



Agenda for Overview Committee Thursday, 18th January, 2024, 6.00 pm

Members of Overview Committee

Councillors: B Bailey, J Brown, T Dumper, P Fernley, A Hall (Chair), J Heath, V Johns, Y Levine, M Martin, C Nicholas, T Olive, H Riddell and D Wilson (Vice-Chair)

Venue: Council Chamber, Blackdown House, Honiton

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(or group number 01395 517546)

Monday, 8 January 2024; reissued 10 January 2024

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- 1 Apologies
- 2 Minutes of the previous meeting held on 9 November 2023 (Pages 3 - 7)
- 3 Declarations of interest
Guidance is available online to Councillors and co-opted members on making [declarations of interest](#).
- 4 Public Speaking
Information on [public speaking](#) is available online.
- 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 press) have been excluded. There are **no** items that officers recommend should be dealt with in this way.
- 7 Beach Amenity Development Plan (Pages 8 - 35)
To consider the report that is to go to Cabinet.
- 8 Work Programme 2023-2024 (Pages 36 - 47)
 - i. To consider the resolution from Council on 6 December 2023 concerning Coach Tourism in East Devon.
 - ii. To consider the Cabinet Forward Plan; would the Committee wish to receive a report on key decisions prior to Cabinet?

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[Decision making and equalities](#)

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EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Overview Committee held at Council Chamber, Blackdown House, Honiton on 9 November 2023

Attendance list at end of document

The meeting started at 6.00 pm and ended at 8.34 pm

18 Minutes of the previous meeting held on 12 October 2023

The minutes of the previous meeting held on 12 October 2023 were signed as a true and accurate record.

19 Declarations of interest

Cllr P Arnott – Minute 23; Affects Non-Registerable Interest: Member of Colyton Parish Council.

Cllr B Bailey - Minute 23; Affects Non-Registerable Interest: Member of Exmouth Town Council.

Cllr I Barlow - Minute 23; Affects Non-Registerable Interest: Member of Sidmouth Town Council, which pays for a large number of its public toilets.

Cllr J Brown - Minute 23; Affects Non-Registerable Interest: Member of Honiton Town Council.

Cllr M Goodman - Minute 23; Affects Non-Registerable Interest: Member of Sidmouth Town Council, which pays for a large number of its public toilets.

Cllr J Heath - Minute 23; Affects Non-Registerable Interest: Member of Beer Parish Council, which has public toilets due for renovation over 2024-2025.

Cllr N Hookway - Minute 23; Affects Non-Registerable Interest: Member of Exmouth Town Council.

Cllr T Dumper - Minute 23; Affects Non-Registerable Interest: Member of Exmouth Town Council.

Cllr C Nicholas - Minute 23; Affects Non-Registerable Interest: Member of Exmouth Town Council.

Cllrs G Jung, wished it to be recorded for minute 23 that he is Portfolio Holder for Coast, Country and Environment.

Cllrs P Fernley and T Olive wished it to be recorded for minute 23 that they are Assistant Portfolio Holders for Coast, Country and Environment.

20 Public Speaking

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

21 **Matters of urgency**

There were no matters of urgency.

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

There were no confidential or exempt items.

23 **Public Toilets update report**

The Assistant Director – Place, Assets and Commercialisation introduced this update report which set out the background to the Public Toilets Review Project, the progress to date, next steps and current timetable implications.

The context for the report at this time was explained as:

- a) It is an opportunity to update Members more widely on the fundamentals of the Public Toilets Review, the progress made so far and the next steps. Through doing so, using our Membership to ensure the wider public is better informed. There was lots of attention by Members and the public on this back in 2021 at the time of the public consultation and the various Overview and Cabinet reports, an update to All Members back in March this year, but whilst there has been lots going on in the background by Officers, with a large number of newly elected Members back in May, and the fact that the project is going 'public' shortly with planning applications being submitted, now is a very timely opportunity to update.
- b) We are at a bit of a crossroads in terms of how we move specific challenging elements forward, and hence as Officers and as a Cabinet would welcome feedback from Overview Committee on next steps in terms of moving this project forward.

Discussion and clarification included the following points:

- It is not a statutory requirement for a district council to provide public toilets and no funding for them is provided by central government. Publicly accessible toilets are a basic necessity however, particularly for the elderly, disabled and young children, and East Devon is a tourist area with visitors expecting a suitable provision.
- It would be appropriate for this Council to write to the Secretary of State to push for public toilets to become a statutory service, and to ask other councils in Devon and Cornwall to also do so.
- In accordance with an existing Cabinet decision, charging for use of public toilets on Category A sites will be implemented at such time as those sites reopen following the build projects, with new facilities. It is expected to cost £250k to install paid access and this will enable the Council to charge people when they enter the cubicles, at a currently agreed rate of 40 pence per use. The paid access equipment will also be a means of measuring the amount of usage.
- One Member raised that a council in Cornwall is installing a system whereby only tourists pay to use public toilets and suggested EDDC consider a similar system for toilets on Category A sites, given that most residents already pay Council Tax. She added that the charge per use could be increased to 50 pence. Another Member suggested exploring alternative ways of financing the toilets such as sponsoring and advertising or asking people to donate.
- The Assistant Director – Place, Assets & Commercialisation stated that charging for public toilets is an existing Cabinet decision and to undo an element of this would have implications on revenue requirements moving forward, and impact on the financial business case.

- Some concerns were raised by Members on the increasing cost estimate for delivery of the Category A investment works. The Assistant Director – Place, Assets & Commercialisation confirmed that considerable expertise by consultants had gone into calculating the build costs on the Category A sites, their costs being provided for within the capital budget. Work will be tendered but costs are high, the design has adapted since the earlier estimates to ensure best practice is adopted and there has been considerable build cost inflation since the earlier estimates were produced. Furthermore, to withstand heavy public usage and to withstand abuse, building materials are costly. All kit will be robust to withstand high usage, with facilities designed such that they are easy to clean and maintain. It was clarified that costs include demolition and removal of old structures.
- Two suppliers of public conveniences have reported that sales of self-cleaning cubicles have dropped off as they have proven ineffective and do require additional cleaning. Specification for toilets on Category A sites is therefore for easy-cleaning vandal-proof toilets, but not self-cleaning.
- Officers are in regular contact with the Department for Levelling Up, Housing and Communities (DLUHC), and they are aware that this Council is not in a position to deliver the Changing Places facilities by the specified deadline of 31st March 2024, this being a condition of the grant funding. However, it is anticipated based on communications to date that the funding will still be available to complete the facilities if this Council remains in communication with DLUHC and is able to demonstrate that at the very least, planning permission is in place and contractors appointed by that date.
- The Committee considered reasons why town and parish councils have been unwilling to take on public toilets at Category B and C sites. It was understood that reasons include the level of financial risk, and the amount of control that EDDC still required over the use of the sites, as set out in the heads of terms previously consulted on. It was suggested by Members that those Councils would favour freehold transfer instead.
- It was noted that Lympstone and Woodbury Parish Councils and Ottery Town Council have to manage their own public toilets and the Ward Members for these areas were of the view that other town and parish councils should not be subsidised by EDDC and should pay for their own public toilets if these are to stay open.
- It was suggested by Members that EDDC could consider extending the revenue budget to keep toilets open at Category B and C sites for a further 12 months from 31 March 2024, to allow for further negotiations with town and parish councils to take place, including around potential freehold disposals. The Assistant Director – Place, Assets & Commercialisation stated that whilst this would allow time to deal with the process if we were to remain firm to agreed timescales, it was not possible to know what the outcome of the process would be.
- It would be appropriate for Ward Members to facilitate negotiations by engaging in positive discussions with town and parish clerks to disseminate the message that, unless funding is provided by central government, towns and parish councils will need to step forward to maintain a toilet provision at Category B and C locations if they are to stay open, as EDDC will be unable to do so and it is uncertain at this stage whether commercial businesses will take on this role.

