

Agenda for consultative meeting of the Scrutiny Committee

Thursday, 3rd March, 2022, 6.00 pm



Members of Scrutiny Committee

Councillors T Wright (Chair), V Ranger (Vice-Chair), M Allen, J Bonetta, A Bruce, M Chapman, A Colman, O Davey, C Gardner, S Hawkins, J Kemp, T McCollum, H Parr, E Rylance and T Woodward

East Devon District Council
Blackdown House
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Heathpark Industrial Estate
Honiton
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Tel: 01404 515616

www.eastdevon.gov.uk

Venue: Online via the Zoom app

Contact: Sarah Jenkins 01395 517406; email sjenkins@eastdevon.gov.uk

(or group number 01395 517546)
Wednesday, 23 February 2022

Important - this meeting will be conducted online and recorded by Zoom only. Please do not attend Blackdown House. Members are asked to follow the [Protocol for Remote Meetings](#)

This meeting is being recorded by EDDC for subsequent publication on the Council's website and will be streamed live to the Council's Youtube Channel at <https://www.youtube.com/channel/UCmNHQruge3LV4hcgRnbwBw>

Public speakers are now required to register to speak – for more information please use the following link: <https://eastdevon.gov.uk/council-and-democracy/have-your-say-at-meetings/all-other-public-meetings/#article-content>

Between 8th December 2021 to 11th May 2022, the Council has delegated much of the decision making to officers. Any officer decisions arising from recommendations from this consultative meeting will be published on the webpage for this meeting in due course. All meetings held can be found via the [Browse Meetings](#) webpage.

1 Public speaking

Information on [public speaking](#) is available online

2 Minutes of the previous meeting (Pages 3 - 9)

3 Apologies

4 Declarations of interest

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

5 Matters of urgency

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

- 6 Confidential/exempt item(s)
To agree any items to be dealt with after the public (including the press) have been excluded. There are no items which officers recommend should be dealt with in this way.
- 7 Decisions made by Cabinet called in by Members for scrutiny in accordance with the Overview and Scrutiny Procedure Rules
There are no items identified
- 8 Report on the convention of appointing Honorary Aldermen and Honorary Alderwomen (Pages 10 - 58)
- 9 Local Plan Sites - Allocations to Delivery - verbal update
- 10 Performance Report quarter three 2021-22 (Pages 59 - 61)
- 11 Forward Plan (Page 62)

[Decision making and equalities](#)

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

EAST DEVON DISTRICT COUNCIL

Minutes of the consultative meeting of Scrutiny Committee held Online via the Zoom app on 2 December 2021

Attendance list at end of document

The meeting started at 6.00 pm and ended at 9.13 pm

20 Public speaking

There were no members of the public registered to speak.

21 Minutes of the previous meeting

The minutes of the previous meeting held on 7 October 2021 were received and accepted.

22 Declarations of interest

Minute 27. Local Plan Sites - Allocations to Delivery.
Councillor Maddy Chapman, Personal, Member has had contact with various parties concerning the Goodmores Farm development.

Minute 27. Local Plan Sites - Allocations to Delivery.
Councillor Olly Davey, Personal, Member is an Exmouth Town Councillor.

Minute 27. Local Plan Sites - Allocations to Delivery.
Councillor Paul Millar, Personal, Part of the Goodmores Farm development is situated within the Member's ward.

Minute 27. Local Plan Sites - Allocations to Delivery.
Councillor Tony McCollum, Personal, Member is a Honiton Town Councillor.

23 Matters of urgency

There were no matters of urgency.

24 Confidential/exempt item(s)

There were no confidential / exempt items.

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

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

26 Portfolio Holder update on progress with the Member Development Working Group

Cllr Sarah Jackson, Portfolio Holder for Democracy, Transparency and Communications, presented an update on progress with the Member Development Working Group. The

Group had met in November with Members who were not part of the Working Group and newly elected Members also attending. Members had considered the post-election induction training, annual top-up and refresher training for new and existing elected members, information for prospective Councillors and current and future Member development needs.

Moving forward, it was planned to create a survey and a training matrix which would set out the main training needed for Members to fulfil their roles.

Questions and discussion included the following points:

- Members should be aware that some Committees are statutory and require Members to be fully trained before participating eg. Planning and Licensing.
- Training could be provided to Group Leaders on appointing Members to Committees, particularly those which are statutory.
- Attendance at training which is mandatory could be published on the website.
- The Member Development Working Group had discussed various methods of delivering training and it was noted that it could be difficult to evidence Members' attendance if training is delivered online.

The Chair thanked the Portfolio Holder for her update. Cllr Jackson agreed to provide a report to the Committee on training strategy by autumn next year.

27 **Local Plan Sites - Allocations to Delivery**

Ed Freeman, Service Lead, Planning Strategy and Development Management, presented a report which followed a proposal submitted by Councillor Maddy Chapman that was considered by the Scrutiny Committee at its meeting in April 2021. The report explained how sites allocated in the adopted Local Plan have been translated from policy into planning applications focusing on the issues relating to infrastructure delivery and viability that had arisen. The report provided two examples as case studies to illustrate the issues and sought to explain how changes in government guidance should help to address the concerns raised as work on the new Local Plan progresses. Ed Freeman advised that the case studies were included for illustrative purposes only, as it is not the role of the Scrutiny Committee to consider planning applications which had been granted planning permission.

Particular attention was drawn to the production of the last Local Plan when there was generic testing of viability across different types of development and different broad locations. This approach had led to a national problem as when planning applications were made, more information would be available which might not be in line with previous assumptions about issues such as infrastructure delivery made at the site allocation stage. Sites may then not be able to deliver what was expected in planning policies or by the community.

Changes had been made to national planning policy framework which brought in site specific viability testing particularly for large scale allocations. This set a benchmark of what could be expected to be delivered, against which a planning application could then be measured. This was a key change to Government guidance which should help to address the concerns raised as the new Local Plan work progresses.

Discussion of the report and questions from Members included the following points:

- Regarding changes in the production of viability assessments, this had been shaped by case law, and the emphasis is on EDDC to obtain the necessary information at the site allocation stage.
- Viability assessments had always been required for the Local Plan process and EDDC would use a mix of staff and external consultants for this work.
- It was noted that issues such as the economic or employment circumstances could change following the allocation of sites in the Local Plan, and that EDDC had no control over such changes.
- Concern was raised regarding the loss of industrial / employment space in Honiton as a result of the Ottery Moor Lane planning application and development, which, it was felt, had only considered the site and not the wider issue of the town itself.
- Regarding the tracking, collection and distribution of S.106 and overage money, it was confirmed that the backlog which had previously been reported is reduced and the system is working well.
- Concern was expressed regarding the public consultation for the Goodmores Farm development and specifically with delivery of infrastructure such as the school.
- It was suggested that understanding how problems had arisen on development sites in East Devon could be used to inform work on the new Local Plan.
- It was noted that there is always a requirement to balance infrastructure priorities when considering planning applications.
- Going forward, there is a need to have more detailed regard to the topography of a development site in order to understand the cost implications of this for the viability of delivery.
- Progress with regard to the levelling up fund was noted.

The Deputy Monitoring Officer advised that the Monitoring Officer, Henry Gordon Lennox, had previously commented on whether it was possible to look at the matter of the Goodmores Farm planning application and the consultation process. The Deputy Monitoring Officer advised that the Scrutiny Committee asks the Monitoring Officer to comment on what he thinks is appropriate for the Scrutiny Committee to consider, before a decision is made as to whether any further reports should be brought back to the Committee.

The Committee then considered the concerns raised regarding the development of the Ottery Moor Lane site in Honiton and the loss of industrial / employment land and its implications for the economic development of the town as a whole.

Ed Freeman advised that this issue was looked at as part of the Local Plan process when all options for Honiton had been considered using a holistic approach.

RECOMMENDATION

That the Monitoring Officer be asked to further advise on the ability of the Scrutiny Committee to further consider the Goodmores Farm planning application as a specific case, and the consultation process which surrounded it.

RECOMMENDATION TO STRATEGIC PLANNING COMMITTEE

That a more precise and holistic economic evaluation is carried out in relation to proposed major development sites as part of the new Local Plan process.

28 **Recommendation from Strategic Planning Committee regarding potential policy approaches for sport and recreation - verbal report**

Ed Freeman advised the Committee on the background to the recommendation from the Strategic Planning Committee from its meeting on 5 October 2021. Members of Strategic Planning Committee had raised concerns regarding privately owned sports pitches being used for temporary events under permitted development rights. Open land can be used usually for up to 28 days per year. As part of the Covid -19 pandemic recovery, the Government had introduced extending the rights so that such land could be used for up to 56 days per year for temporary events, in order to promote events and the associated economic benefit.

Members had expressed concern that sports pitches could therefore be out of use for up to 56 days, sometimes at the height of the sports season, and that this could have a detrimental effect.

Ed Freeman advised that the Government had confirmed that the extended use of 56 days would not continue, and would revert back to the previous 28 days from 1 January 2022. The issue had also only arisen on sports pitches which are privately owned and the majority of sports pitches in East Devon are in public ownership.

It was proposed that a written report setting out what had been explained verbally should be brought to the Committee. Members expressed their view on the proposal and, as the votes were tied, the Chair used his casting vote against the proposal.

29 **Expenditure on Consultants and Agency staff 2020/21**

John Symes, Finance Manager, presented the annual report on agency expenditure for 2020/21 and outlined the process for collating the information from the various services.

Discussion of the report highlighted the need for comparative figures in order to better understand the expenditure compared with previous years. Members also questioned what proportion of the agency expenditure was due to either in-house staff shortages or the need to buy in specific skills. An analysis by service group would also be helpful in understanding the need for agency expenditure.

The Committee welcomed the report and was pleased to see that there is a significant decrease in this type of expenditure. The Committee would like more detail regarding the types of expenditure, what proportion of the expenditure is backfilling a shortage of permanent staff and expenditure categorised by service group. The Finance Manager confirmed that this information would be provided for a future meeting.

30 **Forward Plan**

The Committee agreed to change the published order of the proposal forms and to first consider the proposal form submitted by Cllr Bailey.

Scrutiny of the performance of South West Water by reference to (a) its sewage discharges into rivers in the district and the sea (b) processing of domestic sewage in the district.

Cllr Bailey introduced the proposal form which raised the matter of sewage discharge in East Devon's rivers and coastal waters and which proposed that South West Water be invited to address the Committee's concerns at a future meeting.

Discussion of the proposal included the following points:

- The Environment Agency could also be invited to attend at the same time as South West Water.
- Information on water quality would be beneficial on a year round basis, rather than just being provided between May to October.
- As this is a key local issue, it would be advantageous to hold an Extraordinary meeting with this as a single agenda item.
- Beach quality is a function of EDDC and it was suggested that Environmental Health should also be involved in the discussions going forward.
- Members were in support of holding a daytime meeting and, if possible, on a face to face basis.
- There are implications for planning going forward if South West Water are not able to manage increasing development.

