



Agenda for Annual Council Thursday, 19th May, 2022, 6.00 pm

Members of Annual Council

Councillors: M Armstrong, J Bonetta, A Bruce, J Kemp, P Jarvis, S Jackson, S Chamberlain, P Arnott, K Blakey, F Caygill, A Colman, P Millar, T Woodward, N Hookway, C Wright, O Davey, J Whibley, T McCollum, V Johns, D Ledger, J Rowland, J Loudoun, D Bickley, J Bailey, P Hayward, K Bloxham, S Hawkins, E Wragg, G Jung, C Brown, M Chapman, I Chubb, A Dent, P Faithfull, C Gardner, S Gazzard, M Allen, I Hall, M Hartnell, M Howe, B Ingham, D Key, D Manley, A Moulding, H Parr, C Pepper, G Pook, G Pratt, V Ranger, M Rixson, E Rylance, B De Saram, P Skinner, B Taylor, I Thomas, P Twiss, D Barrow, T Wright, S Hughes and R Lawrence

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(or group number 01395 517546)

Friday, 6 May 2022

This meeting will not be live streamed or accessible through digital channels. Public attendance at the meeting will be permitted, but limited and it is a requirement for any member of the public or press to pre-register your attendance on a first come first served basis in order that we can ensure a safe and secure meeting for all participants. To register your attendance, please see the details under Item 3 Public Speaking below.

1 Election of Chair of the Council for the ensuing year

The Chair will ask for nominations for the Office of Chair of the Council for the ensuing Civic Year.

(The Chair, if nominated, may not vote on their own election).

2 Appointment of Vice Chair of the Council for the ensuing year

The Chair will ask for nominations for the appointment of the Vice-Chair of the Council for the ensuing year.

3 Public Speaking

This is a period of 15 minutes during which members of the public are permitted to address Council. In order to register to speak, you will need to provide:

- your name;
- contact email (if you have one);
- contact phone number;
- brief information about your question or statement.

If you wish to ask a question, or make a statement, on any issue, at a meeting please register by emailing publicspeaking@eastdevon.gov.uk or by telephoning 01395 519970, providing the detail set out above, at least 24 hours before the start time of the meeting. If successful in registering, you will be contacted by a member of the Democratic Services Team who will provide more detail about how the meeting will be run.

4 Minutes of the previous Council meeting (Pages 4 - 26)

5 Apologies

6 Declarations of interest

Guidance is available online to Councillors and co-opted members on making [declarations of interest](#)

7 Matters of urgency

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

8 Confidential/exempt item(s)

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

9 Announcements from the Chair

10 Election of leader of the Council for the ensuing year

11 Leader's appointment of the Deputy Leader of the Council

12 Leader's appointment to Cabinet

The Leader will recommend the Cabinet members to act as Portfolio Holders.

13 Governance arrangements and appointments for the Civic Year (2022/23)
(Pages 27 - 56)

14 Member Champion Reports 2021/22 (Pages 57 - 63)

15 Programme of ordinary meetings of the Council, Cabinet and Committees for 2022/23 (Pages 64 - 65)

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

If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Chairman has the power to control public recording and/or reporting so it does not disrupt the meeting.

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

[Decision making and equalities](#)

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EAST DEVON DISTRICT COUNCIL**Minutes of the consultative meeting of Council held at Online via the Zoom App on 20 April 2022****Attendance list at end of document**

The meeting started at 6.00 pm and ended at 8.02 pm

79 Public speaking

The Chair welcomed members of the public and Councillors to the meeting and explained that all participants were taking part remotely and the meeting was also being viewed online and recorded.

He outlined that based on the decision at the Council meeting on 8 December, when Members voted in favour of the continuation of virtual meetings until 11 May 2022, the Council had delegated much of its decision taking power to Senior Officers, due to continuing concerns related to COVID risk in this area. Consequently, the meeting was being held on a consultative basis only, and the normal procedural rules as detailed in the Council's Constitution, would continue to be closely adhered to.

Accordingly, where the meeting would have normally decided a matter, it will now make a recommendation to a Senior Officer. The Officer will then take that recommendation into account, when making their decision.

The Chair then started the meeting by doing a roll call of those present, and confirmed that the meeting was quorate.

During the meeting the public would be able to participate if they had pre-registered to speak.

No members of the public had pre-registered to speak at this meeting.

80 Minutes of the previous meetings

The Chair asked for comments on the minutes of the consultative meetings of Council held on 21st and 23rd February, and the Extraordinary Council meeting held on 22nd March 2022.

Cllr Ranger advised that a correction was required in the minutes of 21st February, under minute 59, Public speaking. In the penultimate paragraph, the words 'at this crossing' should be replaced with 'in Newton Poppleford'.

The Chair then invited Cllrs to vote in favour, against or abstaining the receiving and noting of the minutes.

Following a vote the Chair confirmed the minutes of 21st February with the correction duly noted, 23rd February and 22nd March 2022 were received and noted.

81 Declarations of interest

83. Announcements from the Chair and Leader.

Councillor Eleanor Rylance, Personal, Has signed up to be a Host for a Ukraine family.

83. Announcements from the Chair and Leader.

Councillor Peter Faithfull, Personal, Member of Ottery Refugee Response Group.

83. Announcements from the Chair and Leader.

Councillor Phil Twiss, Personal, Finance Portfolio Holder at Devon County Council, and will accordingly make no contribution to the debate about Government funding for refugees.

86. Reports from the Cabinet and the Council's Committees and questions on those reports.

Councillor Jess Bailey, Personal, Serving member of Devon County Council.

87. Appointment of Independent Community Representatives on the Housing Review Board.

Councillor Paul Hayward, Personal, One of the individuals joining the Housing Review Board is well known to the Councillor, who will accordingly abstain from voting on this item.

87. Appointment of Independent Community Representatives on the Housing Review Board.

Councillor Sarah Jackson, Personal, One of the individuals joining the Housing Review Board is well known to the Councillor, who will accordingly abstain from voting on this item.

82 **Matters of urgency**

There were no matters of urgency.

83 **Announcements from the Chair and Leader**

The Chair confirmed that given the views of members who attended the meeting on 23rd February, it was agreed that the Annual Council meeting in May would be held at the Ocean Suite in Exmouth. Since it was not available on May 11th, the date originally scheduled for the meeting, it had been agreed to move it to the following week, on Thursday 19th May.

He then gave a brief update on the situation relating to Ukrainian refugees in East Devon.

He said that EDDC had been working collaboratively with DCC and other Devon districts to deliver the role that the Government had prescribed for local authorities in the effort to provide safe refuge for people fleeing the invasion of Ukraine. This work centred on checking the suitability of property offered by sponsor/host families, safeguarding checks on host households, administering subsistence payments to refugees and sponsor households, and welcome/support/integration for refugees.

EDDC was originally advised that 37 sponsor households were located in East Devon and it is likely that this number will increase over time.

To date the Private Sector Housing Team have 50 booked accommodation checks. Of those, 18 inspections have been completed so far and all have passed the suitability tests. There are 2 sponsors who have no guests and may be available for rematching / move-on schemes.

Alongside this the Revenues & Benefits Team have two interim payment requests for Ukrainian guests. This relates to the £200 payment they are entitled to receive on arrival.

EDDC is exploring options for commissioning a support service for Ukrainian refugees, possibly working with neighbouring authorities and/or local Voluntary, Community and Social Enterprise groups. DCC are undertaking safeguarding checks and are making good progress.

On Tuesday 19th April a letter was received from the Secretary Of State for Levelling Up, Housing & Communities (Rt Hon Michael Gove MP) recognising that the war in Ukraine produces new pressures for local authorities and reminding them of the help being sought. Advice received is that the Homes for Ukraine scheme has seen more than 55,000 visa applications and Government are currently expecting 800-1,000 arrivals in the UK each day from those fleeing the war. This includes a vulnerable cohort of women and children and their elderly relatives, many of them traumatised and with deep concerns for family members left in Ukraine.

Cllr Faithfull asked whether government funding directed to Devon for refugees would be available for voluntary and community groups who were providing assistance. The Strategic Lead for Health, Housing & Environment stated that EDDC was awaiting the details of how the government funding of £10,500 per refugee would be distributed in Devon via the County Council, but anticipated some of it would be directed towards providing wraparound services.

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

There are no confidential or exempt items.

85 **To answer questions asked by Members of the Council pursuant to Procedure Rules No. 9.2 and 9.5**

Three questions had been received from Cllrs and all had been responded to in writing and published prior to the meeting.

Q1 Cllr Gardner thanked the Portfolio Holder for a comprehensive response and was pleased that the information was in the public domain. However, she remained concerned that Rockfish were unable to progress their plans for the Drill Hall. In response the Portfolio Holder for Economy & Assets said that he shared such concerns about delays due to legal issues which officers were attempting to resolve.

Q2. Cllr Millar asked a supplementary question. He said that the public row over the Strand was regrettable, but the response provided did not answer the main question of public interest in knowing how much the hourly rate was for the consultants. Can the Leader say what this was?

In response the Leader outlined that despite any difficulties at the time, a happy outcome had been achieved in Exmouth. However he would have to ask the responsible officer for a pro rata rate for the 20 hours of work undertaken.

86 **Reports from the Cabinet and the Council's Committees and questions on those reports**

This item is to receive the minutes of Committees, and invite members to vote in favour or against recommending passing recommendations contained therein for approval to Senior Officers if appropriate, or receiving and noting them when there are none.

The Chair invited the Leader and Chairs of Committees to present their minutes.

DECISION:

The recommendations were approved by a Senior Officer. The Senior Officer Decision Notice is listed above under Additional Documents.

(a) Minutes of the Cabinet meeting held on 2 March 2022. Minute numbers 172 - 188

Following a vote the Chair confirmed that the above minutes were received and noted.

(b) Minutes of the Cabinet meeting held on 30 March 2022. Minute numbers 189 - 210

Relating to the Minutes of Cabinet held on 30th March 2022, there was a called minute from Cllr Richard Lawrence.

Cllr Lawrence called Minute 209 of Cabinet held on 30th March 2022, 'Unlocking the delivery of Cranbrook Town Centre', specifically Recommendation 2. The roll out of the district heating network.

Cllr Lawrence said that he had asked a question at Cabinet about this at the time but felt that the response was inadequate and not shown in the minutes. It related to the proposal to give EON £1m towards providing a heating system in Cranbrook. Instead of the original plan to use greener fuels the decision was made to fuel the system with gas, which would appear to be against the Council's plans relating to climate change. He wanted to know why the Council planned to reward EON with money to provide a service that it did not want originally.

In response, the Chief Executive explained that the money was not a grant to EON but a contingency fund in the event of it being necessary to allocate it if the application by EON for government funding was not successful, and if the government does not offer business rate relief through the national programme for district heating systems. He confirmed that it was a disappointment that the original intentions to power the system by biofuels was not immediately possible, but EDDC is confident that Cranbrook and other areas will become zero carbon and that government support for this will be forthcoming.

Cllr Hayward confirmed that Councils are struggling with current government policy and its definition of green fuels which was flawed.

Cllr Arnott wanted to clarify that the UK wasn't actually dependent upon a gas supply from Russia and that EDDC was not inadvertently supporting the activities of President Putin.

Cllr Blakey confirmed that the main reason that there was not going to be a switch to biofuels was that with current technology, the cost of doing so would have been well in excess of the cost of gas. Unfortunately gas remains the most economically viable option at present.

The Chair invited Cllr Arnott to move the minutes.

Following a vote the Chair confirmed that the above minutes were received and noted and recommendations contained therein recommended for approval.

**(c) Minutes of the Scrutiny Committee meeting held on 3 March 2022.
Minute numbers 45 - 54**

Relating to the Minutes of Scrutiny Committee held on 3rd March 2022, there was a called minute.

Cllr Jess Bailey called Minute 51 of Scrutiny Committee held on 3rd March 2022, 'Report on the convention of appointing Honorary Aldermen and Honorary Alderwomen'.

Cllr Bailey said she had called the minute because she wanted to move an amendment to the recommendations in the minutes and raise her concerns arising from John Humphreys and his continuing tenure in the role as a Councillor for 10 years and ultimately the awarding of the title to him as an Honorary Alderman in 2019.

She went on to say that on 7th September 2021 the Council removed the award of Honorary Aldermanship from disgraced former Councillor John Humphreys. At that meeting she had asked that the Council examine its practices and procedures to avoid this happening again. The minutes of the time state that 'The request was made for the Council to examine its role in giving an award to Mr Humphreys in 2019'.

She said that one of the victims of John Humphreys bravely wrote a letter which was read out on his behalf at the full council meeting on 8th December 2021. It said that John Humphreys was under investigation from 2016 – 2021, which left her wondering who else knew about this and how he was allowed to carry on as usual being a councillor at Exmouth and East Devon.

Despite the questions and concerns being raised, the Council has not examined its role in giving an award to John Humphreys, and more than six months has passed since the Aldermanship was removed.