RECOMMENDED to Cabinet

1. To extend the closing date and any necessary revenue budgets for Category B and C sites until 31st March 2025 to allow a further 12 months to enable an urgent revisiting of negotiations with town and parish councils to look at freehold disposals and other changes to the offer according to a specified timetable and including a renewed effort through Ward Members to engage town and parish councils, with the reality of reduced or removed public toilet provision at the sites should agreement not be reached.
2. For this Council to write to the Secretary of State to push for public toilets to become a statutory service, and to invite other councils in Devon and Cornwall to also do so.

The Director of Governance and Licensing introduced this item and ran through the core principles set out in the draft protocol with a view to ensuring that the role of the scrutiny committees and the relationship with Cabinet is clear, effective and consistent with best practice.

Members were invited to consider and recommend changes to the draft protocol, and to recommend it for approval in early 2024 alongside any changes recommended by the Scrutiny Committee and Cabinet and taking into account any feedback from the review by the Centre for Governance and Scrutiny.

Discussion and clarification included the following points:

- There is an expectation that reports submitted to the Overview and Scrutiny Committees would normally be authored by Officers.
- It would be helpful to distinguish within the draft protocol between the Scrutiny Committee and the Overview Committee.
- The Constitution allows for Assistant Portfolio Holders (APHs) on the membership of Overview Committee; however, one Member was of the view that this makes the Committee more Cabinet-led than it should be. Other Members stated that they were comfortable with APHs on the Overview Committee membership on the understanding that they could absent themselves from the meeting for items that were particularly contentious and related to their portfolio. The Director of Governance and Licensing clarified that the statutory guidance is clear that APHs can sit on Overview and Scrutiny Committees but cannot take part in discussions relating to matters that they have been involved in in their APH role.
- The Overview and Scrutiny Committees can invite other organisations and external bodies in, for matters which are of relevance to the district.

RESOLVED

That the Overview Committee agrees the draft protocol subject to Members comments being taken into consideration.

25 **Work Programme 2023-2024**

The Overview Committee's Work Programme 2023-2024 was received and noted.

The Chair informed Members of the format for the Joint Budget Meeting of the Overview and Scrutiny Committees scheduled for 11 January 2024.

Attendance List **Councillors present:**

B Bailey
J Brown
T Dumper
P Fernley
A Hall (Chair)
J Heath
V Johns
M Martin
C Nicholas
T Olive

H Riddell

Councillors also present (for some or all the meeting)

P Arnott
I Barlow
C Brown
P Faithfull
M Goodman
P Hayward
N Hookway
S Jackson
G Jung

Officers in attendance:

Tim Child, Assistant Director Place, Assets & Commercialisation
Andrew Hancock, Assistant Director StreetScene
Sarah James, Democratic Services Officer
Melanie Wellman, Director of Governance & Licensing (Monitoring Officer)
Jorge Pineda-Langford, Principal Building Surveyor, Property & FM

Councillor apologies:

Y Levine
D Wilson

Chair:

Date:



Report to: Cabinet

Date of Meeting

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

Beach Amenity Development Plan

Report summary:

The Beach Amenity Development Plan (BADP) is a missing piece in the council's adopted greenspace strategy. East Devon's beaches are a core part of the district's tourism offer and central to our delivery of key parts of the council plan, and the climate change strategy. The BADP lays out an ambitious yet achievable vision of how this key resource will be managed in the next 5 years.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

Cabinet are asked to approve the Beach Amenity Management Plan.

Reason for recommendation:

As per the summary this piece of work is essential to delivery of the council plan and key policies.

Officer: Peter Blyth, Beach Safety Officer pblyth@eastdevon.gov.uk 07734 568866

Portfolio(s) (check which apply):

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

Equalities impact Low Impact

The equalities impact of the BADP is positive, with principle two focussed entirely on improving access for all to our beaches

Climate change Medium Impact

Risk: Low Risk

Link to [Council Plan](#)

Priorities (check which apply)

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

Report in full

1 Background

- 1.1 East Devon District Council's award winning beaches are enjoyed by over ¾ of a million visitors a year and offer a much loved leisure space to over 95 thousand local residents.
- 1.2 Our beaches and foreshores are renowned for their high quality environments acknowledged by seven beach awards including four Blue Flags.
- 1.3 As such their sustainable management and the development of their visitor offer is central to the delivery of all three of the Council Plan's core aims
- 1.4 This work also offers opportunities which will play a key role in the delivery of the Tourism Strategy, the Climate Change Strategy, and the Greenspace plan.
- 1.5 The Beach Amenity Development Plan sets out an ambitious but achievable five year plan for the management and improvement of our beaches and foreshores, focusing on 9 principles
 - Principle 1: Health and Wellbeing. The beaches will be maintained and improved as spaces for informal recreation and wellbeing activity for residents and tourists alike
 - Principle 2: Access for All. Everyone will be able to experience and enjoy our beaches regardless of their health or mobility
 - Principle 3: Return, reuse, recycle. Beach users will be encouraged to behave sustainably, minimising the generation of waste, especially single use plastic.
 - Principle 4: Community involvement. We will harness the enthusiasm of local communities and involve them in our beach management work. There is already a strong culture of community ownership of our beach spaces, which will grow and thrive.
 - Principle 5: Risk Management. Our beaches will be safe and enjoyable spaces for everyone to use. We will model and develop best practice as an example to all.
 - Principle 6: Beach Infrastructure. Beach facilities will be well maintained, fit for purpose and sustainable
 - Principle 7: Grants and sponsorship. External funding of beach improvements will be maximised to secure their financial sustainability.
 - Principle 8: Quality Standards. The quality of our beach management will be benchmarked against internationally recognised standards.
 - Principle 9: Environment and Climate. Our response to the climate emergency and the environmental crisis will guide our beach management.

- Principle 10: Staff resource and capacity. Building the beach team to enable the capacity to fully deliver the plan and support the councils underlying strategies

1.6 The second part of the BADP is an action plan which captures the specific things necessary to the delivery of the plan and assigns them both specific owners and achievable timescales, against which progress can be clearly monitored

1.7 There is no funding requested specifically with this report as many of the projects outlined in the BADP are still in the scoping/ development phase. Where internal funding is needed these will come forward individually as budget requests as they reach that point. The costs included in the action plan are based on 2023 pricing and thus should be considered indicative. Approving this plan therefore does not equate to approving funding for everything it contains

1.8 Likewise it is anticipated that there will be considerable member and stakeholder consultation on individual projects as they develop.

1.9 To be clear not everything that is currently in scoping will be delivered, it is the normal course of project development that some initiatives are discovered to be undeliverable, or in need of rethinking... this is why we scope before we move to full delivery.

2 Recommendation

Overview and then Cabinet are asked to approve the Beach Amenity Development plan and its inclusion within Streetscene's green space plan.

Financial implications:

There are no direct financial implications at this stage.

Legal implications:

There are no substantive legal issues to be added to the report.