Ed Freeman advised that this issue had been raised through Strategic Planning Committee and that Officers are committed to discussing future growth aspirations with South West Water and how that impacts on the planning process. Future implications for growth would be better addressed by Planning Officers through the Strategic Planning Committee.

Ed Freeman further advised that the current Local Plan encourages sustainable drainage systems whereby surface water is captured and held and used on site in order to relieve pressure on South West Water's infrastructure. South West Water may be able to advise on the effectiveness of on site sustainable drainage systems.

Further discussion of Cllr Bailey's proposal included the following points:

- It would be more effective for the Committee to focus its meetings separately with South West Water, the Environment Agency and other organisations.
- The primary focus should be on South West Water and East Devon's watercourses and coast.

RECOMMENDATION

That the Scrutiny Committee invites South West Water to attend an Extraordinary meeting of the Committee to investigate the sewage contamination of East Devon's waterways.

Convention on the appointments of Honorary Aldermen and Honorary Alderwomen

The Committee considered the proposal form submitted by Cllr Millar regarding the convention for appointing Honorary Aldermen and Honorary Alderwomen.

Cllr Millar introduced the proposal and expressed his concern that there is currently no written protocol for making the appointments. As this is the case, Cllr Millar also had concerns as to how the previous round of appointments was made and is of the view that it is important for the Scrutiny Committee to look in to this and that the public deserve to know. Across the country there is a variety of approaches to appointing Honorary Aldermen and Alderwoman and examples of protocols are available.

Members discussed their understanding of the basis for making the appointments in previous years, raised the issue of whether the position should continue to exist and questioned how recent appointments had come about with no written protocol in place. Should a protocol be put in place going forward, it should include a process for the removal of Honorary Aldermen and Alderwomen.

It was noted that, apart from length of service, the main criteria for the appointment is that an eminent contribution has been made by the nominee.

RECOMMENDATION

That a report be provided for the Scrutiny Committee setting out the following:

- How Honorary Aldermen and Honorary Alderwomen have been selected in the past, what criteria were used and on whose recommendation,
- What does eminent or meritorious conduct include,
- A breakdown by party and qualification of those who have received the honour in the past twelve years,
- Options for the future, including processes for granting and removal of the honour,
- Referenced examples of protocols from other areas.

With the addition of the above proposals, the Forward Plan was noted.

The Scrutiny Committee thanked the Car Parking TaFF for its work which has had significant achievements with regard to camper vans, electric charging points and eco scooters. The Committee considers that there is now some urgency with regard to formulating a car parking strategy for the approval of Council and time constraints mean that this process is better served if this is now considered by Cabinet.

Attendance List

Councillors present:

T Wright (Chair)
V Ranger (Vice-Chair)
M Allen
A Bruce
M Chapman
O Davey
C Gardner
S Hawkins
J Kemp
T McCollum
P Millar
H Parr
E Rylance

Councillors also present (for some or all the meeting)

P Arnott
J Bailey
C Brown
P Faithfull
S Jackson
G Jung

J Loudoun
D Manley
A Moulding
E Wragg
N Hookway

Officers in attendance:

Ed Freeman, Service Lead Planning Strategy and Development Management
Wendy Harris, Democratic Services Officer
Sarah Jenkins, Democratic Services Officer
John Symes, Finance Manager
Anita Williams, Principal Solicitor (and Deputy Monitoring Officer)

Councillor apologies:

A Colman

Chair

Date:



Report to: **Scrutiny Committee**

Date of Meeting 03/03/22

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

The Appointment of Honorary Aldermen

Report summary:

To report back to Scrutiny following the Committees consideration at its meeting on the 2nd December 2021

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

That the Committee considers this report and makes such recommendations as it considers appropriate to Cabinet and Council

Reason for recommendation:

To provide clarity on any future decisions concerning the appointment of Honorary Aldermen

Officer: Mark Williams CEO

Portfolio(s) (check which apply):

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

Equalities impact Low Impact

Climate change Low Impact

Risk: Low Risk;

Links to background information [Printed minutes 02nd-Dec-2021 18.00 Scrutiny Committee.pdf \(eastdevon.gov.uk\)](#)

Link to

Priorities (check which apply)

- Better Homes and Communities for all
 - Greener East Devon
 - A resilient Economy
-

Report in full

At its meeting on the 2nd December 2021 the Committee requested a report addressing the following:

1. How Honorary Aldermen and Honorary Alderwomen have been selected in the past, what criteria were used and on whose recommendation
 - 1.1. The Council's convention has been that Group leaders and/or other interested Members have put forward suggestions to the Democratic Services Manager (on behalf of the CEO) as to who could be nominated for conferment of the title of Honorary Alderman. Until the last elections in 2019, this had taken place immediately prior to the Annual Council meeting. An Extraordinary meeting of Full Council (a specially convened meeting) was called separately to, but usually on the day of the Annual Council meeting.
 - 1.2. Once a Group Leader or Cllr nominating an individual for the title has provided information to support their nomination, a report of all the nominations received with the evidence as to why the title should be conferred is collated and sent to all Group leaders for consideration. They will discuss all of the nominations and then convey their respective views about whether the title should be conferred or not at this point in order to reach collective agreement and the nominees are then contacted.
 - 1.3. Following a response from Group leaders, the individual nominees are contacted and invited to the relevant and Extra-ordinary meeting.
 - 1.4. At the meeting itself, the Chair and Vice Chair of Council will say a few words about the individuals nominated for the title, before inviting the nominees to say a few words to Council Members in attendance in response, receive a certificate and then return to their seat at the meeting.
 - 1.5. The Local Government Act confirms that Honorary Alderman are invited to Council meetings and civic events. In addition the Council provides each Honorary Alderman with a free car parking permit for use in the Council's car parks.
2. What does eminent or meritorious conduct include?
 - 2.1. Section 249 of the Local Government Act 1972 provides (inter alia) that a 'principal council may, by a resolution passed by not less than two-thirds of the members voting thereon at a meeting of the council specially convened for the purpose...confer the title of honorary aldermen on persons who have, in the opinion of the council, rendered eminent services to the council as past members of that council, but who are not then councillors of the council'.
 - 2.2. It can be seen from this definition that the word 'meritorious' is not used in the statute. The test for the decision-makers is whether the persons proposed have 'rendered eminent services to the council as past members'.

2.3. The word 'eminent' is variously defined but in the Cambridge English Dictionary it is defined as 'famous, respected or important'. It follows from this that there is a degree of discretion on the part of the decision maker but, essentially, when Cllrs meet to decide on the proposal they should be satisfying themselves that the nominees have provided important services to the Council and are consequently respected by their former colleagues/present Cllrs.

3. A breakdown by party and qualification of those who have received the honour in the past twelve years

3.1. There is attached to this report at Appendices 1 to 6 copies of relevant reports or minutes from Extraordinary Meetings of the Council on 16 July 2003, 18 July 2007, 27 July 2011, 29 July 2015, 17 May 2017 & 18 December 2019.

3.2. From these it can be seen that 42 Aldermen have been appointed during that 18 year period and the political breakdown (reflecting the political make-up of the Council over that period) was:

Conservative – 30

Liberal/Liberal Democrat – 8

Independent – 4

4. Options for the future, including processes for granting and removal of the honour

4.1. In terms of future practice the following are suggested as relevant considerations for future granting of the honour:

- a) Whether to recommend that no future Honorary Aldermen should be appointed
- b) How nominations should be proposed? Should it remain as present (primarily Group Leaders) or should it be via a nominated panel of members who should carry out an assessment of all nominations in accordance with a published protocol?
- c) Should there be a minimum period of service before a nomination can be considered? Some Councils now refer to 8 years (2 terms), perhaps reflecting local political realities whereas others have traditionally referenced longer periods.
- d) How should 'eminent services to the Council' be locally defined? Hitherto, the Council has not restricted it to those who have held positions of authority within the Council which has meant that long serving and valued members of the Council have been proposed notwithstanding that they have not been members of the controlling group or otherwise been appointed to positions of authority.
- e) Should the Council continue with its practice of supplementing the statutory entitlement of Honorary Alderman being invited to Council meetings and civic events?
- f) Are there any other relevant matters that members of the Committee consider should form part of a published protocol?

4.2. Although the Local Government Act appears to be silent on the issue of removal of the honour, my advice would be that this can and should happen in exceptional circumstances where, in the opinion of the Council, there is evidence to suggest that the Honorary Alderman has brought the reputation of the Council into disrepute. Removal of the title of Honorary Alderman should follow the same process as appointment, in terms of a resolution being passed by two thirds of those present at a meeting.

5. Referenced examples of protocols from other areas

5.1 See attached Appendices 7 (Maidstone), 8 (Wokingham) and 9 (Bristol) which provide a selection of the types of consideration and practice that other Councils have published as part of their criteria for the appointment of Honorary Alderman.

Financial implications:

None

Legal implications:

As set out in the report

- (c) In 13.72 (Ottery St Mary: Housing) the wording be left as originally drafted to retain land north of Hind Street as Land of Local Amenity Importance.
- (d) 13.73 (Ottery St Mary: Employment) be reworded to refer to Cutler Hammer ceasing to operate in the Autumn of 2003.
- (e) A Working Group of relevant Ward Members be set up to think through Local Policy LSE 2 (Seaton Redevelopment Area) with the Officers.
- (f) In 13.108 (Sidmouth: Transport and Access) "on Saturdays" be replaced by "at weekends" in the final sentence.
- (g) The whole of paragraph 13.101 (Sidmouth: Housing) to be deleted.
- (h) A Working Group of Sidmouth Members be set up to think through future parking provision for the town with the Officers.
- (i) The application site for 7/22/03/P0716/00225 at Clyst Garage, Clyst Honiton be included within the built-up and residential area of Clyst Honiton (as recommended by the Development Control Committee on 10th June 2003).
- (j) The built-up boundary for Clyst Hydon be amended to include land at objection site Ref. No. CY101.

EAST DEVON DISTRICT COUNCIL

Minutes of an Extraordinary Meeting of the Council held at Knowle, Sidmouth on Wednesday, 16 July 2003

Present:

Councillors:

Mrs A E Liverton (Chairman)
Mrs K J Bamsey (Vice-Chairman)

Miss V Ash	G K Liverton
Mrs M J Boote	Ms S M Merritt
Mrs R E Burrow	A T Moulding
P W Burrows	R Mudge
D G Button	B Nicholson
G P Chamberlain	Mrs H E Parr
B H Clark	A S Pascoe
T A Cope	Miss S M Randall Johnson
D J Cox	A W J Reed
R H H Cross	T G Reeves
A E J Dinnis	Mrs L A Roden
P A Diviani	Mrs M A Rogers
Lt Col A J M Drake	N Rogers
Mrs C E Drew	P J Skinner
Miss J M Elson	N J Spence
J E D Falby	Mrs P A Stott
R G Franklin	Mrs B O Taylor
K W George	P C Townsend
Mrs P A Graham	A J Toye
M J L Green	B J Toye
Mrs M L Hardy	C H Wale
S Hughes	Dr H W Waterworth
D R H Hull	A J Wilkinson
B O Ingham	Mrs E E Wragg
D R A Key	S C Wragg

The meeting commenced at 6.15 pm and terminated at 6.30 pm.

