensing & Enforcement Committee	Wed	9.30am	17			23			15			14			
Licensing & Enforcement Sub Committee	Wed	9.30am		7 21 28	5 12 19 26	2 9 16 23 30	6 13 20 27	4 11 18 25	1 8 15 22 29	6 13 20	3 10 17 24 31	7 14 21 28	7 14 21 28	4 11 18 25	2 9 16
Standards Committee	Tue	10.00am			25			17			23			24	
Asset Management Forum	Thu	9.30am		15			7			7			8		
STRATA Joint Executive Committee	Wed	5.30pm		20#			26#			7#			27#		
STRATA Joint Scrutiny Committee	Thu	5.30pm		6#			15#		30#				15#		
South East Devon Habitat Regulations Executive Committee	Wed	6.00pm			25#			23#			24#				

Sub-Committees of the Licensing and Enforcement Committee are timetabled for every Wednesday on an 'if required' basis. **Cancelled meetings are shown crossed through in red.** # Held at Civic Centre, Exeter ; * Formal site visits as required will be held on the morning of the meeting date