Cllr Bailey said that the priority and focus of the scrutiny committee recommendations should not in her view be about whether Honorary Aldermen got a free car parking entitlement or whether they should be invited to civic events. It should be about one key thing, child protection and the safeguarding of children. She said that both the CPS and the Police specifically commented on the fact that John Humphreys had held a position of power and standing within the community, and people who hold positions of power and authority are more difficult to challenge. It is, therefore, essential that the Council does everything possible to ensure that it does not in any way perpetuate this power and potentially make it more difficult for victims to come forward and seek justice.

She went on to say that simply saying 'innocent until proven guilty' is not enough. Whilst it may not have been possible to prevent John Humphreys being a councillor because he was under investigation, the council was not under any obligation to bestow an honour of Honorary Alderman on him.

Accordingly, Cllr Bailey wanted to recommend;

That the Council commissions an independent report by the LGA or the Centre for Public Scrutiny or other appropriate independent body to be expeditiously brought to Cabinet to provide a clear understanding how John Humphreys, despite his arrest in May 2016 continued to serve as a Councillor until May 2019, retained his position as 'Lead Member for Exmouth' and went on to be bestowed the honour of an alderman by this Council in December 2019.

In particular the report should focus on the circumstances of how John Humphreys came to be nominated and bestowed the award of an Honorary Aldermanship despite being under criminal investigation at the time.

And that the Council puts on hold the remainder of the scrutiny recommendations pending the receipt and consideration of the independent report by the Cabinet.

The Chair of the Scrutiny Committee, Cllr Tom Wright, confirmed that at the meeting in March, the crimes committed by John Humphreys were discussed. Despite previously being the EDDC representative on the Police & Crime Panel at the time, he was never aware that John Humphreys had been arrested or that any other Cllrs had any information regarding matters prior to him leaving the Council in 2019. Most of the meeting in March was spent considering how to prevent such incidents occurring in future. He went on to say that he was aware of how long public enquiries can take and that he would be anxious to put procedures in place about appointing Honorary Aldermen if it was decided to continue to do so, so that a proper system was in place before May 2023 when it would be usual for them to be appointed.

Cllr Millar said that the Council owed it to the victims and wanted to second Cllr Bailey's amendment. He stated that in the case of the nomination of John Humphreys to become an Honorary Alderman, he had recently been made aware by somebody he considered to be a reliable source, that a senior individual within EDDC was officially made aware that while John Humphreys was a Cllr, he was being formally investigated by police involving sexual allegations. If the Council is to continue with a process, it has to be one where individuals who are involved at all in the nomination process are able to intervene to prevent nominating potentially inappropriate individuals. The principle of innocent until proven guilty does not extend to individuals facing serious charges and receiving civic honours at the same time. No institution in its right mind should risk offering a civic honour if there was any knowledge within it that a serious criminal investigation could be taking place.

Cllr Millar went on to say that he still did not understand why this honour

was not suspended when the upcoming trial became public knowledge. He had personally requested that it be suspended but the request was rejected.

He said that for the victims, he believed they deserved to know whether the process, if reformed, could genuinely guarantee this could never happen again, and if not, the system should be scrapped.

An independent external review would be welcome and victims deserved one because in his view, the Council in its previous report to Scrutiny failed to investigate internally and address the key concerns. He confirmed that he would co-operate what he had been told into an investigation.

Cllr Gardner confirmed that she was a member of the Scrutiny Committee but had been unable to attend the meeting in March. She did hear the victim's statement read out at Council and the whole affair was shocking. The fact that John Humphreys was made an Honorary Alderman even though he was under investigation is a process which mystified her. She said that she did not understand how people were appointed or what the criteria were, and was expecting an investigation of how that happened and what process was followed to appoint Honorary Aldermen in the past. Whilst she had no doubt that many Honorary Aldermen have been upstanding citizens and she was not questioning this, it is an issue to be taken seriously or it will look as if the Council is brushing it under the carpet. She went on to say that it must be taken seriously, members must understand the processes used in the past in order to make sure that the processes in the future were better. This needed to be done for the victims and because John Humphreys was appointed as an Honorary Alderman at a point when he should not have been, which reflected badly on the Council.

She confirmed that she supported Cllr Bailey's proposal and the people who were involved must be spoken to and explain what the process was. If that meant all of the Honorary Aldermen appointed had to be included in an investigation she was sure that they would all be happy to do so. It was important to know what went wrong.

Cllr Whibley said that an investigation by an independent body into our practices as a Council is the only way to be sure that nobody knew anything about John Humphreys and to understand what went wrong previously that meant he continued as a Cllr. The victims need to know, Cllrs need to know and so do the public. There are many rumours about the matter and so this would be an opportunity to clear all consciences and start again.

Cllr Arnott referred to the victim's statement read out in December 2021, and the victim's understanding that it was John Humphreys' position as a Cllr, and in political circles in East Devon that obstructed the investigation by the police. He went on to say that he had intended to and did

correspond with the conservatives locally and with the police. He had addressed Cllr Twiss at the time and asked if he could confirm that there had been an internal enquiry and would he be prepared to share the results of it. The response from Cllr Twiss had been that it was a matter for the Conservative Party.

Having been in contact with the victim who made the statement, the victim confirmed that he had not heard from the Conservatives, nor had he heard from the Police.

When Cllr Arnott wrote to the police, he received a reply from the Deputy Chief Constable who informed him that they were looking into the matter, but nothing appears to have been done.

Accordingly Cllr Arnott confirmed that the Council should find the means to commission an external body to look into the matter, reporting to Cabinet and on to Council. The report from the Chief Executive to the Scrutiny Committee did not look at how John Humphreys was appointed, but it was not the brief given to do so. So the Council would now benefit from undertaking that work now, as a reputational issue.

Cllr Bonetta confirmed his agreement with Cllr Bailey's proposed amendment.

Cllr Armstrong also confirmed her agreement and emphasised that there were two separate issues about John Humphreys' award as an Honorary Alderman as well as reviewing the process itself, but they were related.

Cllr Twiss agreed that there were two separate issues involved. Specifically, the offences that John Humphreys has been proven to have committed and why anyone would think that the conservative party would think it was right to support an award if members had known anything about it, and that if there is an investigation, the conservative party would cooperate with it because it would be the right thing to do.

Cllr Tom Wright said that he agreed wholeheartedly with most of the comments from member colleagues, but was perplexed as to why the idea of an independent external enquiry was not put forward at the Scrutiny Committee meeting that discussed these matters in March. He pointed out that the Committee was tasked for the first time with setting out a clear protocol and process if it was considered that Honorary Aldermen and Alderwomen should still be appointed going forward. He would like to see that part of the Committee minutes going forward but also the recommendation that there is an independent investigation into past events which led to John Humphreys being appointed as an Honorary Alderman.

His main point was that no one at the Scrutiny Committee meeting proposed an external enquiry, and if they had, he considered it likely to have been accepted at that time. However he agreed with comments from

Cllr Bailey and Cllr Millar, but also with Cllr Armstrong that there are two separate but related issues to be dealt with. He would like the Committee minutes agreed but with the added recommendation for an independent enquiry.

The Chief Executive made some comments by way of guiding the debate to a conclusion. He said that the Terms of Reference with regard to whether it is an enquiry or an investigation are very important to determine and agree because they will define the extent to which the person who is employed by the Council to carry out that investigation or enquiry will establish the remit of what needs to be done. One of his concerns is the extent to which one goes back to look at the statement from one of the victims, which does suggest there is a history which needs to be investigated here and which everyone hoped the police would be undertaking, but hearing from the Leader he has had no reply on this other than a holding reply to the original letter he sent. So there is an important piece of work to be done if the mood of the Council is to have an enquiry and investigation and to the Terms of reference. Also, the Council needs to give careful consideration to who would be an appropriate person to carry that out. He stated that with all due respect to the LGA or Centre for Public Scrutiny, this matter is outside their territory and someone suitably legally qualified would be needed because everything that will be investigated or enquired into with regard to this, and everything that will come out of this, will be heavily influenced by the legal framework regarding complaints, allegations, investigations, prosecutions and the process of a prosecution. So those are two important considerations in this debate and it follows from that too, to know whether Cllrs want to give the Chief Executive the delegated authority to come back with a report to Cabinet relating to these issues. Also that if the work is to going to be done properly there should not be any artificial restraints put onto the cost of doing it.

Cllr Loudoun followed up the Chief Executive's comments by agreeing that it was important that the Council clarifies what it is that it wants to happen relating to an enquiry or investigation, and getting the Terms of Reference correct are central to this.

Cllr Skinner wanted to emphasise that there was no linkage between being a conservative and the crimes committed by the former Cllr John Humphreys, or politics generally and criminal activities. He said that the issues related to the process of awarding former Cllrs with the title of Honorary Alderman/woman, and a rigorous review of the individuals concerned beforehand. He also shared the disappointment expressed by Cllr Arnott in the lack of a more substantial response from the police.

Cllr Arnott referred to Cllr Bailey's initial words which confirmed that both the CPS and police had specifically commented that John Humphreys held a position of power and standing within the community. In the same way that the BBC sustained Jimmy Savile, John Humphreys was sustained by a

political entity within East Devon.

The Chair asked Cllr Bailey if she wanted to add to her recommendation having heard the comments of colleagues and advice of the Chief Executive.

Cllr Bailey thanked the Chief Executive for his advice and said that she would like to like to include the following in her recommendation;

“That this Council requests that the Chief Executive provides a report to Cabinet at the earliest opportunity, in order to enable an independent investigation or enquiry and understand how John Humphreys, despite his arrest in 2016, continued to serve as a Cllr until May 2019, and in particular to focus on the circumstances of how he had been nominated and then bestowed the award of Honorary Alderman despite being under criminal investigation at the time. The report to Cabinet to set out possible Terms of Reference so that it could decide how to take the matter forward.”

The Chief Executive summarised his understanding, in that the Terms of Reference are going to be limited in time to the time after John Humphreys was arrested and matters following his arrest. This is clear and provides a point in time that things can follow through from. He referred to his concern that when Cllr Wragg read out the letter from the individual who had been abused by John Humphreys, it indicated potential conspiracy and possibly involving freemasonry dating back over 20 years, which is why it is important to be clear about what it is that is being asked for. The point of arrest is a helpful timeframe and someone else can provide another perspective in terms of the legal framework. On that basis he said that he thought he could bring a report to Cabinet relatively speedily looking into how to progress matters.

Cllr Arnott said that the Chief Executive needed to have time outside the meeting to consider the appropriate time period covered by any enquiry or investigation but he considered it likely that a start date of 2016 would still enable any issues occurring earlier to be touched upon. He went on to say that a Criminal QC or similar would consider possible interviews required and how to deal with such issues relating to court transcripts.

Cllr Tom Wright wanted to return to the issue of the minutes of the Scrutiny Committee and recommendations therein. He wanted the minutes and existing recommendations to go forward in order for a new process to be put in place, as the investigation as suggested is likely to go on past May 2023, and the two should run concurrently.

The Chief Executive clarified that the minutes from the Scrutiny Committee with recommendations A-G to Council had not been agreed already and so were to be adopted at the meeting tonight, with the possibility of adding a further recommendation H, in the form of Cllr Bailey's proposal

incorporated into the minutes.

The Chair clarified that this would enable the Council to approve the actions suggested, but also placed the recommendations within a Scrutiny framework which seemed very appropriate.

Cllr Millar stated that the intention had been to pause all other recommendations whilst undertaking an external investigation, not to undermine the work done by Scrutiny Committee, but to revisit them after the investigation had taken place.

Cllr Bailey confirmed that her intention had been to pause recommendations A-G, not to remove them altogether, because she was hoping that the process would not be a lengthy one and the other recommendations would improve the situation.

The Chief Executive advised that Cllrs needed to go into this with their eyes open and once it is possible to go back to them with costs and after making sure that the right person is available to conduct the work required. It may not be proportionate to assume that everything can be done before May next year.

Cllr Tom Wright clarified that one of the recommendations from Scrutiny was to consider the option of whether to appoint further Honorary Aldermen at all in future. If it was the case that it did not, the whole issue of having a process in place would be taken out of the equation.

Cllr Loudoun confirmed that Cllr Bailey's proposal and Cllr Millar's support was based on pausing the recommendations A-G and supplementing them with the new proposal. However, he also said that it would be necessary to consider the cost, timescale and remit of an investigation or enquiry and he presumed that this did not mean that the original recommendations could not be revisited at any time, and that doing one did not negate the other.

Cllr Jackson said that the appointment of Honorary Aldermen/Women is not time critical so if the Council has no process in place, it cannot appoint any more until it is in a position to do that when a new process has been devised from a position of knowledge after an investigation or enquiry.

Cllr Bonetta called for a recorded vote which was seconded by Cllr Skinner.

The Chair invited members to vote in favour, against or to abstain for a recorded vote.

Following a vote the Chair confirmed a recorded vote would take place on the following;

"That the Council requests that the Chief Executive provides a report to Cabinet at the earliest opportunity to enable it to consider commissioning an independent investigation or enquiry by an appropriate independent body. That a report will thereafter be brought to Cabinet to provide a clear

understanding how John Humphreys, despite his arrest in May 2016 continued to serve as a Councillor until May 2019, retained his position as 'Lead Member for Exmouth' and went on to be bestowed the honour of an alderman by this Council in December 2019.