***22 Apologies**

Apologies for absence were received from Councillors A R Giles, J H Glanvill, B C J Hughes, S C Luxton, R C Peachey.

***23 Honorary Aldermen**

Reference was made to the eminent services rendered by Mr A T Ffoulkes, Mrs J M Sharratt, Mrs V B D Webber and Mr B Willoughby as past Members of the Council or a constituent Council.

RESOLVED

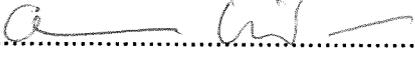
that the titles of "Honorary Aldermen" be conferred on the following in recognition of their eminent services to East Devon District Council as past Members of the Council (or, where applicable, with a constituent Council prior to 1974):-

*23 **Honorary Aldermen** (cont)

Mr A T Ffoulkes
Mrs J M Sharratt
Mrs V B D Webber
Mr B Willoughby

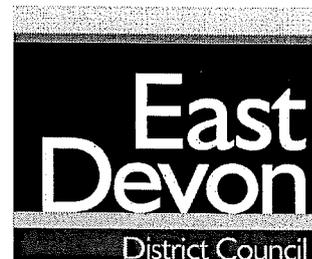
(The resolution was passed by not less than two-thirds of the Members of the Council voting thereon.)

The Chairman of the Council congratulated the four new Honorary Aldermen and presented them with their framed scrolls and medallions. Each of the new Honorary Aldermen replied suitably and thanked the Council for being granted this honour.

Chairman 

Date 15 October 2003

Date: 9 July 2007
Contact name: Diana Vernon
Contact number: 01395 517541
E-mail: dvernon@eastdevon.gov.uk
Our Reference: DV



To: Members of the Council
Honorary Aldermen
Chief Executive
Corporate Directors

East Devon District Council
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Sidmouth
Devon
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DX 48705 Sidmouth

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Dear Sir/Madam

**Extraordinary Meeting of the Council of the District of East Devon on
Wednesday, 18 July 2007 at 6.15 pm**

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

Yours faithfully

A handwritten signature in black ink, appearing to read "Diana Vernon".

Chief Executive

Members of the public are welcome to attend this meeting. For the benefit of Councillors and members of the public a hearing loop system will be in operation in the Council Chamber.

AGENDA

- 1 Apologies.
- 2 To consider conferring the title of 'Honorary Alderman' on the following in recognition of their eminent services to East Devon District Council as past Members of the Council.

Lt Col A J M Drake

Member 1987-1991, 1995-2004

Committee Chairmanships – Rural Area Planning (1995-2003), Development Control and Planning Inspections (2003-2005)

Chairman of the Council (2005-2007)

J H Glanvill

Member 1995-2007

Substantial service on former Finance and Personnel, Economy and Employment and Policy Committees and on Audit and Accounts Committee (2002-2006)

Member of Executive Board (2002-2005)

B C J Hughes

Member 1983-2007

Committee Chairmanships – Industry (1984-91), Economy and Employment (1993-1999), Exmouth Town Committee, Vice Chairman of Finance and Personnel (2001-2002).
Chairman of the Council (1999-2001)

R Mudge

Member 1995-2007

Substantial service on former Tourism and Transportation, Economy and Employment and Policy Committees and on Licensing and Enforcement.
Member of the East Devon Business Centre Sub Committee, Chairman of East Devon Business Forum (2004-2006) and Member of the Recycling and Refuse Partnership Board.

Dr H W Waterworth

Member 1991-2007

Committee Chairmanships – Finance and Personnel (Vice Chairman 1995-1997, Chairman 1997-2001), Accounts (Vice Chairman 1997-2001), Strategic Overview (Chairman 2002-2003)
Chairman of the Council (2001-2003)

A J Wilkinson

Member 1999-2007

Committee Chairmanships – Finance and Personnel (2001-2002), Accounts (Vice Chairman 2001-2002), Audit and Accounts (Vice Chairman 2002-2006), Audit and Governance (Chairman 2006-2007), Interviewing (Vice Chairman 2002-2006), Employment Appeals (Chairman 2002-2006)
Resources Portfolio Holder 2002-2006

Note: A resolution to confer the title must be passed by not less than two-thirds of the Members of the Council voting thereon.

EAST DEVON DISTRICT COUNCIL

Minutes of the Extraordinary Meeting of the Council held at Knowle, Sidmouth, on Wednesday, 18 July 2007

Present:

Councillors:

P A Diviani (Chairman)
Mrs P A Stott (Vice Chairman)

Miss V Ash	S Hughes
D G Atkins	D R H Hull
R Bloxham	J Humphreys
Mrs M J Boote	B O Ingham
R W Boote	H J Jeffery
P N Bowden	Mrs S Jones
G P Brown	D R A Key
G P Chamberlain	J A Knight
D Chapman	Mrs A E Liverton
I R Chubb	G K Liverton
T A Cope	S C Luxton
D J Cox	A T Moulding
A E J Dinnis	Mrs F I Newth
Mrs C E Drew	K D Nicholas
Ms V Duval Steer	J B Nicholson
Miss J M Elson	Mrs H E Parr
M Florey	R C Peachey
R G Franklin	K C Potter
K W George	Miss S M Randall Johnson
C F A Gibbings	A W J Reed
A R Giles	Mrs M A Rogers
G Godbeer	P J Skinner
Mrs P A Graham	C T Tratt
M J L Green	G M Troman
S Hall	J M Williamson
J P Halse	T Wood
Mrs M L Hardy	S C Wragg

Apologies

Councillors:

D G Button
Mrs B O Taylor
Mrs E E Wragg

The meeting started at 6.15 pm and finished at 6.55 pm.

19 Honorary Aldermen

The Chairman made individual reference to the eminent services rendered by Lt Col A J M Drake, J H Glanvill, B C J Hughes, R Mudge, Dr H W Waterworth and A J Wilkinson as past Members of East Devon District Council.

19 **Honorary Aldermen (cont)..**

Each of the nominees was proposed and seconded:

	Proposed	Seconded
Lt Col A J M Drake	I Chubb	Mrs C E Drew
J H Glanvill	T A Cope	G P Chamberlain
B C J Hughes	Miss J M Elson	Mrs P A Stott
R Mudge	T A Cope	G P Chamberlain
Dr H W Waterworth	Mrs A E Liverton	G P Brown
A J Wilkinson	A T Moulding	Miss S M Randall Johnson

The proposers and seconders spoke in support of the nominees and their valued contribution to East Devon District Council.

RESOLVED that the title of 'Honorary Alderman' be conferred on the following in recognition of their eminent services to East Devon District Council as past Members:-

Lt Col A J M Drake
 J H Glanvill
 B C J Hughes
 R Mudge
 Dr H W Waterworth
 A J Wilkinson

(The resolution was passed by not less than two-thirds of the Members of the Council voting thereon.)

The Chairman of the Council congratulated the six new Honorary Aldermen and presented them with their framed scrolls and medallions. Each of the new Honorary Aldermen spoke on their appointment and thanked the Council for being granted this honour. They thanked fellow Councillors for their support and the Chief Executive and all Council staff for their professionalism and help over the years.

Chairman Date

Date: 14 July 2011
Contact name: Diana Vernon
Contact number: 01395 517541
E-mail: dvernon@eastdevon.gov.uk
Our Reference: DV



To: Members of the Council
Honorary Aldermen
Chief Executive
Deputy Chief Executives

East Devon District Council
Knowle
Sidmouth
Devon
EX10 8HL

DX 48705 Sidmouth

Tel: 01395 516551

Fax: 01395 517507

www.eastdevon.gov.uk

Dear Sir/Madam

**Extraordinary Meeting of the Council of the District of East Devon on
Wednesday, 27 July 2011 at 6.00 pm**

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

Yours faithfully

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

Chief Executive

Members of the public are welcome to attend this meeting. For the benefit of Councillors and members of the public a hearing loop system will be in operation in the Council Chamber.

AGENDA

- 1 Apologies.
- 2 To consider conferring the title of 'Honorary Alderman' on the following in recognition of their eminent services to East Devon District Council as past Members of the Council.

Bob Peachey (12 years) 1999-2011

Positions of responsibility – Western Area Planning (Vice Chairman 1999-2003), Communities Overview (Vice Chairman 2003-2005), Overview Committee (Vice Chairman 2005 – 2009), Overview and Scrutiny Co-ordinating Committee (Vice Chairman 2009-11) and Conservative Group Whip.

Tony Reed (16 years) 1995-2011

Positions of responsibility – Environment and Planning (Vice Chairman 1999-2003), Development Control (Vice Chairman 2003-2007 and Chairman 2007-2009), Planning Inspections Committee (Vice Chairman 1999-2007 and Chairman 2007-2009) and Vice Chairman of the Council 2009-2011.

Mike Green (16 years) 1995-2011

Positions of responsibility - Leader of the Independents Group (2008-2011), member of Executive Board (2002-05, 2007-2011) and appointed to a range of Committees including the Recycling and Refuse Partnership Board.

Vivienne Ash (20 years) 1991-2011

Substantial service on Public Health, Planning, Policy, Housing, Amenities, Communities Overview Committees and Housing Review Board.

Positions of responsibility include Vice Chairman of Housing Review Board (2006/07) and Member Culture Champion (2008-2011).

Ann Liverton (16 years) 1995-2011

Positions of responsibility – Public Health (Vice Chairman 1995-1999 and Chairman 1999-2002), Chairman of Standards Committee (2003-2005) Housing Review Board (2007/09), Community Portfolio Holder (2002/03), Chairman of the Council 2003-05 and Member Champion for Member Development 2009/11

Award - South West Charter for Member Development

Graham Liverton (21 years) 1990-2011

Positions of responsibility – Tourism and Transportation (Vice Chairman 1991-1993), Housing (Vice Chairman 1995-1999 and Chairman 1999-2002), Environment Overview (Chairman 2002-2005), Overview Committee (Chairman 2005-2007), Environment Portfolio Holder 2007-2009, Chairman of the Council 2009-2011.

Ray Franklin (20 years) 1991-2011

Positions of responsibility – Environment and Planning (Vice Chairman 1995-1997 and Chairman 1997- 2002). Environment Portfolio Holder (2002-2007), Vice Chairman of Executive Board (2002-2009), Strategic Planning and Regeneration Portfolio Holder (2007-2011).

Award - Local Government Information Unit Partnership Achievement of the Year Award.