Beach Amenity Development Plan

Exmouth, Budleigh, Sidmouth, Beer & Seaton

East Devon District Council's award winning beaches are enjoyed by over ¾ of a million visitors a year and offer a much loved leisure space to over 95 thousand local residents.

Our beaches and foreshores are renowned for their high quality environments acknowledged by seven beach awards including four Blue Flags

This document sets out how these areas will be managed and improved over the next five years (2024-29).

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Executive Summary

The Beach Amenity Development plan lays out the steps needed to manage and improve our outstanding coastal asset to ensure it remains safe, enjoyable, and sustainable for residents and visitors for years to come.

The first part of the document sets out the plan's close links with our council plan ([Council Plan 2021-23 | East Devon District Council](#)) and its vision to make a positive difference to our residents and visitors lives and the environment of East Devon, and with the council's Greenspace strategy.

The second part lays out an action plan for delivery, identifying where, what, when, and the resources and approvals needed. There are four types of project within this plan, those that can delivered as part of usual business, those that require approval only at a senior management level, those that have already been approved by members, and those that are more aspirational and will require future approval.

Likewise some of these projects can be delivered within existing budgets, whilst others still require resource allocation as part of future budgets, or the success of applications for external grants.

A simple colour coding system in the action plan makes the status of each project clear. Those that still require approval or finance will not go ahead unless this is gained.

It should be noted that this plan focuses on the management of the beach amenity. It does not consider in detail the geomorphological management of the beaches, which is instead covered through the shoreline management planning process and the subsequent beach management plans led by our engineering team.



Links to Council Plan Priorities:

[Note: these are the priorities for the 2019-23 Council plan, this section will be edited to refer to the priorities of the 2024-28 Council plan as soon as that document is released]

Council plan priority one: Better homes and communities for all

Our beaches are heavily used by their local communities, as recreational space for dog walking, fishing, walking, running, family days out, and various forms of water sports. Managing and balancing all these conflicting priorities is both one of our biggest challenges and greatest opportunities. Examples of recent beach focused community projects include the art project to transform the Abode of Love in Exmouth (pictured above), jointly between Streetscene, Thelma Hubert Gallery, and Seadog Art, and the Seaton Disability access project which is now in its second year.

Community volunteering is also strong at our beaches including close working with Keep Britain Tidy and with community led groups like Sidmouth Plastic warriors and the various plastic free groups. All our beaches are regularly cleaned by community volunteers supported by Streetscene

The need for beach infrastructure maintenance and improvement offer considerable opportunity for town and parish councils to choose to direct the investment of CIL and S:106 funds into projects that directly benefit the communities involved.

Council plan priority two: A greener East Devon

The beaches are a key part of East Devon's environment, and to our sustainable tourism strategy ([link](#)). While they are already good there are substantial opportunities as laid out in the following pages to do more around the provision of sustainable transport infrastructure, and better management of waste and recycling.

Sewage, CSO discharges, and their impact on water quality is a key area of concern for all our beaches, and there is more to do jointly between Streetscene, Environmental health, and Countryside in working with the EA and SWW to monitor these discharges, press SWW to control them, and educate the public about proactive steps that can be taken to reduce demand on the sewer system. There

are also steps to be taken around providing visitors with access to better real time information so that they can make informed choices about whether to use the water.

For our climate change and carbon neutral agenda we have a fantastic resource just off shore, the Lyme Bay Fisheries and Conservation Reserve. [Lyme Bay Fisheries & Conservation Reserve \(lymebayreserve.co.uk\)](http://lymebayreserve.co.uk) Seabed flora which is undisturbed by bottom trawling is circa eleven times more effective at carbon capture than temperate woodland. Meaning that the 90 square miles of reserve has the capacity to absorb more carbon than all the woodland in Devon. EDDC are a partner in the LBFCR together with fishermen working from our harbour at Axmouth and from Beer Beach. There is opportunity for the LBFCR to follow Plymouth sound in becoming a Marine National Park and gaining greater protection.

Council plan priority three: Building a resilient economy

Beaches lie at the heart of the district's tourism offer with data from Visit Britain suggesting that 54% of visits to Devon are driven by a desire to 'go to the seaside'. Prior to the pandemic tourism was worth £352 million to the economy of the district (post lock down data is not yet available),

The beaches host 69 small business varying from long established fishermen through national recognised water sports brands, to recent start-ups offering mindful yoga and sound baths. The potential exists to both support the existing businesses through infrastructure improvements, and to encourage and support new start ups

Potential also exists to support the resilience of the councils own economy by attracting funding for beach infrastructure projects through sponsorship, grants and partnerships. For example the Seaton access project pilot was joint funded with Seaton Town Council and has since attracted nearly 10k more grant funding.



Vision Statement

The beaches will be maintained and improved as spaces for informal recreation and wellbeing activity.

Everyone will be able to experience and enjoy our beaches regardless of their health or mobility.

Beach users will be encouraged to behave sustainably, minimising packaging waste.

We will harness the enthusiasm of local communities and involve them in our beach management work.

Our beaches will be safe and enjoyable spaces for everyone to use. We will model and develop best practice as an example to all.

Beach facilities will be well maintained, fit for purpose and sustainable.

External funding of beach improvements will be maximised to secure their financial sustainability.

The quality of our beach management will be benchmarked against internationally recognised standards.

Our response to the climate emergency and the environmental crisis will guide our beach management.

Beach management will be appropriately staffed and resourced



Picture credit: Baxter Bradford

Principle 1: Health and Wellbeing

The beaches will be maintained and improved as spaces for informal recreation and wellbeing activity.

It is well established enjoyment of the outdoors greatly benefits both physical and mental wellbeing. The beaches are a fantastic space for this for residents and visitors alike. Our management in this regard need be only light touch focusing on ensuring use is safe, (per Principal 5), and that quiet enjoyment is not compromised by other use. It is partly for this reason that we do not encourage noisier activities or events at the beaches such as jetski, power boat or amplified music

Our beaches all have at least one water sports concession (two at Exmouth), providing both hire and tuition to ensure that people are able to access water sports in a safe and structured way.

All the beaches have rowing, gig rowing and sailing clubs, with a canoe club also being based at Axmouth harbour. Exmouth also hosts large scale sporting events including Beach Rugby, and the National Sea Rowing championship.

Every beach except Beer also has a sea swimming club or society, and Exmouth and Sidmouth have both hosted LED Sea swimming taster sessions.

On the land the beaches have licensees offering yoga, Pilates etc. Exmouth and Seaton host a weekly Parkrun, whilst there are regular races and other such events at all the beaches except Beer.

With so much already happening needful improvements are relatively few.

1.1 Defibrillator provision to be audited and improved (jointly with town councils, the Forever Tommy trust, and other partners)

1.2 Facilities for sea swimmers such as coin operated lockers to be trialled (at Exmouth jointly with RNLI and if successful rolled out across other beaches)

1.3 Drinking water provision to be improved with more Refil points as well as taps

1.4 Beach web pages need to include more information on activities and links to the concessions and clubs/societies which provide them

1.5 Beach facilities for community based sport such as beach volleyball to be investigated and trialled



Principle 2: Access for all

Everyone will be able to experience and enjoy our beaches regardless of their health or mobility

This is an area where substantial improvements are needed. On the plus side all the beaches have wheelchair accessible parking, at least one disabled toilet, and with the exception of Beer, a hard surface wheel chair accessible promenade.

Although there are sloped accesses to all the beaches these were largely built for boat or vehicle access and are in many cases steeper than the 1:10 gradient standard for wheelchair access or egress, also due to the nature of the beach surface, wheelchair access to the beach itself is extremely difficult which has the effect of separating users from their families.