In particular the report should focus on the circumstances of how John Humphreys came to be nominated and bestowed the award of an Honorary Aldermanship despite being under criminal investigation at the time.

And that the Council puts on hold the remainder of the Scrutiny Committee recommendations A-G pending the receipt and consideration of the independent report by the Cabinet."

Recorded vote:

Councillors Megan Armstrong, Paul Arnott, Jess Bailey, Denise Bickley, Kevin Blakey, Kim Bloxham, Jake Bonetta, Colin Brown, Andrew Colman, Olly Davey, Bruce De Saram, Alan Dent, Peter Faithfull, Cathy Gardner, Marcus Hartnell, Sam Hawkins, Paul Hayward, Nick Hookway, Stuart Hughes, Sarah Jackson, Vicky Johns, Jamie Kemp, Richard Lawrence, Dan Ledger, John Loudoun, Dawn Manley, Tony McCollum, Paul Millar, Andrew Moulding, Geoff Pratt, Val Ranger, Marianne Rixson, Jack Rowland, Eleanor Rylance, Philip Skinner, Brenda Taylor, Ian Thomas, Joe Whibley, Tony Woodward, Chris Wright, Tom Wright - voted in favour – 41.

Councillor Phil Twiss – abstained – 1.

RECOMMENDATION;

That the Council requests that the Chief Executive provides a report to Cabinet at the earliest opportunity to enable it to consider commissioning an independent investigation or enquiry by an appropriate independent body. That a report will thereafter be brought to Cabinet to provide a clear understanding how John Humphreys, despite his arrest in May 2016 continued to serve as a Councillor until May 2019, retained his position as 'Lead Member for Exmouth' and went on to be bestowed the honour of an alderman by this Council in December 2019.

In particular the report should focus on the circumstances of how John Humphreys came to be nominated and bestowed the award of an Honorary Aldermanship despite being under criminal investigation at the time.

And that the Council puts on hold the remainder of the Scrutiny Committee recommendations A-G pending the receipt and consideration of the independent report by the Cabinet.

The Chair then invited Cllr Tom Wright to move the minutes with the changes duly noted to the recommendations following the recorded vote.

Following a vote the Chair confirmed that the above minutes were received and noted and recommendations contained therein recommended for approval.

- (d) **Minutes of the Extraordinary meeting of Scrutiny Committee held on 17 March 2022. Minute numbers 55 - 57**
Following a vote the Chair confirmed that the above minutes were received and noted.
- (e) **Minutes of the Housing Review Board meeting held on 24 March 2022. Minute numbers 29 - 47**
Following a vote the Chair confirmed that the above minutes were received and noted.
- (f) **Minutes of the Housing Review Board held on 7 April 2022. Minute numbers 48 - 61**
Following a vote the Chair confirmed that the above minutes were received and noted.
- (g) **Minutes of the Strategic Planning Committee meeting held on 22 February 2022. Minute numbers 76 - 87**
Following a vote the Chair confirmed that the above minutes were received and noted.
- (h) **Minutes of the Strategic Planning Committee meeting held on 8 March 2022. Minute numbers 88 - 96**
Following a vote the Chair confirmed that the above minutes were received and noted.
- (i) **Minutes of the Strategic Planning Committee meeting held on 5 April 2022. Minute numbers 97 - 105**
Following a vote the Chair confirmed that the above minutes were received and noted and recommendation contained therein recommended for approval.
- (j) **Minutes of the Planning Committee meeting held on 16 February 2022. Minute numbers 101 - 114**
Following a vote the Chair confirmed that the above minutes were received and noted.
- (k) **Minutes of the Planning Committee meeting held on 23 February 2022. Minute numbers 115 - 117**
Following a vote the Chair confirmed that the above minutes were received and noted.
- (l) **Minutes of the Planning Committee meeting held on 16 March 2022. Minute numbers 118 - 130**
Following a vote the Chair confirmed that the above minutes were received and noted.
- (m) **Minutes of the Licensing & Enforcement Committee meeting held on 23 February 2022. Minute numbers 20 - 27**
Following a vote the Chair confirmed that the above minutes were received and noted.
- (n) **Minutes of the Licensing & Enforcement Committee held on 13 April 2022. Minute numbers 28 - 35**
Following a vote the Chair confirmed that the above minutes were received

and noted and recommendation contained therein recommended for approval.

(o) Minutes of the Audit & Governance Committee meeting held on 16 March 2022. Minute numbers 39 - 51

Following a vote the Chair confirmed that the above minutes were received and noted.

(p) Minutes of the Personnel Committee meeting held on 22 March 2022. Minute numbers 32 - 38

Following a vote the Chair confirmed that the above minutes were received and noted.

(q) Minutes of the Standards Committee held on 12 April 2022. Minute numbers 14 - 21

Following a vote the Chair confirmed that the above minutes were received and noted and recommendations contained therein recommended for approval.

87 **Appointment of Independent Community Representatives on the Housing Review Board**

This item is to seek Council's endorsement to the appointment of two Independent Community Representatives as co-optees on the Housing Review Board, following interviews on 6th April to fill existing vacancies. The two individuals are Sara Clarke and Rob Robinson.

Cllr Armstrong asked whether any information had been available for members about the background of the individuals and why they had been interested in applying for the roles, and if not, whether this could happen in future. The Chair confirmed that he would pass on this request to the relevant officers.

The Chair then invited members to vote in favour or against endorsing the appointments.

Following a vote the Chair confirmed that the Sara Clarke and Rob Robinson be recommended for appointment as co-optee Independent Community Representatives to the Housing Review Board.

He then thanked everyone, including members of the public for their attendance and the meeting ended at 8.02pm.

Attendance List
Councillors present:

J Kemp
V Ranger (Vice-Chair)
M Armstrong

D Ledger
J Rowland
J Loudoun

G Jung
H Parr
G Pratt

S Jackson
P Arnott
K Blakey
K Bloxham
A Colman
P Millar
R Lawrence
T Woodward
N Hookway
C Wright
O Davey
J Whibley
T McCollum
V Johns

D Bickley
J Bailey
P Hayward
S Hawkins
A Moulding
D Key
C Gardner
D Manley
C Brown
I Chubb
A Dent
D Barrow
P Faithfull
M Hartnell

M Rixson
E Rylance
B De Saram
P Skinner
B Taylor
I Thomas (Chair)
P Twiss
E Wragg
T Wright
S Hughes
A Bruce
J Bonetta

Officers in attendance:

Mark Williams, Chief Executive
John Golding, Strategic Lead Housing, Health and Environment
Simon Davey, Strategic Lead Finance
Henry Gordon Lennox, Strategic Lead Governance and Licensing (and Monitoring Officer)
Susan Howl, Democratic Services Manager
Sarah Jenkins, Democratic Services Officer
Andrew Hopkins, Communications Consultant
Anita Williams, Principal Solicitor (and Deputy Monitoring Officer)

Councillor apologies:

P Jarvis
S Chamberlain
S Gazzard
I Hall
M Howe
B Ingham
G Pook

Chair

Date:

EAST DEVON DISTRICT COUNCIL

Minutes of the consultative Extraordinary meeting of Council held Online via the Zoom App on 3 May 2022

Attendance list at end of document

The meeting started at 6.00 pm and ended at 7.35 pm

88 Public speaking

The Chair welcomed members of the public and Councillors to the meeting and explained that all participants were taking part remotely and the meeting was also being viewed online and recorded.

He outlined that based on the decision at the Council meeting on 8 December, when Members voted in favour of the continuation of virtual meetings until 11 May 2022, the Council had delegated much of its decision taking power to Senior Officers, due to continuing concerns related to COVID risk in this area. Consequently, the meeting was being held on a consultative basis only, and the normal procedural rules as detailed in the Council's Constitution, would continue to be closely adhered to.

Accordingly, where the meeting would have normally decided a matter, it will now make a recommendation to a Senior Officer. The Officer will then take that recommendation into account, when making their decision.

The Chair then started the meeting by doing a roll call of those present, and confirmed that the meeting was quorate.

During the meeting the public would be able to participate if they had pre-registered to speak.

No members of the public had pre-registered to speak at this meeting.

89 Declarations of interest

There were no Declarations of interest given.

90 Report - Temporary continuation of virtual meetings

The Chair invited the Monitoring Officer, Henry Gordon Lennox to address his report.

He commenced by saying that he would go through the recommendations. Effectively Council was being asked to decide between two options. Option one was to continue the existing arrangements until 31st October. Option two was moving to a hybrid model consisting of decision makers in the room with everyone else being able to attend remotely, and that would be contingent on having in place an appropriate IT solution, so continuing with virtual working until that solution is in place.

Both options have the backstop date of 31st October, but in the case of a hybrid model of potentially bringing forward the termination of existing arrangements when the IT solution is in place.

If option two was selected, it would necessitate a budget and an amount of £40k has been suggested, providing an upper limit in terms of procuring the IT solution which would facilitate that.

In relation to the other options, the rest of the recommendations effectively detailed the arrangements that have been in place for several months. He wished to bring it to the attention of members that the deadline would be curtailed in option two if it was possible to bring in the solution earlier. Finally it should be noted when the virtual meeting arrangements do not apply, such as to Annual Council, and situations when there may be a particularly sensitive or contentious item which may not be appropriate for a decision by officers. In these cases there would be an ability to call a meeting to deal with those items on a case by case basis.

In terms of the hybrid solution as and when it was in place, then the precautionary measures that are currently being operated such as hand sanitisers and advising the use of facemasks, would continue to apply. It was up to Council to decide which of the two options it would prefer to take forward.

The Chair invited comments from Members.

Cllr Caygill wanted clarification that the options being put forward did not apply to Exmouth Town Hall as well as Blackdown House which was confirmed. However it was suggested that if Members wanted to propose that they did, they could do so and agree a budget for doing so. Cllr Caygill said that although the Town Council were tenants of EDDC and paid to receive a service accordingly, it was not currently able to do so due to the continued operation of COVID restrictions.

In response, the Chief Executive informed members that Tim Childs and he had had a meeting with the Exmouth Town Clerk today and discussed a number of options. As a result, the Clerk was updating the Statement of Needs for Exmouth Town Council to work out of Exmouth Town Hall.

Cllr Ranger said that she intended to vote for option one for all the benefits laid out in paragraph 5 of the report. Voting for a hybrid model meant returning to rules set up in 1972 which were 50 years out of date.

In her view, hybrid working skewed the whole voting system and favoured an older demographic of people who were free to attend meetings night and day. It also favoured those living near Honiton rather than those with longer journeys across the district. Accordingly it breaches equality in the sense that only certain people can vote at those meetings if they can attend. There were very good COVID reasons to be careful, but COVID aside it was time for Councils to take a stand and lobby for proper remote hybrid meetings with voting available whether one can attend in person or not. There had been much better attendance from the public and Cllrs working virtually, and the meetings were recorded so they could be viewed at any point. There was no equality in hybrid meetings.

Cllr Bailey agreed that EDDC needed to carry on with remote meetings if it wanted to be inclusive and equitable, making it easy for members to attend. It was difficult being forced to be restrictive and difficult for people with childcare commitments to be bound by having to go into Blackdown House when it was much better to be remote. EDDC should be lobbying for change and pressing for remote meetings which were more democratic and enable more people to attend. It was not really a hybrid if one cannot vote so she intended to vote for option one.

Comments made during the debate included the following;

- Option one was a much greener option allowing EDDC to reduce travelling and travel expenses. Developing a hybrid model involved spending £40k which could be better spent on helping communities in various ways and with all the benefits of operating virtual meetings being clear, this should become the 'new normal'.

- Some Cllrs were currently attending parish Council meetings in small halls in person and choosing to look after their own safety by wearing masks or not.
- It was noted that Torbay put out a press release two weeks ago because they were considering going ahead with a hybrid model for running meetings. The Chair and Monitoring Officer confirmed that the model being considered by Torbay was reflective of what was being proposed by EDDC under Option two.
- It was time to get back to face to face meetings with Cllrs making decisions and not delegating them to others.
- Cllrs had the option of proposing an amendment in the form of a third option which was to go back in the room, but the reason it did not feature in the papers for the meeting reflected the views expressed at the consultative meeting between Cllrs recently. Following an open discussion between Cllrs there was very little favour for that alternative, hence its exclusion as an option at the meeting today.

Cllr Gazzard wanted to propose that Council returned to face to face meetings, and Cllr Brown seconded that.

The Chair confirmed that the meeting would now focus on a third alternative and amendment.

Cllr Brown stated that the Conservative Group felt strongly that Council should return to the Chamber to meet face to face, and that the front desk should be re-opened in Exmouth Town Hall and at Honiton. EDDC was out of step with other Councils across Devon returning to face to face meetings, and it should not be suggesting that £40k should be spent to continue virtual meetings to allow Cllrs to work from home when many have returned to the office. He said that COVID cases had been going down across the district, and if the decision was not made to do so, it would assist him in drafting his election leaflet with this included in it.

He requested a recorded vote on the options.

The Chair reminded members that at this point the meeting needed to hear from speakers on an amendment to introduce a third option which was to go back in the room on a pre-COVID basis.