Sara Randall Johnson (20 years) 1991-2011

Positions of responsibility – Tourism and Transportation (Vice Chairman 1993-1996), Amenities Committee (Chairman 1995-1997), Policy Committee (Vice Chairman 1999-2001 and Chairman 2001-2002), Accounts Committee (Chairman 2001/03), Chairman of the Council 1997-1999, Leader of the Council 2000-2011 and Chairman of Executive Board (2002-2011).

Note: A resolution to confer the title must be passed by not less than two-thirds of the Members of the Council voting thereon.

EAST DEVON DISTRICT COUNCIL

Minutes of the Extraordinary Meeting of the Council held at Knowle, Sidmouth, on Wednesday, 27 July 2011

Present:

Councillors:
Peter Halse (Chairman)
Frances Newth (Vice Chairman)

Roger Boote	Stuart Hughes
Peter Bowden	Douglas Hull
Derek Button	John Humphreys
Bob Buxton	Ben Ingham
Geoff Chamberlain	Stephanie Jones
David Chapman	Sheila Kerridge
Maddy Chapman	David Key
Iain Chubb	Jim Knight
Trevor Cope	Andrew Moulding
David Cox	John O'Leary
Deborah Custance Baker	Helen Parr
Alan Dent	Ken Potter
Paul Diviani	Philip Skinner
Christine Drew	Pauline Stott
Vivien Duval Steer	Peter Sullivan
Jill Elson	Brenda Taylor
Martin Gammell	Ian Thomas
Steve Gazzard	Graham Troman
Roger Giles	Phil Twiss
Graham Godbeer	Chris Wale
Pat Graham	Mark Williamson
Steve Hall	Claire Wright
Tony Howard	Tom Wright
Mike Howe	

Honorary Aldermen:
Ron Mudge
Dr Waterworth
Tony Wilkinson

Officers:
Mark Williams, Chief Executive
Richard Cohen, Deputy Chief Executive
Denise Lyon, Deputy Chief Executive
Rachel Pocock, Corporate Legal & Democratic Services Manager
Diana Vernon, Democratic Services Manager

Apologies

Councillors:	
David Atkins	John Jeffery
Ray Bloxham	Geoff Pook
Graham Brown	Steve Wragg

H A Margaret Rogers

The meeting started at 6.00 pm and finished at 6.33 pm.

*22 **Honorary Aldermen**

The Council was asked to consider conferring the title of Honorary Alderman on former Councillors for their eminent service to East Devon District Council. The nominees (Bob Peachey, Tony Reed, Mike Green, Vivienne Ash, Ann Liverton, Graham Liverton, Ray Franklin and Sara Randall Johnson) were proposed en bloc by Councillor Peter Halse and seconded by Councillor Frances Newth.

The nominees were each introduced by Councillors and the Chairman who made individual reference to the service they had rendered to the Council and their valued contribution. They were congratulated and presented with an Honorary Alderman scroll and medallion by the Vice Chairman and invited to address the Council.

RESOLVED that the title of 'Honorary Alderman' be conferred on the following in recognition of their eminent services to East Devon District Council as past Members:-

Vivienne Ash
Ray Franklin
Mike Green
Ann Liverton
Graham Liverton
Bob Peachey
Tony Reed
Sara Randall Johnson

(The resolution was passed by not less than two-thirds of the Members of the Council voting thereon.)

Each of the new Honorary Aldermen spoke on their appointment and thanked the Council for granting this honour. They thanked fellow Councillors for their support and fellowship and the Chief Executive and all Council staff for their professionalism and help over the years. All newly appointed Honorary Aldermen were given a standing ovation. In summary, the Chairman said that the Council would not see their like again.

Chairman  Date 12 October 2011

Agenda for an Extra Ordinary meeting of Council Wednesday, 29 July 2015; 6.00pm

To: [All elected Members of the Council](#); Honorary Aldermen



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

[View directions](#)

Contact:

[Diana Vernon](#), 01395 517541

[Hannah Whitfield](#) 01395 517542

(or group number 01395 517546);

Issued 20 July 2015

East Devon District Council
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Dear Sir/Madam

Extra Ordinary meeting of the Council of the District of East Devon on Wednesday 29 July 2015 at 6.00 pm

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

Yours faithfully

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

Chief Executive

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

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

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

Agenda:

1 Apologies

2 **Honorary Aldermen**

To consider conferring the title of Honorary Alderman on the following in recognition of their eminent services to East Devon District Council as past Members of the Council.

Geoff Chamberlain (35 years) 1980-2015

Positions of responsibility – Chairman of Exmouth Town Committee (1995/96), Vice Chairman of the Council (2005/07), Member of Executive Board (2008-2011)

Trevor Cope (20 years) 1995-2015

Positions of responsibility – Leader of the Liberal Democrats and later Leader of the Independent Group, Vice Chairman of Overview and Scrutiny – Economy Committee (2009-10), Chairman of Local Agenda 21 Sub Committee (1996-2001) and Member Champion – Plain English (2011-2013)

David Cox (12 years) 2003-2015

Positions of responsibility – Chairman of Housing Review Board (2006/07), Board member of Leisure East Devon (2006 –2012), Streetscene Portfolio Holder (2007-2011), Finance Portfolio Holder (2011-2015), Vice Chairman Employment Appeals (2011-2015).

Christine Drew (13 years) 2002-2015

Positions of responsibility – Member Champion for Young People (2010-2015), Vice Chairman of the Council (2013-2015), Vice Chairman (2003-2005) then Chairman (2005-2009) Licensing and Enforcement, Council appointee to Devon County Council – Health Overview/Scrutiny Committee (2003-2011), East Devon Volunteer Support Agency – Trustee Board (2009-2011) and East Devon Highways and Traffic Orders Committee (2007-2011).

Peter Halse (21 years) 1982-1991, 2003-2015

Positions of responsibility – Chairman of Housing Tenancy Allocations (1988-1990), Economy Portfolio Holder 2007-2010, Vice Chairman of Employment Appeals (2007-2010), Chairman of the Council 2011-2013.

John Jeffery (16 years) 1999-2015

Positions of responsibility – Council representative on - Salisbury Lineside Consortium of Authorities (2002-2006), Business Advisory Council (1999-2003), East Devon Police Liaison Group (2000-2008), Exeter Area Rail Project Working Party (2002-2010). Also recognition of his strong and effective ward work.

Stephanie Jones (8 years) 2007-2015

Positions of responsibility – Member Champion – Seaton (2008-2015), Deputy Portfolio Holder for Sustainable Homes and Communities (2011-2015), Council representative on East Devon Transport, Research and Information Project (2011-2015).

Frances Newth (10 years) 2005-2015

Positions of responsibility – Member Champion for Sustainability (Eco Issues) 2007-2011, Vice Chairman of the Council (2011-2013), Vice Chairman of Licensing and Enforcement Committee (2006-2008), Vice Chairman of Overview and Scrutiny Service Delivery and Performance Committee (2009-2011).

Ken Potter (8 years) 2007-2015

Positions of responsibility – Member Champion for Post Offices (2007-2015) – the remit for this was extended to include Rural Communities in 2011, Chairman of Audit and Governance Committee (2009-2015), Council representative on the LGA Rural Commission (2011-2015).

Tim Wood (8 years) 2007-2015

Positions of responsibility – Exmouth Town Member Champion (2011-2013), Vice Chairman of Audit and Governance (2007-2011), Chairman of Overview and Scrutiny (2013-2015), Board Member – Leisure East Devon 2012-2015), Chairman of East & Mid Devon Crime and Disorder Scrutiny Panel (2013-2015), Chairman Exmouth Local Nature Reserve Management Committee (2010-2012)

Steve Wragg (16 years) 1999-2015

Positions of responsibility – Vice Chairman of Overview and Scrutiny Committee – Economy (2009-2011) and involved in the scrutiny of the Joint Integration arrangements with South Somerset. Also in recognition of his effective and reasoned contribution to planning committee debate over the years.

Note: a resolution to confirm the title must be passed by not less than two-thirds of the Members of Council voting thereon.

[Decision making and equalities](#)

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

EAST DEVON DISTRICT COUNCIL

Minutes of the Extra Ordinary Meeting of the Council held at Knowle, Sidmouth, on Wednesday, 29 July 2015

Attendance list at the end of document.

The meeting started at 6.00 pm and ended at 6.27 pm

***24 Honorary Aldermen**

The Council was asked to consider conferring the title of Honorary Alderman on former Councillors for their eminent service to East Devon District Council. The nominees (Geoff Chamberlain, Trevor Cope, David Cox, Christine Drew, Peter Halse, John Jeffery, Stephanie Jones, Frances Newth, Ken Potter, Tim Wood and Steve Wragg) were proposed en bloc by Councillor Phil Twiss and seconded by Councillor John O'Leary.

RESOLVED: that the title of 'Honorary Alderman' be conferred on the following in recognition of their eminent services to East Devon District Council as past

Members:-

Geoff Chamberlain

Trevor Cope

David Cox

Christine Drew

Peter Halse

John Jeffery

Stephanie Jones

Frances Newth

Ken Potter

Tim Wood

Steve Wragg

(The resolution was required to be passed by not less than two-thirds of the Members of the Council voting thereon – the vote in favour was unanimous.)

The Chairman invited the nominees to come forward to receive the Honorary Alderman medallion and scroll from the Vice Chairman. The Chairman made individual reference to the service each had rendered to the Council and their valued contribution.

Congratulations had been extended to the nominees from the Honorary Aldermen and Councillor Douglas Hull expressed thanks to the newly appointed Honorary Alderman for their services to the Council and the community.

Each of the new Honorary Aldermen spoke on their appointment and thanked the Council for granting this honour. They thanked fellow Councillors for their support and fellowship and the Chief Executive and all Council staff for their professionalism and help over the years. Newly appointed Honorary Aldermen Geoff Chamberlain received a standing ovation.