There is a beach wheel chair project at Exmouth, and at Seaton we are trialling track matting in the summer months (pictured) but there is a need to do more.

For visually impaired users although most (but not all) steps have white toe lines there is a lack of tactile pathing at edges in some locations, and of braille or large text options on beach signage.

Improvements needed include

2.1 Improvements to disability access tracks on shingle beaches across the district (currently installed at Seaton and Beer with a grant application in preparation for Sidmouth and Budleigh)

2.2 Trial of Mobimatt to improve wheel chair access across sand to the intertidal (to trial at Exmouth jointly with beach wheel chair project, subject to external funding being gained)

2.3 Development of a work plan to resurface, improve and rebuild ramped accesses to improve their accessibility and compliance with the Equality act creating at least one fully compliant access at every beach (not required at Beer or Budleigh)

2.4 Completion of the step toe-lining project across all beaches and a trial of tactile edge lining

2.5 Working with Fieldfare trust on more disabled accessible signage, and disabled accessible information via website

2.6 Trial of push button opening on disabled toilet at Seaton as part of the toilet refurb (although push buttons are well established best practice in interior spaces , it remains to be seen how well they will stand up to a salt spray environment)



Principle 3: Reuse, Return, Recycle...

Beach users will be encouraged to behave sustainably, minimising packaging waste.

Although in an ideal world visitors would bring only reusable items and take them all away with them, the reality is that beach visits generate considerable waste, and increased tourism although desirable from an economic perspective brings with it increased waste and increased pressure on the infrastructure and logistics

There are currently 49 permanent general waste bins at the beaches and 42 recycling stations, supplemented in the high season by additional litter stations at high use areas. These are generally emptied three or four times daily making up a large part of the daily bin run activity and its associated cost in both money and carbon.

Some locations most notably Beer and Budleigh have a substantial issue with concessions putting trade waste into the general waste stream.

Additional to the bins there is also regular litter picking of the seafront to collect dropped litter by both staff and volunteers

Improvements needed include

3.1: Work with concessions to reduce waste at point of sale (refillable cup schemes, low packaging items, elimination of single use plastic)

3.2: Work with concessions to ensure that trade waste is responsibly disposed of and does not enter the general waste stream

3.3: Work with beach based fishermen to ensure fish waste is responsibly disposed of and does not become a biohazard

3.4: Audit and as necessary increase Refil points and taps to reduce reliance on single use bottles

3.5 Increase the size of recycling bins relative to waste bins at key points (trial at Exmouth)

3.6: Trial the use of innovative collection options such as sea monsters, fish etc to improve recycling uptake (trial jointly with Exmouth town council currently running)



Principle 4: Community involvement

We will harness the enthusiasm of local communities and involve them in our beach management work.

There is already strong a strong culture of volunteer involvement at all our beaches, through engagement by partner organisations.

All the beaches except Beer are cleaned at least monthly (weekly at Exmouth) by volunteers from Plastic Free Exmouth, CleanBeach Budleigh, Sidmouth Plastic warriors, and Plastic Free Seaton. Beer is cleaned less frequently by a group coordinated by the town council. In the summer there are also a considerable number of one off cleans by scouts, cubs, brownies, schools, and employee groups.

All the beaches except Budleigh also have two minute beach clean boards promoting micro volunteering.

At Exmouth the National CoastWatch Institute lookout is staffed by volunteers as is the Exmouth Beach Rescue club supplementary lifeguard service. At Sidmouth there is a citizen science project looking at water quality, and Sidmouth in bloom maintain a beach garden of nationally rare beach flora.

There are still substantial opportunities to extend our volunteer offer, but to action these would require the funding of additional staff capacity.

Improvements needed would include:

4.1: The funding and recruitment of a volunteer coordinator to facilitate the other objectives below (see principle 10)

4.2: Proactive promotion of beach cleans, including working with existing groups and encouraging them to come together and share resource, grant applications etc (cross over into town working around adopt a spot type projects as trialled at Sidmouth)

4.3 Recruitment of direct volunteers to carry out basic beach checks, presence of PRE, cleanliness of signs etc

4.5: Working with Devon loves dogs to recruit ambassadors to model good behaviours and educate dog owners about the seasonal dog ban



Principle 5: Risk Management:

Our beaches will be safe and enjoyable spaces for everyone to use. We will model and develop best practice as an example to all.

Management of hazards and risks, and the safety of our staff, residents, visitors, and other users of our land is of paramount importance.

Various duties are placed on us by the Health and Safety at Work Act, the Occupiers Liability act, and other such legislation, but our aspiration is to go considerably beyond the minimum standard necessary and to be a model of good practice.

All our beaches have a safety assessment carried out by the RNLI (three yearly or after substantial changes whichever is sooner), which is supplemented by a risk assessment carried out on the same model by our Beach Safety Officer (annually or after accident or substantial change whichever is sooner), which together inform all our control measures

We also have a suite of other assessments and inspections relating to the various aspects of coastal risk management, such as cliff inspections, winch inspections, public rescue equipment inspections and so on.

Bathing water quality is assessed weekly by the EA during the formal bathing season May 15 to September 30th , and these results made available on site and via our website. (see principle 9)

Beach signage follows the RNLI established best practice and conveys the message in words, pictures and HSE approved symbols. Signage and signage content is reviewed yearly as part of the Risk assessment process.

Water sports concessionaires, licensees, and event organisers are required to submit suitable and sufficient risk assessments and appropriate insurance every time their permission is reviewed.

All beaches are regularly inspected by our beach safety officer and other staff and any defects or unacceptable risks are dealt with as quickly as possible either in house or with contractors.

All staff working on beaches are subject to both task and site specific risk assessments and robust Safe Systems of Work, and all contractors are managed under the CDM regulations to ensure that they are implementing likewise.

Improvements necessary

5.1 Implement improved controls as identified in each yearly Risk assessment and three yearly Beach Safety Assessment

5.2 Create and have adopted a Water Safety and Drowning Prevention policy, in line with the National Water Safety Federation guidance – adopted July 23, now needs to be reviewed yearly.

5.3 Review all our lifeguard cover in the light of changes to best practice since the Camber sands incident, and agree sustainable funding for this in the long term (agreed and approved in outline by cabinet)

5.4 Review the boats on beaches and winches on beaches licences to ensure they require licensees to comply with LOLER and other such approved codes of practice, that they have sufficient insurance, and that they are enforceable where licensee conduct is not compliant.

5.5 Review beach concessions to ensure that they require safe working practices and regular risk assessments.



Principle 6: Beach Infrastructure.

Beach facilities will be well maintained, fit for purpose and sustainable.

At a basic level all the beaches have the base line infrastructure which is needed. Good solid proms, slipways, stepped accesses, toilets, benches, beach huts, car parking and so on.

However beyond the minimum standard there is considerable room for improvement to take things to the next level. A lot of the infrastructure present is nearing the end of its useful life and needs to be reviewed, repaired, and/or replaced.

As noted in Principle 2 disabled access is particularly poor and there is considerable scope to improve this when rebuilding infrastructure, for example ensuring that beach access ramps are at most 1:10, ensuring that needless steps and changes of level are ideally eliminated, or at minimum not introduced and so on

There is also considerable scope to consider income generating opportunities, in creating new or improved concessions and facilities.