Cllr Millar said that he could not keep up with the Conservative position on this issue. At the consultative meeting for Cllrs recently the consensus from the Conservative Group was that Council would move to a hybrid model, and at this meeting they had completely changed their mind and wanted to go back in what would be a retrograde step with everyone crowding into a room again. He considered that Cllr Brown was making this a political issue rather than a conscience issue. He intended to vote for Option two because it was necessary to move to a form of face to face meeting which would not present a difficulty for any meeting, except Council itself, because all committee members who attend meetings would be able to vote.

Comments made during the debate on the amendment included the following;

- Planning meetings in the Chamber using the previous hybrid model were a complete waste of time. Cllrs spent their time looking at a computer screen anyway and so being face to face was a waste of time. More members of the public had attended virtual meetings and less had been spent on travel claims, less travelling which had helped the Council to lower its carbon footprint. Face to face meetings were archaic.
- Cllrs needed to have proper hybrid meetings where a voting member can be either in the room or attending remotely, and the public could also choose to attend in person or whilst being remote, but with the actual vote on a decision being taken. No to hybrid meetings as they stood presently.
- In relation to the Council moving on, it had moved on by using 21st century technology that was around in 2020. There was no going back to what was normal

pre-COVID, and impossible to turn the clock back given that everyone was more health conscious, aware of their contacts and wearing face masks if necessary, and with people still dying from COVID. Virtual meetings cut the Council's footprint enormously and there was no appetite to crowd back into a room with other Cllrs just because central government could not be bothered to extend the legislation which enabled Cllrs to meet virtually.

- EDDC should be commended as a Council in setting an example which should be flagged up to the LGA, as a Council which had taken the decision to continue working effectively virtually and it would be a big help if the government would enable EDDC to do so.
- The amendment could not be supported because EDDC had found a better way of running meetings which was greener, more inclusive, more efficient and facilitated greater engagement. It should stick to using modern technology as it currently was.
- It was not possible to go back to holding Full Council meetings in Blackdown House because the Chamber was not big enough.

Cllr Howe asked that the amendment be put to the vote.

The Chair reminded those present that the proposal from Cllr Gazzard was that a third alternative was included as an option, which was a full return to a pre-COVID situation with meetings taking place in the room.

The Chair invited members to vote on the third alternative being added to the options. Following a vote the Chair confirmed that the amendment to include the third alternative as an option was defeated.

The Chair then invited comments on the main proposals.

Comments made during the debate on the proposals included the following;

- Voting for option two means not operating as many other Councils do currently and it was unlikely that government will have changed legislation by October.
- There appears to be a fundamental difference of opinion between the conservative and progressives. Cllr Brown does not want meetings available to the public but debates in the House of Commons have been televised since the 1990's. Whilst it was appreciated that EDDC are bending current legislation, staff matter as well as Cllrs. The Chief Executive has a plan for staff to return to the office and so Cllrs must find a way to do so as well, and option two is a way of doing so.
- Cllr Arnott referred to the fact that Cllr Ranger and Cllr Bailey raised the crucial key issues in this debate and Cllr Bonetta had also reiterated that this Council was a progressive one. The Conservative Group was not. The government made promises of reform to Local Government in pre-COVID days which came to nothing. The LGA has lobbied hard for assistance which made no difference. Approaching local MPs also proved unsuccessful.
- One of the silver linings of the pandemic had been to increase equality and engagement with the work of the Council. For those Cllrs who consider that they are not making decisions, this was exactly what they were doing in the meeting today. The Conservatives were about to present themselves as democrats when they actually wanted to take a step back. The Council was not yet ready to operate a proper Hybrid and so should continue to operate virtually until it is.
- This debate was more than the pandemic but about having learnt how the Council as an organisation can operate in the 21st century. It had been functioning well through virtual meetings, and had seen huge benefits in terms of democratic engagement and participation. Using a hybrid at present would prevent those who

wanted to, potentially get to meetings in person at the other end of the district. Livestreaming would not allow people to dial in and speak. To operate this way would be discriminatory against many groups of people who included those who are working, have child care commitments or similar. So the cost proposed for developing a proper hybrid technology should be offset by improving democratic engagement and being a champion to equal opportunities and future proofing for when government does catch up. Businesses and MPs have been using such technology for a long time already.

- Cllr Loudoun addressed the fallacy of the Council not acting democratically. Cllrs meet every day and have meetings where issues are debated and decisions are effectively being made by Cllrs, who then ask officers to implement them and put them into operation on their behalf. This was democracy in practice.
- Cllr Chris Wright posed the question that if Cllrs had not made decisions over recent months, how many recommendations had not been enacted? The answer was none, and showed that this was a step forward, so EDDC should continue to move forward as a progressive Council. The days of everyone having to sit in small rooms had gone and whilst EDDC may be on the Jurassic coast Cllrs do not have to be dinosaurs.
- Planning legislation already states that the senior planning officer would make decisions in consultation with the Chair of Committee so this is effectively what had been happening.
- Going back to face to face meetings or an ineffective hybrid model would create a two-tier system because there would be people who could not attend in person.
- The Local Government Act of 1972 was enacted many years before some Cllrs were born and before the introduction of the internet, so the Council should move on as other sectors have already done.
- North Yorkshire County Council are still meeting virtually and is a Conservative led Council.
- It needs to be borne in mind that broadband speeds are different in different areas, which needed to be taken into account when voting for hybrid models.

Cllr Rowland proposed moving to a vote.

Cllr Brown proposed and Cllr Parr requested a recorded vote.

The Chair clarified that following the proposal put forward by Cllr Howe and seconded by Cllr Millar, members were being invited to vote for the adoption of option two, with recommendation two and three. If that failed the meeting would then move forward to deal with option one.

The proposal, to move to a hybrid solution as printed in paragraph 1b) of the report (option 2) with the budget in Recommendation 2 and with current arrangements detailed in Recommendation 3, was put to the vote and failed.

Recorded vote:

Councillors Paul Arnott, Jess Bailey, Denise Bickley, Fred Caygill, Sarah Chamberlain, Olly Davey, Cathy Gardner, Steve Gazzard, Nick Hookway, Sarah Jackson, Vicky Johns, Geoff Jung, Jamie Kemp, Dan Ledger, John Loudoun, Dawn Manley, Val Ranger, Marianne Rixson, Jack Rowland, Eleanor Rylance, Brenda Taylor, Joe Whibley, Tony Woodward, Eileen Wragg, Chris Wright - voted against – 25.

Councillors Kevin Blakey Jake Bonetta, Colin Brown, Alasdair Bruce, Maddy Chapman, Alan Dent, Peter Faithfull, Marcus Hartnell, Sam Hawkins, Mike Howe, Stuart Hughes,

Paul Jarvis, Tony McCollum, Paul Millar, Andrew Moulding, Helen Parr, Geoff Pook, Tom Wright - voted in favour – 18.

Councillor Ian Thomas abstained – 1.

Following the recorded vote the Chair confirmed that the proposal to move to option two had failed.

He then moved that the proposal to continue with virtual meetings as printed in paragraph 1a) of the report (option 1) as per the current arrangements detailed in Recommendation 3 until 31st October 2022, was put to the vote.

Following a vote the Chair confirmed that the proposal was adopted and the recommendation would be passed to senior officers.

Recommendation:

1. Continue with virtual meetings as per the current arrangements detailed in Recommendation 3 below until 31st October 2022 (Option 1), and
3. That whichever of Option 1 or Option 2 is agreed the following shall apply;
 - a) Save as provided for in paragraph c) below, that either until 23:59 on 31st October 2022 or such earlier period as may be decided by subsequent decision (including a decision by the Strategic Lead Governance & Licensing where Option 2 is agreed);
 - i) all meetings of the Council and its committees (but not sub-committees), panels and forums and the Cabinet shall be held virtually using available technology but shall be on the basis of being consultative only other than where specific legislation permits decision making at virtual meetings.
 - ii) decisions (including all executive and regulatory matters) that would have been taken by those meetings if the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 had continued in force shall be delegated to the Chief Executive or relevant Senior Officer in consultation with those meetings.
 - iii) In taking decisions under paragraph a) ii), the Chief Executive or relevant Senior Officer shall have heard all of the debate having been at the consultative meeting or seen the recording of it.
 - b) Until 23:59 on 31st October 2022 (or such earlier period as may be decided by subsequent decision including a decision by the Strategic Lead Governance & Licensing where Option 2 is agreed) the Constitution shall be treated as having been amended to give effect to the above and shall be interpreted purposively on that basis with the final decision on its interpretation to rest with the Chair of Council (having regard to the advice of the Monitoring Officer and / or Head Paid of Service) in accordance with Part 1, Article 5.1.2 of the Constitution.
 - c) Paragraph a) above is not intended to apply to any of the following;
 - i) the May 2022 Annual Council which will be held in person with arrangements to be agreed in consultation with the Chair, and

- ii) any sub-committee for quasi-judicial purposes (e.g. Standards Hearing Sub Committee or Licensing Sub Committee when considering taxi licensing matters) where the Chief Executive or the Monitoring Officer shall give specific consideration to what are the most suitable arrangements to use at the relevant time and determine the appropriate way to hold the meeting,
- iii) decisions that legislation already permits as ones that can be made by virtual meetings (e.g. Licensing Act 2003).
- iv) where in the opinion of the Chief Executive or the Monitoring Officer either the matter should be decided by Members or it would otherwise be inappropriate for the Chief Executive or a Senior Officer to decide the matter, in which case the Chief Executive or the Monitoring Officer shall give specific consideration to what are the most suitable arrangements to use at the relevant time and determine the appropriate way to hold the meeting.

At this point the Chair thanked everyone including members of the public for attending and declared the meeting had come to an end.

The meeting ended at 7.35pm.

Decision:

The Recommendations were approved by a Senior Officer. The Senior Officer Decision Notice is listed above under Additional Documents.

Attendance List

Councillors present:

J Kemp	J Rowland	M Howe
V Ranger (Vice-Chair)	J Loudoun	G Jung
P Jarvis	D Bickley	H Parr
S Jackson	J Bailey	G Pook
S Chamberlain	P Hayward	M Rixson
P Arnott	S Hawkins	E Rylance
K Blakey	A Moulding	B De Saram
F Caygill	D Key	B Taylor
P Millar	C Gardner	I Thomas (Chair)
T Woodward	D Manley	P Twiss
N Hookway	C Brown	E Wragg
C Wright	M Chapman	T Wright
O Davey	I Chubb	S Hughes
J Whibley	A Dent	A Bruce
T McCollum	P Faithfull	J Bonetta
V Johns	S Gazzard	
D Ledger	M Hartnell	

Officers in attendance:

Mark Williams, Chief Executive
John Golding, Strategic Lead Housing, Health and Environment
Simon Davey, Strategic Lead Finance
Henry Gordon Lennox, Strategic Lead Governance and Licensing (and Monitoring Officer)
Susan Howl, Democratic Services Manager
Sarah Jenkins, Democratic Services Officer
Andrew Hopkins, Communications Consultant

Councillor apologies:

- M Armstrong
- K Bloxham
- R Lawrence
- D Barrow
- I Hall
- B Ingham
- G Pratt
- P Skinner

Chair

Date:

Report to: Council

Date of Meeting 19th May 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

Governance Arrangements and appointments for the Civic Year (2022/23)

Report summary:

Report by the Chief Executive and Monitoring Officer to enable the Council to formalise its governance arrangements for the new civic year.

The report recommends changes to the Constitution, seeks confirmation of the Committees and their size and terms of reference and agreement to the scheme of delegations. There is a specific requirement to agree the composition of the Standards Committee and Housing Review Board.

It deals with the allocation of seats on overview, regulatory and other committees to different political groups of seats in accordance with the political balance of the Council. It seeks to agree the makeup of the advisory panels and forums and joint bodies.

Finally, it covers the councillor appointments to committees, panels, forums, joint bodies and outside bodies together with the appointment of the Chairs and Vice-Chairs of committees.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

That Council;

PART A

1. Approves the amended Constitution to determine the committee structure, their size and terms of reference and the scheme of delegations.
2. That Council agrees to the convening of the Independent Remuneration Panel to review the Members Allowance Scheme and delegates authority to the Strategic Lead Governance & Licensing to progress arrangements including recruitment of panel members as necessary.

PART B

3. Confirms the Conservative Group as the formal opposition.

PART C

4. Approve the allocation to different political groups of seats on the overview, regulatory and other committees as follows;

Democratic Alliance Group	23 members	39%	44 seats
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Conservative Group	22 members	37%	42 seats
The Independents	5 members	8%	9 seats
Independent Progressive Group	3 members	5%	6 seats
Cranbrook Voice	3 members	5%	6 seats
Labour Group	2 members	3%	4 seats
Independent (Independent)	2	3%	0 seats
TOTALS	60	100	111

5. Approves the allocation of seats on individual overview, scrutiny, regulatory and other committees as set out in *Appendix 1*.