Attendance list

Councillors present:

Megan Armstrong
Brian Bailey
David Barratt
Dean Barrow
Susie Bond
Matthew Booth
Peter Bowden
Colin Brown
Peter Burrows
Paul Carter
Maddy Chapman
Iain Chubb
Alan Dent
Paul Diviani
Jill Elson
Peter Faithfull
David Foster
Roger Giles
Graham Godbeer
Pat Graham
Simon Grundy
Maria Hale
Ian Hall
Steve Hall
Stuart Hughes
Douglas Hull
John Humphreys
Ben Ingham
David Key
Jim Knight
Rob Longhurst
Dawn Manley
Andrew Moulding
Bill Nash
Cherry Nicholas
John O'Leary
Helen Parr
Christopher Pepper
Geoff Pook
Philip Skinner
Pauline Stott
Brenda Taylor
Ian Thomas
Phil Twiss
Mark Williamson
Eileen Wragg
Tom Wright

Honorary Aldermen:

Ann Liverton
David Scott

Officers:

Mark Williams, Chief Executive
Richard Cohen, Deputy Chief Executive
John Golding, Strategic Lead - Housing
Henry Gordon Lennox, Strategic Lead – Legal and Democratic Services
Amanda Coombes, Democratic Services Officer
Diana Vernon, Democratic Services Manager
Hannah Whitfield, Democratic Services Officer

Councillor apologies:

Mike Allen
David Chapman
Cathy Gardner
Steve Gazzard
Alison Greenhalgh
Marcus Hartnell
Mike Howe
Geoff Jung
Val Ranger
Marianne Rixson

Honorary Aldermen apologies:

Bob Peachey
Margaret Rogers

Chairman Date

Agenda for an Extra Ordinary meeting of Council Wednesday, 17 May 2017; 6.00pm

To: [All elected Members of the Council](#); Honorary Aldermen



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

[View directions](#)

Contact:

[Diana Vernon](#), 01395 517541

[Hannah Whitfield](#) 01395 517542

(or group number 01395 517546);

Issued 8 May 2017

East Devon District Council
Knowle
Sidmouth
Devon
EX10 8HL

DX 48705 Sidmouth

Tel: 01395 516551

Fax: 01395 517507

www.eastdevon.gov.uk

Dear Sir/Madam

Extra Ordinary meeting of the Council of the District of East Devon on Wednesday 17 May 2017 at 6.00 pm

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

Yours faithfully

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

Chief Executive

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

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Agenda:

1 Apologies

2 **Honorary Aldermen**

To consider conferring the title of Honorary Alderman on the following in recognition of their eminent services to East Devon District Council as past Members of the Council.

Peter Bowden (10 years) 2007-2017 (10 years)
Positions of responsibility

- Member Champion – Risk Management 2008-2011
- Member Champion – Flood Alleviation 2013-2017
- Vice Chairman of Audit and Governance 2011-2015
- Chairman of Overview 2015-2017
- Vice Chairman of Strategic Planning 2016-2017

David Atkins (26 years) 1973-1991 and 2007-2015
Positions of responsibility

- Vice Chairman of Environmental Services 1977-1980
- Chairman of Property Services 1980-1983
- Chairman of Tourism 1983 – 1987
- Chairman of Planning 1987-1991
- Chairman of the East Devon Citizens' Advice Bureau Management Committee for 21 years

Note: a resolution to confirm the title must be passed by not less than two-thirds of the Members of Council voting thereon.

[Decision making and equalities](#)

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

EAST DEVON DISTRICT COUNCIL

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

Attendance list at the end of document.

The meeting started at 6.00 pm and ended at 6.17pm

***57 Honorary Aldermen**

The Council was asked to consider conferring the title of Honorary Alderman on former Councillors for their eminent service to East Devon District Council. The Chairman made individual reference to the service each had rendered to the Council and their valued contribution to the Council and community.

Councillor Tom Wright proposed that the title of 'Honorary Alderman' be conferred to Peter Bowden. Peter had represented wards of both Broadclyst and Whimble during his time as a Councillor and had fought hard to maintain the identities of the villages surrounding the new town of Cranbrook and to ensure community cohesion. He had championed sustainable growth and had always been well prepared to deal with any subject or issue he was faced with. He wished Peter and his wife a very happy future in their new home in Australia.

Councillor Alan Dent seconded the proposal and spoke of Peter's achievements and warm personality, which had gained him many friends as a Councillor. He wished him and his family every happiness for the future.

Councillor Mark Williamson proposed that the title of 'Honorary Alderman' be conferred to David Atkins. In proposing he spoke of David's extensive history as a councillor and the service he had given to local government. David had an in-depth knowledge of both the Council and the district of East Devon, which had been invaluable during his time as a councillor. He had been a pleasure to work with, undertaking his duties with good humour. He hoped that David would continue to make valued contributions to the Council in his role as Honorary Alderman, if approved.

Councillor Pauline Stott seconded the proposal. She spoke of how David had always played an active role within the community and had dedicated his life to serving others.

The Chairman put the proposals to the vote.

RESOLVED: that the title of 'Honorary Alderman' be conferred on the following in recognition of their eminent services to East Devon District Council as past Members:-

David Atkins
Peter Bowden

(The resolution was required to be passed by not less than two-thirds of the Members of the Council voting thereon.)

The Chairman invited the nominees to come forward to receive the Honorary Alderman medallion and scroll from the Vice Chairman. Each of the new Honorary Aldermen spoke on their appointment and thanked the Council for granting this honour. They thanked fellow Councillors for their support and fellowship and the Chief Executive and all Council staff for their professionalism and help over the years.

Attendance list

Councillors present

Mike Allen
Megan Armstrong
Brian Bailey
David Barratt
Dean Barrow
Susie Bond
Colin Brown
Jenny Brown
Peter Burrows
Paul Carter
Maddy Chapman
Iain Chubb
Matt Coppel
Alan Dent
Bruce de Saram
Paul Diviani
John Dyson
Jill Elson
Mark Evans-Martin
Peter Faithfull
Graham Godbeer
Steve Hall
Marcus Hartnell
Stuart Hughes
Douglas Hull
John Humphreys
Ben Ingham
Geoff Jung
David Key
Jim Knight
Rob Longhurst
Andrew Moulding
Cherry Nicholas
John O'Leary
Helen Parr
Marianne Rixson
Eleanor Rylance
Pauline Stott
Ian Thomas
Phil Twiss
Mark Williamson
Eileen Wragg
Tom Wright

Honorary Aldermen:

Trevor Cope
Christine Drew
Ken Potter
Sara Randall Johnson
Steve Wragg

Officers:

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

Councillor apologies:

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

Honorary Aldermen apologies:

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

Chairman Date

**Agenda for an Extraordinary meeting of Council
Wednesday, 18th December, 2019, 5.30 pm**

To: All elected Members of the Council; Honorary Aldermen

Venue: Council Chamber, Blackdown House, Honiton

Contact: Susan Howl, Democratic Services Manager;
01395 517541; email showl@eastdevon.gov.uk
(or group number 01395 517546)
Issued Monday, 9 December 2019



East Devon District Council
Blackdown House
Border Road
Heathpark Industrial Estate
Honiton
EX14 1EJ
DX 48808 HONITON
Tel: 01404 515616
www.eastdevon.gov.uk

Dear Sir/Madam

**Extraordinary Meeting of the Council of the District of East Devon on
Wednesday, 18th December, 2019 at 5.30 pm**

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

Yours faithfully

A handwritten signature in black ink, appearing to be "M. Howl", written in a cursive style.

Chief Executive

1 Apologies

2 Honorary Aldermen and Alderwomen (Pages 3 - 9)

To consider conferring the title of Honorary Alderman/Alderwoman to the following in recognition of their eminent service to East Devon District Council as a past Member of the Council.

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](#)

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

Roger Giles (24 years) 1995 – 2019

Positions of responsibility

- Vice Chairman of the Scrutiny Committee (2005-2007),
- Chairman of the Scrutiny Committee (2007-2009, and 2015-2019),
- Recycling Member Champion (2011/13),
- Member of Public Health (1995/6, 1998/2002); Environment & Planning (1995/2002); Coastal Area Planning (1995/2003); Tourism & Transportation (1995/99); Amenities (1996/97); Economy & Employment (1997/98); Finance & Personnel (1999/2002); Environment Overview (2002/04); Employment Appeals (2002/03, 2007/2009); Audit & Accounts (2003/07); Strategic Overview (2004/05); Overview/Scrutiny Co-ordinating Committees (2009/15).

Appointment to Panels and Forums

- Sustainable Development Task & Finish Forum (2003/04),
- East Devon Floods Recovery Group (2009/11),
- East & Mid Devon Crime & Disorder Scrutiny Panel (2015/17).

Peter Burrows (13 years) 2003–2007, 2010–2019

Positions of responsibility

- Chairman of the Scrutiny Committee (2005-2007),
- Member of Overview (2003/04); Overview/Scrutiny Communities (2010/13); Economy Overview (2003/05); Development Control (2003/04); Development Management (2014/19); Strategic Overview (2004/05); Audit & Accounts (2006/07); Licensing and Enforcement Committee (2011/15); and Strategic Planning: 2016/17.

Appointment to Panels and Forums

- Seaton Town Hall Advisory Forum (2003/07, 2010/11),
- Tourism Advisory Forum (2003/04),
- Seaton Town Centre Regeneration Scheme Forum (2003/07),
- Seaton Regeneration Programme Board (2015/16).

Douglas Hull (36 years) 1979–1987, 1991-2019

Positions of responsibility

- Vice Chairman of the Housing Review Board (2009/10/11),
- Member of Economy & Employment (1979/80, 1991/2002), Policy & Resources (1979/80), Estates (1979/80), Public Health (1980/2002), Tourism (1980/84), Industry (1980/87), Property Services (1982/83, 1986/87), Manpower Services (1983/86), Amenities (1979/80, 1984/87), Rural Area Planning (1991/ 2003), Tourism & Transportation (1991/2002), Communities Overview (2002/04), Housing Applications Appeals Review (2002/04), Licensing & Enforcement (2003/07, 2016/17), Strategic Overview (2004/05), Housing Review Board (2005/18), Standards Committee (2011/12, 2012/19), Employment Appeals (2015/18).

Appointment to Panels and Forums

- Axe Valley Sports Centre Advisory Forum (2002/12),

- Tourism Advisory Forum (2002/04),
- Axe Valley Indoor Sports Centre Forum (2002/04),
- Axminster Guildhall Forum (2002/04),
- International Folk Festival Advisory Forum (2003/04),
- Sidmouth Folk Festival Working Party (2005/06),
- New Homes Bonus Panel (2012/19)
- Community Fund Panel (2015/19)
- Arts & Culture Forum (2015/2016) (Chairman)

Paul Diviani (20 years) 1999 – 2019

Positions of responsibility

- Chairman of the Council: 2007/09,
- Economy Portfolio Holder: 2002/05,
- Economy & Regeneration Portfolio Holder: 2005/07,
- Leader of the Council: 2011/18,
- Strategic Development Portfolio Holder: 2018/2019

Member of:

- Rural Area Planning: 1999/2002 (Vice-Chairman), 2002/03,
- Amenities: 1999/2002,
- Leisure Services: 2001/02,
- Housing: 1999/2002,
- Executive Board/Cabinet: 2002/07, renamed CABINET: 2011/18 (Chairman & Leader.),
- East Devon Partnership: (Economy Portfolio Holder),
- Development Control: 2003/04,(now Development Management): 2009/11 (Chairman),
- Planning Inspections: 2009/11 (Chairman),
- Strategic Planning: 2018/19 (as Chairman)
- Interviewing (Chief Officers) Committee: 2011/18 (Chairman),

Appointment to Outside Bodies

- Blackdown Hills (AONB) Joint Advisory Committee: 1999/2019,
- Council for the Protection of Rural England: 1999/2002
- South West Tourist Consultative Committee: 2002/05,(as Economy Portfolio Holder)
- Local Government Association Rural Commission: 2006/15 (with vote),
- Local Government Association General Assembly: 2011/18,
- Local Govt. Association People & Places Board: 2014/15, 2015/18 (as Leader representing South West Districts),
- Devon Historic Buildings Trust: 2010/11,
- South West Councils: 2011/14,
- Health and Wellbeing Board: 2011/13,
- Police & Crime Panel – Devon & Cornwall: 2012/17
- SPARSE – Rural Special Interest Group: 2012/18,
- Heart of the South West Local Enterprise Partnership Board: 2013/18 Devon District Representative
- Local Enterprise Partnership – Community Interest Company (CIC): 2013 (nominated by Devon Districts' Forum to be their Representative on the Board).