Sustainability also needs to be considered both in terms of the life of the infrastructure itself, and in terms of facilitating means of sustainable arrival per our climate change ambitions

Specific considerations include

6.1 Working with the Place-making team from Property services create a detailed and map based plan for each beach identifying opportunities for new or expanded concessions, zoning of use where appropriate and new/improved facilities required (trial with Exmouth before rolling out to other beaches)

6.2 Review of sustainable transport opportunities for all beaches from the simple e.g cycle racks or better signing to stations and bus routes, to the more complex e.g EV chargers and bikes.

6.3: Review of beach hut provision and potential for additions, different operating models etc

6.4: Review bench and seating provision identifying opportunities for additional memorial income

6.5: Continual review and improvement of beach signage to ensure visitor information is up to date and accessible. Also review electronic signage for better real time information on water quality and safety, aim to trial new signs at Exmouth – potential for sponsorship via SWW

6.8: Review of drinking water provision, Refil points, taps, and beach showers as many are out of order or badly sited

6.9: At Budleigh review the likely impact of winter/year round visitors resulting from the Lower Otter project developing an offer for bird watchers, and plan facilities use accordingly, including collaborative signing and potentially hides or screens at Lime Kiln car park and the beach



Principle 7: Grants and sponsorship

External funding of beach improvements will be maximised to secure their financial sustainability.

This is currently a very under explored area as far as beaches are concerned, aside from securing a small amount of money for the Seaton Disability Track project from the AONB, the potential to grant fund infrastructure or community desired improvements remains untapped.

Likewise other councils have direct funded infrastructure such as liferings and holders through sponsorship from local businesses, and part funded their Blue Flag schemes through contributions from hotels and resorts which benefit from the award status.

Care is needed to ensure that the sponsor has aims and objectives in tune with ours and that the brand association is not perceived negatively.

Direct giving from individuals through just giving style pages is also an area to be explored, the best options for these being things that could not reasonably be expected to be funded from central resources, and where the project has a strong community focus and is being delivered in partnership

Specific areas to explore include

7.1: Trial of applications to lottery funding for beach infrastructure (the Seaton disability access tracking)

7.3 Trial of direct giving/sponsorship for the Disability trackway project at Sidmouth (Each tile costs circa £50, ideal for micro-donation)

7.4 Scoping of sponsorship possibilities for Public rescue equipment

7.5 Scoping of potential partnership with Town councils/others to fund lifeguarding

7.6 Review of whether memorials could be expanded beyond benches to other items of infrastructure. Potential for memorial structures (potentially tying back to the litter monster initiative under principle 4

7.7 Scoping of whether shared funding models for Blue flags / Seaside awards are possible e.g potential for chambers of commerce to help fund, or large hotels, campsites, watersports providers etc.



Principle 8: Quality Standards

The quality of our beach management will be benchmarked against internationally recognised standards.

It is important for our beaches to be benchmarked against objective standards set outside the organisation in order to ensure that their high quality is recognisable by those with objective eyes

The Blue flag is the internationally recognised standard for beaches, indicating commitment to disability access, water quality, facilities provision, waste management and Environmental education. We currently have Blue Flags for four of our six beaches.

Seaside awards are a lighter standard but still recognised at a national level, they are intended for those beaches that have not yet or cannot achieve Blue flag status. We currently have Seaside awards for 4 of our 6 beaches

Equally important and indeed a component of these awards is the Bathing Water Classification awarded each year by the Environment Agency. All our beaches are classed Excellent and have been for the last seven years.

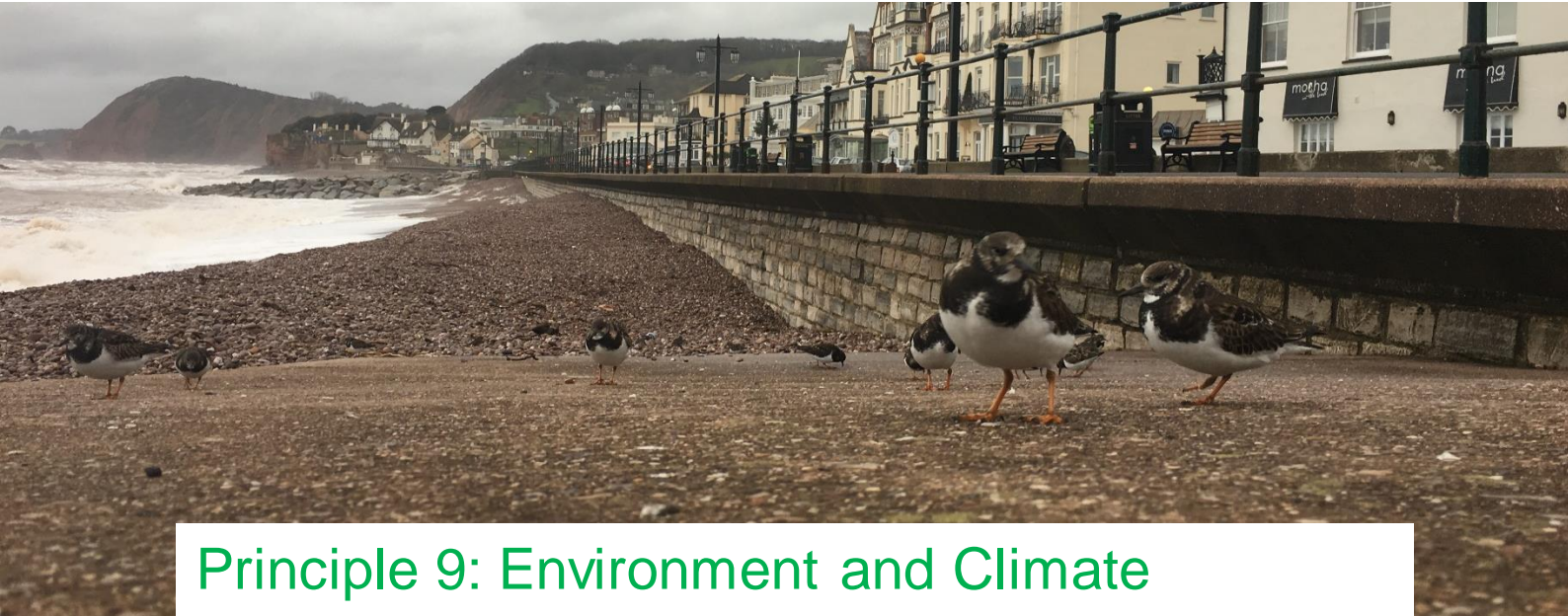
Our concessionaires offering watersports and the like are quality assessed by their own industry bodies, for example Exmouth Watersports are voluntarily considered a school by Ofsted and their provision is currently rated excellent

Key targets in this area are

8.1 Blue Flags for every beach except Budleigh and Sidmouth-Jacobs ladder (these two being unable to meet the set criteria)

8.2 Seaside awards for Budleigh and Jacobs Ladder

8.3 Every beach to retain its Excellent water quality classification



Principle 9: Environment and Climate

Our response to the climate emergency and the environmental crisis will guide our beach management.

Most of the Environmental management from the beaches is passive and non interventionist, ie focusing on things we don't do rather than those we actively do. A major area being the management of marine plastic through our waste programs, there are around 11 million tonnes of plastic enter the oceans globally every year and we are committed to doing our part to reduce that figure.

We are also mindful of the impact of our operations on the habitats that surround us and ensure that this as low as possible, we don't use harmful chemicals such as alagecides on slipways instead resorting to manual cleaning with brush and pressure washers, and we ensure that all beach operations are licenced where appropriate by the MMO and SWW.