PART D

6. Agree the makeup of the advisory Panels, Forums and Joint Bodies as set out in *Appendix 2*.

PART E

7. Agrees the Membership of the Standards Committee and Housing Review Board (as detailed in Part E of this report).

PART F

8. Approve the appointments of Councillors to committees as set out in the table in *Appendix 3*.

PART G

9. Approve the appointments of the Chairs and Vice-Chairs of the committees as set out in *Appendix 4*.

PART H

10. To vote on and then agree the appointments for the various positions on the panels, forums and joint bodies as detailed in the document at *Appendix 5*.

PART I

11. To agree the appointments for the various positions on the outside bodies as detailed in the document at *Appendix 6*.

Reason for recommendation:

To ensure that the Council's governance framework is up to date and reflects the current political balance within the Council and to enable the required appointments to be agreed for the civic year.

Officers: Mark Williams, Chief Executive
Henry Gordon Lennox, Monitoring Officer

Portfolio(s) (check which apply):

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

Equalities impact Low Impact

Climate change Low Impact

Risk: Low Risk;

Links to background information: [DRAFT Constitution](#)

Link to [Council Plan](#):

Priorities (check which apply)

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

Report in full

Part A – Adopting the Constitution (Recommendation 1) and convening the Independent Remuneration Panel (Recommendation 2)

1. Each year the Council adopts the Constitution thereby confirming the Committee structure and the size and terms of reference of the Committees as set out in Articles 7, 8, 9, and 10 (as amended) as well as confirming the scheme of delegations.
2. The detail below sets out in brief the main proposed amendments to the Constitution and the rationale behind those changes. There are some minor typographically / consistency / clarification / updating changes which are self-explanatory and which that are not detailed below but are in track changes in the draft – the link for which is in the background links.

Full Council Functions (Article 4), Functions of HRB (Article 7)

3. This aligns the wording of decisions which are contrary to the budget with the Budget and Policy Framework Rules (Part 4.3). It also includes express reference to removing Honorary Alderman status. It removes the car parking strategy to reflect the March Council decision.
4. The specific functions of HRB are updated to reflect current participatory body titles.

Responsibility for Council Functions (Part 3, Section 1.2 table) and Overview Terms of Reference (Part 3, Section 2)

5. Row EA has been deleted as this was removed from the Function and Responsibility Regulations some time ago on the basis that the primary legislation relating to governance

reviews precludes this being a Cabinet decision in any event. There is a related deletion in the delegated powers of the Chief Executive.

6. It now reflects that the Overview committee are scheduled to meet 6 times in the year.

Portfolio Holder's Delegations

7. The Specific Delegation to the Economy & Assets Portfolio Holders in relation to emergency action (Part 2 Section 2 paragraph 2.1.16) has been moved to the Strategic Planning Portfolio Holder in light of their respective areas of responsibility.

Officer delegated powers

8. The general delegations to senior officers (page 72) has been amended to include the ability to sign memoranda of understandings and submit funding bids and enter into related documentation provided it is in the scope of their service and all of which shall be in consultation with the relevant Portfolio Holder. Also included is the ability to make minor amendments to policies to reflect changes that do not affect the substance of the policy.
9. There is a new delegated authority to the Chief Executive (page 74) to deal with the administration of the First Homes scheme, with the policy position having been agreed by the Strategic Planning Committee recently.
10. There is a new delegated authority to the Strategic Lead Finance / Service Lead Place Assets & Commercialisation to accept / decline transfers of land that are offered to the Council in accordance with obligations imposed in S106 agreements (page 86).
11. The post of Service Lead – Environmental Health & Car Parks has been reviewed with car parking responsibilities transferring to the Finance Service. There are amendments to reflect this and the transfer of the delegated authorities (page 74).
12. Authority is given to all Environmental Health Officers to issue community protection notices (page 96).
13. In Housing a duplication (in relation maintaining a Housing Revenue Account) has been removed. Additional wording has been included in relation to HRA property disposals to cover off tenants purchasing the freehold of shared ownership properties where their lease permits them to do so (page 104).

Access to Information Procedure Rules (page 130)

14. Rule 14 (Forward Plan) has been amended to reflect that this now only deals with key decisions (as it did previously) rather than also including important decisions too.

Code of Conduct (Part 5.1 on page 197)

15. The revised Code of Conduct (as agreed at April's Council) has been included.
16. One remaining issue relates to the granting of dispensations. Members will appreciate that the Localism Act 2011 provides for the granting of dispensations in prescribed circumstances where a member has a disclosable pecuniary interest. The new Code, based on the LGA Model Code of Conduct, also includes the ability for dispensations to be granted where a member has a (non-statutory) 'Other Registerable' or 'Non-Registerable' interest. The Localism Act provisions do not expressly apply to these interests. The LGA's guidance issued to accompany the Model Code advises that effectively the same arrangements for disclosable pecuniary interests should apply in relation to the other interests. Accordingly Article 9 (Standards Committee) and Monitoring Officer delegated powers (page 82) have been updated to reflect this.

Petition Rules (Part 5.5 on page 249)

17. These have been amended to make it clear that the Monitoring Officer can decline to accept any signatory where there is not sufficient information to confirm that the signatory lives, works or studies in East Devon and that this may affect the type of petition that results due to a lower number of signatories than the basis upon which it is submitted. The template petition form has been amended to include detail of the information required to be able to satisfy the requirement to provide sufficient information to demonstrate that the signatory lives, works or studies in East Devon.

Members Allowances (Part 6)

18. The Members Allowance Scheme was last reviewed in October 2017 and was due for review a little while ago but for a variety of reasons this didn't happen. In addition to it being timely, there have been changes to the committee structure – being the creation of the Personnel Committee – which therefore would justify its review in terms of whether there should be a Special Responsibility Allowance for the Chair and Vice Chair roles. In addition, there are Assistant Portfolio Holder roles which have not yet been considered for a Special Responsibility Allowance.

Strata Terms of Reference (Part 8)

19. These have been updated following agreement at Council to amend the terms of reference to permit the Chief Executive to nominate an alternate to attend the Joint Executive Committee.

RECOMMENDATION

20. That Council approves the Constitution including the amendments to it as shown in the draft and detailed in this report and thereby agree the Committee structure, their size and terms of reference and the scheme of delegations.
21. The Council agrees to convene the Independent Remuneration Panel to review Members Allowances with delegated authority to the Strategic Lead Governance & Licensing to progress arrangements including recruitment of panel members as necessary.

PART B – Confirmation of the formal opposition (Recommendation 3)

22. The Constitution requires confirmation of the formal opposition at the Annual Meeting. The Conservative Group, as the largest opposition party, are entitled to be recognised as the formal opposition.

RECOMMENDATION

23. The Conservative Group is confirmed as the formal opposition.

PART C - Allocation to different political groups of seats on overview, regulatory and other committees in accordance with the political balance of the council (Recommendations 4&5)

Introduction

24. 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.
25. 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.

26. 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.
27. The Council decided (at Policy Committee minute number 29 of 10.10.90) that the review is carried out at each 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.

Scope of sections 15-16 of the 1989 Act

28. The above provisions affect appointments to committees, sub-committees and some specified joint bodies.
29. It is not a legal requirement for the political balance rules to apply to the Cabinet. The Leader appoints between 2 and 9 other Councillors to the Cabinet. In addition, the political balance rules are applied to some advisory panels/forums where possible but not to appointments to outside bodies.
30. 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 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 relevant 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 relevant joint body must be allocated to each political group in proportion to the political group's membership of the Council.

A review of representation of political groups on committees and sub-committees

(a) Overview, regulatory and other committees

31. The committee structure agreed by Council at its meeting on 29 April 2015 for the creation of separate Overview and Scrutiny Committees to replace the Overview and Scrutiny Committee is to be retained. The Overview and Scrutiny Committees plus the Housing Review Board will continue to utilise Task and Finish Forums as required.
32. The Overview Committee's ordinary meetings are scheduled six times per year. The Scrutiny Committee's ordinary meetings are scheduled ten times per year.
33. The minutes of the meetings of these Committees will be referred to the next available meeting of the Cabinet.
34. Please refer to the Committee membership chart, and the list of Panels, Forum and Joint Bodies for details of all Committees, Sub Committees and Boards.

2022/23 agreed committee structure:

Overview Committee	13 seats
Scrutiny Committee	15 seats
Housing Review Board	5 Councillor seats

plus the following Regulatory and other Committees:

Audit & Governance	10 seats
Planning	16 seats
Personnel	15 seats
Licensing and Enforcement	15 seats
Standards	7 seats (including Chair of the Council)
Strategic Planning	15 seats

35. The allocation of the total of **111 seats** on all of these committees between 60 members of the council is as follows:-

Democratic Alliance group	23 members	39%	44 seats
Conservative group	22 members	37%	42 seats
The Independents	5 members	8%	9 seats
The Independents Progressive Group	3 members	5%	6 seats
Cranbrook Voice	3 members	5%	6 seats
Labour Group	2 members	3%	4 seats
Independent	2	3%	0 seats
Total seats	60	100	111

36. The allocation of seats on overview/scrutiny, regulatory and other committees between political groups is as set out on **Appendix 1** to this report.

(b) Standards

37. Changes in the structure of the Standards Committee were agreed in June 2012 in compliance with the requirements of the Localism Act and the number of members increased at April's Full Council. The Standards Committee is now politically balanced (6 Councillors plus the Chairman of the Council) with substitute Council Members for groups entitled to seats, 3 non-voting independent members and 3 non-voting parish council members.

(c) Licensing

38. 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 new responsibilities to this Committee in regulating gambling.

39. It is proposed that the arrangement agreed in 2009 of having one Licensing Sub-Committee be continued. Membership of the Sub-Committee to comprise 3 members of the Licensing and Enforcement Committee, empanelled by the Strategic Lead – Governance and Licensing, as and when required.

(d) **Planning Committee**

40. Membership is currently 16. Ward members who are also members of the Planning Committee have the right to vote in respect of applications within their own ward. Ward members who are not members of the Committee can speak on applications in their own ward but are not entitled to vote. The Committee may organise a Committee site inspection if Members feel that a site needs to be viewed before a decision can be made.

Determining the allocation to different political groups of seats to be filled and appointments to give effect to groups' wishes

41. 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.

RECOMMENDATIONS

42. 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.

Democratic Alliance Group	23 members	39%	44 seats
Conservative Group	22 members	37%	42 seats
The Independents	5 members	8%	9 seats
Independent Progressive Group	3 members	5%	6 seats
Cranbrook Voice	3 members	5%	6 seats
Labour Group	2 members	3%	4 seats
Independent (Independent)	2	3%	0 seats
TOTALS	60	100	111

43. That the allocation of seats on individual overview/scrutiny, regulatory and other committees be agreed as set out on **Appendix 1** to this report

PART D - Makeup of advisory Panels, Forum and Joint Bodies
(Recommendation 6)

44. The makeup of advisory Panels, Forums and Joint Bodies is as detailed at **Appendix 2**. It should be noted that the Poverty Working Panel has been included.

RECOMMENDATION

45. Agree the makeup of the advisory Panels, Forums and Joint Bodies as set out in **Appendix 2**.

PART E - Membership of the Standards Committee and Housing Review Board (Recommendation 7).

46. The Standards Committee comprises the following membership;

Council representatives: Chairman of the Council and six other members of the Council to be nominated and appointed.

Substitute members: Each group entitled to a seat shall nominate a substitute member to be appointed.

Non-voting independent representatives: Martin Goscomb, Robert Wood and Kenneth Bryant.

Non-voting parish/town council representatives: Bob Nelson (Broadhembury Parish Council), Pauline Scott (Sidmouth Town Council) and Serena Sexton (Honiton Town Council).

The Council has agreed to have two Independent Persons who are consultees and are not members of the Standards Committee. The Council (through the Standards Sub-Committees and / or the Monitoring Officer) consults with an Independent Person when dealing with Code of Conduct complaints. The current Independent Persons are Patrick Coulter and Diana Kuh.

47. The Housing Review Board comprises the following membership;

Council representatives: Five members of the Council to be nominated and appointed.

Tenant and/or Leaseholder representatives (5) - to serve a further year on the Board: Sue Saunders, Cat Summers, Stephen Beer and Cindy Collier. Following recent interviews, Sue Dawson is recommended to be the fifth representative.

Independent Community representatives (2) – to service a further year on the Board: Sara Clarke and Rob Robison.

RECOMMENDATION

48. That the membership of the Standards Committee and Housing Review Board set out above is approved including the appointment of Sue Dawson as a Tenant / Leaseholder Representative.

PART F - To agree the appointment of Councillors to Committees (Recommendation 8)

49. The Independent Group has confirmed that it is not going to allocate a member to its Audit and Governance seat, the Independent Progressive Group is not going to allocate a member to Scrutiny and the Labour Group is not going to allocate a member to the Planning Committee. In accordance with Regulation 15 of the Local Government (Committees and Political Groups) Regulations 1990 where a political group does not wish to fill a seat allocated to it, then it is for the authority to make such appointment as it sees fit.

50. The Groups were asked for nominations to fill the positions. The only nominee for the Audit & Governance Committee was from the Labour Group (Cllr Paul Millar) and for the Scrutiny Committee from the Democratic Alliance Group (Cllr Tony Woodward). As these are uncontested Appendix 3 already includes the allocations. In relation to the Planning

Committee, Council is asked to vote to appoint a replacement as there are more nominees than available seats;

Planning Committee (**one vacancy**)

Alasdair Bruce (Conservatives)
Eleanor Rylance (Democratic Alliance Group)

51. The table containing the proposed appointments (as provided by the Group Leaders) is contained at **Appendix 3**. It should be noted that the Independent Progressive Group are not intending to nominate a substitute member for the Personnel Committee but it is not appropriate for this to be allocated to another group.