Appointment to Panels and Forums

- Rural Aid Panel
- Axe Valley Sports Centre Advisory Forum
- Honiton Street Market Advisory Forum
- Tourism Advisory Forum
- International Folk Festival Advisory Forum
- Axe Valley Indoor Sports Centre Forum
- Traffic and Parking Liaison Forum
- Exmouth: Camperdown Depots Panel
- Local Plan Panel
- New Community Forum
- Axe Valley Sports Centre Advisory Forum
- Exmouth Joint Forum
- Sidmouth Folk Festival Working Party
- Asset Management Forum
- East Devon Business Forum (previously Business Advisory Council):
- Tourism Advisory Forum
- Office Accommodation Working Party
- Budget Working Party

Joint Bodies

- East Devon Local Strategic Partnership
- STRATA Joint Executive Committee (EDDC, Exeter City & Teignbridge authorities)
- Exeter and East Devon Enterprise Zone Board
- Exeter and Heart of Devon Growth Board
- Greater Exeter Strategic Plan
- Regeneration Board – Exmouth
- South East Devon Habitat Regulations Executive Committee

Jill Elson (36 years) 1979–1995, 1999-2019

Positions of responsibility

- Portfolio Holder – Communications (2002/03),
- Portfolio Holder – Communities (2003/11),
- Portfolio Holder Sustainable Homes & Communities (2011/19)
- Member of Amenities (1979/83, 1993/95, 1999/2000, 2000/2002), Economy & Employment (1979/80), Exmouth Town Committee (1979/92, 1992/94 (Vice-Chairman), 1994/95 (Chairman), Environmental Protection (1986/87), Executive/ became CABINET (2002/19), Public Health (1980/81, 1987/91 (Chairman), (1999/2002), Property Services (1980/81), Housing (1981/82), Industry (1981/84), Tourism (1982/91), Transportation (1983/86 (Vice-Chairman), (became Tourism & Transportation) (1991/92) (Vice-Chairman), 1992/1993 (Chairman), (1999/2002) (Vice-Chairman), Finance & Resources (1983/86),

Appointment to Panels and Forums

- Community Safety (2004/06 (Chairman),
- E-Government Member Panel (2002/03),
- Elizabeth Hall Advisory Forum (2003/13)

- Exmouth Joint Forum (2003/05 (Vice-Chairman), 2005/06 (Chairman), 2006/07, 2007/08,
- Exmouth Sports Centre Advisory Forum (2005/08),
- Exmouth Pavilion Advisory Forum (2005/08),
- Office Relocation Working Party (2012/13)
- Budget Working Party (2013/19)
- Capital Strategy & Allocation Group (2018/19),
- Community Infrastructure Levy (CiL) Working Group (2018/19).

Appointment to Joint Bodies

- East Devon Local Strategic Partnership (2011/12)
- Exmouth Regeneration Board (2011/19),
- Woodbury, Exmouth & Budleigh (WEB) Community Health & Wellbeing Board (2016/19).

Graham Godbeer (12 years) 2007- 2019

Positions of responsibility

- Portfolio Holder Economy: 2010/13,
- Chairman of the Council: 2013/15
- Member Procurement Champion/Lead Councillor: 2015/18
- Licensing & Enforcement Vice Chairman (2007/09) Chairman (2009/10)
- Overview Vice Chairman (2015/17), Chairman (2017/19),
- Standards Chairman (2013/15),
- Employment Appeals Vice Chairman (2010/11),
- Strategic Planning Vice Chairman (2016/18),
- Member of Corporate Overview (2008/09), Scrutiny (2007/08, 2018/19), Overview/Scrutiny Co-ordinating (2009/10), Overview/Scrutiny Economy (2009/10), Executive Board (2010/11) renamed CABINET (2011/13).

Appointment to Outside Bodies

- East Devon AONB Partnership (2010/11, 2012/19),
- Exeter Science Park Board of Directors (appointed as Council's EDDC Director on the Board. 2012/13),

Appointment to Panels and Forums

- Colyton Grammar School Sports Centre Advisory Forum (2007/12),
- Asset Management Forum (2010/13),
- East Devon Business Forum (2010/13),
- Exmouth & Seaton Regeneration Programme Boards (2010/13),
- Office Accommodation/Relocation Working Party (2011/13),
- Community Infrastructure Levy (CIL) Working Group (2017/18).

Steve Hall (12 years) 2007- 2019

Positions of responsibility

- Member Champion (Customer Services) (2008/11),
- Licensing & Enforcement Vice Chairman (2007/11), Chairman (2011/19),

- Member of Development Management (2007/10), Overview/Scrutiny Co-ordinating (2009/11), Overview/Scrutiny Service Delivery/Performance (2009/10) (Chairman), Audit and Corporate Governance Committee (2011/19), Overview (2018/19).

Appointment to Outside Bodies

- Devon Conservation Forum (2007/08),
- East Devon Primary Care Trust – Budleigh Salterton (2007/09), became Devon Primary Care Trust – Health & Care Teams (2009/10),
- Budleigh Salterton Traffic Forum (2008/09, 2009/12),
- East Devon Citizens' Advice Bureau (2018/19).

Appointment to Panels and Forums

- Exmouth Pavilion Advisory Forum (2008/11)

Appointment to Joint Bodies

- East Devon Floods Recovery Group (2009/10),
- East & Mid Devon Crime & Disorder Scrutiny Panel (2010/11),
- LED Leisure Management Ltd (2016/17).

John Humphreys (12 years) 2007- 2019

Positions of responsibility

- Member Champion Asset Management (2010/11)
- Member Champion/Lead Councillor – Exmouth Town (2013/18),
- Lead Councillor-Parks & Open Spaces (2018/19)
- Member of Housing Review Board (2007/10), Licensing & Enforcement (2007/11), Overview/Scrutiny delivery/performance (2010/11) (Chairman), Overview and Scrutiny Committee (Vice Chairman) (2011/15), Overview (2015/19), Audit & Governance (2015/19).

Appointment to Outside Bodies

- East Devon Citizens Advice Bureaux Management Committee (2007/08) (now Citizens Advice Service East Devon (2008/13) stood down due to commitments as Mayor of Exmouth,
- Lower Exe Mooring Authority Management Committee (2009/11),

Appointment to Panels and Forums

- Exmouth Pavilion Advisory Forum (2008/11)

Appointment to Joint Bodies

- Exmouth Regeneration Programme Board (2013/17),
- East and Mid Devon Crime and Disorder Scrutiny Panel (2011/12, 2015/17).

Jim Knight (18 years) 1991–2003, 2005-2019

Positions of responsibility

- Member of Coastal Area Planning (1999/2003), Housing (1999/2002), Economy & Employment (1999/2002), Economy Overview (2002/03), Housing Applications Appeals Review (2002/03) (Chairman) now Housing Review Board (2006/17),

Employment Appeals (2002/03, 2015/17), Corporate Overview (2005/08), Overview/Scrutiny Co-ordinating (2009/10), Overview (2017/18), Development Management (2018/19), Licensing & Enforcement (2005/07, 2009/17) (Vice chairman) (2017/19).

- Scrutiny Vice-Chairman (2007/09).

Appointment to Panels and Forums

- Colyton Grammar School Sports Centre Advisory Forum (2002/03),
- Seaton Town Hall Advisory Forum (2002/03, 2005/11),
- Seaton Town Centre Regeneration Scheme Forum (1999/2003, 2006/07)
- Axe Valley Indoor Sports Centre Forum (2002/03),
- Local Joint Panel (2001/03),
- Exmouth & Seaton Regeneration Programme Boards (2010/14),
- Community Fund Panel (2011/15),
- Disciplinary Panel – to consider disciplinary matters relating to statutory officers (2015/17).

Appointment to Joint Bodies

- County Committees including: East Devon Highways & Traffic Orders Committee (2013/14).

Pauline Stott (20 years) 1999-2019

Positions of responsibility

- Deputy Portfolio Holder Communities (2005/06)
- Vice Chairman of the Council (2007/08)
- Member Champion (Deputy) Race Equality Champion (2003/06),
- Appointed as Director of Queens Drive Exmouth Community Interest Co. (2017/19)
- Lead Councillor-Council Housing (2018/19),
- Lead Councillor-Customer Services (2018/19),
- Housing Review Board (2009/10, 2010/19 (Chairman),
- Member of Western Area Planning (1999/2003), Tourism & Transportation (1999/2002), Amenities (Vice Chairman) (1999/2002), Communities Overview (2002/04, 2004/05 (Chairman), Employment Appeals (2002/07) (Vice-Chairman), (2010/19), Development Control (2003/04) became Development Management (2009/10), Housing Allocations (2003/05), Licensing & Enforcement (2006/07, 2010/19), Executive Board (2005/07), Corporate Overview (2007/08), Planning Inspections (2009/10), Overview/Scrutiny Co-ordinating (2010/11), Standards (2015/17).

Appointment to Outside Bodies

- East Devon Arts Association (1999/2006),
- East Devon Sports Council Management & Projects Team) (Treasurer) (2000/11),
- Exmouth Citizens Advice Bureau Management (2004/05),
- East Devon Primary Care Trust – Health & Care Teams (Exmouth) (2007/08) became Devon Primary Care Trust – Health & Care Teams (2008/10),

Appointment to Panels and Forums

- Exmouth Sports Centre Advisory Forum (2002/07),
- International Folk Festival Advisory Forum (2002/03), became Sidmouth Folk Festival Working Party (2005/06),

- Elizabeth Hall Advisory Forum (2003/08),
- Exmouth Pavilion Advisory Forum (2004/11),
- Disciplinary Panel (2005/13).

Appointment to Joint Bodies

- East Devon Highways and Traffic Orders Committee (2011/19),
- Norman Lockyer Observatory Management Committee (1999/2005, 2005/19 (Chairman).

Mark Williamson (12 years) 2007-2019

Positions of responsibility

- Member Champion/Lead Councillor for Procurement (2007/15),
- Member Champion/Lead Councillor - Neighbourhood Planning (2015/18),
- Appointed as Director of Queens Drive Exmouth Community Interest Co. (2017/19)
- Lead Councillor – NPPF (National Planning Policy Framework (2018/19)
- Audit & Governance Chairman (2015/19),
- Development Management (2009/11, 2011/13 (Chairman), 2013/19),
- Member of Development Control (2007/09), Planning Inspections (2007/09, 2011/13 (Chairman), 2013/15), Licensing and Enforcement (2008/13), Overview/Scrutiny Co-ordinating (2009/10), Overview/Scrutiny Communities (2009/11), Overview (2018/19).