Sewage entering our seas and contaminating beaches is a major concern, we are committed to working with colleagues from the EA and SAS to hold South West Water accountable and influence them to reduce or if possible eliminate sewage discharges at our beaches

In regard to climate change as mentioned earlier our major area of influence is the preservation of the Lyme Bay Fisheries and Conservation Reserve, through our work with Blue Marine and with the East Devon Fishermans Association. A key aim is to move the status of the LBFCR to that of Marine National Park.

As discussed in Principle 6 we are committed to encouraging sustainable tourism and are bench marked in this through our yearly Blue Flag and seaside award applications

Key result areas would be

9.1 LBFCR to become a Marine National Park (joint working with Dorset council and with Blue Marine and local fishermen)

9.2 Water quality at our beaches to remain excellent (per principal 8)

9.3 A reduction in the number of combined sewer outfall discharges at our beaches to an average of 20 based on the EA data set (this target inline with the SWW waterfit target)

9.4 Beach live information to be displayed in real time at ever beach (via the electronic signage) and short term water quality information made more accessible to visitors

9.5 A 20% reduction in single use plastic within our waste flow from the beaches in the next 5 years with an eventual target of 100% elimination



Principle 10: The Beach Team.

Beach management will be appropriately staffed and resourced, recognising that our beaches are pivotal to our tourism offer, and the economy of the district.

Well maintained, safe, vibrant beaches lie at the core of East Devon's appeal to visitors, whose tourism is critical to the economy of the district. They are also a strong draw for people choosing to live in the area.

It therefore follows that increased investment in the management of the beaches can be drawn from the increased council tax receipts as the population of the district increases with Cranbrook, Plum Park, Godmores farm etc.

Additionally the implementation of this plan will drive up both the resilience of existing local businesses, and the potential for new start ups, whose business rates can be drawn upon.

Thirdly the delivery of Principles 4 and 7 has the potential to unlock considerable resources which are currently outside our grasp.

The effective implementation of this plan, and the underlying on going work, therefore will play a large part in the delivering all three of the Council Plan priorities, and in delivery of the tourism strategy and the climate change strategy.

Focussing all this work on one officer creates a single point of failure antiethical to the principles of corporate resilience. Although this can be managed to an extent in the short term via written process enabling more effective cover by colleagues, in the longer term it is essential that the beach team be expanded.

Key result areas include

10:1 The appointment of an Assistant Beach Safety Officer (0.5FTE) to take on the more routine work, to give the Beach Safety officer the time and capacity to focus on the key deliverables

10:2 The appointment of a volunteer coordinator (0.5FTE) to focus on the delivery of the objectives under principal 4, managing both direct volunteers and the relationship with community groups.

There is potential that 10:2 and 10:3 could be combined into one full time role for the right individual

10:3 Review and improvement of lifeguard arrangements to include establishing peak time lifeguarding at Budleigh, and scoping of the potential future need for lifeguarding at Seaton and Beer

10.4 Proactive engagement with other departments to develop synergistic roles which could add capacity to the team. E.g the potential for a campervans officer funded through increased car park revenues

10.5 once the volunteers coordinator (10.3) is in post the development of key volunteer roles to deliver simple beach checks and timely reporting of faults and defects.

ACTION PLAN

Note on approval status

None needed = this work is part of the day to day for the Beach Safety Officer (or other lead) and they are already authorised to complete it

Operational = This work can be approved by the Assistant Director Streetscene or other senior manager without reference to cabinet.

Agreed/agreed in principle = Cabinet have already approved this work

Not yet approved = this work will be subject to separate cabinet approval in the fullness of time, either as part of budget setting or as a separate paper.

Action	Principle delivery	Lead officer	Approval status	Costs
Financial Year 23/24 (current)				
A1) agreement of sustainable funding model for lifeguarding at Exmouth	5.3, 10.4	AD Streetscene	Agreed in principle by cabinet. Costs in 24/5 budget paper	£73.5k in 2024, there after to increase by 2.5% plus RPI for next five years
A2) Agreement of peak time life guarding at Budleigh	5.3, 10.4	AD Streetscene	Agreed in principle by cabinet. Costs in 24/5 budget paper	£23.5k in 2024 thereafter to increase by RPI for the next 5 years
A3) Improvements to Budleigh cycle racks	6.2	BSO	None needed	No cost to EDDC funded entirely by BTC
A4) Work to repair/ replace Jacobs ladder railings and repair access ramp	5.1	Engineers	Already approved and budgeted	Circa 20k
A5) Establishment of a beaches and foreshore working party jointly with STC	8.1	BSO	None needed	No costs

A6) Defibrillator for Jacobs ladder beach to support sea swimming and beach use for fitness plus use by an aging population	1.1	BSO	Already budgeted and approved	Circa £3k full cost, but agreement with STC to 50% split
A7) Additional access matting at Beer	2.1	BSO	None needed	£5300 fully funded by AfA grant, no net cost to EDDC
A8) review and scoping of drinking water improvements and beach showers at all beaches	1.3	BSO	None needed	no cost
A9) Beach web page review and improvements	1.5	BSO and EM	None needed	No cost
A10) Establishment of water safety webpages	5.0	BSO and EM	Approved as part of water safety policy adoption	no cost
A11) Liaison with fishermen on responsible waste disposal	3.3	BSO	None needed	no cost
A12) Blue flag and seaside award application	8.1, 8.2	BSO	None needed	£4800
A13) Water quality standards including weekly display of sampling data. Repeated yearly	8.3	BSO	None needed	No cost
A14) working with SWW and other partners to reduce CSO discharges	9.3	BSO and EH	None needed	No cost
A15) Development of Role profiles for Assistant BSO and Volunteer coordinator posts	10.2	BSO/OM/AD	Operational	No cost
Financial year 24/25				
B1) Exmouth signage improvements	5.1, 6.5, 9.1	BSO	Operational	£1500
B2) Exmouth Kite surfing sign	5.1, 5.5	BSO	Operational	£500
B3) Scoping of improvements to Exmouth cycling infrastructure	6.2	BSO	None needed	No cost
B4) Scoping of BBQ Improvements across all beaches	6.6	BSO	None needed	No cost
B5) Scoping of options to aid fishing businesses at budleigh	9.1	BSO/Property	None needed	No cost
B6) separation of fishermen from recreational boat storage and alteration to business rate arrangements	9.1	BSO/Property	None needed	No cost to EDDC
B7) Disability matting trial at Budleigh (phase 1)	2.1	BSO	In 2024/5 budget papers	Full cost £3507 (2023 prices) but

				agreement in principal with BTC to split costs 50% so net EDDC cost £1753.5
B8) Disability access matting trial Sidmouth phase 1	2.2	BSO	In 2024/5 budget papers	£5160 full cost, agreement in principal to 50% split cost with STC making EDDC cost £2580. May also be supported by grant funding if successful
B9) Completion of signage work on Sidmouth prom. Signs are in hand, need additional posts and contractors to erect	6.5	BSO	operational	£1240 at 2023 prices
B10) completion of signage work on Seaton Prom, signs are in hand, needs posts and contractors to erect	6.5	BSO	Operational	£1650 at 2023 prices
B11) Completion of toe lining project	2.4	BSO	Operational	Circa £1k
B12) Development of more accessible beach information signs	2.5	BSO and Strata designer	None necessary in development phase	No cost in development phase
B13) Review of boat and winch licences for greater safety and optimising management and income	5.4	BSO and legal	None necessary	No costs
B14) Blue flag and seaside award application	8.1	BSO	None needed	£4800
B15) LBCFR application to become a marine national park	9.1	Blue marine (BSO to rep)	Operational	no cost to EDDC
Financial year 25/26				
C 1) Exmouth Cycling infrastructure improvements	6.2	BSO	Not yet approved – to be in 2025/6 budget paper	Unknown until scoping work (B3) is complete