RECOMMENDATION

52. Members are asked to vote on the appointment for the vacant position on the Planning Committee detailed above and then approve the committee appointments as otherwise contained in **Appendix 3**.

PART G – To appoint the Chairs and Vice-Chairs of Committees (Recommendation 9)

53. The table with the proposed appointments is contained at **Appendix 4**.

RECOMMENDATION

54. Members are asked to approve these appointments.

PART H – To make appointments to the Panels, Forums and Joint Bodies (Recommendation 10)

55. Having agreed the makeup of the Panels, Forums and Joint Bodies (Part C) it is therefore necessary to make appointments to them.

56. The Poverty Working Panel was established on a cross party basis. With the creation of the Labour Group it is recommended that the vacant position (left by Fabien King resigning) should be allocated to the Labour Group thereby ensuring the cross-party requirement is maintained and also because the group is then close to the political balance too. The Labour Group nomination is Cllr Jake Bonetta.

57. Cllr Geoff Pook is stepping down from the LED Monitoring Forum, the Member Development Working Group and the Recycling and Waste Partnership Board. The Independent Group are not wishing to nominate replacements. Groups were asked to put forward nominations. Only the Democratic Alliance Group nominated representatives for the Member Development Working Group (Cllr Dan Ledger) and the LED Monitoring Forum (Cllr Denise Bickley). In addition Cllr Steve Gazzard wishes to be replaced on the East and Mid Devon Community Safety Partnership and will be replaced by Cllr Jack Rowland.

58. The above has already been reflected in Appendix 5.

59. In terms of the Recycling and Waste Partnership Board, Council is asked to vote to appoint a replacement as there are more nominees than available seats;

Recycling and Waste Partnership Board (**one vacancy**)

Jake Bonetta (Labour)
Jamie Kemp (Democratic Alliance Group)

RECOMMENDATION

60. Members are asked to vote on the appointment for the vacant position on the Recycling and Waste Partnership Board detailed above and then confirm all of the appointments as otherwise detailed in the document at **Appendix 5**.

PART I – To make appointments to Outside Bodies (Recommendation 11)

61. The list of Outside Bodies and appointees / prospective appointees is in the document at **Appendix 6**. It should be noted that the Greater Exeter Strategic Sports Board has been removed as it is no longer meets.

RECOMMENDATION

62. Members are asked confirm the appointments for the various positions on the Outside Bodies.

Financial implications:

There are no direct financial implications arising from the recommendations in this report.

Legal implications:

The legal position is detailed in the report.

APPENDIX 1 MEMBERSHIP OF COMMITTEES – SEATS AND PROPORTIONAL BALANCE 2022/23

Number in Group % of Council membership	Scrutiny (15 seats)	Overview (13seats)	Housing Review Board (5 seats)	Strategic Planning (15 seats)	Planning Committee (16 seats)	Audit and Governance (10 seats)	Standards Committee (*7 seats)	Personnel Committee (*15 seats)	Licensing & Enforcement (15 seats)	111 total seats
23 Democratic Alliance Group (39%)	6	5	2	6	6	4	3	6	6	44
22 Conservative Group (37%)	5	5	2	6	6	4	2	6	6	42
5 The Independents (8%)	1	1	1	1	1	1	1	1	1	9
3 Independent Progressive Group (5%)	1	1	0	1	1	0	1	1	0	6
3 Cranbrook Voice (5%)	1	0	0	1	1	1	0	1	1	6
2 Labour Group (3%)	1	1	0	0	1	0	0	0	1	4
2 Independent (3%)	0	0	0	0	0	0	0	0	0	0

NOTE:

1. The **Cabinet** is not shown on the above table as it is not a legal requirement for the political balance rules to apply.

* These committees have a substitute member for each political group allocated a seat or seats

Appendix 2

Makeup of Panels, Forum and Joint Bodies 2022/23

Panels and Forums	Composition 2022/23	Appointments to be made at Council meeting
<p>1. Asset Management Forum</p> <p>(Three Cabinet Members, two Assistant Portfolio Holders and one ex officio Councillor)</p>	<p>Portfolio Holders: Economy & Assets (Chair) Finance Strategic Planning</p> <p>Assistant Portfolio Holders: Coast, Country & Environment Economy & Assets</p> <p>ex officio: Leader</p>	None
<p>2. Community Grant Panel</p> <p>(One Cabinet Member and six Councillors)</p>	<p>Portfolio Holder: Finance (Chair)</p> <p>Cllrs: Six</p>	Six Councillors
<p>3. Community Infrastructure Levy (CiL) Working Group</p> <p>(Three Cabinet Members, Vice Chair of Strategic Planning Committee, Chair & Vice Chair of Planning Committee and four Councillors)</p>	<p>Portfolio Holders: Strategic Planning Economy & Assets Sustainable Homes & Communities</p> <p>Strategic Planning Committee: Vice Chair (Chair)</p> <p>Planning Committee: Chair Vice Chair</p> <p>Cllrs: Four</p>	Four Councillors
<p>4. Budget Setting and Capital Allocations Panel</p> <p>(The Cabinet, Assistant Portfolio Holders plus five Councillors)</p>	<p>Leader</p> <p>Portfolio Holders: Climate Action & Emergency Response Coast, Country & Environment Council & Corporate Coordination Democracy, Transparency & Communications Economy & Assets Finance (Chair) Strategic Planning Sustainable Homes & Communities Tourism, Sport, Leisure & Culture</p>	Five Councillors

Appendix 2

Makeup of Panels, Forum and Joint Bodies 2022/23

		Assistant Portfolio Holders: Climate Action & Emergency Coast, County & Environment Council & Corporate Co- ordination Economy & Assets	
		Cllrs: Five	
5.	LED Monitoring Forum (Six Cabinet Members, Member Champion for Sports and Leisure, four councillors)	Leader Portfolio Holders: Finance Coast, Country & Environment Council & Corporate Co- ordination Economy & Assets Tourism Sport, Leisure & Culture	Five Councillors
		Cllrs: Five	
6.	Member Development Working Party (Three Cabinet Members, and five Councillors)	Leader Portfolio Holder: Democracy, Transparency & Communication (Chair) Council & Corporate Co- ordination Member Champion: Mental Health	Five Councillors
		Cllrs: Five	
7.	Poverty Working Panel (One Cabinet Member and nine Councillors)	Portfolio Holders: Sustainable Homes and Communities (Chair)	Nine Councillors
		Cllrs: Nine	
Joint Bodies		EDDC Appointees	Appointments to be made at the Council meeting
8.	Arts & Culture East Devon (ACED) Network	Portfolio Holder: Tourism, Sport, Leisure & Culture	Four Councillors

Appendix 2

Makeup of Panels, Forum and Joint Bodies 2022/23

	(One Cabinet Member, One Assistant Portfolio Holders and four Councillors)	Assistant Portfolio Holders: Coast, Country & Environment Cllrs: Four (Chair) (plus 2 Community & 7 town representatives)	
9.	County Committees including: East Devon Highways and Traffic Orders Committee (Three Councillors)	Cllrs: Three	Three Councillors
10.	Cranbrook Strategic Delivery Board (One Cabinet Member and three Ward Member)	Portfolio Holder: Strategic Planning Ward Member: Cranbrook x 3	Ward Member: Cranbrook x 3
11.	East Devon Gypsy & Traveller Forum (One Cabinet Member, One Ward Member and one Councillor)	Portfolio Holder: Sustainable Homes & Communities (Chair) Ward Member: Cranbrook x 1 Cllr: One	Ward Member: Cranbrook x 1 One Councillor
12.	East and Mid Devon Community Safety Partnership (One Councillor)	Cllrs: One	One Councillor
13.	Exeter and East Devon Enterprise Zone Board (One Cabinet Member)	Leader	None
14.	Exmouth Beach Management Plan Steering Group (Three Cabinet Members, two Assistant Portfolio	Portfolio Holders: Coast, County & Environment Climate Action & Emergency Response Tourism, Sport, Leisure & Culture Assistant Portfolio Holders:	Seven Exmouth Ward Councillors comprising: Exmouth Brixington x1 Exmouth Halsdon x 1 Exmouth Littleham x 2 Exmouth Town x 2 Exmouth Withycombe Raleigh x

Appendix 2

Makeup of Panels, Forum and Joint Bodies 2022/23

	 Holders, and seven Exmouth Ward Members)	Coast, Country & Environment Climate Action & Emergency Response	1
		Ward Members: Exmouth Brixington x1 Exmouth Halsdon x 1 Exmouth Littleham x 2 Exmouth Town x 2 Exmouth Withycombe Raleigh x 1	
15.	 Exmouth Queens Drive Delivery Group (Five Cabinet Members and seven Ward Members)	Leader (Vice Chair) Portfolio Holders: Economy & Assets Finance Strategic Planning Tourism, Sports, Leisure and Culture (Chair)	Seven Exmouth Ward Councillors comprising; Brixington Ward x1 Halsdon Ward x 1 Littleham Ward x 2 Town Ward x 2 Withycombe Raleigh Ward x 1
		Ward Members: Exmouth Brixington x1 Exmouth Halsdon x 1 Exmouth Littleham x 2 Exmouth Town x 2 Exmouth Withycombe Raleigh x 1	
16.	 Heart of the South - West Joint Committee (Two Cabinet Members)	Leader Deputy Leader	None
17.	 Lower Exe Mooring Authority Management Committee (Two Councillors)	Cllrs: Two (plus substitute)	Two Councillors Sub: One Councillor
18.	 Recycling and Waste Partnership Board (Two Cabinet Members, two Assistant Portfolio Holders and two Councillors)	Portfolio Holder: Coast, Country & Environment (Chair) Climate Action & Emergency Response Assistant Portfolio Holders: Coast, Country & Environment Climate Action & Emergency Response Cllrs: Two	Two Councillors

Appendix 2

Makeup of Panels, Forum and Joint Bodies 2022/23

19.	Sidmouth Beach Management Plan Steering Group (Two Cabinet Members, two Assistant Portfolio Holders and four Sidmouth Ward Members)	Portfolio Holder: Coast, Country & Environment (Chair) Climate Action & Emergency Response Assistant Portfolio Holder: Coast, Country & Environment Climate Action & Emergency Response Ward Members: Sidmouth Town Ward Members Sidmouth Rural Sidmouth Sidford x 1	Ward Councillor: Sidmouth Sidford x 1
20.	Sidmouth Port Royal Project Reference Group (Two Councillors representing the Sidmouth Wards)	Cllrs: Two (representing Sidmouth Wards)	Ward Councillors: Sidmouth Wards x 2
21.	South East Devon Habitat Regulations Executive Committee (One Cabinet Member)	Portfolio Holder: Coast, Country & Environment (substitute – Vice Chair of Strategic Planning Committee)	None
22.	STRATA Joint Executive Committee (EDDC, Exeter City and Teignbridge authorities) (One Cabinet Member and CEO)	Leader Chief Executive (substitute: Portfolio Holder: Council & Corporate Co-ordination)	None
23.	STRATA Joint Scrutiny Committee (EDDC, Exeter City and Teignbridge authorities) (Three Councillors)	Cllrs: Three (substitutes: three Councillors)	Three Councillors (Sub: Three Councillors)
24.	Woodbury, Exmouth & Budleigh (WEB) Community Health and Wellbeing Board	Portfolio Holder: Sustainable Homes & Communities	Substitute: Ward Member from Budleigh & Raleigh, Exmouth or Woodbury

Appendix 2

Makeup of Panels, Forum and Joint Bodies 2022/23

(One Cabinet Member) (substitute: Ward Member from Budleigh & Raleigh, Exmouth or Woodbury & Lympstone) & Lympstone)

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.

2022/23 'designated persons' are Cllrs [*Three Councillors to be appointed*].