Appointment to Outside Bodies

- Salisbury – Exeter Lineside Consortium of Authorities (2007/12)
- Devon and Exeter Project Rail Working Party (2010/13)
- PETROC (formerly East Devon and North Devon College Corporation Board) (2009/11),
- SWAP (South West Audit Partnership Ltd.) 2015/19 (as Audit & Gov. Chairman).

Appointment to Panels and Forums

- Exmouth Joint Forum (2007/08),
- Greater Exeter Strategic Plan – Joint Informal Advisory Reference Forum membership (2016/2017) (West of EDDC area)

Appointment to Joint Bodies

- Exmouth & Seaton Jurassic Coast Interpretation Centres (Board of Trustees) (2009/11),
- Exmouth Regeneration Programme Board (2015/16).

Note: a resolution to confirm the title must be passed by not less than two-thirds of the Members of Council voting thereon.

EAST DEVON DISTRICT COUNCIL

Minutes of the Extraordinary meeting of Council held at Council Chamber, Blackdown House, Honiton on 18 December 2019

Attendance list at end of document

The meeting started at 5.30 pm and ended at 5.50 pm

43 Honorary Aldermen and Alderwomen

The Council was asked to consider conferring the title of Honorary Alderman or Alderwoman on former Councillors for their eminent service to East Devon District Council. The Chairman made individual reference to the service each had rendered to the Council and their valued contribution to the Council and community.

Councillor Ben Ingham proposed that the title of 'Honorary Alderman' or 'Honorary Alderwoman' be conferred to the following former Councillors;

Roger Giles, who represented Ottery St Mary and served as an EDDC Councillor for 24 years between 1995 – 2019.

Peter Burrows, who represented Seaton and served as an EDDC Councillor for 13 years between 2003 – 07, and 2010 – 2019.

Douglas Hull, who represented Axminster and served as an EDDC Councillor for 36 years between 1979 – 87, and 1991 – 2019.

Paul Diviani, who represented Yarty and served as an EDDC Councillor for 20 years between 1999 – 2019, including as Chairman and Leader.

Jill Elson, who represented Exmouth and served as an EDDC Councillor for 36 years between 1979 – 1995 and 1999 – 2019.

Graham Godbeer, who represented Coly Valley and served as an EDDC Councillor for 12 years between 2007 – 2019.

Steve Hall, who represented Budleigh Salterton and served as an EDDC Councillor for 12 years between 2007 – 2019.

John Humphreys, who represented Exmouth and served as an EDDC Councillor for 12 years between 2007 – 2019.

Jim Knight, who represented Seaton and served as an EDDC Councillor for 18 years between 1991 – 2003 and 2005 – 2019.

Pauline Stott, who represented Exmouth and served as an EDDC Councillor for 20 years between 1999 – 2019.

Mark Williamson, who represented Exmouth and served as an EDDC Councillor for 12 years between 2007 – 2019.

Councillor Andrew Moulding seconded the proposal and spoke of all the achievements of former Councillors, some of whom he had known for many years. He wished them all and their families every happiness for the future.

The Chairman put the proposals to the vote.

The vote was carried by a majority with one abstention.

RESOLVED: that the title of 'Honorary Alderman' or 'Honorary Alderwoman' be conferred on the following in recognition of their eminent services to East Devon District Council as past Members:-

Roger Giles
Peter Burrows
Douglas Hull
Paul Diviani
Jill Elson
Graham Godbeer
Steve Hall
John Humphreys
Jim Knight
Pauline Stott
Mark Williamson

(The resolution was required to be passed by not less than two-thirds of the Members of the Council voting thereon.)

Attendance List

Councillors present:

S Hughes (Chairman)	N Hookway	M Chapman
V Ranger (Vice-Chairman)	O Davey	D Barrow
P Jarvis	L Jeffery	P Faithfull
S Jackson	T McCollum	I Hall
S Chamberlain	J Rowland	M Howe
P Arnott	D Bickley	B Ingham
K Blakey	K McLauchlan	G Jung
K Bloxham	S Hawkins	G Pratt
F King	A Moulding	M Rixson
F Caygill	D Key	E Rylance
A Colman	C Gardner	P Skinner
P Millar	S Bond	B Taylor
T Woodward	C Brown	I Thomas

Officers in attendance:

Mark Williams, Chief Executive
Richard Cohen, Deputy Chief Executive
Henry Gordon Lennox, Strategic Lead Governance and Licensing
Simon Davey, Strategic Lead Finance
John Golding, Strategic Lead Housing, Health and Environment
Karen Simpkin, Strategic Lead Organisational Development and Transformation
Susan Howl, Democratic Services Manager

Councillor apologies:

M Armstrong
C Wright
J Whibley
V Johns
D Ledger
J Bailey
P Hayward

M Allen
D Manley
I Chubb
A Dent
S Gazzard
H Parr
G Pook
B De Saram
P Twiss
E Wragg
T Wright

Chairman

Date:

APPENDIX 1 – Protocol on Conferring the Title of Honorary Aldermen to Ex-Members of the Authority

Protocol on Conferring the Title of Honorary Aldermen to Ex-Members of the Authority

The Local Government Act 1972 gives principal councils the power to confer the title of 'Honorary Alderman' (or 'Honorary Alderwoman') on persons who have, in the opinion of the council, rendered eminent services to the council as past members of that council, but who are no longer members of the council. The act does not specify how eminent services are defined, and this is left as a matter of local interpretation. Therefore the criteria used to select Honorary Aldermen for appointment are:

- The title of Honorary Alderman can only be conferred to an ex-member of the authority.
- Honorary Aldermen must have served 8 years in total on the Council.
- This service can either be two full terms, two terms broken by a period of not being a member, or several part-terms if the reason for this was a by-election.

Nominations for the appointment of an ex-member to become an Honorary Alderman must be made by five current serving members.

Nominations may be made while the proposed Honorary Alderman is still a member of the authority once it has been confirmed they will not be standing for election again. However the appointment of Honorary Alderman can only be made once they are no longer a member of the authority.

Appointment of Honorary Aldermen

Appointments of Honorary Aldermen must take place at a Council meeting specially convened for the purpose. This meeting will take place before the first full council meeting of the municipal year following the Council's AGM. Two thirds of the members present at the meeting must vote in favour of a resolution for the nominee to be appointed as an Honorary Alderman.

An Honorary Alderman may speak once the vote has taken place in order to accept the honour.

An Honorary Alderman will be given a certificate confirming the title, and their name will be placed on an honours board in the town hall.

Rights of Honorary Aldermen

The title of Honorary Alderman does not confer any special privileges or rights upon the appointee to speak or vote at Council meetings, beyond the rights and privileges already afforded to the public.

The only rights that are conferred to an Honorary Alderman by virtue of their appointment is to be invited to Civic functions and events by invitation of the

APPENDIX 1 – Protocol on Conferring the Title of Honorary Aldermen to Ex-Members of the Authority

Council. The Council will decide which Civic functions and events it is appropriate to invite Honorary Aldermen to.

Former Mayors

Former Mayors are not eligible to become Honorary Aldermen, as ex Mayors are already invited to Civic Functions and Events, already have their name on an honours board and are presented with a badge of office at the end of their mayoral year. As granting the title of Honorary Alderman would not grant any additional privileges for ex Mayors it is unnecessary for them to be both ex Mayors and Honorary Aldermen.

However if an Honorary Aldermen becomes a member again, and then becomes appointed Mayor, they may retain the title of Honorary Alderman.

Removal of Title of Honorary Alderman

There may be occasions where, due to the past or future behaviour of individuals who have been appointed as Honorary Aldermen, the Council may wish to remove the title of Honorary Alderman from an individual.

Removal of the title of Honorary Alderman will follow the same process as appointment (nomination by 5 Councillors, and then a resolution of two thirds of those present must be passed), however it may take place at any meeting of Full Council rather than a specially convened meeting.



**WOKINGHAM
BOROUGH COUNCIL**

Protocol for the Appointment of Honorary Aldermen

Protocol for the Appointment of Honorary Aldermen of Wokingham Borough Council

1. Background

1.1 Section 249 of the Local Government Act 1972 provides that the title of Honorary Alderman can be conferred on “persons who have, in the opinion of the Council rendered eminent services to the Council, but who are no longer Councillors of the Council”.

1.2 In order to confer the title of Honorary Alderman on an ex-Councillor a meeting of the whole Council needs to be convened specifically for this purpose and the resolution passed by not less than two thirds of the voting Members present at that meeting.

2. Role of Honorary Alderman

2.1 An Honorary Alderman may attend and take part in civic events organised by Wokingham Borough Council and is entitled to wear the badge of ‘Honorary Alderman’ at such events. An Honorary Alderman will receive invitations to all civic and social events to which Members of the Council are also invited.

2.2 The badge of Honorary Alderman must only be worn at civic events outside the Borough at the specific request of the organisers of the event.

2.3 Those elected to the roll of Honorary Alderman are entitled to use the title ‘Honorary Alderman of the Borough of Wokingham’.

2.4 An Honorary Alderman does not carry any right to attend meetings of the Council or its committees or to claim any allowances payable under the Members’ Allowances Scheme.

3. Criteria for Appointment

3.1 Any Member of Council may nominate an ex-Councillor for the role of Honorary Alderman. A nomination form, as set out in Appendix A to the Protocol, must be completed and sent to the Mayor.

3.2 The appointment of Honorary Alderman is to confer recognition on previous Councillors who, over a period of time, have made a significant contribution to the Council in particular and public service.

3.3 Any person nominated must meet the following criteria:

- a) No longer holds the position of Councillor;
- b) Must have served for a minimum of 20 years on the District/Borough Council;
- c) Must have rendered eminent services during their time on the District/Borough Council;
- d) Must have made a significant contribution to the Council and the people it represents.

4. Presentation Ceremony

4.1 The award of Honorary Alderman shall take place during an extraordinary meeting of the Council, called for this specific purpose. The Mayor shall preside at this meeting.

4.2 During the meeting a Notice of Motion will be put forward to confer the title of Honorary Alderman on the Nominee(s) to recognise their services to the Council and the community.

4.3 The Motion shall be seconded, and Members will then have the opportunity to speak to the Motion in accordance with the speaking rights set out in the Constitution.

4.4 The resolution needs to be passed by not less than two thirds of the Members present at the meeting.

4.5 If the resolution is passed, the person being awarded the title of Honorary Alderman will be presented with:

- a) A 'Certificate of Conferral of the Status of Honorary Alderman' which will carry the Council's Coat of Arms and the Common Seal of the Council and be witnessed by the Mayor and the Chief Executive;
- b) A frame in which the Certificate will be placed;
- b) A Badge of Office including the title 'Honorary Alderman'.