C2) Improvements to Exmouth and Budleigh BBQ facilities	6.6	BSO/Engineers	Not yet approved- to be in 2025/6 budget paper	Unknown until scoping work (B4) is complete
C3) Trial of Mobimat beach access matting with Exmouth Town Council	2.1	BSO	Not yet approved to be in 2025/6 budget paper	£8585 (2023 prices), maybe split with ETC
C4) Extension of railings behind Budleigh Fishermens' area	5.1	Engineers	Not yet approved to be in 2025/6 budget paper	£4395 (2023 prices)
C5) Implementation of drinking water improvements across beach portfolio	1.3	BSO	Not yet approved. Will be in 2025/6 budget papers	Unknown until scoping work (A8) is complete
C6) Implementation of accessible signage	2.5	BSO	Not yet approved will be in 2025/6 budget papers	Unknown until development per B12 is complete
C7) Reduction of waste through concession requirements	3.1	Property	None needed	No costs
C8) Proactive promotion of beach cleans (can't be done til volunteer coordinator in post)	4.2	VC	Operational	3k for litter picking equipment
C9) recruitment of volunteers to perform simple checks	4.3	VC	Operational	No costs
C10) Review of memorials across all beaches to maximise income and provision of facilities	6.5	BSO	None needed	Should be net gain in income
C11) Review of potential sponsorship opportunities for beach infrastructure and blue flags	7.4, 7.7	BSO	Operational	Should be net gain in income
C12) Blue flag and seaside award application	8.1	BSO	None needed	£4800 (or less subject to (C11))
C13) Trial of better electronic signage at Exmouth	9.4	BSO	Not yet approved will be subject to	£17k (at 2023 prices) Potential

			separate cabinet paper	for sponsorship from SWW
C14) Recruitment of Assistant BSO and VC posts (cannot be recruited any sooner as the window for the 2024/5 budget submission has passed)	10.1/2	BSO and OM	Not yet approved will be in 25/6 budget papers	£28,370 (at 2023 grades) G3 plus on costs and vehicle to be fully costed during work on (A15)
Financial year 26/27				
D1) Improvements to support Budleigh fishing community	9.1	BSO/property	Not yet approved to be separate capital bid in 25/7 budget paper	Unknown until scoping work (B5) is complete. Maybe supported by Defra grant
D2) Disability access matting at Budleigh (phase 2) extension to Donkey's turn (cannot be completed earlier as there is a need to wait until full impacts of LORP are clear)	2.1	BSO	Not yet approved to be a separate capital bid in 26/7 budget round	£21k (2023 prices) will be supported by a grant bid for 60% of costs if successful
D3) Resurfacing of Jacobs ladder to eliminate trip hazards and constant patch repairs and create sustainable wheelchair access	2.3, 5.1	Engineers	Not yet approved, to be a separate capital bid in 26/7 budget round	Estimated to be circa 50k at 2023 prices
D4) Sidmouth disability matting phase 2 (can't be implemented before the Sidmouth BMP works)	2.1	BSO	Not yet approved to be in 26/7 budget papers	£4300 (at 2023 prices)
D5) Dog ambassadors with Devon Loves dogs (can't be implemented until VC is in post)	4.5	VC	Will be subject to separate	Circa £5k for promotional material (maybe)

			paper for approval	defrayed through advertising or sponsorship)
D6) Blue flag and seaside award application	8.1	BSO	None needed	£4800 (or less subject to (C11))
Financial year 27/28				
E1) Completion of Seaton disability matting project	2.2, 2.6	BSO	Not yet approved, to be capital bid in the 27/8 budget round	£26k (at 2023 prices) may be supported by a grant application for 60%
E2) completion of Sidmouth disability matting project (follows on from D4)	2.2, 2.6	BSO	Not yet approved to be a capital bid in 27/8	£30k (at 2023 prices) may be supported by a grant application for 60%
E3) Blue flag and seaside award application	8.1 8.2	BSO	None needed	£4800 (or less subject to (C11))
E4) if trial (C13) is successful rollout of better electronic water quality and safety signage to other beaches	9.4	BSO	Not yet approved To be subject to separate cabinet paper in 2025	£51k (3 screens beer not being practical due to lack of signal) potential for sponsorship from SWW per (c13)

Overview Committee Work Programme 2023 - 2024
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Proposed date	Topic
TBC – keep under review	Overview Proposal Form and Scoping Template
March 2024	Digital Petition Platform: report from the Communications, Digital Services and Engagement Manager
March 2024	Devon Tree Strategy and scope for an EDDC Tree Policy
March 2024	Car Parking Strategy
TBC	Grass cutting in urban areas with the management of re-wilding areas

Date of Meeting 18 January 2024

Document classification: Part A Public Document

Exemption applied: None

Review date for release N/A

Work Programme - Coach Tourism in East Devon

Report summary:

To consider the resolution from Council on 6 December 2023 and whether the Overview Committee wish to carry out further investigation and set up a Task and Finish Forum to undertake the work.

The motion was proposed by Cllr Derek Haggerty and seconded by Cllr John Heath and the following details the motion and details of the resolution.

Increasing coach passenger visitors to East Devon including Exmouth, Budleigh, Sidmouth, Beer, Seaton, Honiton, Colyton, Axminster, Ottery St Mary plus, any other town or village who wishes to take part.

Many towns and city councils in the UK are turning away coach tourism, causing a loss of £millions of group tourism income, to attractions businesses and the local economy. Covid has only just allowed things to start returning to a more normal growth in coach tourism, possibly now, coaches are one of the greenest forms of transport.

2024 onwards this EDDC council could step up again as leading first choice coach tourist area, attracting more UK and incoming tourists from all over the world into the East Devon District, already 2024 is looking buoyant for coach tourism with a predicted 30% + more visitors to the UK. East Devon stepping forward now, would attract a lot more coach tourism.

What is required for this to happen in each destination?

1. Improved signage for attractions, coach & car parking, town centres toilets. TIC.
2. Free coach parking facilities in East Devon, (not bus parking)
3. Designated drop off and pick up points for coach passengers.
4. Coach driver facilities (driver break stop, where the driver can use toilet & get snacks)
5. Meet and greet service possibly linked with TIC, towns & attractions (this could be funded by the visitor).
6. this project means everyone working together as one East Devon Team improving the tourist footfall, aimed at working for our district as voted,

As councillors working together as one EDDC team, we can improve consistently for our towns, all businesses, attractions and hotels, and all future council administrations.

This ongoing incentive would bind together all high street businesses, attractions, all types of accommodations including holiday parks, taking groups of all sizes from around the world.

EDDC could have its own coach friendly programme, working free with CPT, confederation of passenger transport. This project would reach every visiting coach and holiday operator. competing with every other holiday destination around the country, but first we must agree to step forward accepting one of the greenest forms of transportation in today's tourism marketplace, this project will grow into a consistent source of revenue for tourism in our East Devon District.

I am more than happy to work with each town to help reach our ongoing goals.