Appendix 3

Membership of Committees 2022/23

Members of Cabinet and Committees 2022/23	Cabinet 10	Scrutiny 15	Overview 13	Housing Review Board 5	Strategic Planning 15	Planning 16	Standards 7	Audit & Governance 10	Licensing & Enforcement 15	Personnel 15
Johns Vicky										
Jung Geoff										Sub
Kemp Jamie										
Key David										
Lawrence Richard										
Ledger Dan										
Loudoun John										
Loudoun John										
Manley Dawn										
Manley Dawn										
McCollum Tony										
Millar Paul										
Millar Paul										
Moulding Andrew										
Moulding Andrew										
Page Helen										Sub
Page Helen										
Pepper Christopher										
Pepper Christopher										
Pook Geoff										
Pook Geoff										
Pratt Geoff										
Pratt Geoff										
Ranger Val										
Ranger Val										
Rixson Marianne										
Rixson Marianne										
Rowland Jack										
Rowland Jack										
Rylance Eleanor										
Rylance Eleanor										
Skinner Philip										
Skinner Philip										
Taylor Brenda										
Taylor Brenda										
Thomas Ian										
Thomas Ian										
Twiss Phil										
Twiss Phil										
Whibley Joe										
Whibley Joe										
Woodward Tony										
Woodward Tony										
Wragg Eileen										
Wragg Eileen										
Wright Chris										
Wright Chris										
Wright Tom										
Wright Tom										

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

Appendix 4

Chairs and Vice-Chairs 2022/2023

Committees	Chair	Vice-Chair
Overview Committee	Vicky Johns	Jake Bonetta
Scrutiny Committee	Mike Allen	Val Ranger
Housing Review Board	Sarah Chamberlain	To be appointed by Housing Review Board
Strategic Planning Committee	Dan Ledger	Olly Davey
Planning	Eileen Wragg	Sarah Chamberlain
Audit & Governance	Sam Hawkins	Nick Hookway
Standards	Chair of Council	No appointment required
Personnel Committee	Chair of Council	Val Ranger
Licensing and Enforcement	Joe Whibley	Kim Bloxham

Appendix 5

Panels, Forum and Joint Bodies 2022/23

Panels and Forums	Composition 2022/23	Appointments
<p>1. Asset Management Forum</p> <p>(Three Cabinet Members, two Assistant Portfolio Holders and one ex officio Councillor)</p>	<p>Portfolio Holders: Economy & Assets (Chair) Finance Strategic Planning</p> <p>Assistant Portfolio Holders: Coast, Country & Environment Economy & Assets</p> <p>ex officio: Leader</p>	<p>Portfolio Holders: Economy & Assets (Chair) Finance Strategic Planning</p> <p>Assistant Portfolio Holders: Coast, Country & Environment Economy & Assets</p> <p>ex officio: Leader</p>
<p>2. Community Grant Panel</p> <p>(One Cabinet Member and six Councillors)</p>	<p>Portfolio Holder: Finance (Chair)</p> <p>Cllrs: Six</p>	<p>Portfolio Holder: Finance (Chair)</p> <p>Jess Bailey David Key John Loudoun Helen Parr Geoff Pook Val Ranger</p>
<p>3. Community Infrastructure Levy (CiL) Working Group</p> <p>(Three Cabinet Members, Vice Chair of Strategic Planning Committee, Chair & Vice Chair of Planning Committee and four Councillors)</p>	<p>Portfolio Holders: Strategic Planning Economy & Assets Sustainable Homes & Communities</p> <p>Strategic Planning Committee: Vice Chair (Chair)</p> <p>Planning Committee: Chair Vice Chair</p> <p>Cllrs: Four</p>	<p>Portfolio Holders: Strategic Planning Economy & Assets Sustainable Homes & Communities</p> <p>Strategic Planning Committee: Vice Chair (Chair)</p> <p>Planning Committee: Chair Vice Chair</p> <p>Mike Howe Geoff Pook Nick Hookway Phil Skinner</p>
<p>4. Budget Setting and Capital Allocations Panel</p> <p>(The Cabinet, Assistant Portfolio Holders plus five Councillors)</p>	<p>Leader</p> <p>Portfolio Holders: Climate Action & Emergency Response Coast, Country & Environment Council & Corporate Co-ordination Democracy, Transparency &</p>	<p>Leader</p> <p>Portfolio Holders: Climate Action & Emergency Response Coast, Country & Environment Council & Corporate Co-ordination Democracy, Transparency &</p>

Appendix 5

Panels, Forum and Joint Bodies 2022/23

	Communications Economy & Assets Finance (Chair) Strategic Planning Sustainable Homes & Communities Tourism, Sport, Leisure & Culture	Communications Economy & Assets Finance (Chair) Strategic Planning Sustainable Homes & Communities Tourism, Sport, Leisure & Culture	
	Assistant Portfolio Holders: Climate Action & Emergency Coast, County & Environment Council & Corporate Co- ordination Economy and Assets	Assistant Portfolio Holders: Climate Action & Emergency Coast, County & Environment Council & Corporate Co- ordination Economy and Assets	
	Cllrs: Five	Dean Barrow Kevin Blakey Vicky Johns Andrew Moulding Geoff Pook	
5.	LED Monitoring Forum (Six Cabinet Members, and five councillors)	Leader Portfolio Holders: Finance Coast, Country & Environment Council & Corporate Co- ordination Economy and Assets Tourism, Sport, Leisure & Culture Cllrs: Five	Leader Portfolio Holders: Finance Coast, Country & Environment Council & Corporate Co- ordination Economy and Assets Tourism Sport, Leisure & Culture Denise Bickley Alan Dent Bruce De Saram Paul Millar Sam Hawkins
6.	Member Development Working Party (Three Cabinet Members, Member Champion for Mental Health and five Councillors)	Leader Portfolio Holder: Democracy, Transparency & Communication (Chair) Council & Corporate Co- ordination Member Champion: Mental Health Cllrs:	Leader Portfolio Holder: Democracy, Transparency & Communication (Chair) Council & Corporate Co- ordination Member Champion: Mental Health Maddy Chapman

Appendix 5

Panels, Forum and Joint Bodies 2022/23

	Five	Olly Davey Alan Dent Sam Hawkins Dan Ledger
7. Poverty Working Panel (One Cabinet Member and nine Councillors)	Portfolio Holders: Sustainable Homes and Communities (Chair) Cllrs: Nine	Portfolio Holder: Sustainable Homes and Communities Mike Allen Jake Bonetta Maddie Chapman Bruce De Saram Sam Hawkins Paul Jarvis Marianne Rixson Joe Whibley Tony Woodward
Joint Bodies	EDDC Appointees	Appointments to be made at the Council meeting
8. Arts & Culture East Devon (ACED) Network (One Cabinet Member, One Assistant Portfolio Holders and Four Councillors)	Portfolio Holder: Tourism, Sport, Leisure & Culture Assistant Portfolio Holders: Coast, Country & Environment Cllrs: Four (Chair) (plus 2 Community & 7 town representatives)	Portfolio Holder: Tourism, Sport, Leisure & Culture Assistant Portfolio Holders: Coast, Country & Environment Olly Davey Bruce De Saram Andrew Moulding Joe Whibley (Chair)
9. County Committees including: East Devon Highways and Traffic Orders Committee (Three Councillors)	Cllrs: Three	Paul Hayward Mike Howe Val Ranger
10. Cranbrook Strategic Delivery Board (One Cabinet Member and three Ward Members)	Portfolio Holder: Strategic Planning Ward Member: Cranbrook x 3	Portfolio Holder: Strategic Planning Kevin Blakey Kim Bloxham Sam Hawkins
11. East Devon Gypsy & Traveller Forum (One Cabinet Member,	Portfolio Holder: Sustainable Homes and Communities (Chair)	Portfolio Holder: Sustainable Homes and Communities (Chair)

Appendix 5

Panels, Forum and Joint Bodies 2022/23

	One Ward Member and one Councillor)	Ward Member: Cranbrook x 1	Kim Bloxham
		Cllr: One	Eleanor Rylance
12.	East and Mid Devon Community Safety Partnership	Cllrs: One	Jack Rowland
	(One Councillor)		
13.	Exeter and East Devon Enterprise Zone Board	Leader	Leader
	(One Cabinet Member)		
14.	Exmouth Beach Management Plan Steering Group	Portfolio Holders: Coast, Country & Environment Climate Action & Emergency Response Tourism, Sport, Leisure & Culture	Portfolio Holders: Coast, Country & Environment Climate Action & Emergency Response Tourism, Sport, Leisure & Culture
	(Three Cabinet Members, two Assistant Portfolio Holders, and seven Exmouth Ward Members)	Assistant Portfolio Holder: Coast, Country & Environment Climate Action & Emergency Response	Assistant Portfolio Holder: Coast, Country & Environment Climate Action & Emergency Response
		Ward Members: Exmouth Brixington x1 Exmouth Halsdon x 1 Exmouth Littleham x 2 Exmouth Town x 2 Exmouth Withycombe Raleigh x 1	Fred Caygill (Brixington) Olly Davey (Town) Bruce De Saram (Littleham) Brenda Taylor (Withycombe) Tony Woodward (Halsden) Eileen Wragg (Town) Chris Wright (Littleham)
15.	Exmouth Queens Drive Delivery Group	Leader (Vice Chair)	Leader (Vice Chair)
	(Five Cabinet Members and seven Ward Members)	Portfolio Holders: Economy & Assets Finance Strategic Planning Tourism, Sport, Leisure & Culture (Chair)	Portfolio Holders: Economy & Assets Finance Strategic Planning Tourism, Sport, Leisure & Culture (Chair)
		Ward Members: Exmouth Brixington x1 Exmouth Halsdon x 1 Exmouth Littleham x 2 Exmouth Town x 2	Megan Armstrong (Halsden) Andrew Colman (Brixington) Olly Davey (Town) Bruce De Saram (Littleham) Brenda Taylor (Withycombe)

Appendix 5

Panels, Forum and Joint Bodies 2022/23

		Exmouth Withycombe Raleigh x 1	Joe Whibley (Town) Chris Wright (Littleham)
16.	Heart of the South - West Joint Committee (Two Cabinet Members)	Leader Deputy Leader	Leader Deputy Leader
17.	Lower Exe Mooring Authority Management Committee (Two Councillors)	Cllrs: Two (plus substitute)	Fred Caygill Brenda Taylor Sub: Bruce De Saram
18.	Recycling and Waste Partnership Board (Two Cabinet Members, two Assistant Portfolio Holders and two Councillors)	Portfolio Holder: Coast, Country & Environment (Chair) Climate Action & Emergency Response Assistant Portfolio Holders: Coast, Country & Environment Climate Action & Emergency Response Cllrs: Two	Portfolio Holder: Coast, Country & Environment (Chair) Climate Action & Emergency Response Assistant Portfolio Holders: Coast, Country & Environment Climate Action & Emergency Response Tom Wright +1 TBC
19.	Sidmouth Beach Management Plan Steering Group (Two Cabinet Members, two Assistant Portfolio Holders and four Sidmouth Ward Members)	Portfolio Holder: Coast, Country & Environment (Chair) Climate Action & Emergency Response Assistant Portfolio Holder: Coast, Country & Environment Climate Action & Emergency Response Ward Members: Sidmouth Town Ward Members Sidmouth Rural Sidmouth Sidford x 1	Portfolio Holder: Coast, Country & Environment (Chair) Climate Action & Emergency Response Assistant Portfolio Holder: Coast, Country & Environment Climate Action & Emergency Response Denise Bickley (Town) Cathy Gardner (Town) John Loudoun (Rural) Stuart Hughes (Sidford)
20.	Sidmouth Port Royal Project Reference Group (Two Councillors representing the Sidmouth Wards)	Cllrs: Two (representing Sidmouth Wards)	Cathy Gardner Stuart Hughes

Appendix 5

Panels, Forum and Joint Bodies 2022/23

21.	South East Devon Habitat Regulations Executive Committee (One Cabinet Member)	Portfolio Holder: Coast, Country & Environment (substitute – Vice Chair of Strategic Planning Committee)	Portfolio Holder: Coast, Country & Environment (substitute – Vice Chair of Strategic Planning Committee)
22.	STRATA Joint Executive Committee (EDDC, Exeter City and Teignbridge authorities) (One Cabinet Member and CEO)	Leader Chief Executive (substitute: Portfolio Holder: Council and Corporate Co-ordination)	Leader Chief Executive (substitute: Portfolio Holder: Council and Corporate Co-ordination)
23.	STRATA Joint Scrutiny Committee (EDDC, Exeter City and Teignbridge authorities) (Three Councillors)	Cllrs: Three (substitutes: three Councillors)	Nick Hookway Paul Millar Phil Twiss (Subs: Eleanor Rylance, Denise Bickley & Chris Pepper)
24.	Woodbury, Exmouth & Budleigh (WEB) Community Health and Wellbeing Board (One Cabinet Member)	Portfolio Holder: Sustainable Homes & Communities (substitute: Ward Member from Budleigh & Raleigh, Exmouth or Woodbury & Lypstone)	Portfolio Holder: Sustainable Homes & Communities Substitute: Tom Wright

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.

2022/23 'designated persons' are Cllrs Bruce De Saram, Paul Millar and Eileen Wragg.