4.6 Following the presentation the person appointed Honorary Alderman will be asked to sign the "Book of Honorary Aldermen" and will be afforded the opportunity to address the Council meeting.

5.0 The Roll of Honorary Aldermen

5.1 The Roll of Honorary Aldermen, which will include date of election to the Roll, will be held and maintained by Democratic Services.

**NOMINATION FORM
FOR THE ROLE OF HONORARY ALDERMAN OF WOKINGHAM BOROUGH COUNCIL**

Please complete the following using either black ink or type (and/or continue on separate A4 sheet, if necessary):-

Name of Person being nominated:
Address:
Tel No:

Please explain how the nominee meets the following criteria for appointment:

1	How long has the nominee served on the District/Borough Council? <i>The person being nominated must have served for a minimum of 20 years on the District/ Borough Council.</i>
2	What eminent services has the nominee rendered during their time on the District/Borough Council?
3	What significant contribution has the nominee made to the Council and its residents?

4	Why do you believe that this person should be conferred the appointment of Honorary Alderman?

Signed
Print name
Date

Please return this form to:

Anne Hunter
 Service Manager Democratic Services
 Wokingham Borough Council
 Shute End
 Wokingham
 RG40 1WQ

who will forward the nomination to the Mayor for his/her consideration.

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Full Council

17 January 2017



Report of: Audit Committee

Title: Revised criteria for the appointment of Honorary Aldermen/women

Ward: Citywide

Member presenting report: Councillor Mead, Chair of Audit Committee

Recommendation

That Full Council considers and approves the revised criteria set out in paragraph 10 governing the appointment of Honorary Aldermen/women.

Summary

The Audit Committee has reviewed the criteria for the appointment of Honorary Aldermen/women. The committee has recommended revised guidance to be applied in respect of future nominations. This requires Full Council approval.

Context and Proposal

1. Under section 249 of the Local Government Act 1972, the Council may confer the title of Honorary Alderman/woman upon former members of the Council who, in the opinion of the Council have rendered “eminent service” to the Council as a past member of the authority or a predecessor authority.
2. The resolution to confer the title must be passed by a majority of at least two-thirds of members present at a specially convened Full Council meeting.
3. An Honorary Alderman/woman may attend and take part in such civic ceremonies as the Council may from time to time decide. They are not entitled to receive any members’ allowances or other payments of allowances, expenses etc. Honorary Aldermen/women substitute for the Lord Mayor or Deputy Lord Mayor on a relatively infrequent basis. They are also invited to all major civic events, church services and can attend/observe Council meetings (they have no vote at Council meetings).
4. The Act does not define “eminent service” to the Council and it is therefore at the discretion of individual councils to determine what this might constitute for their individual authority. A number of councils have developed criteria designed to ensure a consistency of approach whilst at the same time allowing the flexibility to recognise what might constitute “eminent service” to the Council in all its many forms.
5. The Full Council is responsible for approving the policy and criteria governing the appointment of Honorary Aldermen/women. The Audit Committee is responsible for ensuring that all nominations meet these criteria, as part of its role in ensuring ethical standards and probity within the City Council.

Revision of criteria for the appointment of Honorary Aldermen/women

6. The Audit Committee reviewed the criteria for the appointment of Honorary Aldermen/women on 29 January 2016.
7. The committee’s recommendations from that meeting were accepted by the Full Council at their meeting held on 15 March 2016. The criteria approved by Full Council on 15 March 2016 were as follows:

An individual will be eligible for nomination and appointment to the role of Honorary Alderman/woman provided that he/she is no longer a serving councillor with Bristol City Council and has provided eminent service to the Council throughout a long and distinguished period of public service by either:

a. Serving as a Bristol City Councillor for an aggregate total period of at least 10 years;

or

b. Holding a significant position of public responsibility with Bristol City Council as either:

- Lord Mayor;
- Elected Mayor;
- Deputy or Assistant Mayor;
- Leader of the Council;
- Executive Member;
- Any other position attracting the payment of a Special Responsibility Allowance under the Council's approved members allowance scheme (excluding attendance at the Appeals Committee).

8. During the debate at the March 2016 Full Council meeting, it was suggested that in *any future review of the criteria*, the Audit Committee might wish to consider the following factors:
- a. The issue of whether it might be appropriate to define the qualifying length of councillor service in terms of the number of electoral terms served rather than in terms of the number of years served.
 - b. In relation to the issue of qualifying by virtue of having held a significant position of public responsibility with the Council, consideration might be given as to whether this should be subject to a minimum "length of office."
9. At their meeting held on 23 September 2016, the Audit Committee further reviewed the criteria, taking into account the comments of Full Council from the 15 March 2016 meeting.
10. On 23 September, the committee agreed to recommend that Full Council should consider and approve the following, revised criteria:

An individual will be eligible for nomination and appointment to the role of Honorary Alderman/woman provided that he/she is no longer a serving councillor with Bristol City Council and has provided eminent service to the Council throughout a long and distinguished period of public service by:

- a. **Serving for a minimum period of two electoral terms as a Bristol City councillor (i.e. having been elected twice as a councillor).**

AND

- b. **Holding a significant position of public responsibility with Bristol City Council, for a minimum period of one calendar year or one municipal year, as either:**
 - Lord Mayor;
 - Elected Mayor;
 - Deputy or Assistant Mayor;
 - Leader of the Council;
 - Executive Member;
 - Any other position attracting the payment of a Special Responsibility Allowance under the Council's approved members allowance scheme (excluding attendance at the Appeals Committee).

OR

c. Long service as a Bristol City Councillor for an aggregate period of at least 10 years.

11. The Full Council is therefore asked to consider and approve the revised criteria as set out in paragraph 10 above.

Other Options Considered

Not applicable

Appendices: None

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers:

Audit Committee minutes – 29 January 2016; 23 September 2016

Full Council minutes – 15 March 2016

Report to: Scrutiny Committee

Date of Meeting 3rd March 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A



Quarterly monitoring of performance – 3rd quarter 2021/22 October to December 2021

Report summary:

This report provides performance information and progress against our performance indicators and key objectives from across the council services.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

It is recommended that Members consider performance against delivery of our key performance indicators for the 3rd quarter of 2021/22 so that issues can be addressed.

Reason for recommendation:

So that Members can gain a clear view of progress against what we said we would deliver in our service plans and deal with performance issues arising

Officer: Joanne Avery, Management Information Officer – javery@eastdevon.gov.uk

Portfolio(s) (check which apply):

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

Equalities impact Low Impact

Climate change Low Impact

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

Links to background information

Link to [Statement of Intent](#)

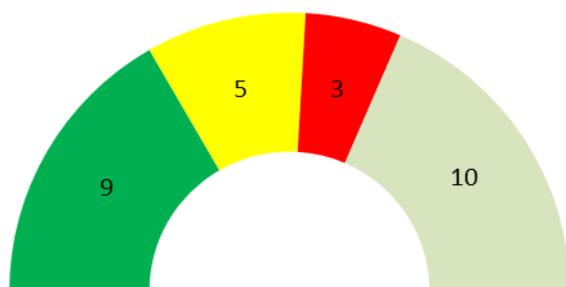
Priorities (check which apply)

- Better Homes and Communities for all
- Greener East Devon
- A resilient Economy
- Services that matter

Report in full

1. This quarterly report will be providing details of our performance of our council wide performance indicators and key objectives from our service plans. This quarter will not include performance against our council plan will be reported on from the first quarter of 2022/23.

2. Several of our performance indicators are showing on track or variation but three are showing a status of concern.



Number of Measures
(Total measures for outcome = 27)

- Achieved / Excellent
- Variation
- Concern
- Data not yet available
- No target

Number of households living in temporary accommodation – An overall total of 47 households in temporary accommodation at the end of December 2021, 20 of which were spot purchase arrangements (ie B&B's/holiday lets). The overall number is likely to increase with the introduction of EDDC properties being used as temporary accommodation, an additional 2 were added in this quarter with plans for 3 more to become available in January, all of which were long term voids.

Working days lost due to sickness absence - Absence has continued with the same trend previously reported in November. The end of year outturn is currently projected to be 9.83 days per person. This increase is due to the rise in cases in Housing, Health and Environment. We continue to monitor absence in these areas carefully and use early intervention to reduce absence as far as possible.

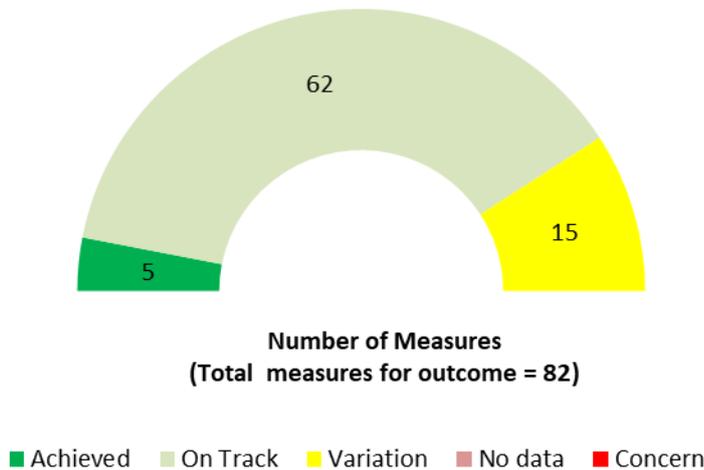
Percentage of planning appeal decisions allowed against the authority's decision to refuse.

– Whilst during the year to date 42% of appeals have been allowed against a target of 30%, it is

hoped that this can be improved over the remaining quarter. The only trend that can be identified in the allowed appeals is a continued difficulty in defending appeals against the refusal of proposals for house extensions.

See [Appendix A](#) for more details of the key performance indicators for quarter one 2021-22.

3. All of our current key service objectives that have been taken from the Service plans for 2021 - 22 are showing as on track to be achieved or with a variation which would indicate a mild concerns or minor setback for the objective.



See [Appendix B](#) for more details of the service key objectives and their current status.

Financial implications:

There are no direct financial implications

Legal implications:

No legal comments are required

Scrutiny Committee Forward Plan 2021/22
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Work for scoping and/or allocation to the Forward Plan:

Proposed date	Topic
All details TBC March 2022	Meeting with South West Water to scrutinise its sewage discharges into rivers in the district and the sea and the processing of domestic sewage in the district (proposal form submitted by Cllr Jess Bailey)
TBC	Expenditure on consultants and agency staff 2020/21 (follow up from meeting of 2 December 2021)
June 2022	Proposal from Mid Devon DC Scrutiny Committee regarding a joint review into the planning controls and regulatory requirements associated with the bio-energy industry within Devon, in particular anaerobic digesters (details circulated to Members by email on 10 December 2021)
Autumn 2022	Portfolio Holder report on training strategy