Members discussed referring the motion to the Overview Committee for further investigation and whether a Task and Finish Group should be set up. Cllr Derek Haggarty accepted the revised wording of the motion and the seconder to the motion, Cllr John Heath supported it.

Cllr Paul Arnott proposed an amendment to the motion: that the motion should be referred to the Overview Committee for further investigation and whether to set up a Task and Finish Forum to undertake that work. The amendment was seconded by Cllr Derek Haggarty.

The Council **RESOLVED** that the motion should be referred to the Overview Committee for further investigation and whether to set up a Task and Finish Forum to undertake that work.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

To consider the resolution from Council on 6 December 2023 and whether the Overview Committee wish to carry out further investigation and set up a Task and Finish Forum to undertake the work.

To identify the next steps in setting up a Task and Finish Group including a timetable for the investigations to be conducted and a date for presenting the outcomes of the Group back to the Overview Committee.

Reason for recommendation:

To respond to the resolution from Council on 6 December in respect of the motion set out above.

Officer: Andrew Melhuish, Democratic Services Manager (andrew.melhuish@eastdevon.gov.uk)

Portfolio(s) (check which apply):

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

Equalities impact Low Impact

The Task and Finish Forum will need to assess the equality impacts during their investigations and outcomes following their work.

Climate change Low Impact

Risk: Low Risk; A full risk assessment may be required and the Task and Finish Forum will assess this as part of their investigations and any outcomes reached.

Links to background information None.

Link to [Council Plan](#)

Priorities (check which apply)

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

Financial implications:

Any financial implications will be assessed by the Task and Finish Forum during their investigations.

Legal implications:

Legal implications to be assessed by the Task and Finish Forum during their investigations.

EAST DEVON DISTRICT COUNCIL

Forward Plan of Key Decisions - For the 4-month period: 31 January 2024 to 31 May 2024

This plan contains all the Key Decisions that the Council's Cabinet expects to make during the 4-month period referred to above. The plan is rolled forward every month.

Key Decisions are defined by law as “an executive decision which is likely: –

- (a) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the Council's area.”

In accordance with section 9Q of the Local Government Act 2000, in determining the meaning of “significant” in (a) and (b) above regard shall be had to any guidance for the time being issued by the Secretary of State.

A public notice period of 28 clear days is required when a Key Decision is to be taken by the Council's Cabinet even if the meeting is wholly or partly to be in private.

The Cabinet may only take Key Decisions in accordance with the requirements of the Executive Procedure Rules set out in Part 4 of the Constitution and the Local Authorities (Executive Arrangements) (Meetings and Access to information) (England) Regulations 2012. A minute of each Key Decision is published within 2 days of it having been made. This is available for public inspection on the Council's website <http://www.eastdevon.gov.uk>, and at the Council Offices, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton. The law and the Council's constitution permit urgent Key Decisions to be made without 28 clear days' notice of the proposed decisions having been published provided certain procedures are followed. A decision notice will be published for these in exactly the same way.

This plan also identifies Key Decisions which are to be considered in the private part of the meeting (Part B) and the reason why. Any written representations that a particular decision should be moved to the public part of the meeting (Part A) should be sent to the Democratic Services Team (address as above) as soon as possible. **Members of the public have the opportunity to speak on the relevant decision at the meeting in accordance with the Council's public speaking rules.**

Obtaining documents

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

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]
Towards Zero Carbon Development in the West End: Interconnector Project Final Investment Decision	Assistant Director				31 January 2024	Part B
Future delivery of the Housing Task Force	Assistant Director Housing				31 January 2024	Part A
page 41 Council Tax changes to Second Homes & Empty properties	Asst Director – Revs, Bens CSC				31 January 2024	Part A
Sidmouth and East Beach BMP – Approval to enter design and construction contracts	Assistant Director StreetScene				31 January 2024	Part A
Beach Amenity Management Plan	Assistant Director Streetscene			Overview Committee 18 January 2024	31 January 2024	Part A
Colyton Land disposal	Housing Enabling Officer				31 January 2024	Part A

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]
Penalty & Prosecution Policy	Assistant Director Revs, Bens, CSC, Fraud & compliance			Audit and Governance Committee 18 January 2024	31 January 2024	Part A
Devon Place Board Next Steps	Project Manager Place, Assets & Commercialisation				31 January 2024	Part A
page 42 Fraud & Compliance Strategy	Assistant Director Revs, Bens, CSC, Fraud & compliance			Audit and Governance Committee 18 January 2024	31 January 2024	Part A
Feniton Flood Alleviation Scheme, Phase 4 contract award	Assistant Director Streetscene				31 January 2024	Part A
Procurement of Enforcement Agents Services	Assistant Director – Revs, Bens & CSC				January/February 2024	Officer Decision (Key decision)
Approval of Homelessness and Rough Sleeper Strategy 2024-2028	Assistant Director Housing				28 February 2024	Part A
15 Salters Meadow, Sidmouth: Structural repairs and refurbishment: Full internal and external refurbishment, structural and drainage repairs	Assistant Director Housing					Officer Decision (Key decision)

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]
1 Hillside, Salcombe Regis: external and internal repairs and refurbishment: structural works and possible roof replacement	Assistant Director Housing					Officer Decision (Key decision)
Colyford Road and Fosse Way Viability Assessment	Assistant Director Place Assets & Commercialisation	Colyford Road and Fosse Way Viability Assessment	No	Asset Management Forum	27 March 2024	Part A *possibly some Part B including the SOBC as they are commercially sensitive confidential
Cloakham Lawns Employment Site Viability Assessment	Assistant Director Place Assets & Commercialisation	Cloakham Lawns Viability Assessment	No	Asset Management Forum	27 March 2024	Part A *possibly some Part B including the SOBC as commercially sensitive confidential
Exmouth Town and Seafront Placemaking Plan Adoption	Assistant Director Place Assets & Commercialisation	Hayne Lane Masterplan	Yes some Strategic Outline Business Cases (SOBC)	Placemaking in Exmouth Town and Seafront Group	27 March 2024	Part A *possibly some Part B including the SOBC as commercially sensitive confidential

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]
Place and Prosperity Fund acquisition	Assistant Director Place Assets & Commercialisation	None	Business case/Appraisal of proposal	Place and Prosperity Investment Board	27 March 2024	Part B under Section 100(A) (4) of the Local Government Act 1972
Site Acquisition	Project Manager Place, Assets & Commercialisation				27 March 2024	Part B
page 44 Formation of an Exmouth Town and Seafront Subgroup	Assistant Director Place Assets & Commercialisation			Placemaking in Exmouth Town and Seafront Group	27 March 2024	Part A
Council Depots Review	Project Manager Place, Assets & Commercialisation				27 March 2024	Part A
Hayne Lane Masterplan	Assistant Director Place Assets & Commercialisation	Hayne Lane Masterplan	No	Asset Management Forum	27 March 2024	Part A *possibly some Part B including the SOBC as commercially sensitive confidential
Purchase of 52 Nelson Drive, Exmouth						Officer Decision (Key decision)

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]

Members of the public who wish to make any representations or comments concerning any of the Key Decisions referred to in this Forward Plan may do so by writing to the Leader of the Council c/o Democratic Services (as above).

January 2024

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]

Key Decision	Portfolio (Lead Officer)	Documents to be considered before Cabinet take decision	Whether other documents will be considered before decision taken [Y/N]	Other meetings where matter is to be debated / considered	Date of Cabinet meeting	Part A = Public meeting Part B = private meeting [with reasons]