Appendix 6

APPOINTMENTS ON OUTSIDE BODIES 2022/23

	Name of Outside Body	Appointments 2022/23	Portfolio Holders/ Lead – reporting link
(a)	APPOINTMENTS: GENERAL		
1	Blackdown Hills (AONB) Partnership Management Group	Paul Hayward	Coast, Country & Environment
2	Devon Rail Forum	Joe Whibley	Economy & Assets
3	Devon Authorities Strategic Waste Committee	Portfolio Holder: Coast, Country & Environment Substitute: Assistant Portfolio Holder Climate Action & Emergency Response	Coast, Country & Environment
4	SPACE (formerly Devon Youth Service)	Vicky Johns	Sustainable Homes & Communities
5	East Devon AONB Partnership	Geoff Pratt Marianne Rixson	Coast, Country & Environment
6	East Devon Citizens' Advice Bureau	Maddy Chapman Tony Woodward	Sustainable Homes & Communities
7	East Devon Transport, Research and Information Project (TRIP) Working Party/Management Group	Tony McCollum	Sustainable Homes & Communities
8	Action East Devon (formerly East Devon Volunteer Support Agency)	Megan Armstrong Tony McCollum	Sustainable Homes & Communities
9	Exe Estuary Management Group	Nick Hookway Substitute: Geoff Jung	Coast, Country & Environment
10	Exeter International Airport Consultative Group	Portfolio Holder: Economy & Assets	Economy & Assets / Coast, Country & Environment
11	Exeter Science Park Board of Directors: Exeter Science Park – Shareholder	Portfolio Holder: Economy & Assets (Director) Portfolio Holder:	Finance / Economy & Assets / Strategic Planning

	Name of Outside Body	Appointments 2022/23	Portfolio Holders/ Lead – reporting link
	representative	Finance (Shareholder rep)	
12	Queens Drive Exmouth Community Interest Company	Maddy Chapman Paul Millar	Finance / Economy & Assets / Strategic Planning
13	Local Government Association General Assembly	Leader* (substitute: Deputy Leader) <i>*Leader is SW representative on district councillor network executive</i>	Council
14	Local Government Association Annual Rural Assembly	Leader (with vote) Deputy Leader (who can vote in the absence of Leader)	Council
15	Police and Crime Panel – Devon and Cornwall	John Loudoun Substitute: Ian Hall	Council
16	SWAP (South West Audit Partnership Ltd)	Chairman: Audit & Governance (Shareholder) Section 151 Officer (Director)	Finance
17	South West Councils - including Employers’ Panel	Leader Deputy: Portfolio Holder – Council and Corporate Co- ordination	Council
18	SPARSE – Rural Special Interest Group	Leader Substitute: Portfolio Holder - Economy & Assets	Council
19	Sport England Local Delivery Plan Partnership Oversight Group	Portfolio Holder: Economy & Assets	Economy & Assets / Tourism, Sports, Leisure & Culture

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.

Armed Forces Covenant Member Champion

Report for Annual EDDC Council 2022

Establishing the role

The main thrust of the Armed Forces Covenant is that no ex-military person or members of their family should - in any way - be disadvantaged.

Following my appointment as Armed Forces Champion my task was to establish the parameters of the role. My instinct was that I must find out what the council is doing in supporting ex-service men and women.

To achieve that aim I asked officers to provide an audit of exactly where EDDC is now (Housing Benefits, Recruitment). Thanks to John Golding and Joanne Avery the answers to those questions revealed:

- To date EDDC has not held records of which employees are ex-service nor does it ask the question of job applicants as it is not relevant to the job application and there is no lawful basis for an applicant to provide that information.
- Recently a BCR has been raised with STRATA for a change to be made to the Council Tax Reduction form so it will be possible to identify all ex-service personnel in future applications.
- A specific reference to the council's commitment to the Armed Forces Covenant is now included in the Equalities Policy.
- During the Housing application process the question is asked by Devon Home Choice and to date there are 154 ex-service personnel in EDDC managed housing.

Whilst records to date have been sketchy my feeling is that the Housing and Benefits teams have dealt with every applicant in a fair and even handed manner. Whilst specific information on ex-service men and women was not generally held, there was no evidence or intention of disadvantage to any individual.

Following further conversations with John Golding and the Lead Councillor for Supporting People at DCC it was felt that having an elected member maintaining a watching brief and meeting the relevant officers regularly, would actively encourage EDDC's compliance with the Armed Forces Covenant.

This has continued over the last two years via Zoom as the COVID pandemic prevented face to face meetings.

Privately I have been involved with a group of ex-service men and women who meet weekly in Budleigh. The group has some 15 members who have all been severely affected by physical, mental or emotional trauma resulting from their time in the services. The group has no external funding and meets as a self-supporting peer group providing companionship, light hearted fun and outings.

For this fund raising has been essential and my thanks go to local charities, the Town Council and the Budleigh Branch of the Royal British Legion who have been active in giving funds.

Further applications to EDDC's Small Community Grants are also in process.

Contacts at both DCC and with other Champions in the County have been established to identify 'best practice' and ensure this Council can be seen to be in the bracket.

My thanks to officers for their support and I would reassure members that anyone who applies for support with Housing or Welfare Benefits is receiving caring and even handed treatment from East Devon District Council.

Cllr. Alan Dent
Armed Forces Covenant Champion
East Devon District Council
May 2022

Member Champion for Arts and Culture – Report for Annual Council 2022

This year marks the end of a challenging but exciting period for the arts and culture sector. The challenge is in the form of arts funding being under pressure both at a local level, but also at a national level, with The Arts Council having faced a challenging time even before the pandemic, including lottery funding being reduced. The excitement comes from the recovery from that pandemic, with venues reopening and people being hungry for their fix of music, art and local cultural experiences.

Locally, we have seen exhibitions at various venues across East Devon - part of a concerted effort to widen the influence of the Thelma Hulbert Gallery. Mikhail Karikis, an innovative artist who works in the media of film exhibited two pieces, one at Ocean in Exmouth and a second, his critically acclaimed piece Children of the Unquiet at the Thelma Hulbert Gallery. This followed Mike Perry's Land / Sea, a pop up exhibition at Ocean, focussed on how environments have changed and in some ways mourning the loss of what was once. THG have also continued their outreach and education work across the country including more appearances from The Creative Cabin, our mobile gallery / workshop designed to involve as many people in creating art as possible.

Speaking personally, I have been delighted to see many of the grass roots venues returning to action. Local pubs have resumed musical performances and jam nights are popular. Communities, including my own in Exmouth, have really missed their scene and it's great to see it back, recovering and hopefully going from strength to strength. The Pavillion in Exmouth has resumed its usual selection of performances and our very own Manor Pavillion Theatre in Sidmouth has a full and exciting of events programmed, and selling well.

This year has seen further development of ACED, effectively our directory of arts and culture groups and offerings in the district. Bringing together the diverse elements of everything we can offer to tourists and residents is at the heart of this initiative. This has run alongside our Arts and Culture Forum, when more internal matters are now discussed.

At this point I'd like to offer my heartfelt thanks to Ruth Gooding and Charlie Plowden, along with their respective teams, for their work bringing together, consulting on and reviewing our culture strategy. When this document arrives, I believe we will have a positive, forward thinking strategy which aims to expand on, organically grow and encourage involvement in the arts across the district.

With that, comes a plea, obviously! In these financially challenged times, arts and culture are often the first things to go from the list of priorities when it comes to spending. Please bear in mind, the compelling evidence that can be found, from our own work and that nationally and internationally, which shows the financial gains that we can reap from tourism by keeping the faith. Let's make East Devon a focus of the arts in the south west - one to be proud of and one which people from across the country will come to visit.

As for my own contribution to 'art', I've been playing a few gigs since pubs have reopened, and can reveal that I'll be playing at the Pride Fest I always in Exmouth on the 18th June at 12pm. Come along and celebrate the festival with me, if you dare...

Councillor Joe Whibley

Member Champion for Arts & Culture

May 2022

Member Champion for Mental Health Report for Annual Council 2022

Some 18 months ago members decided sign up to the Local Government Mental Health Challenge. This included a decision to appoint an officer as Mental Health Challenge Coordinator and a Member Champion.

The main role of the Member Champion for Mental Health with regard to members is to raise awareness of mental health issues. Since then I have sent out regular email alerts on topics such as information and training provided by the LGA, mindfulness training provided by DCC, and other courses provided by charitable organisations such as MIND and Every Mind Matters. This has often been in liaison with Helen Wharam who raises awareness of health issues through the Staff Newsletter. The scope of issues has been wide covering addictions, burnout and resilience, Samaritans and farmers.

The period has been covered by the pandemic and there has been little opportunity for face to face meetings. However I did catch up with Councillor Alan Dent on his topic of veterans and also Tony Siddall of the Woodbury, Exmouth & Budleigh Salterton (WEB) Community Health and Wellbeing Board in October 21 to discuss his work in supporting those with dementia.

It took some time to find a suitable officer as the Challenge Coordinator. Eventually an appointment took effect from January this year. We had contact with the other Councils who have signed up to the Challenge and also met with our own Housing MH officer and local mental health charities such as 'Open Door' in Exmouth. Unfortunately the Officer resigned at the beginning of March for personal reasons. The position of MH Challenge Coordinator is therefore now under review.

Tony Woodward
Member Champion for Mental Health

Member Champion for Sports and Exercise - Report for Annual EDDC Council 2022

The NHS have been strong advocates for Sport and exercise for a number of years as not only does it aid in physical health but also mental health and well-being. In fact they state that 'research shows that physical activity can also help boost self-esteem, mood, sleep quality and energy, as well as reducing your risk of stress, clinical depression, dementia and Alzheimer's disease.' The last couple of years have been extremely difficult for many people and I believe that Sports & Exercise have become an even more intricate part of people's general well-being.

As we are all painfully aware Government funding has been reduced in many areas and the slack has been left to be picked up by district councils with little or no help. With this in mind there have been various projects which EDDC have been intricate in assisting with and my thanks go out to the various offices at EDDC who have assisted. These include the new Winters Lane play facilities at Ottery St Mary which have recently been updated using s106 money and the Town Councils assistance. Sulina Tallack has been especially helpful as has Cllr Stuart of OSM town council who ensured that all guidelines were followed including asking the local children what they would like in their new play park. Not an easy task during the pandemic when the usual ways of popping into the schools to ask was not possible.

I do think that the recent pandemic has shown just how much our residents need and rely on the ability to be able to easily access sport and play provision across our area. I feel that our officers at EDDC do a fantastic job with very limited resources and an ever increasing workload. As we are all aware for children to be able to access outside play provision is an important part of their education, social skills and learning how to interact with others. This requires continuous maintenance and general upgrading of equipment, as and when necessary. It takes a great deal of time and effort to access any resources due to cut backs and I feel this has a detrimental effect on not only our residents but also our staff who have such a large workload.

We are all aware of the growing private sport provision growing within East Devon but again with the recent pandemic lots of groups/clubs have struggled as they haven't been able to access their usual member fees. It's difficult to ask for fees when you can't be open, again EDDC staff have gone above and beyond and ensured that all acceptable groups/clubs have been able to access the COVID relief grant money which has kept many groups/clubs afloat at these difficult times.

As a council we have also been instrumental in keeping the LED afloat during these difficult times and I know there has been much discussion with regards to this. The council have been subsidising the LED as a result of the COVID-19 pandemic and I am aware that we should be receiving some money back from the Government but as of yet that is not clear if that is going to happen.

I believe that the Member Champion's job is to keep an eye on what is happening

across East Devon and to ensure that various groups are aware of fund raising opportunities or grants that are available for them to access. As highlighted above Sport and Exercise is an important part of the Councils function to ensure that our residents have access to anything that may help them physically and mentally to live their best lives in our beautiful area. It is concerning that although the NHS have advised that exercise is a must to ensure that people stay fit and active thus possibly reducing their requirements on the NHS resources funding is being stripped back more and more and yet the need has increased. I am not sure what can be done about this and it does concern me greatly.

Cllr Vicky Johns
Member Champion for Sport and Exercise

List of meetings 2022-2023

Unless otherwise indicated meetings will normally be held online via the Zoom App. Meetings in orange are not open to the public and the public can be asked to leave other meetings on specified grounds.

Meeting	Day	Time	2022					2023							
			May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Annual Council	Wed	6.00pm	19												10
Council	Wed	6.00pm			20			19		7		22		19	
Cabinet	Wed	6.00pm	4	8	13		7	5	2 30		4	1	1 29		3
Scrutiny Committee	Thu	6.00pm		9	7		8	6	3	1		2	2	6	
Overview & Scrutiny Committees joint budget meeting	Wed	9.00am									11				
Overview Committee	Thu	6.00pm			21		15	13	10		19		23		
Strategic Planning Committee	Tue	10.00am		7	12	9	6	4	1	6	10	7	7	4	2
Planning Committee	Tue	10.00am		14 28	26	30	27	25	29	20	31	28	28	25	
Audit & Governance Committee	Thu	2.30pm			28		22		24		19		23		
Housing Review Board	Thu	10.00am		16			15		17		12		16		
Licensing & Enforcement Committee	Wed	10.00am			20				16			8		5	
Standards Committee	Thu	10.00am		23				13			19			13	
Personnel Committee	Tue	10.00am			5			11			17			11	
Asset Management Forum	Tue	9.30am		21			6			6			7		
Budget Setting and Capital Allocations Panel	Thurs	9.30am		9			8			1			9		
South East Devon Habitat Regulations Executive Committee	Thu	2.00pm			28			27			26			27	
Exmouth Queens Drive Delivery Group	Tues	10.00am	3		19		13		1	13	24		14		
Poverty Working Panel	Mon	10.00am			18		19		21		30		20		
LED Monitoring Forum	Tue	various		28 6pm			20 10am				17 6pm			11 10am	
Recycling & Waste Partnership Board	Wed	10.00am			13			19			25			19	
Arts & Culture Forum	Wed	various		15 2pm				12 10am					1 10am		
STRATA Joint Executive Committee		4.00pm													

DRAFT